

2026-2027 College Catalog





WAUBONSEE
COMMUNITY COLLEGE

www.waubonsee.edu

ACCREDITATION

Waubonsee Community College is accredited by The Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604, (800) 621-7440, and is recognized by federal and state agencies administering financial aid.

Approval: Waubonsee Community College is recognized by the Illinois Community College Board, Illinois Board of Higher Education and the U.S. Department of Education.

Art
Accreditation: National Association of Schools of Art and Design (NASAD)

Auto Body Repair
Accreditation: Automotive Service Excellence (ASE)

Automotive Technology
Accreditation: Automotive Service Excellence (ASE)

Emergency Medical Technician - Paramedic
Accreditation: Commission on Accreditation of Allied Health Education Programs (CAAHEP)

Health Information Technology
Accreditation: Commission on Accreditation of Health Informatics and Information Management Education (CAHIIM)

Heating, Ventilation and Air Conditioning
Accreditation: HVAC Excellence

Human Services
Accreditation: Illinois Certification Board, Inc. - Preparatory and Advanced

Machine Tool Technology
Accreditation: National Institute for Metalworking Skills (NIMS)

Medical Assistant
Accreditation: Commission on Accreditation of Allied Health Education Programs (CAAHEP)

Nursing
Accreditation: Accreditation Commission for Education in Nursing (ACEN)



Land Acknowledgement

The four campuses of Waubonsee Community College occupy the traditional homelands of the Peoria, Bodwéwadmi (Potawatomi), Mascoutin, Myaamia (Miami), Očhéthi Šakówiŋ (People of Seven Council Fires, also known as the Sioux Nation), Hoocąk (HoChunk), Kaskaskia, and Kiikaapoi (Kickapoo). We respectfully acknowledge these individuals and communities, along with their cultures, stories, and struggles – past and present.

We honor Chief Waubonsee (Wah-bahn-se) of the Potawatomi, for whom our college is named, and the indigenous owners of the area we now occupy and whose dispossession allowed for the growth of this institution. As we acknowledge past injustices, we honor the historical stewardship of the land and recognize our responsibility for continued care and respect of the ancestral lands and traditions of the communities to whom we are indebted and to stand against injustice in our world today.

As an educational institution focused on access and equity, the college is committed to pairing this acknowledgement with action-leading to greater levels of respect and inclusivity in all our teaching, learning, and community building efforts.

Illinois Community College District 516

Circulation: *The Waubonsee Community College Catalog is published annually by the Marketing and Communications Department. For additional copies of this or other publications, call us at (630) 466-2411. We welcome comments and suggestions. This catalog is provided to you compliments of the college.*

WAUBONSEE

our programs and services

College Catalog 2026-2027

WAUBONSEE COMMUNITY COLLEGE

is a two-year public community college providing education and training services for individuals in District 516.

This catalog is in effect for the academic year 2026-2027.

OUR MISSION

Waubonsee Community College provides exceptional learning through accessible, equitable, and innovative education. We are committed to enriching the lives of our students, employees, and community by working together to create opportunities to discover new passions, share knowledge, and embrace diversity.

OUR VISION

Waubonsee Community College opens the door of knowledge, sparks imaginations, and enlightens lives through learning. We welcome the diverse abilities, goals, and experiences of individuals standing on the threshold of discovery. Our success is defined by the dreams we help shape, the opportunities we help design, and the futures we help create.

OUR VALUES

Quality: We constantly redefine what it means to be "the best," seeking to improve in every area and exceed the expectations of those we serve.

Value: We focus every resource directly on the search for learning, creating tangible benefits in everything we do.

Innovation: We are actively engaged on the frontiers of education, continuously improving the learning environment for our students and communities.

Service: We view the world from the perspective of those we serve, anticipating needs and striving to exceed expectations while demonstrating a caring, knowledgeable, consistent connection with each individual every time they meet us.

Accessibility: We remove barriers to learning formed by time, geography, education, culture, experience or beliefs to provide a full range of quality educational opportunities for all who can benefit.

Our Programs and Services

Transfer Programs: Associate degree education consisting of communications, social and behavioral sciences, physical and life sciences, mathematics, humanities and arts, education, engineering, and other pre-professional fields designed to prepare students for transfer to baccalaureate degree-granting institutions.

Workforce Education: Business, health care, technical and professional education programming designed for entry-level employment, retraining, and/or upgrading of skills to meet current and emerging employment needs and trends. Education and training opportunities include courses, programs, and contract training designed to meet the workplace needs of both individuals and organizations with an emphasis on skill building and improved productivity.

Pre-College Programs: Courses, programs, and services designed to assist academically underprepared students to be successful in the next level of education, including reading, mathematics, writing, college success, literacy, high school equivalency exam preparation (HSE), General Education Diploma (GED®), Adult Basic Education (ABE), and English Language Acquisition (ELA).

Student Services: Services designed to meet the holistic development of all students including counseling, advising, transfer planning, admissions, registration and records, assessment, financial aid, scholarships, career development, student life programming, intercollegiate athletics, and assistance for students with disabilities.

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Directory of Information ..... inside back cover or visit www.waubonsee.edu/directory

Campus Safety

Waubonsee Community College is committed to providing a safe and secure campus environment for all students, faculty, staff, and community members. ***Emergency Preparedness and Safety: A Guide for Students and Community Members*** provides basic information on what to do in a variety of possible emergency situations on campus. This guide is available for download at www.waubonsee.edu/safety. Printed copies of the guide are also available from Academic and Career Advising; Admissions; and Registration and Records departments.

In case of emergency, please call 9-1-1. For non-emergency situations, Waubonsee Campus Police may be reached by calling (630) 466-2552. The Waubonsee Campus Police Office is located in Dickson Center on the Sugar Grove Campus and in the lobby at the Aurora Downtown, Aurora Fox Valley, and Plano campuses.

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Board member 1997-2027
Business Executive



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Montgomery
Vice Chair
Board member 2015-2027
Consulting Scientist



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Secretary
Board member 2018-2029
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Montgomery
Board member 2019-2031
Program Director



Daniela Alfano
North Aurora
Student Trustee 2026-2027



Brian Knetl, Ed.D.
President

Dear Waubonsee Community,

On behalf of the Board of Trustees, faculty, and staff, welcome to Waubonsee – a college dedicated to helping students succeed and communities thrive.

Whether you are beginning your college journey, advancing your career, or exploring a new path, Waubonsee is here for you every step of the way. In the classroom, you'll experience high-quality instruction from faculty who are experts in their fields, passionate about teaching, and committed to your success. Beyond the classroom, you will find comprehensive resources designed to support you, including academic advising, tutoring, counseling, financial assistance, and more.

As we celebrate our 60th anniversary this academic year, we will reflect on and recognize our past, but more importantly, we will continue to look toward the future. Our RISE 2030 strategic plan outlines four priority areas—redefining our relationship with the community, investing in academic innovation, strengthening the student experience, and enriching the employee experience—that will position Waubonsee as an even brighter educational beacon for decades to come.

For both you and the college, the work ahead is both ambitious and inspiring. We are glad to be in it together. Thank you for choosing Waubonsee and for allowing us to be part of your journey.

Wishing you much success and hoping to see you around campus,



Brian Knetl, Ed.D.
President

LinkedIn

FALL SEMESTER 2026

First day of fall registration.....**May 4**
First day of classes — Monday.....**Aug. 17**
Weekend classes begin — Saturday ..... **Aug. 22**
Labor Day break — Saturday through Monday ..... **Sept. 5 - 7**
(Classes will not meet)
Mid-term for 16-week classes — last day to change audit enrollment status ..... **Oct. 7**
Spring semester registration begins at 8 a.m. .....**Nov. 2**
Last day to withdraw from 16-week fall semester classes.....**Nov. 6**
(See note below)
Thanksgiving break — Monday through Sunday ..... **Nov. 23 - 29**
(Classes will not meet)
Semester ends .....**Dec. 12**
Grades available to students — Wednesday .....**Dec. 16**

The above dates apply, in general, to traditional 16-week credit classes. Please refer to the Registration, Refund and Withdrawal Dates chart on the website or contact Registration and Records for details regarding registration deadlines, refund dates, and withdrawal dates for weekend classes and other classes shorter than 16 weeks in duration.

The college is closed on the following dates. Otherwise, the college is open and services are available during the standard hours of operation.

Independence Day: .....Friday, July 3, 2026
Labor Day: ..... Monday, Sept. 7, 2026
Thanksgiving Holiday:.....4:30 p.m., Tuesday, Nov. 24 through Sunday, Nov. 29, 2026
Winter Break: .....4:30 p.m., Wednesday, Dec. 23, 2026 through Sunday, Jan. 3, 2027
Martin Luther King, Jr. Day: ..... Monday, Jan. 18, 2027
Memorial Day:.....Monday, May 31, 2027
Juneteenth:.....Friday, June 18, 2027

2026

August

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2027

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February

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June

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July

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August

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SPRING SEMESTER 2027

First day of spring registration ..... **Nov. 2, 2026**
First day of classes — Tuesday ..... **Jan. 19**
Weekend classes begin — Saturday ..... **Jan. 23**
Summer semester registration begins at 8 a.m. ..... **March 1**
Mid-term for 16-week classes — last day to change audit enrollment status ..... **March 10**
Spring break — Monday through Sunday ..... **March 15 - 21**
(Classes will not meet)
Last day to withdraw from 16-week spring semester classes ..... **April 16**
(See note below)
Fall semester registration begins at 8 a.m. ..... **May 3**
Semester ends ..... **May 14**
Commencement ..... **May 15**
Grades available to students — Wednesday ..... **May 19**

The above dates apply, in general, to traditional 16-week credit classes. Please refer to the Registration, Refund and Withdrawal Dates chart on the website or contact Registration and Records for details regarding registration deadlines, refund dates, and withdrawal dates for weekend classes and other classes shorter than 16 weeks in duration.

SUMMER SEMESTER 2027

Summer semester registration begins at 8 a.m. ..... **March 1**
First day of 3-week and 11-week summer session classes *(check individual course)* ..... **May 24**
Memorial Day break — Saturday through Monday ..... **May 29 - 31**
(Classes will not meet)
Weekend classes begin — Saturday ..... **June 5**
First day of 8-week summer session ..... **June 14**
Juneteenth — Friday *(College closed)* ..... **June 18**
Independence Day break — Saturday through Monday ..... **July 3 - 5**
(Classes will not meet)
Last day to withdraw from 11-week summer session classes ..... **July 12**
Last day to withdraw from 8-week summer session classes ..... **July 23**
End of Session ..... **Aug. 7**
Grades available to students — Wednesday ..... **Aug. 11**

Midterm ..... determined by length (weeks) of course
Refunds ..... determined by course beginning date and duration
(See the Registration, Refund and Withdrawal Dates chart on the website)

Summer classes are offered with a variety of beginning and ending dates. Please refer to each individual class within the schedule for the correct beginning and ending dates. Please refer to the Registration, Refund and Withdrawal Dates chart on the website or contact Registration and Records for details regarding registration deadlines, refund dates, and withdrawal dates.

New students who have never attended Waubonsee before are required to complete the New Student Application found online at www.waubonsee.edu/apply.

Please refer to the following steps to complete enrollment.

New Credit Students

STEP 1. Apply

Submit our free New Student Application. It gets the process started by assigning you a student ID/X-number. It also allows us to better communicate with you throughout the enrollment process.
www.waubonsee.edu/apply

STEP 2. Find Financial Resources

If interested, apply for financial aid as soon as possible. Waubonsee also offers a variety of Foundation scholarships, with deadlines in February and May for the following academic year.
www.waubonsee.edu/financial-aid

STEP 3. Get Placed Into the Right Courses

If you are seeking a degree, you will be placed into the right English and math courses based on your high school GPA; ACT/SAT/GED® or HiSet scores; placement testing results; previous coursework (including transitional high school courses); or other measures. **www.waubonsee.edu/placement**

Note: *Some classes may require placement testing to meet prerequisite requirements. Students who have attended and earned credit at previous colleges or universities should arrange to have official transcripts sent to Registration and Records to be evaluated for transfer credit.*

STEP 4. Complete Pre-Registration Review

Complete the online Pre-Registration Review (PRR) tutorial, found in mywcc, where you'll learn to use your course placement info, the course catalog and course schedule to select and register for classes.
mywcc.waubonsee.edu

STEP 5. Register for Classes

You have several registration options, but the most popular is online through mywcc. Once you have registered for class, your Waubonsee email is activated. Check **mywcc.waubonsee.edu** for official communications from the college such as messages about financial aid and your tuition/fees.
www.waubonsee.edu/register

STEP 6. Arrange for Payment

To hold your classes, make a tuition payment arrangement by the date established for each semester that the student registers.

- Pay in full (required for less than $200) *or*
- Enroll in an interest-free payment plan (a $30 nonrefundable set-up fee is charged for each semester you choose to enroll in a payment plan) *or*
- Provide a verified source (financial aid, scholarships, veterans, or employer/3rd party)

www.waubonsee.edu/paying

STEP 7. View Waubonsee 101 and Attend New Student Orientation

Get more information on how to succeed at Waubonsee by watching the Waubonsee 101 online presentation. Then meet new classmates as you learn about Waubonsee's campuses.
mywcc.waubonsee.edu/101

Returning/Continuing Students

STEP 1. Meet with an Academic and Career Advisor prior to registering *(highly recommended).*

STEP 2. If it has been more than two years (six semesters) since you last attended, you will need to submit a Readmit Form before registering. Visit **www.waubonsee.edu/readmit**.

STEP 3. Register for courses in person, by mail, by fax, or online at **mywcc.waubonsee.edu/registration**. To hold your classes, make a tuition payment arrangement by the date established for each semester.

Note: *Some classes may require placement testing to meet prerequisite requirements.*

Professional Development/Workforce Education Students

Students interested in Professional Development/Workforce Education courses should complete the Professional Development/Workforce Education Registration Form, which can be found online at **www.waubonsee.edu/register**.

QUESTIONS? CALL (630) 466-7900

Academic and Career Advising .....ext. 2361	Financial Aid .....ext. 5774
Admissions.....ext. 5756	Registration .....ext. 2370
Assessment.....ext. 5700	

WAUBONSEE

our programs and services

Educational Options

Educational Options

Waubonsee Community College offers its students a variety of educational programs and services. Many students come to Waubonsee looking for education leading to a satisfying career. Others come for college credit they can transfer to a four-year college or university. Still others come to develop a specific job skill, to improve their ability to speak and write the English language, to continue the process of lifelong learning, or to obtain help in deciding their future.

This section summarizes the many opportunities available to the Waubonsee community, as well as the college's programs and services offered in accordance with its mission.

Transfer Education

Students can come to Waubonsee Community College to earn credits that transfer to a four-year college or university. Many different programs are available to prepare them for work at the junior level after they transfer. Individually tailored programs lead to the Associate in Arts degree (AA), the Associate in Science degree (AS), the Associate in Engineering Science degree (AES), or the Associate in Fine Arts degree (AFA).

Additional Options

Waubonsee also offers the Associate in General Studies (AGS) degree designed primarily for students who have chosen to pursue a broad general program rather than a specific occupational-oriented or baccalaureate-oriented program.

In addition, students also have the option of completing the General Education Core Curriculum Credential (GECC). This credential ensures a seamless transfer of lower-division general education requirements to four-year universities in the State of Illinois.

The courses taken at Waubonsee Community College are those normally taken during the first two years of the baccalaureate degree. Since requirements can vary from one university to another, each program must be planned with an Academic and Career Advisor. Students can complete Waubonsee's degree requirements and be in a favorable position to transfer to the university of their choice. Most universities award junior standing to students who have earned a transfer degree.

See degree requirements page 21.
See credential requirements page 31.

Career and Technical Education

Many students at Waubonsee are working to gain the necessary skills and knowledge to prepare for a job in a career area. Some students take courses to reinforce and improve skills they already possess. Others enroll in a two-year program leading to an Associate in Applied Science degree (AAS) or enter a shorter sequence leading to a Certificate of Achievement.

Trained and skilled individuals are needed to meet increasingly exacting job qualifications. Career education programs prepare students to step directly into this fast-moving age of technological change. For specific degree, program, and certificate information, see the Career and Technical Education section in this catalog.

See degrees and certificates page 43.

Adult Education

High School Equivalency

The High School Equivalency (HSE) program is offered in both English and Spanish, to prepare adults planning to take the GED® or HiSet high school equivalency exam. Classes are offered in the areas of Language Arts (Reading, Writing), Mathematics, Social Studies, and Science. Preparation for the Illinois U.S. Constitution module is also available. Morning and evening classes are offered at the Downtown Aurora Campus and at other sites throughout the community. Students must be 17 years of age or older and not attending, or required to attend, a secondary school under state law. Students under the age of 18 must provide an official withdrawal letter for high school at the time of enrollment. Once a student passes all portions of the high school equivalency exam and achieves a passing score on the Illinois U.S. Constitution module, the State of Illinois will issue the Illinois High School Diploma to the student. The GED® is available through Waubonsee's Learning Assessment and Testing Services (See directory) or online at www.ged.com. For more information about classes and upcoming information sessions, please visit www.waubonsee.edu/HSE or contact the Adult Education Office (see directory).

English Language Acquisition

The English Language Acquisition (ELA) program offers non-native English-speaking adults the opportunity to learn the English language and develop a stronger understanding of United States Civics and culture. Students will develop the reading, writing, listening, and speaking skills necessary for success in the workplace and in the community, and to prepare them for future educational aspirations. Supplemental conversation and basic digital literacy classes are also offered throughout the year. Morning and evening classes are offered at the Aurora Downtown Campus and at sites throughout the community. These classes are open to all students 17 years of age or older. Students must not be attending, or required to attend, high school or enrolled in college credit bearing classes. Individuals on student, tourist, or au-pair visas are not eligible by law to take ELA classes. For more information about classes and upcoming information sessions, please visit www.waubonsee.edu/ELA or contact the Adult Education Office (see directory).

Adult Education Transition and Career Services

Free transition and career services are offered to help Adult Education students transition into college-level courses or obtain gainful employment. Assistance includes referrals to appropriate Waubonsee services (i.e. academic and career advising, financial aid, and career services), interviewing techniques, resume workshops, and electronic application assistance. The Waubonsee Adult Education program is a fully integrated partner of Illinois workNet and the American Job Centers. For more information contact the Adult Education Office (see directory).

Waubonsee Works (WIOA Youth Services Program)

The Waubonsee Works program offers career exploration, internship, and job search/placement in the areas of Health Care, Automotive, Information Technology, and Manufacturing to eligible individuals between the ages of 17 to 24 years old. To qualify the individual must be eligible to work in the United States and currently not attending high school or enrolled in college-level courses. Individuals eligible for the program qualify for free tuition and fees, books, course materials, equipment, wrap-around student services, and internship/job placement assistance. Individuals without a high school diploma will be enrolled in High School Equivalency (HSE) classes prior to enrollment in a certificate program. For more information or to apply for the program, visit www.waubonsee.edu/waubonseeworks or contact the Adult Education Office (see directory).

Community Programming

Driver Safety Program

Driver Safety offers the National Safety Council's widely acclaimed four-hour and eight-hour Defensive Driving courses, as well as the very popular "Alive at 25" program, at locations throughout Kane, Kendall, and DeKalb Counties. These courses are approved by the 16th and 23rd Judicial Circuits for use in their court supervision program for minor traffic violations. The increasing number of drivers and vehicles on the road creates a continuing need for defensive driving training across all age groups. Our skilled instructors focus on practical strategies to prevent traffic citations and collision-related injuries and fatalities. The "Alive at 25" program is aimed at the most at-risk group, teen drivers. Traffic crashes are the number one cause of death for drivers under the age of 25. "Alive at 25" will help young drivers understand the consequences of the driving choices they make and why they often underestimate risks. Driver Safety is now also being offered in the community to organizations and businesses. This course may qualify you for a car insurance discount. For more information, visit www.waubonsee.edu/driversafety or by calling the Driver Safety Program office (see directory).

Illinois Small Business Development Center (SBDC)

The SBDC is a grant-funded program offering no-cost one-on-one assistance to entrepreneurs and small business owners in the community. Services are available in English and Spanish. The SBDC helps entrepreneurs navigate business formation options and regulations, prepare a business plan, and understand funding options. Owners of established businesses may receive assistance to help manage and grow their businesses. Services include assistance with strategic planning, effective business operations, QuickBooks, financial forecasting, marketing strategies, employee hiring and management, buying or selling a business, and much more. In addition to one-on-one assistance, the SBDC also offers workshops on a wide variety of business topics. Entrepreneurs and business owners seeking assistance may call (630) 906-4143 to schedule an appointment with a business advisor, or find more information at www.waubonsee.edu/sbdc.

Lifelong Learning Institute

Lifelong Learning Institute (LLI) is an independent organization devoted to learning for persons aged 50+. Members of the LLI share their cumulative life experiences in an informal classroom setting while expanding their knowledge of a variety of topics. Each course is designed for maximum participation under the leadership of a member who acts as a facilitator. For more information call the Lifelong Learning Institute at (630) 466-2593.

American Heart Association Training Center

Waubonsee Community College is an American Heart Association (AHA) Training Center. Two-year AHA certifications can be provided in CPR/AED and First Aid. We provide a regular schedule of CPR classes on campus, and also train instructors who can deliver classes at your business or organizations. Our expert instructors ensure consistent, high-quality training and hands-on practice in key techniques. Find more information at www.waubonsee.edu/CPR.

Ways to Take Courses

Waubonsee offers students face-to-face courses as well as alternative learning formats that save them travel time and allow for flexible scheduling. Regardless of the learning format, students will receive equal hours of instruction, meet the same learning outcomes, and have access to student support services. All methods of instructional delivery or modalities utilize Canvas for syllabi and other resources such as course materials and assignments. Learn more at www.waubonsee.edu/mychoice.

Face-to-Face

Classes meet in a traditional classroom setting on one of Waubonsee's four campuses for the entire duration of the course.

Sync Online

Sync Online courses are a combination of course instruction and student participation occurring synchronously online through a video conferencing platform (such as Zoom) on the scheduled days and times for the course. This allows students to engage with faculty and peers in real-time. Instruction can also occur Online (asynchronously), through Canvas.

Online

Instruction occurs exclusively online, through the Canvas learning management system, for the duration of the course. Online courses are delivered in an asynchronous manner, which means that students learn from instruction, such as prerecorded video lessons and assigned learning tasks, that is not delivered in-person or in real-time.

Hybrid

Classes meet in a traditional classroom setting on one of Waubonsee's four campuses, and instruction also occurs online through the Canvas learning management system. Required face-to-face class session days and dates are identified in the course schedule and syllabus.

Flex

Essentially, this option allows students to choose from among face-to-face, sync online, or online delivery methods throughout the course, depending on what works best for them on any given day. All class sessions meet face-to-face in a traditional classroom setting, but every session is also broadcast through the Zoom video conferencing platform live, in real-time. This allows students to participate and engage with faculty and other students regardless of their physical location or device. Class sessions are recorded and posted in the Canvas learning management system for review, allowing students to complete the course asynchronously based upon instructor expectations.

Programs for High School Students

Dual Credit

Dual credit courses allow eligible high school students to earn both high school and college credit simultaneously. Waubonsee Community College offers dual credit opportunities through partnerships with area high schools. Dual credit helps students get an early start on college coursework while building confidence in meeting college-level expectations.

With high school approval, students may earn dual credit in two ways. Provided all prerequisites are met, students may enroll in approved Waubonsee courses offered on one of the college's campuses or online, or they may earn dual credit by taking approved college courses at their high school, taught by qualified instructors using Waubonsee's approved course syllabi, objectives and outcomes, textbooks, and instructional materials to ensure college-level rigor.

Students should consult their high school counselor to determine eligibility, course availability, and any additional requirements. Because dual credit is college coursework, grades become part of the student's Waubonsee academic record and may be considered in future academic standing and financial aid eligibility. College credit earned may be applied toward a Waubonsee degree or certificate and may be transferable to other colleges or universities. Students are encouraged to verify transfer policies with their intended institution. For more information, visit www.waubonsee.edu/dualcredit or contact the Dual Credit and P-20 Partnerships Office (see directory).

Upward Bound

The Waubonsee Upward Bound Program is a federally funded college preparatory program that serves students at East Aurora High School and West Aurora High School. The program provides students with the motivation and support necessary to go to college. Year-round services include academic courses, tutoring, course advisement, national college visits and cultural enrichment activities, financial aid and college readiness workshops, and a six-week academic intensive summer program. All services are provided at no cost. For more information, visit www.waubonsee.edu/upwardbound or contact the Upward Bound Manager (see directory).

Waubonsee offers a variety of credit courses for area high school students, as well as special programs and competitions.

VALEES

Credit for High School Coursework

Through an articulation agreement between the Valley Education for Employment System (VALEES) and Waubonsee Community College, credit may be awarded in college degree or certificate programs to students who have successfully completed articulated secondary courses.

Students should first discuss credit transfer with their high school teachers and counselor, then complete the VALEES College Credit Articulation Form. The form is available online at www.valees.org, from high school counselors, from Waubonsee's Academic and Career Advisors or at the VALEES Office (in the Auditorium on the Sugar Grove Campus). Next, students should request that an official high school transcript be forwarded directly to the VALEES Office at Waubonsee. Both forms need to be received in the VALEES Office for consideration of credit for high school coursework.

Specific requirements under this agreement include:

- Application for articulated credit must be made within two years from the date of high school graduation or last term of high school attendance.
- Students must record the articulated credit and enroll in a college class within two years from the date of high school graduation or last term of high school attendance.
- A grade of B (3.0 on a 4.0 scale) must be earned for each semester of high school coursework to be considered for college credit.
- Credit awarded under this agreement is recorded on a student's college academic record (transcript) as credit by proficiency and becomes part of the total number of credits required for program completion.
- For a complete listing of articulated classes and an application, visit the VALEES website at www.valees.org.
- Credit will be recorded after the refund period of the student's first semester of enrollment.

VALEES Member Schools

Batavia High School — District #101
Earlville High School — District #9
East Aurora High School — District #131
Fox Valley Career Center
Geneva High School — District #304
Hinckley/Big Rock High School — District #429
Indian Creek High School — District #425
Indian Valley Vocational Center
Kaneland High School — District #302
Leland High School — District #1
Newark High School — District #18
Oswego High School — District #308
Oswego East High School — District #308
Paw Paw High School — District #271
Plano Area Special Education Cooperative
Plano High School — District #88
Sandwich High School — District #430
Serena High School — District #2
Somonauk High School — District #432
West Aurora High School — District #129
Yorkville High School — District #115

Study Abroad

Waubonsee is a member of the Illinois Consortium for International Studies and Programs (ICISP). Study abroad programs can take Waubonsee students to England, Ireland, Austria, Spain, Costa Rica, France and other countries for programs offering a comprehensive mix of study and cultural/social activities. For example, students might spend a summer session in the Spanish immersion program in Costa Rica or an entire fall or spring semester on campus in Canterbury, England, or Salzburg, Austria. For more information about the program requirements, visit www.waubonsee.edu/study-abroad. Interested students should inquire and apply early (at least six months in advance of program offerings)

Work-Based Learning

Work-Based Learning provides students with opportunities to apply classroom knowledge in real world professional settings. Through structured, supervised experiences with employers or community partners, students gain practical skills, explore career pathways, and build professional networks while completing their academic program.

Work-Based Learning experiences may be paid or unpaid, may or may not carry academic credit, and are subject to program specific requirements. The availability of credit and eligibility to participate vary by program.

The primary forms of Work-Based Learning partnerships at the college are internships and apprenticeships, each designed to support different learning and career goals. Students are encouraged to research internship and apprenticeship opportunities.

Internships

Internships are short-term, supervised work experiences that allow students to gain hands-on experience in a field related to their program of study. Internships may be completed for academic credit or on a noncredit basis, depending on program requirements. Internships may be paid or unpaid. Students are expected to meet with their Academic and Career Advisor to ensure internship credits earned align with degree and career goals. With approval from a faculty advisor, students may earn up to three semester hours of credit per term through an internship. It is the responsibility of the student to research and secure an internship. For more information, please visit www.waubonsee.edu/internships or email internships@waubonsee.edu.

Apprenticeship

Apprenticeships are structured, paid, long-term programs that combine on-the-job training with related classroom instruction. These programs prepare individuals for specific roles within a company or organization and typically lead to full-time employment. Apprentices earn wages while attending classes and receiving on-the-job training. Employers often cover some or all educational costs. Program length, admission criteria, and academic credit differ based on individual employer requirements and workforce demands. The availability of apprenticeship positions is contingent upon employer demand. For more information, please visit www.waubonsee.edu/apprenticeships or email apprenticeships@waubonsee.edu.

Workforce Education

Waubonsee's Workforce Education department delivers responsive, noncredit solutions that create accessible pathways to career advancement for individuals and employers alike. Through short-term noncredit programming, professional development, and customized contract training, Workforce Education builds in-demand skills, supports industry-recognized credentials, and helps organizations cultivate a prepared, competitive workforce aligned with evolving community and labor market needs. For more information, visit www.waubonsee.edu/workforce-education.

Noncredit Programming

Developed with industry partners and aligned with learners' goals, these short-term, skills-focused noncredit courses are intentionally hands-on to build real-world competencies and deliver industry-recognized credentials. Designed for flexibility and workforce readiness, programs empower learners to upskill, reskill, or explore new career pathways, with many offerings articulating to credit—allowing noncredit training to count toward future academic coursework and reducing time and cost to a degree. Most programs run 4–16 weeks, and offerings span in-demand areas such as Industrial Maintenance, Real Estate, AI, Welding, and more; learners are encouraged to visit the website regularly as courses evolve to meet workforce needs.

Professional Development

For individual learners seeking continuing education, Waubonsee offers professional development courses across a broad range of industries and occupations, including topics and trainings not typically available on campus. Designed for job seekers and career changers, these offerings support certification and recertification in in-demand, high-wage, and high-growth fields while providing CEUs, PDUs, and other industry credentials. Courses are delivered primarily online and through trusted third-party learning partners, offering convenient, flexible, on-demand, and affordable options that allow learners to progress at their own pace.

Contract Training

For organizations, Waubonsee offers flexible, customized contract training designed to meet regulatory requirements, training mandates, and specific workplace needs. Training can be scheduled at the employer's convenience and delivered on campus or on-site for ease of instruction, and may include workforce assessments, upskilling for incumbent workers, and essential skills development. In-demand training areas include technical skills such as hydraulics, pneumatics, electrical, mechanical, and maintenance systems, as well as essential and emerging topics like leadership, communication, succession planning, and artificial intelligence.

WAUBONSEE

our programs and services

Institutional Learning Outcomes

Institutional Learning Outcomes

Higher education generates learning that prepares students to deal with a complex, diverse, and changing world while respecting individuals, cultural differences, and alternative views. **Waubonsee Community College** believes students must gain knowledge, skills, and abilities from the college experience beyond the specific content each class provides. These general education intellectual skills, called **Institutional Learning Outcomes,** are vital to success in education, careers, and in lifelong learning. Consistent with the institutional mission and vision, the college is committed to offering experiences, both inside and outside of the classroom, that allow students to acquire, develop, and demonstrate growth in these core proficiencies. "I Can" statements were developed to help students understand the knowledge, skills and abilities gained in each one of the Institutional Learning Outcomes. "I Can" statements are listed below each outcome. They are:

- **CRITICAL THINKING:**
  Critical thinking is a habit of mind characterized by the thorough analysis of issues, ideas, artifacts, information or events to construct an argument or a solution.

  Outcome: Analyze information in order to construct an argument or solution.

  "I Can" Statements:

  1. I can clearly describe a problem or issue so that I can understand all the facets.
  2. I can select the most relevant ideas, concepts, theories, or practices to solve a problem or create an argument.
  3. I can identify my own and others' assumptions and the context or background of a problem or argument.
  4. I can create a solution or argument that takes into account all the complexities or other viewpoints.
  5. I can come to a solution or conclusion that is logically tied to a range of information and other viewpoints in which consequences, implications, or outcomes are clearly identified.

- **COMMUNICATION:**
  Communication is the ability to deliver clear, well-organized speeches, presentations, visuals or ideas appropriate to various contexts and audiences; and to write clear, concise communications appropriate to various contexts and audiences.

  Outcome: Use clear language to communicate meaning appropriate to various contexts and audiences.

  "I Can" Statements:

  1. I can analyze purpose, audience, context, and conventions as I read, write, or orally deliver a variety of texts or presentations.
  2. I can effectively use ideas and information in reading and understanding, composing a variety of texts, or write a presentation or speech.
  3. I can place evidence and perspectives from other ideas and information I have collected in a logical order to support my thesis.
  4. I can adapt my writing strategies to various writing tasks or my delivery techniques for various presentations.
  5. I can effectively use edited U.S. English while paying attention to word choice, grammar, and spelling.
  6. I can design documents, slides, or multimedia while paying attention to patterns of formatting in accordance with purpose, genre, content, voice, organization, graphics, and other elements required by rhetorical contexts.
  7. I can listen actively and respond constructively in discussions.
  8. I can work with peers, develop plans to accomplish a task or project, and report on process.

• QUANTITATIVE LITERACY:

Quantitative Literacy is the ability to acquire, analyze, use and represent mathematical and scientific data and information symbolically, visually, numerically and verbally to recognize and understand problems and trends, to conduct experiments and observations, to develop appropriate solutions and conclusions, and to understand the interrelatedness of quantitative reasoning and other disciplines.

Outcome: Make judgements or draw appropriate conclusions based on the quantitative analysis of data.

"I Can" Statements:

1. I can provide accurate interpretations of information presented in mathematical forms such as graphs or charts.
2. I can successfully make calculations and effectively represent them in visual representations.
3. I can explain how calculations and symbolic operations are used in visual representations of trends, relationships, or changes in status relevant to a given topic.
4. I can explain how visual representations of data support a solution or argument in a given discipline or field of study.

• GLOBAL AWARENESS:

Global Awareness is the ability to integrate diverse perspectives, cultivate compassion, and transcend borders to address complex issues.

Outcome: Describe the interconnectedness of issues, trends or systems using diverse perspectives.

"I Can" Statements:

1. I can explain and evaluate the sources of my own perspectives on issues in a discipline or field of study.
2. I can investigate other cultural perspectives with respect.
3. I can compare my perspectives with other cultural perspectives.
4. I can explain how knowledge from different cultural perspectives might affect interpretations or solutions to issues or problems in a particular discipline or field of study.
5. I can make arguments or propose solutions that take into account the complexities of a spectrum of cultural perspectives.

• INFORMATION LITERACY:

Information literacy is a set of integrated skills encompassing the reflective discovery of information, the understanding of how information is produced and valued, and the ethical use of information in creating new knowledge.

Outcome: Use technology to ethically research, evaluate or create information.

"I Can" Statements:

1. I can determine what kinds of information is needed to thoroughly investigate my topic or support my thesis.
2. I can access needed information using a variety of search strategies, often refining my search or getting more information as the need arises for a project or assignment.
3. I can evaluate and choose a variety of information sources appropriate to the discipline or field of study that is relevant to the project or assignment.
4. I can organize and blend information from a variety of sources for my intended purposes.
5. I can use information ethically by citing sources whenever I quote, summarize, or paraphrase them.
6. I can fairly represent information sources by not taking information out of context.

WAUBONSEE

our programs and services

Transfer Programs

Transferring Credit from Waubonsee

TRANSFER ADVISING AND PLANNING

To make the most of your time at Waubonsee, meet with an Academic and Career Advisor to discuss all the options available to you. Effective planning can help you transfer your credit to the four-year college or university of your choice. Waubonsee's website has transfer partnership agreements/articulation guides that explain how courses transfer into various programs at each university. Also, see www.waubonsee.edu/transferring for more information including steps to planning your transfer, transfer agreements and 2+2 transfer guides, and Transferology and iTransfer online databases.

Purpose of the Transfer Degree Curriculum

The Associate in Arts (AA), Associate in Science (AS), Associate in Engineering Science (AES), and Associate in Fine Arts (AFA) degrees are intended for students planning to transfer to a four-year college or university for a baccalaureate degree.

These associate degrees are designed to transfer to a four-year institution. However, requirements can vary from one university to another. Also, specific course requirements for math and science vary from major to major. Therefore, it is recommended that all students create an academic plan with a Waubonsee Academic and Career Advisor. Courses taken at other colleges and/or universities are evaluated upon request. See page 150 (Admission of Transfer Students) and page 166 (Transferring Credit to Waubonsee) for more information.

The courses students take at Waubonsee Community College are those normally taken during the first two years of the baccalaureate degree. Students can complete Waubonsee's degree requirements and be in a favorable position to transfer to the four-year college or university of their choice. Most universities and senior colleges award junior standing to students with an Associate in Arts or an Associate in Science degree. See www.waubonsee.edu/transferring for more information.

Transfer Partnership Agreements/ Articulation Compact

Waubonsee Community College participates in agreements with most state universities in Illinois that state: "A transfer student in good standing who has completed an associate degree based on baccalaureate-oriented sequences from an Illinois community college shall be considered: A) to have attained 'junior' standing; and B) to have met lower division general education requirements of senior institutions." The Compact Agreement applies to general education requirements, and if, while at Waubonsee, students have not taken lower division courses included in their major field requirements, they will be required to do so by the transfer institution.

Illinois Articulation Initiative

Waubonsee Community College participates in the Illinois Articulation Initiative (IAI), a major, statewide, cooperative agreement among participating Illinois colleges and universities to facilitate successful transfer of course credits from one participating institution to another, effective beginning summer 1998. The IAI defines a general education core curriculum (GECC), and Waubonsee's transfer curriculum for the Associate in Arts (AA) and Associate in Science (AS) degrees conforms to it. Students who follow the prescribed curriculum can be assured that the credits satisfy general education requirements at participating Illinois colleges and universities. See the Course Descriptions section of this catalog for a list of Waubonsee's IAI general education and major courses approved to date.

General Education Core Curriculum (GECC) Credential

The General Education Core Curriculum consists of 37-41 credits of Illinois Articulation Initiative (IAI) general education courses taken from five different categories including communications, mathematics, physical and life sciences, humanities and fine arts, and social and behavioral sciences. Successful completion of this credential ensures a seamless transfer of lower division general education requirements to four-year universities in the State of Illinois. Students must maintain a GPA of 2.0 or higher in all courses and are encouraged to consult with an Academic Advisor for course selection. The GECC credential can be included on official transcripts. The GECC is not considered a degree, certificate or industry-recognized credential.

Transfer Partnership Agreements

Waubonsee Community College has specific agreements and partnerships with certain four-year schools and programs to make it even easier for our graduates to move on and earn a bachelor's degree. These colleges and Universities include:

- Arizona State University
- Aurora University
- Chamberlain University
- Chicago State University's College of Pharmacy
- Columbia College-Chicago
- Columbia College-Missouri
- DePaul University
- Eastern Illinois University
- Elmhurst University
- Franklin University
- Governors State University
- Illinois State University
- Indiana Wesleyan University
- National-Louis University
- North Central College
- Northern Illinois University
- Olivet Nazarene University
- Purdue University Northwest
- Roosevelt University
- Rush University
- School of the Art Institute of Chicago (SAIC)
- Southern Illinois University Carbondale
- Southern Illinois University Edwardsville
- Strayer University
- University of Central Missouri
- University of Illinois at Chicago
- University of Illinois at Springfield
- University of Illinois at Urbana Champaign
- University of Iowa
- University of Wisconsin-Platteville
- University of Wisconsin-Whitewater
- Western Governors University
- Western Illinois University

For more information on these transfer options, visit www.waubonsee.edu/partners

On-Campus/Online Bachelor's Degree Completion

Waubonsee Community College is working to make it even easier for our associate degree graduates to earn their bachelor's degree. See www.waubonsee.edu/transferring for more information.

High School Requirements

As of the 1993 fall semester, students applying for admission to a baccalaureate transfer program (Associate in Arts, Associate in Science, Associate in Engineering Science or Associate in Fine Arts) must meet the minimum high school course pattern requirements as outlined in Illinois Public Act 86-0954 (see table).

HIGH SCHOOL REQUIREMENTS

Subject	Years	Courses
English	4	Written and Oral Communication, Literature
Mathematics	3	Algebra, Geometry, Algebra Trigonometry
Social Studies	3	History, Government
Science	3	Laboratory Science
Electives	2	World Language, Art, Music or Vocational

Students who do not meet the minimum specific requirements may meet the requirements through the college's course placement process and/or after completion of a minimum of 24 college-level credits. Included in these 24 units must be ENG 101 - First-Year Composition I, COM 100 - Fundamentals of Speech Communication, a social science course, a laboratory course, and a mathematics course chosen from courses meeting general education requirements in their respective categories.

Transfer Degree Requirements

Associate in Arts (AA)

The Associate in Arts degree is designed for transfer to four-year institutions. **Consult with an Academic and Career Advisor for specific guidelines on choosing courses.**

I. College Requirements

A. Semester Hours
A total of 60 semester hours or more completed as specified in the following sections.

B. Grade Points
A minimum cumulative grade point average of 2.0 (C average) in all coursework taken and in good standing.

C. Credit Hour Residency
Meet the college's credit hour residency requirement: a minimum of 15 credit hours in 100 and 200 level courses applied toward a degree must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

II. General Education Requirements

Waubonsee's requirements conform to IAI General Education Core Curriculum guidelines. Courses listed in section II match Waubonsee's IAI website as of March 2019.
(Courses are *3 sem hrs* unless indicated.)
Associate in Arts (AA).....37 sem hrs

A. Communications..... 9 sem hrs
Communications: COM 100
English: ENG 101* and 102*

B. Social and Behavioral Sciences..... 9 sem hrs
Select courses from at least two of the following disciplines. Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.
Anthropology: ANT **101 (N),** 102**,** 110
Economics: ECN 100, 201, 202
Geography: GEO **120 (N)**, **220 (N)**
History**: HIS **101 (N), 102 (N)**, 121, 122, **205 (N), 215 (N), 225 (N), 235 (N)**
Political Science: PSC 100, 220, 240, 260
Psychology: PSY 100, 205, 215, 220, 226, 235
Sociology: SOC 100, **120 (D)**, 130, 210, **230 (D)**

C. Physical and Life Sciences ..... 7 sem hrs
Select at least one course from Physical Sciences and one course from Life Sciences. Select at least one lab course. (**L** indicates lab course.)

Physical Sciences
Astronomy: AST 100, 105 (4-**L**)
Chemistry: CHM 100, 101 (1-**L**), 102, 103 (1-**L**), 121 (4-**L**)
Earth Science: ESC 100, 101 (1-**L**), 110, 120 (4-**L**),125, 130
Geography: GEO 121 (4-**L**)
Geology: GLG 100, 101 (1-**L**), 102 (4-**L**),103,120
Physics: PHY 103, 104 (1-**L**), 111 (4-**L**), 221 (4-**L**)

Life Sciences
Biology: BIO 100, 101 (1-**L**), 102, 110, 111 (1-**L**), 120 (4-**L**), 122 (4-**L**)

D. Mathematics ..... 3 sem hrs
Mathematics: MTH 101, 102, 107, 131 (4), 132 (4), 202, 210, 211 (4), 233 (4)

E. Humanities and Fine Arts..... 9 sem hrs
Select at least one course from Humanities and one course from Fine Arts. Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.

Humanities
English: ENG 211, 212, 215, **220 (D)**, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245, **255 (D)**, **265 (D)**
Film Studies: FLM 270***
French: FRE 202
German: GER 202
History**: HIS 111, 112
Humanities***: HUM 101**, 102 (N),** 108**,** 112, 201, 202, **233(D)**
Philosophy: PHL 100, 101, 105, 110, **120 (N)**, 201, 202
Religious Studies: RLG **120 (N),** 220, 230, 240
Spanish: SPN 202, 205, 215

Fine Arts
Art: ART 100, 101, 102, **103 (N)**, 104, **105 (D)**,106
Film Studies: FLM 250, 260, 270***
Humanities***: HUM 101**, 102 (N),** 201, **233 (D)**
Music: MUS 100**, 101 (N)**, 102
Theatre: THE 100

(continued on next page)

III. Additional College Requirements

Note: Students should consult with an Academic and Career Advisor to determine world language requirements at the four-year school to which they intend to transfer. Bachelor of Arts degrees typically require a world language for graduation.

A. Social Awareness/Personal Growth..... 2-3 sem hrs

College Success Topics: COL 100 (2),101 (2),102 (1), 105 (2), 110, 131 (1)
Disability Studies: DIS 101, 110
World Language/Sign Language:
CHN 101, 102; FRE 101, 102, 201, 202;
GER 101, 102, 201, 202; JPN 101, 102;
SGN 101, 102; SPN 101, 102, 201, 202, 205, 211, 215
Health Education: HED 100
Kinesiology/Physical Education activity courses:
KPE 127 –146 (0.5-1) *Note: Students who served in the Armed Services may be granted Kinesiology/Physical Education credit for the Social Awareness/Personal Growth requirement.*
Music Ensembles: MUS 160, 161, 164, 166, 170, 171, 176, 266
Peace Studies: IDS 210, 220

B. Non-Western or Diversity

One course satisfying degree requirements must have a non-Western **(N)** or diversity **(D)** emphasis. These courses are highlighted in **bold** in the General Education Requirements Social and Behavioral Sciences (item II.B.) and Humanities and Fine Arts (item II.E.). This is not an additional credit hour requirement.

IV. Area of Concentration/Elective Requirements

Associate in Arts..... 20-21 sem hrs

Students should consult with an Academic and Career Advisor early in their program of studies to determine appropriate course choices, including any world language requirement, and transferability of courses based on their major and the four-year school to which they intend to transfer.

Note: A maximum of four semester hours each of Independent Study (IND), College Success Topics (COL) or Kinesiology/Physical Education (KPE) activity courses may be applied toward a degree. The maximum semester hours for Kinesiology/Physical Education (KPE) credit may be waived for kinesiology or education majors.

Degree Requirements Footnotes

* *IAI General Education requires a C or better in these courses.*

** *No more than two history courses can be used to fulfill general education requirements.*

*** *Interdisciplinary humanities courses that encompass both humanities and fine arts may be used for either humanities or fine arts credit.*

Transfer Degree Requirements

Associate in Science (AS)

The Associate in Science degree is designed for transfer to four-year institutions. **Consult with an Academic and Career Advisor for specific guidelines on choosing courses.**

I. College Requirements

A. Semester Hours
A total of 60 semester hours or more completed as specified in the following sections.

B. Grade Points
A minimum cumulative grade point average of 2.0 (C average) in all coursework taken and in good standing.

C. Credit Hour Residency
Meet the college's credit hour residency requirement: a minimum of 15 credit hours in 100 and 200 level courses applied toward a degree must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

II. General Education Requirements

Waubonsee's requirements conform to IAI General Education Core Curriculum guidelines. Courses listed in section II match Waubonsee's IAI website as of March 2019.
(Courses are *3 sem hrs* unless indicated.)
Associate in Science (AS) .....31 sem hrs

A. Communications..... 9 sem hrs
Communications: COM 100
English: ENG 101* and 102*

B. Social and Behavioral Sciences..... 6 sem hrs
Select courses from two of the following disciplines.
Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.
Anthropology: ANT **101 (N),** 102**,** 110
Economics: ECN 100, 201, 202
Geography: GEO **120 (N)**, **220 (N)**
History**: HIS **101 (N), 102 (N)**, 121, 122, **205 (N), 215 (N), 225 (N), 235 (N)**
Political Science: PSC 100, 220, 240, 260
Psychology: PSY 100, 205, 215, 220, 226, 235
Sociology: SOC 100, **120 (D)**, 130, 210, **230 (D)**

C. Physical and Life Sciences ..... 7 sem hrs
Select at least one course from Physical Sciences and one course from Life Sciences. Select at least one lab course. (**L** indicates lab course.)

Physical Sciences
Astronomy: AST 100, 105 (4-**L**)
Chemistry: CHM 100, 101 (1-**L**), 102, 103 (1-**L**), 121 (4-**L**)
Earth Science: ESC 100, 101 (1-**L**), 110, 120 (4-**L**), 125, 130
Geography: GEO 121 (4-**L**)
Geology: GLG 100, 101 (1-**L**), 102 (4-**L**),103,120
Physics: PHY 103, 104 (1-**L**), 111 (4-**L**), 221 (5-**L**)

Life Sciences
Biology: BIO 100, 101 (1-**L**), 102, 110, 111 (1-**L**), 120 (4-**L**), 122 (4-**L**)

D. Mathematics ..... 3 sem hrs
Select one of the following courses.
Mathematics: MTH 101, 102, 107, 131 (4), 132 (4), 202, 210, 211 (4), 233 (4)

E. Humanities and Fine Arts..... 6 sem hrs
Select at least one course from Humanities and one course from Fine Arts. Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.

Humanities
English: ENG 211, 212, 215, **220 (D)**, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245**, 255 (D)**, **265 (D)**
Film Studies: FLM 270***
French: FRE 202
German: GER 202
History**: HIS 111, 112
Humanities***: HUM 101**, 102 (N),** 108**,** 112, 201, 202, **233 (D)**
Philosophy: PHL 100, 101, 105, 110, **120 (N)**, 201, 202
Religious Studies: RLG **120 (N),** 220, 230, 240
Spanish: SPN 202, 205, 215

Fine Arts
Art: ART 100, 101, 102, **103 (N)**, 104, **105 (D)**,106
Film Studies: FLM 250, 260, 270***
Humanities***: HUM 101**, 102 (N),** 201, **233(D)**
Music: MUS 100**, 101 (N)**, 102
Theatre: THE 100

(continued on next page)

III. Additional College Requirements

When selecting courses for the Additional College Requirements, consult with an Academic and Career Advisor, as four-year schools have specific requirements.

Associate in Science (AS).....6-8 sem hrs

Select two courses: one additional math course and one additional physical or life science course.

A. Physical and Life Sciences.....3-4 sem hrs

Consult with an Academic and Career Advisor to determine the appropriate choice based on your major and the four-year institution to which you intend to transfer. (L indicates a lab course.)

Astronomy: AST 100, 105 (4-**L**)
Biology: BIO 100, 101 (1-**L**), 102, 110, 111 (1-**L**), 120 (4-**L**), 122 (4-**L**), 200, 250 (4-**L**), 270 (4-**L**), 272 (4-**L**)
Chemistry: CHM 100, 101 (1-**L**), 102, 103 (1-**L**), 121 (4-**L**), 122 (4-**L**), 202, 231 (4-**L**), 232 (4-**L**)
Earth Science: ESC 100, 101 (1-**L**), 110, 120 (4-**L**), 125,130
Geography: GEO 121 (4-**L**)
Geology: GLG 100, 101 (1-**L**), 102 (4-**L**), 103, 120
Physics: PHY 103, 104 (1-**L**), 111 (4-**L**), 112 (4-**L**), 221 (4-**L**), 222 (4-**L**),223 (4-**L**)

B. Mathematics.....3-4 sem hrs

Consult with an Academic and Career Advisor to determine the appropriate choice based on your major and the four-year institution to which you intend to transfer.

Mathematics: MTH 101, 102, 107, 109, 129, 130, 131 (4), 132 (4), 201, 202, 210, 211 (4), 233 (4), 236 (4), 240

C. Non-Western or Diversity

One course satisfying degree requirements must have a non-Western **(N)** or diversity **(D)** emphasis. These courses are highlighted in **bold** in the General Education Requirements Social and Behavioral Sciences (item II.B.) and Humanities and Fine Arts (item II.E.). This is not an additional credit hour requirement.

IV. Area of Concentration/Elective Requirements

Associate in Science.....21-23 sem hrs

Students should consult with an Academic and Career Advisor early in their program of studies to determine appropriate course choices, and transferability of courses based on their major and the four-year school to which they intend to transfer. Students may be required to enroll in two additional courses (one Humanities or Fine Arts course and one Social and Behavioral Sciences course) at their transfer institution.

Note: A maximum of four semester hours each of Independent Study (IND), College Success Topics (COL) or Kinesiology/Physical Education (KPE) activity courses may be applied toward a degree. The maximum semester hours for Kinesiology/Physical Education (KPE) credit may be waived for kinesiology or education majors.

Degree Requirements Footnotes

* *IAI General Education requires a C or better in these courses.*
** *No more than two history courses can be used to fulfill general education requirements.*
*** *Interdisciplinary humanities courses that encompass both humanities and fine arts may be used for either humanities or fine arts credit.*

Degree Requirements

Associate in Engineering Science (AES)

(AES1) major code

The following sections list program requirements to achieve an Associate in Engineering Science degree at Waubonsee. This degree is designed to provide students a smooth transition to a four-year baccalaureate engineering degree program. Students who complete the AES degree can transfer to an engineering program and complete a Bachelor of Science degree in an additional two years, depending upon the requirements of the four-year institution.

I. College Requirements

A. Semester Hours

A total of 60 semester hours or more completed as specified in the following sections.

B. Grade Points

A minimum cumulative grade point average of 2.0 (C average) in all coursework taken and in good standing.

C. Credit Hour Residency

Meet the college's credit hour residency requirement: a minimum of 15 credit hours in 100 and 200 level courses applied toward a degree must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

II. General Education Requirements

Since completion of the Associate in Engineering Science (AES) degree does not fulfill the requirements of the IAI General Education Core Curriculum, students must complete the general education requirements of the institution to which they transfer. Courses listed in section II are included on Waubonsee's IAI website as of March 2019. (Courses are *3 sem hrs* unless indicated.)

Associate in Engineering Science (AES).....31 sem hrs

A. Communications

AES.....6 sem hrs

English: ENG 101* and 102*

B. Social and Behavioral Sciences and Humanities and Fine Arts

AES.....9 sem hrs

Students are encouraged to complete a two-semester sequence in either the Social and Behavioral Sciences or the Humanities and Fine Arts categories. Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.

Social and Behavioral Sciences

Anthropology: ANT **101 (N),** 102, 110
Economics: ECN 100, 201, 202
Geography: GEO **120 (N)**, **220 (N)**
History**: HIS **101 (N), 102 (N)**, 121, 122, **205 (N)**, **215 (N), 225 (N), 235 (N)**
Political Science: PSC 100, 220, 240, 260
Psychology: PSY 100, 205, 215, 220, 226, 235
Sociology: SOC 100, **120 (D)**, 130, 210, **230 (D)**

Humanities and Fine Arts

Art: ART 100, 101, 102, **103 (N)**, 104, **105 (D)**, 106
English: ENG 211, 212, 215, **220 (D)**, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245, **255 (D)**, **265 (D)**
Film Studies: FLM 250, 260, 270***
French: FRE 202
German: GER 202
History**: HIS 111, 112
Humanities: HUM 101***, **102 (N)*****,** 108**,** 112, 201***, 202, **233 (D)**
Music: MUS 100, **101 (N)**, 102
Philosophy: PHL 100, 101, 105, 110, **120 (N)**, 201, 202
Religious Studies: RLG **120 (N),** 220, 230, 240
Spanish: SPN 202, 205, 215
Theatre: THE 100

C. Physical and Life Sciences

AES.....4 sem hrs

Chemistry: CHM 121 (4)

D. Mathematics

AES.....12 sem hrs

Math: MTH 131 (4), 132 (4), 233 (4)

(continued on next page)

III. Additional College Requirements

A. Non-Western or Diversity

One course satisfying degree requirements must have a non-Western or diversity emphasis. These courses are highlighted in **bold** in General Education Requirements Social and Behavioral Sciences and Humanities and Fine Arts (item II. B.). This is not an additional credit hour requirement.

IV. Area of Concentration/Elective Requirements

AES ..... 29 sem hrs

A. Essential Prerequisite Courses

AES..... 16 sem hrs
Computer Information Systems: CIS 115
Mathematics: MTH 240
Physics: PHY 221 (5), 222 (5)

B. Engineering Specialty Courses

AES..... 9-13 sem hrs
Students must select specialty courses based on their engineering major. Students should consult with an Academic and Career Advisor to determine the appropriate choice based on their major and the four-year institution to which they intend to transfer. Students may wish to complete courses above the requirements of the AES degree upon advice of an Academic and Career Advisor.
Chemical Engineering: CHM122 (4), 231 (4), 232 (4)
Civil Engineering: EGR101, 220, 230
Computer Engineering: CIS130 and 230, or CIS150 and 250
Electrical Engineering: CIS130 and 230, or CIS150 and 250
Industrial Engineering: EGR101, 220, 230
Mechanical Engineering: EGR101, 220, 230

C. Elective Courses

AES..... 0-4 sem hrs
Students should select transfer courses based on their specific engineering major or take additional hours toward completion of the IAI general education core. Students should consult with an Academic and Career Advisor early in their program of studies to determine the appropriate choices based on their major and the four-year institution to which they intend to transfer.

Degree Requirements Footnotes

* *IAI General Education requires a C or better in these courses.*
** *No more than two history courses can be used to fulfill general education requirements.*
*** *Interdisciplinary humanities courses that encompass both humanities and fine arts may be used for either humanities or fine arts credit.*

Degree Requirements

Associate in Fine Arts (AFA)
Art

(AFA1) major code

The following sections list program requirements to achieve an Associate in Fine Arts (AFA) transfer degree with an emphasis in art at Waubonsee. This degree is designed to provide students a smooth transition to a four-year baccalaureate art program. **Transfer institutions may require art majors to submit a portfolio for review.**

I. College Requirements

A. Semester Hours

A total of 61 semester hours as specified in the following sections.

B. Grade Points

A minimum cumulative grade point average of 2.0 (C average) in all coursework taken and in good standing.

C. Credit Hour Residency

Meet the college's credit hour residency requirement: a minimum of 15 credit hours in 100 and 200 level courses applied toward a degree must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

II. General Education Requirements

Since completion of the Associate in Fine Arts (AFA) degree does not fulfill the requirements of the Illinois General Education Core Curriculum (GECC), students must complete the general education requirements of the institution to which they transfer. *IAI General Education requires a C or better in these courses. (Courses are *3 sem hrs* unless indicated.)

Associate in Fine Arts (AFA) ..... 31 sem hrs

A. Communications

AFA ..... 9 sem hrs

Complete the courses listed:
Communications: COM 100
English: ENG 101* and 102*

B. Social and Behavioral Sciences

AFA ..... 6 sem hrs

Select courses from two different disciplines from the following list. Courses that satisfy the Non-Western or Diversity requirement are identified as follows: **N** indicates non-Western; **D** indicates diversity.
Anthropology: ANT **101 (N)**, 102, 110
Economics: ECN 100, 201, 202
Geography: GEO **120 (N)**, **220 (N)**
History**: HIS **101 (N)**, **102 (N)**, 121, 122, **205 (N), 215 (N), 225 (N), 235 (N)**
Political Science: PSC 100, 220, 240, 260
Psychology: PSY 100, 205, 215, 220, 226, 235
Sociology: SOC 100, **120 (D)**, 130, 210, **230 (D)**

C. Physical and Life Sciences

AFA ..... 7 sem hrs

Select at least one course from Physical Sciences and one course from Life Sciences. Select at least one lab course. (**L** indicates a lab course.)

Physical Sciences
Astronomy: AST 100, 105 (4-**L**)
Chemistry: CHM 100, 101 (1-**L**), 102, 103 (1-**L**), 121 (4-**L**)
Earth Science: ESC 100, 101 (1-**L**), 110, 120 (4-**L**), 125, 130
Geography: GEO 121 (4-**L**)
Geology: GLG 100, 101 (1-**L**), 102 (4-**L**), 103, 120
Physics: PHY 103, 104 (1-**L**), 111 (4-**L**), 221 (5-**L**)

Life Sciences
Biology: BIO 100, 101 (1-**L**), 102, 110, 111 (1-**L**), 120 (4-**L**), 122 (4-**L**)

D. Mathematics

AFA ..... 3 sem hrs

Select from the courses listed.
Mathematics: MTH 101, 102, 107, 131 (4), 132 (4), 202, 210, 211 (4), 233 (4)

E. Humanities and Fine Arts ..... 6 sem hrs

Fine Arts AFA ..... 3 sem hrs
Select ART 101 (IAI F2 901)

Humanities AFA ..... 3 sem hrs

Select one course from the following list. Courses that satisfy the Non-Western or Diversity requirement are identified as follows: **N** indicates non-Western; **D** indicates diversity.
English: ENG 211, 212, 215, **220 (D)**, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245**, 255 (D)**, **265 (D)**
Film Studies: FLM 270
French: FRE 202
German: GER 202
History**: HIS 111, 112
Humanities: HUM 101, **102 (N),** 108**,** 112, 201, 202, **233 (D)**
Philosophy: PHL 100, 101, 105, 110, **120 (N),** 201, 202
Religious Studies: RLG **120 (N)**, 220, 230, 240
Spanish: SPN 202, 205, 215

** *No more than two history courses can be used to fulfill general education requirements.*

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III. Additional College Requirements

A. Non-Western or Diversity

One course satisfying degree requirements must have a Non-Western or Diversity emphasis. These courses are identified with an N or D in General Education Requirements Social and Behavioral Sciences (item II.B.) and Humanities (item II.E.). This is not an additional credit hour requirement.

IV. Area of Concentration/Elective Requirements

Associate in Fine Arts (AFA)..... 30 sem hrs

Required core art courses ..... 18 sem hrs

ART 102, 110, 111, 120, 121, 222

ART 101 is a Core Art Requirement but the semester hours are counted under the GECC component of the degree. ART 101 meets the requirements in both areas but is only counted in the degree total once.

Elective studio art courses..... 12 sem hrs

Select 12 semester hours from the following elective list; select courses from at least two media.

Ceramics: ART 130, 131, 230, 231

Graphic Design: ART 113, 160, 165, 173, 175, 273

Painting: ART 260, 261, 262

Photography: ART 140, 142, 240, 242, 243

Sculpture: ART 155

Degree Requirements

Associate in Fine Arts (AFA)
Music Performance

(AFA3) major code

The following sections list program requirements to achieve an Associate in Fine Arts (AFA) transfer degree with an emphasis in music performance at Waubonsee. This degree is designed to provide students a smooth transition to a four-year baccalaureate music degree program. **Music majors may be required to demonstrate skill level through audition and placement testing at the transfer institution.**

I. College Requirements

A. Semester Hours

A total of 63 semester hours as specified in the following sections.

B. Grade Points

A minimum cumulative grade point average of 2.0 (C average) in all coursework taken and in good standing.

C. Credit Hour Residency

Meet the college's credit hour residency requirement: a minimum of 15 credit hours in 100 and 200 level courses applied toward a degree must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

II. General Education Requirements

Since completion of the Associate in Fine Arts (AFA) degree does not fulfill the requirements of the Illinois General Education Core Curriculum, students must complete the general education requirements of the institution to which they transfer. Courses listed in section II are included on Waubonsee's IAI website as of March 2019.
(Courses are *3 sem hrs* unless indicated.)

Associate in Fine Arts (AFA) ..... 28 sem hrs

A. Communications

AFA ..... 9 sem hrs
Communications: COM 100
English: ENG 101* and 102*

B. Social and Behavioral Sciences

AFA ..... 3 sem hrs
Select course from the following list. Courses in **bold** identify Non-Western or Diversity options:
N indicates non-Western; **D** indicates diversity.
Anthropology: ANT **101 (N),** 102, 110
Economics: ECN 100, 201, 202
Geography: GEO **120 (N)**, **220 (N)**
History**: HIS **101 (N), 102 (N)**, 121, 122, **205 (N), 215 (N), 225 (N), 235 (N)**
Political Science: PSC 100, 220, 240, 260
Psychology: PSY 100, 205, 215, 220, 226, 235
Sociology: SOC 100, **120 (D)**, 130, 210, **230 (D)**

C. Physical and Life Sciences

AFA ..... 7 sem hrs
Select at least one course from Physical Sciences and one course from Life Sciences. Select at least one lab course. (**L** indicates a lab course.)

Physical Sciences
Astronomy: AST 100, 105 (4-**L**)
Chemistry: CHM 100, 101 (1-**L**), 102, 103 (1-**L**), 121 (4-**L**)
Earth Science: ESC 100, 101 (1-**L**),110,120 (4-**L**), 125, 130
Geography: GEO 121 (4-**L**)
Geology: GLG 100, 101 (1-**L**), 102 (4-**L**), 103, 120
Physics: PHY 103, 104 (1-**L**), 111 (4-**L**), 221 (5-**L**)

Life Sciences
Biology: BIO 100, 101 (1-**L**), 102, 110, 111 (1-**L**), 120 (4-**L**), 122 (4-**L**)

D. Mathematics

AFA ..... 3 sem hrs
Mathematics: MTH 101, 102, 107, 131 (4), 132 (4), 202, 210, 211 (4), 233 (4)

E. Humanities

AFA ..... 6 sem hrs
Select two courses from the following list. Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.
English: ENG 211, 212, 215, **220 (D)**, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245**, 255 (D**), **265 (D)**
Film Studies: FLM 270
French: FRE 202
German: GER 202
History**: HIS 111, 112
Humanities: HUM 101, **102 (N),** 108, 112, 201, 202, **233 (D)**
Philosophy: PHL 100, 101, 105, 110, **120 (N)**, 201, 202
Religious Studies: RLG **120 (N),** 220, 230, 240
Spanish: SPN 202, 205, 215

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III. Additional College Requirements

A. Non-Western or Diversity
One course satisfying degree requirements must have a Non-Western or Diversity emphasis. These courses are highlighted in **bold** in General Education Requirements Social and Behavioral Sciences (item II.B.) and Humanities (item II.E.). This is not an additional credit hour requirement.

IV. Area of Concentration/Elective Requirements

AFA..... 35 sem hrs

Required core music courses .....23 sem hrs
MUS 121 (4), 123, 124 (1), 200, 221, 222 (1), 223, 224 (1);
4 semester hours from the following based on proficiency: MUS 151 (2), 251 (2), 252 (2)

Elective music courses ..... 12 sem hrs
Select 8 semester hours from the applied music courses and 4 semester hours from the performing ensemble courses.
Applied Music Electives: MUS 280 (2), 281 (2), 282 (2), 283 (2), 284 (2), 285 (2), 287 (2), 288 (2)
Performing Ensemble Electives: MUS 160 (1),161 (1), 164 (1), 166 (1), 170 (1), 171 (1), 176 (1)

NOTE: A music audition is required for admission into most four-year institutions.

Degree Requirements Footnotes

* *IAI General Education requires a C or better in these courses.*
** *No more than two history courses can be used to fulfill general education requirements.*

General Education Core Curriculum (GECC) Credential

The General Education Core Curriculum consists of 37-41 credits of Illinois Articulation Initiative (IAI) general education courses taken from five different categories including communications, social and behavioral sciences, physical and life sciences, mathematics, and humanities and fine arts. Successful completion of this credential ensures a seamless transfer of lower level general education requirements to four-year universities in the State of Illinois. Students must maintain a minimum cumulative GPA of 2.0 (C average) or higher in all courses and are encouraged to consult with an Academic Advisor for course selection.
Students must also meet the college's credit hour residency requirement: a minimum of 15 semester hours in 100 and 200 level courses applied toward this credential must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency.
The GECC credential can be included on official transcripts.
The GECC is not considered a degree, certificate or industry recognized credential.

I. General Education Core Curriculum Requirements GECC Credential.....37-41 sem hrs

A. Communications..... 9 sem hrs
Communications: COM 100
English: ENG 101* and 102*

B. Social and Behavioral Sciences..... 9 sem hrs
Select courses from at least two of the following disciplines. Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.
Anthropology: ANT **101 (N),** 102**,** 110
Economics: ECN 100, 201, 202
Geography: GEO **120 (N)**, **220 (N)**
History**: HIS **101 (N), 102 (N)**, 121, 122, **205 (N), 215 (N), 225 (N), 235 (N)**
Political Science: PSC 100, 220, 240, 260
Psychology: PSY 100, 205, 215, 220, 226, 235
Sociology: SOC 100, **120 (D)**, 130, 210, **230 (D)**

C. Physical and Life Sciences ..... 7 sem hrs
Select at least one course from Physical Sciences and one course from Life Sciences. Select at least one lab course. (**L** indicates lab course.)
Physical Sciences
Astronomy: AST 100, 105 (4-**L**)
Chemistry: CHM 100, 101 (1-**L**), 102, 103 (1-**L**), 121 (4-**L**)
Earth Science: ESC 100, 101 (1-**L**), 110, 120 (4-**L**),125, 130
Geography: GEO 121 (4-**L**)
Geology: GLG 100, 101 (1-**L**), 102 (4-**L**),103,120
Physics: PHY 103, 104 (1-**L**), 111 (4-**L**), 221 (5-**L**)

Life Sciences
Biology: BIO 100, 101 (1-**L**), 102, 110, 111 (1-**L**), 120 (4-**L**), 122 (4-**L**)

D. Mathematics ..... 3 sem hrs
Mathematics: MTH 101, 102, 107, 131 (4), 132 (4), 202, 210, 211 (4), 233 (4)

E. Humanities and Fine Arts..... 9 sem hrs
Select at least one course from Humanities and one course from Fine Arts. Courses in **bold** identify Non-Western or Diversity options: **N** indicates non-Western; **D** indicates diversity.
Humanities
English: ENG 211, 212, 215, **220 (D)**, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245, **255 (D)**, **265 (D)**
Film Studies: FLM 270***
French: FRE 202
German: GER 202
History**: HIS 111, 112
Humanities***: HUM 101**, 102 (N),** 108**,** 112, 201, 202, **233 (D)**
Philosophy: PHL 100, 101, 105, 110, **120 (N)**, 201, 202
Religious Studies: RLG **120 (N),** 220, 230, 240
Spanish: SPN 202, 205, 215

Fine Arts
Art: ART 100, 101, 102, **103 (N)**, 104, **105 (D)**,106
Film Studies: FLM 250, 260, 270***
Humanities***: HUM 101**, 102 (N),** 201, **233 (D)**
Music: MUS 100**, 101 (N)**, 102
Theatre: THE 100

Degree Requirements Footnotes

* *IAI General Education requires a C or better in these courses.*
** *No more than two history courses can be used to fulfill general education requirements.*
*** *Interdisciplinary humanities courses that encompass both humanities and fine arts may be used for either humanities or fine arts credit.*

COURSE PLACEMENT INFORMATION

Students will be placed into courses based on their high school GPA; ACT, SAT, GED® or HiSet scores; placement testing results; previous coursework (including transitional high school courses); or other measures. Visit www.waubonsee.edu/placement for more specific criteria and details.

Waubonsee's placement testing measures current skill levels in reading, writing and mathematics. Free online preparation tools are available by visiting www.waubonsee.edu/placement.

TRANSITIONAL MATH AND ENGLISH GUIDES

The Postsecondary and Workforce Readiness Act (PWR Act) includes Transitional Math (TM) and Transitional English (TE), which are courses built around competencies that increase college readiness for high school students. Their key feature is the guaranteed placement a student receives upon successful completion at all Illinois community colleges and accepting Illinois universities. Community colleges and high schools work in partnership to create courses that incorporate the required competencies and policies. These courses emphasize authentic learning experiences aligned with careers as well as a student's life and future coursework. The information below is specific to students that intend to continue their education at Waubonsee Community College. Other colleges and universities should be consulted directly to inquire about their plans to use Transitional Math or Transitional English completion for student placement into college-level math.

Transitional Math Placement Guide	**Transitional Math Course Completed (Pathway)**		
	STEM	**Quantitative Literacy and Statistics**	**Technical Math**
Waubonsee Community College Corresponding Course	**MTH 109 -** Alg for Bus & Soc Science **MTH 129 -** Precalculus I **MTH 201 -** Math for Elem Teachers I	**MTH 101 -** College Math **MTH 102 -** Applied Practical Math **MTH 107 -** Basic Statistics	**MTH 103 -** Technical Math
	MTH 101 - College Math **MTH 102 -** Applied Practical Math **MTH 107** - Basic Statistics	**MTH 103 -** Technical Math	
	MTH 103 - Technical Math		
Consequence for students changing transitional paths	**None**	**Subject to college placement policies**	**Subject to college placement policies**
Transitional Math Code	**TM 001**	**TM 002**	**TM 003**

Transitional English Placement Guide	**Transitional English Course Completed (varies by high school, check with high school to verfiy)**
Waubonsee Community College Corresponding Course	**ENG 101 -** First-Year Composition I
Transitional English Code	**TE 001**

Important Details:

1. In order to use the course for placement, the student must have an official high school transcript sent to the college or bring one to Registration and Records. The transcript must have the proper Portability Code and Date of Completion in the "Notes" section for the course.
2. Successful completion means that the student earned a "C" (70%) or better in each semester of the course.
3. Placement into college-level math via transitional course(s) expires 18 months following the date of graduation.
4. Placement into college-level English via transitional course(s) expires 18 months following the date of graduation.

Illinois State Board of Education

ICCB Illinois Community College Board

IBHE Illinois Board of Higher Education

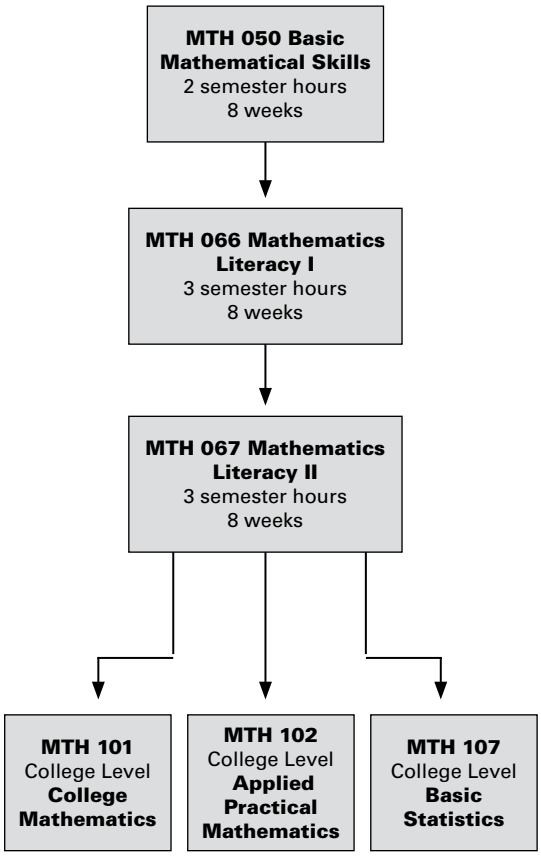
MATH PATH

See an Academic and Career Advisor to determine which Math Path is right for you. The sequence of math courses you take depends on your program of study. You need a C grade or better to advance to the next level.

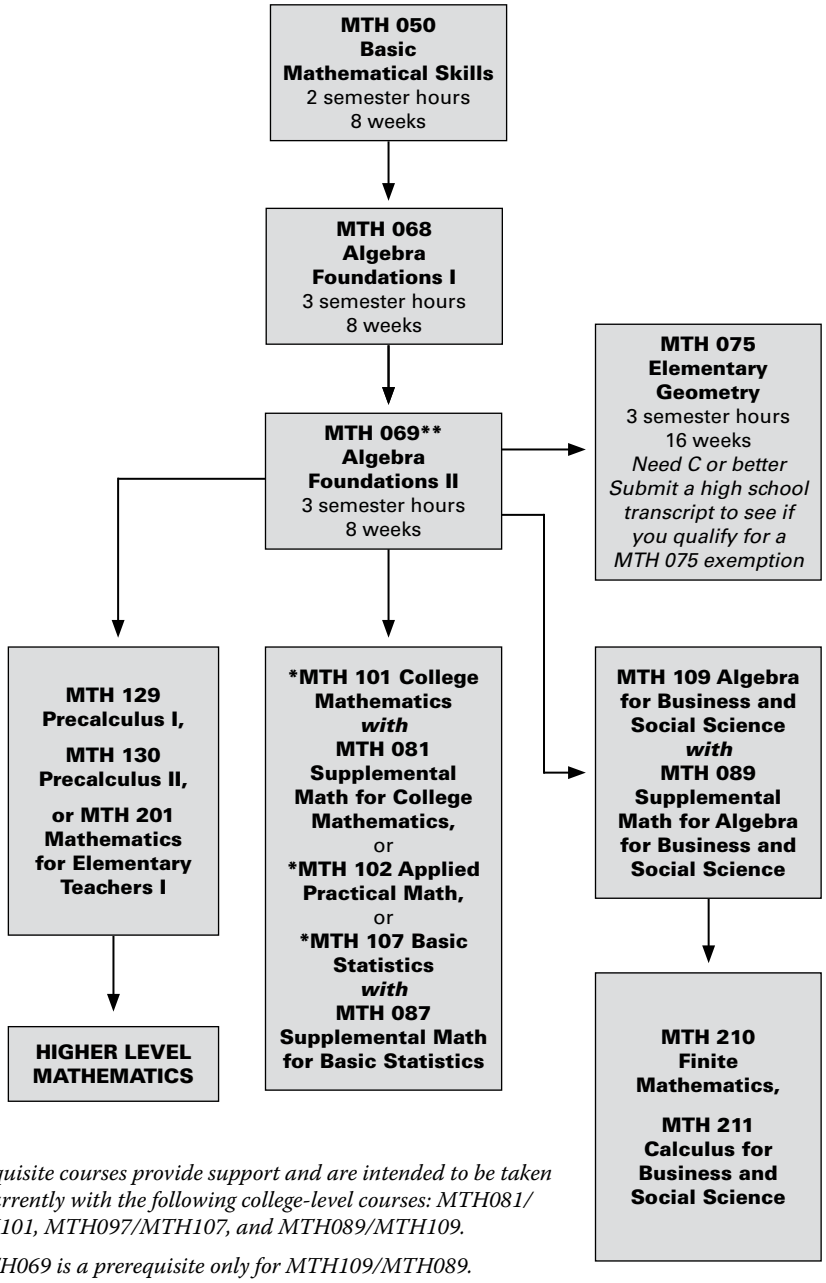
These diagrams show the sequence of math courses a student would take depending on their major. Where a student begins in the sequence will be based on their major and placement test results or other math readiness indicators

Note: *Developmental courses make it possible for students with skill deficiencies to prepare for college-level courses. These courses are distinguished from others by a prefix code number below 100 and are not intended for transfer and cannot be used to fulfill associates degree requirements.*

Liberal Arts, Social Sciences and Fine Arts Majors



STEM, Business and Education Majors



For questions about test preparation, ACCUPLACER testing and scores, contact Learning Assessment and Testing Services at (630) 466-5700. Additional questions or don't see your path? Contact Academic and Career Advising at (630) 466-2361.

Corequisite courses provide support and are intended to be taken concurrently with the following college-level courses: MTH081/ MTH101, MTH097/MTH107, and MTH089/MTH109.

***MTH069 is a prerequisite only for MTH109/MTH089. The prerequisite for MTH109 is determined by appropriate placement measures or completion of MTH072 and MTH075.*

MATH PATH

Meet with an Academic and Career Advisor to find the right Math Path for you. Your math course sequence depends on your program of study. A grade of C or higher is required to move to the next level.

These diagrams show the math course sequence based on your major. Your starting point will depend on your major, placement test results, or other math readiness indicators.

Note: *Developmental courses provide students with the opportunity to strengthen their skills and build a strong foundation for success in college-level coursework. These courses are identified by a prefix code number below 100 and are designed to support academic readiness. While they are not intended for transfer or to fulfill associate degree requirements, they play a crucial role in preparing students for their educational journey.*

Choose your pathway from the options below based on your major. Then find the corresponding pathway on the following pages:

Algebra/Trig/Calculus Math Pathway (STEM)
- Computer Science
- Engineering
- Mathematics and Statistics
- Natural and Physical Science
- Pre-Professional: Pre: Med/Dentistry/ Pharmacy/Vet/ PA*

**highly depends on transfer schools*

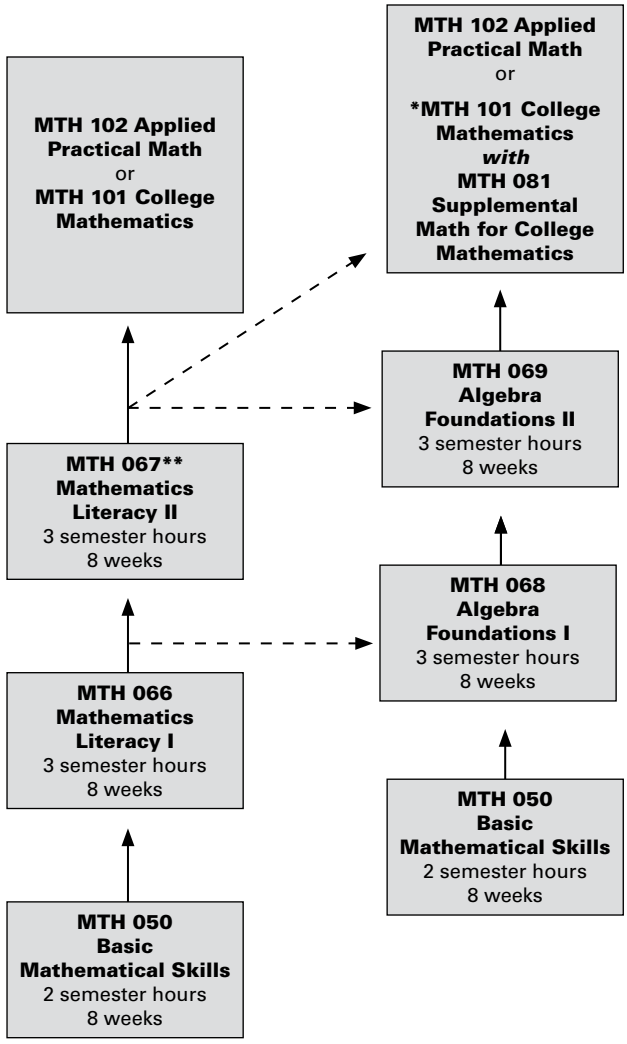
Statistics Pathway (Health and Social Sciences)
- Human Services/Social work
- Nursing (Transfer)
- Psychology
- Sociology
- Political Science
- Health Information Technology

Business Transfer Pathway
- Accounting (Transfer)
- Business (Transfer)

Elementary Education Pathway
- Elementary Education
- Early Childhood Education (Transfer)

College Mathematics & Applied Practical Math Pathway
- Communications
- English
- Fine Arts
- Humanities

College Mathematics & Applied Practical Math Pathway



For questions about test prep, ACCUPLACER testing, or scores, contact Learning Assessment and Testing Services at (630) 466-5700.

Not sure what's next? Contact Academic and Career Advising at (630) 466-2361.

– – → *To learn more about this option, talk to a counselor.*

** Corequisite courses provide support and are intended to be taken concurrently with the following college-level courses: MTH081/MTH101, MTH087/ MTH107, and MTH089/MTH109.*

*** Placement into Math 067 is only allowed after successfully completing Math 066. Students cannot place directly into Math 067.*

**** To learn more about the MTH 075 exemption, talk to an advisor, or submit your transcripts to Registration and Records.*

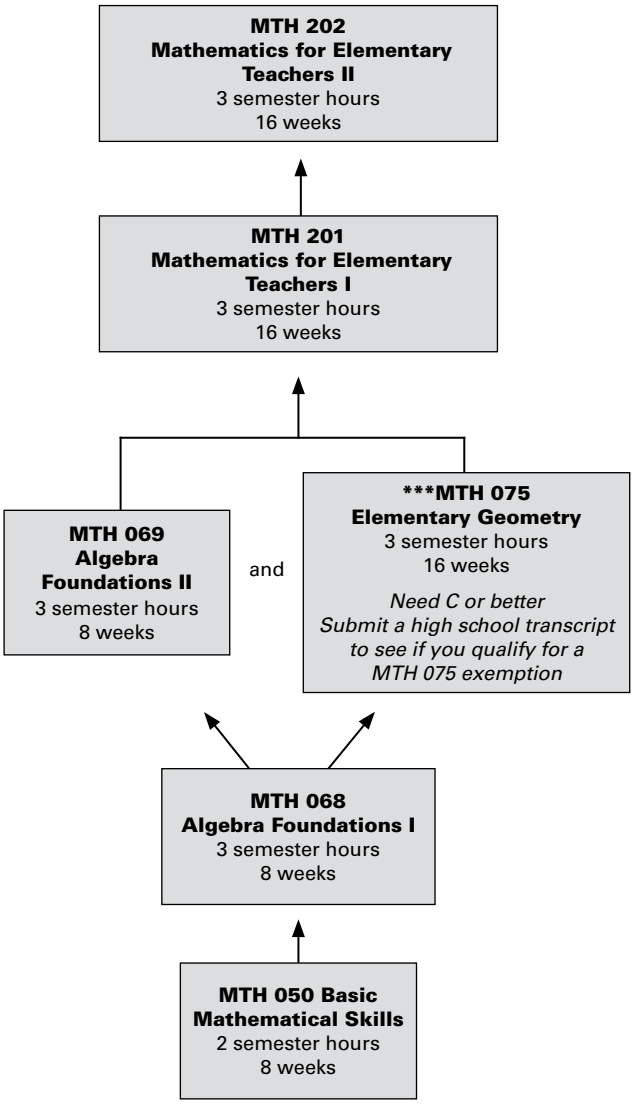
MATH PATH

Meet with an Academic and Career Advisor to find the right Math Path for you. Your math course sequence depends on your program of study. A grade of C or higher is required to move to the next level.

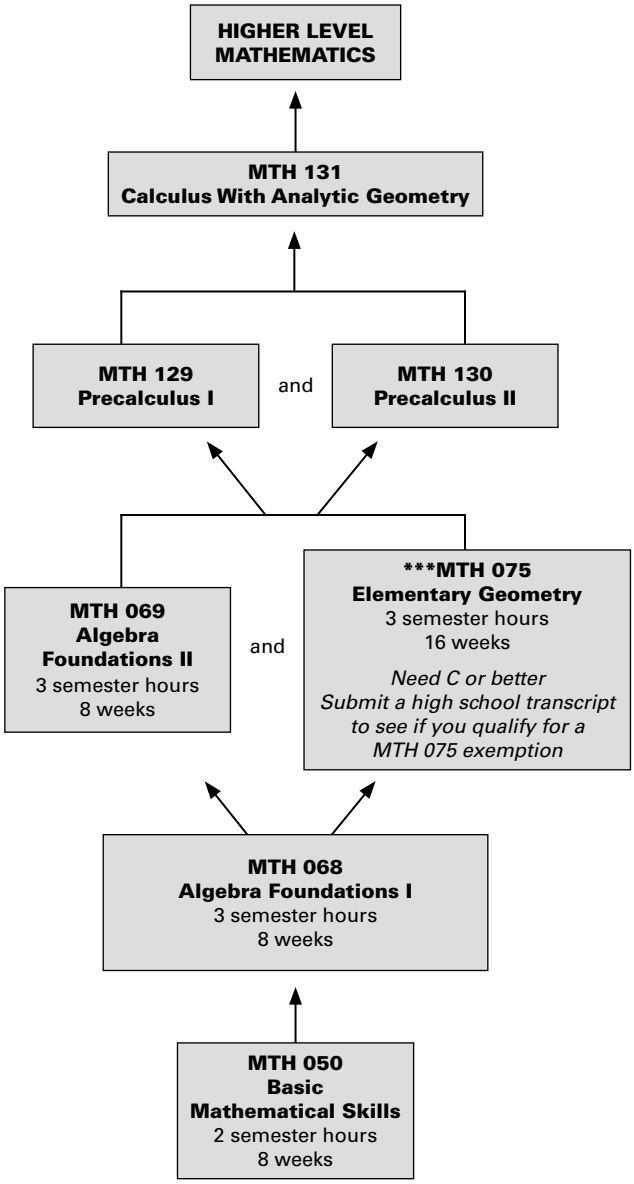
These diagrams show the math course sequence based on your major. Your starting point will depend on your major, placement test results, or other math readiness indicators.

Note: *Developmental courses provide students with the opportunity to strengthen their skills and build a strong foundation for success in college-level coursework. These courses are identified by a prefix code number below 100 and are designed to support academic readiness. While they are not intended for transfer or to fulfill associate degree requirements, they play a crucial role in preparing students for their educational journey.*

Elementary Education Pathway



Algebra/Trigonometry/Calculus Pathway



For questions about test prep, ACCUPLACER testing, or scores, contact Learning Assessment and Testing Services at (630) 466-5700.

Not sure what's next? Contact Academic and Career Advising at (630) 466-2361.

** Corequisite courses provide support and are intended to be taken concurrently with the following college-level courses: MTH081/MTH101, MTH087/MTH107, and MTH089/MTH109.*

**** To learn more about the MTH 075 exemption, talk to an advisor, or submit your transcripts to Registration and Records.*

MATH PATH

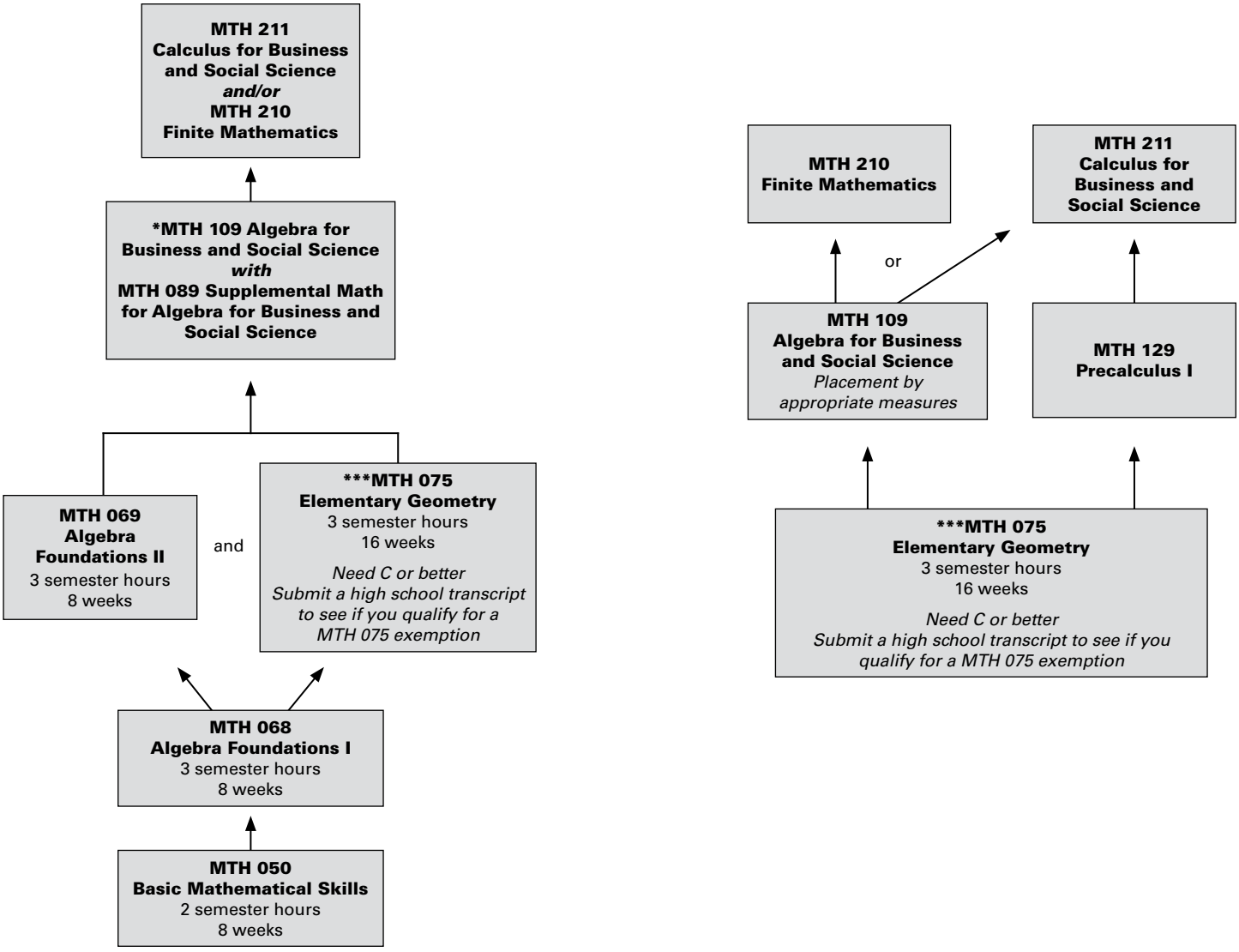
Meet with an Academic and Career Advisor to find the right Math Path for you. Your math course sequence depends on your program of study. A grade of C or higher is required to move to the next level.

These diagrams show the math course sequence based on your major. Your starting point will depend on your major, placement test results, or other math readiness indicators.

Note: *Developmental courses provide students with the opportunity to strengthen their skills and build a strong foundation for success in college-level coursework. These courses are identified by a prefix code number below 100 and are designed to support academic readiness. While they are not intended for transfer or to fulfill associate degree requirements, they play a crucial role in preparing students for their educational journey.*

Business Transfer Pathway

Business Majors may be advised to start in the Statistics Pathway. Please see an Academic and Career Advisor.



For questions about test prep, ACCUPLACER testing, or scores, contact Learning Assessment and Testing Services at (630) 466-5700.

Not sure what's next? Contact Academic and Career Advising at (630) 466-2361.

** Corequisite courses provide support and are intended to be taken concurrently with the following college-level courses: MTH081/MTH101, MTH087/MTH107, and MTH089/MTH109.*

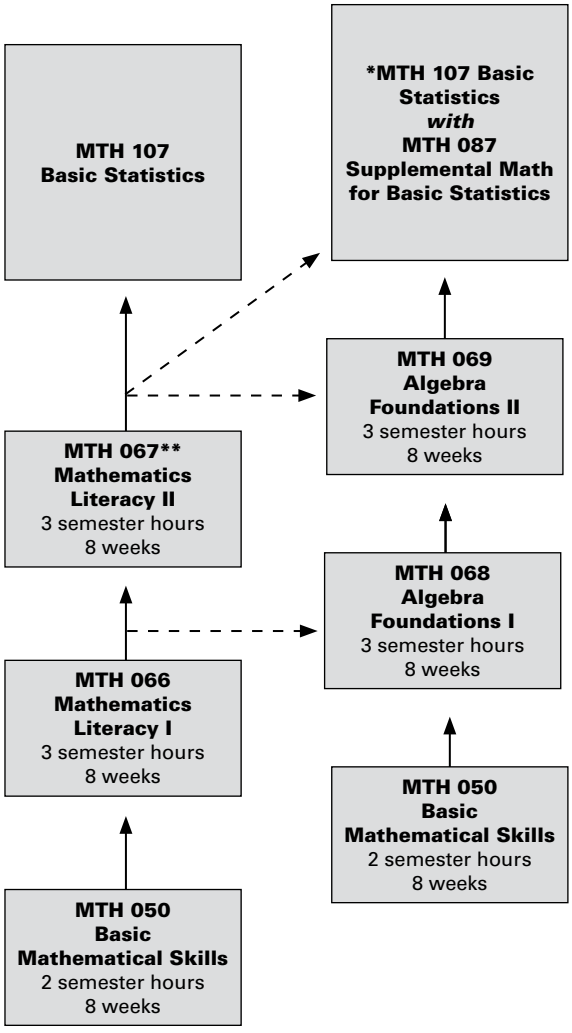
**** To learn more about the MTH 075 exemption, talk to an advisor, or submit your transcripts to Registration and Records.*

MATH PATH

These diagrams show the math course sequence based on your major. Your starting point will depend on your major, placement test results, or other math readiness indicators.

Note: *Developmental courses provide students with the opportunity to strengthen their skills and build a strong foundation for success in college-level coursework. These courses are identified by a prefix code number below 100 and are designed to support academic readiness. While they are not intended for transfer or to fulfill associate degree requirements, they play a crucial role in preparing students for their educational journey.*

Statistics Pathway



- - → *To learn more about this option, talk to a counselor.*

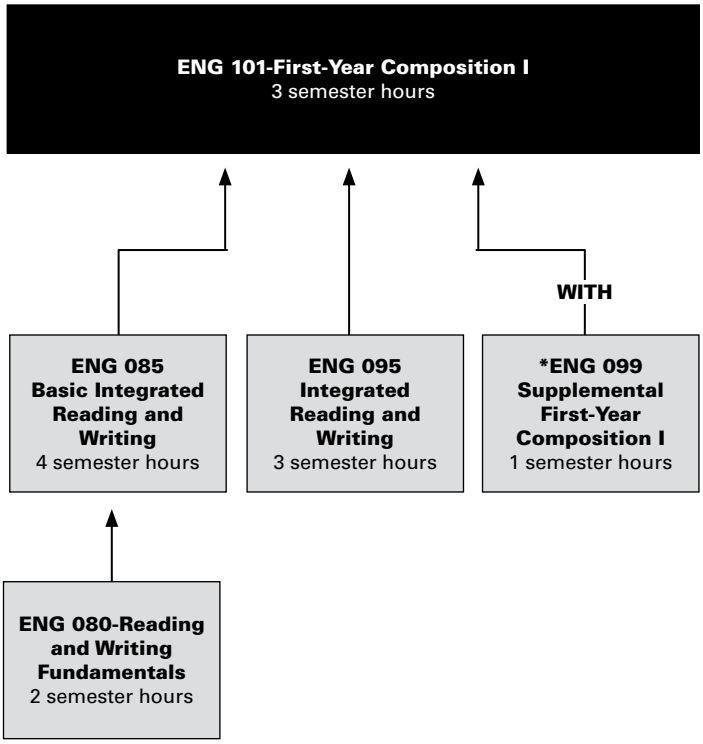
** Corequisite courses provide support and are intended to be taken concurrently with the following college-level courses: MTH081/ MTH101, MTH087/MTH107, and MTH089/MTH109.*

*** Placement into Math 067 is only allowed after successfully completing Math 066. Students cannot place directly into Math 067.*

INTEGRATED READING AND WRITING (IRW) PATH

This chart can help you determine the sequence of integrated reading and writing (IRW) courses you will take as well as the prerequisites required; however, you should see an Academic and Career Advisor for assistance. Where you start in the sequence will be based on your placement test results or other readiness indicators.

Note: Developmental courses provide students with the opportunity to strengthen their skills and build a strong foundation for success in college-level coursework. These courses are identified by a prefix code number below 100 and are designed to support academic readiness. While they are not intended for transfer or to fulfill associate degree requirements, they play a crucial role in preparing students for their educational journey.



*ENG 099 is a corequisite course that provides support and is intended to be taken concurrently with ENG 101.

Some students who place just below ENG 101 may choose to register for ENG 101 paired with ENG 099 (corequisite model) to accelerate the IRW Path.

For questions about test preparation, ACCUPLACER testing and scores, contact Learning Assessment and Testing Services at (630) 466-5700 or visit www.waubonsee.edu/assessment

Meet with an Academic and Career Advisor at (630) 466-2361 to find the right Path for you. Your course sequence depends on your program of study. A grade of C or higher is required to move to the next level.

WAUBONSEE

what you can learn

General Studies Program

2026/2027

General Studies Program

Waubonsee offers an Associate in General Studies degree and a General Studies Certificate of Achievement.

Degree Requirements

Associate in General Studies (AGS)

(GS10) major code

The Associate in General Studies degree is designed primarily for students who have chosen to pursue a broad general program rather than a specific occupational-oriented or baccalaureate-oriented program.

I. College Requirements

A. Semester Hours

A total of 60 semester hours as specified in the following sections.

B. Grade Points

A minimum cumulative grade point average of 2.0 (C average) in all coursework taken and in good standing.

C. Credit Hour Residency

Meet the college's credit hour residency requirement: a minimum of 15 credit hours in 100 and 200 level courses applied toward a degree must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

II. General Education Requirements

Associate in General Studies (AGS) ..... *21 sem hrs*

(Courses are *3 sem hrs* unless indicated.)

A. Communications..... *9 sem hrs*

Communications: Any 100-level COM course
English: Any 100-level ENG course

B. Social and Behavioral Sciences..... *6 sem hrs*

Anthropology: ANT 101, 102, 110
Economics: ECN 100, 201, 202
Geography: GEO 120, 220
History: HIS 101, 102, 121, 122, 205, 215, 220, 225, 235, 245, 290
Political Science: PSC 100, 220, 240, 260, 280
Psychology: PSY 100, 200, 205, 215, 220, 226, 235, 240, 245, 250
Sociology: SOC 100, 120, 130, 210, 230, 240

C. Physical and Life Sciences and Mathematics ..... *3 sem hrs*

Astronomy: AST 100, 105 (4)
Biology: BIO 100, 101 (1), 102, 110, 111 (1), 120 (4), 122 (4), 200, 250 (4), 260 (4), 270, 272 (4)
Chemistry: CHM 100, 101 (1), 102, 103 (1), 121 (4), 122 (4), 202, 231 (4), 232 (4)
Earth Science: ESC 100, 101 (1), 110, 120 (4), 125, 130
Geography: GEO 121 (4)
Geology: GLG 100, 101 (1), 102 (4), 103,120
Mathematics: MTH 101, 102, 103, 104, 107, 109, 129, 130, 131 (4), 132 (4), 201, 202, 210, 211 (4), 233 (4), 236 (4), 240
Physics: PHY 103, 104 (1), 111 (4), 112 (4), 221 (5), 222 (5), 223(4)

(continued on next page)

D. Humanities and Fine Arts.....*3 sem hrs*

Art: ART 100, 101, 102, 103, 104, 105, 106, 110, 111, 120, 121, 130, 131, 140, 142, 155, 222, 230, 231, 240, 241, 242, 243, 255, 260, 261, 262, 290, 293
Chinese: CHN 101, 102
English: ENG 204, 205, 206, 211, 212, 215, 220, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245, 255, 265
Film Studies: FLM 250, 260, 270
French: FRE 101, 102, 201, 202
German: GER 101, 102, 201, 202
History: HIS 111, 112
Humanities: HUM 101, 102, 108, 112, 201, 202, 233
Japanese: JPN 101, 102
Music: MUS 100, 101, 102, 107, 110 (2), 120, 121 (4), 123, 124 (1), 151 (2), 154 (2), 160 (1), 161 (1), 164 (1), 166 (1), 170 (1), 171 (1), 176 (1), 200, 211, 213, 215, 221, 222 (1), 223, 224 (1), 251 (2), 252 (2), 254 (2), 266 (1), 280 (2), 281 (2), 282 (2), 283 (2), 284 (2), 285 (2), 287 (2), 288 (2)
Philosophy: PHL 100, 101, 105, 110, 120, 140, 201, 202
Religious Studies: RLG 120, 220, 230, 240
Sign Language: SGN 101, 102
Spanish: SPN 101, 102, 201, 202, 205, 215
Theatre: THE 100, 110, 201

III. Elective Requirements.....*39 sem hrs*

Choose electives numbered 100-299 from any discipline.

General Studies

Certificate Requirements

(GS20) major code

This certificate signifies the completion of one year of college and is awarded to students who apply for the certificate and meet the following requirements:

- complete at least 30 semester hours of credit courses numbered 100-299.
- achieve a minimum cumulative grade point average of 2.0 (C average) in all courses applied toward certificate completion.
- At least 15 credit hours in 100 and 200 level courses applied toward the certificate must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.
- Certificates are awarded at the end of the semester the coursework is completed or the semester the application is submitted if the coursework was previously completed.

WAUBONSEE

what you can learn

Career and Technical Education

Purpose of the Career and Technical Education Curriculum

Career and Technical Education programs are designed for students seeking specialized training in preparation for employment after leaving Waubonsee Community College. Both the Associate in Applied Science degree (AAS — two-year program) and certificates (usually one year or less) are offered in many technical areas. Although these programs are not primarily designed to transfer to four-year colleges and universities, Waubonsee has established transfer partnership/articulation agreements with a number of colleges and universities, and many of the Associate in Applied Science degrees may transfer. See Academic and Career Advising for more details.

Waubonsee's career programs support student participation in SkillsUSA activities. See an advisor or instructor for details.



Degree Requirements

Associate in Applied Science (AAS)

The college recommends that all students create an academic plan with an Academic and Career Advisor. Courses numbered 100-299 may be counted toward this degree.

I. College Requirements

A. Semester Hours

A total of 60-67 semester hours as specified in the following sections.

B. Grade Points

A minimum cumulative grade point average of 2.0 (C average) in all coursework taken and in good standing.

C. Credit Hour Residency

Meet the college's credit hour residency requirement: a minimum of 15 credit hours in 100 and 200 level courses applied toward a degree must be completed at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

II. General Education Requirements

Associate in Applied Science AAS ..... *15 sem hrs*

(Courses are *3 sem hrs* unless indicated.)

A. Communications..... *6 sem hrs*

Unless particular courses are specified in the curriculum, choose two of these courses:
English: ENG 101, 102, 152, 153

B. Social and Behavioral Sciences..... *3 sem hrs*

Unless a particular course is specified in the curriculum, choose a course from below.
Anthropology: ANT 101, 102, 110
Economics: ECN 100, 201, 202
Geography: GEO 120, 220
History: HIS 101, 102, 121, 122, 205, 215, 225, 235
Political Science: PSC 100, 220, 240, 260, 280
Psychology: PSY 100, 200, 205, 215, 220, 226, 235, 240, 245, 250
Sociology: SOC 100, 120, 130, 210, 230, 240

C. Mathematics or Physical and Life Sciences ..... *3 sem hrs*

Unless a particular course is specified in the curriculum, choose a course or courses from below.
Astronomy: AST 100, 105 (4)
Biology: BIO 100, 101 (1), 102, 110, 111 (1), 122 (4), 200, 250 (4), 260 (4), 270 (4), 272 (4)
Chemistry: CHM 100, 101 (1), 102, 103 (1), 121 (4), 122 (4), 202, 231 (4), 232 (4)
Earth Science: ESC 100, 101 (1), 110, 120 (4), 125, 130
Geography: GEO 121 (4)
Geology: GLG 100, 101 (1), 102 (4), 103,120
Mathematics: MTH 101, 102, 103, 104, 107, 109, 129, 130, 131 (4), 132 (4), 201, 202, 210, 211 (4), 233 (4), 236, 240
Physics: PHY 103, 104 (1), 111 (4), 112 (4), 221 (5), 222 (5), 223 (4)

(continued on next page)

D. Humanities and Fine Arts.....*3 sem hrs*
Unless a particular course is specified in the curriculum, choose a course or courses from below.
Art: ART 100, 101, 102, 103, 104, 105, 106, 110, 111, 120, 121, 130, 140,142, 155, 222, 230, 231, 240, 241, 242, 243, 255, 260, 261, 262, 290, 293
Chinese: CHN 101, 102
Communications: COM 100, 115, 120, 121, 150, 200
English: ENG 204, 205, 206, 211, 212, 215, 220, 221, 222, 225, 226, 228, 229, 230, 235, 240, 245, 255, 265
Film Studies: FLM 250, 260, 270
French: FRE 101, 102, 201, 202
German: GER 101, 102, 201, 202
History: HIS 111, 112
Humanities: HUM 101, 102, 108, 112, 201, 202, 233
Japanese: JPN 101, 102
Music: MUS 100, 101, 102, 110 (2), 120, 121 (4), 123, 124 (1), 151 (2), 154 (2), 160 (1), 161 (1), 164 (1), 166 (1), 170 (1), 171 (1), 176 (1), 200, 211, 213, 215, 221, 222 (1), 223, 224 (1), 251 (2), 252 (2), 254 (2), 266 (1), 280 (2), 281 (2), 282 (2), 283 (2), 284 (2), 285 (2), 287 (2), 288 (2)
Philosophy: PHL 100, 101, 105, 110, 120, 140, 201, 202
Religious Studies: RLG 120, 220, 230, 240
Sign Language: SGN 101, 102
Spanish: SPN 101, 102, 201, 202, 205, 211, 215
Theatre: THE 100, 110, 201, 202

III. Major Field and Elective Requirements.... 45-50
Students must satisfactorily complete all courses specified in the curriculum of their choice. See the individual career/occupational degree and certificate sections and the course descriptions for details.

Certificate of Achievement Requirements

Occupational certificate programs are developed and offered in areas where job-entry training and educational requirements often can be met in less than two years.

To be awarded a Certificate of Achievement, students must complete the following general requirements:

- complete one of the prescribed certificate curricula;
- achieve a minimum cumulative grade point average of 2.0 (C average) in all courses required for certificate. An "m" denotes major courses in which a minimum grade of C must be achieved;
- complete at least one-half of 100 and 200 level credit hours applied toward a certificate at Waubonsee. Transfer credit and credit for prior learning assessment do not apply to the credit hour residency requirement.

Certificates are awarded at the end of the semester the coursework is completed or the semester the application is submitted if the coursework was previously completed. Application for Certificate forms can be found at mywcc, on the student tab in the Student Success box; or students may contact an Academic and Career Advisor or the Credentials Analyst.

Career and Technical Education Program Descriptions

Each career and technical education program offered at the college is described in the following sections.

Although most Associate in Applied Science (AAS) degrees can be accomplished in two years of full-time study, some may require additional time because of class scheduling criteria or because of required practicums or additional coursework. Students should work closely with an Academic and Career Advisor to anticipate required coursework in each individual program they start.

The list below shows all Associate in Applied Science (AAS) degrees and Certificates of Achievement offered at Waubonsee Community College. For AAS degree and certificate programs offered in cooperation with other community colleges, see Cooperative Agreement in the Tuition and Fees section of this catalog.

Accounting ***48***
- Accounting AAS
- Accounting Certificate
- Payroll and Tax Accounting Certificate
- CPA Preparation Post-Baccalaureate Certificate
- CMA Preparation Post-Baccalaureate Certificate

Automotive Collision and Refinishing Technology ***50***
- Automotive Collision and Refinishing Technology AAS
- Basic Automotive Collision and Refinishing Certificate
- Advanced Collision and Refinishing Certificate

Automation Technology ***52***
- Automation Technology AAS
- Automation Technology Certificate

Automotive Service Technology ***53***
- Automotive Service Technology AAS
- Automotive Brake and Suspension Certificate
- Automotive Electrical/Electronics Certificate
- Automotive Maintenance Certificate
- Automotive Transmission and Driveline Certificate
- Engine Performance Certificate
- Hybrid and Electric Vehicle
- Light Duty Diesel Repair Certificate

Business Administration ***56***
- Business Administration AAS
- Administrative Assistant Certificate
- Management Certificate

Computer Aided Design and Drafting ***57***
- Computer Aided Design and Drafting AAS
- Computer Aided Design and Drafting Certificate
- Computer Aided Design and Drafting - Mechanical Certificate
- Computer Aided Design and Drafting - Architectural Certificate

Computer Information Systems ***59***
- Software Development AAS
- Computer Software Development Certificate
- IT Support Technician AAS
- IT Support Technician Certificate
- Cybersecurity AAS
- Cybersecurity Certificate
- Office Software Specialist Certificate
- UX/UI AAS
- UX/UI Certificate

Early Childhood Education ***64***
- Early Childhood Education AAS
- Early Childhood Education Level 2 Certificate
- Early Childhood Education Level 3 Certificate
- ESL and Bilingual Level 2 Certificate
- ESL and Bilingual Level 3 Certificate
- Infant and Toddler Level 2 Certificate
- Infant and Toddler Level 3 Certificate
- Child Care Worker Certificate
- Director Level 1 Certificate

Emergency Medical Technician ***69***
- Emergency Medical Technician-Paramedic AAS
- Emergency Medical Technician-Paramedic Certificate
- Emergency Medical Technician-Basic Certificate

Fire Science ***71***
- Fire Science Technology AAS
- Company Fire Officer Certificate
- Firefighter Certificate

Health Information Technology ***73***
- Health Information Technology AAS
- Medical Billing and Coding Certificate

Heating, Ventilation and Air Conditioning ***74***
- Heating, Ventilation and Air Conditioning AAS
- Heating, Ventilation and Air Conditioning Certificate

Human Services ***75***
- Human Services AAS
- Substance Use Disorder Counseling Certificate

Students interested in Professional Development/Workforce Education courses should complete the Professional Development/Workforce Education Registration Form, which can be found online at **www.waubonsee.edu/work**.

Machine Tool Technology ***77***
Advanced Manufacturing Technology AAS
CNC Operator Certificate
CNC Programmer Certificate

Management: Human Resources ***78***
Human Resources Management AAS

Marketing ***79***
Digital Marketing Certificate

Medical Assistant ***80***
Medical Assistant Certificate

Nurse Assistant ***82***
Basic Nurse Assistant Training Certificate

Nursing ***83***
Nursing AAS

Paralegal ***85***
Paralegal AAS
Paralegal Post-Associate Degree Certificate

Phlebotomy Technician ***86***
Phlebotomy Technician Certificate

Water/Wastewater Technology ***87***
Water/Wastewater Technology Certificate

Welding Technology ***89***
Welding Technology AAS
Welding Technology Certificate
Advanced Welding Technology Certificate

WAUBONSEE

what you can learn

Career and Technical Education

Degrees and Certificates

Accounting

Accounting

Associate in Applied Science Degree

(010A) major code

The Accounting Program provides students with fundamental skills in financial record keeping, report analysis and core business principles. This program exposes students to public, industrial, private and governmental agencies.

General Education Requirements 15

COM	100 or 121*	Communications	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
ECN	100	Introduction to Economics	
		or	
ECN	201	Principles of Economics-Microeconomics	
		or	
ECN	202	Principles of Economics-Macroeconomics	3
		Mathematics elective•	3

Accounting Major Program Requirements 24

ACC	125	Accounting Information Systems	3
ACC	130	Payroll Accounting	3
ACC	202*	Financial Accounting	3
ACC	203	Managerial Accounting	3
ACC	215	Individual Tax Accounting	3
ACC	220	Intermediate Accounting I	3
ACC	221	Intermediate Accounting II	3
ACC	240	Cost Accounting	3

Additional Program Requirements 15

BUS	100	Introduction to Business	3
BUS	210	Legal Environment of Business	
		or	
BUS	211	Business Law	3
CIS	110	Business Information Systems	3
CIS	112	Comprehensive Excel Spreadsheet	3
MGT	200	Principles of Management	3

Electives 6

Select electives from: Accounting (ACC), Business Administration (BUS), Computer Information Systems (CIS), Construction Management (CMT), Economics (ECN), Finance (FIN), Management (MGT), Marketing (MKT)

PROGRAM TOTAL 60

* S*tudents with a grade point average below a 3.0 should consider taking ACC 101 Introduction to Accounting or MTH 104 Business Math before taking ACC 202.*

S*tudents who choose ACC 101 may apply it as an elective in this program. CPA students must take COM 121 instead of COM 100.*

• *See course choices listed on pages 45-46.*

Accounting

Certificate of Achievement

(013A) major code

This program provides students with fundamental skills in financial record keeping, report analysis and an opportunity to transition to completion of the Associate in Applied Science in Accounting.

Course Requirements

ACC	125	Accounting Information Systems	3
ACC	202	Financial Accounting	3
ACC	203	Managerial Accounting	3
ACC	215	Individual Tax Accounting	
		or	
ACC	235	Taxation of Limited Liability Companies (LLCs)	3
ACC	220	Intermediate Accounting I	3
ACC	221	Intermediate Accounting II	3
ACC	240	Cost Accounting	3
BUS	210	Legal Environment of Business	
		or	
BUS	211	Business Law	3
CIS	112	Comprehensive Excel Spreadsheet	3

PROGRAM TOTAL 27

Payroll and Tax Accounting

Certificate of Achievement

(015B) major code

This certificate prepares the student for entry-level jobs as a payroll clerk and general accounting clerk. Students will also be prepared for the Fundamental Payroll Certification Test (FPC) offered by the American Payroll Association.

Course Requirements

ACC	101	Introduction to Accounting	3
ACC	125	Accounting Information Systems	3
ACC	130	Payroll Accounting	3
ACC	215	Individual Tax Accounting	3
CIS	110	Business Information Systems	3
CIS	112	Comprehensive Excel Spreadsheet	3

PROGRAM TOTAL 18

CPA Preparation
Post-Baccalaureate
Certificate of Achievement
(017B) major code

This certificate provides the student who has already earned a bachelor's or higher degree from an accredited educational institution the minimum accounting requirements to sit for the Certified Public Accountant (CPA) exam.

To qualify for the CPA exam, the Illinois Board of Examiners requires 150 semester hours of acceptable credit. These hours must include a minimum of 30 semester hours in accounting in addition to 24 semester hours in business courses (other than accounting).

Please visit www.ilboe.org for more information.

Because Waubonsee Community College does not award bachelor's degrees, post-baccalaureate programs do not meet the U.S. Department of Education requirements for financial aid eligibility.

Course Requirements

ACC	202	Financial Accounting	3
ACC	203	Managerial Accounting	3
ACC	215	Individual Tax Accounting	3
ACC	220	Intermediate Accounting I	3
ACC	221	Intermediate Accounting II	3
ACC	235	Taxation of Limited Liability Companies (LLCs)	3
ACC	240	Cost Accounting	3
ACC	250	Auditing I	3
ACC	251	Auditing II	3
ACC	252	Accounting Research and Analysis	2
ACC	260	Advanced Accounting	3

PROGRAM TOTAL 32

CMA Preparation
Post-Baccalaureate
Certificate of Achievement
(018B) major code

This certificate provides the student who has already earned a bachelor's or higher degree from an accredited educational institution the suggested accounting and business requirements to sit for the Certified Management Accountant examination. An additional requirement to qualify for the Certified Management Accountant exam is a minimum of two years full-time (four years part-time) continuous experience in management accounting and/or financial management.

Please visit www.imanet.org for more information.

Because Waubonsee Community College does not award bachelor's degrees, post-baccalaureate programs do not meet the U.S. Department of Education requirements for financial aid eligibility.

Course Requirements

ACC	202	Financial Accounting	3
ACC	203	Managerial Accounting	3
ACC	220	Intermediate Accounting I	3
ACC	221	Intermediate Accounting II	3
ACC	240	Cost Accounting	3
BUS	207	Business Statistics	3
BUS	210	Legal Environment of Business	3
ECN	201	Principles of Economics-Microeconomics	3
ECN	202	Principles of Economics-Macroeconomics	3
FIN	200	Principles of Finance	3

PROGRAM TOTAL 30

Automotive Collision and Refinishing Technology

Automotive Collision and Refinishing Technology

Associate in Applied Science Degree

(700C) major code

The Automotive Collision and Refinishing Program provides students hands-on skills in body repair, surface preparation, painting, and frame repair.

General Education Requirements 15

COM	100	***or*** 121 Communication	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective •	3
		Social and Behavioral Sciences elective •	3

Major Program Requirements - Fall Semester 16

ACR	100	Automotive Collision and Refinishing Welding	3
ACR	105	Sheet Metal Repair	2
ACR	110	Fiberglass Panel and Plastic Repair	2
ACR	115	Basic Automotive Collision Repair	4
ACR	120	Automotive Painting and Refinishing	4
ACR	125	Automotive Collision and Refinishing Careers	1

Spring Semester 16

ACR	130	Automotive Collision Appraisal	1
ACR	135	Frame Repair	6
ACR	140	Glass Service	1
ACR	145	Intermediate Automotive Collision Repair	6
ACR	150	Chassis and Electrical Systems for Automotive Collision	2

Summer Semester 3

ACR	215	Advanced Automotive Collision Repair	3

Additional Program Requirements 3

3 hours of ACR internship credit (ACR297, ACR298, ACR299) 3

Electives 7

Select electives from: Automotive Collision and Refinishing Technology (ACR), Automation Technology (AMT), Automotive Service Technology (AUT), Business Administration (BUS), Computer Aided Design and Drafting (CAD), Computer Information Systems (CIS), Construction Management (CMT), Engineering (EGR), Heating, Ventilation and Air Conditioning (HVA), Machine Tool Technology (MTT), Welding (WLD)

PROGRAM TOTAL 60

Note: Students in the Automotive Collision and Refinishing Technology Program are required to register for all courses in a given semester. Please see the major program requirements for details.

- *See course choices listed on pages 45-46.*

Basic Automotive Collision and Refinishing Technology

Certificate of Achievement

(703C) major code

This certificate provides students with the knowledge and skills for paint preparation and basic body repair, which prepare an individual for entry level positions within the collsion repair industry.

Course Requirements

ACR	100	Automotive Collision and Refinishing Welding	3
ACR	105	Sheet Metal Repair	2
ACR	110	Fiberglass Panel and Plastic Repair	2
ACR	115	Basic Automotive Collision Repair	4
ACR	120	Automotive Painting and Refinishing	4
ACR	125	Automotive Collision and Refinishing Careers	1

PROGRAM TOTAL 16

Advanced Automotive Collision and Refinishing Technology

Certificate of Achievement

(705C) major code

This certificate builds on the basic certificate, providing students with knowledge and skills in the areas of frame repair, glass service, chassis repair, electrical system repair and automotive collision repair appraisal. Students who successfully complete this certificate are prepared to take the (ASE) Auto Body Certification exam and to begin their career as an automotive collision and refinishing technician.

Course Requirements

Fall Semester 16

ACR	100	Automotive Collision and Refinishing Welding	3
ACR	105	Sheet Metal Repair	2
ACR	110	Fiberglass Panel and Plastic Repair	2
ACR	115	Basic Automotive Collision Repair	4
ACR	120	Automotive Painting and Refinishing	4
ACR	125	Automotive Collision and Refinishing Careers	1

Spring Semester 16

ACR	130	Automotive Collision Appraisal	1
ACR	135	Frame Repair	6
ACR	140	Glass Service	1
ACR	145	Intermediate Automotive Collision Repair	6
ACR	150	Chassis and Electrical Systems for Automotive Collision	2

Summer Semester 6

ACR	215	Advanced Automotive Collision Repair	3

Additional Program Requirements 3

3 hours of ACR internship credit (ACR297, ACR298, ACR299) 3

PROGRAM TOTAL 38

Automation Technology

Automation Technology

Associate in Applied Science Degree

(735A) major code

The Automation Technology Program provides technical skills in industrial motor controls, programmable logic controllers (PLCs), electrical principles, and hydraulics and pneumatics.

General Education Requirements 15

COM	100	***or*** 121 Communication	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective •	3
		Social and Behavioral Sciences elective •	3

Core Program Requirements 19

AMT	100	Intro to Mfg Automation Systems	3
CIS	110	Business Information Systems	3
EGR	101	Engineering Graphics	3
MTT	100	Safety Principles	1
MTT	108	Machining Fundamentals	3
MTT	110	Print Reading for the Trades	3
MTT	115	Manual Machine Shop Operations	3

Major Program Requirements 24

AMT	102	Basic Electricity	3
AMT	110	Machine Fundamentals	3
AMT	120	Automated Systems I	3
AMT	121	Automated Systems II	3
AMT	122	Automated Systems III	3
AMT	130	Fluid Power	3
AMT	200	Automated Programming I	3
AMT	201	Automated Programming II	3

Electives 2

Select electives from: Automotive Collision and Refinishing Technology (ACR), Automation Technology (AMT), Automotive Service Technology (AUT), Business Administration (BUS), Computer Aided Design and Drafting (CAD), Construction Management (CMT), Heating, Ventilation and Air Conditioning (HVA), Internship (ITS), Machine Tool Technology (MTT), Welding Technology (WLD)

Program Total 60

- *See course choices listed on pages 45-46.*

Automation Technology

Certificate of Achievement

(736B) major code

The Automation Technology certificate is designed to provide students with knowledge and skills in electrical systems, motor control, hydraulics and pneumatics, programmable logic controllers, instrumentation, workplace safety, problem solving, and teamwork.

Course Requirements

AMT	100	Intro to Mfg Automation Systems	3
AMT	102	Basic Electricity	3
AMT	110	Machine Fundamentals	3
AMT	120	Automated Systems I	3
AMT	121	Automated Systems II	3
AMT	122	Automated Systems III	3
AMT	130	Fluid Power	3
AMT	200	Automated Programming I	3
AMT	201	Automated Programming II	3
MTH	103	Technical Mathematics	3
MTT	100	Safety Principles	1

PROGRAM TOTAL 31

Automotive Service Technology

Automotive Service Technology

Associate in Applied Science Degree

(710B) major code

The Automotive Service Technology program provides students hands-on skills to work as an automotive technician. Classes prepare students to take select ASE certification tests. Waubonsee Community College's Automotive Service Technology Program is a master ASE and NATEF certified program.

General Education Requirements			
COM	100	***or*** 121 Communications	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective •	3
		Social and Behavioral Sciences elective •	3
		Note: Transfer students should consult with Academic and Career Advising to select electives	

Major Program Requirements - First Year			24
AUT	100	Maintenance and Light Repair	3
AUT	110	Engine Service I	3
AUT	111	Automotive Power Trains	3
AUT	112	Automotive Brake Systems	3
AUT	113	Automotive Electrical/Electronic Systems	3
AUT	120	Engine Service II	3
AUT	122	Automotive Suspension and Wheel Alignment	3
AUT	124	Automotive Fuel and Emission Systems	3

Major Program Requirements - Second Year			24
AUT	231	Automatic Transmissions/Transaxles	3
AUT	232	Advanced Brakes and Suspension Systems	3
AUT	243	Advanced Engine Control Systems	3
AUT	245	Automotive Heating and Air Conditioning	3
AUT	246	Automotive Accessories and Diagnostics	3
AUT	249	Hybrid and Electric Vehicle Systems	3
AUT	250	Light Duty Diesel Service and Repair	3
AUT	255	Comprehensive Diagnostic Principles	3

PROGRAM TOTAL 63

- *See course choices listed on pages 45-46.*

NOTE: All students enrolled in the Automotive Service Technology Program are required to provide their own hand tools, safety glasses, protective clothing and safety shoes.

Automotive Brake and Suspension

Certificate of Achievement

(716A) major code

The Automotive Brake and Suspension Program provides students hands-on skills and prepares students to take the Automotive Service Excellence (ASE) Brakes and the Suspension and Steering Exam.

Course Requirements			
AUT	100	Maintenance and Light Repair	3
AUT	112	Automotive Brake Systems	3
AUT	122	Automotive Suspension and Wheel Alignment	3
AUT	232	Advanced Brakes and Suspension Systems	3

PROGRAM TOTAL 12

Automotive Electrical/Electronics

Certificate of Achievement

(715A) major code

The Automotive Electrical and Electronics Program provides hands-on skills and prepares students to take the Automotive Service Excellence (ASE) Electrical Systems Exam.

Course Requirements			
AUT	100	Maintenance and Light Repair	3
AUT	110	Engine Service I	3
AUT	113	Automotive Electrical/ Electronic Systems	3
AUT	120	Engine Service II	3
AUT	124	Automotive Fuel and Emission Systems	3
AUT	243	Advanced Engine Control Systems	3
AUT	246	Automotive Accessories and Diagnostics	3
AUT	255	Comprehensive Diagnostic Principles	3

PROGRAM TOTAL 24

Automotive Maintenance

Certificate of Achievement

(713A) major code

The Automotive Maintenance Program provides students basic knowledge to diagnose and repair automotive systems. Students are prepared to take eight Automotive Service Excellence (ASE) certification exams.

Course Requirements

First Year			**24**
AUT	100	Maintenance and Light Repair	3
AUT	110	Engine Service I	3
AUT	111	Automotive Power Trains	3
AUT	112	Automotive Brake Systems	3
AUT	113	Automotive Electrical/ Electronic Systems	3
AUT	120	Engine Service II	3
AUT	122	Automotive Suspension and Wheel Alignment	3
AUT	124	Automotive Fuel and Emission Systems	3
Second Year			**24**
AUT	231	Automatic Transmissions/Transaxles	3
AUT	232	Advanced Brakes and Suspension Systems	3
AUT	243	Advanced Engine Control Systems	3
AUT	245	Automotive Heating and Air Conditioning	3
AUT	246	Automotive Accessories and Diagnostics	3
AUT	249	Hybrid and Electric Vehicle Systems	3
AUT	250	Light Duty Diesel Service and Repair	3
AUT	255	Comprehensive Diagnostic Principles	3
PROGRAM TOTAL			**48**

Automotive Transmission and Driveline

Certificate of Achievement

(717B) major code

The Automotive Transmission and Driveline Program provides hands-on skills to accurately diagnose and troubleshoot while preparing students to take the Automotive Service Excellence (ASE) Automatic Transmission/Transaxle Exam and Manual Drive Train and Axle Exam.

Course Requirements

AUT	100	Maintenance and Light Repair	3
AUT	110	Engine Service I	3
AUT	111	Automotive Power Trains	3
AUT	112	Automotive Brake Systems	3
AUT	120	Engine Service II	3
AUT	122	Automotive Suspension and Wheel Alignment	3
AUT	124	Automotive Fuel and Emission Systems	3
AUT	231	Automatic Transmissions/Transaxles	3
AUT	232	Advanced Brakes and Suspension Systems	3
AUT	243	Advanced Engine Control Systems	3
AUT	255	Comprehensive Diagnostic Principles	3
PROGRAM TOTAL			**33**

Engine Performance

Certificate of Achievement

(714A) major code

The Engine Performance Program provides hands-on skills and knowledge from fuel injection to computer controls, and prepares students to take the Automotive Service Excellence (ASE) Engine Performance Exam.

Course Requirements

AUT	100	Maintenance and Light Repair	3
AUT	110	Engine Service I	3
AUT	113	Automotive Electrical/ Electronic Systems	3
AUT	120	Engine Service II	3
AUT	124	Automotive Fuel and Emission Systems	3
AUT	243	Advanced Engine Control Systems	3
AUT	246	Automotive Accessories and Diagnostics	3
AUT	255	Comprehensive Diagnostic Principles	3

PROGRAM TOTAL 24

Hybrid and Electric Vehicle

Certificate of Achievement

(719A) major code

The Hybrid and Electrical Program provides students the technical knowledge and skills to diagnose, adjust, repair hybrid and electric vehicles.

Course Requirements

AUT	100	Maintenance and Light Repair	3
AUT	111	Automotive Power Trains	3
AUT	112	Automotive Brake Systems	3
AUT	113	Automotive Electrical/ Electronic Systems	3
AUT	120	Engine Service II	3
AUT	124	Automotive Fuel and Emission Systems	3
AUT	231	Automatic Transmissions/Transaxles	3
AUT	243	Advanced Engine Control Systems	3
AUT	245	Automotive Heating and Air Conditioning	3
AUT	246	Automotive Accessories and Diagnostics	3
AUT	249	Hybrid and Electric Vehicle Systems	3
AUT	255	Comprehensive Diagnostic Principles	3

PROGRAM TOTAL 36

Light Duty Diesel Repair

Certificate of Achievement

(712A) major code

The Light Duty Diesel Program provides students the technical knowledge and skills to diagnose, adjust, repair and overhaul light duty diesel vehicles under one ton classification.

Course Requirements

AUT	100	Maintenance and Light Repair	3
AUT	110	Engine Service I	3
AUT	113	Automotive Electrical/ Electronic Systems	3
AUT	120	Engine Service II	3
AUT	250	Light Duty Diesel Service and Repair	3

PROGRAM TOTAL 15

Business Administration

Business Administration

Associate in Applied Science Degree

(130C) major code

The Business Administration Program allows students to focus on management or marketing covering a broad spectrum of business principles and concepts.

General Education Requirements 15

COM	100	***or*** 121 Communications	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Economics elective •	3
		Mathematics elective •	3

Major Program Requirements 33

ACC	101	Introduction to Accounting	
		or	
ACC	202	Financial Accounting	3
ACC	125	Accounting Information Systems	
		or	
ACC	203	Managerial Accounting	3
BUS	100	Introduction to Business	3
BUS	210	Legal Environment of Business	
		or	
BUS	211	Business Law	3
BUS	215	Business Ethics	3
BUS	220	Leadership in Business	3
CIS	110	Business Information Systems	3
CIS	112	Comprehensive Excel Spreadsheet	3
MGT	200	Principles of Management	3
MKT	200	Principles of Marketing	3
		Economics elective (recommend ECN201 or ECN202)	3

Electives and Emphasis Areas 12

Students wanting to specialize in a particular business area should select electives from one emphasis area; students wanting a more general approach can select any electives from the categories listed.

Management

BUS	225	Organizational Behavior	3
MGT	210	Supervisory Management	3
MGT	215	Human Resources Management I	3

Marketing

MKT	210	Principles of Selling	3
MKT	215	Principles of Advertising	3
MKT	260	Consumer Behavior	3
MKT	265	Integrated Marketing Strategies	3
MKT	280	Digital Marketing Strategies	3

Electives

Electives may be selected from: Accounting (ACC), Business Administration (BUS), Computer Information Systems (CIS), Construction Management (CMT), Economics (ECN), Finance (FIN), Internship (ITS), Management (MGT), Marketing (MKT), PSY 245.

PROGRAM TOTAL 60

Administrative Assistant

Certificate of Achievement

(077A) major code

The Administrative Assistant Program provides essential office skills, software knowledge, project management skills, and customer service with an emphasis on teamwork.

Course Requirements

BUS	100	Introduction to Business	3
BUS	130	Customer Service	3
CIS	106	PowerPoint and Publisher for Business	3
CIS	108	Comprehensive Word Processing	3
CIS	112	Comprehensive Excel Spreadsheet	3
CIS	114	Comprehensive Access Database	3

PROGRAM TOTAL 18

Management

Certificate of Achievement

(138B) major code

This certificate program provides a foundation in supervisory, human resource and business leadership principles.

Course Requirements

BUS	100	Introduction to Business	3
BUS	220	Leadership in Business	3
CIS	110	Business Information Systems	3
MGT	200	Principles of Management	3
MGT	210	Supervisory Management	3
MGT	215	Human Resources Management I	3

PROGRAM TOTAL 18

- *See course choices listed on pages 45-46.*

Computer Aided Design and Drafting

Computer Aided Design and Drafting

Associate in Applied Science Degree

(200A) major code

The Computer Aided Design and Drafting (CAD) Program provides essential skills in print reading, geometric dimensioning and tolerancing, 2-D design, 3-D modeling and 3-D printing.

General Education Requirements 15

COM	100	***or*** 121 Communications	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective*	3
		Social and Behavioral Sciences elective •	3

Major Program Requirements.....19

CAD	100	Technical Drawing I	3
CAD	102	AutoCAD I	3
CAD	118	Technical Drawing II	3
EGR	101	Engineering Graphics	3
CAD	120	AutoCAD II	3
CIS	110	Business Information Systems	3
MTT	100	Safety Principles	1

Students that complete CAD 100 Technical Drawing I should complete CAD118 Technical Drawing II.

Electives and Emphasis Areas 26

Students wanting to specialize in an architectural, design or mechanical drafting area should select electives from a specific emphasis area.

Architectural

CAD	125	Microstation I	3
CAD	127	Residential Architecture Using Revit	3
CAD	129	Commercial Architecture Using Revit	3
CAD	131	Civil Engineering Using Civil3D	3
CMT	101	The Construction Industry	3
CMT	105	Print Reading for Construction	3
CMT	111	Construction Materials and Methods I	3
CMT	115	Construction Materials and Methods II	3

Design

CAD	122	Geometric Dimensioning and Tolerancing	2
CAD	125	Microstation I	3
CAD	127	Residential Architecture Using Revit	3
CAD	129	Commercial Architecture Using Revit	3
CAD	131	Civil Engineering Using Civil3D	3
CAD	240	Introduction to Parametric Modeling Using SolidWorks	3
CAD	241	Introduction to Parametric Modeling Using Inventor	3
CAD	242	Advanced Parametric Modeling Using SolidWorks	3
CAD	243	Advanced Parametric Modeling Using Inventor	3

Mechanical

CAD	122	Geometric Dimensioning and Tolerancing	2
CAD	240	Introduction to Parametric Modeling Using SolidWorks	3
CAD	241	Introduction to Parametric Modeling Using Inventor	3
CAD	242	Advanced Parametric Modeling Using SolidWorks	3
CAD	243	Advanced Parametric Modeling Using Inventor	3
AMT	100	Intro to Mfg Automation Systems	3
MTT	108	Machining Fundamentals	3

Electives

Select electives from: Automation Technology (AMT), Business Administration (BUS), Computer Aided Design and Drafting (CAD), Computer Information Systems (CIS), Construction Management (CMT), Engineering (EGR), Heating, Ventilation and Air Conditioning (HVA), Internship (ITS), Machine Tool Technology (MTT), Welding Technology (WLD).

PROGRAM TOTAL 60

* *MTH103 or MTH130 suggested. See Academic and Career Advising for additional elective recommendations.*

Computer Aided Design and Drafting

Certificate of Achievement

(209F) Major Code

This program prepares students for entry level computer aided drafting positions in a variety of fields. Students learn to create 2-D CAD and 3-D CAD using Geometric Dimensioning and Tolerancing standards.

Course Requirements

CAD	100	Technical Drawing I	3
CAD	102	AutoCAD I	3
CAD	118	Technical Drawing II	3
CAD	120	AutoCAD II	3
CAD	125	Microstation I	3
MTT	100	Safety Principles	1

PROGRAM TOTAL 16

Computer Aided Design and Drafting - Mechanical

Certificate of Achievement

(211B) Major Code

This program builds on the Computer Aided Design and Drafting (CAD) certificate and provides students with advanced computer aided design and drafting skills, including parametric modeling.

Course Requirements

CAD	100	Technical Drawing I	3
CAD	102	AutoCAD I	3
CAD	118	Technical Drawing II	3
CAD	120	AutoCAD II	3
CAD	122	Geometric Dimensioning/Tolerancing	2
CAD	240	Intro-Parametric Modeling/SolidWorks	3
CAD	241	Intro-Parametric Modeling/Inventor	3
CAD	242	Adv Parametric Modeling/SolidWorks	3
CAD	243	Adv Parametric Modeling/Inventor	3
MTT	100	Safety Principles	1

PROGRAM TOTAL 27

Computer Aided Design and Drafting - Architectural

Certificate of Achievement

(212A) Major Code

This architectural certificate is designed to provide students with knowledge and skills to work productively as a draftsperson, technician, and/or designer in the architectural and civil engineering fields.

Course Requirements

CAD	100	Technical Drawing I	3
CAD	102	AutoCAD I	3
CAD	118	Technical Drawing II	3
CAD	120	AutoCAD II	3
CAD	125	Microstation I	3
CAD	127	Residential Architecture Using Revit	3
CAD	129	Commercial Architecture Using Revit	3
CAD	131	Civil Engineering Using Civil3D	3
MTT	100	Safety Principles	1

PROGRAM TOTAL 25

Computer Information Systems

Software Development

Associate in Applied Science Degree

(220E) major code

The Computer Software Development Program provides students concepts and principles in computer programming with an emphasis on logic, data organization and problem solving.

General Education Requirements 15

ENG	101	***or*** 152 English 3
ENG	102	***or*** 153 English 3
		Mathematics elective • 3
		Sociology elective • 3
		Humanities/Art/ Communication elective • 3

CIS Core Program Requirements 15

BUS	100	Introduction to Business 3
CIS	110	Business Information Systems 3
CIS	115*	Introduction to Programming 3
CIS	116	Dev Tools/Structured Program Design 3
CIS	123	Web Development I 3

Computer Software Development Major Program Requirements 27

CIS	130	Computer Science I: C++ Programming 3
		or
CIS	150	Computer Science I: Java Programming 3
CIS	151	Management Systems 3
CIS	202	Database Management 3
CIS	230	Computer Science II: C++ Programming 3
		or
CIS	250	Computer Science II: Java Programming 3
CIS	238	CMS Plugin Development 3
CIS	259	Client Side Development 3
CIS	261	Server Side Development 3
CIS	265	Full Stack Development 3
CIS	272	Capstone 3

Electives 3

Select electives from: Accounting (ACC), Business Administration (BUS), Computer Aided Design and Drafting (CAD), Computer Information Systems (CIS), Management (MGT), Marketing (MKT)

PROGRAM TOTAL 60

* *Students with limited exposure to computer concepts are encouraged to take CIS 110 before taking CIS 115 and CIS 116.*

• *See course choices listed on pages 45-46.*

Software Development

Certificate of Achievement

(228B) major code

The Computer Software Development Program provides students basic knowledge, skills and the option to focus on select programming languages.

Course Requirements 15

CIS	115	Introduction to Programming	3
CIS	116	Dev Tools/Structured Program Design	3
CIS	130	Computer Science I: C++ Programming	3
		and	
CIS	230	Computer Science II: C++ Programming	3
		or	
CIS	150	Computer Science I: Java Programming	3
		and	
CIS	250	Computer Science II: Java Programming	3
CIS	259	Client Side Development	3

PROGRAM TOTAL 15

IT Support Technician

Associate in Applied Science Degree

(223B) major code

The IT Support Technician Program provides students a background in computer operating systems, applications and networks necessary to perform Information Technology support work within a variety of industries.

General Education Requirements 15

COM	121	Communication in the Workplace	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Economics elective•	3
		Mathematics elective•	3

CIS Core Program Requirements 15

CIS	107	Information Technology Fundamentals	3
CIS	110	Business Information Systems	3
CIS	118	Information Technology Professional I	3
CIS	119	InformationTechnology Professional II	3
CIS	122	Networking Essentials	3

Computer Support Major Program Requirements 24

BUS	100	Introduction to Business	3
BUS	130	Customer Service	3
CIS	112	Comprehensive Excel Spreadsheet	3
CIS	125	Info Tech Code of Ethics/Compliance	3
CIS	131	Security Awareness	3
CIS	151	Management Systems	3
CIS	180	Linux Operating System	3
CIS	206	Managing Network Environments	3

Electives 6

Select electives from: Computer Information Systems (CIS), Internship (ITS)

PROGRAM TOTAL 60

- *See course choices listed on pages 45-46.*

IT Support Technician

Certificate of Achievement

(243C) major code

The IT Support Technician certificate program provides students fundamental skills in computer-based support with an emphasis in software applications.

Course Requirements

BUS	130	Customer Service	3
CIS	107	Information Technology Fundamentals	3
CIS	110	Business Information Systems	3
CIS	112	Comprehensive Excel Spreadsheet	3
CIS	118	Information Technology Professional I	3
CIS	119	InformationTechnology Professional II	3
CIS	122	Networking Essentials	3
CIS	125	Info Tech Code of Ethics/Compliance	3
CIS	131	Security Awareness	3
CIS	206	Managing Network Environments	3

PROGRAM TOTAL 30

Cybersecurity

Associate in Applied Science Degree

(250A) major code

This program is designed to provide entry-level skills in managing information security programs, consists of preserving information confidentiality and protection, risk management, data and system integrity, availability, authenticity, utility and combines fundamental information technology and IT security core curriculum. The program is based on information security concepts, principles, methods, techniques, practices, and procedures that guide today's IT security professionals. Graduates will be qualified for entry-level careers in cybersecurity and information assurance in federal, state and local agencies, and the private sector as IT security specialists, firewall and VPN specialists and data assurance specialists. In addition, students will be prepared for industry recognized credentials and certifications.

General Education Requirements 15

COM	100	***or*** 121 COM	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective•	3
		Social and Behavioral Sciences elective•	3

Core Program Requirements 18

CIS	118	Information Technology Professional I	3
CIS	119	InformationTechnology Professional II	3
CIS	122	Networking Essentials	3
CIS	125	Info Tech Code of Ethics/Compliance	3
CIS	131	Security Awareness	3
CIS	180	Linux Operating System	3

Major Program Requirements 27

CIS	137	Cisco I	3
CIS	200	Cloud Technology	3
CIS	206	Managing Network Environments	3
CIS	208	Penetration Testing	3
CIS	210	Ethical Hacking	3
CIS	213	Cybersecurity Analyst	3
CIS	214	Digital Forensics	3
CIS	237	Cisco II	3
CIS	267	Cisco III	3

PROGRAM TOTAL 60

• *See course choices listed on pages 45-46.*

Cybersecurity

Certificate of Achievement

(251A) major code

This program is designed to provide fundamental skills in managing information security. Students will be prepared for several industry recognized credentials required for entry-level opportunities within Information Security.

Course Requirements

CIS	118	Information Technology Professional I	3
CIS	119	InformationTechnology Professional II	3
CIS	122	Networking Essentials	3
CIS	125	Info Tech Code of Ethics/Compliance	3
CIS	131	Security Awareness	3
CIS	180	Linux Operating System	3
CIS	208	Penetration Testing	3
CIS	213	Cybersecurity Analyst	3
CIS	210	Ethical Hacking	3
CIS	214	Digital Forensics	3

PROGRAM TOTAL 30

Office Software Specialist

Certificate of Achievement

(245A) major code

This program provides students with skills in word processing, spreadsheet, database, and presentation graphics.

Course Requirements

CIS	106	PowerPoint and Publisher for Business	3
CIS	108	Comprehensive Word Processing	3
CIS	112	Comprehensive Excel Spreadsheet	3
CIS	114	Comprehensive Access Database	3

PROGRAM TOTAL 12

UX/UI

Associate in Applied Science Degree

(331C) major code

This degree prepares students for constructing, developing and maintaining professional Web content. A graduate from this program will have a background in using cutting-edge tools to create exciting Web pages with graphic and animated content. Career opportunities include Web author and Web page developer.

General Education Requirements 15

ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		COM/HUM/Arts elective •	3
		Mathematics elective •	3
		Social and Behavioral Sciences elective •	3

CIS Core Program Requirements 15

BUS	100	Introduction to Business	3
CIS	110	Business Information Systems	3
CIS	115	Introduction to Programming	3
CIS	116	Dev Tools/Structured Program Design	3
CIS	123	Web Development I	3

Website Design and Development Major Program Requirements 27

CIS	107	Information Technology Fundamentals	3
CIS	128	UX/UI I	3
CIS	151	Management Systems	3
MKT	200	Principles of Marketing	3
CIS	133	Web Development II	3
CIS	138	UX/UI II	3
CIS	222	E-Commerce	3
		or	
CIS	259	Client Side Development	3
CIS	239	CMS Theme Development	3
CIS	272	Capstone	3

Electives 3

Select electives from: Computer Information Systems (CIS), Internship (ITS)

PROGRAM TOTAL 60

• *See course choices listed on pages 45-46.*

UX/UI

Certificate of Achievement

(337B) major code

This certificate is intended for individuals interested in developing, constructing and maintaining websites. Graduates are able to develop, construct and maintain websites with graphic and animated content.

Course Requirements

CIS	115	Introduction to Programming	3
CIS	123	Web Development I	3
CIS	128	UX/UI I	3
CIS	151	Management Systems	3
CIS	133	Web Development II	3
CIS	138	UX/UI II	3
CIS	222	E-Commerce	3
or			
CIS	259	Client Side Development	3

PROGRAM TOTAL 21

Early Childhood Education

Early Childhood Education

Associate in Applied Science Degree

(570B) major code

The Early Childhood Education Program is designed to prepare professionals for a variety of positions within the field, from caring for and educating infants, toddlers and preschoolers to managing a child care center or preschool program. It also prepares students to serve as a teacher's aide in a public school. Students in other disciplines, such as Education or the Health Professions, as well as parents and prospective parents may also elect to take courses in the Early Childhood Education curriculum.

Illinois Gateways to Opportunity Credentials

As an Illinois Gateways entitled institution, Waubonsee Community College has aligned its Early Childhood Education coursework with the requirements students need to apply for Illinois Gateways to Opportunity Credentials. To obtain the Gateways credential, students must have a high school diploma or GED. Illinois Gateways credentials, which are awarded and recognized by the Illinois Department of Human Services (IDHS) Bureau of Child Care and Development, show professional achievement, knowledge, skills and experience in caring for and educating children. Employers can use these credentials to help them in their hiring decisions. Waubonsee Community College's Early Childhood Education program offers the coursework to attain the following Gateways credentials: Early Childhood Education Level 2 through 4, Infant and Toddler Level 2 through 4, and ESL/Bilingual Level 2 through 4. In addition to these credentials, students may pursue the Director Level 1 certification by completing the AAS in Early Childhood Education, additional courses and an internship. Students who complete the requisite Waubonsee coursework are eligible to apply through Gateways for the corresponding level credential. Application fees may apply.

Waubonsee's Early Childhood Education Program certificates can stand alone or can be "stacked" together to earn more advanced certificates and, eventually, the AAS degree in Early Childhood Education.

For further information regarding the attainment of the Gateways credentials or other program questions, contact the dean's office at (630) 466-2921.

General Education Requirements 15

	COM	100	Fund. of Speech Communication	3
	ENG	101	First-Year Composition I	3
	ENG	102	First-Year Composition II	3
			Mathematics elective*	3
			Social and Behavioral Sciences elective	3

Early Childhood Education Major Program Requirements..... 36

Students pursuing the ECE Credential Level 4, the Infant and Toddler Credential Level 4 or the ESL/Bilingual Credential Level 4 are required to complete this core group of courses:

m	ECE	101	Introduction to Early Childhood Education	3
m	ECE	106	Guiding Young Children	3
m	ECE	115	Child Growth and Development	3
m	ECE	120	Health, Safety and Nutrition	3
m	ECE	125	Child, Family and Community	3
m	ECE	130	Observation and Assessment	3
m	ECE	140	Inclusion in Early Childhood: Birth Through Age Eight	3
m	ECE	198	Curriculum for Early Childhood Programs	3
m	ECE	210	Language Arts for the Young Child	3
m	ECE	215	Creative Activities for the Young Child	3
m	ECE	220	Mathematics and Science for the Young Child	3
m	ECE	250	Early Childhood Education Practicum	3

(continued on next page)

Electives and Emphasis Areas 9

Students pursuing the ECE Credential Level 4, the Infant and Toddler Credential Level 4 or the ESL/Bilingual Credential Level 4 through Gateways should complete the electives/ emphasis area courses as detailed below:

Early Childhood Education Level 4 Emphasis

Complete three of the following courses:

m	ECE	102	Career Explorations in Early Childhood	3
m	ECE	145	Multiculturalism in Early Childhood	3
m	ECE	204	Infant and Toddler Curriculum	3
m	ECE	212	Foundations of a Multilingual ECE Classroom	3
m	ECE	225	Play and Creative Expression for the Young Child	3
m	ECE	230**	Early Childhood Center Administration	3
m	ECE	237	ECE Multilingual Classroom-Methods and Strategies	3

Infant and Toddler Level 4 Emphasis

Complete these two courses:

m	ECE	102	Career Explorations in Early Childhood	3
m	ECE	204	Infant and Toddler Curriculum	3
m	ECE	205	Infant and Toddler Methods and Strategies	3

and also complete one of the following courses:

m	ECE	145	Multiculturalism in Early Childhood	3
m	ECE	212	Foundations of a Multilingual ECE Classroom	3
m	ECE	225	Play and Creative Expression for the Young Child	3
m	ECE	230**	Early Childhood Center Administration	3
m	ECE	237	ECE Multilingual Classroom-Methods and Strategies	3

ESL/Bilingual Level 4 Emphasis

Complete these three courses:

m	ECE	145	Multiculturalism in Early Childhood	3
m	ECE	212	Foundations of a Multilingual ECE Classroom	3
m	ECE	237	ECE Multilingual Classroom-Methods and Strategies	3

PROGRAM TOTAL 60

m *Major course requires minimum grade of C.*

* *Any mathematics course 100 level or above will meet this requirement. Transfer students are encouraged to meet with an Academic and Career Advisor for course selection.*

** *If planning to continue on after earning the AAS to complete the Director Level I credential, select ECE230 as one of the chosen electives.*

Upon completion of the courses previously listed and receiving a "C" or better for the major courses, a student may receive an AAS in ECE and then may apply to Gateways for the Early Childhood Education Level 4 Credential or the Infant Toddler Level 4 Credential.

Upon completion of the courses previously listed and receiving a "C" or better for the major courses, if the student has taken ECE 230 and continues beyond the AAS degree EITHER to complete ECE299, Early Childhood Education Administration Internship, OR to complete the verification of 1200 Work experience hours in an administrative role, they can also apply for the Director Level 1 Gateways credential.

Early Childhood Education Level 2

Certificate of Achievement

(573D) major code

This certificate/credential provides students the essential knowledge, skills and experience necessary to provide quality programming for children birth through age 8. With this certificate, students are eligible to apply for the Gateways ECE Level 2 credential (an application fee may be required). Gateways credentials are awarded and recognized by the Illinois Department of Human Services Bureau of Child Care and Development. Gateways credentials are symbols of professional achievement.

Course Requirements

m	ECE	101*	Introduction to Early Childhood Education	3
m	ECE	106	Guiding Young Children	3
m	ECE	115	Child Growth and Development	3
m	ECE	120	Health, Safety and Nutrition	3
m	ECE	125	Child, Family and Community	3

PROGRAM TOTAL 15

m *Major course requires minimum grade of C.*

* *10 Observation Hours included in ECE101.*

Early Childhood Education Level 3

Certificate of Achievement

(580A) major code

This certificate provides students the essential knowledge, skills and experience necessary to provide quality programming for children birth through age 8. With this certificate, students are eligible to apply for the Gateways ECE Level 3 credential (an application fee may be required). Gateways credentials are awarded and recognized by the Illinois Department of Human Services Bureau of Child Care and Development. Gateways credentials are symbols of professional achievement.

Course Requirements

	ENG	101	(or Equivalent) First-Year Composition I	3
			Mathematics elective	3
			Social and Behavioral Sciences elective	3
m	ECE	101	Introduction to Early Childhood Education	3
m	ECE	106	Guiding Young Children	3
m	ECE	115	Child Growth and Development	3
m	ECE	120	Health, Safety and Nutrition	3
m	ECE	125	Child, Family and Community	3
m	ECE	130	Observation and Assessment	3
m	ECE	198	Curriculum for Early Childhood Programs	3

PROGRAM TOTAL 30

ESL and Bilingual Level 2

Certificate of Achievement

(583A) major code

This certificate provides students with the knowledge, skills and experience necessary to implement key strategies to help support multicultural and multilingual students in ways that value bilingualism and biliteracy. Gateways credentials are awarded and recognized by the Illinois Department of Human Services Bureau of Child Care and Development. Gateways credentials are symbols of professional achievement.

Course Requirements

m	ECE	101*	Introduction to Early Childhood Education	3
m	ECE	106	Guiding Young Children	3
m	ECE	115	Child Growth and Development	3
m	ECE	120	Health, Safety and Nutrition	3
m	ECE	125	Child, Family and Community	3
m	ECE	145	Multiculturalism in Early Childhood	3
m	ECE	210	Language Arts for the Young Child	3

PROGRAM TOTAL 21

m *Major course requires minimum grade of C.*

* *10 Observation Hours included in ECE101.*

ESL and Bilingual Level 3

Certificate of Achievement

(584A) major code

This certificate provides students with the knowledge, skills and experience necessary to implement key strategies to help support multicultural and multilingual students in ways that value bilingualism and biliteracy. Gateways credentials are awarded and recognized by the Illinois Department of Human Services Bureau of Child Care and Development. Gateways credentials are symbols of professional achievement.

Course Requirements

	ENG	101	(or Equivalent) First-Year Composition I	3
			Mathematics elective	3
			Social and Behavioral Sciences elective	3
m	ECE	101	Introduction to Early Childhood Education	3
m	ECE	106	Guiding Young Children	3
m	ECE	115	Child Growth and Development	3
m	ECE	120	Health, Safety and Nutrition	3
m	ECE	125	Child, Family and Community	3
m	ECE	130	Observation and Assessment	3
m	ECE	145	Multiculturalism in Early Childhood	3
m	ECE	198	Curriculum for Early Childhood Programs	3
m	ECE	210	Language Arts for the Young Child	3
m	ECE	212	Foundations of a Multilingual Early Childhood Classroom	3

PROGRAM TOTAL 39

m *Major course requires minimum grade of C.*

Infant and Toddler Level 2

Certificate of Achievement

(574D) major code

This certificate/credential provides students who wish to specialize in working with infants and toddlers the essential knowledge, skills and experience necessary to provide quality programming. This this certificate and 200 hours of documented work experience in an infant and toddler program within a two year time period, students are eligible to apply for the Gateways Infant and Toddler Level 2 credential (an application fee may be required). Gateways credentials are awarded and recognized by the Illinois Department of Human Services Bureau of Child Care and Development. Gateways credentials are symbols of professional achievement.

Course Requirements

m	ECE	101*	Introduction to Early Childhood Education	3
m	ECE	106	Guiding Young Children	3
m	ECE	115	Child Growth and Development	3
m	ECE	120	Health, Safety and Nutrition	3
m	ECE	125	Child, Family and Community	3
m	ECE	204*	Infant and Toddler Curriculum	3

PROGRAM TOTAL 18

m *Major course requires minimum grade of C.*

* *10 Observation Hours included in ECE101.*

Infant and Toddler Level 3

Certificate of Achievement

(581A) major code

This certificate provides students the essential knowledge, skills and experience necessary to provide quality programming for infants and toddlers. With this certificate, students are eligible to apply for the Gateways Infant and Toddler Level 3 credential (an application fee may be required). Gateways credentials are awarded and recognized by the Illinois Department of Human Services Bureau of Child Care and Development. Gateways credentials are symbols of professional achievement.

Course Requirements

ENG	101	(or Equivalent) First-Year Composition I	3
		**Mathematics elective	3
		Social and Behavioral Sciences elective	3
ECE	101	Introduction to Early Childhood Education	3
ECE	106	Guiding Young Children	3
ECE	115	Child Growth and Development	3
ECE	120	Health, Safety and Nutrition	3
ECE	125	Child, Family and Community	3
ECE	130	Observation and Assessment	3
ECE	198	Curriculum for Early Childhood Programs	3
ECE	204	Infant and Toddler Curriculum	3

PROGRAM TOTAL 33

** *Any mathematics course 100 level or above will meet this requirement. Transfer students are encouraged to meet with an Academic and Career Advisor.*

Child Care Worker

Certificate of Achievement

(572B) major code

The Child Care Worker certificate prepares students to work as teachers, teacher's aides, or other assistants in a variety of early childhood education settings. The coursework aligns with the State of Illinois Department of Children and Family Services licensing standards for child care staff, and students with the certificate and the requisite number of contact hours with children may be qualified, subject to the requirements of individual programs, for positions as early childhood education teachers in licensed facilities.

Course Requirements

m	ECE	101	Introduction to Early Childhood Education	3
m	ECE	106	Guiding Young Children	3
m	ECE	115	Child Growth and Development	3
m	ECE	120	Health, Safety and Nutrition	3
m	ECE	125	Child, Family and Community	3
m	ECE	130	Observation and Assessment	3
m	ECE	140	Inclusion in Early Childhood: Birth Through Age Eight	3
m	ECE	198	Curriculum for Early Childhood Programs	3
m	ECE	210	Language Arts for the Young Child	3
m	ECE	215	Creative Activities for the Young Child	3
m	ECE	220	Mathematics and Science for the Young Child	3

PROGRAM TOTAL 33

m *Major course requires minimum grade of C.*

Director Level 1

Certificate of Achievement

(582A) major code

This certificate provides students with additional skills for managing child care and preschool programs. Credentials are awarded and recognized by the Illinois Department of Human Services (IDHS) Bureau of Child Care and Development. Students must apply to Gateways to receive this credential.
In addition to completion of an Associate of Applied Science degree in Early Childhood Education, the Director Level 1 certificate also requires the following specialized courses.

Course Requirements

BUS	100	Introduction to Business	3
ECE	230*	Early Childhood Center Administration	3
ECE	299**	Early Childhood Education Administration Internship	3

PROGRAM TOTAL 9

* *Students may choose to take ECE 230 as one of the elective/emphasis area courses in the AAS degree when their emphasis area is either ECE level 4 or Infant and Toddler level 4. This course will then count as part of their AAS degree and as a requirement for the Director level 1 credential.*

** *Students may substitute the verification of 1200 work experience hours in an administrative role for ECE 299.*

Emergency Medical Technician

Emergency Medical Technician – Paramedic

Associate in Applied Science Degree

(400C major code)

The Emergency Medical Technician – Paramedic degree represents collaboration between Waubonsee Community College and the Southern Fox Valley Emergency Medical Services System (SFVEMSS) Paramedic Training Program based at Northwestern Medicine - Delnor Hospital. This degree program prepares individuals for employment as paramedics in fire departments and fire protection districts. Those entering the degree program must have a current license as an EMT-B (Emergency Medical Technician-Basic) and acceptance into the EMT-Paramedic Program.

	General Education Requirements			**15**
	COM	100	***or*** COM 121 Communications	3
	ENG	101	***or*** ENG 152 English	3
	ENG	102	***or*** ENG 153 English	3
			Social and Behavioral Sciences elective (SOC120 recommended)	3
			Math or Physical and Life Sciences elective (BIO100 recommended)	3
	EMT-Paramedic Major Program Requirements			**39**
m	EMT	120	EMT-Basic	9
m	EMT	225	Paramedic I	12
m	EMT	235	Paramedic II	9
m	EMT	245	Paramedic III	6
m	EMT	299	Paramedic IV - Internship	3
	Electives			**6**

Select electives from: Biology (BIO), Fire Science (FSC), Health Education (HED), Health Information Technology (HIT), Human Services (HSV), Medical Assistant (MLA), Nurse Assistant (NAS), Paralegal (PLG), Psychology (PSY). *Recommended: BIO102 Human Biology or HED 100 Personal Wellness.*

PROGRAM TOTAL 60

Veterans or military members eligible for education benefits should see Programs with Special Admission Applications, page 150.

m *Major course requires minimum grade of C.*

Procedure for Entering the Emergency Medical Technician Program – Paramedic – AAS and Certificate of Achievement

The EMT-Paramedic Program is offered in collaboration with the Southern Fox Valley Emergency Medical Services System (SFVEMSS) based at Northwestern Medicine-Delnor Hospital. The program runs annually in a 12-month format, from January through December, and prepares individuals for examination and licensure as EMT-Paramedics in the state of Illinois. Entry for the EMT-Paramedic Associates in Applied Science and the Certificate of Achievement have specific admission and application requirements. Students seeking entry into the program are required to have a current license as an EMT-B (Emergency Medical Technician-Basic) and do the following:

1. Review current admissions procedures and course requirements at www.waubonsee.edu/EMT.
2. Meet with Academic and Career Advising (see directory) to establish a schedule and determine any assessment needs.
3. Ensure you meet the pre-entrance requirement with a current EMT-B license. Documentation is required.
4. Follow specific application procedures detailed on the program web page. Applications for the next admission cycle are available at www.waubonsee.edu/EMT annually after July 1.
5. Prospective students who have successfully submitted all required application documents will receive a testing ticket outlining the pre-entrance testing process. Testing will include the Paramedic Entrance Exam, in which reading, writing, and/or math assessments are required. Placement in the program is based on multiple criteria, including a successful score of 75% on the exam.
6. Submissions are reviewed and applicants are notified of their tentative selection status in the fall, to prepare for January enrollment. Contact the Office of Health Professions and Public Service with questions at (630) 870-3900 or HPPS@waubonsee.edu.

Once accepted, students are required to:

1. Attend the mandatory program orientation in the fall. Details provided upon acceptance.
2. Follow the prescribed course sequence and pass all courses with a grade of C or better to progress successfully and complete the Certificate. The AAS requires additional General Education requirements – contact Advising to establish a schedule for graduation.

(continued on next page)

3. Understand and follow program requirements detailed in program student handbook. Current handbooks are available on program web page.
4. Prior to participating in emergency room experience, students must submit a medical clearance form, documentation of a current American Heart Association Basic Life Support (BLS) for Health Care Providers CPR certification, current health and liability insurance, proof of up-to-date immunizations, and a 2-step tuberculosis skin test or QuantiFERON-TB Gold blood test. Students must also submit to an Illinois Background Check and drug test. Details will be provided at the program orientation.

Emergency Medical Technician-Paramedic

Certificate of Achievement

(405B) major code

This certificate program prepares individuals for employment as a paramedic. Those receiving the certificate are prepared to take the National Registry of Emergency Medical Technician Examination for employment as an Emergency Medical Technician-Paramedic. This certificate is taught to the National EMS Education Standards and the Illinois Department of Public Health (IDPH) Scope of Practice. This certificate is offered through a collaboration between Waubonsee Community College and the Southern Fox Valley Emergency Medical Services System (SFVEMSS) Paramedic Training Program based at Northwestern Medicine-Delnor Hospital.

Course Requirements

m	EMT	225	Paramedic I	12
m	EMT	235	Paramedic II	9
m	EMT	245	Paramedic III	6
m	EMT	299	Paramedic IV - Internship	3

PROGRAM TOTAL 30

m *Major course requires minimum grade of C.*

Procedure for Entering the EMT-Paramedic Certificate of Achievement – see AAS details on previous page.

Emergency Medical Technician-Basic

Certificate of Achievement

(402A) major code

This certificate program prepares individuals for employment as primary medical responders or as ambulance personnel. Those receiving the certificate are prepared to take the National Registry of Emergency Medical Technician Examination for employment as an Emergency Medical Technician-Basic (EMT-B) in the state of Illinois. Additional education and experience offer the EMT-B certificate holder an opportunity for employment in a variety of occupations, including Paramedic. The course is taught to the National EMS Education Standards and the Illinois Department of Public Health (IDPH) Scope of Practice.

Students are eligible to take the national exam after successful completion of this certificate program. Students are required to possess a high school diploma or high school equivalency and be at least 18 years of age prior to certification testing. This course also counts as an elective as part of the Fire Science Technology Associate in Applied Science degree program.

Course Requirements

m	EMT	120	Emergency Medical Technician-Basic	9

PROGRAM TOTAL 9

m *Major course requires minimum grade of C.*

Procedure for Entering the Emergency Medical Technician-Basic Program

The ability to register for the program is based on a grade of C or better in ENG 085 or placement by appropriate measures into ENG 095 or higher. Students should contact Learning Assessment and Testing Services (see directory) for details.

Requirements for Entering the Program:

1. Have a current American Heart Association Basic Life Support (BLS) for Health Care Providers CPR certification.
2. An Illinois Background Check, drug test, and proof of up-to-date immunizations and 2-step tuberculosis skin test or QuantiFERON-TB Gold blood test are required prior to emergency room experience.

Fire Science

Fire Science Technology

Associate in Applied Science Degree

(610A) major code

This degree is designed for individuals seeking a career in fire science. All fire science courses at Waubonsee are approved by the Office of the Illinois State Fire Marshal.

The Fire Science Program partners with local fire department agencies to provide unique training opportunities and highly specialized training often at off-site fire departments. Students may be expected to travel to other locations.

General Education Requirements 15

	COM	100	***or*** 121 Communications	3
	ENG	101	***or*** 152 English	3
	ENG	102	***or*** 153 English	3
			Mathematics elective	3
			Social and Behavioral Sciences elective (PSY100 recommended)	3

Fire Science Technology Major Program Requirements 27

m	FSC	105	Basic Operation Firefighter Module A	4
m	FSC	115	Basic Operation Firefighter Module B	4
m	FSC	118	Basic Operation Firefighter Module C	4
m	FSC	120	Hazardous Materials Operations	4
m	FSC	125	Advanced Technician Firefighter	4
m	FSC	140	Fire Apparatus Engineer	4
m	FSC	150	Vehicle and Machinery Operations	3

Electives 18

Select electives from the courses listed.

m	EMT	120	Emergency Medical Technician-Basic	9
m	EMT	225	Paramedic I	12
m	FSC	160	Tactics and Strategy	3
m	FSC	170	Fire Science Instructor I	3
m	FSC	220	Fire Company Principles	3
m	FSC	231	Company Officer Leadership	3
	ITS	297	Internship	1
	ITS	298	Internship	2
	ITS	299	Internship	3

PROGRAM TOTAL 60

m *Major course requires minimum grade of C.*

Procedure for Entering the Fire Science Technology Programs – AAS and Certificates

1. Review current admissions procedures and course requirements at www.waubonsee.edu/FSC.
2. Meet with Academic and Career Advising (see directory) to establish a schedule for taking courses and determine assessment needs.
3. Students with Office of State Fire Marshall certifications and course transcripts can apply for Prior Learning Credit. Each request is evaluated on an individual basis. For more information, contact the Health Professions and Public Service Office at HPPS@waubonsee.edu.
4. Students enrolling in FSC 105, FSC 115, FSC 118 or FSC 125 for the AAS or any Certificate (All Forms available in the Fire Science Handbook):
   - Non-rostered students, or students who do not currently work for a fire department are required to submit the following to their instructor on the first day of class:
     - Medical exam waiver signed by student's physician
     - OSHA Respirator Medical Evaluation Questionnaire
     - Proof of current health insurance
     - Release of liability form and ineligibility forms
   - Students rostered by a fire department are required to submit the following to their instructor on the first day of class:
     - Letter from fire chief attesting to rostered status
     - FIT test record for SCBA (within 12 months)
     - Proof of current health insurance or copy of department's liability insurance
     - Release of liability form

Company Fire Officer

Certificate of Achievement

(613D) major code

This certificate is designed for those wishing to pursue a career in fire science as an officer.

Course Requirements

m	FSC	105	Basic Operations Firefighter Module A	4
m	FSC	115	Basic Operations Firefighter Module B	4
m	FSC	118	Basic Operations Firefighter Module C	4
m	FSC	120	Hazardous Materials Operations	4
m	FSC	125	Advanced Technician Firefighter	4
m	FSC	140	Fire Apparatus Engineer	4
m	FSC	150	Vehicle and Machinery Operations	3
m	FSC	160	Tactics and Strategy	3
m	FSC	170	Fire Science Instructor I	3
m	FSC	220	Fire Company Principles	3
m	FSC	231	Company Officer Leadership	3

PROGRAM TOTAL 39

m *Major course requires minimum grade of C.*

Procedure for Entering the Fire Science Technology Certificates of Achievement – see AAS details.

Firefighter

Certificate of Achievement

(612A) major code

This certificate is for those interested in completing the requirements for Basic Operations Certification.

Course Requirements

m	FSC	105	Basic Operations Firefighter Module A	4
m	FSC	115	Basic Operations Firefighter Module B	4
m	FSC	118	Basic Operations Firefighter Module C	4
m	FSC	120	Hazardous Materials Operations	4

PROGRAM TOTAL 16

m *Major course requires minimum grade of C.*

Health Information Technology

Health Information Technology

Associate in Applied Science Degree

(110D) major code

The Health Information Technology degree is designed to meet the needs of individuals seeking employment in the field of health information management. The HIT curriculum integrates the disciplines of medicine, business, analytics, management, law, and information technology required for this dynamic field. Due to its distinctive blend, graduates have the flexibility to select from a range of job settings within various healthcare environments. Through hands-on learning activities and simulations, students will gain valuable skills in a variety of professional areas, including coding, data analysis, revenue management, and ethical leadership.

The Waubonsee Community College Health Information Technology Program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM), on recommendation of the American Health Information Management Association (AHIMA).

CAHIIM - Commission on Accreditation for Health Informatics and Information Management Education
200 East Randolph Street, Suite 5100
Chicago, IL 60601
(312) 233-1100 Phone
(312) 233-1948 Fax
www.cahiim.org

AHIMA - American Health Information Management Association
233 N. Michigan Ave., 21st Floor
Chicago, IL 60601
(312) 233-1100 Phone
(312) 233-1090 Fax
www.ahima.org

	General Education Requirements			**12**
	COM	100		3
	ENG	101		3
	ENG	102		3
			Social and Behavioral Sciences Elective	3
	Health Information Technology Core Program Requirements			**20**
m	CIS	110	Business Information Systems	3
m	HIT	101	Introduction to Health Information Management	4
m	HIT	110	Medical Terminology	3
m	HIT	142	Legal and Ethical Issues in Healthcare	3
m	MTH	107*	Basic Statistics	3
m	BIO	260	Human Structure and Function	4
	Health Information Technology Major Program Requirements			**28**
m	HIT	210	ICD Coding	3
m	HIT	212	Inpatient Medical Coding	3
m	HIT	215	CPT Coding	3
m	HIT	216	Advanced Clinical Classification Systems	3
m	HIT	218	Reimbursement Systems	3
m	HIT	220	Pathophysiology and Pharmacology for the Health Information Technology Professional	3
m	HIT	242	Healthcare Computer Applications	3
m	HIT	246	Healthcare Statistics and Data Analysis	3
m	HIT	252	Organizational Management and Leadership	3
m	HIT	299	Professional Practice Experience	1
	PROGRAM TOTAL			**60**

m *Major course requires a minimum grade of C.*

* *Note: MTH107 is a Core Program Requirement that also meets the General Education Requirements for the AAS Degree.*

Medical Billing and Coding

Certificate of Achievement

(118E) major code

The Medical Billing and Coding Certificate is designed to meet the needs of individuals seeking employment in medical billing and coding. The certificate provides a comprehensive curriculum for the skills needed to code, bill, and process healthcare claims. Medical coding and billing opportunities exist in physician offices, billing companies, insurance companies and in the home.

	Course Requirements			
	BIO	260	Human Structure and Function	4
	CIS	110	Business Information Systems	3
	HIT	110	Medical Terminology	3
	HIT	120	Medical Office Procedures	3
	HIT	130	Medical Insurance and Reimbursement	3
	HIT	142	Legal/Ethical Issues in Health Care	3
	HIT	210	ICD Coding	3
	HIT	215	CPT Coding	3
	HIT	220	Pathophysiology and Pharmacology for the Health Information Technology Professional	3
	PROGRAM TOTAL			**28**

Heating, Ventilation and Air Conditioning

Heating, Ventilation and Air Conditioning

Associate in Applied Science Degree

(800A) major code

The Heating, Ventilation and Air Conditioning Program provides students with essential skills in air conditioning and furnace installation, maintenance, and repair.

General Education Requirements 15

COM	100	***or*** 121 Communications	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective •	3
		Social and Behavioral Sciences elective •	3

HVAC Major Program Requirements 24

CIS	110	Business Information Systems	3
HVA	110	Introduction to HVAC/R	3
HVA	120	HVAC/R Electrical Systems	3
HVA	130	Residential Air Conditioning Systems	3
HVA	140	Residential Heating Systems	3
HVA	150	Basic Sheet Metal Fabrication and Print Reading	3
HVA	160	EPA Refrigerant Certification	1
HVA	165	HVAC/R Safety	2
HVA	180	HVAC/R Electrical Systems and Troubleshooting	3

Select from the following courses 12

HVA	200	Sheet Metal Fabrication/Installation	3
HVA	205	Residential/Commercial Heat Pumps	3
HVA	215	Commercial HVAC Systems	3
HVA	230	Commercial HVAC Controls	3
HVA	245	Load Calculations and Duct Design	3
HVA	250	Residential Hydronic Technology	3
HVA	255	Commercial Refrigeration	3

Electives 9

Select electives from: Automotive Collision and Refinishing Technology (ACR), Automation Technology (AMT), Automotive Service Technology (AUT), Business Administration (BUS), Computer Aided Design and Drafting (CAD), Computer Information Systems (CIS), Construction Management (CMT), Engineering (EGR), Heating, Ventilation and Air Conditioning (HVA), Internship (ITS), Machine Tool Technology (MTT), Welding Technology (WLD).

PROGRAM TOTAL 60

• *See course choices listed on pages 45-46.*

Heating, Ventilation and Air Conditioning

Certificate of Achievement

(804C) major code

This certificate takes the student from the most basic through the most advanced courses in Heating, Ventilation and Air Conditioning (HVAC). Students completing the certificate are qualified to install and service residential as well as light commercial HVAC equipment.

Course Requirements

HVA	110	Introduction to HVAC/R	3
HVA	120	HVAC/R Electrical Systems	3
HVA	130	Residential Air Conditioning Systems	3
HVA	140	Residential Heating Systems	3
HVA	150	Basic Sheet Metal Fabrication and Print Reading	3
HVA	160	EPA Refrigerant Certification	1
HVA	165	HVAC/R Safety	2
HVA	180	HVAC/R Electrical Systems and Troubleshooting	3

PROGRAM TOTAL 21

Human Services

Human Services

Associate in Applied Science Degree

(650A) major code

This program prepares individuals for employment in a variety of social service organizations. Students can become a Certified Alcohol and Other Drug Counselor (CADC) by completing the Substance Use Disorder Counseling Emphasis. The program is accredited by the Illinois Certification Board, Inc. at the Preparatory and Advanced Levels. Individuals must complete the CADC exam to become certified.

General Education Requirements 15

	COM	100	Fundamentals of Speech Communication 3
	ENG	101	First-Year Composition I 3
	ENG	102	First-Year Composition II 3
			Social and Behavioral Sciences elective (PSY100 recommended)..... 3
			Mathematics or Physical and Life Sciences elective • 3

Human Services Major Program Requirements..... 15

	HSV	105	Survey of Human Services..... 3
m	HSV	110	Group Dynamics..... 3
m	HSV	115	Crisis Intervention 3
m	HSV	120	Introduction to Substance Use Disorder 3
	HSV	140	Assessment and Treatment of Co-Occurring Disorders..... 3

Electives and Emphasis Area 30

Students wanting to specialize in substance use disorder counseling should select electives from the emphasis area listed; students wanting a more general approach can select any electives from the categories listed.

Substance Use Disorder Counseling Emphasis

	HSV	125	Counseling Theories and Strategies 3
m	HSV	210	Psychopharmacology and the Addictive Process..... 3
m	HSV	220	The Role of Substance Use Disorder Counselors..... 3
m	HSV	225	Clinical Skills for Substance Use Disorder Counselors..... 3
m	HSV	230	Substance Use Disorder Counseling Seminar and Field Experience I..... 3
m	HSV	240	Substance Use Disorder Counseling Seminar and Field Experience II..... 3

Electives

Electives may be selected from the following disciplines: Human Services (HSV), Psychology (PSY), Sociology (SOC). The following courses are recommended:

HSV	215	Introduction to Social Work 3
PSY	205	Life-Span Psychology 3
PSY	215	Adulthood and Aging 3
PSY	220	Child Psychology 3
PSY	235	Social Psychology..... 3
PSY	240	Abnormal Psychology..... 3
SOC	100	Introduction to Sociology 3
SOC	120	Racial and Ethnic Relations 3
SOC	230	Sociology of Sex and Gender 3
SOC	240	Sociology of Deviance..... 3

PROGRAM TOTAL 60

• *See course choices listed on pages 45-46.*

m *Major course requires minimum grade of C.*

Substance Use Disorder Counseling

Certificate of Achievement

(652C) major code

This program prepares individuals for employment as Certified Alcohol and Other Drug Counselors (CADC) in organizations that serve persons with substance use disorders (SUD). The program is accredited by the Illinois Certification Board, Inc. at the Preparatory and Advanced level. Individuals completing this certificate program at the Preparatory level and passing the CADC exam must also obtain 2,000 hours of supervised work experience in the SUD treatment field upon completion to become fully certified. Individuals with a Baccalaureate or Graduate degree in human services receive advanced standing and are certified at the Advanced level upon completion of the exam. They are not required to obtain 2,000 hours of supervised work experience upon completion.

Course Requirements

	HSV	105	Survey of Human Services	3
m	HSV	110	Group Dynamics	3
m	HSV	115	Crisis Intervention	3
m	HSV	120	Introduction to Substance Use Disorder	3
	HSV	125	Counseling Theories and Strategies	3
m	HSV	210	Psychopharmacology and the Addictive Process	3
m	HSV	220	The Role of Substance Use Disorder Counselors	3
m	HSV	225	Clinical Skills for Substance Use Disorder Counselors	3
m	HSV	230	Substance Use Disorder Counseling Seminar and Field Experience I	3
m	HSV	240	Substance Use Disorder Counseling Seminar and Field Experience II	3
	PROGRAM TOTAL			**30**

m *Major course requires minimum grade of C.*

Machine Tool Technology

Advanced Manufacturing Technology

Associate in Applied Science Degree

(840A) major code

The Machine Tool Technology program prepares students for an exciting career working with Computer Numerical Control (CNC) and Manual Machine equipment and tools. In this hands-on program, students will learn how to operate, set-up, and program these machines for automated purposes. Maintenance, safety, blueprint reading, metrology, and properties of materials are also covered.

General Education Requirements 15

COM	100	***or*** 121 Communication	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective •	3
		Social and Behavioral Sciences elective •	3

Core Program Requirements 19

AMT	100	Intro to Mfg Automation Systems	3
CIS	110	Business Information Systems	3
EGR	101	Engineering Graphics	3
MTT	100	Safety Principles	1
MTT	108	Machining Fundamentals	3
MTT	110	Print Reading for Machine Trades	3
MTT	115	Manual Machine Shop Operations	3

Major Program Requirements 16

MTT	111	Metrology/Mechanical Inspection	2
MTT	112	Properties of Materials	3
MTT	120	Introduction to Computer Numerical Control	2
MTT	125	CNC Mill Operations and Programming	3
MTT	126	CNC Lathe Operations and Programming	3
MTT	200	Advanced CNC Programming	3

Electives 10

Select electives from: Automotive Collision and Refinishing Technology (ACR), Automation Technology (AMT), Automotive Service Technology (AUT), Business Administration (BUS), Computer Aided Design and Drafting (CAD), Computer Information Systems (CIS), Construction Management (CMT), Engineering (EGR), Heating, Ventilation and Air Conditioning (HVA), Internship (ITS), Machine Tool Technology (MTT), Welding Technology (WLD).

PROGRAM TOTAL 60

- *See course choices listed on pages 45-46.*

CNC Operator

Certificate of Achievement

(843B) major code

This program will provide students with the skills to set up, program and operate Computer Numeric Control (CNC) machines.

Course Requirements

MTH	103	Technical Mathematics	3
MTT	100	Safety Principles	1
MTT	108	Machining Fundamentals	3
MTT	110	Print Reading for Machine Trades	3
MTT	111	Metrology/Mechanical Inspection	2
MTT	115	Manual Machine Shop Operations	3
MTT	120	Introduction to Computer Numerical Control	2
MTT	125	CNC Mill Operations and Programming	3
MTT	126	CNC Lathe Operations and Programming	3

PROGRAM TOTAL 23

CNC Programmer

Certificate of Achievement

(844B) major code

This certificate is designed to provide students with the knowledge to write programs to machine parts using Computer Numeric Control (CNC) Mills and Lathes.

Course Requirements

MTH	103	Technical Mathematics	3
MTT	100	Safety Principles	1
MTT	108	Machining Fundamentals	3
MTT	110	Print Reading for Machine Trades	3
MTT	115	Manual Machine Shop Operations	3
MTT	120	Introduction to Computer Numerical Control	2
MTT	125	CNC Mill Operations and Programming	3
MTT	126	CNC Lathe Operations and Programming	3
MTT	200	Advanced CNC Programming	3

PROGRAM TOTAL 24

Management: Human Resources

Human Resources Management

Associate in Applied Science Degree

(131B) major code

This degree program provides students with core business principles and skills to plan, lead and organize in a human relations and personnel environment.

General Education Requirements 15

COM	121	***or*** 100 Communications	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Economics elective•	3
		Mathematics elective •	3

Human Resources Management
Major Program Requirements 33

ACC	101	Introduction to Accounting	
		or	
ACC	202	Financial Accounting	3
ACC	125	Accounting Information Systems	
		or	
ACC	203	Managerial Accounting	3
BUS	100	Introduction to Business	3
BUS	210	Legal Environment of Business	
		or	
BUS	211	Business Law	3
BUS	220	Leadership in Business	3
BUS	225	Organizational Behavior	3
CIS	110	Business Information Systems	3
CIS	112	Comprehensive Excel Spreadsheet	3
MGT	200	Principles of Management	3
MGT	215	Human Resources Management I	3
MGT	220	Human Resources Management II	3

Electives 12

Select electives from: Accounting (ACC), Business Administration (BUS), Computer Information Systems (CIS), Construction Management (CMT), Economics (ECN), Finance (FIN), Internship (ITS), Management (MGT), Marketing (MKT)

PROGRAM TOTAL 60

• *See course choices listed on pages 45-46.*

Marketing

Digital Marketing

Certificate of Achievement

(160A) major code

This Digital Marketing Certificate provides students with in-depth knowledge and hands-on experience in digital marketing, with a specialized focus on social media platforms, creating marketing campaigns that are ethically accepted, and leveraging Artificial Intelligence to reach target audiences effectively.

Course Requirements

MKT	200	Principles of Marketing	3
MKT	215	Principles of Advertising	3
MKT	260	Consumer Behavior	3
MKT	265	Integrated Marketing Strategies	3
MKT	280	Digital Marketing Strategies	3
CIS	123	Web Development I	3

PROGRAM TOTAL 18

Medical Assistant

Medical Assistant

Certificate of Achievement

(422A) major code

This certificate program prepares individuals for employment in the administrative and clinical areas of medical offices, clinics, and other health care agencies. The Waubonsee Community College Medical Assistant Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Medical Assisting Education Review Board (MAERB).

CAAHEP - Commission on Accreditation of Allied Health Education Programs
1361 Park Street, Clearwater, FL 33756
(727) 210-2350 Phone
(727) 210-2354 Fax
www.caahep.org

MAERB - Medical Assisting Education Review Board
20 N. Wacker Drive, Suite 1575
Chicago, IL 60606
(800) 228-2262 Phone
(312) 899-1259 Fax
www.maerb.com

Graduates of the program who meet CAAHEP requirements are eligible to take the national certification exam for Certified Medical Assistants, CMA (AAMA). Students who are able to meet American Society of Clinical Pathologists (ASCP) requirements will be eligible to take the national certification exam for Phlebotomy Technician, PBT (ASCP).

	Prerequisite Courses			**7**
m	BIO	260	Human Structure and Function	4
m	HIT	110	Medical Terminology	3
	Core Courses			**19**
m	MLA	150	Basic Administrative Procedures for the Medical Assistant	3
m	MLA	171	Medical Assistant Clinical I	3.5
m	MLA	172	Medical Assistant Clinical II	3.5
m	MLA	210	Laboratory Procedures/Med. Assist.	4
m	MLA	220	Pharmacology/Med. Assist.	2
m	MLA	230	Medical Law and Ethics	1
m	MLA	298	Medical Assistant Externship	2
	General Education Courses			**6**
m	CIS	110	Business Information Systems	3
m	PSY	100	Introduction to Psychology	3
	PROGRAM TOTAL			**32**

Veterans or military members eligible for education benefits should see Programs with Special Admission Applications, page 150.

m *Major course requires minimum grade of C.*

Procedure for Entering the Medical Assistant Certificate of Achievement Program

The Medical Assistant Program is offered in a three-semester sequence, beginning each August. The program prepares students to complete professional licensure and certification requirements for Medical Assistants nationally. Enrollment in medical assistant (MLA) courses is limited in order to provide the best possible educational experience for students. An application is required and all pre-entrance criteria must be met to be admitted into the program. Students seeking admission are required to:

1. Review current admissions procedures and course requirements at www.waubonsee.edu/MLA.
2. Meet with Academic and Career Advising (see directory) to establish a schedule for taking required prerequisites, program courses, and determine any assessment needs.
3. Follow specific application procedures detailed on the program web page and submit a complete the application with all required documents by June 1st for Fall semester enrollment. Applications for the next admission cycle are available at www.waubonsee.edu/MLA. Students are notified of selection status approximately three weeks after the deadline.
4. **Documentation of Program Prerequisites:** Students must pass BIO260 Human Structure and Function; and HIT110 Medical Terminology with a C or better. If BIO260 and HIT110 have not been successfully completed prior to June 1st, they must be completed over the summer in order to meet the requirements to enter the program. Equivalent courses taken at another institution can be evaluated for transfer credit – see Academic and Career Advising or Registration and Records for details.
5. For general admission or program questions, contact the Office of Health Professions and Public Service with questions at (630) 870-3900 or HPPS@waubonsee.edu.

(continued on next page)

Medical Assistant

Once accepted, students are required to:

1. Attend the mandatory program orientation.
2. Follow the prescribed course sequence and pass all courses with a grade of C or better to progress successfully and complete the program.
3. Understand and follow program requirements and guidelines detailed in program student handbook. Current handbooks are available on program web page at www.waubonsee.edu/MLA.
4. Prior to participating in clinical experience, students must submit a mandatory medical clearance form, documentation of a current health insurance and current American Heart Association Basic Life Support (BLS) for Healthcare Providers CPR Certification, proof of up-to-date immunizations and a 2-step tuberculosis skin test or QuantiFERON-TB Gold blood test. Students must also submit to an Illinois Background Check and drug test. Details provided at the fall program orientation.

Advanced Placement

Applicants who wish to transfer medical assistant courses from another college or vocational school to Waubonsee may be considered for advanced placement. Requests are considered on an individual basis. To be considered, official transcripts must be sent to Registration and Records for transfer credit evaluation; transcripts and documentation of course descriptions must also be submitted with the program application.

This program does not grant credit for life or work experience.

Nurse Assistant

Basic Nurse Assistant Training

Certificate of Achievement

(427B) major code

Graduates of this program have the competencies to work as nurse assistants in hospitals and long-term care facilities and for home health agencies. The program is approved by the Illinois Department of Public Health (IDPH) and meets the requirements of the Nursing Home Reform Act of 1979.

Students are eligible to take the State of Illinois Nurse Assistant/ Nurse Aide Competency Examination after successful completion of this course.

Course Requirements

m NAS 101 Basic Nurse Assistant Training..... 6

PROGRAM TOTAL 6

m *Major course requires a minimum grade of C.*

Procedure for Entering Basic Nurse Assistant Training

The Basic Nurse Assistant Training Certificate of Achievement is offered in a single class, one-semester format, each semester (Fall, Spring, Summer). Successfully completing the course prepares students to take the Illinois Nurse Aide Competency Exam (INACE) to become a Certified Nurse Assistant in Illinois. Enrollment is limited and dependent on meeting pre-entrance criteria, which includes being at least 16 years old at the time of registration. Students seeking admission to program are required to:

1. Review current admissions procedures at www.waubonsee.edu/NAS.
2. All prospective students must complete the mandatory IDPH Health Care Worker Background Check form and fingerprinting authorization. Forms and directions are available on the program web page at www.waubonsee.edu/NAS.
3. All prospective students are required to provide a copy of their Social Security card to the HPPS office prior to enrollment as required by the IDPH.
4. Follow entrance procedures detailed on the program web page and contact the Office of Health Professions and Public Service with questions at (630) 870-3900 or HPPS@waubonsee.edu.

Once accepted, students are required to:

1. Attend the required number of hours mandated by the Illinois Department of Public Health (IDPH). Any student who does not meet these IDPH attendance requirements will be withdrawn from NAS 101, without exception.
2. Pass 21 skills mandated by IDPH.
3. Understand and follow program requirements detailed in program Basic Nurse Assistant Training Student Handbook. Current handbooks are available on program web page.
4. Prior to participating in clinical experience, students must submit proof of up-to-date Influenza immunization, and a QuantiFERON-TB Gold blood test. Students must also pass a required drug test. Details and deadlines are provided during the first week of class.

Documentation of course completion will be submitted to the IDPH by the college.

Nursing

Nursing

Associate in Applied Science Degree

(430B) major code

The Nursing Program prepares individuals to function as staff nurses in a variety of health care settings, including hospitals, nursing homes, and offices. Graduates of the program are eligible to take the National Council of State Boards of Nursing Examination (NCLEX-RN) which leads to licensure as a registered professional nurse (RN). The program is approved by the Illinois Department of Financial and Professional Regulation. This program is accredited by the Accreditation Commission for Education in Nursing (ACEN).

	Program Prerequisites			**27**
m	BIO	250	Microbiology	4
m	BIO	270	Anatomy and Physiology I	4
m	BIO	272	Anatomy and Physiology II	4
m	COM	100	Fundamentals of Speech Communication	3
m	ENG	101	First-Year Composition I	3
m	ENG	102	First-Year Composition II	3
m	PSY	100	Introduction to Psychology	3
m	PSY	205	Life-Span Psychology	3
	Nursing Major Program Requirements			**40**
m	NUR	105	Introduction to Professional Nursing	5
m	NUR	110	Concepts of Mental Health Nursing	5
m	NUR	120	Basic Concepts of Nursing	5
m	NUR	150	Concepts of Nursing I	5
m	NUR	200	Nursing Concepts of the Childbearing Family	5
m	NUR	205	Concepts of Nursing II	5
m	NUR	250	Concepts of Nursing III	5
m	NUR	275	Advanced Concepts of Nursing	5
	PROGRAM TOTAL			**67**

Veterans or military members eligible for education benefits should see Programs with Special Admission Applications, page 150.

Due to 'other practical training' utilized for this program, student veterans utilizing educational benefits may be certified using semester hours or clock hours, whichever is most advantageous to the student. Please contact the Veterans Services Department for questions.

m *Major course requires a minimum grade of C.*

Procedure for Entering the Nursing Program

The Associate in Applied Science Degree in Nursing is offered in a two-year cohort format, with spring or fall enrollment dates. Enrollment in nursing courses is limited in order to provide the best possible educational experience program. A special application and pre-entrance criteria, including testing, are required for program entry. Students seeking to participate are required to:

1. Review current admissions procedures and course requirements at www.waubonsee.edu/NUR.
2. Meet with Academic and Career Advising (see directory) to review admission deadlines and required testing, establish a schedule for taking required prerequisites, and determine any assessment needs.
3. Complete all prerequisites listed above with a grade of C or better, and a cumulative GPA of 2.7 or higher prior to applying. Students who have completed prerequisites or equivalent courses at previous colleges or universities should arrange to have official transcripts sent to Registration and Records to be evaluated for transfer credit before applying for the program.
4. Complete the required Test of Essential Academic Skills (ATI TEAS) prior to applying. Scores from remote exams dated after September 1, 2023 will not be accepted. As of January 1, 2024 all TEAS exams must be taken in person at a Waubonsee campus testing center. Scores from remote exams or other institutions will not be accepted. Acceptance into the program is based on assessment results of at least 58% in the categories of Reading, Mathematics, Science, and English and Language Usage. A composite score of at least 58% is also required for admission. Retesting is allowed three times per calendar year. A four-week waiting period between attempts applies. Test scores are valid for 24 months. Visit www.waubonsee.edu/TEASFAQ for testing details. Email teasexam@waubonsee.edu or contact Assessment and Testing Services (see directory) with questions.

(continued on next page)

5. Follow specific application procedures detailed on the program web page and submit a complete application with all required documents by the appropriate deadline for your desired enrollment date. Applications and information are available at www.waubonsee.edu/NUR. Applicants will be notified via email of their selection status approximately two weeks after the deadline has passed. Students must re-apply to the program if current cycle is full. Students must confirm or decline acceptance offer in writing via email. Students not accepted or who do not meet all application criteria must reapply at the next deadline.
   Deadlines are:
   - **March 1 - Applications Open** for August enrollment
   - **June 1 - Applications Close** for August enrollment
   - **September 1 - Applications Open** for January enrollment
   - **November 1 - Applications Close** for January enrollment

6. For general application and program questions, contact the Office of Health Professions and Public Service at (630) 870-3900 or HPPS@waubonsee.edu.

Once accepted, students are required to:

1. Attend the mandatory program orientation in the fall/spring. Details provided upon acceptance.
2. Follow the prescribed course sequence and pass all nursing (NUR) courses with a grade of C or better to progress successfully and complete the degree.
3. Understand and follow program requirements detailed in Nursing Program Student Handbook. Current handbooks are available on program web page.
4. Prior to participating in clinicals, students must submit a medical clearance form, documentation of a current American Heart Association Basic Life Support (BLS) for Health Care Providers CPR certification, current health insurance, proof of up-to-date immunizations, and a QuantiFERON-TB Gold blood test. Students must also submit a fingerprint background check and drug test. Details will be provided upon acceptance into the program.

Advanced Placement

Licensed Practical Nurses (LPNs) may be eligible for advanced placement. Official transcripts for all courses must be received by Registration and Records and evaluated for transfer credit. Documentation of licenses at the time of enrollment must also be submitted with the program application. Requests are reviewed on an individual basis. Contact the Office of Health Professions and Public Service with questions at (630) 870-3900 or Nursing@waubonsee.edu.

Paralegal

Paralegal

Associate in Applied Science Degree

(560A) major code

This degree is an educational experience focusing on the practical skills needed to succeed as a paralegal. This program includes legal fundamentals and core paralegal skills as well as substantive topics of law, including torts, contracts, business organization and corporate law. Paralegals and legal assistants play an integral role in assisting lawyers and their clients with a variety of tasks. From conducting research and preparing legal documents for hearings, trials or corporate meetings to being involved in courts, law firms and government agencies, paralegals and legal assistants are part of an important, fast-paced team within the legal system.

General Education Requirements			**18**
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
COM	100	***or*** 121 Communications	3
		Social and Behavioral Sciences elective (PSC 100 recommended)	3
		Math ***or*** Physical and Life Science elective	3
		Humanities elective (PHL 100 or PHL 105 recommended)	3
Paralegal Major Program Requirements			**24**
PLG	100	Intro to the Paralegal Profession	3
PLG	105	Civil Litigation I	3
PLG	106	Civil Litigation II	3
PLG	110	Legal Research and Writing I	3
PLG	115	Legal Technology	3
PLG	200	Prof. Responsibility/Legal Ethics	3
PLG	210	Legal Research and Writing II	3
PLG	235	Criminal Law for the Paralegal	3
Additional Program Requirements (Choose 2)			**6**
PLG	215	Immigration Law	3
PLG	220	Real Estate Law	3
PLG	225	Family Law	3
PLG	230	Tort Law	3
PLG	240	Estate Law	3
ITS	299	Internship	3
Electives (Choose 4)			**12**

Select electives from: Human Services (HSV), Management (MGT), Paralegal (PLG), Psychology (PSY), Sociology (SOC),

PROGRAM TOTAL 60

Paralegal Post-Associate Degree

Certificate of Achievement

(562A) major code

Paralegals play an integral role in assisting lawyers and their clients with a variety of tasks including conducting research and preparing legal documents for hearings or trials to being involved in courts, law firms and government agencies. The certificate program focuses on the essential competencies required in the paralegal profession. Research, writing, technology and legal principles across a variety of areas of law will be emphasized. This certificate is intended for a student who already earned an A.A. or A.S. degree from an accredited educational institution.

Certificate Requirements			**24**
PLG	100	Intro to the Paralegal Profession	3
PLG	105	Civil Litigation I	3
PLG	106	Civil Litigation II	3
PLG	110	Legal Research and Writing I	3
PLG	115	Legal Technology	3
PLG	200	Prof. Responsibility/Legal Ethics	3
PLG	210	Legal Research and Writing II	3
PLG	235	Criminal Law for the Paralegal	3
Additional Certificate Requirements (Choose 2)			**6**
PLG	215	Immigration Law	3
PLG	220	Real Estate Law	3
PLG	225	Family Law	3
PLG	230	Tort Law	3
PLG	240	Estate Law	3
ITS	299	Internship	3

PROGRAM TOTAL 30

Phlebotomy Technician

Phlebotomy Technician

Certificate of Achievement

(435C) major code

The Phlebotomy Technician Certificate Program prepares students for all aspects of phlebotomy in a health care setting, including collection procedures, safety guidelines, patient rights, test requirements and equipment basics. Students will be able to accurately perform venous collection, explain the proper steps for collection, and identify the supplies needed for collection.

This program also provides a foundation for possible transition into other health care careers.

Course Requirements

m	PBT	105	Theoretical and Clinical Aspects of Phlebotomy	4.5
m	PBT	297	Phlebotomy Externship	1.5
	PROGRAM TOTAL			**6**

m *Major course requires minimum grade of C.*

Procedure for Enrolling in Phlebotomy Technician Certificate of Achievement Program

The Phlebotomy Technician Program is offered in a flexible format for full- or part-time students that can be completed in as little as 16 weeks. Theory courses are offered every fall and spring semesters, while externship courses are offered fall through summer. Enrollment in phlebotomy (PBT) courses is limited in order to provide the best possible educational experience for students. Students seeking to participate in the program are required to:

1. Review current admissions procedures and course requirements at www.waubonsee.edu/PBT.
2. Meet with Academic and Career Advising (see directory) to establish a schedule for taking required program courses
3. Contact Assessment and Testing Services (see directory) to determine assessment needs. Eligibility to register for PBT courses is based on program assessment testing in reading. Students must obtain a C or better in ENG080 or placement by appropriate measures into ENG085 or higher.
5. A grade of C or better must be received in all program courses and all clinical hours must be complete in PBT297 Phlebotomy Externship (including 100 successful venipunctures completed) to receive the certificate.
6. Students must understand and follow the guidelines and requirements set forth in the Phlebotomy Technician Student Handbook. Current handbooks are available on the program web page at www.waubonsee.edu/PBT.
7. Prior to entering PBT297, students must submit a mandatory medical clearance form, documentation of a current health insurance and current American Heart Association Basic Life Support (BLS) for Healthcare Providers CPR Certification, proof of up-to-date immunizations including a 2-step tuberculosis skin test or QuantiFERON-TB Gold blood test. Students must also submit to an Illinois Background Check and drug test. Details and deadlines are provided during the first week of the PBT105 course.

Water/Wastewater Technology

Water/Wastewater Technology

Certificate of Achievement

(501A) major code

This program prepares students for entry-level certification exams in the water and wastewater industries. Students will gain foundational knowledge of water and wastewater treatment processes, including key operations and maintenance practices. The program also covers essential mathematical skills needed for process control and effective operation in the water and wastewater fields. Upon completion, students will be prepared to sit for the ILEPA Class D Water Operator certification exam and the Class 4 Wastewater Operator certification exam.

Course Requirements

WTE	101	Water Operations I	3
WTE	102	Water Operations II	3
MTH	103	Technical Mathematics	3
WTE	109	Science for Water Technology	3
WTE	111	Wastewater Operations I	3
WTE	112	Wastewater Operations II	3
ITS	297	Internship	1
WTE	296	Special Topics/Water and Wastewater	1

PROGRAM TOTAL 20

Welding Technology

Welding Technology

Associate in Applied Science Degree

(890A) major code

The Welding Technology Program provides students practical skills in print reading, Pipe Welding, Metal Inert Gas (MIG) Welding, Stick Welding and Tungsten Inert Gas (TIG) Welding. Students are prepared for American Welding Society (AWS) certifications.

General Education Requirements 15

COM	100	***or*** 121 Communications	3
ENG	101	***or*** 152 English	3
ENG	102	***or*** 153 English	3
		Mathematics elective •	3
		Social and Behavioral Sciences elective •	3

Welding Technology Major Program Requirements 30

WLD	100	Survey of Welding	3
WLD	101	Blueprint Reading for Welders	3
WLD	120	Shielded Metal Arc Welding I	3
WLD	125	Gas Metal Arc and Flux Cored Arc Welding	3
WLD	130	Gas Tungsten Arc Welding I	3
WLD	200	Fabrication and Weld Design	3
WLD	220	Shielded Metal Arc Welding II	3
WLD	223	Shielded Metal Arc Pipe Welding	3
WLD	225	Gas Tungsten Arc Welding II	3
WLD	226	Gas Tungsten Arc Pipe Welding	3

Electives 15

Select electives from: Accounting (ACC), Automotive Collision and Refinishing Technology (ACR), Automation Technology (AMT), Automotive Service Technology (AUT), Business Administration (BUS), Computer Aided Design and Drafting (CAD), Computer Information Systems (CIS), Construction Management (CMT), Engineering (EGR), Heating, Ventilation and Air Conditioning (HVA), Internship (ITS), Machine Tool Technology (MTT), Management (MGT), Marketing (MKT), Welding (WLD)

PROGRAM TOTAL 60

- *See course choices listed on pages 45-46.*

Welding Technology

Certificate of Achievement

(893C) major code

The Welding Technology certificate provides the student with entry-level skills to weld a variety of metals using the major welding processes in all positions.

Course Requirements

WLD	100	Survey of Welding	3
WLD	101	Blueprint Reading for Welders	3
WLD	120	Shielded Metal Arc Welding I	3
WLD	125	Gas Metal Arc and Flux Cored Arc Welding	3
WLD	130	Gas Tungsten Arc Welding I	3

PROGRAM TOTAL 15

Advanced Welding Technology

Certificate of Achievement

(895B) major code

This Advanced Welding Technology certificate includes the entry level and advanced courses in the major welding processes, fabrication, design and pipe welding.

Course Requirements

WLD	100	Survey of Welding	3
WLD	101	Blueprint Reading for Welders	3
WLD	120	Shielded Metal Arc Welding I	3
WLD	125	Gas Metal Arc and Flux Cored Arc Welding	3
WLD	130	Gas Tungsten Arc Welding I	3
WLD	200	Fabrication and Weld Design	3
WLD	220	Shielded Metal Arc Welding II	3
WLD	223	Shielded Metal Arc Pipe Welding	3
WLD	225	Gas Tungsten Arc Welding II	3
WLD	226	Gas Tungsten Arc Pipe Welding	3

PROGRAM TOTAL 30

WAUBONSEE

what you can learn

Course Descriptions

Course Numbering System

All credit courses are described on the following pages. Curriculum placement and other course attributes are signified by the three-digit course numbers explained below.

001-049

Adult Education courses. Do not apply to any college certificate or degree.

050-099

Semester hour (sem hr) credit courses for developmental education. Do not apply to any college certificate or degree.

100-199

Semester hour (sem hr) credit courses intended primarily for freshmen.

200-299

Semester hour (sem hr) credit courses intended primarily for sophomores.

900-999

Workforce Education. Vocational update/skills courses. Do not apply to any college certificate or degree.

Definitions

Terminology used in course descriptions is defined below.

prereq

prerequisite(s) — courses or requirements that must be completed before taking the described course.

coreq

corequisite(s) — courses or requirements that must be taken concurrently with the described course.

IAI

designation of Illinois Articulation Initiative course number for courses that are IAI general education or major courses. Refer to the chart in this section.

lec/lab

denotes the number of hours students spend per week in either lecture and/or laboratory time (based on a 16-week course). Courses may be offered in less than 16 weeks, and lecture/laboratory time adjusted accordingly.

sem hrs

semester hours — the credit hours that apply to the course.

var

indicates that the credit hours applied to the course can vary depending upon projects undertaken.

Course Discipline/ Prefix Cross Reference

Course descriptions are organized alphabetically by discipline. The following list shows the discipline and course prefix in the order in which they appear in this section.

Accounting (ACC)
Anthropology (ANT)
Art (ART)
Astronomy (AST)
Automotive Collision and Refinishing Technology (ACR)
Automation Technology (AMT)
Automotive Service Technology (AUT)
Biology (BIO)
Business Administration (BUS)
Chemistry (CHM)
Chinese (CHN)
College Success Topics (COL)
Communications (COM)
Computer Aided Design and Drafting (CAD)
Computer Information Systems (CIS)
Construction Management (CMT)
Criminal Justice (CRJ)
Disability Studies (DIS)
Early Childhood Education (ECE)
Earth Science (ESC)
Economics (ECN)
Education (EDU)
Emergency Medical Technician (EMT)
Engineering (EGR)
English (ENG)
Film Studies (FLM)
Finance and Banking (FIN)
Fire Science (FSC)
French (FRE)
Geography (GEO)
Geology (GLG)
German (GER)
Health Education (HED)
Health Information Technology (HIT)
Heating, Ventilation and Air Conditioning (HVA)
History (HIS)
Human Services (HSV)
Humanities (HUM)
Independent Study (IND)
Insurance (INS)
Interdisciplinary Studies (IDS)
Internship (ITS)
Japanese (JPN)
Kinesiology/Physical Education (KPE)
Machine Tool Technology (MTT)
Management (MGT)
Marketing (MKT)
Mass Communication (MCM)
Mathematics (MTH)
Medical Assistant (MLA)
Music (MUS)
Nurse Assistant (NAS)
Nursing (NUR)
Paralegal (PLG)
Philosophy (PHL)
Phlebotomy (PBT)
Physics (PHY)
Political Science (PSC)
Psychology (PSY)
Religious Studies (RLG)
Sign Language (SGN)
Social Science (SSC)
Sociology (SOC)
Spanish (SPN)
Theatre (THE)
Water/Wastewater Technology (WTE)
Welding Technology (WLD)
World Languages: see Chinese, French, German, Japanese, Spanish

*Students interested in Industrial Maintenance or Real Estate are encouraged to explore noncredit offerings at **www.waubonsee.edu/work**.*

Waubonsee's IAI General Education Courses

The chart below shows Waubonsee transfer courses (listed by IAI category) that meet IAI (Illinois Articulation Initiative) General Education Core Curriculum guidelines. IAI General Education Course Codes follow the Waubonsee title. Course descriptions in this section also include IAI codes as appropriate. See page 19 for an explanation of the initiative.

Communications:		IAI Code:
COM 100	Speech Communication	C2 900
ENG 101	First-Year Composition I	C1 900
ENG 102	First-Year Composition II	C1 901R

Fine Arts:		IAI Code:
ART 100	Art Appreciation	F2 900
ART 101	History of Western Art-Ancient to Medieval	F2 901
ART 102	History of Western Art-Ren. to Modern Art	F2 902
ART 103	History of Non-Western Art	F2 903N
ART 104	History of Photography	F2 904
ART 105	Gender and Art	F2 907D
ART 106	Contemporary Art-1945 to Present	F2 902
FLM 250	Film as Art: A Survey of Film	F2 908
FLM 260	History of Film	F2 909
FLM 270	Film and Literature	HF 908
HUM 101	Survey of the Humanities	HF 900
HUM 102	The Global Village	HF 904N
HUM 201	Modern Culture and the Arts	HF 903
HUM 233	Intro to Latin American Civilizations and Culture	HF 906D
MUS 100	Music: Art of Listening	F1 900
MUS 101	Musics of the World	F1 903N
MUS 102	Music in America	F1 904
THE 100	Theatre Appreciation	F1 907

Humanities:		IAI Code:
ENG 211	American Literature to 1865	H3 914
ENG 212	American Literature From 1865	H3 915
ENG 215	Masterpieces of American Literature	H3 915
ENG 220	Multicultural Literatures of the U.S.	H3 910 D
ENG 221	British Literature to 1800	H3 912
ENG 222	British Literature From 1800	H3 913
ENG 225	Masterpieces of British Literature	H3 913
ENG 226	Introduction to Shakespeare	H3 905
ENG 228	Children's Literature	H3 918
ENG 229	Introduction to Literature	H3 900
ENG 230	Introduction to Poetry	H3 903
ENG 235	Short Stories to Novels: Examining Fiction	H3 901
ENG 240	Intro. to Drama as Literature	H3 902
ENG 245	World Literature	H3 906
ENG 255	Women's Literature	H3 911D
ENG 265	Latinx Literatures of the U.S.	H3 910D
FLM 270	Film and Literature	HF 908
FRE 202	Intermediate French II	H1 900
GER 202	Intermediate German II	H1 900
HIS 111	Western Civilization to 1648	H2 901
HIS 112	Western Civilization Since 1648	H2 902
HUM 101	Survey of the Humanities	HF 900
HUM 102	The Global Village	HF 904N
HUM 108	World Mythology	H9 901
HUM 112	Greek and Roman Mythology	H9 901
HUM 201	Modern Culture and the Arts	HF 903
HUM 202	Current Trends in Digital Humanities	H9 900
HUM 233	Intro to Latin American Civilizations and Culture	HF 906D
PHL 100	Introduction to Philosophy	H4 900
PHL 101	Introduction to Logic	H4 906
PHL 105	Introduction to Ethics	H4 904
PHL 110	Introduction to Critical Thinking	H4 906
PHL 120	Introduction to World Religions	H5 904N
PHL 201	History of Philosophy: Ancient to Medieval	H4 901
PHL 202	History of Philosophy: Modern Philosophy	H4 902
RLG 120	Introduction to World Religions	H5 904N
RLG 220	Judaism and the Hebrew Bible	H5 901
RLG 230	Christianity New Testament	H5 901
RLG 240	Islam and the Qur'an	H5 901
SPN 202	Intermediate Spanish II	H1 900
SPN 205	Spanish for Native Speakers	H1 900
SPN 215	Introduction to Hispanic Literature	H3 916

Life Science:		IAI Code:
BIO 100	Introduction to Biology	L1 900
BIO 101	Introduction to Biology-Laboratory	L1 900L
BIO 102	Human Biology	L1 904
BIO 110	Introduction to Environmental Biology	L1 905
BIO 111	Introduction to Environmental Biology-Laboratory	L1 905L
BIO 120	Principles of Biology I	L1 910L
BIO 122	Principles of Biology II	L1 910L

Mathematics:		IAI Code:
MTH 101	College Math	M1 901
MTH 102	Applied Practical Math	M1 904
MTH 107	Basic Statistics	M1 902
MTH 131	Calculus With Analytic Geometry I	M1 900-1
MTH 132	Calculus With Analytic Geometry II	M1 900-2
MTH 202	Mathematics for Elementary Teachers II	M1 903
MTH 210	Finite Math	M1 906
MTH 211	Calculus for Business and Social Sciences	M1900-B
MTH 233	Calculus With Analytic Geometry III	M1 900-3

Physical Science:		IAI Code:
AST 100	Introduction to Astronomy	P1 906
AST 105	Astronomy	P1 906L
CHM 100	Introduction to Chemistry	P1 902
CHM 101	Introduction to Chemistry-Laboratory	P1 902L
CHM 102	Introduction to Organic Chemistry	P1 904
CHM 103	Introduction to Organic Chemistry-Laboratory	P1 904L
CHM 121	General Chemistry	P1 902L
ESC 100	Survey of Earth Science	P1 905
ESC 101	Survey of Earth Science-Laboratory	P1 905L
ESC 110	Climate and Global Change	P1 905
ESC 120	Introduction to Meteorology	P1 905L
ESC 125	Severe and Unusual Weather	P1 910
ESC 130	Introduction to Oceanography	P1 905
GEO 121	Physical Geography	P1 909L
GLG 100	Introduction to Physical Geology	P1 907
GLG 101	Introduction to Physical Geology Laboratory	P1 907L
GLG 102	Historical Geology	P1 907L
GLG 103	Environmental Geology	P1 908
GLG 120	Geology of the National Parks	P1 907
PHY 103	Concepts of Physics	P1 900
PHY 104	Concepts of Physics-Laboratory	P1 900L
PHY 111	Introduction to Physics I	P1 900L
PHY 221	General Physics I	P2 900L

Social and Behavioral Sciences:		IAI Code:
ANT 101	Cultural Anthropology	S1 901N
ANT 102	Human Origins	S1 902
ANT 110	Introduction to Archaeology	S1 903
ECN 100	Introduction to Economics	S3 900
ECN 201	Principles of Microeconomics	S3 902
ECN 202	Principles of Macroeconomics	S3 901
GEO 120	World Regional Geography	S4 900N
GEO 220	Geography of the Developing World	S4 902N
HIS 101	World History to 1500	S2 912N
HIS 102	World History Since 1500	S2 913N
HIS 121	American History to 1865	S2 900
HIS 122	American History Since 1865	S2 901
HIS 205	History of the Middle East	S2 920N
HIS 215	History of China and Japan	S2 920N
HIS 225	History of Africa	S2 920N
HIS 235	Latin American History	S2 920N
PSC 100	Introduction to American Government	S5 900
PSC 220	Comparative Government	S5 905
PSC 240	State and Local Government	S5 902
PSC 260	Introduction to International Relations	S5 904
PSY 100	Introduction to Psychology	S6 900
PSY 205	Life-Span Psychology	S6 902
PSY 215	Adulthood and Aging	S6 905
PSY 220	Child Psychology	S6 903
PSY 226	Adolescent Psychology	S6 904
PSY 235	Social Psychology	S8 900
SOC 100	Introduction to Sociology	S7 900
SOC 120	Racial and Ethnic Relations	S7 903D
SOC 130	Sociology of Family	S7 902
SOC 210	Social Problems	S7 901
SOC 230	Sociology of Sex and Gender	S7 904D

IAI General Education Core course designations:

Communications: C
Physical and Life Sciences: P & L
Mathematics: M
Humanities and Fine Arts: H & F
Social and Behavioral Sciences: S

For specific, up-to-date information on the IAI, visit **www.waubonsee.edu/transferring** or access the IAI website directly, **www.itransfer.org.**

Waubonsee's IAI Major Courses

The chart below shows Waubonsee transfer courses (listed by IAI major) that meet IAI (Illinois Articulation Initiative) core curriculum for specific transfer majors. IAI major course codes follow the Waubonsee title. Course descriptions in this section also include IAI codes as appropriate. See page 19 for an explanation of the initiative.

Art:		IAI Code:
ART 110	Design I	ART 907
ART 111	Design II	ART 908
ART 120	Basic Drawing I	ART 904
ART 121	Basic Drawing II	ART 905

Biological Science:		IAI Code:
BIO 120	Principles of Biology I	BIO 910
BIO 122	Principles of Biology II	BIO 910

Business:		IAI Code:
ACC 202	Financial Accounting	BUS 903
ACC 203	Managerial Accounting	BUS 904
BUS 207	Business Statistics	BUS 901
CIS 110	Business Information Systems	BUS 902

Chemistry:		IAI Code:
CHM 121	General Chemistry	CHM 911
CHM 122	Chemistry and Qualitative Analysis	CHM 912
CHM 231	Organic Chemistry I	CHM 913
CHM 232	Organic Chemistry II	CHM 914

Computer Science:		IAI Code:
CIS 117	Discrete Structures	CS 915
CIS 130	Computer Science I: C++ Programming	CS 911
CIS 150	Computer Science I: Java Programming	CS 911
CIS 230	Computer Science II: C++ Programming	CS 912
CIS 250	Computer Science II: Java Programming	CS 912

Criminal Justice:		IAI Code:
CRJ 100	Introduction to Criminal Justice	CRJ 901
CRJ 101	Introduction to Corrections	CRJ 911
CRJ 107	Juvenile Justice	CRJ 914
CRJ 230	Criminology	CRJ 912

Engineering:		IAI Code:
EGR 101	Engineering Graphics	EGR 941
EGR 220	Analytical Mechanics-Statics	EGR 942
EGR 230	Analytical Mechanics-Dynamics	EGR 943

Media/ Communication Arts:		IAI Code:
COM 120	Interpersonal Communication	MC 901
COM 121	Communication in the Workplace	MC 901
COM 150	Intercultural Communication	MC 904
MCM 130	Intro. to Mass Comm.	MC 911
MCM 140	Television Production I	MC 916
MCM 215	Basic News Writing	MC 919
MKT 215	Principles of Advertising	MC 912

Mathematics:		IAI Code:
MTH 131	Calculus With Analytic Geometry I	MTH 901
MTH 132	Calculus With Analytic Geometry II	MTH 902
MTH 233	Calculus With Analytic Geometry III	MTH 903
MTH 236	Intro. to Linear Algebra	MTH 911
MTH 240	Differential Equations	MTH 912

Political Science:		IAI Code:
PSC 280	Intro. to Political Philosophy	PLS 913

Psychology:		IAI Code:
PSY 235	Social Psychology	PSY 908
PSY 240	Abnormal Psychology	PSY 905

For specific, up-to-date information on the IAI, visit **www.waubonsee.edu/transferring** or access the IAI website directly, **www.itransfer.org.**

Accounting (ACC)

ACC 101 Introduction to Accounting

This introductory accounting course emphasizes the development of a firm foundation in fundamental accounting procedures using the accounting cycle of a small business organized as a sole proprietorship. Topics include: transaction analysis, financial statements, the accounting cycle of service and merchandising firms, accounting for bank accounts, cash funds, accounts receivable, notes receivable, notes payable, inventory, long-term assets and introduction to accounting for corporations.

(3 lec/0 lab) ***3 sem hrs***

ACC 125 Accounting Information Systems

Accounting Information Systems is the study of the design and implementation of accounting information systems. An understanding of the traditional accounting model and its relationship to each type of accounting information system will be emphasized, including accounts receivable, inventory control, cost accounting, operational budgeting, and capital budgeting. Key elements of a well-designed management control system are included.

Recommended Prereq: ACC101 or concurrent enrollment or ACC202 or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

ACC 130 Payroll Accounting

This course is a comprehensive study of the Fair Labor Standards Act, the Federal Insurance Contributions Act, Unemployment Tax Acts, the federal and state income tax withholding laws and fair employment laws as they relate to payroll accounting. Course coverage includes the preparation of payroll records and tax returns. The course also addresses current payroll accounting issues.

Recommended Prereq: ACC101 or ACC202

(3 lec/0 lab) ***3 sem hrs***

ACC 202 Financial Accounting

This course focuses on procedures and concepts involved in providing relevant financial data to external and internal decision makers. It emphasizes the construction, interpretation, and analysis of the income statement, balance sheet, statement of stockholder's equity, and cash flow statement. The course covers the steps in the accounting cycle and the accounting principles and concepts necessary to properly account for a variety of business transactions. Detailed analysis of the following topics is provided: cash; receivables and revenue; inventories and cost of goods sold; long term assets and depreciation; short-term, long-term, and contingent liabilities; time value of money concepts; and financial ratios and analyses.

Recommended Prereq: ACC101 and MTH104

IAI: BUS 903

(3 lec/0 lab) ***3 sem hrs***

ACC 203 Managerial Accounting

This course focuses on accumulation, analysis and use of cost information needed for internal decision making in businesses. It covers cost identification; job-order, process, and activity-based costing; cost-volume-profit analysis; budgeting; standard costs; variance analysis; the statement of cash flows; capital budgeting; and short-term decision making.

Recommended Prereq: ACC202

IAI: BUS 904

(3 lec/0 lab) ***3 sem hrs***

ACC 215 Individual Tax Accounting

This course is a study of the concepts of federal income taxation as they apply to individuals. Topics include gross income, exclusions, deductions, credits, the taxation of sole proprietors, tax planning strategies, and computation of gains and losses on the disposition of property.

(3 lec/0 lab) ***3 sem hrs***

ACC 220 Intermediate Accounting I

This is the first of two courses in the advanced study of the assumptions, principles, procedures and practices involved in modern corporate financial accounting.

Recommended Prereq: ACC203

(3 lec/0 lab) ***3 sem hrs***

ACC 221 Intermediate Accounting II

This is the second of two courses in the advanced study of the assumptions, principles, procedures and practices involved in modern corporate financial accounting.

Recommended Prereq: ACC220

(3 lec/0 lab) ***3 sem hrs***

ACC 235 Taxation of Limited Liability Companies (LLCs)

This course is a study of the taxation of Limited Liability Companies (LLCs). This course examines the different ways a Limited Liability Company (LLC) is taxed; as a sole proprietor, partnership, S Corporation or C Corporation. The course covers the formation, operations and preparation of tax returns of the different entity choices. The course highlights the advantages and disadvantages of the entity choices.

Recommended Prereq: ACC202, ACC215

(3 lec/0 lab) ***3 sem hrs***

ACC 240 Cost Accounting

This advanced study of the accumulation, analysis and use of cost information needed for internal decision making in business covers: accounting for quality allocation of indirect costs, activity-based costing, job-order costing, process costing, accounting for spoilage, standard costing, cost-volume-profit analysis, inventory control, capital budgeting, decentralization and organizational performance.

Recommended Prereq: ACC203

(3 lec/0 lab) ***3 sem hrs***

ACC 245 VITA Program: Tax Procedure and Practice

The basic principles of federal income taxes as they relate to low-to-moderate income individuals are applied in this hands-on course consisting of the preparation of various low-to-moderate individual income tax returns using Forms 1040EZ, 1040A, 1040 and IL1040. Participation and certification in the volunteer income tax program is required.

(3 lec/0 lab) ***3 sem hrs***

ACC 250 Auditing I

This course provides students with concepts and procedures involved in the examination of financial statements for the purpose of establishing and expressing an opinion as to their reliability. This course will discuss statistical sampling techniques and the auditor's legal liability.

Recommended Prereq: ACC221

(3 lec/0 lab) ***3 sem hrs***

ACC 251 Auditing II

This course focuses on the practical application of the conceptual structure of the audit process, risk assessment in the audit process, evidence gathering and evaluation, and special topics to auditing a comprehensive audit case.

Recommended Prereq: ACC250

(3 lec/0 lab) ***3 sem hrs***

ACC 252 Accounting Research and Analysis

This course is designed to teach students how to perform accounting research using electronic databases. Students learn how to research United States Generally Accepted Accounting Principles (GAAP) using the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC). Students examine International Financial Reporting Standards (IFRS) using the eIFRS electronic database. This course meets the State of Illinois CPA examination requirement for Accounting Research and Analysis.

Recommended Prereq: ACC220, ACC221

(2 lec/0 lab) ***2 sem hrs***

ACC 260 Advanced Accounting

This course is an examination of advanced financial accounting concepts including accounting for business combinations, with emphasis on the consolidation of parent/subsidiary balance sheet and income statement reporting. It also covers accounting for the formation, operation and liquidation of partnership, as well as special reporting requirements for multi-national entities.

Recommended Prereq: ACC221

(3 lec/0 lab) ***3 sem hrs***

ACC 297 Accounting Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in the accounting field. Eighty hours are required for 1 credit. Repeatable to a maximum of 4 semester hours; 6 semester hours from the accounting internship courses (ACC297, ACC298, ACC299) may apply to the accounting degree or certificates.

Prereq: 15 semester hours of ACC courses, consent of instructor

(0 lec/5 lab) ***1 sem hrs***

ACC 298 Accounting Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in the accounting field. One hundred sixty hours are required for 2 credits. Repeatable to a maximum of 6 semester hours; 6 semester hours from the accounting internship courses (ACC297, ACC298, ACC299) may apply to the accounting degree or certificates.

Prereq: 15 semester hours of ACC courses, consent of instructor

(0 lec/10 lab) ***2 sem hrs***

ACC 299 Accounting Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in the accounting field. Two hundred forty hours are required for 3 credits. Repeatable to a maximum of 6 semester hours; 6 semester hours from the accounting internship courses (ACC297, ACC298, ACC299) may apply to the accounting degree or certificates.

Prereq: 15 semester hours of ACC courses, consent of instructor

(0 lec/15 lab) ***3 sem hrs***

Anthropology (ANT)

ANT 101 Cultural Anthropology

Cultural Anthropology provides an introduction to social and cultural anthropology, emphasizing the socio-culture and psychological characteristics of various cultures: hunters, tribesmen, chiefdoms, peasants and industrial societies. Emphasis is placed on cultural universals, integration of social institutions and the continuing adaptation of man to his environment.

IAI: S1 901N

(3 lec/0 lab) ***3 sem hrs***

ANT 102 Human Origins

Physical anthropology explores the origins and development of human beings and our closest non-human relatives in the primate order. This course examines the mechanics of genetics and the processes of evolution. Students also investigate the fossil record and archaeological evidence in order to understand the sequence of early human ancestors. In addition, this course studies non-human primates, both living and extinct. The course also explores the adaptability and variation seen in modern human populations.

IAI: S1 902

(3 lec/0 lab) ***3 sem hrs***

ANT 110 Introduction to Archaeology

Introduction to Archaeology explores the concepts, principles and archaeological methods utilized by anthropologists to reconstruct and interpret past cultures. Specific prehistorical cultures are examined to illustrate this process.

IAI: S1 903

(3 lec/0 lab) ***3 sem hrs***

ANT 296 Special Topics in Anthropology

This course offers in-depth exploration of a special topic, issue or trend in the anthropology field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

Note: No topic can be offered more than twice in three years.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Art (ART)

ART 100 Art Appreciation

This course is a survey of the visual arts designed to encourage visual literacy and develop analytical skills of the non-art major. Students are introduced to the vocabulary and media of art and will examine the historical, social, and technological factors that contribute to understanding the meaning of works of art.

Note: Participation in this course may include independent visits to galleries and/or museums which may require admission fees.

IAI: F2 900

(3 lec/0 lab) ***3 sem hrs***

ART 101 History of Western Art-Ancient to Medieval

This course is a study of the historical developments of the visual arts in Western society from prehistoric through medieval time periods. Discussion of major artistic trends and movements is framed by an examination of the historical context and social milieu.

Note: Participation in this course may include field trips which require admission fees.

IAI: F2 901

(3 lec/0 lab) ***3 sem hrs***

ART 102 History of Western Art-Renaissance to Modern Art

This course is a study of the historical developments of the visual arts in Western society from the Renaissance time period to the present. Discussion of major artistic trends and movements is framed by an examination of the historical context and social milieu.

Note: Participation in this course may include field trips which require admission fees.

IAI: F2 902

(3 lec/0 lab) ***3 sem hrs***

ART 103 History of Non-Western Art

This course is a study of the historical developments of the visual arts in non-Western society. Discussion of major artistic trends and movements is framed by an examination of the historical context and social milieu.

IAI: F2 903N

(3 lec/0 lab) ***3 sem hrs***

ART 104 History of Photography

This course covers the history of photography from its beginnings in the 1830s to the present. It familiarizes the student with key photographic artists, styles, and movements. Current photographic processes and criticism are discussed.

IAI: F2 904

(3 lec/0 lab) ***3 sem hrs***

ART 105 Gender and Art

This course focuses on the relevance of gender to the definition, creation, and appreciation of art. This course will examine underlying social structures and how those structures affect society's perspectives of artists and of art. Particular consideration will be given to women as creators and subjects and how cultural attitudes towards women conditioned their experiences and artistic practices.

IAI: F2 907D

(3 lec/0 lab) ***3 sem hrs***

ART 106 Contemporary Art - 1945 to Present

This course is a study of the historical developments of the visual arts in Western society from 1945 to the present. Discussion of major artistic trends and movements and individual artists is framed by an examination of the historical context and social milieu.

IAI: F2 902

(3 lec/0 lab) ***3 sem hrs***

ART 110 Design I

This course is a studio class exploring the fundamentals of the formal systems and basic elements of visual organization through two-dimensional design principles and theories using a variety of media.

IAI: ART 907

(1 lec/5 lab) ***3 sem hrs***

ART 111 Design II

This course explores the basic elements of three-dimensional design. Directed exercises using a variety of media are included as well as exploring historical and contemporary art concepts.

Note: Required for art majors

Prereq: ART110

IAI: ART 908

(1 lec/5 lab) ***3 sem hrs***

ART 113 Color Theory

This course introduces students to the principles, theories, and applications of color in both art and design. Emphasis is placed on understanding historical foundations of color theory, from Bauhaus experiments to contemporary design practices, as well as cultural associations, psychological effects, and accessibility considerations.

Students will work through hands-on analog projects (painting, collage, print) and digital explorations (Adobe Creative Suite, Figma) to build fluency in using color as a powerful design tool. By integrating theory and practice, students will learn to apply color strategically in fine art, branding, publication, digital media, and user experience design.

(1 lec/5 lab) ***3 sem hrs***

ART 120 Basic Drawing I

This course encompasses drawing of natural and artificial forms as well as interpretive and inventive processes. Line, shape, value, mass, proportions, and volume are explored emphasizing the use of black and white media. The course also includes vocabulary development, individual and class critiques, and exposure to contemporary and historical drawings.

IAI: ART 904

(1 lec/5 lab) ***3 sem hrs***

ART 121 Basic Drawing II

A continuation of ART 120, Drawing I. This course builds on and refines the experiences of Drawing I focusing on a variety of media including color. Emphasis is on invention and formal concerns. Explorations into abstraction, nonobjective and fabricated image making is covered in this class. Course includes vocabulary development, critical analysis activities, and reference to contemporary and historic models of drawing.

Prereq: ART120

IAI: ART 905

(1 lec/5 lab) ***3 sem hrs***

ART 130 Ceramics I

This course is an introduction to the processes and techniques involved in making clay objects through hand-building and utilizing the potter's wheel. Various forms are explored. Issues related to both sculptural and functional aesthetics are addressed.

(1 lec/5 lab) ***3 sem hrs***

ART 131 Ceramics II

This course guides students toward developing techniques involved in creating clay vessels on the potter's wheel and a further introduction into hand-building. Students are challenged with conceptual assignments relating to both the historical and contemporary world. Various forms are explored. Students learn to load and fire kilns of multiple processes.

Prereq: ART130

(1 lec/5 lab) ***3 sem hrs***

ART 140 Photography I

This course serves as an introduction to the art of black and white 35mm film photography. The student is introduced to basic darkroom techniques including film processing, enlarging, finishing, and presentation. This course is made up of both lab and lectures. It is designed to emphasize basic aesthetic grammar of photography and provide a historical and critical context for visually analyzing and creating photographs.

(1 lec/5 lab) ***3 sem hrs***

ART 142 Beginning Digital Photography

This course is designed to introduce students to computer tools that manipulate and enhance photographic images. Students learn the skills to correct, retouch, and enhance digital input in order to create high-quality digital output utilizing Adobe Photoshop. Using a digital camera, students will learn manual exposure, digital capture, and specific lens characteristics.

(1 lec/5 lab) ***3 sem hrs***

ART 155 Sculpture I

This studio course introduces basic sculptural processes, materials, and tools, and idea communication through these methods. Studio safety is strongly emphasized. Processes include additive, modeling, constructive, subtractive, carving, and replacement casting. Time arts/4-D may be considered.

Recommended Prereq: ART111

(1 lec/5 lab) ***3 sem hrs***

ART 160 Digital Illustration

This course covers vector-based graphics and raster-based image making. Students define and apply professional applications to illustrations for web or print output and explore the methods and techniques of computer-generated images.

(1 lec/5 lab) ***3 sem hrs***

ART 165 Typography

This course provides an introduction to typographic concepts as elements of graphic design. It gives a historical overview of type and letterforms, terms, classifications and typeface selection through psychological, emotional or cultural aspects. Structure, layout, legibility, readability, composition and information hierarchy, as well as the relationship of type to image and cultural context are examined and applied using a variety of design applications. Students will develop type designs based on current industry standards for contemporary communication.

(1 lec/5 lab) ***3 sem hrs***

ART 173 Graphic Design I

This course is an introduction to the fundamentals of graphic design. Historic and contemporary concepts and skills will be introduced and discussed, including both analog and digital media, problem-seeking/solving, ideation, research, prototyping, image manipulation, vector graphics, brand development, typography, and layout design for print and screen. Students will use the formal elements and principles of design including composition, color, and eye movement, and apply them using graphic tools into effective graphic design communications. Art and design software to the industry standard will be utilized. Critiques will be used to discuss assessment and outcomes.

Prereq: ART110 or concurrent enrollment

(1 lec/5 lab) ***3 sem hrs***

ART 175 Design Thinking

Design Thinking introduces students to human-centered problem-solving through a participatory, iterative approach. Using the Stanford d.school model, students will engage in empathizing, defining, ideating, prototyping, and testing to develop innovative design solutions. Emphasis is placed on collaboration, experimentation, and storytelling as essential tools in the design process. Through hands-on projects, students will tackle real-world challenges, working in teams to research, prototype, and refine creative solutions.

Recommended Coreq: ART173

(1 lec/5 lab) ***3 sem hrs***

ART 222 Life Drawing

This course focuses on the study of the human figure through selected assignments in contour, value, and gesture drawing of the undraped figure. Naturalistic and expressive interpretations in a variety of drawing media are included.

Prereq: ART120

(1 lec/5 lab) ***3 sem hrs***

ART 230 Ceramics III

This course further develops the skills acquired in ART131 with emphasis placed on a more personal expression within the confines of the processes and material. More complex techniques are explored, and issues related to functional and non-functional aesthetics are addressed. Students learn to load and fire kilns of multiple processes.

Prereq: ART131

(1 lec/5 lab) ***3 sem hrs***

ART 231 Materials: Clay and Glaze Development

This course is an introduction to the processes and techniques involved in making clay bodies, glazes and slips for specific firing processes. Basic glaze calculation using molecular weights, molecular glaze formulas, and unity formulas will be utilized.

Prereq: ART130

(1 lec/5 lab) ***3 sem hrs***

ART 240 Photography II

In this course, students will experiment with advanced black and white darkroom techniques which will offer them distinctive opportunities to explore how to make creative photographs. This course will introduce medium format film, multiple imagery, construction of narratives, toning, and split filter printing. Students will learn to master camera operations and film processing, as well as special effects and manipulations. In the last part of the semester, students will apply these techniques to the printing of photographs in a self directed project.

Prereq: ART140

(1 lec/5 lab) ***3 sem hrs***

ART 242 Intermediate Digital Photography

Building upon techniques learned in previous courses, students refine their command and control of Adobe Photoshop skills focusing on the use of more advanced photo manipulation tools. A strong emphasis is placed on the manipulated image while engaging the student to create a cohesive final project of professional quality. Students will also be introduced to Adobe Lightroom software.

Prereq: ART142

(1 lec/5 lab) ***3 sem hrs***

ART 243 Advanced Digital Photography

This advanced level course builds upon the student's digital abilities from previous classes utilizing Adobe Photoshop and Lightroom. Emphasis is placed on color management, profiling, printing, and commercial versus fine art practices along with an introduction to 4"x 5" cameras with scanning backs. The culmination of this course is a final digital and archival print portfolio.

Prereq: ART242

(1 lec/5 lab) ***3 sem hrs***

ART 260 Painting I

This course is an introduction to painting in acrylic and/or oil media. Students depict a variety of subject matter using a creative approach.

Prereq: ART110 or ART120

(1 lec/5 lab) ***3 sem hrs***

ART 261 Painting II

This course is a continuation of ART260. Students explore a variety of painting techniques pertinent to the 21st century.

Prereq: ART260

(1 lec/5 lab) ***3 sem hrs***

ART 262 Painting III

This course is a continuation of ART261. Students explore contemporary issues and how they relate to a realization of personal style in creating art work.

Prereq: ART261

(1 lec/5 lab) ***3 sem hrs***

ART 273 Graphic Design II

This course builds upon the foundational principles introduced in Graphic Design I, advancing students' understanding of design principles, typography, layout, and digital tools. Students will engage in complex design projects, exploring branding, packaging, editorial design, and digital interfaces. Emphasis is placed on conceptual development, problem-solving, and professional work presentation.

Prereq: ART173

(1 lec/5 lab) ***3 sem hrs***

ART 290 Studio Art

This is an advanced studio course for art majors. It allows continuation and concentration in a subject field with emphasis on individual research and personal exploration. Students can further their knowledge in drawing, life drawing, painting, design, photography, sculpture or ceramics. Repeatable to a maximum of 12 semester hours; 6 semester hours may apply to a degree or certificate.

Prereq: Consent of instructor

(1 lec/5 lab) ***3 sem hrs***

ART 296 Special Topics for the Arts

This course offers in-depth exploration of a special topic, issue or trend in the arts. Repeatable to a maximum of 24 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 6 lec/0 to 12 lab) ***1 to 6 sem hrs***

Astronomy (AST)

AST 100 Introduction to Astronomy

This course is a descriptive, nonlaboratory survey course in astronomy. Although the course is considered non-mathematical, some basic arithmetic is required. Topics include earth and sky, the structure and evolution of the solar system, stars, galaxies and the universe.

Note: AST100 will not count toward a degree if the student completes AST105.

IAI: P1 906

(3 lec/0 lab) ***3 sem hrs***

AST 105 Astronomy

This course is an introduction to the study of the universe and how the scientific method and modern tools are used to study it. Topics include history of astronomy; properties of the sun and planets and the structure and evolution of the solar system; nature and evolution of stars; galaxies and the beginning of the universe. Laboratory activities will include real and virtual astronomical viewing and experiments and will require some basic algebraic calculations.

Note: AST105 will not count toward a degree if the student completes AST100.

Recommended Prereq: A course in basic algebra

IAI: P1 906L

(3 lec/2 lab) ***4 sem hrs***

AST 296 Topics/Issues for the Sciences

This course offers in-depth exploration of a special topic, issue or trend in one or more of the biological or physical sciences fields. Repeatable to a maximum of 24 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 6 lec/0 lab) ***1 to 6 sem hrs***

Automotive Collision and Refinishing Technology (ACR)

ACR 100 Automotive Collision and Refinishing Welding

This course is designed to develop a high level of student skill in the use of various welding and fastening techniques according to I-Car standards as they relate to auto collision refinishing. Concurrently, the student practices with various tools used in the disassembly of auto body panels. Familiarization with shop facility and routine is also established.

Coreq: ACR105, ACR110, ACR115, ACR120, ACR125

(1 lec/4 lab) ***3 sem hrs***

ACR 105 Sheet Metal Repair

This course trains students in the use of metal straightening tools and techniques vital to the repair of damaged auto body panels. Skill levels are developed which allow for metal finishing a panel without the use of body fillers.

Coreq: ACR100, ACR110, ACR115, ACR120, ACR125

(1 lec/2 lab) ***2 sem hrs***

ACR 110 Fiberglass Panel and Plastic Repair

This course is designed to enable students to make repairs of both plastic and fiberglass panels. Students will be able to distinguish between Fiberglass, Sheet Mold Compound, and various other plastic blends and complete repairs that are strong and undetectable.

Coreq: ACR100, ACR105, ACR115, ACR120, ACR125

(1 lec/2 lab) ***2 sem hrs***

ACR 115 Basic Automotive Collision Repair

In this phase of automotive collision and refinishing training, students are given the opportunity to apply skills learned previously. Some panel replacements may be necessary to complete the repair. Activities include feathering, taping, masking and spot repair.

Coreq: ACR100, ACR105, ACR110, ACR120, ACR125

(2 lec/4 lab) ***4 sem hrs***

ACR 120 Automotive Painting and Refinishing

This comprehensive course covers the entire area of automotive painting, from the equipment used through pre-painting procedures and application techniques including masking and taping, and finishing with rubbing and polishing. Each student must complete a checklist of tasks that encompasses the many facets of automotive painting such as priming, sanding, sealing, coloring, clearing, wet sanding and buffing.

Coreq: ACR100, ACR105, ACR110, ACR115, ACR125

(2 lec/4 lab) ***4 sem hrs***

ACR 125 Automotive Collision and Refinishing Careers

This course provides students with exposure to the automotive collision and refinishing field. Students experience and observe actual shop operations and career opportunities.

Coreq: ACR100, ACR105, ACR110, ACR115, ACR120

(1 lec/0 lab) ***1 sem hrs***

ACR 130 Automotive Collision Appraisal

This course is designed to prepare students for entry into the field of collision repair and collision damage estimating. It deals with evaluating the extent of the damage and defining what repair costs will be for the vehicle. Systematic estimating procedures, abbreviations used for estimating and identifying different parts of a vehicle will be emphasized.

Prereq: C or better in ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125

Coreq: ACR135, ACR140, ACR145, AC150

(.5 lec/1 lab) ***1 sem hrs***

ACR 135 Frame Repair

This course gives students the opportunity to use various body frame machines and measuring systems to effect repairs to frames and unibodies. Proper use and assembly of frame repair and measuring equipment will be emphasized.

Prereq: C or better in ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125

Coreq: ACR130, ACR140, ACR145, ACR150

(3 lec/6 lab) ***6 sem hrs***

ACR 140 Glass Service

This course trains students in the care and service of automotive glass and glass replacement. Students learn about structural and nonstructural glass, proper sealants, and glass removal.

Prereq: C or better in ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125

Coreq: ACR130, ACR135, ACR145, ACR150

(.5 lec/1 lab) ***1 sem hrs***

ACR 145 Intermediate Automotive Collision Repair

This course involves the student in the repair of a vehicle with extensive damage. Students join into teams and apply all of their basic training. Sectioning, quarter panel replacement and structural realignment are included. Production and speed are stressed in this phase of the work.

Prereq: C or better in ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125

Coreq: ACR130, ACR135, ACR140, ACR150

(3 lec/6 lab) ***6 sem hrs***

ACR 150 Chassis and Electrical Systems for Automotive Collision

This course is designed to provide automotive collision and refinishing technology students with repair skills in automotive chassis and electrical systems as they relate to work in auto body and collision. Replacement of damaged mechanical parts as well as steering and suspension are emphasized.

Prereq: C or better in ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125

Coreq: ACR130, ACR135, ACR140, ACR145

(2 lec/0 lab) ***2 sem hrs***

ACR 215 Advanced Automotive Collision Repair

This final phase of the automotive collision and refinishing technology program is designed to allow the automotive collision and refinishing technology student mastery-level experiences. Students use their previously learned skills to complete real-life auto collision repairs including diagnosing, set-up and repair.

Prereq: C or better in ACR130, ACR135, ACR140, ACR145, and ACR150

(1 lec/4 lab) ***3 sem hrs***

ACR 297 Automotive Collision and Refinishing Technology Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in the automotive collision and refinishing technology field through collision repair and refinishing skills in a commercial setting. Eighty hours are required for 1 credit.

Prereq: ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125, consent of instructor

(0 lec/5 lab) ***1 sem hrs***

ACR 298 Automotive Collision and Refinishing Technology Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in the automotive collision and refinishing technology field through collision repair and refinishing skills in a commercial setting. One hundred sixty hours are required for 2 credits.

Prereq: ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125, consent of instructor

(0 lec/10 lab) ***2 sem hrs***

ACR 299 Automotive Collision and Refinishing Technology Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in the auto collision and refinishing technology field through collision repair and refinishing skills in a commercial setting. Two hundred forty hours are required for 3 credits.

Prereq: ACR100, ACR105, ACR110, ACR115, ACR120 and ACR125, consent of instructor

(0 lec/15 lab) ***3 sem hrs***

Automation Technology (AMT)

AMT 100 Introduction to Manufacturing Automation Systems

This course introduces students to the basic manufacturing systems and processes used to take raw materials to finished products in the modern manufacturing plant. Contents include processes, application, controls, the need for automation, workflow, and design.

(3 lec/0 lab) ***3 sem hrs***

AMT 102 Basic Electricity

This course introduces the student to foundational electrical concepts from atomic structure, how electricity is generated, and end uses. Core electrical knowledge such as Ohm's law, series and parallel, thermal and non-thermal power, capacitance, inductance, and semiconductors are examined.

(3 lec/0 lab) ***3 sem hrs***

AMT 110 Machine Fundamentals

This course gives students detailed hands-on knowledge of sheaves, bearings, gearing, couplings, lubrication, pumps, power transmission, and shaft alignment. Aspects of maintenance, prime movers, mechanical troubleshooting, and failure analysis of mechanical power transfer systems are also covered.

Recommended Prereq: MTT100

(2 lec/2 lab) ***3 sem hrs***

AMT 120 Automated Systems I

This course covers commercial and industrial uses of motors and motor control circuits. Emphasis is placed on reading and understanding logic and wiring schematics. Students spend lab time wiring control systems, from simple logic circuits to more complicated relay and timer-based motor controls.

Recommended Prereq: AMT 102, MTT100

(2 lec/2 lab) ***3 sem hrs***

AMT 121 Automated Systems II

This course is a continuation of the study into motor controls and automation. Topics include sensors, semi-conductors, power supplies, soft-start-stop controllers, variable speed drives and Programmable Logic Controllers (PLC). Lab time is spent wiring control circuits utilizing the above and programming variable frequency drives for specific purposes. PLC wiring and programming are introduced.

Recommended Prereq: AMT120

(2 lec/2 lab) ***3 sem hrs***

AMT 122 Automated Systems III

This advanced course is a continuation of the study into automation and system interactions. Topics include design, lay-out, and wiring control panels for specific purposes both high and low voltage components. Variable speed drive, sensors, and Programmable Logic Controllers (PLC) programming are further studied. Ladder logic diagrams, wiring schematics, and highway diagrams for a control system are examined.

Recommended Prereq: AMT121

(2 lec/2 lab) ***3 sem hrs***

AMT 130 Fluid Power

This course introduces students to the field of fluid power. Students learn the basic laws that govern the generation and transmission of pneumatics and hydraulics, the basic components of hydraulic and pneumatic systems, and how those components work to form simple circuits. Lab time is spent building and troubleshooting common fluid power circuits including determining appropriate piping sizes, flow-paths, and the theory of operation is also covered.

(2 lec/2 lab) ***3 sem hrs***

AMT 200 Automated Programming I

This course deals with the fundamentals of Programmable Logic Controllers (PLC), programming basics of PLCs, troubleshooting, and system interconnections. Topics include various types of logic diagrams, tables, equations or symbols, microprocessor control, and logic functions.

(2 lec/2 lab) ***3 sem hrs***

AMT 201 Automated Programming II

This course is an advanced course studying troubleshooting methods for electrical, hydraulic, pneumatic, and Programmable Logic Controller (PLC) systems through the use and understanding of blueprints. Open and closed loop control systems are examined including servo systems and Proportional Integral Derivative (PID) control. Programming through sequential function block, Grafcet, or sequential relay logic program parameters are emphasized.

Recommended Prereq: AMT200

(3 lec/0 lab) ***3 sem hrs***

Automotive Service Technology (AUT)

AUT 100 Maintenance and Light Repair

This course is designed to equip students with the knowledge and skills needed to perform Maintenance and Light Repair Tasks as outlined by Automotive Service Excellence (ASE). The course focuses on key areas such as shop safety, understanding vehicle systems, shop procedures, vehicle maintenance, and the basics of automotive business practices. Students will also learn about service writing and parts sales, which are essential for basic repair operations. Additionally, the course covers employment options and responsibilities in the automotive industry, preparing students for various roles in the field.

(1 lec/5 lab) ***3 sem hrs***

AUT 110 Engine Service I

This course is designed to provide background in design, troubleshooting and service procedures of automotive engines. Use of service manuals, shop safety and shop procedures are covered. Students participate in the disassembly, identification and inspection of the engine components, and reassembly of the engine. This class is a hands-on experience of engine rebuilding and problem diagnosis.

Recommended Prereq: AUT100

(1 lec/5 lab) ***3 sem hrs***

AUT 111 Automotive Power Trains

This lecture-lab course is designed to provide the student an opportunity to learn the design, operation and service procedures of automotive power train components. Clutches, manual transmissions, transaxles, differentials and 4 x 4 service are covered.

Recommended Prereq: AUT100

(1 lec/5 lab) ***3 sem hrs***

AUT 112 Automotive Brake Systems

This lecture-lab course is designed to provide the student with a thorough understanding of the design, operation, and service procedures related to the complete automotive braking system. Both import and domestic designs are covered. Antilock brake systems and their relationship to steering stability, TPMS, and traction control systems are also discussed.

Recommended Prereq: AUT100

(1 lec/5 lab) ***3 sem hrs***

AUT 113 Automotive Electrical/ Electronic Systems

This lecture-lab course is designed to provide the necessary knowledge and skills needed to service modern automotive electrical/ electronic systems. Basic electrical/electronic topics including circuit types and designs, electromagnetism principles, wiring diagram analysis, wire service, and electrical fault diagnosis are stressed. Operation and diagnosis of battery, starting, charging, and lighting systems are detailed.

Recommended Prereq: AUT100

(1 lec/5 lab) ***3 sem hrs***

AUT 120 Engine Service II

This advanced course in automotive engine service presents maintenance and service on some of the more common procedures and repairs on gasoline engines and related areas. Students will learn how to diagnose engine issues as well as gain experience with common engine repairs.

Prereq: AUT110

(1 lec/5 lab) ***3 sem hrs***

AUT 122 Automotive Suspension and Wheel Alignment

This lecture-lab course is designed to provide the students an opportunity to learn the design, operation, and service procedures relating to automotive chassis and undercar systems. Specific areas of study include tire and wheel service, steering system diagnosis and repair, complete suspension service, and modern four-wheel alignment procedures. Basic theory, operation, and service relating to tire monitor systems, traction control, and electronic steering stability systems are also covered.

Recommended Prereq: AUT100

(1 lec/5 lab) ***3 sem hrs***

AUT 124 Automotive Fuel and Emission Systems

This course examines the design, operations, diagnosis, service, and repair of various fuel delivery and emission components. Covered topics include fuel injection, fuel pumps and fuel delivery system circulation and air measurement devices.

Prereq: AUT113

(1 lec/5 lab) ***3 sem hrs***

AUT 231 Automatic Transmissions/ Transaxles

This lecture-lab course in automatic transmission/transaxle theory and service covers the current more popular transmissions/ transaxle drive units including electronic transmissions. Students participate in inspection disassembly, repair, reassembly and mechanical and electrical testing of automatic transmissions/transaxles.

Prereq: AUT100, AUT111

(1 lec/5 lab) ***3 sem hrs***

AUT 232 Advanced Brakes and Suspension Systems

This course builds on your existing knowledge of vehicle chassis systems, focusing on the maintenance and repair of automotive brakes, suspension, and steering systems. Students will gain practical experience in diagnosing and servicing both manual and electronic chassis systems. Additionally, this course covers the diagnosis, repair, and re-learning procedures for Automated Driver Assist Systems (ADAS).

Prereq: AUT100, AUT112, AUT122

(1 lec/5 lab) ***3 sem hrs***

AUT 243 Advanced Engine Control Systems

This course is designed to familiarize students with electronic engine control systems, covering advanced topics such as fuel, ignition, performance, and emission subsystems. Students will also be introduced to OBDII (On-Board Diagnostics II) and its importance in driveability diagnosis. The design and operation of both generic and brand-specific engine control systems are also covered. Topics include computer-based and symptom-based diagnostic techniques, utilizing tools such as scan tools, multimeters, and oscilloscopes for troubleshooting.

Prereq: AUT100, AUT110, AUT113, AUT120, AUT124

(1 lec/5 lab) ***3 sem hrs***

AUT 245 Automotive Heating and Air Conditioning

This lecture-lab course is designed to develop the necessary skills and provide the knowledge required to understand, diagnose and service modern automotive heating and air conditioning systems.

Prereq: AUT100, AUT113

(1 lec/5 lab) ***3 sem hrs***

AUT 246 Automotive Accessories and Diagnostics

This course combines lectures and hands-on labs to help students build their skills in diagnosing and fixing electrical problems in cars. It focuses on advanced techniques for troubleshooting and repairing electrical systems, especially those related to car accessories. Topics covered include air bags, power windows, power locks, keyless entry, infotainment systems, communication networks, Advanced Driver Assist Systems (ADAS), and instrument panels.

Prereq: AUT100, AUT113, AUT124

(1 lec/5 lab) ***3 sem hrs***

AUT 249 Hybrid and Electric Vehicle Systems

This introductory course is designed to teach students about the operation, design, and service of hybrid and battery electric vehicles. Students will learn the skills needed to diagnose, repair, and maintain these vehicles. General information and specific details about various types and designs of hybrid and battery electric vehicles are also covered. Topics include safety, electric motors, generators, controllers, batteries, regenerative braking, HVAC systems, and drivetrain operation.

Prereq: AUT100, AUT113, AUT124

(1 lec/5 lab) ***3 sem hrs***

AUT 250 Light Duty Diesel Service and Repair

This course combines lectures and labs to help students learn the skills and knowledge needed to understand, diagnose, and service diesel engines in light-duty vehicles. Students will be introduced to the parts and systems specific to diesel engines. Topics covered include fuel systems, emissions control, engine construction, and full diagnostic strategies. Students will also learn how to use special tools required for servicing diesel engines, along with service and safety procedures that are different from those used with traditional gasoline engines.

Prereq: AUT100, AUT110

(1 lec/5 lab) ***3 sem hrs***

AUT 255 Comprehensive Diagnostic Principles

This lecture-lab course covers all aspects of the vehicle, focusing on identifying the root causes of failures. Students will engage in hands-on activities with real and lab vehicles, conducting experiments and research. The course is designed to help students develop advanced skills for diagnosing issues in modern vehicles, from bumper to bumper. Topics include both computer-based and symptom-based diagnostics, utilizing advanced tools and equipment.

Prereq: AUT100, AUT110, AUT113, AUT120, AUT124, AUT243

(1 lec/5 lab) ***3 sem hrs***

AUT 296 Special Topics/Automotive

This course explores selected topics as determined by the academic department and the instructor with emphasis on current automotive technology trends. Specific special topics are announced together with the prerequisites each term. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 3 lec/0 to 6 lab) ***1 to 3 sem hrs***

Biology (BIO)

BIO 100 Introduction to Biology

This general survey course deals with selected concepts and theories in biology at various scales, including the organization, function, heredity, evolution and ecology of living things. Through experiments that exemplify this content, students will understand the components of the scientific method, and sound experimental design. Biological issues with personal and social implications are introduced to allow students to make informed decisions regarding issues in daily life and society with a biological basis.

Note: Not intended for students majoring in biology or the health professions. Recommended Coreq: BIO101

IAI: L1 900

(3 lec/0 lab) ***3 sem hrs***

BIO 101 Introduction to Biology Laboratory

This laboratory course is intended to be taken concurrently with Introduction to Biology (BIO100). Through laboratory experiences, this course explores selected concepts and theories in biology using the scientific method, and proper use of biological laboratory equipment will be emphasized. Topics such as organization, function, heredity, evolution, biodiversity and ecology will be explained using a variety of organisms as models.

Note: Not intended for students majoring in biology or the health professions.

Recommended Coreq: BIO100

IAI: L1 900L

(0 lec/2 lab) ***1 sem hrs***

BIO 102 Human Biology

This general survey course focuses on the biology of the human organism. Concepts include the structure, organization, and function of human systems at various scales from molecular to superoganismal, health and disease, growth and development, cell biology, genetics and heredity, evolution, and ecology. Emphasis is placed on the relationship of the issues to the individual and society and the development of science process skills.

Note: Not intended for students majoring in biology or the health professions.

IAI: L1 904

(3 lec/0 lab) ***3 sem hrs***

BIO 110 Introduction to Environmental Biology

This general survey course focuses on current environmental issues and possible solutions, as well as historical and present courses of action. Concepts include environmental policy, biodiversity, population ecology, pollution of land, air, and water, energy resources, and non-renewable and renewable resources. Both local and global environmental issues are examined from scientific, economic, biological, political, societal, and/or ethical viewpoints, in order to view the role that environmental biology has on society.

Recommended Coreq: BIO111

IAI: L1 905

(3 lec/0 lab) ***3 sem hrs***

BIO 111 Introduction to Environmental Biology Laboratory

This laboratory course is meant to be taken concurrently with Introduction to Environmental Biology (BIO110). Through laboratory experiences using the scientific method, biotic and abiotic components of ecosystems are examined, as are various types of air, water and soil pollutants. This laboratory examines ecological principles in relation to environmental problems, allowing students to gain an awareness of their surroundings. Procedures and techniques used in the study of environmental issues are introduced, as are biological basics such as experimental design and problem solving.

Note: Not intended for students majoring in biology or in the health professions.

Recommended Prereq: BIO110 or concurrent enrollment

Recommended Coreq: BIO110

IAI: L1 905L

(0 lec/2 lab) ***1 sem hrs***

BIO 120 Principles of Biology I

This course includes an introduction to the process of science, general chemistry, organic chemistry, cell structures and their functions, cellular activities (photosynthesis, respiration and reproduction), classical and molecular genetics, and evolution. Selected topics discussed in lecture are expanded upon and explored in the laboratory. Emphasis in the laboratory is on cellular functions and processes.

Recommended Prereq: High school biology and chemistry or the equivalents within the past five years

Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: L1 910L, BIO 910

(3 lec/3 lab) ***4 sem hrs***

BIO 122 Principles of Biology II

A continuation of BIO120, this course also covers the processes of scientific inquiry while specifically focusing on examples of evolution, biodiversity, and ecology. The lecture content concentrates on the evolutionary process, the basic description of organisms ranging from prokaryotes to eukaryotes, and their interactions. In lab, evolution will be simulated, molecular data will be used to build a phylogeny, and students will view a variety of organisms, using compound and dissecting microscopes and their naked eye. Emphasis will be placed on comparing structural and functional relationships between representatives of all major phyla, most blatantly in the dissection of both invertebrates and vertebrates. Students will synthesize this information into an understanding of the students' place on the phylogenetic tree of life, in the ecosystems of our planet.

Recommended Prereq: BIO120

IAI: L1 910L, BIO 910

(3 lec/3 lab) ***4 sem hrs***

BIO 200 Nutrition

This course provides an overview of the physiological requirements and metabolism of the six major classes of nutrients: amino acids, carbohydrates, fats, vitamins, minerals, and water, which are determinants of health and diseases in human populations. The contemporary nutrition issues will be discussed through nutritional assessment of various situations.

(3 lec/0 lab) ***3 sem hrs***

BIO 250 Microbiology

This course focuses on the biology of microorganisms including their morphology, genetics, metabolism, evolution and ecology. Human-microbe interactions in health and disease and current issues are emphasized. Students develop laboratory skills for safe handling, isolation, observation, and identification of microorganisms.

Recommended Prereq: High school biology and chemistry or the equivalents taken within the past five years, BIO120

Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English or BIO120

(3 lec/3 lab) ***4 sem hrs***

BIO 260 Human Structure and Function

This study of the human body and how it works begins with basic scientific and biological principles necessary to understand human anatomy and physiology including homeostasis and progresses through a brief study of all body systems. Laboratory sessions provide the opportunity to identify anatomical structures on models and skeletal materials.

(3 lec/2 lab) ***4 sem hrs***

BIO 270 Anatomy and Physiology I

This course begins with an orientation to the human body, followed by a brief review of basic biochemistry and the structure and function of cells. The student is then engaged in major units of study involving tissues, the skeletal, muscular and nervous systems and the special senses. Laboratory work utilizes models, microscopes, animal dissections, and human cadavers.

Recommended Prereq: High school biology and chemistry or the equivalents within the past five years, BIO120

(3 lec/3 lab) ***4 sem hrs***

BIO 272 Anatomy and Physiology II

Anatomy and Physiology II is a continuation of BIO 270. It includes study of the following body systems: endocrine, cardiovascular, lymphatic, immune, respiratory, digestive, urinary, and reproductive. The study of nutrition, metabolism, and fluid-electrolyte, acid-base balance is incorporated with appropriate organ systems. Laboratory work utilizes human cadavers, microscopic examination of tissues, animal organ dissection, models, and computer applications.

Prereq: C or better in BIO270

(3 lec/3 lab) ***4 sem hrs***

BIO 296 Special Topics/Biology

This course offers in-depth exploration of a special topic, issue or trend in biological science, including specific studies in entomology, genetics, disease, human body, and ecology. Repeatable to a maximum of 24 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 6 lec/0 to 12 lab) ***1 to 6 sem hrs***

Business Administration (BUS)

BUS 100 Introduction to Business

This course provides the foundation for developing concepts, attitudes and philosophies about business operations. The following topics are introduced: management, marketing, accounting, finance, securities markets, economics, ethics and social responsibility, human resources, advertising and promotion, distribution and international business.

(3 lec/0 lab) ***3 sem hrs***

BUS 130 Customer Service

This customer service course introduces students to a variety of skills including identifying customer behavior, determining customer needs through active listening, becoming an effective verbal and nonverbal communicator, honing telephone customer service skills, handling difficult customers, encouraging customer loyalty and practicing service recovery.

(3 lec/0 lab) ***3 sem hrs***

BUS 140 Introduction to Entrepreneurship

This course exposes students to the entrepreneurial experience and perspective, the role of entrepreneurship and its impact on organizations of all types and society-at-large. Included are case studies of both failed and successful ventures and a look at current economic needs and trends.

(3 lec/ lab) ***3 sem hrs***

BUS 207 Business Statistics

This introductory course consists of statistical methods applied in the business environment. Topics include: the collection and presentation of data, measures of central tendency, dispersion, probability, sampling theory, correlation and regression. Students are introduced to at least one computer software package for statistical analysis.

Prereq: C or better in MTH069 or placement by appropriate measures

IAI: BUS 901

(3 lec/0 lab) ***3 sem hrs***

BUS 210 Legal Environment of Business

This business administration transfer course covers the legal environment in which business and society function. Emphasis is on the judicial system, government regulations, employment and labor law, and the evolving international legal system. These topics are presented within an ethical, social and political framework.

Recommended Prereq: BUS100

(3 lec/0 lab) ***3 sem hrs***

BUS 211 Business Law

This course provides a basic understanding of the principles of law relating to the sources of law, court systems, litigation, contracts and sales, employment law and antitrust.

Recommended Prereq: BUS100

(3 lec/0 lab) ***3 sem hrs***

BUS 215 Business Ethics

This course introduces students to the fundamentals of ethics in the workplace. It explores ethical dilemmas pertaining to a variety of aspects of organizational life. The purpose is to provide students with a framework for ethical reasoning, ethical arguing, ethical decision making, and understanding ethical policies and behaviors.

Recommended Prereq: BUS100

(3 lec/0 lab) ***3 sem hrs***

BUS 220 Leadership in Business

Leadership has transcended the executive level of organizations and has been identified as a necessary skill for individuals working within teams, task forces and work units at all levels. This course integrates fundamental leadership principles and the operation of a business organization. The emphasis is on skill development based on research and experience.

Recommended Prereq: BUS100

(3 lec/0 lab) ***3 sem hrs***

BUS 225 Organizational Behavior

This course explores the study of individual behavior and group dynamics in organizations. Psychosocial, interpersonal and behavioral dynamics are considered within the variable framework of jobs, work design, communication, performance appraisal, organizational design and structure.

(3 lec/0 lab) ***3 sem hrs***

BUS 240 International Business

This course builds upon the business concepts learned in the Introduction to Business course and investigates the operations of international businesses in global markets. It focuses on the cultural, political, legal, and economic environments of international business. It also explores the roles of governments, financial institutions, monetary systems, labor, management, and consumers in the international business environment.

Recommended Prereq: BUS100

(3 lec/0 lab) ***3 sem hrs***

BUS 296 Special Topics/Business

This course offers in-depth exploration of a special topic, issue or trend in the business field. Topics might include current events' impact (economic or technical) on business. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Chemistry (CHM)

CHM 100 Introduction to Chemistry

This introduction to the basic concepts of general chemistry includes molecular description of matter, chemical reactions, and calculations to solve basic chemistry problems.

Note: Students enrolling in CHM100 are not required to enroll in CHM101 (lab). However, those students needing a 4 semester-hour lab science for transfer purposes may wish to concurrently enroll in CHM100 and CHM101. This course is not intended for majors in the physical sciences, students with previous chemistry or students with credit in CHM121.

Prereq: C or better in MTH066 or MTH068, and C or better in ENG085 or ENG095 or placement by appropriate measures

IAI: P1 902

(3 lec/0 lab) ***3 sem hrs***

CHM 101 Introduction to Chemistry Laboratory

This is a beginning laboratory course for those students with no previous laboratory experience. It is designed to acquaint the student with lab safety, various basic lab skills and techniques, some computer-assisted labs with their techniques and basic theory.

Prereq: C or better in MTH066 or MTH068, and C or better in ENG085 or ENG095, or placement by appropriate measures

Recommended Coreq: CHM100

IAI: P1 902L

(0 lec/3 lab) ***1 sem hrs***

CHM 102 Introduction to Organic Chemistry

This beginning course in organic chemistry includes the structure and reactions of functional groups, with further applications in biochemistry. It is designed to follow CHM100 and to provide a one-year sequence of chemistry.

Recommended Prereq: CHM100 or consent of instructor

Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures

IAI: P1 904

(3 lec/0 lab) ***3 sem hrs***

CHM 103 Introduction to Organic Chemistry Laboratory

This introductory laboratory for organic chemistry and biochemistry is designed to accompany CHM102.

Recommended Prereq: CHM100, CHM101
Prereq: CHM102 or concurrent enrollment

IAI: P1 904L

(0 lec/3 lab) ***1 sem hrs***

CHM 121 General Chemistry

This basic course in the principles of chemistry emphasizes chemical calculations and structure. Laboratory is included. Concepts of general chemistry include physical and molecular descriptions of matter and chemical reactions, solving basic chemistry problems, and safe chemical lab procedures including chemical waste disposal. Current technology will be used to conduct experiments and analyze data.

Recommended Prereq: High school chemistry or equivalent.

Prereq: C or better in MTH067 or MTH069, and C or better in ENG085 or ENG095 or placement by appropriate measures

IAI: P1 902L, CHM 911

(3 lec/3 lab) ***4 sem hrs***

CHM 122 Chemistry and Qualitative Analysis

This continuation of CHM121 emphasizes solution equilibrium chemistry, including gases, precipitation, acid/base, coordination chemistry and oxidation-reduction, culminating with the Nernst equation. It also includes thermodynamics and kinetics.

Prereq: CHM121, C or better in MTH 069, and C or better in ENG 085 or ENG 095, or placement by appropriate measures

IAI: CHM 912

(3 lec/3 lab) ***4 sem hrs***

CHM 202 Biochemistry

This course introduces students to the chemistry of biologically active molecules including sugars, proteins, amino acids and nucleic acids. In addition, metabolic pathways of carbohydrates and fats are discussed as well as molecular genetics and respiration.

Prereq: C or better in CHM102 or CHM231

(3 lec/0 lab) ***3 sem hrs***

CHM 231 Organic Chemistry I

This course is a study of the fundamental aspects of organic chemistry, including structure, classification of organic reactions and reactions of functional groups.

Prereq: CHM121 and C or better in CHM122.

IAI: CHM 913.

(3 lec/3 lab) ***4 sem hrs***

CHM 232 Organic Chemistry II

This course is a continuation of the study of the fundamental aspects of organic chemistry with emphasis on the reactions mechanisms and spectra of functional groups.

Prereq: C or better in CHM231.

IAI: CHM 914.

(3 lec/3 lab) ***4 sem hrs***

Chinese (CHN)

CHN 101 Elementary Chinese I

This is an introductory course in standard, modern Mandarin Chinese and includes pronunciation, idiomatic expressions, speech patterns and characters for the beginning student. Emphasis is placed on learning the four basic skills of listening, speaking, reading and writing.

(3 lec/0 lab) ***3 sem hrs***

CHN 102 Elementary Chinese II

This course is a continuation of CHN101 for learning standard, modern Mandarin Chinese. Emphasis is placed on increased accuracy and proficiency in listening, speaking, reading and writing skills.

Recommended Prereq: CHN101 or one year of high school Chinese or its equivalent.

(3 lec/0 lab) ***3 sem hrs***

College Success Topics (COL)

COL 100 Great Beginnings: College Life and Success

This course focuses on learning about and utilizing college resources, developing the skills needed for college success, and increasing self-awareness and self-discipline. This course is meant to provide students a meaningful experience, connect them with a peer support system, and assist them in their college and life journey.
(2 lec/0 lab) ***2 sem hrs***

COL 101 Strategies for Success

This course examines principles and strategies that empower students to be successful personally, academically, and professionally.
(2 lec/0 lab) ***2 sem hrs***

COL 102 Research Strategies

This course introduces students to research skills that enable them to effectively discover information in a variety of formats, and to categorize, differentiate, examine, question, analyze, organize and share information in their academic, professional and personal lives. Tools used for the quality of information and to locate it include factors such as reliability, accuracy, point of view/bias, credibility of author/ sponsoring organization, and relevancy for the assignment. Proper citation techniques will also be emphasized.
(1 lec/0 lab) ***1 sem hrs***

COL 105 Money Matters

This course is focused on teaching adults how to create a financial plan to realize goals, such as graduating from college or maintaining good credit for future home or car loans. Students will learn about financial decision-making principles, saving and investing money, staying out of bad debt, and paying for college. Fraud and identity theft as well as different types of investments, credits, loans and leases will also be covered.
(2 lec/0 lab) ***2 sem hrs***

COL 110 Leadership Studies

This course is designed to provide emerging and existing leaders the opportunity to explore, develop, and improve their own personal philosophies of servant leadership. Leadership studies allows students to appreciate differences among diverse peoples and provides an ethical framework to evaluate moral beliefs and behavior. Instructors incorporate readings from the humanities, experiential exercises, films and readings on leadership.
(3 lec/0 lab) ***3 sem hrs***

COL 131 Strategies for Career Exploration

This career exploration course is designed to help people make career decisions based on in-depth personal assessment including career interests, personality type and values inventories. Key components of the career development process as well as navigating occupational information through social media and career networks are emphasized.
(1 lec/0 lab) ***1 sem hrs***

Communications (COM)

COM 100 Fundamentals of Speech Communication

This course in speech communication serves three primary goals: introduction to the theories of human communication, classroom experiences in a variety of communication situations, and evaluation of individual communicative behavior. An emphasis is placed on improving oral communication skills, listening skills, critical thinking skills, and information literacy skills.
IAI: C2 900
(3 lec/0 lab) ***3 sem hrs***

COM 115 Digital Communication

This course provides an introduction to fundamental dimensions of computer-mediated communication (CMC). Basic principles of effective communication are integrated with the identification of the common language, modes, strengths, and limitations inherent to CMC. Consideration of aspects of diversity, society, ethics, ambiguity, and effectiveness are applied to the contexts of interpersonal, group, workplace, and e-commerce/business (global) communication situations.
(3 lec/0 lab) ***3 sem hrs***

COM 120 Interpersonal Communication

This course will introduce students to interpersonal communication skills applied in creating, managing or ending relationships. Students will learn about the communication process, perception of self and others, verbal and nonverbal communication and the listening process. Conflict styles and conflict resolution will also be explored.
IAI: MC 901
(3 lec/0 lab) ***3 sem hrs***

COM 121 Communication in the Workplace

This course develops effective communication skills for the workplace. Areas of emphasis include essential interpersonal skills, verbal and nonverbal communication, listening, ethical concepts to inform communication and decision making, conflict management, cultural diversity, leadership, working in teams, principles of presenting, and principles of career development.
IAI: MC 901
(3 lec/0 lab) ***3 sem hrs***

COM 150 Intercultural Communication

This course introduces students to the study of communication and culture. Students examine their own cultural identity and how it influences communication with others. Theories and concepts related to communication and culture are discussed including values, beliefs, norms, linguistic and nonverbal differences between cultures, cultural bias, ethnocentrism, globalization, and cultural adjustment. Moreover, major theories of intercultural communication will be discussed to help students build communication skills to improve intercultural communication, manage conflicts successfully and build intercultural relationships.
Recommended Prereq: COM100, ENG101.
IAI: MC 904
(3 lec/0 lab) ***3 sem hrs***

COM 200 Advanced Speech Communication

Fundamentals of Speech Communication (COM 100), this course provides advanced skill development in the art of speechmaking. Topics include goals, audience, purpose, and context of public speaking and modalities and techniques used to accomplish communicative goals. An additional focus is on rhetorical backgrounds in public speaking to contextualize what is commonly seen in public address.
Prereq: COM100
(3 lec/0 lab) ***3 sem hrs***

Computer Aided Design/ Drafting (CAD)

CAD 100 Technical Drawing I

This course includes study and practice in technical drawing through the development of technical sketching, dimensioning and tolerancing, multi-view projection, pictorial drawing, section view, auxiliary view, revolutions, intersections and development, working drawings and drawing reproduction.
Coreq: CAD102 or consent of instructor
(2 lec/2 lab) ***3 sem hrs***

CAD 102 AutoCAD I

This course introduces computer aided drafting using AutoCAD to set up drawings, use drawing and modification tools, geometric constructions, object management, dimensioning, annotation, text, and blocks. Students use display and editing techniques to obtain information about their drawings and work with drawing files. This course prepares students to take the Autodesk AutoCAD User Certification Exam. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Note: It is recommended students have PC experience with MS Windows and basic keyboarding skills.

Coreq: CAD100 or consent of instructor

(1 lec/4 lab) ***3 sem hrs***

CAD 118 Technical Drawing II

This course is designed to build on the skills acquired in the AutoCAD I course. Students learn how to properly create and detail orthographic views with both conventional and geometric tolerances, and to annotate working drawings according to ANSI-American National Standards Institute standards. Additional topics of study include: dynamic blocks, block attributes, external reference files, assembly layouts, bill of materials, fasteners and weldments. Students will use CAD software during this course.

Prereq: CAD100 and CAD102 or consent of instructor

Coreq: CAD120 or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

CAD 120 AutoCAD II

This course provides a comprehensive review of the standards and practices evaluated in the AutoCAD professional certification process. Building on the skills acquired in the AutoCAD I course, students will learn the following new skills: how to properly create and detail orthographic views with both conventional and geometric tolerances; annotate working drawings according to ANSI (American National Standards Institute) standards; use parametric drafting tools; and create and manage Sheet Sets. After completing this course, students should be prepared to take the AutoCAD professional exam. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Prereq: CAD100 and CAD102 or consent of instructor

Coreq: CAD118 or consent of instructor

(1 lec/4 lab) ***3 sem hrs***

CAD 122 Geometric Dimensioning and Tolerancing

This course introduces the student to the principles of geometric dimensioning and tolerancing (GD&T). Topics include part dimensional control techniques, interchangeability of parts, and the differences between traditional dimensioning and geometric dimensioning. Symbols and terms for dimensioning datum and material condition symbols are studied. Various tolerances of form, profile, orientation run-out and location are demonstrated using geometric dimensioning and tolerancing (GD&T) principles. Feature control frames are discussed. The student is expected to interpret all geometric tolerances and dimensions from a print of intermediate complexity.

Recommended Prereq: CAD100, CAD102, and EGR101

Recommended Coreq: CAD120, CAD240, or CAD241

(2 lec/0 lab) ***2 sem hrs***

CAD 125 MicroStation I

This course introduces computer aided drafting using MicroStation to set up drawings and add lines, circles, arcs, other shapes, geometric constructions, and text. Students use display and editing techniques to obtain information about their drawings and work with drawing files.

Recommended Coreq: EGR101

(2 lec/2 lab) ***3 sem hrs***

CAD 127 Residential Architecture Using Revit

This course is a study of basic drafting techniques that includes lines, lettering instruments and orthographic projection. Students develop floor plans, elevation, sections and building specifications using Building Information Management Software (BIM) for use in residential building architecture.

Prereq: CAD102 or EGR101

(2 lec/2 lab) ***3 sem hrs***

CAD 129 Commercial Architecture Using Revit

Students develop a set of drawings for a small commercial building to meet a developer's specifications. The design process includes a review of the site for automobile access, building codes requirements including Americans with Disabilities Act (ADA) specifications, and a set of drawings complete with site plan, floor plans, ceiling plans, elevations and detail wall sections using Building Information Management Software (BIM) for use in commercial building architecture. Heating and ventilating, plumbing, electrical, and sprinkler planning are covered.

Prereq: CAD127

(2 lec/2 lab) ***3 sem hrs***

CAD 131 Civil Engineering Using Civil3D

Civil Engineering presents the fundamentals of civil drafting as it relates to land development, property design, topographical and profile layouts, subdivision, and road concepts. Students will learn to use Civil 3D software as a tool in civil engineering drafting.

Prereq: CAD102 or EGR101

(2 lec/2 lab) ***3 sem hrs***

CAD 240 Introduction to Parametric Modeling Using SolidWorks

Using SolidWorks software, this course focuses on 3-D solid parametric modeling in an engineering design environment. Hands-on learning in basic sketch profiles with constraint based 2-D shape control is studied. Part design, Boolean operations, placed features, parametric features, dimensions and constraints, design modification of solid part, analyzing and documentation of the part or parts are also covered. Bi-directional control of 3-D model to 2-D part drawing is studied. The use of rapid prototyping techniques for model creation and design, analysis and redesign are incorporated. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Prereq: CAD102 or EGR101, or consent of instructor

Coreq: CAD122 and CAD241 or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

CAD 241 Introduction to Parametric Modeling Using Inventor

Using Inventor software, this course focuses on 3-D solid parametric modeling in an engineering design environment. Hands-on learning in basic sketch profiles with constraint based 2-D shape control is studied. Part design, Boolean operations, placed features, parametric features, dimensions and constraints, design modification of solid parts, analyzing and documentation of the part or parts are also covered. Bi-directional control of 3-D model to 2-D part drawing is studied. The use of rapid prototyping techniques for model creation and design, analysis and redesign are incorporated.

Prereq: CAD102 or EGR101, or consent of instructor

Coreq: CAD122 and CAD240 or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

CAD 242 Advanced Parametric Modeling Using SolidWorks

This course uses local and global parameters in the area of 3-D parametric solid modeling with SolidWorks software. Students learn to control parts with design variables, 3-D constraints, variable dimensions, table driven parts, mathematical operators and adaptive technology. Assembly constraints are placed on components that are linked to one another, and the overall engineering design process through the revision process is addressed. The effective use of global parameters in managed assemblies, control of the assembly, interference checking, design elements and documentation of the assembly is examined, and rapid prototyping design creation and engineering analysis of models are included. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Prereq: CAD240 or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

CAD 243 Advanced Parametric Modeling Using Inventor

This course introduces the use of local and global parameters in the area of 3-D parametric solid modeling with Inventor software. Students learn to control parts with design variables, 3-D constraints, variable dimensions, table driven parts, mathematical operators and adaptive technology. Assembly constraints are placed on components that are linked to one another, and the overall engineering design process through the revision process is addressed. The effective use of global parameters in managed assemblies, control of the assembly, interference checking, design elements and documentation of the assembly is examined, and rapid prototyping design creation and engineering analysis of models are included.

Prereq: CAD241 or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

CAD 296 Special Topics/CAD

This course offers in-depth exploration of a special topic, issue or trend in the Computer Aided Design and Drafting, and Engineering fields.

(0-3 lec/0-6 lab) ***1-3 sem hrs***

Computer Information Systems (CIS)

CIS 103 Data Analyst Essentials

This course introduces the fundamentals of data science, covering key concepts and practical skills for data analysis and management. Students will learn data mining, analysis, visualization, and ethical practices. The course aligns with the CompTIA Data+ certification, preparing students for data-driven roles. Through lectures and hands-on projects, students will work with real-world data to make informed decisions.

(2 lec/1 lab) ***3 sem hrs***

CIS 105 Introduction to Windows

This introduction to a graphical interface software package emphasizes the Windows environment, manipulation of taskbar, file maintenance and folder manipulation. Topics include computer hardware and the capabilities of the Windows operating system. Repeatable to a maximum of 3 semester hours; 1 semester hour may apply to a degree or certificate.

(.5 lec/1 lab) ***1 sem hrs***

CIS 106 PowerPoint and Publisher for Business

This course is an introduction to designing, preparing and delivering electronic business presentations using presentation graphics software. Students will also learn to use desktop publishing software to create a variety of promotional material such as tri-fold brochures, newsletters, cards and business cards.

Recommended Prereq: CIS105

(3 lec/0 lab) ***3 sem hrs***

CIS 107 Information Technology Fundamentals

This course provides a foundation in IT, covering essential topics such as hardware, software, networking, security, and troubleshooting. Students will gain a clear understanding of fundamental IT concepts and apply their knowledge through hands-on exercises. The course aligns with the CompTIA Tech+ exam objectives, offering thorough preparation for certification and a successful start in the IT field.

(2 lec/2 lab) ***3 sem hrs***

CIS 108 Comprehensive Word Processing

Fundamental through expert applications of features, commands, and functions of Microsoft Word are included to help users enhance productivity and develop more vibrant documents. The course prepares students to produce Word documents and templates emphasizing commonly used commands and strategies such as the Word interface and shortcuts for formatting, editing and revising text. Repeatable to a maximum of 9 semester hours; 3 semester hours may apply to a degree or certificate.

Recommended Prereq: CIS105

(3 lec/0 lab) ***3 sem hrs***

CIS 109 Introduction to Scripting

This course provides students with the fundamental knowledge and skills to use scripting and programs to automate and perform operations. Students will learn the skills necessary to implement algorithms using programming languages to solve problems. This course will also include basic security practices in developing simple and compound conditions for scripts and programs, loops, counters, and arrays.

Recommended Coreq: CIS115

(2 lec/2 lab) ***3 sem hrs***

CIS 110 Business Information Systems

This introductory computer course emphasizes technology literacy for the purposes of enhancing business decision making, providing business intelligence, and improving organizational efficiency and effectiveness. Students will find the course topics and skills learned useful in their current and future academic and business careers. Microsoft Office technologies are used for common desktop applications, and a variety of tools are used for Web applications.

Note: The installed desktop version of Microsoft Office 365 is required and provided free to Waubonsee students. Mac users can use a free virtual desktop application to complete Microsoft Access assignments. Chromebook users can use a free virtual desktop application to access all Microsoft Office 365 applications to complete all Office 365 assignments.

IAI: BUS 902

(3 lec/0 lab) ***3 sem hrs***

CIS 112 Comprehensive Excel Spreadsheet

This electronic spreadsheet course emphasizes designing, formatting and modifying worksheet models and charts. Included are integration features of charting, word processing, database, pivot tables, sorting, formulas, and macros. Repeatable to a maximum of 9 semester hours; 3 semester hours may apply to a degree or certificate.

Recommended Prereq: CIS105

(3 lec/0 lab) ***3 sem hrs***

CIS 114 Comprehensive Access Database

This comprehensive course focuses on understanding relational database management software on microcomputer systems. Students design, build and maintain relational databases while learning to integrate databases with other software. Also included is an introduction to concepts of programming language for database applications with emphasis on the fundamentals of event-driven programming techniques. Repeatable to a maximum of 9 semester hours; 3 semester hours may apply to a degree or certificate.

Recommended Prereq: CIS105

(3 lec/0 lab) ***3 sem hrs***

CIS 115 Introduction to Programming

This course is an introduction to the program development process with emphasis on problem-solving and algorithm development using a programming language. Students write, document and test programs that make use of sequence, selection, repetition structures, arrays and functions. Students also develop code using Object Oriented Programming, and file-based input/output operations. Emphasis is placed on structured program design and style.

Recommended Prereq: C or better in MTH069 or placement by appropriate measures

Recommended Coreq: CIS116

(3 lec/0 lab) ***3 sem hrs***

CIS 116 Development Tools and Structured Program Design

This course introduces the development of programming logic and algorithms using structured program design techniques. Students solve problems using decision and loop structures, learn modularization principles, analyze, and implement data structures such as arrays, linked lists, stacks, queues and binary trees. This course applies Object Oriented Principles and students develop logic in pseudocode, flowcharts and Unified Modeling Language (UML). Students will also create and use source control repositories, create and use unit tests and explore debugging techniques.

Recommended Coreq: CIS115

(3 lec/0 lab) ***3 sem hrs***

CIS 117 Discrete Structures

An introduction to the analysis of finite collections and mathematical foundations of sequential machines, computer system design, data structures, and algorithms.

Includes sets and sequences, logic and proof, matrices (including Boolean matrices), counting, recursion, graph theory, relations (including partial orders and trees), and Boolean algebra.

IAI: CS 915

Prereq: C or better in MTH069 or placement by appropriate measures.

(3 lec/0 lab) ***3 sem hrs***

CIS 118 Information Technology Professional I

This course provides a thorough exploration of computer systems, covering hardware components, networking concepts, mobile devices, and security fundamentals. Students will learn to navigate operating systems, install software, and implement robust security practices. Through practical exercises, simulations, and real-world scenarios, students will develop hands-on proficiency. Upon completion, students will be well-prepared for the CompTIA A+ Core 1 exam.

(2 lec/2 lab) ***3 sem hrs***

CIS 119 Information Technology Professional II

This course covers the installation, configuration, and maintenance of various operating systems, including Windows, macOS, Linux, iOS, and Android. Emphasis is placed on advanced security concepts and effective incident response. Students will also learn comprehensive software troubleshooting and IT service management practices, including communication and professionalism. Through practical labs, case studies, and simulations, students will gain hands-on experience to excel in the CompTIA A+ Core 2 exam.

(2 lec/2 lab) ***3 sem hrs***

CIS 122 Networking Essentials

This course covers basic network fundamentals including network interfaces, standard design principles, common network devices, common network operating systems and topologies, and network management issues.

(2 lec/2 lab) ***3 sem hrs***

CIS 123 Web Development I

This course is a zero-code introduction to Cascading Style Sheets (CSS), JavaScript (JS), Hypertext Markup Language (HTML), and the World Wide Web (WWW). Development techniques are illustrated, analyzed, and implemented. Standards compliant methods to enhance webpages using forms, images, and multimedia are practiced.

(3 lec/0 lab) ***3 sem hrs***

CIS 125 Information Technology Code of Ethics and Compliance

Computer technology has altered our interactions with people, organizations and governments. It is essential for IT professionals to have appropriate guidelines for use of technology, thus this course concentrates on a wide variety of legal, social, and ethical issues based upon our complex technological society. The Association for Computing Machinery (ACM) will be used as guidelines in the course.

(3 lec/0 lab) ***3 sem hrs***

CIS 128 UX/UI I

This course provides a foundation in the fundamental concepts of UX/UI design. Students will explore user-centered and accessible design principles, learn the basics of human-computer interaction,and create wireframes and simple prototypes. Students will investigate how effective design enhances user interaction.

(3 lec/0 lab) ***3 sem hrs***

CIS 130 Computer Science I: C++ Programming

The first in a sequence of courses for majors in Computer Science introduces a disciplined approach to problem-solving and algorithm development, in addition to an introduction to procedural and data abstraction using the C++ programming language. Topics covered include: selection, decision, repetition, and sequence control structures; program design, testing, and documentation using good programming style; block-structured high-level programming languages; and arrays, records, and files. Introductory Object-Oriented Programming concepts such as classes, information hiding and encapsulation are also covered.

Recommended Prereq: CIS115

Prereq: C or better in MTH069 or placement by appropriate measures

IAI: CS 911

(2 lec/2 lab) ***3 sem hrs***

CIS 131 Security Awareness

This course is intended for the information systems and networking student. It covers an introduction to the principles of information security, including: current information systems security technology, the need for security systems; legal, ethical and professional issues; risk management; security planning; physical security; and technology, implementation and maintenance issues.

Recommended Prereq: CIS122

(2 lec/2 lab) ***3 sem hrs***

CIS 133 Web Development II

This course will explore advanced HTML topics such as semantic elements, APIs, and JavaScript to enhance interactivity. Events, functions, and the Document Object Model (DOM) are explored and used to create complex layouts and interfaces.

Recommended Prereq: CIS123

(2 lec/2 lab) ***3 sem hrs***

CIS 136 Data Analytics Programming

This course is an introduction to data analytics programming using the Python programming language. The course is for the student who expects to have hands-on Python programming skills and wishes to use it for effective data analysis. Topics include importing, cleaning and exporting data, accessing subsets of data, accessing and using Python libraries such as NumPy, pandas, and matplotlib, plotting and graphing, using control structures, using functions, debugging, and programming for data analysis projects.

Recommended Prereq: C or better in MTH069 or placement by appropriate measures

(2 lec/2 lab) ***3 sem hrs***

CIS 137 Cisco I

This course provides a foundational exploration of networking concepts and technologies. Students will gain a solid understanding of the OSI model, TCP/IP protocols, and networking fundamentals. Practical skills are developed through hands-on experience with configuring networking devices using the Cisco IOS command-line interface. By the end of the course, students will be equipped to design and troubleshoot small-scale networks, preparing them for further study in network administration and cybersecurity.

Recommended Prereq: CIS122

(2 lec/2 lab) ***3 sem hrs***

CIS 138 UX/UI II

This course explores advanced UX/UI design techniques. Students will learn skills in user and market research, interaction design, and prototyping with industry-standard tools. The course focuses on creating comprehensive design solutions that address complex user needs and/or business goals.

(3 lec/0 lab) ***3 sem hrs***

CIS 142 JavaScript Programming

This course is designed to introduce the student to JavaScript. Concepts and techniques include integrating Hypertext Markup Language (HTML) with JavaScript, creating pop-up windows, adding scrolling messages, enhancing image and form objects using Cascading Style Sheets (CSS), working with cookies, and using Document Object Model (DOM) events, using collections or arrays, among others. Students are also exposed to asynchronous JavaScript and eXtensible Markup Language (XML) (AJAX) applications.

Recommended Prereq: WEB110, CIS115

(2 lec/2 lab) ***3 sem hrs***

CIS 150 Computer Science I: Java Programming

The first in a sequence of courses for majors in Computer Science introduces a disciplined approach to problem-solving and algorithm development, in addition to an introduction to procedural and data abstraction using the Java programming language. Covers: selection, decision, repetition, and sequence control structures; program design, testing, and documentation using good programming style; block-structured high-level programming languages; and arrays, records, and files. Introductory Object-Oriented Programming concepts such as classes, information hiding and encapsulation are also covered.

Recommended Prereq: CIS115

Prereq: C or better in MTH069 or placement by appropriate measures

IAI: CS 911

(2 lec/2 lab) ***3 sem hrs***

CIS 176 Windows Server Administration

This course provides a hands-on introduction and examination of the architecture and features of Windows Server. Topics include using a network, storage, performance and commands or utilities. Repeatable to a maximum of 6 semester hours for version updates; 3 semester hours may apply to a degree or certificate.

Recommended Prereq: CIS170 or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

CIS 151 Management Systems

Introduction to the most widely used Content Management Systems. Students will install and configure common CMS platforms and explore their core features. CMS plugins and modules will be used to extend functionality.

(3 lec/0 lab) ***3 sem hrs***

CIS 180 Linux Operating System

This course builds a thorough understanding of the Linux operating system and is designed to teach students to set up and administer the Linux operating system. Topics include: the role Linux plays in today's operating systems and Internet market, use of utility commands, navigation of file system structure; Linux internals including process management, and networking elements. Other topics covered include hardware and software installation and customization. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

(3 lec/1 lab) ***3 sem hrs***

CIS 185 Game Design

Students learn the tasks involved in the game development cycle and create game design documents. Game concepts and worlds, storytelling, character and user interface design, core mechanics and balance are examined. While learning how to design their own game, the students discuss, analyze and implement design techniques. In addition, students discuss the major game genres and identify the design patterns and unique creative challenges that characterize them. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

(2 lec/2 lab) ***3 sem hrs***

CIS 186 Game Development

This introductory course in game development includes object-oriented, event-driven, interactive programming techniques. Students write various 2-D games. Topics include sprite creation and manipulation, and working with physics, as it relates to games. Various types of games are discussed and developed. Emphasis is placed on good game design and game play. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Recommended Prereq: CIS115

(2 lec/2 lab) ***3 sem hrs***

CIS 200 Cloud Technology

This course covers the essentials of cloud computing, exploring key concepts, principles, and technologies that shape this transformative field. Students will gain a thorough understanding of cloud architecture, service models, and deployment models, along with practical skills for managing cloud infrastructure. The course combines theoretical knowledge with hands-on exercises to prepare students for real-world cloud computing challenges.

(2 lec/2 lab) ***3 sem hrs***

CIS 202 Database Management

This course discusses the relational database model and capabilities of standard Database Management System (DBMS) packages. Students are guided through database design using normalization and data modeling using the entity-relationship model and creating database tables. The course also covers creation, management, and data modeling in noSQL databases.

Prereq: CIS115

(3 lec/0 lab) ***3 sem hrs***

CIS 205 Information Technology Project Management

This course explains the foundations of project management - project integration, scope, time, cost, quality, human resources, communications, risk and procurement - using the experiences of real-life businesses. Topics include the project management process, Gantt charts, project charters, and structure. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

(2 lec/2 lab) ***3 sem hrs***

CIS 206 Managing Network Environments

This course provides a hands-on introduction and examination of the architecture and features of Windows Server and is designed to give the student knowledge and practical experience in administering a Microsoft Server network. Students will be able to describe the principle features of a network operating system and the networking basics of active directory. Students will gain an understanding of the basic components of an information technology system, troubleshoot the installation of the network operating system, set up users and groups, and assign group policy and permissions of a network including storage and performance. This course will assist the student in preparing for an industry recognized certification exam.

Prereq: CIS122

(2 lec/2 lab) ***3 sem hrs***

CIS 208 Penetration Testing

This course teaches students the underlying principles and many of the techniques associated with the cybersecurity practice known as penetration testing (PEN testing). Students will learn about the entire penetration testing process including planning, reconnaissance, scanning, exploitation, post-exploitation, and result reporting. The course will provide the fundamental information associated with each of the methods employed and insecurities identified. In all cases, remedial techniques will be explored. Topics include security strategies, the investigation and the mitigation of data risks, security plans and protecting data assets against attacks.

Prereq: CIS131

(2 lec/2 lab) ***3 sem hrs***

CIS 210 Ethical Hacking

This course provides an in-depth exploration of ethical hacking, focusing on the tools and techniques used to identify and address system vulnerabilities. Students will gain hands-on experience with penetration testing, emphasizing the legal and ethical considerations involved. The course covers tactics used by malicious actors and how to counter them through vulnerability assessments and secure system configurations.

Prereq: CIS 131

Recommended Prereq: CIS 180

(2 lec/2 lab) ***3 sem hrs***

CIS 211 Firewalls and VPNs

This course examines major network security tools, thoughtful security planning, well-designed information security policies with integrated support from anti-virus software and their role in implementing a successful information security program, intrusion detection systems, and related tools. Coverage includes information and network security concepts such as packet filtering, authentication, proxy servers, encryption, bastion hosts, virtual private networks (VPNs), log file maintenance, and intrusion detection systems. Students will also learn about and understand management's use of relevant National Institute Standards and Technology guidelines that are used by businesses and information technology professionals.

Prereq: CIS180

(2 lec/2 lab) ***3 sem hrs***

CIS 212 Data Analytics with Excel Power Tools and Power BI

Students will utilize Microsoft Power BI, Excel, and Excel Power Tools to complete data analytics projects. Key skills covered will be transforming data, building data models, developing data visualizations, and sharing and deploying assets. Students will be learning and utilizing Power Query, DAX, Power Pivot, and Power BI, and other relevant tools. The content covered will map to a Microsoft Data Analytics Certification.

(2 lec/2 lab) ***3 sem hrs***

CIS 213 Cybersecurity Analyst

This course covers threat intelligence, threat management, and incident response strategies. Students will learn to identify and respond to cyber-attacks and vulnerabilities, gaining practical skills to navigate the evolving cybersecurity landscape. By the end of the course, students will be prepared to defend digital environments against emerging threats.

Prereq: CIS122

Recommended Prereq: CIS131

(2 lec/2 lab) ***3 sem hrs***

CIS 214 Digital Forensics

This course explores the field of Digital Forensics, teaching students the skills to investigate cybercrimes. Students will learn to recover, analyze, and preserve electronic evidence through hands-on labs and real-world scenarios. The course emphasizes legal considerations, chain of custody, and presenting findings in a court of law.

Prereq: CIS131

Recommended Prereq: CIS180

(2 lec/2 lab) ***3 sem hrs***

CIS 222 E-Commerce

This course offers hands-on experience with common e-commerce tools and applications. Students will learn to setup, manage, and optimize online storefronts. Students will gain insights into user acquisition strategies, SEO, social media marketing, and email campaigns.

(3 lec/0 lab) ***3 sem hrs***

CIS 230 Computer Science II: C++ Programming

The second in a sequence of courses for majors in Computer Science. Topics covered include: design and implementation of large-scale problems; abstract data types; data structures (files, sets, lists, stacks, queues, and trees); program verification and complexity; recursion; dynamic concepts(memory, scope, block structures); text processing; object-oriented programming concepts such as inheritance and polymorphism, and an introduction to searching and sorting algorithms. This course will use the C++ programming language.

Prereq: CIS130 or consent of instructor

IAI: CS 912

(2 lec/2 lab) ***3 sem hrs***

CIS 237 Cisco II

This course advances students' networking skills with a focus on switching, routing, and wireless technologies. Building on foundational knowledge, students will configure VLANs, trunks, and inter-VLAN routing to ensure seamless network communication. The course also covers routing principles, protocols, and wireless networking essentials. Through hands-on labs and real-world scenarios, students will develop the skills to design secure switched and routed networks with integrated wireless connectivity.

Prereq: CIS137 or CIS122

(2 lec/2 lab) ***3 sem hrs***

CIS 238 CMS Plugin Development

This course will provide students with the skills necessary to extend the functionality of popular Content Management Systems (CMS) through custom plugins. Students will learn to create, customize, and manage plugins that enhance CMS capabilities and user experiences.

(3 lec/0 lab) ***3 sem hrs***

CIS 239 CMS Theme Development

This course will provide students with the skills to create, customize, and manage themes across various Content Management Systems (CMS). Students will learn the skills needed to create custom themes that align with modern web standards and business goals.

(3 lec/0 lab) ***3 sem hrs***

CIS 250 Computer Science II: Java Programming

The second in a sequence of courses for majors in Computer Science. Covers: design and implementation of large-scale problems; abstract data types; data structures (files, sets, lists, stacks, queues, and trees); program verification and complexity; recursion; dynamic concepts (memory, scope, block structures); text processing; object-oriented programming concepts such as inheritance and polymorphism, and an introduction to searching and sorting algorithms.

Prereq: CIS150

IAI: CS 912.

(2 lec/2 lab) ***3 sem hrs***

CIS 252 Mobile Device Application Programming

Developing and programming mobile device applications using the Android operating system and Java programming language are introduced in this course. Students will have the information they need to create their own applications for mobile phones, tablets and other devices. Focus will be on the Android framework and activity lifecycle, user interface programming, location aware applications, list-detail architecture, network enabled applications and database applications.

Recommended Prereq: CIS150.

(2 lec/2 lab) ***3 sem hrs***

CIS 259 Client Side Development

Introduction to Javascript programming and React development. Students will create and program user interfaces for use in web applications. Key topics covered will be React components, user events, state management, routing, conditional rendering, and context.

Recommended Prereq: CIS115

(2 lec/2 lab) ***3 sem hrs***

CIS 261 Server Side Development

The course focuses on server side software development. Students will learn how to develop introductory server side applications using both Django and Node.js, and Express. Students will focus on setting up a development environment, developing the server side portion of full stack software application, and building RESTful APIs.

Recommended Prereq: CIS115

(2 lec/2 lab) ***3 sem hrs***

CIS 265 Full Stack Development

The course focuses on MERN full stack software development. Utilizing the skills gained in previous courses and this course, the student will create a modern software application using MongoDB, Express, React, and Node.js. Students will utilize the full lifecycle of development, including planning, design, building, testing, and deploying a MERN software application.

Recommended Prereq: CIS259 and CIS261

(2 lec/2 lab) ***3 sem hrs***

CIS 267 Cisco III

This course provides a comprehensive understanding of enterprise networking, security, and automation. Students will learn to design and implement secure, scalable network architectures, deploy security measures such as firewalls and VPNs, and explore the role of automation in network management. By the end of the course, students will have the skills to assess security implications, design enterprise networks, and leverage automation for efficiency in large-scale environments.

Prereq: CIS137 and CIS237

Recommended Prereq: CIS122

(2 lec/2 lab) ***3 sem hrs***

CIS 272 Capstone

This course will provide students with guidance on contributing to Content Management System (CMS) communities, exploring best practices, and career options. Students will conceptualize, develop, and deploy functional CMS plugins or themes, as well as full-stack web applications. The course will also cover the utilization of LLM tools in application development, Agile Project Management, and job market analysis, including interview skills. Additionally, students will present their projects in an industry demonstration, showcasing their work to potential employers.

Recommended Prereq: CIS265 or CIS133

Recommended Coreq: CIS238 or CIS239

(2 lec/2 lab) ***3 sem hrs***

CIS 296 Special Topics/Information Systems

This course offers in-depth exploration of a special topic, issue or trend in the information systems field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 3 lec/0 to 6 lab) ***1 to 3 sem hrs***

Construction Management (CMT)

CMT 101 The Construction Industry

This survey course provides an introduction to the construction industry, including terminology, career paths and roles in estimating, site supervision, project management, and the trades. Also addressed are related areas of design, engineering, inspection and planning. Commercial, heavy/highway/infrastructure, industrial, institutional, and residential industry segments are explored.

(3 lec/0 lab) ***3 sem hrs***

CMT 105 Print Reading for Construction

Civil, architectural and structural drawings commonly used in residential, light commercial buildings, industrial construction and land development are studied in this course. Plan views, elevations, sections, details and schedules are examined in depth.

Recommended Coreq: CMT111

(3 lec/0 lab) ***3 sem hrs***

CMT 111 Construction Materials and Methods I

This survey course introduces building materials, and installation procedures and techniques, used in the construction of a building shell. Subjects include earthwork, concrete, masonry, steel and wood construction, building cladding, roofing, exterior windows and doors.

(3 lec/0 lab) ***3 sem hrs***

CMT 115 Construction Materials and Methods II

This survey course introduces building materials, and installation procedures and techniques, used in the interior completion of a building. Subjects include various finishes, flooring, coatings, specialties, cabinets, countertops, trim, interior doors and mechanical, electrical, and plumbing systems.

Recommended Prereq: CMT111

(3 lec/0 lab) ***3 sem hrs***

Criminal Justice (CRJ)

CRJ 100 Introduction to Criminal Justice

A survey and analysis of the criminal justice system, including a historical and philosophical overview of the development, with special emphasis on the system's primary components and the relationship of these components in the administration of criminal justice in the United States.

IAI: CRJ 901

(3 lec/0 lab) ***3 sem hrs***

CRJ 101 Introduction to Corrections

An overview and analysis of the United States correctional system: history, evolution, and philosophy of punishment and treatment; operation and administration in institutional and non-institutional settings; and issues in constitutional law.

IAI: CRJ 911

(3 lec/0 lab) ***3 sem hrs***

CRJ 107 Juvenile Justice

An overview and analysis of the juvenile justice system in the United States. History and the philosophies of society's reaction to juvenile behavior and problems. Interaction among the police, judiciary, and corrections are examined within the context of cultural influences. Introduces theoretical perspectives of causation and control.

Prereq: CRJ100

IAI: CRJ 914

(3 lec/0 lab) ***3 sem hrs***

CRJ 120 The American Court System

This course studies the American criminal court system and its relationship with law enforcement and corrections. Focusing on the adult criminal court system, topics include the dynamics of the court system, the pivotal role the court plays in the criminal justice system, and the court's relationship with the juvenile justice system. Processing of criminal court cases, courtroom workgroups, judicial discretion, and plea negotiation will be emphasized.

(3 lec/0 lab) ***3 sem hrs***

CRJ 220 Criminal Law

This course examines and analyzes the structure and function of substantive criminal law and the principles of criminal law. The acts, mental state, and attendant circumstances that are the necessary elements of crime are included. Statutory law and case law regarding search, seizure and use of force will be discussed. Criminal law, as it relates to probable cause and totality of the circumstances, will be emphasized.

Prereq: CRJ100 or PLG100

(3 lec/0 lab) ***3 sem hrs***

CRJ 230 Criminology

An introduction to the multi-disciplinary study and analysis of the nature, causes, and control of crime; measurement of crime; and the interactive roles of the system, victim, and offender.

Prereq: CRJ100

IAI: CRJ 912

(3 lec/0 lab) ***3 sem hrs***

Disability Studies (DIS)

DIS 101 Disability in Society

It has been estimated that nearly 1 in 5 people over the age of 12 have a disability. This course is intended to give students working definitions of types of disabilities, as well as to provide an overview of various disability models and stereotypes. Students explore the experience of disability through case studies, guest speakers, and role play.

(3 lec/0 lab) ***3 sem hrs***

DIS 110 Perspectives on Disability

Over 20 percent of people in the United States are identified as having a disability. This course expands students' understanding of the impact of a disability throughout the lifespan. Topics include the history, economics, and geographical perspectives of disability, a study of disability in infancy, inclusion in education, adolescence, and adulthood.

Recommended Prereq: DIS101

(3 lec/0 lab) ***3 sem hrs***

DIS 296 Special Topics for Disability Studies

This course offers in-depth exploration of a special topic, issue or trend in the field of disability studies. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1-3 lec/0 lab) ***1-3 sem hrs***

Early Childhood Education (ECE)

ECE 101 Introduction to Early Childhood Education

Introducing students to the field of early childhood education, this course presents an overview of the philosophy, structure and organization of early childhood care and education in the context of appropriate practices. Students examine how their own personal qualities relate to the expectations of the field, and they study and observe developmentally appropriate practices in different types of early childhood programs. Students also review the state and federal regulations that govern early childhood programs.

(3 lec/0 lab) ***3 sem hrs***

ECE 102 Career Explorations in Early Childhood

This course examines the responsibilities of an early childhood professional, including practical guidelines for providing care for preschool-aged children and their families. State and local requirements, guidance techniques, communication with parents, health, safety and nutrition, learning experiences and multicultural education are all discussed.

(3 lec/0 lab) ***3 sem hrs***

ECE 106 Guiding Young Children

This course offers a study of early childhood guidance theories and practices. Emphasis is placed on the identification and application of positive guidance methods and techniques for the young child's optimal development. Cultural and societal influences and the impact they have on a child's behavior are also explored. Recording and observing behavior of teachers and children is a strong component. Field observations are required.

(3 lec/0 lab) ***3 sem hrs***

ECE 115 Child Growth and Development

This course provides a foundation in the theory and principles of child development from the prenatal through adolescent stages. Students examine the theories of Piaget, Erikson, Vygotsky, Skinner and others in an in-depth study of children's physical, social, emotional, cognitive, language and aesthetic development. Emphasizing implications for early childhood education practice, child development is also explored in the context of gender, family, culture and society.

(3 lec/0 lab) ***3 sem hrs***

ECE 120 Health, Safety and Nutrition

This course explores the personal health of students and the health, safety and nutrition needs of children in group settings. Students examine the Illinois Department of Children and Family Services licensing standards, procedures for providing safe environments for children, assessment of children's health, and the nutritional requirements of children.

(3 lec/0 lab) ***3 sem hrs***

ECE 125 Child, Family and Community

This course is a comprehensive study of the child as they relate to their family and community. Emphasis is on communication, diversity, professionalism and social policy. An in-depth study of community resources is included.

(3 lec/0 lab) ***3 sem hrs***

ECE 130 Observation and Assessment

This course provides the framework for observing, documenting and assessing in the field of early childhood education. Various observation and assessment methods and strategies are explored and evaluated as they relate to the developing child and his/her culture and family. Extensive observation is a vital part of this course.15 hours of observation are required for this course.

(2.5 lec/1 lab) ***3 sem hrs***

ECE 140 Inclusion in Early Childhood: Birth Through Age Eight

This course provides students with the tools and skills to work with children with developmental differences. The focus of the course is on inclusion, including the identification of developmental differences; assessment and referral practices; the adaptation of curriculum and learning environments, and the development of community support and parent/teacher partnerships.

(3 lec/0 lab) ***3 sem hrs***

ECE 145 Multiculturalism in Early Childhood

This course focuses on the implementation of cultural and anti-bias education with young children. Emphasizing the development of practical applications that balance classroom daily routines, curriculum and teaching strategies with the child's home culture, the course presents effective ways that teachers can assist children in learning to respect, appreciate and develop positive interactions with people different than themselves. Theories of multicultural education and the student's own cultural identity and attitudes toward others are explored.

(3 lec/0 lab) ***3 sem hrs***

ECE 198 Curriculum for Early Childhood Programs

This course provides an overview of the planning, implementation and evaluation of developmentally appropriate curriculum. Early childhood curriculum models are introduced and such topics as lesson plans, classroom management strategies, scheduling, materials and equipment are covered.

(3 lec/0 lab) ***3 sem hrs***

ECE 204 Infant and Toddler Curriculum

This course prepares students to develop and implement an infant/toddler curriculum, including design of a developmentally appropriate learning environment. It examines teacher competencies necessary for working with infants and toddlers. Supervised field observations are required.

(3 lec/0 lab) ***3 sem hrs***

ECE 205 Infant and Toddler Methods and Strategies

This course prepares students to develop and implement an infant/toddler curriculum, including design of a developmentally appropriate learning environment. It examines teacher competencies necessary for working with infants and toddlers. Supervised field observations are required.

Prereq: ECE204

(3 lec/0 lab) ***3 sem hrs***

ECE 210 Language Arts for the Young Child

This course offers a study of the language development of preschool children with specific emphasis on how language is acquired and used from ages 0-8. The course highlights developmental milestones in the child's language development. Attention is given to the selection and use of quality literature with young children.

(3 lec/0 lab) ***3 sem hrs***

ECE 212 Foundations of a Multilingual Early Childhood Classroom

In this course students will learn about simultaneous and sequential multilingual development in children ages 0-6 years. Language assessment procedures, tools and observation methods will be studied and implemented. Students will be planning and implementing learning activities in a multilingual early childhood classroom. Strategies to communicate and work in cooperation with multilingual families will be discussed. 10 hours working in a multilingual classroom is required for completion of this course.

Recommended Prereq: ECE145 and ECE210, or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

ECE 215 Creative Activities for the Young Child

This course focuses on the theory and research related to the creative development of young children. Art and music resources that encourage children's creativity are also addressed.

(3 lec/0 lab) ***3 sem hrs***

ECE 220 Mathematics and Science for the Young Child

This course emphasizes the theory and developmentally appropriate practices, activities and materials for early childhood education mathematics and science curricula.

(3 lec/0 lab) ***3 sem hrs***

ECE 225 Play and Creative Expression for the Young Child

This course provides a study of different theories and types of play. The role of the teacher in modeling and facilitating play is explored. Choosing appropriate material and equipment for play is emphasized.

(3 lec/0 lab) ***3 sem hrs***

ECE 230 Early Childhood Center Administration

This course offers a study of guidelines for the establishment of childhood settings. Emphasis is placed upon the student's understanding of the written philosophy of a center and the program used by that center. Staffing, equipment and budgeting processes are studied. The expectations of the state licensing agency and other regulating agencies are examined.

(3 lec/0 lab) ***3 sem hrs***

ECE 237 Early Childhood Multilingual Classroom - Methods and Strategies

In this course students will examine and implement key strategies to support multilingual and multicultural students in ways that value multilingualism and biliteracy in Early Childhood classrooms. Creating engaging learning environments for all students with an emphasis in language and cultural diversity will be explored and practiced. Methods and philosophies will be developed for positive partnership with all children and families that are responsive to language and cultural differences. 45 hours of documented supervised experience in a multilingual classroom are required for this course.

Prereq: C or better in ECE145, ECE210, and ECE212

(2 lec/1 lab) ***3 sem hrs***

ECE 250 Early Childhood Education Practicum

This course combines a supervised, 100-hour fieldwork experience with on-campus group seminars. The 100 hours of fieldwork will be spent in a classroom with children between the ages of 3-5 years. It is designed to provide students with the opportunity to apply the theories, principles and developmentally appropriate practices of early childhood education. Emphasis is placed on students' understanding and self-evaluation of their roles as teachers of young children and as members of a teaching team.

Prereq: Consent of instructor

(2 lec/6.5 lab) ***3 sem hrs***

ECE 296 Special Topics for Early Childhood Education

This course offers in-depth exploration of a special topic, issue or trend in the early childhood education field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

ECE 299 Early Childhood Education Administration Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in the early childhood education field. It provides students with the opportunity to apply leadership skills in a supervised, fieldwork experience, with emphasis placed upon students' understanding and self-evaluation of their roles as administrators of Early Childhood Education programs. The internship requires the completion of 300 contact hours of experience in an administrative role.

Prereq: Consent of instructor

(0 lec/20 lab) ***3 sem hrs***

Earth Science (ESC)

ESC 100 Survey of Earth Science

This course is designed to provide an introduction to science, the earth sciences, and to acquaint the student with earth systems. Emphasis is on geology, meteorology, climatology, geomorphology and environmental change, with lesser emphasis on the principles of astronomy and oceanography.

IAI: P1 905

(3 lec/0 lab) ***3 sem hrs***

ESC 101 Survey of Earth Science Laboratory

This course is designed to acquaint the student with the scientific method and earth systems. Emphasis is on topics related to geology, oceanography and meteorology, which are explored through selected laboratory exercises.

Prereq: ESC100 or concurrent enrollment

IAI: P1 905L

(0 lec/2 lab) ***1 sem hrs***

ESC 110 Climate and Global Change

This course is designed to provide an introduction to climate and to acquaint the student with the processes that govern global weather and climate conditions. The student will gain a general understanding of climate change, global warming, acid rain, ozone depletion, and desertification. Current theories regarding humankind's impact on climate are also emphasized.

IAI: P1 905

(3 lec/0 lab) ***3 sem hrs***

ESC 120 Introduction to Meteorology

This course is an introduction to Earth's atmosphere and the forces behind the weather. Topics include temperature, water vapor, cloud and precipitation formation, atmospheric stability, mid-latitude cyclones, weather forecasting, thunderstorms, tornadoes and hurricanes. A laboratory section includes weather observation and analysis techniques, using weather charts, diagrams and studying past storm events.

IAI: P1 905L

(3 lec/2 lab) ***4 sem hrs***

ESC 125 Severe and Unusual Weather

This course provides an introduction into the weather phenomena that most severely impact society, including thunderstorms, tornadoes, hurricanes, winter storms, floods, drought, ENSO, and temperature extremes. Emphasis is placed on the methods for forecasting, detecting, monitoring, and mitigating the hazards associated with these atmospheric phenomena.

Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures

IAI: P1 910

(3 lec/0 lab) ***3 sem hrs***

ESC 130 Introduction to Oceanography

This course is designed to provide an introduction to oceanography by highlighting several components of the marine environment. Emphasis is on plate tectonics, oceanic circulation, the properties of seawater, waves and tidal action, coastal features and landforms, and oceanic habitats and their biota. Lesser emphasis is placed on marine sedimentation, the physiography of the ocean floor and general marine productivity.

IAI: P1 905

(3 lec/0 lab) ***3 sem hrs***

ESC 296 Special Topics/Earth Science

This course offers in-depth exploration of a special topic, issue or trend in earth science, including specific studies in geology, geography, oceanography, meteorology or any of their sub-disciplines. Repeatable to a maximum of 24 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 6 lec/0 to 12 lab) ***1 to 6 sem hrs***

Economics (ECN)

ECN 100 Introduction to Economics

This is a survey course introducing students to the basics of both macroeconomics and microeconomics. The purpose of this course is to introduce the student to the disciplines of economics and provide a basic understanding of how it functions in today's society. Topics studied include the theory of demand and supply and its welfare application, market structures, income distribution, fiscal and monetary policy, and the global economy.

Note: Not intended for students majoring in economics or business.

IAI: S3 900

(3 lec/0 lab) ***3 sem hrs***

ECN 201 Principles of Economics-Microeconomics

This course provides an introduction to basic economic principles and the principles of microeconomics. Topics covered include the application of the concepts of supply and demand to the impacts of government policies (price control, taxation, subsidy and trade restriction) on welfare economics and international trade; the behavior of the consumer; resource allocation; the behavior of the firms and their pricing strategies under different market structures, including perfect competition and imperfect competition, the economics of the labor market and the introduction to game theory.

IAI: S3 902

(3 lec/0 lab) ***3 sem hrs***

ECN 202 Principles of Economics-Macroeconomics

This course provides an introduction to basic economic principles and the principles of macroeconomics. Topics discussed include demand and supply; national income accounting; economic growth; economic fluctuations; inflation, unemployment, income distribution; the determination of the equilibrium real gross domestic product (GDP), fiscal policy and public debt; money, banking and monetary policy; and international economics including international trade and finance.

IAI: S3 901

(3 lec/0 lab) ***3 sem hrs***

ECN 296 Special Topics/Economics

This course offers in-depth exploration of a special topic, issue or trend in the economics field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Education (EDU)

EDU 100 Strategies for the Paraprofessional Educator

This course provides an overview of the roles and responsibilities of a paraprofessional educator. Team building, instructional strategies, classroom management/organization techniques, diversity in the classroom, and the ethical and legal aspects of the role are considered. Students will identify ethical and legal strategies to create a safe, creative or healthy learning environment.

(3 lec/0 lab) ***3 sem hrs***

EDU 200 Introduction to Education

This course provides an introduction to the profession of teaching in the context of the American educational system. The historical, philosophical, social and legal foundations of education are introduced, and ethical issues in a diverse society, the organizational structure of school systems and school governance are examined. Lesson planning, mandatory reporting, and specialized training will be emphasized.

Recommended Coreq: EDU202

(3 lec/0 lab) ***3 sem hrs***

EDU 202 Clinical Experience in Education

This 45-hour documented clinical experience allows students considering a career in teaching to observe and interact with children and teachers in classroom settings. Focused on the subject and age category in which the students are planning to teach, the clinical experience is planned, guided, and evaluated by a cooperating teacher and the college instructor using various documented educational assignments. A weekly on-campus seminar explores such topics as effective teaching methods, classroom management techniques, and learning styles, and assists students in assessing their commitment to teaching as a career.

Recommended Coreq: EDU200

(1.5 lec/3 lab) ***3 sem hrs***

EDU 205 Introduction to Technology in Education

This course introduces students entering the teaching profession to the knowledge and skills required to demonstrate proficiency in the current technology standards that have been established for educators. The course focuses on both knowledge and performance, and it includes hands-on technology activities that are used with diverse student populations.

Recommended Prereq: Keyboarding; basic skill in word processing, spreadsheet and database programs

(3 lec/0 lab) ***3 sem hrs***

EDU 210 Educational Psychology

This course studies the psychological principles that provide the foundation for educational practice. The theories of cognitive and psychological development, human learning and motivation are discussed, with an emphasis on application for instruction and assessment. Learner-centered instruction and diversity issues are also addressed.

Recommended Prereq: PSY100

(3 lec/0 lab) ***3 sem hrs***

EDU 220 Introduction to Special Education

This survey course introduces the historical, philosophical and legal foundations of special education. Topics include an overview of the characteristics of individuals with disabilities; a review of the provisions of the Individuals With Disabilities Education Act (IDEA) and its associated programs; and an examination of the diverse nature of exceptional populations, with an emphasis on the relationship between personal and student cultural perspectives.

Recommended Prereq: ECE115

Recommended Coreq: EDU202

(3 lec/0 lab) ***3 sem hrs***

EDU 296 Topics/Issues for Education

This course offers in-depth exploration of a special topic, issue or trend in the field of education. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Emergency Medical Technician (EMT)

EMT 120 Emergency Medical Technician - Basic

This course emphasizes emergency medical care skills and teaches these skills in a job-related context based on the Department of Transportation (DOT) National Standard Curriculum. Course content includes the care of individuals with various traumatic/emergent medical conditions, as well as training in the use of medical equipment and materials. This course prepares the student for the National Registry of Emergency Medical Technician Examination through the Illinois Department of Public Health. Repeatable to a maximum of 36 semester hours; 9 semester hours may apply to a degree or certificate.

Prereq: C or better in ENG085 or placement by appropriate measures into ENG095 or higher

(8 lec/3 lab) ***9 sem hrs***

EMT 225 Paramedic I

This course introduces students to the roles and responsibilities of the paramedic through the Emergency Medical Services (EMS) system educational standards. Topics include anatomy and physiology, medical terminology, pathophysiology, pharmacology, and epidemiology. Principles of public health, concepts of life span development, treatment plans for medical complaints, assessment of medical and traumatic emergencies, airway management and intravenous (IV) access for medication administration are also covered. This course consists of classroom theory, laboratory practice and clinical experience.

Prereq: Program admission; current license as an EMT-B

(11 lec/ 2 lab) ***12 sem hrs***

EMT 235 Paramedic II

This course introduces students to traumatic emergencies and local Emergency Medical Service (EMS) protocols including special patient populations. Topics include shock, respiratory failure, and cardiac arrest. Comprehensive treatment plans for trauma and proper protocol for cardiac emergencies are also covered. This course consists of classroom theory, laboratory practice and clinical experience.

Prereq: Program admission, current license as an EMT-B, C or better in EMT225

(6 lec/6 lab) ***9 sem hrs***

EMT 245 Paramedic III

This course introduces students to emergency medical service (EMS) operations for safe scene management. Topics include ground ambulance, air medical and rescue operations. Mass casualty incident (MCI), incident management, hazardous materials (HAZMAT), crime scene management and terrorism operations are also covered. This course consists of classroom theory, laboratory practice and clinical experience.

Prereq: Program admission, current license as an EMT-B, C or better in EMT235

(4 lec/4 lab) ***6 sem hrs***

EMT 299 Paramedic IV - Internship

The paramedic internship is the evaluative phase of the paramedic program. In this course, students serve as entry-level paramedics under the supervision of an approved Southern Fox Valley-Emergency Medical Systems preceptor. Students will demonstrate team leadership and scene management. Additional topics include pediatric advanced life support (PALS), international trauma life support (ITLS), advanced cardiovascular life support (ACLS).

Prereq: Program admission; current license as an EMT-B; C or better in EMT245 or concurrent enrollment in EMT245

(2 lec/2 lab) ***3 sem hrs***

Engineering (EGR)

EGR 100 Introduction to Engineering

The purpose of the course is to provide an introduction to the profession of engineering, including the wide variety of fields of study and potential careers. This course will cover general engineering theory and provide an overview of different engineering fields. Students will learn how to use computer aided design software and lab equipment within the framework of the engineering design process.

(1 lec/2 lab) ***2 sem hrs***

EGR 101 Engineering Graphics

This introduction to engineering and design includes drafting, dimensioning, tolerancing, fasteners and descriptive geometry. Engineering graphics topics include multi-view orthographic representations, principal auxiliary views, section views and production drawings for part models. At least 50 percent of the course requires the student to use Computer Aided Drafting and Design (CAD).

Recommended Prereq: EGR100

IAI: EGR 941

(2 lec/2 lab) ***3 sem hrs***

EGR 220 Analytical Mechanics-Statics

This course provides instruction on particle statics, general principles and force vectors, rigid body equilibrium, moments of inertia, distributed forces and centroids, analysis of structures, virtual work, and friction.

Prereq: MTH131, PHY221 or concurrent enrollment

IAI: EGR 942

(3 lec/0 lab) ***3 sem hrs***

EGR 230 Analytical Mechanics-Dynamics

This is the second part of an introduction to mechanics from an engineering perspective. It is a study of the motion of particles and rigid bodies, in general and as applied to simple mechanisms. Topics include position, velocity, acceleration, translation, rotation, general plane motion, Newton's second law of motion, work, energy, impulse, and momentum in relation to motion particles as well as rigid bodies.

Prereq: EGR220

IAI: EGR 943

(3 lec/0 lab) ***3 sem hrs***

EGR 296 Topics/Issues for Engineering

This course offers in-depth exploration of a special topic, issue or trend in the engineering field. Repeatable to a maximum of 24 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 6 lec/0 lab) ***1 to 6 sem hrs***

English (ENG)

ENG 080 Reading and Writing Fundamentals

This course facilitates students' academic learning experiences as they develop basic competency with reading and writing skills such as interpreting texts, connecting to ideas, and developing an effective writing process.

Prereq: Placement by appropriate scores on reading and writing tests

(1 lec/2 lab) ***2 sem hrs***

ENG 085 Basic Integrated Reading and Writing

This course fully integrates reading and writing and offers additional academic support. The course will facilitate students' academic learning experiences expected in college-level classes as they develop academic reading skills such as determining the explicit meaning of a text, making logical inferences from a text, and citing specific textual evidence in analytical writing. Writing skills such as composing texts that demonstrate reading comprehension, a clear focus, logically developed ideas, evidence from reading as support, and use of appropriate language that advances the writer's purpose will be emphasized. Student success strategies such as time management are also covered.

Prereq: C or better in ENG075 or ENG080 or placement by appropriate scores on reading and writing tests

(3 lec/2 lab) ***4 sem hrs***

ENG 095 Integrated Reading and Writing

This course fully integrates reading and writing. The course will facilitate students' academic learning experiences expected in college-level classes as they develop academic reading skills such as determining the explicit meaning of a text, making logical inferences from a text, and citing specific textual evidence in analytical writing. Writing skills such as composing texts that demonstrate reading comprehension, a clear focus, logically developed ideas, evidence from reading as support, and use of appropriate language that advances the writer's purpose will be emphasized.

Prereq: Placement by appropriate scores on reading and writing tests

(3 lec/0 lab) ***3 sem hrs***

ENG 099 Supplemental First-Year Composition I

This course focuses on supplementing the writing and revising of essays and projects in First-Year Composition I. Students will learn to manage academic reading and writing tasks through academic habits of mind; analyze and complete a variety of academic tasks while developing critical reading and composing skills; and execute First-Year Composition I assignments in order to successfully prepare for First-Year Composition II.

Prereq: Placement by appropriate scores on reading and writing test.

Coreq: ENG101

(0 lec/2 lab) ***1 sem hrs***

ENG 101 First-Year Composition I

This course focuses on the writing and revising of academic essays or writing projects and is the first in a two-course sequence. First-Year Composition I develops awareness of writing processes; provides strategies for inventing, organizing, and editing; stresses a variety of uses for writing while analyzing audiences, purposes, or contexts in texts; and emphasizes critical skills in reading, thinking, and writing. Academic writing is distinguished from various discourse communities by formality, conventions, and multi-sourced content.

Prereq: C or better in ENG085 or ENG095, Transitional English in high school, or college placement measures

IAI: C1 900

(3 lec/0 lab) ***3 sem hrs***

ENG 102 First-Year Composition II

This course focuses on the writing, researching, and revising of academic essays, and writing projects. The second of a two-course sequence, First-Year Composition II continues to develop awareness of writing processes; provides more complex strategies for inventing, organizing and editing; stresses a variety of uses for writing while analyzing audiences, purposes, or contexts in texts; and emphasizes critical skills in reading, thinking, and writing. Academic writing is distinguished from various discourse communities by formality, conventions, and multi-sourced content. Students will write critically reflective and analytical academic research papers.

Prereq: C or better in ENG101

IAI: C1 901R

(3 lec/0 lab) ***3 sem hrs***

ENG 152 Business Writing

This course provides a foundation in professional written communication for occupational and technical fields. Students will develop their writing process, apply industry conventions, and create workplace documents. The course includes computer-based writing projects for business and industry.

(3 lec/0 lab) ***3 sem hrs***

ENG 153 Technical Writing

This course emphasizes technical writing basics including defining an audience, understanding style and format, using graphic elements and visual aids, evaluating purpose and format, and document handling with business ethics in mind. Students develop business-related documents such as proposals, reports, user manuals, and technical brochures. Sentence-level mechanics, conciseness, paragraph structure, organization, and language precision are addressed. Collaboration and revision are emphasized.

(3 lec/0 lab) ***3 sem hrs***

ENG 204 Creative Writing: Fiction

This course provides guided practice in writing creative fiction with emphasis on the elements of craft, forms, genres, and current trends in writing fictional narratives. It is designed to help new and experienced writers produce and develop their own fictional stories utilizing a workshop environment and a close examination of craft from a diverse selection of short stories and novels. Students will produce a portfolio of work and will explore publishing opportunities related to creative writing.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

(3 lec/0 lab) ***3 sem hrs***

ENG 205 Creative Writing: Poetry

This course offers practice and guidance in the writing of poetry with emphases on fundamental elements of image, trope, metaphor, voice, line, diction, syntax, and rhythm. Students will read and write lyric, narrative, and dramatic poems and work toward discovering and developing their own voices in a collaborative, workshop setting. Students will also read poetry by established poets.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

(3 lec/0 lab) ***3 sem hrs***

ENG 206 Creative Writing: Non-Fiction

This course provides guided practice in writing creative non-fiction with focus on the elements of craft, forms of memoir and journalism, and research techniques utilized in producing creative non-fiction narratives. Students will explore creative presentations of truth as both new and experienced writers discover and develop their own creative non-fiction narratives in a workshop environment. Students will produce a portfolio of work and will explore publishing opportunities related to creative non-fiction writing.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

(3 lec/0 lab) ***3 sem hrs***

ENG 211 American Literature to 1865

This course is a survey of representative works illustrating the development of American literature from its beginnings to the Civil War, with an emphasis on major literary movements understood in relation to their intellectual, social, and political contexts. Critical analyses of representative works with attention to the elements of various genres through primary and secondary resources will be required.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 914

(3 lec/0 lab) ***3 sem hrs***

ENG 212 American Literature From 1865

This course explores writings in the United States from the end of the Civil War to the present with emphases on major literary movements such as Realism, Regional Realism, Naturalism, Modernism, Postmodernism, and Multiculturalism or writing circles such as the Chicago Renaissance and Harlem Renaissance understood in relation to their intellectual, social and political contexts. Critical analyses of representative works with attention to the elements of various genres through primary and secondary resources will be required.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 915

(3 lec/0 lab) ***3 sem hrs***

ENG 215 Masterpieces of American Literature

This course emphasizes the development and treatment of major themes and ideas in the works of significant American authors. Such representative writers as Bradford, Edwards, Franklin, Hawthorne, Poe, Melville, Emerson, Thoreau, Twain, James, Dickinson, Faulkner, Hemingway, Steinbeck and others are read. Understanding, appreciation, and the influence of the assigned readings is emphasized along with intellectual, social and political contexts.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 915

(3 lec/0 lab) ***3 sem hrs***

ENG 220 Multicultural Literatures of the United States

This course is an introduction to multicultural literary works of the United States. Students will read, understand, and explore issues of race, ethnicity, class, caste, gender, sex, sexuality, nation, region, disability, age, or ecosystem within a variety of literary genres. Considerations of history, formal dynamics, ideas, and the personal as political (activism) will also be explored.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 910D

(3 lec/0 lab) ***3 sem hrs***

ENG 221 British Literature to 1800

This course is a chronological study of British masterpieces from Beowulf (eighth century) through the pre-Romantics (late eighteenth century). The history of ideas will be studied to show the relationship between an idea and its literary genre. Critical analysis of primary and secondary resources is required.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 912

(3 lec/0 lab) ***3 sem hrs***

ENG 222 British Literature From 1800

This course is a chronological study of the evolving world of British literature. Major works of poetry, drama and fiction from the Romantic, Victorian, Modern and contemporary periods are studied. Students will forge connections between authors, works, eras and genres through critical analysis and synthesis of both primary and secondary resources.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 913

(3 lec/0 lab) ***3 sem hrs***

ENG 225 Masterpieces of British Literature

This course emphasizes the major themes, ideas and eras of British literature. Selections include Shakespeare, Milton, Swift, the Romantic, Victorian and Modern eras, and contemporary British literature. Understanding, appreciation, and the influence of the assigned readings is emphasized along with intellectual, historical, and sociological contexts.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 913

(3 lec/0 lab) ***3 sem hrs***

ENG 226 Introduction to Shakespeare

This course is an introduction of the works of Shakespeare. Topics of interest include Shakespearean genres such as comedy, tragedy, history, romance, and sonnets. Recurrent themes, historical and ideological contexts, and intertextuality will be explored through the use of primary and secondary resources.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 905

(3 lec/0 lab) ***3 sem hrs***

ENG 228 Children's Literature

Children's Literature introduces the students to the major genres of children's books, both in print and digital formats. The class focuses on authors, illustrators and trends in children's literature for emerging readers through middle school students. The impact of popular culture, caregiver and educator influence and societal trends on children's literature and literacy development will be investigated. Selection of age and reading level appropriate materials, introducing children to books, and storytelling are also emphasized.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 918

(3 lec/0 lab) ***3 sem hrs***

ENG 229 Introduction to Literature

This course is an introduction to poetry, fiction (short story and novellas or novels), and drama from classic to contemporary selections, including critical analysis of literary elements such as plot, character, symbolism, and theme. It also includes discussion of the cultural and personal significance of literature.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 900

(3 lec/0 lab) ***3 sem hrs***

ENG 230 Introduction to Poetry

This course is a critical study of world poetry, including a variety of styles from the Renaissance to recent times. It teaches students to interpret meaning through analyses of major elements of poetry such as structure, symbolism, and tone, and to defend their interpretation.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 903

(3 lec/0 lab) ***3 sem hrs***

ENG 235 Short Stories to Novels: Examining Fiction

This course is a critical study of three forms of fiction (short story, novella, and novel) from classic and contemporary selections. It includes critical analysis, study of techniques, historical background and thematic interpretations of the works read. This course emphasizes the correlation of literary elements such as plot, character, setting, symbolism, or theme. It also studies the relationships between fiction forms.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 901

(3 lec/0 lab) ***3 sem hrs***

ENG 240 Introduction to Drama as Literature

This course explores the literary aspects, concepts and principles of drama. It includes the critical study of various types of plays from a variety of periods. Consideration is given to the technical aspects of dramatic production, as well as backgrounds of the physical theatre, historical development of the drama form and selected authors.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 902

(3 lec/0 lab) ***3 sem hrs***

ENG 245 World Literature

This course is a survey of representative literary texts ranging from ancient Greek and Roman epics to 19th and 20th century short stories, poems, or drama originating in continental Europe, post-colonial Latin America, Africa, or Asia from ancient times to the present. The course emphasizes the significance of the selections as human documents as well as their importance as literature. Although this course focuses primarily upon Western literature, representative texts from other cultures may be integrated into the syllabus. A cross selection of literary genres ranging from Greek and Roman epics to modern plays, love sonnets, and modern short stories constitutes the course reading list.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 906

(3 lec/0 lab) ***3 sem hrs***

ENG 255 Women's Literature

This course introduces students to novels, short stories, poetry, essays, memoir, drama, journals and other literary genres written by women in English across several centuries. Authors represent a variety of racial, ethnic, sexual, class, disability, age, regional, and national backgrounds. Students explore how systems of race, ethnicity, class, caste, gender, sex, sexuality, disability, age, region, nation, and ecosystem affect the conditions under which women write as well as what they write. Students also explore differences and continuities in women writers' perspectives and their uses of form, content, and subject.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 911D

(3 lec/0 lab) ***3 sem hrs***

ENG 265 Latinx Literatures of the United States

This course is an introduction to the literatures and cultures of Latinx writings in the United States and focuses on the ways in which identity, displacement, bilingualism, code-switching, political conflict, exile, immigration, transculturation, transnationalism, refugee status, colonialism, imperialism, and memory influence and emerge in literary works. Students will read texts in a variety of genres–fiction, poetry, drama, memoir, essay, newspaper columns, testimonios, speeches, corridos–including but not limited to works by writers with roots in Cuba, The Dominican Republic, Mexico, Puerto Rico, and throughout South, Central, and North Americas. Students will identify and understand the social and cultural impacts of Latinx Literature. The works will be read in English.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

IAI: H3 910D

(3 lec/0 lab) ***3 sem hrs***

ENG 296 Special Topics in Literature

This course offers in-depth exploration of a special topic, issue or trend in literature. Repeatable to a maximum of 16 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

Recommended Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

(2 to 4 lec/0 lab) ***2 to 4 sem hrs***

Film Studies (FLM)

FLM 250 Film as Art: A Survey of Film

An introduction to film as an art form, this course examines the motion picture medium through the interpretation and analysis of film texts using filmic terminology and relevant critical theories.

IAI: F2 908

(3 lec/0 lab) ***3 sem hrs***

FLM 260 History of Film

This course surveys the historical development of film, emphasizing the study of international films, movements, genres, and innovations in film production that have had significant influence on film as an art form.

IAI: F2 909

(3 lec/0 lab) ***3 sem hrs***

FLM 270 Film and Literature

This course is a study of relationships between literary and cinematic forms, emphasizing an examination of film adaptations of written texts.

IAI: HF 908

(3 lec/0 lab) ***3 sem hrs***

Finance and Banking (FIN)

FIN 200 Principles of Finance

In this introduction to the role of financial management in today's business world, the following course topics are emphasized: financial markets, debt and equity financing, short and long term financing, capital budgeting, risk and rates of return, and financial statement analysis.

Recommended Prereq: ACC120

(3 lec/0 lab) ***3 sem hrs***

FIN 205 Personal Finance and Investing

This course provides students with direction in making sound personal financial and investment decisions. Coverage includes preparation of budgets, the time value of money, evaluation of credit decisions (credit cards, loans, mortgages), financial markets and the securities within those markets, investment options, tax planning, insurance basics and retirement and estate planning.

Recommended Prereq: BUS100

(3 lec/0 lab) ***3 sem hrs***

Fire Science (FSC)

FSC 105 Basic Operations Firefighter Module A

This course provides the lecture and practical training toward the Basic Operations Firefighter Certification by the Office of the State Fire Marshal. This course covers firefighting competencies such as: Introduction to the fire service and firefighter safety, fire department communications, building construction, fire dynamics, firefighter personal protective equipment (PPE) and self-contained breathing apparatus (SCBA), search and rescue, fire extinguishers, and ropes and knots.

Note: Course meets at an off-site location. Course meets 2 Saturdays as noted in the schedule.

(4 lec/0 lab) ***4 sem hrs***

FSC 115 Basic Operations Firefighter Module B

This course provides the lecture and practical training toward Basic Operations Firefighter Certification by the Office of the State Fire Marshal. Topics discussed include nozzles and streams, water supply, forcible entry, ladders, hose and appliances, ventilation installed systems, salvage and overhaul, and fire control.

Note: Course meets at an off-site location. Course meets on 2 Saturdays as listed on the schedule.

Prereq: C or better in FSC105 or concurrent enrollment

(4 lec/0 lab) ***4 sem hrs***

FSC 118 Basic Operations Firefighter Module C

This course provides training toward Basic Operations Firefighter Certification by the Office of the State Fire Marshal. Topics discussed include Firefighter mental health and resiliency, substance abuse awareness, National incident management system, traffic incident management, safe driving and operation of emergency vehicles, firefighter safety. Students will also receive training with the opportunity of certification in CPR.

Note: Course meets at an off-site location and online.

Prereq: C or better in FSC105 and FSC115, or C or better in FSC105 and concurrent enrollment FSC115

(4 lec/0 lab) ***4 sem hrs***

FSC 120 Hazardous Materials Operations

This course is designed to provide the student with the skills and knowledge necessary to be examined and certified by the Illinois Office of the State Fire marshal as a Hazardous Material First Responder according to certification standards. Topics include roles of a hazardous materials first responder, physical characteristics, toxicity, exposure, and contamination terminology. The classification, regulations and policies related to hazardous materials at the local, state, and federal level are emphasized.

Prereq: C or better in FSC105 or concurrent enrollment

(4 lec/0 lab) ***4 sem hrs***

FSC 125 Advanced Technician Firefighter

This course provides partial training toward Advanced Technician Firefighter Certification and instructs Basic Operations Firefighter students in advanced firefighting techniques. Content for this course includes Fire department incident command system, advanced fire suppression, advanced fire behavior, vehicle rescue and extrication, assisting special rescue teams, fire detection, suppression and smoke control systems, Fire and life safety initiatives, fire origin and cause, advanced ladders and ventilation techniques. Successful completion of this course, practical completion and passage of the state written exam along with other required Office of the State Fire Marshal courses leads to Office of the State Fire Marshal Certification as an Advanced Technician Firefighter.

Note: This course meets at an off-site location. This course meets on 2 Saturdays as noted on schedule.

Prereq: C or better in FSC 105 and FSC 115, C or better in FSC 118 or concurrent enrollment, or Basic Firefighter Operations certification

(4 lec/0 lab) ***4 sem hrs***

FSC 140 Fire Apparatus Engineer

This course is designed to provide students with the necessary background, knowledge and skills to perform the duties of a fire apparatus engineer, which include pump operations, pump functions, pumper components, pumper requirements for maintaining and testing apparatus, fire stream development, and water supply in relation to various fire ground situations. This course provides training toward Fire Apparatus Engineer Certification by the Illinois Office of the State Fire Marshal.

Recommended Prereq: C or better in FSC105, FSC115, and FSC118 or Basic Operations Firefighter Certification

(4 lec/0 lab) ***4 sem hrs***

FSC 150 Vehicle and Machinery Operations

This course provides basic skills toward the performance of rescue specialist operations. It provides an introduction to the knowledge and skills required in the various specialties of extrication using tools, patient extraction methods, and the incident command structure with EMS personnel. This course provides training towards Vehicle Machinery Operations Certification by the Illinois Office of the State Fire Marshal. Repeatable to a maximum of 6 semester hours; 3 semester hours may apply to the fire science degree.

Recommended Prereq: C or better in FSC105, FSC115, and FSC118 or Basic Operations Firefighter Certification

(3 lec/0 lab) ***3 sem hrs***

FSC 160 Tactics and Strategy

This course introduces the basic principles of fire ground tactics and strategy. Topics include advanced fire behavior, advanced building construction, scene size up, initial Engine and Truck company operations, and incident scene safety.

Prereq: C or better in FSC105, FSC115, FSC118, or Basic Operations Firefighter Certification

(3 lec/0 lab) ***3 sem hrs***

FSC 170 Fire Science Instructor I

This course is designed to meet the needs of those individuals who wish to expand their knowledge in the area of instructing other individuals. It is structured to provide basic information about human relations in the teaching-learning environment, methods of teaching and the proper method of writing lesson plans. This course provides training towards Fire Instructor I Certification by the Illinois Office of the State Fire Marshal. Basic Operations Firefighter Certification is required to qualify for an Instructor I OSFM Certification.

Prereq: C or better in FSC105, FSC115, and FSC118, or Basic Operations Firefighter certification

(3 lec/0 lab) ***3 sem hrs***

FSC 220 Fire Company Principles

This course covers the role of the Fire Company within the community, including community needs assessment and public education. It also provides basic training in the principles of fire alarms and sprinkler systems, fire investigation and fire inspections.

Prereq: C or better in FSC105, FSC115, FSC118 or Basic Operations Firefighter Certification

(3 lec/0 lab) ***3 sem hrs***

FSC 231 Company Officer Leadership

This course covers the role and function of a Company Fire Officer through human resource management, administration, policy review, and budgeting. Conflict management strategies are also covered. This course provides partial training towards the Company Officer Certification through the Office of the State Fire Marshal.

Prereq: C or better in FSC105, FSC115, FSC118 or Basic Operations Firefighter Certification

(3 lec/0 lab) ***3 sem hrs***

French (FRE)

FRE 101 Elementary French I

This is an introductory course in the basic structures and vocabulary of French. As language is a reflection of culture, learning about life in France and other French-speaking countries is also included. Emphasis on listening, speaking, reading and writing in French is stressed throughout the course.

(3 lec/0 lab) ***3 sem hrs***

FRE 102 Elementary French II

This course is a continuation of FRE101 with emphasis on the basic structures and vocabulary of French. The main objective of the course is to expand and broaden skills in communicating effectively in French. The four basic skills of listening, speaking, reading, and writing are further developed.

Recommended Prereq: FRE101 or one year of high school French or its equivalent

(3 lec/0 lab) ***3 sem hrs***

FRE 201 Intermediate French I

This course is a continuation of FRE102 with further consideration of the basic structures and vocabulary of French. Increased development of the ability to listen, speak, read, and write in French and enhanced understanding of life in France and other French-speaking countries are emphasized.

Recommended Prereq: FRE102 or two years of high school French or its equivalent

(3 lec/0 lab) ***3 sem hrs***

FRE 202 Intermediate French II

This course is a continuation of FRE201 and is the culminating course in the French sequence. Continued development of the ability to listen, speak, read and write in French are emphasized. The use of more complex and nuanced structures and continued study of cultural issues in France and other French-speaking countries are included.

Recommended Prereq: FRE201 or three years of high school French or its equivalent

IAI: H1 900

(3 lec/0 lab) ***3 sem hrs***

FRE 296 Special Topics in French

This course offers in-depth exploration of a special topic, issue or trend as it relates to the French language.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Geography (GEO)

GEO 120 World Regional Geography

Students are introduced to contemporary issues related to various environmental, political, geographic, and socio-economic trends and factors. Regional concepts from areas such as the Americas, Africa, Asia, and Europe, and Latin America will be examined.

IAI: S4 900N

(3 lec/0 lab) ***3 sem hrs***

GEO 121 Physical Geography

This course is designed to provide an introduction to the general physical environment emphasizing subjects and terminology from the atmosphere, biosphere, lithosphere, and hydrosphere. Topics such as meteorology, earthquakes, volcanoes, river systems and soils and how these influence our world will be examined. A laboratory component further explores these topics using the scientific method of inquiry including observation, hypothesis, formation, and experimentation.

IAI: P1 909L

(3 lec/2 lab) ***4 sem hrs***

GEO 220 Geography of the Developing World

This course introduces students to the application and practical importance of environment, geography, and socio-economic issues that have impacted the developed world using current events. An overview of various areas such as Asia, Africa, and Europe will be discussed as well as an examination of other factors such as the human impact to regional ecologically.

IAI: S4 902N

(3 lec/0 lab) ***3 sem hrs***

GEO 296 Special Topics in Geography

This course offers in-depth analysis of a special topic, issue, or trend in geography. Topics may include GIS or other areas related to geography. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 3 lec/0 to 6 lab) ***1 to 3 sem hrs***

Geology (GLG)

GLG 100 Introduction to Physical Geology

This course examines the basic principles of geology from a physical and historical perspective. It includes such topics as the formation of rocks and minerals; internal and external processes modifying the earth's surface and other natural phenomena; and the evolutionary history of the earth, including its life forms and continents.

IAI: P1 907

(3 lec/0 lab) ***3 sem hrs***

GLG 101 Introduction to Physical Geology Laboratory

This course includes weekly face-to-face laboratory work involving mineral and rock identification, topographic and geologic map exercises, and some fieldwork.

Prereq: GLG100 or concurrent enrollment

IAI: P1 907L

(0 lec/2 lab) ***1 sem hrs***

GLG 102 Historical Geology

This course is an introduction to the origin and structure of the earth through a study of the evolution of its life and continents over the last 4.6 billion years. Emphasis is placed on the formation and interpretation of sedimentary rocks for the purpose of understanding how they, and the fossils contained within them, record changes in the Earth's environment and processes over time. Plate tectonics and extinctions recorded in rocks are studied to understand how they reflect environmental changes in the Earth's ocean, atmosphere, and surface.

Recommended Prereq: GLG100 or ESC 100

IAI: P1 907L

(3 lec/2 lab) ***4 sem hrs***

GLG 103 Environmental Geology

This course examines human interaction with geologic processes and hazards, including earthquakes, volcanoes, mass wasting and flooding. Environmental concerns to be discussed include the occurrence and availability of geologic resources (energy, water and minerals), land use planning, groundwater pollution and remediation, environmental health and law. The course is intended for non-science or potential environmental sciences majors.

IAI: P1 908

(3 lec/0 lab) ***3 sem hrs***

GLG 120 Geology of the National Parks

Geology of the National Parks develops geological background, concepts and principles through the study of selected national parks. Students articulate the reasons why sites are designated as national parks, monuments, and seashores, and the role that geology has in determining that status. Basic geologic concepts discussed are minerals, rocks, geologic time, sedimentary environments and rivers, plate tectonics, volcanoes, weathering, mass wasting, earthquakes, and glaciers and glaciation. Human interactions and archeology are presented where appropriate.

IAI: P1 907

(3 lec/0 lab) ***3 sem hrs***

German (GER)

GER 101 Elementary German I

This is an introductory course in the basic structures and vocabulary of German. The course is taught by using culturally authentic themes from everyday life with an emphasis on communication. In addition to the four basic language skills of listening, speaking, reading, and writing, cultural aspects of the German-speaking countries are also presented.

(3 lec/0 lab) ***3 sem hrs***

GER 102 Elementary German II

This course is a continuation of GER101 and expands on elementary grammar essentials. Reading and interpreting of more advanced German conversation, prose, diction and composition are included.

Recommended Prereq: GER101 or one year of high school German

(3 lec/0 lab) ***3 sem hrs***

GER 201 Intermediate German I

This course provides a thorough review of grammar and an in-depth consideration of the most difficult grammatical concepts. Emphasis on reading, writing and speaking the German language is stressed throughout the course.

Recommended Prereq: GER102 or two years of high school German

(3 lec/0 lab) ***3 sem hrs***

GER 202 Intermediate German II

This course is a continuation of GER201 and provides a further study and review of grammar and idiomatic colloquial German. Increased emphasis is placed on conversational and free composition and the reading of more difficult texts.

Recommended Prereq: GER201 or three years of high school German

IAI: H1 900

(3 lec/0 lab) ***3 sem hrs***

GER 296 Special Topics in German

This course offers in-depth exploration of a special topic, issue or trend as it relates to the German language.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Health Education (HED)

HED 100 Personal Wellness

This course is designed to address the six dimensions of health and wellness (e.g., physical, emotional, spiritual, intellectual, environmental, and social), associated health problems and subsequent strategies that can be implemented to optimize one's health. Emphasis is placed on disease prevention and health improvement through self-responsibility in areas of: achieving wellness, eating, exercising, healthy relationships, drug use and abuse, environmental influences and making healthy choices.

(3 lec/0 lab) ***3 sem hrs***

Health Information Technology (HIT)

HIT 101 Introduction to Health Information Management

This course is a comprehensive study of health information management profession and the health record. It introduces the student to the development of the Health Information Management (HIM) profession as well as the history, structure, and function of the American Health Information Management Association. This course examines the American healthcare system. It includes the study of the main components and issues of the financing and delivery of healthcare services in the United States and in comparison to other nations. The organization and operation of the modern acute hospital will be described and analyzed along with other healthcare settings. The structure, content and standards of the electronic health record are also covered in the course. Emphasis is placed on healthcare data sets, indexes and registries.

Prereq: C or better in ENG085 or ENG095 or placement by appropriate measures into college-level English

(4 lec/0 lab) ***4 sem hrs***

HIT 110 Medical Terminology

This course is designed to teach word elements of roots, combining forms, suffixes and prefixes, definitions, spelling, pronunciation and the use of correct abbreviations of medical terms. The course content is organized around body systems and emphasizes the terminology and application related to health information technology.

(3 lec/0 lab) ***3 sem hrs***

HIT 120 Medical Office Procedures

Students learn about effective organizational and medical office management, professional organizations, legalities and ethics. The role and responsibilities of the administrative medical assistant are emphasized.

Recommended Prereq: HIT110

(3 lec/0 lab) ***3 sem hrs***

HIT 130 Medical Insurance and Reimbursement

Reimbursement and payment systems of health insurance payers are examined, highlighting private and governmental policies. Major classes of health insurance contracts are examined with emphasis on benefits and limitations.

Recommended Prereq: HIT110, HIT120 or MLA150.

(3 lec/0 lab) ***3 sem hrs***

HIT 142 Legal and Ethical Issues in Healthcare

This course examines the legal and ethical issues encountered by healthcare professionals in the United States healthcare system. Emphasis is placed on the purposes and goals of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy and Security rules. Course topics examine privacy, confidentiality and the security of the health record, access to patient health information; release of health information (ROI) policies and procedures; professional and practice-related ethical issues in health information procedures; professional and practice-related ethical issues in health information management; risk management components related to health information management.

Recommended Prereq: HIT101 or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

HIT 210 ICD Coding

This course is an introduction to the International Classification of Diseases (ICD) coding principles for services rendered by physicians. Practice in the assignment of valid diagnostic codes is emphasized to orient the students to coding requirements, terminology and characteristics. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Prereq: C or better in HIT110, C or better in HIT220 or concurrent enrollment in HIT220

(3 lec/0 lab) ***3 sem hrs***

HIT 212 Inpatient Medical Coding

This course provides an introduction to basic rules, regulations and principles of the ICD-10-PCS inpatient procedural coding classification system. Students will expand their knowledge of inpatient procedures including surgical and ancillary services. The applied approach of this course will teach students how to construct procedural codes through the appropriate assignment of each code character. Students will apply their skills and acquired knowledge to a variety of inpatient coding scenarios beginning with simple and advancing to more complex. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Prereq: C or better in BIO260 and HIT110
(3 lec/0 lab) ***3 sem hrs***

HIT 215 CPT Coding

This course provides an introduction to the guidelines, rules and terms for the Current Procedural Terminology (CPT) and the Center for Medicare/Medicaid Services' Healthcare Common Procedure Coding System (HCPCS) classification systems. The applied approach of this course will teach students how to construct procedural codes for services provided by outpatient facilities, physicians and other healthcare professionals. Repeatable to a maximum of 12 semester hours; 3 semester hours may apply to a degree or certificate.

Prereq: C or better in BIO260 and HIT110
(3 lec/0 lab) ***3 sem hrs***

HIT 216 Advanced Clinical Classification Systems

This course provides in-depth coverage of ICD and HCPCS coding conventions, principles, and updates as they apply to accurate coding of complex medical/surgical cases, with emphasis on case studies. Government regulations, industry standards and changes in health care reporting will be addressed. Students will assign coding and prospective payment categories using computerized encoding software and AHIMA's Virtual Lab.

Prereq: C or better in HIT210, HIT212, HIT215
(3 lec/0 lab) ***3 sem hrs***

HIT 218 Reimbursement Systems

This course focuses on the components of revenue cycle management and approaches to the financing and delivery of healthcare services. The course examines the reimbursement and payment methodologies and regulation requirements of the revenue cycle processes. Emphasis on concepts in insurance, clinical documentation improvement, third-party and prospective payments, and managed care organizations.

Prereq: C or better in HIT216 or concurrent enrollment
(3 lec/0 lab) ***3 sem hrs***

HIT 220 Pathophysiology and Pharmacology for the Health Information Technology Professional

A working knowledge of the nature and cause of disease including the etiology, signs, symptoms, diagnostic evaluation, clinical treatment, and pharmacology management of disease processes necessary for a career in the health information profession are presented. Emphasis is on pharmacology for health information professionals covering general principles of drug actions/reactions, major drug classes and specific agents within each class.

Prereq: C or better in BIO260
(3 lec/0 lab) ***3 sem hrs***

HIT 242 Healthcare Computer Applications

This course introduces students to the electronic health record (EHR) and software used in health care. This course emphasizes the health information processes for collection, maintaining and disseminating primary and secondary health information. Students will identify strategies for data quality, database architecture, and information governance. This course also presents the challenges and role health information exchange plays in improving healthcare.

Prereq: C or better in HIT101
(3 lec/0 lab) ***3 sem hrs***

HIT 246 Healthcare Statistics and Data Analysis

This course introduces students to basic statistical principles and calculations as applied in the healthcare environment. Topics include the maintenance, compilation, analysis and presentation of healthcare statistics. In addition, students learn the fundamentals of displaying statistical information using a variety of graphs and charts.

Prereq: HIT101 with a C or better, MTH107 with a C or better
(3 lec/0 lab) ***3 sem hrs***

HIT 252 Organizational Management and Leadership

The philosophy and functions of human and financial resource management within the health care setting is examined. Emphasis is placed on planning, organizing, directing, coordinating and controlling, theories of decision making, problem solving, motivation, leadership and communication, in addition to quality and performance improvement, budgeting, the revenue cycle, work processes and goal setting.

Prereq: C or better in HIT101
(3 lec/0 lab) ***3 sem hrs***

HIT 299 Professional Practice Experience

This capstone course allows students to gain real-world experience by interacting directly with people already employed in the field of Health Information Management. The PPE is designed to provide the student 50 hours of practical experiences in the theories and concepts previously acquired in the curriculum. This course also provides preparation for the Registered Health Information Technician (RHIT) examination, which can be taken in the final semester of study. The course focuses on review of all competency categories known as domains as outlined by the American Health Information Management Association (AHIMA).

Prereq: Consent of program director
(0 lec/2 lab) ***1 sem hrs***

Heating, Ventilation, Air Conditioning (HVA)

HVA 110 Introduction to HVAC/R

This course introduces the learner to the terminology, concepts and scientific principles used in the Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) industry and develops skills in pipefitting, use of hand tools and operation of test instruments and equipment used in the Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) trade with an emphasis on the refrigeration cycle and charging systems.

(2 lec/2 lab) ***3 sem hrs***

HVA 120 HVAC/R Electrical Systems

This course introduces electrical safety, theory, tools, and test equipment used in the HVAC/R industry. Major emphasis is placed on wiring and troubleshooting electrical circuits and examining voltage, amperage, and resistance readings.

(2 lec/2 lab) ***3 sem hrs***

HVA 130 Residential Air Conditioning Systems

This course takes an extensive look at refrigeration system components and their function in the refrigeration cycle, as well as control components used within industry. Different aspects of human comfort related to the HVAC/R industry will be discussed. Topics include: Indoor Air Quality (IAQ), Psychrometrics, Enthalpy, Ventilation, Dehumidification and troubleshooting. Also includes a module on soft skills, pertaining to performing service calls.

Prereq: HVA110, HVA120
(2 lec/2 lab) ***3 sem hrs***

HVA 140 Residential Heating Systems

This course discusses the theory, science, and procedures behind heat production for residential and light commercial systems. The student will also develop skills in testing, adjusting, and replacing heating components such as furnace burners, motors, gas piping assemblies, electrical wiring and thermostats.

Prereq: HVA110, HVA120

(2 lec/2 lab) ***3 sem hrs***

HVA 150 Basic Sheet Metal Fabrication and Print Reading

This course is designed to provide students with experience in the safe use of sheet metal tools and the methods used to make layouts. Students complete a drawing and fabricate the parts. Familiarization with HVAC blueprints is also included.

(2 lec/2 lab) ***3 sem hrs***

HVA 160 EPA Refrigerant Certification

This course is intended to prepare students for the certification test required by the Environmental Protection Agency (EPA) 608 of the Federal Clean Air Act.

Repeatable to a maximum of 4 semester hours; 1 semester hour may apply to a degree or certificate.

(1 lec/0 lab) ***1 sem hrs***

HVA 165 HVAC/R Safety

This course is intended to educate students on safe work practices used in the Heating, Ventilation and Air Conditioning (HVAC) industry. Topics also include Occupational Safety and Health Administration (OSHA) 10 safety standards, ladder safety, fall restraints and Lock Out Tag Out (LOTO). Repeatable to a maximum of 8 semester hours; 2 semester hours may apply to a degree or certificate.

(1 lec/2 lab) ***2 sem hrs***

HVA 180 HVAC/R Electrical Systems and Troubleshooting

This course presents advanced electrical systems and controls topics by building on the theories, concepts and skills covered in HVAC/R Electrical Systems with an emphasis on electrical system malfunctions and systematic procedures for troubleshooting. Students will use proper wiring techniques, utilize troubleshooting processes to uncover failed components.

Prereq: C or better in HVA110 and HVA120.

(2 lec/2 lab) ***3 sem hrs***

HVA 200 Sheet Metal Fabrication and Installation

Students learn basic procedures of designing, fabricating and installing ductwork, electrical wiring, and piping for residential comfort systems. Emphasis is placed on pitfalls, problems and inaccuracies that can occur during each of these procedures.

Prereq: HVA130, HVA140 or concurrent enrollment, and HVA150 and HVA160

(2 lec/2 lab) ***3 sem hrs***

HVA 205 Residential and Commercial Heat Pumps

Advanced topics in heat pump installation, troubleshooting, and maintenance. Course topics include: heat pumps (air source and geothermal), mini-split and Variable Refrigerant Flow (VRF) systems. Installation procedures like electrical wiring and system piping are also covered.

Prereq: HVA130, HVA140

(2 lec/2 lab) ***3 sem hrs***

HVA 215 Commercial HVAC Systems

Students will learn the operating principles, fundamental concepts, and components of commercial Heating, Ventilation and Air Conditioning (HVAC) systems. Topics include: Fans, Air Handler Units (AHUs,) Rooftop Units, Chillers, Cooling Towers, Boilers, Variable Air Volume (VAVs), and Fan Powered Boxes (FPBs). Basic troubleshooting procedures, and the advantages and disadvantages of different types of commercial Heating, Ventilation and Air Conditioning (HVAC) systems will also be discussed.

Prereq: HVA130, HVA140

(2 lec/2 lab) ***3 sem hrs***

HVA 230 Commercial HVAC Controls

This course introduces commercial building heating and air conditioning controls. This course will cover topics including system design and operation, developing a reset schedule, familiarization with common control components, and troubleshooting basic controls.

Prereq: HVA120, HVA130, HVA140

(2 lec/2 lab) ***3 sem hrs***

HVA 245 Load Calculations and Duct Design

Techniques and procedures necessary to evaluate residential and commercial heat loss, and heat gain load calculation are covered. This data is used to create duct designs and layouts. Other topics include equipment sizing location and selection, infiltration, indoor air quality, and register location and selection.

Prereq: HVA110, HVA120, HVA140

(2 lec/2 lab) ***3 sem hrs***

HVA 250 Residential Hydronic Technology

This course presents an in-depth study in hydronic technologies and the operation of hydronic heating systems and their components. Students receive hands-on experience in installing, troubleshooting, and repairing hydronic heating systems. Topics will include heating systems, heat distributing units, and piping.

Prereq: HVA110 HVA120, HVA140

(2 lec/2 lab) ***3 sem hrs***

HVA 255 Commercial Refrigeration

This course covers commercial refrigeration equipment with an emphasis on operation and troubleshooting. Walk-in and reach-in coolers, freezers and ice makers are used to build on concepts learned in the Introduction to Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) and Residential Air Conditioning Systems courses. This course will differentiate between Heating, Ventilation and Air Conditioning (HVAC) and refrigeration, focusing on equipment sizing and selection. Installation of piping and wiring of refrigeration system controls are also covered.

Prereq: C or better in HVA130, HVA160 and HVA180

(2 lec/2 lab) ***3 sem hrs***

HVA 296 Special Topics for HVAC

This course offers in-depth exploration of a special topic, issue or trend in the heating, ventilation, and air conditioning industry. Topics might include: advanced HVAC, alternative energy or energy management. Repeatable to a maximum of 12 semester hours for different topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

History (HIS)

HIS 101 World History to 1500

This course surveys the economic, social, cultural and political history of global peoples and cultures from ancient times to 1500, paying particular attention to the ways in which discrete peoples conceived of and organized themselves and their societies, as well as their regional relationships and interactions with global communities.

IAI: S2 912N

(3 lec/0 lab) ***3 sem hrs***

HIS 102 World History Since 1500

This course surveys the economic, social, cultural, and political history of global peoples and cultures from 1500 to the present, paying particular attention to relationships and interactions among global communities. In addition, to building historical knowledge, this course introduces students to historical methodology and the use of primary sources. Students will have the opportunity to "do" history like a historian, as they ask historical questions, apply historical thinking, and develop their own interpretations of the past.

IAI: S2 913N

(3 lec/0 lab) ***3 sem hrs***

HIS 111 Western Civilization to 1648

This examination of Western civilization reviews the major historical developments from the experiences of the Near Eastern populations, the Greeks and the Romans, through the Middle Ages, and concludes with early modern history to 1648. The course employs social and cultural history, as well as the more traditional political and economic approaches.

IAI: H2 901

(3 lec/0 lab) ***3 sem hrs***

HIS 112 Western Civilization Since 1648

In this course, students will explore cultural, social, political, and economic developments, identifying its global interactions with trans-oceanic worlds. This will include applying critical historical thinking skills to understand causation, change, contingency, and complexity in this history. Students will also analyze primary sources within their contexts and defend historical interpretations using both primary and secondary sources.

IAI: H2 902

(3 lec/0 lab) ***3 sem hrs***

HIS 121 American History to 1865

This examination of American history reviews the major historical developments from the experiences of the indigenous peoples, the colonial regimes, and nation-building, through the sectional crisis, and concludes with the Civil War. The course employs social, cultural, and transnational history, as well as the more traditional political and economic approaches. In addition, to building historical knowledge, this course introduces students to historical methodology and the use of primary sources. Students will have the opportunity to "do" history like a historian, as they ask historical questions, apply historical thinking, and develop their own interpretations of the past.

IAI: S2 900

(3 lec/0 lab) ***3 sem hrs***

HIS 122 American History Since 1865

This examination of American history reviews the major historical developments from the experiences of Reconstruction and Western conquest, the rise of industrial capitalism, and American ascendance as a global power through the Cold War and concludes with contemporary American society. The course employs social and cultural history, as well as the more traditional political and economic approaches, to understand the transnational American experience since 1865.

IAI: S2 901

(3 lec/0 lab) ***3 sem hrs***

HIS 205 History of the Middle East

This course surveys the economic, social, cultural and political history of the Middle Eastern peoples and nations from ancient times to the present, paying particular attention to the ways in which Middle Eastern peoples conceived of and organized themselves and their societies, as well as their regional relationships and interactions with the global community.

IAI: S2 920N

(3 lec/0 lab) ***3 sem hrs***

HIS 215 History of China and Japan

This course surveys the economic, social, cultural and political history of Chinese and Japanese peoples and nations from ancient times to the present, paying particular attention to the ways in which the Chinese and Japanese conceived of and organized themselves and their societies, as well as their regional relationships and interactions with the global community.

IAI: S2 920N

(3 lec/0 lab) ***3 sem hrs***

HIS 225 History of Africa

This course surveys the economic, social, cultural and political history of the African peoples and nations from ancient times to the present, paying particular attention to the ways in which African peoples conceived of and organized themselves and their societies, as well as their regional relationships and interactions with the global community.

IAI: S2 920N

(3 lec/0 lab) ***3 sem hrs***

HIS 235 Latin American History: Pre-Columbian Period to the Present

This introductory course surveys the historical development of Latin America (Caribbean, Mexico, Central and South America) from pre-Columbian times to the present. The focus is on the different cultural and ethnic groups of these regions and how conquest, trade and revolution have shaped Latin American nations. Attention is also given to the history of United States-Latin American relations and the history of Latinos in the U.S.

IAI: S2 920N

(3 lec/0 lab) ***3 sem hrs***

HIS 296 Special Topics/History

This course offers in-depth exploration of a special topic, issue or trend in the history field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(.5 to 3 lec/0 lab) ***.5 to 3 sem hrs***

Human Services (HSV)

HSV 105 Survey of Human Services

This course is designed to familiarize students with the field of human services and the skills required to become a human service worker. Topics covered include basic helping skills, career options within the helping professions, working with cultural differences, ethical and legal challenges in the helping professions and self-care for human service workers. Opportunities are provided to visit selected human services agencies/organizations.

(3 lec/0 lab) ***3 sem hrs***

HSV 110 Group Dynamics

Group Dynamics uses class discussion, lecture and individual observation to familiarize students with the group process. Topics include the various types of groups and the appropriate use of group facilitation techniques such as goal setting, therapeutic factors and four stages of group counseling. In class facilitation exercises provide opportunities for students to translate theory into practice.

(3 lec/0 lab) ***3 sem hrs***

HSV 115 Crisis Intervention

This course is designed to familiarize students with a variety of crisis situations and appropriate intervention techniques. Opportunity is provided for students to demonstrate intervention skills in simulated crisis situations.

(3 lec/0 lab) ***3 sem hrs***

HSV 120 Introduction to Substance Use Disorder

This course provides an overview of the historical and cultural attitudes toward alcohol and drug use and misuse. Theories of substance use disorders including the disease concept are introduced as well as the biologic, psychological, spiritual and family impact of the disorder. The role of community-based recovery support systems including 12 Step and alternative programs is explored. Assessment criteria found in the current Diagnostic and Statistical Manual of Mental Disorders and evidence-based strategies for early intervention, treatment, and prevention are presented. Although designed for students interested in obtaining their certification as an alcohol and other drug counselor in Illinois and individuals entering the human services profession, the course is also suitable for individuals who desire to learn more about substance use disorders.

(3 lec/0 lab) ***3 sem hrs***

HSV 125 Counseling Theories and Strategies

This course is designed to provide students with the most current assessment of the constructs, principles and techniques of major counseling theories. Special emphasis is placed on developing cultural competence and application to an addicted population.

(3 lec/0 lab) ***3 sem hrs***

HSV 140 Assessment and Treatment of Co-Occurring Disorders

This course explores the special needs of clients that are diagnosed with both a substance use disorder and a psychiatric disorder and provides students with an understanding of the complexities of working with this population. Students will develop an understanding of the use of the diagnostic criteria in current Diagnostic and Statistical Manual of Mental Disorders (DSM) and will become familiar with the principles of integrated treatment utilized when working with people with co-occurring disorders.

Prereq: C or better in HSV120

(3 lec/0 lab) ***3 sem hrs***

HSV 210 Psychopharmacology and the Addictive Process

This course studies the neurologic, physiologic, behavioral and cognitive effects of psychoactive drugs - drugs that affect the brain and central nervous system. Legal and pharmacological classification systems and specific classes are reviewed, including risks associated with overdose, withdrawal and physical dependence. Methods and patterns of use and the impact of route of administration are explored. The use of drugs in treating psychiatric disorders, accepted medical uses, and toxicity of socially abused drugs are also explored. Substance use patterns of special populations are included.

Prereq: C or better in HSV120

(3 lec/0 lab) ***3 sem hrs***

HSV 215 Introduction to Social Work

Introduction to Social Work examines social work within the context of social welfare service and social welfare policies, including historical origins, conceptual framework, and contemporary issues. An overview of practice methods, research considerations, policy issues, and social work values and ethics are studied in relation to clinical decisions. Emphasis is on the role of social work with culturally diverse and at-risk groups in America that face societal challenges. Students are introduced to the variety of roles available in the social work profession in order to make informed decisions about entering the social work profession.

(3 lec/0 lab) ***3 sem hrs***

HSV 220 The Role of Substance Use Disorder Counselors

This course addresses specific knowledge, methods and skills required of certified substance use disorder (SUD) counselors to treat individuals with substance use disorders. Content includes a review of the history and evolution of the SUD counseling field in the U.S., core functions of SUD counselors, federal rules regarding the confidentiality of drug and alcohol patient records, and introduction to the professional code of ethics that apply to certified alcohol and other drug counselors (CADC) in Illinois.

Prereq: C or better in HSV110, HSV120, and HSV210 (concurrent enrollment in HSV 210 is allowed).

(3 lec/0 lab) ***3 sem hrs***

HSV 225 Clinical Skills for Substance Use Disorder Counselors

This course is devoted to the specific knowledge, methods and skills required of certified substance use disorder (SUD) counselors to treat individuals with substance use disorders. Content includes a review of current laws and procedures that apply to the provision of treatment and intervention services, including DUI offenders; introduction to drug testing methods; introduction to intervention strategies incorporated into Employee Assistance Programs, school intervention programs, and specialty courts; the provision of patient education in a group setting; applicable rules governing the delivery of substance abuse intervention and treatment services in Illinois; core functions regarding screening, assessment and treatment planning, and the maintenance of patient/client records consistent with applicable law.

Prereq: C or better in HSV110, HSV120, and HSV210 (concurrent enrollment in HSV210 allowed).

(3 lec/0 lab) ***3 sem hrs***

HSV 230 Substance Use Disorder Counseling Seminar and Field Experience I

This course, designed to provide training and practical experience in a substance use disorder (SUD) setting, combines a supervised field experience with an on-campus seminar. Students spend 250 hours experiencing on-the-job training at a SUD treatment agency. Classroom emphasis is on the provision of clinical supervision relevant to the practice setting, defining the role of the counselor in the context of the internship site; applying ethical standards to the delivery of services at the internship site, and identifying individual learning needs in order to enter the profession.

Prereq: Completion of minimum of 21 credit hours of Human Services (HSV) courses, including a C or better in HSV220 or HSV225, and the completion of the Internship Application. A permit is required to enroll in this course.

(1 lec/4 lab) ***3 sem hrs***

HSV 240 Substance Use Disorder Counseling Seminar and Field Experience II

This course continues the substance use disorder (SUD) counseling seminar and field experience. Students spend an additional 250 hours developing skills in on-the-job training, and they attend a weekly seminar for group supervision. Classroom emphasis is on the provision of clinical supervision relative to the practice setting, developing individualized patient treatment plans, providing group and individual counseling services that correspond with the patient treatment plan, and adhering to state licensing standard in the performance of their duties as an intern.

Prereq: C or better in HSV230

(1 lec/4 lab) ***3 sem hrs***

Humanities (HUM)

HUM 101 Survey of the Humanities

This is a broad course which introduces students to a view of their inherited culture through the examination of literature, art, music, architecture, philosophy, drama, film, and religion. The emphasis is twofold: on cultural history and on the present in a civilized society. Students will critique and assess the meaning, purpose or function of major artworks. Materials are organized in terms of issues and ideas.

IAI: HF 900

(3 lec/0 lab) ***3 sem hrs***

HUM 102 The Global Village

This general humanities course introduces the student to the literature, art, music, religion, and film of several continents of the world. The emphasis is on a world-wide understanding of the humanities through arts, philosophies or religions among different Western and non-Western traditions. Methods for recording the human experience including humanistic, qualitative, theoretical, or philosophical methods as well as creative, historical, or cultural expressions that examine the uniqueness of societies are also discussed.

IAI: HF 904N

(3 lec/0 lab) ***3 sem hrs***

HUM 108 World Mythology

This course is a comparative introduction to mythology throughout the world, with a specific emphasis on non-Classical mythology. The nature of mythology will be examined through the study of themes in folklore, myth, and legendary narratives as well as the representation of those themes through the humanities. There is also a focus on archetypal figures/situations, symbolism, and figurative language found in creation stories, heroic legends and/or other traditional narratives.

IAI: H9 901

(3 lec/0 lab) ***3 sem hrs***

HUM 112 Greek and Roman Mythology

In this introductory course, students will explore the significant myths of Greece and Rome through the study of legendary narratives, themes, archetypal figures/situations, symbolism, and figurative language. These myths and their main ideas will be studied in relation to modern culture and as a source of universal themes and values expressed through the various disciplines within the humanities.

IAI: H9 901

(3 lec/0 lab) ***3 sem hrs***

HUM 201 Modern Culture and the Arts

This course provides experiences in modern, post-modern and contemporary art forms in literature, music, and graphics and discusses the historical, social and cultural forces influencing these arts in the 20th and 21st centuries. An investigation of the values of a culture inundated by changing technology is also included at both a societal and personal level. Artworks are examined through changes of philosophies, beliefs, social, cultural and art movements.

IAI: HF 903

(3 lec/0 lab) ***3 sem hrs***

HUM 202 Current Trends in Digital Humanities

This course explores current and future media technologies used to design new content in the arts and humanities. Digital humanities are emphasized in the private and public sectors using sociological, psychological and cultural research. The emphasis is on key digital humanities concepts such as: video game design, data/information visualization, user interaction, gamification, and mobile media in terms of usability, utility and desirability. Using a game-based learning model, the coursework is interdisciplinary, integrating the sciences, technology, engineering, education, training, marketing, and healthcare as they intersect with the arts.

IAI: H9 900

(3 lec/0 lab) ***3 sem hrs***

HUM 233 Introduction to Latin American Civilizations and Culture

This humanities course introduces students to the cultures of LatinX populations in North America and their connections to Latin American civilizations. Key historical, political, economic and social factors will be considered alongside literature, visual art, cinema, and music reflecting the cultural identities of the diverse, Latin American peoples. Critical evaluation of traditions, colonialism, social issues, and immigration are compared to the experiences of LatinX populations in areas like Chicago and Aurora, IL.

IAI: HF 906D

(3 lec/0 lab) ***3 sem hrs***

HUM 296 Special Topics/Humanities

This course offers in-depth exploration of a special topic, issue or trend in the field of humanities. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Independent Study (IND)

IND 200 Independent Study

The independent study course provides students with the opportunity to explore areas of special interest that expand on their classroom studies or develop their knowledge in a particular discipline. Repeatable to a maximum of 4 semester hours; 4 semester hours of the independent study courses (IND200, IND201) may apply to a degree or certificate.

Prereq: Consent of instructor

(0 lec/3 lab) ***1 sem hrs***

IND 201 Independent Study

The independent study course provides students with the opportunity to explore areas of special interest that expand on their classroom studies or develop their knowledge in a particular discipline. Repeatable to a maximum of 8 semester hours; 4 semester hours of the independent study courses (IND200, IND201) may apply to a degree or certificate.

Prereq: Consent of instructor

(0 lec/6 lab) ***2 sem hrs***

Insurance (INS)

INS 100 Insurance Fundamentals

This course defines the insurance mechanism, identifies common types of property-casualty insurance, and explains how insurance benefits society. Students will be introduced to the core functions of insurance organizations; marketing, underwriting, and claims. Discussions will include Insurance policy structure, type of policy provisions, and methods for analyzing policies.

(3 lec/0 lab) ***3 sem hrs***

INS 150 Personal Insurance

This course offers an overview of property and liability loss exposures faced by most individuals. The types of insurance coverage that can be used for treating those exposures, such as personal liability, inland marine, auto, life, health, and government programs are examined. Upon completion of this course, students will be able to evaluate a property or liability loss, using appropriate coverage and policy.

Prereq: C or better in INS100

(3 lec/0 lab) ***3 sem hrs***

INS 200 Commercial Insurance

This course analyzes commercial insurance coverage including property, business income, inland and ocean marine, crime, equipment breakdown, general liability, auto, workers compensation, and package policies. Upon completion of this course, students will be able to evaluate a commercial loss, using appropriate coverage and policy.

Prereq: C or better in INS100

(3 lec/0 lab) ***3 sem hrs***

Interdisciplinary Studies (IDS)

IDS 110 Introduction to Women's and Gender Studies

This course will focus on the experiences of women and LGBTQIA+ people; the meanings of sex, gender, and sexuality; and how contemporary culture both shapes and represents our notions of gender. This course will be interdisciplinary in its approach as it examines arts, literature, history, sociology, and philosophy that explore cultural expressions of gender. We will work collaboratively to sharpen our critical analytical skills as they apply to intersecting forms of inequality in which gender, sexuality, class, caste, race, ethnicity, age, disability, ability, nation, region, and environment interact.

(3 lec/0 lab) ***3 sem hrs***

IDS 210 Peace Studies and Conflict Resolution

This course explores non-violent approaches to resolving personal, social, national, and global conflicts. It encompasses an exploration of peace studies, examining the historical, philosophical, political, economic, and psychological roots of violence. Emphasizing that peace transcends the mere absence of aggression, students will investigate non-violent methods for creating a more equitable and just world.

(3 lec/0 lab) ***3 sem hrs***

IDS 220 Human Rights and Social Justice

This course explores human rights and social justice from global to local perspectives. Covering historical violations and ongoing challenges, it examines treaties, laws, and advocacy organizations. Key topics include racial discrimination, gender equality, LGBTQ rights, and genocide, offering insights into the complexities of equality and human rights.

(3 lec/0 lab) ***3 sem hrs***

IDS 296 Special Topics for Interdisciplinary Studies

This course offers in-depth exploration of a special topic, issue or trend in interdisciplinary studies and may integrate two or more disciplines. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 3 lec/0 to 6 lab) ***1 to 3 sem hrs***

Internship (ITS)

ITS 297 Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in areas that expand on their classroom studies in a particular discipline. Eighty hours are required for 1 credit. Repeatable to a maximum of 4 semester hours; 6 semester hours from the internship courses (ITS297, ITS298, ITS299) may apply to a degree or certificate.

Prereq: Consent of instructor

(0 lec/5 lab) ***1 sem hrs***

ITS 298 Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in areas that expand on their classroom studies in a particular discipline. One hundred sixty hours are required for 2 credits. Repeatable to a maximum of 6 semester hours; 6 semester hours from the internship courses (ITS297, ITS298, ITS299) may apply to a degree or certificate.

Prereq: Consent of instructor

(0 lec/10 lab) ***2 sem hrs***

ITS 299 Internship

Combining academic credit with professional experience, this internship allows students to learn about, observe and work in areas that expand on their classroom studies in a particular discipline. Two hundred forty hours are required for 3 credits. Repeatable to a maximum of 6 semester hours; 6 semester hours from the internship courses (ITS297, ITS298, ITS299) may apply to a degree or certificate.

Prereq: Consent of instructor

(0 lec/15 lab) ***3 sem hrs***

Japanese (JPN)

JPN 101 Elementary Japanese I

This course is designed for students who have no previous knowledge of Japanese. The course presents a basic foundation that enables students to acquire and develop language skills in listening, speaking, reading and some writing.

(3 lec/0 lab) ***3 sem hrs***

JPN 102 Elementary Japanese II

This course is a continuation of JPN101 with emphasis on increased accuracy in listening, speaking skills, reading and writing.

Recommended Prereq: JPN101

(3 lec/0 lab) ***3 sem hrs***

Kinesiology/Physical Education (KPE)

KPE 127 Cardio Kickboxing

Cardio Kickboxing is a fusion of boxing, martial arts, and aerobics done rhythmically to music. This cardiovascular workout consisting of jabs, hooks, uppercuts, and kicks is designed to improve health. Students will learn kickboxing history, rules, strategies, research, safety and etiquette. This is a non-contact course and gloves are not required. Repeatable to a maximum of 4 semester hours; a maximum of 4 semester hours of KPE activity courses may apply to a degree or certificate.

(0 lec/2 lab) ***1 sem hrs***

KPE 134 Zumba Fitness

This course is designed to improve an individual's cardiovascular, muscular endurance and flexibility through participation in aerobic exercise routines set to Latin-infused dance music. The routines feature interval training sessions where fast and slow rhythms and resistance training are combined. Intensity is elevated to a level appropriate to one's training heart rate. Repeatable to a maximum of 4 semester hours; a maximum of 4 semester hours of KPE activity courses may apply to a degree or certificate.

(0 lec/2 lab) ***1 sem hrs***

KPE 141 Jogging

This course is designed to improve an individual's level of cardiovascular fitness, muscular strength, muscular endurance, and flexibility. Students will learn correct running mechanics, nutrition for running, strategies to avoid over-training, and common running injuries. This course combines theory and practice to gain maximum short- and long-term cardiovascular benefits through interval, continuous, or circuit training programs. Repeatable to a maximum of 4 semester hours; a maximum of 4 semester hours of KPE activity courses may apply to a degree or certificate.
(0 lec/2 lab) ***1 sem hrs***

KPE 142 Weight Training

This course is designed for either the beginner or experienced weight lifter. The course covers muscular strength and muscular endurance development through various modalities (free weights, machines, instability equipment, and suspension trainers). Repeatable to a maximum of 4 semester hours; a maximum of 4 semester hours of KPE activity courses may apply to a degree or certificate.
(0 lec/2 lab) ***1 sem hrs***

KPE 146 Yoga

This course focuses on the union of mind, body and the breath through various yoga Asana while promoting physical health and psychological well-being. The practice of Asana, Pranayama and Meditation are utilized for a complete yoga practice. The yoga Asanas are designed to enhance muscular strength, muscular endurance, flexibility, concentration and relaxation. Repeatable to a maximum of 4 semester hours; a maximum of 4 semester hours of KPE activity courses may apply to a degree or certificate.
(0 lec/2 lab) ***1 sem hrs***

KPE 150 Basic Prevention and Care of Athletic Injuries

This course is an introduction to athletic training for students planning careers in athletic training, coaching, physical education, or a fitness profession. The course will provide students with the skills needed to prevent and minimize athletic injuries and to provide proper care when sport injuries occur. Students will learn how to establish an integrated team of health care providers, give treatment for athletic related injuries (i.e., basic taping or wrapping skills), and recognize and manage specific conditions in a variety of athletic settings.
(3 lec/0 lab) ***3 sem hrs***

KPE 200 Introduction to Physical Education

This course is designed to introduce the disciplines of physical education throughout the landscape of K-12. Emphasis will be placed on best practices of teaching Physical Education, classroom management, curriculum design, and related career opportunities. Students will learn about the historical background of Physical Education, teaching philosophies, and the future direction of physical education. Students will create a lesson plan that incorporates cardiovascular, muscular strength, muscular endurance and flexibility activities that are developmentally appropriate.
(3 lec/0 lab) ***3 sem hrs***

KPE 203 Current Issues in Sports

This course examines the role of youth sports in today's society, factors that lead to substance abuse, interaction between sport and culture, and how the media influences perceptions of sports. The relevance of sport in modern society and the social processes which influence sport will also be discussed.
(3 lec/0 lab) ***3 sem hrs***

KPE 204 Introduction to Coaching

This course examines coaching styles, effective communication, motivation, and strategies to enhance self-confidence among team members. Discussion is focused on athlete's personalities and how certain leadership styles can enhance athletic performance. Students will also learn how to effectively discipline individuals or teams and strategies to promote team cohesion.
(3 lec/0 lab) ***3 sem hrs***

KPE 209 Introduction to Exercise Science and Sports Professions

This is a survey course and provides an overview of the foundational content within the areas of exercise science. Topics include: exercise physiology, athletic training, sport nutrition, sport psychology, biomechanics, and careers in exercise science.
(3 lec/0 lab) ***3 sem hrs***

KPE 211 First Aid and Emergency Care

This course provides guidelines and training which enable the citizen responder to recognize and respond appropriately to cardiac, breathing and first aid emergencies. Students will learn basic first aid techniques to administer care for open wounds, musculoskeletal injuries, cardiovascular/pulmonary complications, and metabolic disorders. Upon successful completion of the course, participants will receive the American Red Cross Responding to Emergencies, CPR/AED and First Aid certifications which are valid for two years.
(3 lec/0 lab) ***3 sem hrs***

KPE 234 Group Exercise Instruction

This course is designed to prepare exercise specialists with the skills needed to teach effective group exercise classes. Students will learn how to teach group exercise to improve cardiovascular, muscular strength, muscular endurance, and flexibility levels. Theoretical learning and practical application techniques (i.e., interval, continuous, or circuit training programs) are emphasized throughout the course.
(3 lec/0 lab) ***3 sem hrs***

KPE 235 Introduction to Sports Management

This course provides an overview of the key practices of sports management, offering a foundational understanding of the sport industry. Different sport management professions through the diverse fields within sports management are explored, including professional, collegiate, and recreational sports. The course will also emphasize the importance of leadership, communication, and strategic planning in management professions including sports administration, business, advertising, and promotional techniques.
(3 lec/0 lab) ***3 sem hrs***

KPE 237 Strength and Conditioning Principles

This course is designed to prepare exercise specialists to adapt the principles of resistance training to individuals in order to develop and maintain muscular strength, muscular endurance and muscle mass.
(3 lec/0 lab) ***3 sem hrs***

KPE 238 Fitness Assessment and Exercise Programming

This course is designed to prepare exercise specialists with the skills needed to screen clients for exercise participation through informed consent and evaluating risk factors prior to starting an exercise program. Emphasis is placed on the exercise specialist determining risk classifications based on ACSM guidelines. Students will administer exercise assessments to evaluate cardiovascular, muscular strength, muscular endurance, body composition, or flexibility levels based on ACSM guidelines.
(3 lec/0 lab) ***3 sem hrs***

KPE 239 Exercise and Sport Nutrition

This course covers the essentials of nutrition and examines the metabolic and physiologic basis for macro-nutrient and micro-nutrient recommendations during training, competition, and recovery. Other topics include: body composition and weight management, impact of eating disorders in athletes, and sport nutrition supplements.
(3 lec/0 lab) ***3 sem hrs***

KPE 240 Business Management for the Fitness Professional

This course provides an overview of the entrepreneurial process necessary to start, design, and manage a small fitness business. Students will learn how to market and promote their business as well as understand how risk management and legal frameworks should be upheld to drive a successful small business. Topics include: sales, marketing, service, operations, administration, and human resources

(3 lec/0 lab) ***3 sem hrs***

KPE 245 Principles of Personal Training

This course is designed as a capstone course to apply the principles of exercise to develop fitness programs through cardiovascular, muscular strength, and flexibility training. Topics focus on professional issues in personal training, scope of practice, standard of care, anatomy and physiology, behavior change theories, and coaching techniques. Students will learn how to create exercise programs for a variety of populations and fitness abilities using various exercise modalities.

Recommended Prereq: KPE237 and KPE238

(3 lec/0 lab) ***3 sem hrs***

KPE 250 Sport Psychology

This course explores theories and concepts involved in mental training that can enhance athletic performance. Topics focus on the role of personality and social settings that influence thinking, performance, sportsmanship, and personality in both individual and team sports. Theoretical frameworks and scientific knowledge for an athletic context provide an understanding why athletes perform the way they do in a sport setting and show how coaches, sport psychologists, athletic trainers, and athletes incorporate these skills to enhance athletic participation, motivation and performance.

(3 lec/0 lab) ***3 sem hrs***

Machine Tool Technology (MTT)

MTT 100 Safety Principles

This course provides an understanding of safe work practices with a focus on the Occupational Safety and Health Administration (OSHA) safety guidelines. Topics include worker rights, employer responsibilities, personal protect equipment (PPE), and lock-out tag-out procedures. Students may obtain the OSHA 10 Hour card.

(1 lec/0 lab) ***1 sem hrs***

MTT 103 Manufacturing Processes and Production

In this course, students will learn how a product evolves through the manufacturing process and into production. Identifying customer needs, setting up equipment for the production process, communicating production and material requirements, and preparing the final product for shipping and distribution are some of the topics covered. Students will be prepared for a portion of the MSSC Certified Production Technician (CPT) assessment after completing the course.

(2 lec/0 lab) ***2 sem hrs***

MTT 104 Maintenance Awareness

This course introduces the concepts of Total Productive Maintenance (TPM) and preventative maintenance. Students will learn to perform preventative maintenance and repair, monitor indicators to ensure correct operations, perform all housekeeping to maintain production schedule, and recognize potential maintenance issues with basic production systems. Students will be prepared for a portion of the MSSC Certified Production Technician (CPT) assessment after completing the course.

(2 lec/0 lab) ***2 sem hrs***

MTT 105 Green Production

This course provides a study of workplace activities across all industries within manufacturing that require the use of equipment, technologies, and processes that will improve the environmental performance of manufacturing companies. Students will gain the knowledge necessary to begin to enhance sustainability, increase energy efficiency, conserve resources and reduce regulatory costs. Students will be prepared to test for the MSSC CPT: Green Production Certificate. Individuals who earn the full CPT certification and the Green Certificate will receive a special CPT + Green Certification.

(2 lec/ lab) ***2 sem hrs***

MTT 108 Machining Fundamentals

This course is designed to introduce students to the fundamental skills and knowledge necessary for a successful career in the machine tool industry. Topics include workplace skills, materials, safety, semi-precision measurement, precision measurement, maintenance, cutting fluids, job planning, benchwork, layout, hand tools, Machinery's Handbook, and drill press operations. Students will have the opportunity to earn the Measurement, Materials and Safety National Institute for Metalworking Skills (NIMS) credential, as well as the Job Planning, Benchwork and Layout NIMS credential.

(2 lec/2 lab) ***3 sem hrs***

MTT 110 Print Reading for Machine Trades

Principles and concepts of interpreting industrial prints are covered. Topics include exploded view, detail drawings, multi-view drawings, title blocks, notes, dimensions, tolerances, sectional views, line usage, threads, assembly drawings, calculation of unspecified dimensions, and an introduction into Geometric Dimensioning and Tolerancing (GD&T).

(3 lec/0 lab) ***3 sem hrs***

MTT 111 Metrology/Mechanical Inspection

Principles of dimensional measurement are covered, with a focus on the terminology, methodology, and practice of measurement systems and equipment in the calibration and the use of basic measuring tools. Topics include usage of micrometers, Vernier measurement scale, dial and test indicators, calipers, surface plates, building gage blocks, and comparative measurement techniques.

Recommended Prereq: MTT110 or concurrent enrollment

(2 lec/0 lab) ***2 sem hrs***

MTT 112 Properties of Materials

This is a study of metals and their properties, including application of metallurgical concepts, procedures, and testing. Includes materials, steel numbering system, industrial and manufacturing concepts, properties and testing, various structural forms of steel, Iron-Carbon diagrams, various heat-treating procedures, and Isothermal Transformation diagrams.

(2 lec/2 lab) ***3 sem hrs***

MTT 115 Manual Machine Shop Operations

This is an introduction to manual machine shop operations. Topics include safety, interpreting manufacturing prints, manual mill operations, manual lathe operations, mechanical inspection and technical mathematics.

Recommended prereq: MTT110, MTT111

(1 lec/4 lab) ***3 sem hrs***

MTT 120 Introduction to Computer Numerical Control

This course is an introduction into computer numerical controls (CNC) used on industrial machining centers. Topics include the economics, operations, and set-up of CNC vertical machining centers and lathes used to manufacture consumer goods. Set-up procedures including measuring cutting tools, locating work coordinate offsets, and installing work-holding devices will be emphasized. Students will begin to prepare for National Institute for Metalworking Skills (NIMS) certifications.

Recommended Prereq: MTT110, MTT111
(1 lec/2 lab) ***2 sem hrs***

MTT 125 CNC Mill Operations and Programming

This course examines the set-up, operation, and programming of computer numerical control (CNC) mills. Topics include the various coordinate systems used in computer numerical control (CNC) programming, part programming, cutting processes, diagnosis and corrections of programming techniques used in production machining. Various metal-cutting strategies and theory such as calculating spindle speeds, cutting feed-rates, and tool radius compensation values are also presented. Students will be using vertical machining centers and will have the opportunity to test for their National Institute for Metalworking Skills (NIMS) Level 1 CNC Mill Programming Setup and Operations credential.

Recommended Prereq: MTT110, MTT111
Recommended Coreq: MTT120.
(1 lec/4 lab) ***3 sem hrs***

MTT 126 CNC Lathe Operations and Programming

This continuation of Computer Numeric Control (CNC) Operations focuses on lathe programming. It includes a review of CNC concepts and programming, diagnosis and correction of programming errors, correction of dimensional deviations, and correct programming format. Various metal-cutting strategies and theory including cutting speeds, feed-rates, facing, and turning operations are covered in detail.

Recommended Prereq: MTT110, MTT111
Prereq: MTT120
(1 lec/4 lab) ***3 sem hrs***

MTT 200 Computer Aided Manufacturing

This is a study of computer aided manufacturing (CAM) software used by industry to program tool-paths for both computer numerically controlled (CNC) lathes and mills. Topics include uploading 3-D models into the software, defining work-piece coordinates, defining various features of the part to be machined, applying tool-paths to various part features, building virtual tooling, using work-piece coordinate systems, and simulation of cutting tool-paths for various projects.

Prereq: MTT125 or consent of instructor
(1 lec/4 lab) ***3 sem hrs***

Management (MGT)

MGT 200 Principles of Management

This course introduces management practices and theories with an emphasis on planning, organizing, leading, controlling, and the ethical implications of management practices. A comprehensive perspective on the application of management techniques within all types of organizations is presented.

Recommended Prereq: BUS100
(3 lec/0 lab) ***3 sem hrs***

MGT 210 Supervisory Management

This course examines the duties, responsibilities and challenges of effective supervision. Emphasis is placed on communication and human relation skills as they relate to performing the basic managerial functions of the front-line supervisor.

(3 lec/0 lab) ***3 sem hrs***

MGT 215 Human Resources Management I

This organizational overview relates to personnel in business. Emphasis is placed on behavioral theory and practical analytical techniques as it relates to job design, performance evaluation techniques, management-labor relations, current employment law, wage and salary administration, training programs, and everyday issues in the workplace.

Recommended Prereq: BUS100
(3 lec/0 lab) ***3 sem hrs***

MGT 220 Human Resources Management II

This advanced survey of human resources management and personnel administration topics emphasizes recruitment and selection strategies, compensation and reward management, training and development, and labor relations.

Recommended Prereq: BUS100, BUS210, MGT200
Prereq: MGT215
(3 lec/0 lab) ***3 sem hrs***

Marketing (MKT)

MKT 200 Principles of Marketing

Business free market activities related to the distribution of goods and services are studied with an emphasis on marketing strategy, the marketing mix, pricing, distribution channels, promotion, product development, consumer behavior and global marketing. Students will develop a marketing plan based on research that employs an effective marketing strategy.

Recommended Prereq: BUS100
(3 lec/0 lab) ***3 sem hrs***

MKT 210 Principles of Selling

The fundamentals and techniques of successful selling include developing the sales personality, the selling cycle, and customer and community relations. Emphasis is placed on creative selling, sales ethics, the organization and the customer.

(3 lec/0 lab) ***3 sem hrs***

MKT 215 Principles of Advertising

This introduction to the theory and mechanics of marketing-related communications places primary emphasis on the role of advertising in integrated marketing communications, environment, promotional strategies, research, planning, media selection, program management and evaluation. Various advertising media are discussed, as well as the creation of a total advertising message. Other topics include consumer behavior, creative strategies and types of media. The student prepares practical marketing applications for various industries.

IAI: MC 912
(3 lec/0 lab) ***3 sem hrs***

MKT 260 Consumer Behavior

This course seeks to make a connection between customer behavior principles and the elements of marketing strategy. Customers, both in the household and the business market, are examined. Consumer behavior looks at culture demographics, psychographics and other factors that influence decision making.

(3 lec/0 lab) ***3 sem hrs***

MKT 265 Integrated Marketing Strategies

This course provides students with a solid foundation in Integrated Marketing Communications (IMC) concepts and strategies, with a special focus on the intersection of law and Artificial Intelligence (AI). Through interactive learning activities and case studies, students will gain a deep understanding of IMC principles, terminology, and its role in successful marketing campaigns, while also exploring the legal implications of AI-driven marketing practices. This includes how to analyze and evaluate IMC campaigns and public relations strategies, considering factors such as media strategy, target market selection, message content, and evaluation criteria, taking into account legal and ethical considerations.

Recommended Prereq: BUS100, MKT200

(3 lec/0 lab) ***3 sem hrs***

MKT 280 Digital Marketing Strategies

This course provides core concepts, principles, and strategies for successful campaigns while addressing ethical issues and Artificial Intelligence (AI) in digital marketing. Students will explore the role of the Internet, digital, social media, and AI in marketing. This includes designing a brand's digital marketing campaign, encompassing creative planning, implementation, and evaluation.

Recommended Prereq: BUS100, MKT200

(3 lec/0 lab) ***3 sem hrs***

Mass Communication (MCM)

MCM 130 Introduction to Mass Communication

Introduction to Mass Communication surveys the nature and impact of media on contemporary society focusing on the Telecommunications Act of 1996. Areas of emphasis include: mass communication theory and research, ethics and social responsibilities, historical development, communication technologies, business practices and media regulation and control.

IAI: MC 911

(3 lec/0 lab) ***3 sem hrs***

MCM 140 Television and Media Production I

Television and Media Production I provides production experiences in multiple-camera studio production and on-location video production and recording. Production responsibilities, studio and control room equipment operation and set up, script and graphics preparation, set design and lighting, and talent/performance techniques, as well as the U.S. system of regulation and control of broadcasting are emphasized.

IAI: MC 916

(2 lec/2 lab) ***3 sem hrs***

MCM 215 Basic News Writing

This course introduces students to the basic elements of clear, concise, accurate and balanced news writing. Students learn the techniques of news gathering, reporting, and interviewing as well as important differences between straight news stories, features, opinion pieces and various other types of news articles. Additionally, the course includes discussion of ethical issues facing the press and laws governing journalists.

IAI: MC 919

(3 lec/0 lab) ***3 sem hrs***

MCM 243 Film Production

This course provides more advanced field television and film production experience with an emphasis toward single-camera electronic field production (EFP) and electronic news gathering (ENG). Students assume production roles as producers, directors, camera operators, and video editors. Pre- and post-production, scripting, graphics, lighting, legal requirements and non-linear video editing skills are emphasized.

(2 lec/2 lab) ***3 sem hrs***

MCM 245 Mass Media Ethics and Laws

This course examines the legal and judicial systems, governing legislation and regulations, and significant historical/contemporary issues that influence various industries and consumers of mass communication. Special emphasis is given to First Amendment rights, libel and invasion of privacy, protection of news sources, free press, and copyright legislation and court rulings.

(3 lec/0 lab) ***3 sem hrs***

Mathematics (MTH)

MTH 050 Basic Mathematical Skills

This course is a review of the structure and applications of arithmetic including the addition, subtraction, multiplication, and division of decimals and fractions.

Note: Students majoring in Liberal Arts, Social Sciences or Fine Arts should continue to MTH066. Students majoring in Science, Technology, Engineering Math (STEM), Business, or Education should continue to MTH068.

Prereq: Placement by assessment

(2 lec/0 lab) ***2 sem hrs***

MTH 066 Mathematics Literacy I

This course focuses on solving realistic problems, gaining number sense, and improving mathematical literacy.

Note: This course is the first course in a two-course sequence for Liberal Arts, Social Sciences, and Fine Arts majors. A TI 84 or TI 84+ calculator is required for this class.

Prereq: C or better in MTH050 or placement by appropriate measures

(3 lec/0 lab) ***3 sem hrs***

MTH 067 Mathematics Literacy II

This second course in Math Literacy focuses on further improving both number sense and mathematical literacy and solving realistic problems that may be modeled with linear, quadratic or exponential equations.

Note: This course is the second course in a two-course sequence for Liberal Arts, Social Sciences, and Fine Arts majors. A TI 84 or TI 84+ calculator is required for this class.

Prereq: C or better in MTH066

(3 lec/0 lab) ***3 sem hrs***

MTH 068 Algebra Foundations I

This course in foundational algebra covers equations, inequalities, problem solving, graphing, systems of equations, polynomials and exponents. Repeatable to a maximum of 12 semester hours; does not apply to a degree or certificate.

Note: This course is the first course in a two-course sequence for Science, Technology Engineering Math (STEM), Business, or Education majors.

Prereq: C or better in MTH050 or place by appropriate measures

(3 lec/0 lab) ***3 sem hrs***

MTH 069 Algebra Foundations II

This course is a continuation in foundational algebra covering factoring polynomials, rational expressions, rational equations, functions, radical expressions and radical equations. Repeatable to a maximum of 12 semester hours; does not apply to a degree or certificate.

Note: This course is the second course in a two-course sequence for Science, Technology, Engineering Math (STEM), Business, or Education majors.

Prereq: C or better in MTH068 or placement by appropriate measures

(3 lec/0 lab) ***3 sem hrs***

MTH 075 Elementary Geometry

This elementary geometry course focuses on the language of geometry. Students will study similarity, congruence, properties of points, lines, polygons, and circles, as well as volumes and surface areas of various solids.

Note: This course is required for education majors. Meet with an advisor to determine if this requirement was met in high school.

Prereq: C or better in MTH067 or MTH068 or MTH069; or placement by assessment

(3 lec/0 lab) ***3 sem hrs***

MTH 081 Supplemental Math for College Mathematics

This course provides mathematical support for students in MTH101, where students will build skills to help them successfully complete College Mathematics.

Prereq: Placement by appropriate scores on mathematics assessment test(s) or completion of MTH069 with a C or better

Coreq: MTH101

(0 lec/2 lab) ***1 sem hrs***

MTH 087 Supplemental Math for Basic Statistics

This course provides mathematical support for students in MTH107, where students will build skills to help them successfully complete Basic Statistics.

Prereq: Placement by appropriate scores on mathematics assessment test(s) or completion of MTH069 with a C or better

Coreq: MTH107

(0 lec/2 lab) ***1 sem hrs***

MTH 089 Supplemental Math for Algebra for Business and Social Science

This course provides mathematical support for students in MTH109, where students will build skills to help them successfully complete Algebra for Business and Social Science.

Prereq: Placement by appropriate scores on mathematics assessment test(s) or completion of MTH069 and MTH075 with a C or better

Coreq: MTH109

(0 lec/2 lab) ***1 sem hrs***

MTH 101 College Mathematics

This course in mathematics is designed to satisfy the general education requirement at the university level. The emphasis of the course is on understanding logical arguments, doing abstract thinking and solving real world problems. Topics covered include logical statements and arguments, geometry in problem solving, unit conversions, estimation, approximation, and judging reasonableness of answers, problem solving and statistics.

Note: A graphing calculator is strongly recommended for the course; a TI-83 is sufficient.

Prereq: C or better in MTH067 or placement by appropriate measures

IAI: M1 901

(3 lec/0 lab) ***3 sem hrs***

MTH 102 Applied Practical Math

This course is designed to help students develop mathematical reasoning and real-world problem solving skills. Topics covered include applications of geometry, counting techniques and probability, statistics and graph theory.

Prereq: C or better in MTH067 or MTH069 or placement by appropriate measures

IAI: M1 904

(3 lec/0 lab) ***3 sem hrs***

MTH 103 Technical Mathematics

This course, intended primarily for those students majoring in the technical-vocational areas, includes an elementary review and survey of arithmetical operations, common fractions, fundamentals of algebra, mensuration formulas and geometry.

(3 lec/0 lab) ***3 sem hrs***

MTH 104 Business Mathematics

Business Mathematics is a comprehensive introduction to the concepts and applications of mathematics to personal and commercial business problems. Basic arithmetic and problem solving techniques used in sales, marketing, banking, finance, accounting, consumer and other business situations are emphasized.

(3 lec/0 lab) ***3 sem hrs***

MTH 107 Basic Statistics

This course focuses on statistical reasoning and the solving of problems using real-world data rather than on computational skills through the use of technology-based computations with an emphasis on interpretation and evaluation of statistical results. Topics include data collection processes, descriptive methods using quantitative and qualitative data, bivariate data, correlation, and least squares regressions, basic probability theory, probability distributions (normal distributions and normal curve, binomial distribution), confidence intervals, and hypothesis tests using p-values.

Prereq: C or better in MTH067 or placement by appropriate measures

IAI: M1 902

(3 lec/0 lab) ***3 sem hrs***

MTH 109 Algebra for Business and Social Science

This course is designed to provide the Business, Nursing, Education, or other non-STEM student with basic algebraic concepts necessary to continue in non-STEM related mathematics courses. Topics include: real numbers, using algebraic methods to find solutions of inequalities and equations, coordinate systems, functions, polynomials, rational functions, radical functions, exponential and logarithmic functions, graphing and transformations of functions, and algebraic methods to solve systems of equations. While there may be overlap with topics from Precalculus I, this course develops these topics in a non-rigorous manner and does not meet the prerequisite requirement for MTH131 Calculus With Analytic Geometry I.

Note: Students wishing to take Calculus With Analytic Geometry I (MTH131) should NOT register for this course. This course does not fulfill the mathematics requirement in some Associate degree programs. Please check with your counselor.

Prereq: C or better in MTH075 and proficiency at the Intermediate Algebra level as determinted by placement

(3 lec/0 lab) ***3 sem hrs***

MTH 129 Precalculus I

This course introduces essential algebraic concepts for advanced mathematics, emphasizing functions and their applications. Students will build skills in analyzing and understanding various types of functions, including polynomials, rational, radical, exponential, and logarithmic functions. Key topics include real and complex numbers, solving equations and inequalities, graphing functions, and applying transformations.

Prereq: C or better in MTH069 and MTH075, or placement by appropriate measures

Recommended Coreq: MTH130

(3 lec/0 lab) ***3 sem hrs***

MTH 130 Precalculus II

This course covers the study of trigonometry and its applications. Topics include trigonometric functions and their inverses, identities, equations, polar coordinates, and DeMoivre's Theorem for complex numbers. The course emphasizes practical problem-solving using these concepts to prepare students for continued mathematical studies.

Prereq: C or better in MTH069 and MTH075, or placement by appropriate measures

Recommended Coreq: MTH129

(3 lec/0 lab) ***3 sem hrs***

MTH 131 Calculus With Analytic Geometry I

This first course in calculus presents analytic geometry and the calculus of algebraic and transcendental functions including the study of limits, derivatives, differentials and an introduction to integration. The techniques of calculus will be used to analyze functions and their graphs, solve real-world applications, develop computational and numerical methods, and analyze the relationship between differentiation and integration using the Fundamental Theorem of Calculus.

Prereq: C or better in MTH111 and 112 or C or better in MTH129 and MTH130, or C or better in MTH130 and required placement score, or placement by appropriate measures

IAI: M1 900-1, MTH 901

(4 lec/0 lab) ***4 sem hrs***

MTH 132 Calculus With Analytic Geometry II

This second course in calculus and analytic geometry is a continuation of MTH 131. Topics covered include formal integration techniques, numerical integration, area between two curves, volumes of revolution, average value of a function, work, center of mass, improper integrals, arc length, surfaces of revolution, polar coordinates, slopes in polar coordinates, areas in polar coordinates, parametric equations, calculus with parametric equations, sequences, series, the integral test, alternating series, comparison tests, absolute convergence, ratio and root tests, power series, calculus with power series, Taylor series, and Taylor's Theorem.

Prereq: C or better in MTH131

IAI: M1 900-2, MTH 902

(4 lec/0 lab) ***4 sem hrs***

MTH 201 Mathematics for Elementary Teachers I

This first course in mathematics for elementary education majors follows the curriculum standards of the National Council of Teachers of Mathematics. The focus is on problem-solving strategies and computations using: patterns and sequences, set theory, numeration systems, number theory, and operations with whole numbers, integers, rational numbers, and real numbers. Emphasis is on math content and manipulatives used to teach mathematics in grades K-8.

Prereq: Placement by appropriate measures, or C or better in MTH075 and C or better in at least one of the following courses: MTH069, MTH101, MTH102, MTH107

(3 lec/0 lab) ***3 sem hrs***

MTH 202 Mathematics for Elementary Teachers II

This second course in mathematics for elementary education majors follows the curriculum standards of the National Council of Teachers of Mathematics. Topics include: probability, statistics, geometry, and measurement. Emphasis is on math content and manipulatives used to teach mathematics in grades K-8.

Prereq: C or better in MTH201

IAI: M1 903

(3 lec/0 lab) ***3 sem hrs***

MTH 210 Finite Mathematics

This course is intended for students in business, economics, or social and life sciences with applications from these fields. Topics covered include vectors, determinants, matrices, systems of inequalities, linear programming, simplex method, sets and counting, probability theory, stochastic processes, Markov processes, and the mathematics of finance.

Prereq: C or better in MTH 109 or MTH111 or placement by appropriate measures

IAI: M1 906

(3 lec/0 lab) ***3 sem hrs***

MTH 211 Calculus for Business and Social Science

This course presents an elementary treatment of topics from differential and integral calculus. It is intended primarily for students in the fields of business and social science. The emphasis is on skill-building and on applications of calculus to the areas of business, economics, and social science. The types of functions studied include polynomials, rational, exponential, and logarithmic. Multivariable content includes applications of partial derivatives.

Prereq: C or better in MTH109 or MTH111 or MTH129, placement by appropriate measures

IAI: M1 900-B

(4 lec/0 lab) ***4 sem hrs***

MTH 233 Calculus With Analytic Geometry III

This third course in calculus and analytic geometry is a continuation of MTH132. Topics include vectors, vector-valued functions, space curves, multivariate functions, partial derivatives, differentials, directional derivatives, gradients, double and triple integrals, vector fields, line integrals, and the theorems of vector calculus.

Prereq: C or better in MTH132

IAI: M1 900-3, MTH 903

(4 lec/0 lab) ***4 sem hrs***

MTH 236 Introduction to Linear Algebra

This course covers basic concepts and techniques of matrix theory and linear algebra. It includes systems of linear equations, operations with matrices, inverses, determinants, vector spaces, inner product spaces, linear transformations, eigenvalues and eigenvectors. Numerical iterative methods are discussed and formal proof constructions are stressed.

Prereq: C or better in MTH233

IAI: MTH 911

(4 lec/0 lab) ***4 sem hrs***

MTH 240 Differential Equations

This course is designed to introduce basic theory, techniques, and applications of differential equations. Several types of differential equations will be solved including linear equations of the first and second order, exact equations, separable equations, non-linear equations, and partial differential equations. Method of solutions will include variation of parameters, undetermined coefficients, series solutions, numerical solutions, graphical solutions and the Laplace Transform.

Prereq: C or better in MTH132

IAI: MTH 912

(3 lec/0 lab) ***3 sem hrs***

Medical Assistant (MLA)

MLA 150 Basic Administrative Procedures for the Medical Assistant

A patient-centered approach is used in this course that introduces the student to administrative medical assisting competencies and terminology utilized in the health care setting. Students are taught fundamental triage skills, maintaining patient records, scheduling appointments and procedures, processing telephone calls, medical insurance and coding, handling finances for a medical practice and emergency preparedness. Legal, social or ethical responsibilities and professional conduct in the healthcare office are emphasized. Upon successful completion students will have earned CPR certification.

Prereq: Program admission

Recommended Prereq: CIS110 or concurrent enrollment

(2.5 lec/1 lab) ***3 sem hrs***

MLA 171 Medical Assistant Clinical I

This course is designed to instruct the medical assistant student in the routine clinical procedures of the medical office. Students are taught Occupational Safety and Health Administration (OSHA) regulations, Health Insurance Portability and Accountability Act (HIPAA) rules and the use of Standard Precautions in the medical office. Proficiency is obtained in taking vital signs, collecting patient information and proper documentation. The student is taught body positions for examinations, methods of examinations, assisting with specialty examinations, bandaging, aseptic technique and disinfection, sanitization and sterilization of medical instruments. Review of anatomy, physiology, and medical terminology along with basic pathophysiology will be covered. An introduction of capillary puncture is introduced in order to assist the primary health care provider in the medical setting.

Prereq: Program admission

(2.5 lec/2 lab) ***3.5 sem hrs***

MLA 172 Medical Assistant Clinical II

This course introduces advanced and invasive procedures that are required of the medical assistant. Medication administration including oral, sublingual, topical, intradermal, subcutaneous and intramuscular techniques; clinical duties such as patient screening, patient education, aseptic technique, or electrocardiogram testing; and minor surgical assisting procedures including surgical asepsis, dressing applications, and the proper use and application of assistive devices is covered. Basic patient care instructions to encompass all phases of the life cycle and special patient needs is reinforced.

Prereq: Program admission, MLA210

(1.5 lec/3 lab) ***3.5 sem hrs***

MLA 210 Laboratory Procedures for the Medical Assistant

This course introduces basic techniques for performing routine laboratory tests for the examination of urine and blood according to established Occupational Safety and Health Administration (OSHA) standards. Proper collection, handling and processing of specimens is included. Statistical approaches to interpret test results are also covered. Operational functions, routine maintenance, and quality control of laboratory equipment are taught throughout this course.

Prereq: Program admission, MLA171

(2 lec/3 lab) ***4 sem hrs***

MLA 220 Pharmacology for the Medical Assistant

This course examines how drugs are processed and utilized in the body. Students are introduced to a wide variety of drugs, drug classifications, dosages and interactions. Therapeutic and adverse effects of drugs are considered. Patient education and introduction to technical language related to drug therapy is emphasized. A component of mathematics utilizing metric and apothecary systems to calculate the dosage of medications is included.

Prereq: Program admission

(2 lec/0 lab) ***2 sem hrs***

MLA 230 Medical Law and Ethics

This course addresses medical ethics, moral principles, state health care provider practice acts, legal responsibilities, liability, Health Information Portability and Accountability Act (HIPPA) regulations, roles, and civic duties of the health care professional. The Patient Bill of Rights, as well as criminal and civil law as it applies to the medical assistant will be emphasized.

Prereq: Program admission

(1 lec/0 lab) ***1 sem hrs***

MLA 298 Medical Assistant Externship

Combining academic credit with professional experience, this externship allows students to learn about, observe and work in the medical assistant field. It provides students with 160 hours of on-site experience in the role of medical assistant. Students are assigned to an area physician's office, clinic or outpatient facility to participate in both the administrative and clinical areas of the practice, and observe various health care personnel perform tasks and duties. Students gain experience in a full range of medical testing, communication skills, and learn the importance of educating, advocating, and collaborating with patients and the healthcare team. The student does not receive remuneration or payment for this learning experience. Repeatable to a maximum of 4 semester hours on a space available basis; 2 semester hours may apply to the medical assistant certificate.

Prereq: Program admission, C or better in MLA courses, recommendation of instructor

(.5 lec/9.5 lab) ***2 sem hrs***

Music (MUS)

MUS 100 Music: The Art of Listening

This course is designed to enhance the student's understanding and enjoyment of music. Students focus on listening and analyzing a variety of different ensembles, individual instruments, and music styles such as orchestral, jazz, blues, rock, and electronic. Focusing on formal elements and historical context helps one gain insight into the works of composers through periods of musical development in the western tonal tradition.

Note: This course is not recommended for music majors. **IAI: F1 900.**

(3 lec/0 lab) ***3 sem hrs***

MUS 101 Musics of the World

This course provides an introduction to music in various parts of the world with an emphasis on how music functions within each society through religion, rituals, or the daily lives of people. Major focus is on composers and their works in the nonwestern musical tradition. Areas of concentration include Latin America, the Caribbean, Asia, Africa, the Middle East, and others.

IAI: F1 903

(3 lec/0 lab) ***3 sem hrs***

MUS 102 Music in America

This course is an overview of America's rich and diverse musical heritage from Colonial times to the present. Characteristics and elements that are unique to American music are related to the contemporary repertoire of Western tonal music. Musical genres, such as jazz, rock, folk and country, as well as music for the concert hall, stage and screen are explored through the contextual historical progression of American society or culture.

IAI: F1 904

(3 lec/0 lab) ***3 sem hrs***

MUS 107 Introduction to Improvisation

This course covers the basic elements of improvisation that are applicable to many styles of music such as, but not limited to jazz, blues, rock, and popular music. Coursework consists of classroom lecture covering chord and scale relationships, in addition to lab instruction for students to practice listening and communication skills in the context of an ensemble. Enrollment is open to all instrumentalists interested in learning to improvise.

Recommended Prereq: Basic proficiency on one instrument

(1 lec/2 lab) ***2 sem hrs***

MUS 110 Introduction to Music Business

Introduction to Music Business provides students with an overview of the music industry. Students will learn about the various fields and careers that combine music and business including copyright law, live performance and promotion, recording and distribution, sync placement, publishing, and arts administration and management. In addition, students will explore career opportunities aligned with their interests. Career preparation strategies are also included.

(3 lec/0 lab) ***3 sem hrs***

MUS 120 Basic Elements of Music

This introductory course is designed to develop knowledge and understanding of the basic elements of music through the application of these elements in reading and writing creative work. Students with no prior background are introduced to bass and treble clef notation, music reading, major and minor scales, major and minor key signatures, chords, triads, and the piano keyboard. Harmony and function in four-part diatonic writing using figured bass symbols will also be analyzed.

(3 lec/0 lab) ***3 sem hrs***

MUS 121 Theory of Music I

This course presents a study of technical elements of Western common practice music: scales, modes, keys, chords, intervals, and harmonic and melodic structure in major and minor keys. The student gains an understanding of the musical interrelationships of these elements through the definition of chromatic intervals and enharmonic equivalents, basic phase structure in melody, then subsequent identification of harmonies and phrase components and analysis of four-part diatonic musical work as practiced in representative exercises and compositions. Musicianship skills: rhythmic dictation is studied and the student is introduced to dictation through aural skills and sight singing of diatonic melody.

Recommended Prereq: MUS120

(3 lec/2 lab) ***4 sem hrs***

MUS 123 Theory of Music II

This course is a continuation of Music 121, building upon skills and knowledge introduced in that course. Musical study is focused on texture, selected studies in species counterpoint, diatonic four-part writing and analysis, and secondary dominants as used in tonicization and modulation.

Recommended Prereq: MUS120; MUS 121

Coreq: MUS124

(3 lec/0 lab) ***3 sem hrs***

MUS 124 Aural Skills II: Developing the Musical Ear

This separate course continues study of the musicianship skills portion of MUS121, now working with dictation and solfeggio syllables.

Recommended Prereq: MUS121

Coreq: MUS123

(1 lec/0 lab) ***1 sem hrs***

MUS 151 Class Instruction-Piano I

Conducted in the electronic piano lab, this course provides beginning group instruction in piano for students with no previous background in music. Students learn music notation, chords, and harmonization. Music study includes popular, folk, and classical music for beginners. A minimum of 4 hours of practice each week is required.

(2 lec/0 lab) ***2 sem hrs***

MUS 154 Class Guitar I

This course provides beginning group guitar instruction focusing on basic chords and melodies. The student will learn how to read musical notation, play chord progressions, and play simple melodies found in major and minor scales. Instruction will utilize a variety of guitars and guitar playing styles covering this material. A minimum of 4 hours of practice each week is required; 4 semester hours may apply to an AFA or AA degree.

(2 lec/0 lab) ***2 sem hrs***

MUS 160 Jazz Ensemble

This course focuses on the performance of jazz music composed for the standard 15-17 piece ensemble. Music of the swing, bebop, and contemporary periods is performed. Repeatable to a maximum of 4 semester hours; 4 semester hours may apply to an AFA or AA degree. A minimum of 4 hours of practice each week is required.

(0 lec/2 lab) ***1 sem hrs***

MUS 161 Jazz Improvisation Combo

This course includes techniques for solo jazz improvisation in a small combo setting. Blues and modal scales and standard chord progression are studied. Repeatable to a maximum of 4 semester hours; 4 semester hours may apply to an AFA or AA degree. A minimum of 4 hours of practice each week is required.

(0 lec/2 lab) ***1 sem hrs***

MUS 164 Concert Band

This course is an instrumental ensemble in which students rehearse and perform chamber music, concert band, and adapted literature. Repeatable to a maximum of 4 semester hours; four semester hours may apply to an AFA or AA degree. A minimum of 4 hours of practice each week is required.

Recommended Prereq: Music background

(0 lec/2 lab) ***1 sem hrs***

MUS 166 Vocal Ensemble: Waubonsee Chorale

The Waubonsee Chorale is a vocal ensemble of approximately 30 male and female singers. The group explores the lively art of small ensemble singing through performances of selected music, such as madrigals, spirituals and other traditional choral music forms. It is open to all students and community residents. Repeatable to a maximum of 4 semester hours; 4 semester hours may apply to an AFA or AA degree. A minimum of 4 hours of practice each week is required.

(0 lec/3 lab) ***1 sem hrs***

MUS 170 Electronic Music Ensemble

This performance ensemble utilizes Waubonsee's recording studio facilities and equipment to develop and perform original compositions. Digital Audio Workstations, microphones, signal processors, virtual instruments, and MIDI hardware devices are the "instruments" in this ensemble. Students are encouraged to experiment with the tools provided. Repeatable to a maximum of 4 semester hours; 4 semester hours may apply to an AFA or AA degree.

Recommended Prereq: Music background

(0 lec/2 lab) ***1 sem hrs***

MUS 171 Percussion Ensemble

In this performance ensemble of 20th century percussion music and world drumming, individual percussion instruments and techniques are discussed. Traditional and contemporary percussion notation are taught to enable the student to perform assigned parts. Mallet instruments (marimba, vibes, etc.) as well as pitched and nonpitched percussion instruments are used. Repeatable to a maximum of 4 semester hours; 4 semester hours may apply to an AFA or AA degree.

Recommended Prereq: Music background

(0 lec/2 lab) ***1 sem hrs***

MUS 176 Waubonsee Community College Performing Steel Band

This intermediate-level steel pan ensemble performs Caribbean, Pop, Classical and other genres of music. Each genre will be explored as students are introduced to basic steel pan arranging. Repeatable to a maximum of 4 semester hours; 4 semester hours may apply to a degree or certificate.

(0 lec/2 lab) ***1 sem hrs***

MUS 200 Music Literature: A Historical Survey

This course contains an overview of the various historic music styles in the Western Tradition. Representative works are chosen for study which illustrate the styles and the principal components of those genres including sound and sight, vocabulary, and explaining the relationship between music and culture or social growth.

Recommended Prereq: MUS120 or MUS121

(3 lec/0 lab) ***3 sem hrs***

MUS 211 Introduction to the Recording Studio

This course is designed as an introduction to the tools and techniques used in digital sound recording and production. Topics include digital recording and editing techniques, microphone techniques, audio mixing console operations, signal processing, audio mastering and gain staging. Students have access to Waubonsee's recording studios for assigned projects. A minimum of 3 hours of Waubonsee studio work is required each week.

Recommended Prereq: Familiarity with basic functions of Mac OS

(3 lec/0 lab) ***3 sem hrs***

MUS 213 Audio Synthesis and MIDI Sequencing

This course provides creative application of more advanced concepts and tools used in audio production. Topics include using the Musical Instrument Digital Interface (MIDI), MIDI controllers, digital editing, sampling, looping techniques, and programming synthesizers to create unique sounds. Students have access to Waubonsee's recording studios for assigned projects. A minimum of 3 hours of Waubonsee studio work is required each week.

(3 lec/0 lab) ***3 sem hrs***

MUS 215 Electronics for Audio Production

This course is an introduction to the practical application of circuits and electronics in musical equipment. Students will explore the principles of electrical current and resistance, read and interpret electronic schematics, and use voltmeters. The course also includes application of soldering techniques, enabling students to diagnose and fix common issues in a variety of musical devices, including amplifiers, mixers, guitars, and synthesizers.

(3 lec/0 lab) ***3 sem hrs***

MUS 221 Theory of Music III

This course is a continuation of MUS123, building upon knowledge and skills introduced in that course. Musical study is focused on five musical forms, study of four-part voice leading and writing principles, and analysis of music utilizing the principles of nineteenth-century tonal chromatic harmony.

Recommended Prereq: MUS123

Coreq: MUS222

(3 lec/0 lab) ***3 sem hrs***

MUS 222 Aural Skills III: Developing the Musical Ear

This course continues study of the musicianship skills studied in MUS124. Dictation and solfeggio singing study begins with diatonic materials, advancing progressively to materials containing accidentals which ornament and modulate to closely related keys.

Recommended Prereq: MUS124

Coreq: MUS221

(1 lec/0 lab) ***1 sem hrs***

MUS 223 Theory of Music IV

This course focuses on music theory from 1900 to the present day, examining ways in which this time of rapid change both retained and moved away from established traditions in western tonal music. Study is centered around the musical works and revolutionary techniques of a variety of composers such as, but not limited to Schoenberg, Stravinsky, Cage, Corigliano, and Adams.

Recommended Prereq: MUS221

Coreq: MUS224

(3 lec/0 lab) ***3 sem hrs***

MUS 224 Aural Skills IV: Developing the Musical Ear

This course continues study of the musicianship skills studied in MUS222. Dictation and solfeggio singing move to materials which feature progressively more frequent accidentals and the obscuring of the tonal center.

Recommended Prereq: MUS222

Coreq: MUS223

(1 lec/0 lab) ***1 sem hrs***

MUS 251 Class Instruction-Piano II

Conducted in the electronic piano lab, this course provides group piano instruction with an emphasis on developing intermediate performing techniques. Students focus on appropriate notation, harmonization, chord progression, and scales for this skill level. Musical study includes popular, folk or classical music.

Note: A minimum of 4 hours of practice each week is required. Student's skill level will be assessed for appropriate course placement.

Recommended Prereq: MUS151

(2 lec/0 lab) ***2 sem hrs***

MUS 252 Class Instruction-Piano III

Conducted in the electronic piano lab, this course provides group piano instruction with an emphasis on developing advanced harmonization techniques such as extended chords, transposition and accompanying techniques. Musical study includes popular, folk and classical music. A minimum of 4 hours of practice each week is required.

Recommended Prereq: MUS251

(2 lec/0 lab) ***2 sem hrs***

MUS 254 Class Guitar II

This course provides intermediate level group instruction for guitar. Students focus on chord formation with barre chords, seventh chords, pentatonic scales, and intermediate level accompaniment patterns. Musical study includes popular, rock, blues, folk or other styles.

Note: A minimum of 4 hours of practice each week is required. Guitar must be brought to the first class.

Recommended Prereq: MUS154 or equivalent

(2 lec/0 lab) ***2 sem hrs***

MUS 266 Chamber Choir

Chamber Choir is an auditioned choral group intended to offer expanded vocal music opportunities. Class sessions consist mainly of auditions, sight-reading, and rehearsal of material to prepare a repertoire for performances. Emphasis is placed on musicianship skills such as reading, effective ensemble technique, and interpretation of various chamber (small group) musical styles, such as the Renaissance Madrigal, motets, part songs, and contemporary chamber music. A minimum of 4 hours of practice each week is required. Repeatable to a maximum of 4 semester hours; 4 semester hours may apply to a degree or certificate.

(0 lec/2 lab) ***1 sem hrs***

MUS 280 Applied: Composition/ Arranging

This course provides private instruction in composition individually designed for a student that intends to be a music major and complete an AFA degree. Students concentrate on compositional technique and creative original projects. Repeatable to a maximum of 8 semester hours; 8 semester hours may apply to an AFA or AA degree.

Recommended Prereq: MUS121

(1 lec/2 lab) ***2 sem hrs***

MUS 281 Applied: Piano

This course provides private instruction in piano individually designed for a student that intends to be a music major and complete an AFA degree. Students concentrate on technique and repertory commensurate with their current ability. Repeatable to a maximum of 8 semester hours; 8 semester hours may apply to an AFA or AA degree.

Recommended Prereq: One year of piano study

(1 lec/2 lab) ***2 sem hrs***

MUS 282 Applied: Voice

This course provides private instruction in voice individually designed for a student that intends to be a music major and complete an AFA degree. Students concentrate on technique and repertory commensurate with their current ability. Repeatable to a maximum of 8 semester hours; 8 semester hours may apply to an AFA or AA degree.

(1 lec/2 lab) ***2 sem hrs***

MUS 283 Applied: Woodwinds

This course provides private instruction in woodwinds individually designed for a student that intends to be a music major and complete an AFA degree. Students concentrate on technique and repertory commensurate with their current ability. Repeatable to a maximum of 8 semester hours; 8 semester hours may apply to an AFA or AA degree.

(1 lec/2 lab) ***2 sem hrs***

MUS 284 Applied: Brass

This course provides private instruction in brass individually designed for a student that intends to be a music major and complete an AFA degree. Students concentrate on technique and repertory commensurate with their current ability. Repeatable to a maximum of 8 semester hours; 8 semester hours may apply to an AFA or AA degree.

(1 lec/2 lab) ***2 sem hrs***

MUS 285 Applied: String Instruments

This course provides private instruction in string instruments individually designed for a student that intends to be a music major and complete an AFA degree. Students concentrate on technique and repertory commensurate with their current ability. Repeatable to a maximum of 8 semester hours; 8 semester hours may apply to an AFA or AA degree.

(1 lec/2 lab) ***2 sem hrs***

MUS 287 Applied: Percussion

This course provides private instruction in percussion individually designed for a student that intends to be a music major and complete an AFA degree. Students concentrate on technique and repertory commensurate with their current ability. Repeatable to a maximum of 8 semester hours; 8 semester hours may apply to an AFA or AA degree.

Recommended Prereq: One semester of percussion study

(1 lec/2 lab) ***2 sem hrs***

MUS 288 Applied: Audio Production

This course provides private instruction in audio production and MIDI programming individually designed for each student's need. Students concentrate on creative musical projects utilizing Waubonsee's recording studios commensurate with their current ability.

Recommended Prereq: MUS211

(1 lec/2 lab) ***2 sem hrs***

MUS 296 Special Topics/Music

This course offers in-depth exploration of a special topic, issue or trend in the field of music. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 3 lec/0 to 6 lab) ***1 to 3 sem hrs***

Nurse Assistant (NAS)

NAS 101 Basic Nurse Assistant Training

This course, approved by the Illinois Department of Public Health, is designed to prepare persons to function in the role of nurse assistant in a variety of health care settings. Content includes basic nursing procedures and standards of practice, food service, body mechanics, safety measures, special treatments, communication skills, and care of persons with Alzheimer's disease and related dementias. Clinical experiences are provided in long-term care facilities.

(3 lec/7 lab) ***6 sem hrs***

Nursing (NUR)

NUR 105 Introduction to Professional Nursing

This course is an introduction to the nursing profession, with special emphasis on the geriatric adult. The course will include hands-on application of fundamental nursing skills, promotion of client wellness and infection prevention practices, safety, and error prevention, including the safe calculation of medications using dimensional analysis. The nursing process will be used to identify priorities in the delivery of client care. Ethical and professional behaviors discussed throughout the course. Special focus is applied to concepts for culturally diverse adult and geriatric nursing clients

Prereq: Program admission, C or better in all of the following: BIO250, BIO270, BIO272, COM100, ENG101, ENG102, PSY100, PSY205

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations.

(3 lec/6 lab) ***5 sem hrs***

NUR 110 Concepts of Mental Health Nursing

This course focuses on adapting the nursing process to the practice of psychiatric-mental health nursing. Psychiatric disorders; psychiatric nursing concepts; nursing interventions; therapies; professionalism and continual professional growth; and community roles and services are stressed. Additional topics include suicide risk and appropriate interventions through the lifespan. Mental status exam will be performed on a geriatric client to determine cognitive status. Clinical experiences are provided in a psychiatric facility emphasizing therapeutic communication. Pediatric and geriatric concepts are integrated.

Prereq: Program admission

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations.

(3 lec/6 lab) ***5 sem hrs***

NUR 120 Basic Concepts of Nursing

This course begins to transition from the nursing process to clinical judgment to create a holistic care plan emphasizing cultural/spiritual practices for diverse clients. It focuses on the basic concepts of nursing such as pain management, client teaching, oxygenation, acid/base balance, fluid/electrolyte balance and glucose regulation. It continues to build on the basic nursing skills with an emphasis placed on physical assessment and medication administration. Pediatric and geriatric concepts are integrated. Professionalism and continual professional growth are also covered. Clinical experience is provided in a variety of settings.

Prereq: Program admission, C or better in NUR105 and NUR110

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations.

(3 lec/6 lab) ***5 sem hrs***

NUR 150 Concepts of Nursing I

This course focuses on the use of the nursing process and clinical judgment to assess the needs of medical-surgical clients experiencing stress, respiratory or gastrointestinal conditions, and surgery. Physical assessment skills and sterile technique are also covered. Pediatric and geriatric concepts are integrated. Additional topics include evidence-based nursing interventions, healthcare team communication, professional integrity, accountability, ethical and professional behavior. Clinical experience is provided in a variety of settings.

Prereq: Program admission, C or better in NUR105 and NUR110

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations.

(3 lec/6 lab) ***5 sem hrs***

NUR 200 Nursing Concepts of the Childbearing Family

This course focuses on the nursing care of the childbearing family. The normal and complicated pregnancy and the care of the mother and neonate are studied. Women's health and growth and development of the well child and family are discussed. Administering injections for the pediatric population is covered. Therapeutic communication, professional behaviors and culturally competent care are reviewed. Clinical experiences are designed to use nursing concepts of the childbearing family and develop nursing care plans that promote optimum health and well-being for this population. Clinical experiences are provided in a variety of settings.

Prereq: Program admission, C or better in NUR120 and NUR150

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations.

(3 lec/6 lab) ***5 sem hrs***

NUR 205 Concepts of Nursing II

This course focuses on the nursing care of culturally diverse medical surgical client. There is a special focus on care of persons receiving intravenous therapies. Emphasis is placed on assessing cues and data, establishing priorities of care, and the development, organization, and utilization an individualized problem-based nursing plan of care. Age related (pediatric and geriatric) concepts are integrated. Therapeutic communication; professionalism and continual professional growth are reviewed. Clinical experience is provided in a variety of settings.

Prereq: Program admission, C or better in NUR120 and NUR150

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations.

(3 lec/6 lab) ***5 sem hrs***

NUR 250 Concepts of Nursing III

This course focuses on the client and family who is acutely ill, including those with endocrine disorders, cardiac disorders, peripheral vascular disorders, acute surgeries and patients requiring intensive care. Emphasis is on assessment; teaching; establishing priorities of care; healthcare team communication; and organization and utilization of the nursing care plan. Includes safe medication administration to high acuity clients. Pediatric and geriatric concepts are integrated. Clinical experience is provided in a variety of settings.

Prereq: Program admission, C or better in NUR200 and NUR205

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations

(3 lec/6 lab) ***5 sem hrs***

NUR 275 Advanced Concepts of Nursing

This course focuses on the application and integration of nursing knowledge and skills of clients across the lifespan. Emphasis is placed on comprehensive assessment, critical thinking, and clinical decision-making to support prioritization of care and early recognition of actual and potential complications. Students apply evidence-based practice in the management of clients with complex and multisystem health conditions, including orthopedic, neurologic, emergency, integumentary, and sensory (eye and ear) disorders. Therapeutic communication and individualized client care and discharge instructions are emphasized. Professional behaviors, ethical and legal standards, and accountability are reinforced to support student preparedness for entry into professional nursing practice. Clinical experience provides opportunities to apply clinical judgment and demonstrate safe, competent nursing care in diverse healthcare settings.

Prereq: Program admission, C or better in NUR200 and NUR205

Coreq: Current American Heart Association Basic Life Support for Health Care Providers (CPR) or equivalent and documentation of current immunizations.

(3 lec/6 lab) ***5 sem hrs***

Paralegal (PLG)

PLG 100 Introduction to the Paralegal Profession

This course is an overview of the paralegal field and assists students to become familiar with aspects of the legal system. Topics include the functions of law, courts and lawyers in modern society, practice areas within the law, and sources of law. The Professional responsibilities of the lawyer and the training and role of a paralegal will also be covered.

(3 lec/0 lab) ***3 sem hrs***

PLG 105 Civil Litigation I

This course provides an overview of the role of the paralegal in the litigation process. Students will learn to draft correspondence and pleadings for civil litigation cases utilizing both the federal and state rules of civil procedure.

Recommended Coreq: PLG100

(3 lec/0 lab) ***3 sem hrs***

PLG 106 Civil Litigation II

This course is the continuation of PLG 105 and provides an overview of the role of the paralegal in the civil litigation process. Trial Binder preparation is an essential paralegal skill and students will prepare a Trial Binder for the final project containing their drafted artifacts from PLG105 and PLG106.

Prereq: PLG105

(3 lec/0 lab) ***3 sem hrs***

PLG 110 Legal Research and Writing I

Using legal research methods, students will locate mandatory primary sources in order to write a legal memorandum that focuses on a local legal issue. Students will learn to identify the elements of a law to support facts acquired from client interviews and match facts to relevant case law.

Recommended Coreq: PLG100 and ENG101 or ENG152

(3 lec/0 lab) ***3 sem hrs***

PLG 115 Legal Technology

This course introduces students to legal software applications used in the paralegal profession. Emphasis is on the use of software for time keeping, billing, case management, and litigation graphics. Ethical considerations with electronic technology are also covered.

3 lec/0 lab) ***3 sem hrs***

PLG 200 Professional Responsibility and Legal Ethics

This course introduces students to the knowledge and reference sources needed to navigate complex ethical issues that may arise in the law office. Students will learn to: identify the unauthorized practice of law; apply the American Bar Association's Rules of Professional Conduct; interpret disciplinary procedures and understand malpractice; use the Attorney Registration & Disciplinary Commission's Client Trust Account Handbook to ensure the use of ethical billing practices; and assess actions that can lead to confidentiality breaches and conflicts of interest. Through interactive activities, students will learn to apply ethical principles and legal professional standards to real-world scenarios.

Enforced Coreq: PLG110 or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

PLG 210 Legal Research and Writing II

Students will learn to apply the law to various legal issues at the federal district and appellate court levels. They will deconstruct the elements of the law to apply precedent to research and prepare briefs on national substantive or procedural legal issues. The course culminates with writing a legal brief for the federal court.

Prereq: PLG110

(3 lec/0 lab) ***3 sem hrs***

PLG 215 Immigration Law

This course explores the complexities of immigration law for the paralegal. Understanding governmental agencies involved in the immigration process and navigating related websites are covered. Common fact patterns encountered in immigration practice and key principles governing immigration law will be analyzed. Drafting legal documents, including case briefs and memorandums are also included.

Prereq: PLG110

(3 lec/0 lab) ***3 sem hrs***

PLG 220 Real Estate Law

This course reviews the role of the paralegal in the practice of real estate law. Topics include property interests, title-holding alternatives, and relevant legal terms. The residential transaction process including contract and disclosure documents are also included. Title insurance surveys, leases, loan transactions, note and mortgage documents will be analyzed. Preparing deeds, closing documents and title clearances for closings are also covered.

Prereq: PLG110

(3 lec/0 lab) ***3 sem hrs***

PLG 225 Family Law

This course examines the role of the paralegal in family law. Topics include the legal processes for divorce, child custody, spousal support, and property division. Ethical considerations in family law practice will be evaluated. Primary statutes, regulations, petitions, settlement agreements, court orders and affidavits are also covered.

Prereq: PLG110

(3 lec/0 lab) ***3 sem hrs***

PLG 230 Tort Law

This course introduces students to tort law including intentional, negligent, and strict liability torts. Topics include preparing complaints, answers, and motions for tort claims in both Illinois and federal courts. Pre-trial and trial strategies in tort litigation, including motions for summary judgment and jury selection are also included. Common fact patterns encountered in tort law will be analyzed to determine the presence of tort elements and potential defenses in specific cases.

Prereq: PLG110

(3 lec/0 lab) ***3 sem hrs***

PLG 235 Criminal Law for the Paralegal

This course introduces students to the criminal law process with an emphasis on the role of the paralegal. The criminal law process from arrest through trial will be examined for common crimes in Illinois. Statutes and cases will be applied to criminal law fact patterns to produce pattern jury instructions and a motion to quash.

Prereq: PLG110

(3 lec/0 lab) ***3 sem hrs***

PLG 240 Estate Law

In this course, students will learn to articulate how estate planning organizes tax systems and documents to protect client interests. This process includes evaluating probate and its alternatives for efficient client interest distribution, while facilitating clear communication with clients and third parties to align with their expectations. Students will draft key documents, such as wills, trusts, and powers of attorney. Additionally, students will prepare administrative documents to ensure compliance with relevant laws and alignment with the individual's intentions.

Prereq: PLG110

(3 lec/0 lab) ***3 sem hrs***

Philosophy (PHL)

PHL 100 Introduction to Philosophy

This course provides an overview of the major fields of philosophy including metaphysics, epistemology, logic and ethics. Fundamental questions may include: What is the meaning of life? Does God exist? Are we free? What can we know? What makes a good argument? How should we live?

IAI: H4 900

(3 lec/0 lab) ***3 sem hrs***

PHL 101 Introduction to Logic

This course focuses on the nature of logical inference including both formal and informal reasoning and deductive versus inductive lines of thought. Topics include: 1) the use of symbolic languages to make evident the logical essentials of language and meaning, 2) the essentials of both good and bad arguments, fallacious and non-fallacious reasoning, 3) formal and informal inferences, and 4) the essentials of proof and evidence. This is done through translating ordinary language sentences into their truth-functional form and evaluating the validity of arguments through such things as truth tables and truth trees.

IAI: H4 906

(3 lec/0 lab) ***3 sem hrs***

PHL 105 Introduction to Ethics

A study of the principal ethical theories and concepts of human conduct and character, as well as a critical evaluation of these theories and concepts as they apply to particular moral issues and decisions. Students study ethical theories such as ethical egoism, utilitarianism, Kantianism, virtue ethics, Divine Command Theory, and moral relativism, and consider how these views apply to moral issues related to such topics as suicide, sex and marriage, war, terrorism, legal punishment, animal rights, the environment, and other current moral problems.

IAI: H4 904

(3 lec/0 lab) ***3 sem hrs***

PHL 107 Introduction to Medical Ethics

This course examines a selection of problems in biomedical ethics, alongside the philosophical issues they raise. A case based approach will be taken while discussing issues such as the responsibility of health care workers to their patients, truthfulness, confidentiality, informed consent, human research, abortion, euthanasia, death and dying, genetic choices, cloning, stem cell research, organ transplantation, and the allocation of health care resources.

(3 lec/0 lab) ***3 sem hrs***

PHL 110 Introduction to Critical Thinking

This course focuses on the practical value of critical thinking in a variety of personal, professional and social situations. Students study such things as the structure of arguments, the critical analysis and evaluation of arguments, inductive and deductive reasoning, formal and informal logical fallacies, problem solving and decision making, and rhetorical strategies. Specific topics may include critically analyzing advertisements, political speech, debate techniques, gender stereotypes, human psychology, journalistic reporting, criminal investigations, etc.

IAI: H4 906

(3 lec/0 lab) ***3 sem hrs***

PHL 120 Introduction to World Religions

This course gives a philosophical introduction to the comparative study of the major world religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.

IAI: H5 904N

(3 lec/0 lab) ***3 sem hrs***

PHL140 Philosophy of Art

This course examines philosophical issues and theories related to the creation, display, and evaluation of works of art, focusing primarily, but not exclusively, on the tradition of Western art. Emphasis is placed on, but not limited to, the visual arts. Additionally, issues related to defining art, distinguishing good from bad art, artificial intelligence, forgery, expertise, the art market, authentic performances, etc., are included.

(3 lec/0 lab) ***3 sem hrs***

PHL 201 History of Philosophy: Ancient to Medieval

This course introduces students to the Western tradition of philosophical thinking, beginning with its origins in ancient Greece and ending with the developments in Medieval Philosophy. Emphasis is placed on an analysis and understanding of each significant period of philosophical development, including the concepts of historically important philosophers, the connection among philosophical theories and their historical developments, and their influence on each other.

IAI: H4 901

(3 lec/0 lab) ***3 sem hrs***

PHL 202 History of Philosophy: Modern Philosophy

This course introduces students to the Western tradition of philosophical thinking, beginning with developments during Early Modernity and ending with 20th century and contemporary philosophy. Emphasis is placed on an analysis and understanding of each significant period of philosophical development, including the concepts of historically important philosophers, the connections among philosophical theories, their historical developments, and their influence upon each other.

IAI: H4 902

(3 lec/0 lab) ***3 sem hrs***

PHL 296 Special Topics for Philosophy

The course offers in-depth exploration of a special topic, issue or trend in the field of philosophy. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Phlebotomy (PBT)

PBT 105 Theoretical and Clinical Aspects of Phlebotomy

This course prepares the student for the role of a phlebotomy technician. Instruction in human structure and function of each of the eleven body systems is covered with an emphasis on the vascular and circulatory systems. Additional topics include venipuncture and dermal puncture techniques, specimen collection, processing and handling; legal and ethical issues related to specimen collection; infection control; OSHA requirements and the importance of professionalism while interacting with patients.

Prereq: C or better in ENG080 or placement by appropriate measures into ENG085 or higher

(3.5 lec/2 lab) ***4.5 sem hrs***

PBT 297 Phlebotomy Externship

Combining academic credit with professional experience, this externship allows students to learn about, observe and work in the phlebotomy field while interacting with providers, staff and patients. This course provides students 100 working hours of hands-on experience at a clinical site within the community. Following OSHA safety techniques, students are afforded the opportunity to perform a minimum of 100 unaided successful venipunctures, per The American Society of Clinical Pathologists (ASCP) certification requirements. Repeatable to a maximum of 3 semester hours on a space-available basis; 1.5 semester hours may apply to the phlebotomy certificate.

Prereq: C or better in PBT105, American Heart Association Basic Life Support for Health Care Providers, physical examination, completion of two-step tuberculosis test, proof of current immunization status, a background check and a ten panel drug screen

(.5 lec/7.5 lab) ***1.5 sem hrs***

Physics (PHY)

PHY 103 Concepts of Physics

This is a survey course of the principles of physics concentrating on the analysis of physical phenomena encountered in everyday experience. It talks about fundamentals of physics from a conceptual viewpoint rather than mathematical. Topics covered include: mechanics, properties of matter, heat, sound, electricity and magnetism, light and relativity. As a result of this course students will be able to apply scientific thinking in their everyday life and careers.

IAI: P1 900

(3 lec/0 lab) ***3 sem hrs***

PHY 104 Concepts of Physics Laboratory

This laboratory course is designed to provide further opportunity for students to observe first-hand many of the physical phenomena described in PHY 103, Concepts of Physics, and to demonstrate and reinforce the concepts and principles developed in that course. In this hands-on course, students record and analyze data and evaluate experimental results.

Recommended Coreq: PHY103

IAI: P1 900L

(0 lec/2 lab) ***1 sem hrs***

PHY 111 Introduction to Physics I

This is the first course of a two-semester sequence covering algebra and trigonometry-based physics. In this course, students are provided the opportunity to apply the principles and phenomenon of classical mechanics including physical laws governing motion, force, work, energy, momentum, rotation, fluid dynamics and wave motion and thermal physics. Students will also use data, graphs, or measurements to analyze experimental results.

Prereq: C or better in MTH 067 or MTH 069 or placement by appropriate measures

IAI: P1 900L

(3 lec/3 lab) ***4 sem hrs***

PHY 112 Introduction to Physics II

This course is the second course of a two-semester sequence. In this course students apply the principles of electricity and magnetism, geometric and physical optics, and modern physics. Students will also use data, graphs, or measurements to analyze experimental results.

Prereq: PHY111

(3 lec/3 lab) ***4 sem hrs***

PHY 221 General Physics I

This course is the first part of a three-semester sequence in Calculus-based Physics. In this course students apply the principles of physical laws governing motion, force, work, energy, momentum, rotation, oscillations and waves and fluid dynamics. Students also solve physics problems using data, graphs, measurements or mathematical methods. This course is ordinarily required for students pursuing degrees in engineering, physics, chemistry and mathematics.

Prereq: MTH131 or concurrent enrollment

IAI: P2 900L

(4 lec/3 lab) ***5 sem hrs***

PHY 222 General Physics II

This course is the second part of a three-semester sequence in the Calculus-based physics. In this course students apply the principles of electricity and magnetism, basic electronics and geometric and physical optics. Students solve physics problems using data, graphs, measurements or mathematical methods. This course is ordinarily required for students pursuing degrees in engineering, physics, chemistry and mathematics.

Prereq: MTH132 or concurrent enrollment, C or better in PHY221

(4 lec/3 lab) ***5 sem hrs***

PHY 223 General Physics III

This Calculus-based course follows the General Physics I and II sequence. Students will study thermal physics, special relativity, introductory quantum mechanics, nuclear physics, and particle physics. Students solve physics problems using data, graphs, measurements or mathematical methods. This course is ordinarily required for students pursuing degrees in engineering, physics, chemistry and mathematics.

Recommended Prereq: MTH240 or concurrent enrollment

Prereq: C or better in PHY222

(3 lec/3 lab) ***4 sem hrs***

Political Science (PSC)

PSC 100 Introduction to American Government

This course provides an introduction to the structure and operation of the American national government. Political institutions and American political process are included, with a focus on such topics as: the principles of democracy, federalism, the U.S. and Illinois Constitutions, elections, civil liberties, domestic and foreign policy, and executive, legislative and judicial processes.

IAI: S5 900

(3 lec/0 lab) ***3 sem hrs***

PSC 220 Comparative Government

This course offers a comparative examination of political systems and institutions, placing an emphasis on: common governmental problems, causes of political instability and revolution, and the techniques of political analysis. The impact of historical, economic, political, and social factors are included in this analysis. Global examples are studied, including both Western European and non-Western political systems and institutions.

IAI: S5 905

(3 lec/0 lab) ***3 sem hrs***

PSC 240 State and Local Government

This course examines the powers, structures, functions and the contemporary issues of state and local governments in the United States. Emphasis is placed on the political, social and economic influence on the government affairs of the State of Illinois as well as local governmental entities in the greater Chicagoland metropolitan area. Federalism, and the evolution of the state governmental power, is also explained.

IAI: S5 902

(3 lec/0 lab) ***3 sem hrs***

PSC 260 Introduction to International Relations

An introduction to the basic theories, concepts, actors, and issues of international relations. This course provides an overview of international relations, focusing on sociological, economic, historical, and political factors that impact the interactions of nations. An analysis of contemporary problems in world politics, examining both causes for conflict and potential solutions on the global stage.

IAI: S5 904

(3 lec/0 lab) ***3 sem hrs***

PSC 280 Introduction to Political Philosophy

This course provides a survey of the major political philosophers and the historical evolution of political thought. This course focuses on classical and modern theorists, with emphasis on such themes as justice, equality, power, liberty, and civil rights, as well as examining common issues that impact the role of government in society.

IAI: PLS 913

(3 lec/0 lab) ***3 sem hrs***

PSC 296 Special Topics/Political Science

This course offers in-depth exploration of a special topic, issue or trend in the field of political science. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

Note: No topics may be offered more than twice in three years.

(.5 to 3 lec/0 lab) ***.5 to 3 sem hrs***

Psychology (PSY)

PSY 100 Introduction to Psychology

This course provides a survey of the study of psychological phenomena such as mental processes and behavior, emphasizing the scientific methods and ethical standards of contemporary psychological investigation. Topics include an introduction to the psychological content domains of: biology of behavior, sensation and perception, learning, memory, cognition, motivation, emotion, life-span development of behavior, personality, abnormal behavior and its therapies, social behavior and individual differences.

IAI: S6 900

(3 lec/0 lab) ***3 sem hrs***

PSY 200 Research and Methodology in Psychology

This course provides comprehensive coverage of the main concepts of research methodology in psychology. Students learn basic statistical analyses, in addition to learning the challenges, strengths and weaknesses of different approaches in research methods. Students will learn to apply the American Psychological Association ethical guidelines in designing, interpreting, reporting and collecting data. Students have the opportunity to create their own empirical, quantitative research proposal.

Recommended Prereq: PSY100

(3 lec/0 lab) ***3 sem hrs***

PSY 205 Life-Span Psychology

This course provides an introduction to current theory and research on the developmental psychological content domains including the physiological, cognitive, personality and social development of individuals from conception through childhood, adolescence, young adulthood, middle adulthood, and older adulthood including end of life issues. Human development is examined in light of contemporary research and ethical standards.

Recommended Prereq: PSY100 or consent of instructor

IAI: S6 902

(3 lec/0 lab) ***3 sem hrs***

PSY 215 Adulthood and Aging

This course provides an integration of the theory and research regarding the developmental processes across the adult lifespan. Discussed are the aging and adulthood developmental psychological content domains which focus on the changes that occur from early adulthood through the last stages of life including: career choice and development; mate selection and marriage; conventional and non-conventional families; theories of adult personality development; mid and late-life transitions; aging; and dying, death and bereavement. Adulthood and aging is examined with regards to scientific research and the application of ethical standards in psychology.

Recommended Prereq: PSY100 or consent of instructor

IAI: S6 905

(3 lec/0 lab) ***3 sem hrs***

PSY 220 Child Psychology

This course introduces the theory and research on the biological, physical, cognitive, socio-emotional and personality development of the child from the point of conception to adolescence. Child developmental psychological content domain topics may include genetic factors, prenatal development, sensory and perceptual changes, motor system development, language acquisition, social learning, cultural influences and aspects of abnormal development. Child psychology is examined with regards to scientific research and the application of ethical standards in psychology.

Recommended Prereq: PSY100 or consent of instructor

IAI: S6 903

(3 lec/0 lab) ***3 sem hrs***

PSY 226 Adolescent Psychology

This course provides an introduction to the development of adolescents, emphasizing the physical and physiological changes and the social and cognitive development that occur during adolescence. Adolescent psychological content domain topics may include changing relationships with family and peers, identity and value development, sexuality, school experiences and career goals, and adolescent problems and delinquency. Adolescent psychology is examined with regards to scientific research and the application of ethical standards in psychology.

Recommended Prereq: PSY100 or consent of instructor

IAI: S6 904

(3 lec/0 lab) ***3 sem hrs***

PSY 235 Social Psychology

This course provides a systematic introduction to theory and research on the ways social factors influence individual and group behavior. Key theories and empirical research findings addressed cover the topics of attitudes, social perception, social cognition, the establishment of norms, conformity, leadership, group dynamics and research methods, emphasizing their effects on the individual. Students will have the opportunity to summarize and evaluate research in social psychology with regards to the American Psychological Association ethical guidelines. Student will also apply social psychological findings to real-life examples or social problems.

Recommended Prereq: PSY100 or consent of instructor

IAI: S8 900

(3 lec/0 lab) ***3 sem hrs***

PSY 240 Abnormal Psychology

This course introduces and differentiates between the major theoretical perspectives of abnormal behavior, while incorporating the scientific method of inquiry as it applies to research in the field of abnormal development. Scientific research is discussed with an emphasis on both the diagnosis of mental illness and its treatment. Additional topics are to be the biological, psychological, and sociocultural origins of abnormal behavior; research methods and experimental data; the defining of, assessment, and categorization of mental illness; treatment modalities for mental illness; prevention of mental illness; and ethical standards when dealing with mental illness.

Prereq: C or better in PSY100

IAI: PSY 905

(3 lec/0 lab) ***3 sem hrs***

PSY 245 Industrial/Organizational Psychology

This course introduces students to the psychological methods and theories that apply to solving organizational problems. Emphasis is on promoting ethical standards of behavior and promoting human welfare for individuals in industrial/organizational psychological contexts.

Recommended Prereq: PSY100 or consent of instructor

(3 lec/0 lab) ***3 sem hrs***

PSY 250 Theories of Personality

This course explores the major theoretical perspectives in personality psychology and current research. Further explored is how human behavior can be understood through the scientific study of individual differences and the strengths and weaknesses in personality psychology research. Topics include: research methods, assessment techniques, theoretical approaches in personality, and ethical standards in personality research.

Recommended Prereq: PSY100 or consent of instructor

(3 lec/0 lab) ***3 sem hrs***

PSY 296 Special Topics in Psychology

This course offers in-depth exploration of a special topic, issue or trend in the field of psychology. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Religious Studies (RLG)

RLG 120 Introduction to World Religions

This course gives a philosophical introduction to the comparative study of the major world religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.

IAI: H5 904N

(3 lec/0 lab) ***3 sem hrs***

RLG 220 Judaism and the Hebrew Bible

This course introduces texts and ideas of the Hebrew Bible (Old Testament) in their contextual setting. Students examine the primary text and historical events in early Judaism, the religious and political ideas of the Ancient Near East and the social geography of the region.

IAI: H5 901

(3 lec/0 lab) ***3 sem hrs***

RLG 230 Christianity and the New Testament

This course introduces students to the texts and ideas of the New Testament in their contextual setting. Students examine the primary text and historical events in the period (including the Hellenization of Palestine) leading to the emergence of the ministry of John the Baptist and Jesus of Nazareth, the religious and political ideas of the Roman Empire as they relate to the Middle East, the ideas of first century Judaism, the ideas of early Christianity and the social geography of the region.

IAI: H5 901

(3 lec/0 lab) ***3 sem hrs***

RLG 240 Islam and the Qur'an

This course introduces students to the texts and ideas of the Qur'an in their contextual setting. The students examine the primary text and historical events in the period leading to the emergence of the Prophet Muhammad and early Islam, the religious and political ideas of the Arabian Peninsula, the relationship between the Qur'an and the Old Testament (Hebrew Bible), the relationship between early Islam and institutional Christianity and the social geography of the region.

IAI: H5 901

(3 lec/0 lab) ***3 sem hrs***

Sign Language (SGN)

SGN 101 American Sign Language I

This course is an introduction to American Sign Language (ASL). The course explores American Sign Language (ASL) sign vocabulary and grammatical structures and also serves as a basic introduction to Deaf culture.

(3 lec/0 lab) ***3 sem hrs***

SGN 102 American Sign Language II

This course is designed to provide students with skills necessary to communicate in American Sign Language (ASL) at an advanced level. Grammatical structures and cultural principles are emphasized. Students build both receptive and expressive skills.

Prereq: C or better in SGN101

(3 lec/0 lab) ***3 sem hrs***

SGN 104 Signs in Everyday Use

This course is designed to assist students in expanding their conversational skills in American Sign Language (ASL). The course introduces several unique numbering systems and non-manual modifiers as well as advanced fingerspelling and mime techniques.

Prereq: C or better in SGN101 and SGN105, or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

SGN 105 Linguistics of ASL I

This course is designed to introduce students to advanced vocabulary, verbs and linguistics of American Sign Language (ASL). The course addresses the development of conversational fluency in American Sign Language (ASL). Students are introduced to a series of vernacular signs, which can be used in a variety of contexts. Emphasis is placed on both expressive and receptive competence.

Prereq: C or better in SGN101 or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

SGN 106 Linguistics of ASL II

This course addresses the conversational fluency in American Sign Language. Focus is on the development of fluency with more advanced sign vocabulary and more complex American Sign Language (ASL) linguistics. Students are introduced to a series of thematically related signs that can be used in a variety of contexts. Emphasis is placed on both expressive and receptive competence.

Prereq: C or better in SGN101, SGN104, and SGN105

(3 lec/0 lab) ***3 sem hrs***

SGN 108 Conceptually Accurate Signed English

This course provides students with the opportunity to communicate using English syntax with American Sign Language (ASL) signs and grammatical features. Students receive expanded sign vocabulary, extensive practice with comparative translations, and an introduction to simultaneous voice to sign transliterating.

Prereq: C or better in SGN101, SGN104, and SGN105; C or better in SGN102 and SGN106, or concurrent enrollment

(3 lec/0 lab) ***3 sem hrs***

SGN 110 Introduction to American Deaf Culture

This course introduces students to American Deaf Culture. The course includes a broad history of Deaf people with unique cultural identity. It explores the experiences of Deaf individuals throughout the life span and American history. This course will look at the specific cultural values, norms, and traditions, as well as their cross-cultural influences. The course explores some of the controversial issues between Deaf and hearing American society.

(3 lec/0 lab) ***3 sem hrs***

Social Science (SSC)

SSC 296 Special Topics for Social Science

This course offers in-depth exploration of a special topic, issue or trend in the social sciences field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(.5 to 3 lec/0 lab) ***.5 to 3 sem hrs***

Sociology (SOC)

SOC 100 Introduction to Sociology

Introduction to Sociology is a survey course introducing students to the scientific study of our social world. The emphasis is on the three primary theoretical frameworks (functionalism, conflict theory, and symbolic interaction) and major concepts foundational to sociology including culture and socialization as well as various forms of stratification and social inequality. Students will leave the class able to utilize sociological research and evidence-based theories to explain social phenomena.

IAI: S7 900

(3 lec/0 lab) ***3 sem hrs***

SOC 120 Racial and Ethnic Relations

This course provides a sociological perspective on race and ethnicity in American society. Emphasis is placed on understanding race and ethnicity as socially constructed phenomena that fundamentally shape society. Attention is given to various forms of racism and discrimination. Historic and contemporary social inequalities in economics, housing, education, and the criminal justice system are examined and efforts to redress these inequalities are explored.

IAI: S7 903D

(3 lec/0 lab) ***3 sem hrs***

SOC 130 Sociology of Family

Sociology of Family is the study of the institution of family and the theoretical context of family patterns within society. The impact of changing American demographics and culture on the structure of family in society is emphasized, and the areas of economy, social class, aging, and crises are examined in the social context of family. Sociological study of family focuses on socialization, gender roles, pair bonding and sexuality, marriage, divorce and remarriage, and parenting and childhood.

IAI: S7 902

(3 lec/0 lab) ***3 sem hrs***

SOC 210 Social Problems

This course offers an introductory survey of the major social problems that are exhibited within contemporary American society. The focus is on the behavior, causes, prevention and/or treatment of such social problems as poverty, crime, drug abuse and addiction, marital conflicts and child rearing, mental illness, racism and sexism using a sociological imagination.

IAI: S7 901

(3 lec/0 lab) ***3 sem hrs***

SOC 230 Sociology of Sex and Gender

Sociology of Sex and Gender examines the multifaceted complexities between sex and gender using sociological theories. Social construction of gender and its impact on individuals in environments and groups are explored. The gendered individual and social consequences on changing social definitions in family, work, intimate relationships, education, economy, health, communication and violence are discussed.

IAI: S7 904D

(3 lec/0 lab) ***3 sem hrs***

SOC 240 Sociology of Deviance

Sociology of Deviance examines the sociological study of the causes and control of social deviance and deviant behavior. Emphasis is placed on the major sociological theories of deviance. Special attention is given to individual and group deviance within the context of social deviance. Topics discussed are physical violence, family violence, sexual deviance, self targeted deviance, medicalization of deviance, internet crime, substance use and abuse, and privileged and underprivileged deviance. Stigma of deviant identity among specific groups is analyzed.

(3 lec/0 lab) ***3 sem hrs***

SOC 296 Special Topics in Sociology

This course offers in-depth exploration of a special topic, issue or trend in the sociology field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

Note: No topics may be offered more than twice in three years.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Spanish (SPN)

SPN 101 Elementary Spanish I

This course is an introduction to assigning verbs to nouns or subject pronouns in the present tense to acquire the skills of listening, speaking, reading, and writing in the cultural context of Spanish. Also, students will learn to identify and apply vocabulary in constructing sentences in Spanish.

(3 lec/0 lab) ***3 sem hrs***

SPN 102 Elementary Spanish II

This continuation of Spanish 101 will allow students to apply Spanish vocabulary in a cultural context when listening, speaking, reading, and writing. This course offers a distinction between the present and past tenses, or non-interchangeable verbs (ser/estar, saber/conocer) in oral and written communication. Students will use reflexive and non-reflexive verbs, comparisons and superlatives to narrate a series of events in Spanish.

Recommended Prereq: SPN101 or one year of high school Spanish or its equivalent

(3 lec/0 lab) ***3 sem hrs***

SPN 201 Intermediate Spanish I

This course introduces students to intermediate Spanish vocabulary when speaking, listening, writing, and reading in a cultural context. Students will distinguish meaning of Spanish text using commands, requests, preferences, or opinions. In addition, students will express themselves in Spanish formally or informally in various settings such as speaking, writing, or presenting.

Recommended Prereq: SPN102 or two years of high school Spanish or its equivalent

(3 lec/0 lab) ***3 sem hrs***

SPN 202 Intermediate Spanish II

This course provides students advanced Spanish vocabulary when listening, speaking, reading and writing. Students will create projects on cultural topics using past, present, future, and conditional tenses. Students will learn to apply grammar structures to narrate relevant opinions, desires, or preferences in the present, past, future, and conditional tenses.

Recommended Prereq: SPN201 or three years of high school Spanish or its equivalent

IAI: H1 900

(3 lec/0 lab) ***3 sem hrs***

SPN 205 Spanish for Native Speakers

This course introduces native/near native heritage learners to elements of history, authentic literature, culture and writing in order for them to become more proficient in their heritage, culture and language. Students explore the nuances of Spanish in formal and informal contexts that use standard or nonstandard grammar and vocabulary, with emphasis on reading, writing and vocabulary building.

Recommended Prereq: Native or near-native fluency in Spanish

IAI: H1 900

(3 lec/0 lab) ***3 sem hrs***

SPN 215 Introduction to Hispanic Literature

Introduction to Hispanic Literature introduces students to selected masterpieces by Hispanic writers from a variety of periods. This course focuses on the further development of the four areas of language learning (reading, speaking, listening, and culture) through readings and class discussion, with an emphasis on written language skills.

Prereq: C or better in SPN202 or consent of instructor or counselor

IAI: H3 916

(3 lec/0 lab) ***3 sem hrs***

SPN 296 Special Topics in Spanish

This course offers in-depth exploration of a special topic, issue or trend as it relates to the Spanish language. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(1 to 3 lec/0 lab) ***1 to 3 sem hrs***

Theatre (THE)

THE 100 Theatre Appreciation

This course introduces students to theatre as an art form: the play, playwright, acting, directing, and the production elements of lighting, set design, costumes, make up, props, sound and theatre management. Students also study the relationship between playwrights' lives and their societies throughout history.

IAI: F1 907

(3 lec/0 lab) ***3 sem hrs***

THE 110 The Art of Oral Interpretation

This course examines and explores literature from an oral performance perspective. Literary selections include the short story, poetry, prose, drama, and nonfiction. Emphasis is placed on the development of the human voice and the use of bodily movement as instruments to be used by the interpreter of literature using various organization, structure or styles. Incorporating the study of social and cultural contexts of literature is a primary part of a pre-performance analysis and complements the oral interpretation.

(3 lec/0 lab) ***3 sem hrs***

THE 201 Fundamentals of Acting I

This course introduces the beginning actor to acting theories that include but are not limited to the methods of Stanislavski and Uta Hagen. Stage terms, stage movement, character development, improvisation, memory, and scene work make up the major content of the course. Emphasis is also given to the development of observation and critique, sense and emotion memory, focus, and concentration.

Recommended Prereq: THE110

(3 lec/0 lab) ***3 sem hrs***

THE 202 Fundamentals of Acting II

This continuation of THE201 is designed for the serious acting student who wishes to pursue acting for performance, for theatre education or wishes to continue to develop their craft. Analysis of play text includes intention, scoring/subtext, and tempo. Incorporated in the scene work are techniques for developing contemporary and classical characters for the stage including social or cultural issues.

Recommended Prereq: THE110, THE201

(3 lec/0 lab) ***3 sem hrs***

THE 296 Special Topics/Theatre

This course offers in-depth exploration of a special topic, issue or trend in the theatre field. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 3 lec/0 to 6 lab) ***1 to 3 sem hrs***

Water/Wastewater (WTE)

WTE 101 Water Operations I

This course is an introduction to water treatment operations with a focus on the treatment of drinking water. Designed for students aiming to gain hands-on skills in water treatment processes, this course equips them with the knowledge and abilities needed for effective operation in the water industry. Topics include water quality parameters, water purification processes, mathematical computations for process control, sampling and analysis, and regulatory compliance.

(3 lec/0 lab) ***3 sem hrs***

WTE 102 Water Operations II

This course offers an advanced study of water treatment operations, focusing on maintaining water quality, safety, and compliance in water treatment facilities. Students will gain hands-on experience with critical processes, including drinking water treatment, filtration, and safety protocols. Topics include health hazards related to unsafe drinking water, advanced filtration processes, specialized treatments, and safe operational practices within water treatment plants.

Prereq: C or better in WTE101

(3 lec/0 lab) ***3 sem hrs***

WTE 105 Math for Water Technology I

This course provides an introduction to the essential mathematics needed for water treatment operations, focusing on calculations used in process control. Designed for students preparing to enter the water technology field, this course equips students with practical mathematical skills for solving problems in water flow, chemical dosages, and treatment processes. Topics include calculating areas and volumes of geometrical shapes, applying dimensional analysis and conversion techniques, performing arithmetic operations, and using significant digits for precise measurements in water treatment systems.
(3 lec/0 lab) ***3 sem hrs***

WTE 106 Math for Water Technology II

This course provides an in-depth study of advanced mathematical principles applied in water and wastewater treatment processes. Designed for students seeking to build on their foundational math skills, this course focuses on problem-solving techniques used in plant operations, pumping systems, and laboratory calculations. Topics include dimensional analysis for calculating force, pressure, and velocity, evaluating plant efficiency through mass balancing, and performing complex calculations related to water sources and storage, as well as laboratory testing in water treatment.
Prereq: WTE105 with a C or better.
(3 lec/0 lab) ***3 sem hrs***

WTE 109 Science for Water Technology

This course provides students with the knowledge and hands-on experience needed to perform essential laboratory tests in water and wastewater treatment facilities. Designed for those entering the water technology field, this course equips students with the skills to safely use laboratory glassware, instruments, and procedures to conduct representative sampling, chemical analysis, and process control. Topics include laboratory safety, microbiological testing, chemical dosing, and principles of water and wastewater testing.
(2 lec/2 lab) ***3 sem hrs***

WTE 111 Wastewater Operations I

This course provides an introduction to wastewater treatment with a focus on biological processes, nutrient removal, and disinfection. Designed for students preparing to enter the wastewater treatment field, this course equips them with hands-on knowledge and skills needed for effective process control and operation. Topics include biological treatment methods, nutrient removal techniques, disinfection processes, and essential mathematical computations for controlling wastewater treatment operations.
(3 lec/0 lab) ***3 sem hrs***

WTE 112 Wastewater Operations II

This course provides an in-depth exploration of wastewater treatment processes, with a focus on solids handling, aeration systems, and aerobic digestion. Students will develop the skills needed to analyze and evaluate key treatment operations essential for effective wastewater management. Topics include solids thickening and dewatering, the operation of aeration systems, aerobic digestion, and the maintenance of wastewater treatment systems.
Prereq: C or better in WTE111
(3 lec/0 lab) ***3 sem hrs***

WTE 296 Special Topics/Water and Wastewater

This course offers in-depth exploration of a special topic, issue or trend for the water and wastewater program.
(1 lec/0 lab) ***1 sem hrs***

Welding Technology (WLD)

WLD 100 Survey of Welding

This is a survey course introducing the principles and practical application of the major manual and semi-automatic welding and cutting processes. The emphasis of this introductory course is on the proper selection and use of each welding process.
(2 lec/2 lab) ***3 sem hrs***

WLD 101 Blueprint Reading for Welders

This course emphasizes the development of print reading for welders with a focus on the interpretation of drawings, welding symbols and dimensioning standards. Several practical problems and exercises analyzing blueprints and identifying welding symbols are included.
(3 lec/0 lab) ***3 sem hrs***

WLD 102 Blueprint Reading for Welders I

This course emphasizes the development of print reading for welders with a focus on the interpretation of drawings and dimensioning standards. Several practical problems and exercises identifying the elements of orthographic interpretation and dimensioning are included.
Note: This course is offered to high school dual-credit students only.
(1.5 lec/0 lab) ***1.5 sem hrs***

WLD 103 Blueprint Reading - Welders II

This continuation of WLD102 studies welding symbols and dimensioning standards. Several practical problems and exercises analyzing blueprints and identifying welding symbols are included.
Note: This course is offered to high school dual-credit students only.
(1.5 lec/0 lab) ***1.5 sem hrs***

WLD 115 Oxy-Fuel Welding and Cutting

The theory and practice of oxy-acetylene welding (OAW) and cutting equipment are featured in this course. Fusion welded and torch brazed joints are produced in various positions on low carbon steel. Correctly adjusting the operating variables, safety using oxy-fuel equipment, the five basic weld joints, and four welding positions are emphasized.
(2 lec/2 lab) ***3 sem hrs***

WLD 120 Shielded Metal Arc Welding I

The theory and practice of shielded metal arc welding – stick (SMAW) are featured in this course. Process techniques using various types of mild steel electrodes in the four positions are practiced. Safety using shielded metal arc welding (SMAW) equipment, electrode classifications, welding currents or polarities, and the five basic welding joints are emphasized.
(2 lec/2 lab) ***3 sem hrs***

WLD 122 Welding Inspection and Testing

This course introduces the principles and applications of destructive and non-destructive testing and inspection of welds. Discontinuities or defects in weldments are identified using quality control, welding standards, and tools.
Recommended Prereq: WLD120.
(2 lec/0 lab) ***2 sem hrs***

WLD 125 Gas Metal Arc and Flux Cored Arc Welding

The theory and practice of gas metal arc welding – Metal Inert Gas (GMAW- MIG) and flux cored arc welding FCAW (Flux Cored Arc Welding) are featured in this course. Process techniques using mild steel and aluminum in the four positions are practiced. Welds are made using short circuit, spray and pulsed type transfers and aluminum is introduced. Safety, wire feed speed (WFS), voltage, and various gases are emphasized.
(2 lec/2 lab) ***3 sem hrs***

WLD 130 Gas Tungsten Arc Welding I

The theory and practice of gas tungsten arc welding – tungsten inert gas (GTAW – TIG) are featured in this course. Process techniques using various types of mild steel, stainless steel and aluminum in the four positions using the five basic joints are practiced. Safety, electrodes and filler material classifications and parameters for gas tungsten arc welding (GTAW) are emphasized.

(2 lec/2 lab) ***3 sem hrs***

WLD 150 Metallurgy and Heat Treatment

This study in the types and industrial uses of ferrous and nonferrous alloys is designed to study a material's tensile strength, harden ability, impact strength and Rockwell hardness. Non-destructive testing such as zyglo, eddy current, spot check, magna flux and ultrasonic is introduced. Heat treatment ovens and process are also covered. Emphasis is placed on the manufacture, properties and applications of these materials in industry today. Powder metallurgy is also covered.

(3 lec/0 lab) ***3 sem hrs***

WLD 200 Fabrication and Weld Design

This course emphasizes skill development in metal fabrication. Layout and welding of steel plate and other structures by prints and plans are practiced. Safety, welding processes, and build sequences are emphasized.

Prereq: WLD101 and WLD120 or WLD 125 or WLD130 or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

WLD 220 Shielded Metal Arc Welding II

The theory and practice of shielded metal arc welding – stick (SMAW) on V-grooves are featured in this course. V-grooves with and without backing in all four positions are practiced. Safety, welding standards, and electrodes and their classifications are mentioned.

Prereq: WLD100 and WLD120, or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

WLD 223 Shielded Metal Arc Pipe Welding

The theory and practice of Shielded Metal Arc Welding (SMAW) on pipe are featured in this course. Process techniques using various types of mild steel electrodes or mild in the 1G (flat welding position), 2G (horizontal welding position), 5G (uphill/downhill vertical welding position), and 6G (overhead welding position) positions on pipe are practiced. Safety, acceptability standards, welding variables, and pipe preparation are emphasized.

Prereq: WLD220.

(2 lec/2 lab) ***3 sem hrs***

WLD 225 Gas Tungsten Arc Welding II

The theory and practice of gas tungsten arc welding – tungsten inert gas (GTAW – TIG) are featured in this course; specifically using the open V – groove joint design. Process techniques to achieve quality complete joint penetration (CJP) groove welds in all four positions are emphasized. Visual acceptance criteria will be in accordance to American Welding Society (AWS) D1.1 (6.10.1.1) Visual Inspection of Groove Welds.

Prereq: WLD100 and WLD130, or consent of instructor

(2 lec/2 lab) ***3 sem hrs***

WLD 226 Gas Tungsten Arc Pipe Welding

The theory and practice of Gas Tungsten Arc Welding (GTAW) are featured in this course. Process techniques for mild steel pipe in the 1G (flat welding position), 2G (horizontal welding position), 5G (uphill/downhill vertical welding position), and 6G (overhead welding position) positions on pipe are practiced. Safety, acceptability standards, welding variables, and pipe preparation are emphasized.

Prereq: WLD225.

(2 lec/2 lab) ***3 sem hrs***

WLD 296 Special Topics/Welding

This course offers in-depth exploration of a special topic, issue or trend in the welding field. Topics may include robotic and plastic welding or welding certification. Repeatable to a maximum of 12 semester hours for different special topics; 6 semester hours may apply to a degree or certificate.

(0 to 3 lec/0 to 6 lab) ***1 to 3 sem hrs***

World Languages

See individual languages: Chinese, French, German, Japanese, Spanish.

WAUBONSEE

what you can learn

Admissions and Registration

2026/2027

Procedures for Admission

Waubonsee Community College has an open-door policy and welcomes all who can benefit from the courses and programs offered. Eligible students include high school graduates or the equivalent (GED®, ABE/ASE or HSE), others 18 years of age and older, non-graduates aged 17 who have severed their connection with the high school system, and students younger than 18 years of age who meet established criteria.

To be placed in some programs or curricula, students may need to meet additional requirements as specified by that program and/or the Illinois Public Community College Act.

ADMISSIONS PROCESS FOR DEGREE AND CERTIFICATE-SEEKING STUDENTS

Students in this category need to submit a New Student Application, obtain proper course placement (certificate-seeking students will only need to place in areas required by the certificate program being pursued), and complete the Pre-Registration Review (PRR) online tutorial. See "Getting Started at Waubonsee" for complete steps. Once the New Student Application is processed, new students will receive a welcome email with a link to their individualized electronic checklist along with their x-number.

While not usually required prior to registering, students may find it valuable to submit official transcripts from their previously attended high school, ABE/ASE or HSE program, or college(s) to Registration and Records for course placement purposes. Waubonsee cannot request these; students must personally complete this request for each school from which they order transcripts.

Students will be placed into courses based on their high school GPA; ACT, SAT, GED® or HiSet scores; placement testing results; previous coursework (including transitional high school courses); or other measures. Visit www.waubonsee.edu/placement for more specific criteria and details.

Once course placement has been obtained, students must complete the Pre-Registration Review (PRR) online tutorial.

All students pursuing a transfer degree program must meet the Illinois Board of Higher Education admission standards. Those standards are described in this catalog under the Transfer Degrees Program.

PRE-REGISTRATION REVIEW (PRR)

All new credit students must complete the Pre-Registration Review (PRR) online tutorial before registering for courses. The tutorial explains Waubonsee's degree and certificate programs and teaches students how to use the college catalog, online credit schedule and test scores to select courses. Students then register and pay for their first semester of courses online.

Students can access PRR through the mywcc portal at mywcc.waubonsee.edu. An X-number is needed to login. See "Getting Started at Waubonsee" for more details. New students are encouraged to check their welcome email for a link to their individualized electronic checklist and their x-number.

WAUBONSEE 101/ NEW STUDENT ORIENTATION

After completing PRR and registering for courses, new students should also view the online Waubonsee 101 video and then select a New Student Orientation date from the series of dates offered. These sessions are free and do not earn college credit. Once a student registers for courses, orientation session details will be shared.

New Student Orientation sessions are offered June - August for fall term and January for spring term. For more information, visit www.waubonsee.edu/orientation, email orientation@waubonsee.edu or call (630) 466-6686.

ADMISSIONS PROCESS FOR STUDENTS NOT SEEKING A DEGREE/CERTIFICATE

These students must complete the New Student Application and the Pre-Registration Review (PRR) online tutorial before registering for their first semester of classes.

Students in this category may be required to obtain proper course placement using their high school GPA; ACT, SAT, GED® or HiSet scores; placement testing results; previous coursework (including transitional high school courses); or other measures depending on the course pre-requisites. Visit www.waubonsee.edu/placement for more specific criteria and details.

For more information, "Getting Started at Waubonsee" or call Admissions at (630) 466-5756.

Admission of Transfer Students

TRANSFERRING CREDIT TO WAUBONSEE:

Students who have attended and earned credit at previous colleges or universities would follow the same enrollment process as new students and would arrange to have official transcripts sent to Registration and Records to be evaluated for transfer credit.

Students may meet with an Academic and Career Advisor to receive an unofficial credit evaluation and degree plan at any time while they are awaiting their official results. For more information regarding which types of credit are accepted for transfer into Waubonsee and how these credits apply to Waubonsee degree/certificate programs, see page 166.

Readmission/Returning Students

Students who haven't taken a course within the past two years (six terms) will have to complete the Readmission Form to be readmitted. This process allows students to update their personal information and educational goals.

If students have attended and earned credit at other colleges and universities since last attending Waubonsee, official transcripts should be sent to Registration and Records to be evaluated for transfer credit.

Admission of Noncredit - Workforce Education Students

New students interested in professional development through Workforce Education should complete the Professional Development/Workforce Education Pre-Registration Form. Students would then receive their X-number and would be able to register online.

Reclassification of Student Status

A student wishing to change status, from non-degree seeking to degree-seeking, must complete the Change of Major Request form. This form is available through the mywcc portal. Once the form is completed, the student must follow the admission steps described earlier for new degree or certificate-seeking students.

Programs with Special Admission Applications

Certain programs at Waubonsee have specific entry requirements as well as limited enrollment capacities. Depending on the number of applicants, enrollment priority for these courses may be based on district residency. Students who have out-of-district charges waived under the Special Residency Classifications are not considered district residents. See page 155 for more information on Special Residency Classifications.

In accordance with Illinois Statute 110 ILCS 805/3-29.10, veterans or military service members that have current eligibility for either federal VA education benefits or Illinois military grants will be granted priority admission into the limited enrollment programs. Students must meet the program admission requirements and attach a copy of the benefit's Certificate of Eligibility to the specific program application. Confirmation of benefit eligibility by the Financial Aid Office will determine consideration for priority admission.

Honors Program

Waubonsee Community College has offered an academic Honors Program to its most academically successful students for more than 30 years. The Honors Program challenges students with advanced, independent projects with faculty that develop independent, critical, and creative thinking.

PARTICIPATION IN THE HONORS PROGRAM:

- fosters collaborative relationships between students and faculty;
- provides a competitive advantage in college admissions and scholarship applications;
- features a special transcript notation indicating honors courses taken;
- Students graduating from Waubonsee who have completed 12 or more semester hours of honors courses with a 3.25 cumulative grade point average in all credit semester hours and a 3.0 grade point average in all honors courses are designated as Honors Program graduates.

Students are required to apply for admission to the Honors Program. Students may consider 100 and 200 level coursework for the Honors Program. Courses that are scheduled for less than eight weeks and developmental courses are not eligible.

Criteria for Admission to the Honors Program

Note: Documentation must be provided as proof that criteria have been met.

STUDENTS ENTERING COLLEGE FOR THE FIRST TIME:

- must have a high school diploma or its equivalent;
- Must have an ACT composite score of 25 or higher, OR have an SAT composite score of 1200 or higher, OR a high school GPA of 3.5 or higher.
- May enroll for a maximum of two honors courses in the first semester of Honors Program participation.

STUDENTS WITH EXISTING COLLEGE CREDIT:

- Must have a minimum of 12 college transfer-level hours (including dual credit courses) from Waubonsee or another accredited institution with a minimum GPA of 3.50*
- Must verify that this credit has been earned within the last five years;
- May enroll for a maximum of two honors courses in the first semester of Honors Program Participation.

**(NOTE: Credit for developmental course work is excluded from the 12 transfer-level hours/GPA 3.5 requirement; credits earned through AP, IB or CLEP are not calculated into the GPA and GPA is calculated for the prior five years only.)*

The goal of the Honors Program is to provide opportunities to broaden and enrich the college experience of intellectually motivated students at Waubonsee Community College. Honors students who do not complete course requirements by the end of the semester are subject to the "I" grade and associated policies.

Additional information regarding Honors Program can be found at www.waubonsee.edu/honors.

Admission of High School Students

Current high school students age 16 and older will be permitted to enroll in credit courses for which they have met the prerequisites. Students must submit written authorization from their designated high school official noting course(s) to be taken and if course(s) will be used to meet high school requirements. The High School Student Registration/Authorization Form is available online.

Current high school students younger than 16 years of age must submit an Underage High School Student Authorization Form, in addition to the High School Student Registration/Authorization Form, and meet with admissions prior to the Friday before the semester starts. Please note both forms require authorization signatures from the student's high school. The forms are available online. Some courses may require additional approval.

Students who are pursuing high school level curriculum through home schooling or other means are eligible to enroll based on similar requirements as students enrolled in accredited high schools.

Final grades will appear on the student's permanent Waubonsee transcript regardless of the grade earned. For questions regarding enrollment of high school students, contact Registration and Records at (630) 466-2370.

Admission of International Students (I-20)

A person who is a citizen of a country other than the United States and is requesting I-20 documentation and full-time admission to Waubonsee Community College is considered an international student. Persons requesting international status at Waubonsee for entry or continued stay in the United States must be doing so for educational purposes only. Applications will be accepted only for degree programs, not for English as a Second Language courses or certificate programs. To apply for international student status, this person must:

1. Submit an Application for Status as International Student (I-20/F-1 status). Application packets are available from the Admissions Office. Applications and all supporting documents must be received by the following deadlines: July 1 for fall semester, November 1 for spring semester and April 1 for summer semester.
2. If the student's native language is NOT English, they must show proficiency by taking the Test of English as a Foreign Language (TOEFL) and attain a minimum score of 500 (paper-based) or 173 (computer-based) or 61 (Internet-based) on the examination or by meeting requirements by other measures such as a qualifying ACT, SAT, previous college or placement testing through Waubonsee Community College. For information on the test, write TOEFL Services, Educational Testing Services, P.O. Box 6153, Princeton, NJ 08541-6153, USA or visit the TOEFL website at www.ets.org/toefl.
3. Complete the Educational Background forms and submit transcripts from high school and college or the equivalent. If the transcripts are NOT from a United States high school or college, applicants may be asked to submit for evaluation at the applicant's expense by a credential evaluator that is a member of the National Association of Credential Evaluation Services (NACES). Contact: Educational Credential Evaluators, 101 W. Pleasant St., Suite 200, Milwaukee, WI, 53212-3693, USA or at the ECE website at: www.ece.org.
4. Present the Immigration and Naturalization Service Affidavit of Support form (I-134). This form must be completed by a resident of the United States. The statement is necessary in recognition of the fact that the college does not provide food, housing, health or transportation services.

A designated school official will notify the applicant of admission approval or denial after the deadlines listed above. If accepted, the necessary U.S. Immigration and Customs Enforcement (ICE) form (I-20) will be forwarded to the student with instructions for submission and enrollment at the college.

If approved for international student status, a person must observe the following:

- enroll in the fall and spring semesters in a minimum of 12 semester hours;
- meet with the international student advisor before registering for each semester;
- pay international tuition rates (see Tuition and Fees);
- report any changes in address, support, and/or temporary leave or status to the international student advisor immediately;
- follow the standard academic and disciplinary policies of the college.

Questions regarding the international status of a student can be referred to Admissions (see directory).

Auditing a Course

Students who wish to audit a course without receiving credit can contact Registration and Records. Audit registration is not available for skill or performance courses. Students registering for a course for credit have first priority. Auditing students (including senior citizens) pay full tuition and fees, and they must meet the course prerequisites. See Tuition and Fees for details. Students registered for credit have until midterm of a course to change to audit status. Once the course has started, auditing students cannot change to credit status. High school students are not eligible to audit courses.

Administrative Drop/Withdrawal

Waubonsee Community College reserves the right to administratively drop or withdraw those students

- who are not actively attending or pursuing course objectives as established by their instructors,
- who are enrolled in courses not consistent with placement testing and course prerequisites,
- who fail to pay their tuition and fees, or
- who receive sanctions from the Student Conduct Board. Call the Dean for Student Engagement for more information (see directory).

Student-Initiated Drop or Withdrawal

Students are responsible for dropping or withdrawing from a course by the deadline dates. Students can drop a course until the refund deadline for the course. When a course drop occurs, tuition and fees are refunded to the student account and the course is not recorded on the academic transcript. After the refund deadline, students are able to withdraw from a course until the withdrawal deadline. When a course withdrawal occurs, tuition and fees are not refunded to the student account and a withdrawal notation will be recorded on the academic transcript.

Students should review the Registration, Refund and Withdrawal dates, which are located on the Waubonsee website and the Student Handbook. Students who fail to properly drop or withdraw from a course may receive a failing grade of F for the course.

Students should consult with an Academic and Career Advisor before dropping or withdrawing from a class to determine the best course of action for their situation. Students receiving financial aid should also consult with the Financial Aid Office, as drops and withdrawals can impact financial aid eligibility.

Withdrawal Due to Active Military Service

In accordance with Illinois Statute (330 ILCS 60/5.2), students who are called to active military service can receive a refund of tuition and fees, applicable to their registration, when called to duty for a period of seven or more consecutive days. Eligible students should first withdraw from the affected course(s) and complete the Student Account Appeal Form, which is available in the mywcc portal, and attach a copy of their orders. Withdrawn students will receive a notation on their official transcript that reflects that the withdrawal is due to military service. Additional information on the Withdrawal Due to Active Duty Policy can be found on the website at www.waubonsee.edu/veterans. Questions should be directed to the Veterans Services staff.

WAUBONSEE

what you can learn

Tuition and Fees

Tuition and Fees

Waubonsee Community College charges tuition and fees for credit courses. By registering for a credit course, students agree to pay the required tuition and fees for that course. Tuition is charged per semester hour and varies depending upon residency. Tuition rates and fees are subject to change, and students should anticipate increases in tuition and fees as they continue their education at Waubonsee.

Residency

For the purpose of determining tuition and fees, students enrolling at Waubonsee are classified as in-district students, out-of-district students, out-of-state students or international students.

Students may be required to provide documentation to verify their residency if there is reason to believe the student's residency is no longer in the district or state. Reasons may include return mail or a request for an address change. Students are required to provide necessary documentation to qualify for special residency classifications.

In-District Students

To qualify as in-district students, individuals must reside within the district for at least 30 days immediately prior to the date established by Waubonsee for classes to begin.

Students occupying a dwelling in the district who fail to meet the 30-day residency requirement may not become residents simply by attending classes at a community college for 30 days or more.

Students who move from outside the state or district and who obtain residence in the district for reasons other than attending the community college shall be exempt from the 30-day requirement if they demonstrate, through documentation, a verifiable interest in establishing permanent residency.

Students who are currently under the legal guardianship of the Illinois Department of Children and Family Services or have been recently emancipated from the Department and had a placement change into Waubonsee's district shall be exempt from the 30-day requirement if they demonstrate proof of current in-district residency. Documentation of current residency may be submitted to the district from the student, a caseworker or other personnel of the Department, or the student's attorney or guardian ad litem.

Students shall not be classified as residents of the district where attending even though they may have met the general 30-day residency provision if they are: federal job corps workers stationed in the district; inmates of State or federal correctional/rehabilitation institutions located in the district; full-time students attending a postsecondary educational institution in the district who have not demonstrated through documentation a verifiable interest in establishing permanent residency; or students attending under a chargeback or contractual agreement (ex. Cooperative Agreement) with another community college.

Out-of-District Students

Students who reside in Illinois for at least 30 days prior to the date established by the district for classes to begin, but outside of Community College District 516, are considered out-of-district students.

Students occupying a dwelling in the state who fail to meet the 30-day residency requirement may not become residents simply by attending classes at a community college for 30 days or more.

Students who move from outside the state and who obtain residence in the state for reasons other than attending the community college shall be exempt from the 30-day requirement if they demonstrate, through documentation, a verifiable interest in establishing permanent residency.

Students shall be classified as residents of the state without meeting the general 30-day residency provision if they are: federal job corps workers stationed in Illinois; members of the armed services stationed in Illinois; inmates of State correctional/rehabilitation institutions located in Illinois; or employed full time in Illinois.

Out-of-State and International Students

Students whose legal residence is outside of Illinois are considered out-of-state. Students whose legal residence is outside of the country are considered international students.

Special Residency Classifications

Students who live out-of-district may qualify to have out-of-district tuition charges waived under the special residency classifications listed below. Students approved for these classifications are not considered district residents. Please contact the Registration and Records Office for more information.

In-District Employment: Students who do not live in the district but who are employed by a business in the district for at least 35 hours per week may have out-of-district tuition charges waived. Students are required to provide a letter on letterhead each term verifying their employment and that they work at least 35 hours a week.

Property Owner: Students who do not live in the district but own property in the district may have out-of-district tuition charges waived. Students are required to provide a tax bill every term.

Tuition

Tuition for college credit courses is charged per semester hour and is determined by residency.

**Estimated Tuition per Semester Hour*

In-district student	$146.00
Illinois out-of-district student	$365.00
Out-of-state student	$438.00
International student	$438.00
Online (all students)	$146.00

**Tuition rates and fees are subject to change during the academic year.*

Receiving VA Benefits or Has Active Duty Status:

Students covered under the following VA benefit programs may have out-of-district tuition charges waived for applicable terms:

- The federal Post-9/11 Veterans Educational Assistance Act of 2008 or any subsequent variations of that Act.
- The federal All-Volunteer Force Educational Assistance Program.
- Any assistance as described in 38 U.S.C. 3679(c) which includes but is not limited to Veteran Readiness and Employment (VR&E), the Survivors' and Dependents' Educational Assistance (DEA) program, and the Montgomery GI Bill®* - Selected Reserve.

Students who are on active duty may have out-of-district tuition charges waived for applicable terms by completing the Special Residency Classification Request form and providing a copy of their military orders.

** GI Bill ® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at benefits.va.gov/gibill.*

Fees

Waubonsee charges the following fees:

Fee Schedule

Student fee	$8/credit hour
Course fee	varies
Set-up fee for payment plan option (per semester/nonrefundable)	$30.00
Late payment fee	$20.00
Insufficient funds charge	$25.00
Delinquent account fee	$25.00
Transcript Fee	
Written request	$10.00/each
Online request	$5.00/each
Free unofficial transcripts are available through mywcc.	
Duplicate diploma or certificate	$10.00/each

Student Fees

The student fee is assessed at a rate of $8 per credit hour. Student fee monies are used to support a variety of services and educational, scholarship, social, recreational, club and entertainment programs.

Course Fees

Certain courses require extra costs for supplies, equipment or services. A course fee is charged to partially cover this extra expense. These fees are subject to change.

NOTE: *All costs and fees are subject to change by the college. Students should anticipate increases in as they continue their education at Waubonsee*

Tuition for Senior Citizens

Senior citizens who are 65 years of age or older by the start of the term may be eligible for a tuition waiver of in-district tuition chargers for credit courses if they meet the guidelines outlined in the Senior Citizen Courses Act (110 ILCS 990).*

To apply for this waiver, senior citizens must complete the Senior Citizen Tuition Waiver Application , provide requested documentation, and submit it to the Student Accounts and Cashier Office.

**Some restrictions apply. For more information, contact the Student Accounts and Cashier Office at (630) 466-5705.*

Cooperative Agreement

Waubonsee participates in the Community College Educational Agreement: Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER). Through this agreement, a resident of District 516 may attend another participating community college at the other school's in-district rate of tuition for a career degree or certificate that is not available at Waubonsee.

The Cooperative Agreement is only for academic programs NOT offered at Waubonsee. Residents are not eligible for in-district rate for courses that Waubonsee is not offering in a particular term or for Waubonsee courses that are full.

No Cooperative Agreement will be approved retroactively.

For information and guidelines regarding the cooperative agreement, visit www.waubonsee.edu/cooperative-agreements.

Out-of-district students who want to enroll in a program at Waubonsee under a cooperative agreement should contact their own community college first to make the initial application.

Arrange for Payment

To hold classes for a semester, payment arrangement needs to be made by the date established for each semester that the student registers. Drop dates are established for each semester and any student who registers after this date, will be responsible for all charges or dropping their course(s) by the Drop with Refund Deadline found on the Registration, Refund, & Withdrawal Dates documents provided by Registration and Records Office and found at www.waubonsee.edu/tuition-refunds.

WHAT ARE THE PAYMENT OPTIONS?

- **Pay in Full:** Students may pay the balance in full with no additional fees (total tuition and fees less than $200 require full payment).
- **Payment Plan:** Each semester, payment plan options are available. A $30 non refundable set-up fee is charged for each semester you choose to enroll in a payment plan. See www.waubonsee.edu/paymentplans for more information.
- **Verified Sources:** When your tuition and fees are being paid for by another organization or entity, that organization or entity is referred to as a verified source. If your verified source cannot be applied to your account by the payment arrangement date, you can enroll in a payment plan while you wait for the funds to come through.

Financial Aid:

1. Financial aid awarded and accepted by the payment arrangement due date will hold your classes.

Scholarships:

1. Waubonsee Foundation Scholarships, once awarded, will hold your course(s) and are viewable through Financial Aid awards.
2. Waubonsee Gustafson and Athletic scholarships, if eligible, will apply to your student account the day after you register and will hold your classes. You are responsible for the remaining balance, if any.
3. Private scholarships payments must be received by the payment arrangement date to hold your classes. You are responsible for the remaining balance, if any.

Veterans Affairs (VA) Benefit Recipients (CH30, CH31, CH33, CH35, or CH1606):

With the submission of a Veterans Enrollment Certification Request (VECR) prior to registering, classes will be held, and any funds received from the Department of Veterans Affairs (VA) for CH31 or CH33 will be credited to the student's account. The college will not impose a penalty or require the beneficiary to borrow additional funds to pay their balance before benefits have been received. Use the search bar in mywcc to locate the VECR form.

Employer/Third Party Payments:

If a student's employer or third party is paying for your classes and should be billed directly, a letter/voucher from the company is required by the payment arrangement date to hold your classes.

College Savings Plan:

If you are a recipient of a trust or participate in a 529 plan (other than College Illinois), it is your responsibility to contact the provider and request that they send a check to the college to pay for your tuition. The student is responsible for any charges that will not be covered by the trust or plan.

College Illinois - Prepaid Tuition Program:

The College Illinois! Prepaid Tuition Program will pay tuition and mandatory/student fees based on your type of prepaid tuition plan. Mandatory fees are those fees required as a condition of enrollment for all students. If you plan to use College Illinois! Prepaid Tuition Program, the Authorization to Bill form will need to be completed with the Student Accounts and Cashier Office. Please visit mywcc.waubonsee.edu/pay, and locate the College Illinois Authorization to Bill Form under Resources for Payments and Tuition.

Questions? Contact the Student Accounts and Cashier Office at (630) 466-5705.

HOW TO PAY

Waubonsee accepts payments in cash, electronic check*, debit card, money orders, credit cards (Visa, Master Card, Discover, American Express) and International Payments through TransferMate. Payments can be made:

- Online through the Student Account Suite by logging into mywcc.waubonsee.edu/pay.
- in person at Sugar Grove, Aurora Downtown, Aurora Fox Valley, or Plano campuses;
- by mailing a payment to: (provide x-number on the check)

  Waubonsee Community College
  Student Accounts and Cashier Office
  Route 47 at Waubonsee Drive
  Sugar Grove, IL 60544-9454
- Authorized User: Access is granted by the student through the Student Account Suite which allows payments to be made and view account activity.

** Waubonsee processes checks electronically. When students provide a check as payment, they authorize the college to use information from their check to make a one-time electronic fund transfer from their account. There will be a $25 fee for any insufficient funds/ declined checks. For questions call (630) 466-5705.*

Past Due Debt Standard

In compliance with the 110 ILCS 66 Student Debt Assistance Act, the college does not withhold or deny access to transcripts (both official and unofficial), grades, or diplomas if a student owes a debt or has a financial-based obligation with the college.

Holds preventing registration may be applied to student records if there's a past due balance of any amount, if college equipment has not been returned, or if other financial-based obligations have not been met. These holds may be active until the amount owed has been paid, equipment has been returned to the college, or other financial-based obligations have been met according to the college's procedures.

The college may report debt owed to a third-party collection agency if the amount is greater than $100.00 and 60 days has passed from the end of the semester.

A $25 delinquent fee may be added to accounts sent to collections.

Refunds

Tuition refunds are issued based upon the official date of a course drop or withdrawal. Students can drop a course until the refund deadline for the course. When a course drop occurs, tuition and fees are refunded to the student account and the course is not recorded on the academic transcript. After the refund deadline, students are able to withdraw from a course until the withdrawal deadline. When a course withdrawal occurs, tuition and fees are not refunded to the student account and a withdrawal notation will be recorded on the academic transcript. Students should review the Registration, Refund and Withdrawal dates, which are located on the Waubonsee website and the Student Handbook.

Drops and withdrawals made online are effective when the transaction is complete. Drops and withdrawals submitted by mail or fax are effective according to the postmark date of the mailed Change of Enrollment form or the fax date and time. Full refund of tuition and fees are granted if the college cancels a course.

The college reserves the right to make the final decision on all refunds. If you have a question in regards to refund policies, please contact the Student Accounts and Cashier Office.

Tuition Refunds Due to Hardship

The college recognizes that students may face hardship or other extenuating circumstances that may hinder attendance and/or academic performance. These circumstances may sometimes lead students to consider withdrawing from classes. Students are encouraged to discuss the impact of withdrawing from courses with their advisor before making any registration adjustments. Please note that the Emergency Needs Scholarship Fund is available to assist currently enrolled students who experience an unusual or unexpected emergency.

Students who decide to withdraw from courses because of hardship may request a refund by submitting the Student Account Appeal along with supporting documentation. The submission of this form does not automatically result in a refund. The Student Account Appeals Committee will review all appeals. Students are notified of the decision through their Waubonsee email.

Please note: students should have withdrawn from courses prior to the submission of the appeal. If it's beyond the withdrawal deadline, students may contact their instructor to request a W notation in place of a final grade.

Types of hardships shall include but are not limited to:

- Student health-related circumstances (includes a serious injury/illness, mental health condition, chronic illness, etc.)
- Health-related circumstances of an immediate family member where the student is a part-time or full-time caretaker
- Death of an immediate family member (parent, child, spouse/partner, sibling or grandparent)
- Military Deployment
- Sudden or consistent lack of transportation
- A significant cost of living increase

Course Materials

Students are expected to buy their own course materials and supplies as specified for each course. These may be purchased at one of the college bookstores at either the Sugar Grove or Aurora Downtown Campus, or by ordering online at bookstore.waubonsee.edu.

Cost for books and supplies are listed by course at www.waubonsee.edu/courses but are subject to change by the publisher. To view this information on the website, click on the course title, then select "View Books/Materials."

MyMaterials

To help keep your course materials affordable, many courses participate in Waubonsee's MyMaterials program, which consists of two strategies: Inclusive Access, and Open Educational Resources. A list of courses covered by each program is available at www.waubonsee.edu/mymaterials. You can also look for a note in the course schedule for each course you're interested in to see if it's covered by one of the programs. Note that not all courses are covered by these programs.

MyMaterials Inclusive Access:
This program is designed to assure students have the correct course materials at the lowest price possible. For courses using this program, a MyMaterials fee is charged at registration. Students then receive online access to the materials they need on a tablet, laptop or desktop computer. Visit www.waubonsee.edu/mymaterials for more information and a list of courses which offer Inclusive Access.

MyMaterials Open Educational Resources:
Open Educational Resources (OER) are open license and publicly available materials for education. This means these courses have 100% free required course materials, such as e-textbooks, videos, and/or digital assets. Access to course materials is provided automatically through Canvas for every student registered on the first day of class.

Many OER materials have physical copies available for purchase. Students preferring to purchase a physical edition should contact their faculty member for more information.
Visit www.waubonsee.edu/mymaterials for more information and a list of courses which offer Open Educational Resources.

WAUBONSEE

the help available

Financial Aid

2026/2027

Financial Aid

Four basic types of financial aid are available to Waubonsee students: grants, scholarships, loans and employment. For complete information about financial assistance, contact the Financial Aid Office (see directory) and obtain a copy of the Financial Aid Handbook, or online at www.waubonsee.edu/financialaid.

General Application Procedure

Details on the application process can be found online at www.waubonsee.edu/financialaid.

Students must apply each academic year. The application process starts October 1 for the following academic year starting in the fall.

Refer to the Financial Aid Handbook each year for detailed timelines and important deadlines.

Eligibility Requirements

General eligibility requirements for state and federal financial assistance programs include the following criteria. Other requirements may apply for certain programs. Students must be sure they meet all requirements before applying:

- be a citizen or eligible noncitizen*;
- have a valid social security number*;
- have a high school diploma from an accredited high school or high school equivalency;
- have gone through reading course placement process. See www.waubonsee.edu/placement for details;
- not be in default on any student loan;
- not owe a refund on any grant or loan, and not have borrowed in excess of the loan limits under Title IV programs at any institution;
- agree to use any student financial aid solely for educational purposes;
- submit a Waubonsee Community College New Student Application Form and select an eligible program. A certificate program must be at least 16 credit hours to qualify**;
- enroll for eligible classes. A list of ineligible classes is available online at www.waubonsee.edu/ineligible-academic-programs;
- make satisfactory academic progress toward a degree or certificate as defined in the Satisfactory Academic Progress (SAP) policy;
- be aware that financial aid does not cover audited courses or more than one repeat of a previously passed course;
- accept the Terms and Conditions of all financial aid offered.

**Not required when using the Alternative Application for Illinois Financial Aid at www.isac.org.*

***Students enrolled at public institutions in eligible short-term (under 16 credit hours) certificate programs that award credit hours may be eligible for a MAP award.*

Satisfactory Academic Progress

In accordance with the regulations set forth by the United States Department of Education and the State of Illinois, Waubonsee Community College (WCC) hereby establishes the following Financial Aid Satisfactory Academic Progress (SAP) Policy. This policy applies to all students who apply for financial assistance through state or federal programs, including grants, loans, and/or work-study funds. It is designed to ensure that students are making satisfactory academic progress towards the completion of their academic programs. The standards outlined herein apply to a student's cumulative academic performance, irrespective of their financial aid application status in any given term. Requirements for students who only receive the Illinois Veteran or Illinois National Guard grants can be found under Veterans Programs.

1. COMPLETION RATE REQUIREMENT

To maintain eligibility for financial aid, a student must **complete at least 67 percent of all credits attempted.** This completion rate is calculated by adding transfer credits accepted and Waubonsee credits earned, then dividing by the total of transfer credits accepted plus Waubonsee credits attempted. For any term in which a student attempts 12 or more credits, they must earn more than 0 percent of these credits otherwise, they will automatically go to a FAIL SAP status. Failure to maintain a 67 percent completion rate after two or more terms requires the student to meet specific reinstatement criteria outlined in the APPEAL/REINSTATEMENT section.

a. "Credit hours earned" includes grades of A, B, C, or D in Waubonsee courses and accepted transfer credits.
b. "Credit hours attempted" encompasses all credit classes post-refund period and accepted transfer credits. Withdrawals after this period are included as attempted hours.
c Exclusions include audits, courses at or below 050, proficiency tests, and noncredit courses. Repeated courses count in attempted hours but only once in completed hours unless repeatable by design.

2. GRADE POINT AVERAGE REQUIREMENT

Students must maintain a minimum 2.0 cumulative GPA to remain eligible for financial aid. This includes accounting for grades in repeated courses where credit is earned. Should the cumulative GPA fall below 2.0 over two or more terms, reinstatement can be pursued as outlined in the policy. See APPEAL/ REINSTATEMENT.

3. MAXIMUM TIME FRAME REQUIREMENT

Financial aid eligibility at Waubonsee Community College is limited to 150% of the total required credit hours for a student's program or until the student earns an associate degree/certificate, whichever comes first. This includes accepted transfer hours from other institutions.

4. EVALUATION AND ACADEMIC PROGRESS STATUS

A student is evaluated for academic progress following the completion of each academic term and their status will be one of the following:

Federal and State Financial Aid Eligible Statuses:

NEW/PASS – The student is in their first term of enrollment and either has not yet received grades, has not enrolled in any credit-bearing courses, or is currently meeting all standards for academic progress.

WARN – The student has failed to achieve the necessary completion rate or GPA as specified in this policy. However, the student is still eligible to receive financial aid while designated with a WARN status.

MAX-W (Maximum Time Frame Warning) – The student has attempted the equivalent total number of credit hours necessary for their degree or certificate, counting both attempted credits and transfer credits. While at this status, known as MAX-W, the student is eligible to receive financial aid.

MAX-A (Maximum Time Frame - Appeal Approved) – The student's Appeal/Reinstatement Request, along with a Financial Aid Degree Audit, has been approved. To maintain this approval status, the student must successfully complete all courses attempted as specified on the FADA, without any F grades or withdrawals. Furthermore, the student is required to maintain a minimum GPA of 2.0 in each term following this approval until they have completed all the courses listed on the FADA. If the student still does not meet the minimum requirements, they will go to FAIL-A.

PROBATION - ACADEMIC PLAN – The student's Appeal/ Reinstatement Request has been approved, granting probationary status for one term, during which the student may continue to receive FSA funds. At the end of this probationary term, the student's Satisfactory Academic Progress status will be reevaluated and updated to one of the following statuses for the next term:

- PASS: The student achieved the cumulative minimum satisfactory academic progress standards (2.0 cumulative GPA and 67% completion rate).
- FAAP-A (Financial Aid Academic Plan - Approved) — The student has finished their probationary semester and is adhering to the conditions of their academic plan, but they still haven't reached the minimums of Satisfactory Academic Progress (SAP). Students who are on an academic plan will maintain this status until they either meet the minimum SAP criteria or fail to comply with the conditions of their Financial Aid Academic Plan (FAAP).
  Students will need to complete the Financial Aid Academic Plan Acknowledgement web form and are required to upload a copy of the plan emailed to them by their advisor.
- FAIL-A: The student failed to meet one of the above minimum criteria while on P-APPL.

Federal and State Financial Aid Ineligible Statuses:

FAIL – If the student does not reach the required completion rate or GPA by the end of the WARN term or attempts to enroll in any courses during a term but does not successfully complete any credits, they will become ineligible for federal and state financial aid programs.

FAIL-A – If a student fails to meet the minimums of Satisfactory Academic Progress (SAP) after their probationary term, or fails to adhere to the conditions of their approved academic plan in later terms, their status will be updated to FAIL-A, Fail after Appeal.

MAX (Maximum Time Frame) – The student has attempted credits in excess of 150% of its published program credit requirements including transfer credits.

MAX-D (Maximum Time Frame - Degree) – The student has earned an associate degree or higher.

DENIED – The student's request for appeal or reinstatement has been rejected.

5. APPEAL/REINSTATEMENT

Appeal requirements are based on the student's ineligible status:

FAIL – The student may submit an Appeal/Reinstatement Request. To be approved, the student must meet one of the following:

- Appeal – There must be documentable mitigating circumstance, like medical, that affected the academic performance. Failure to provide the required documentation for mitigating circumstances will result in denial.

  Required Documentation:

  - Satisfactory Academic Progress Appeal/Reinstatement Request Form,
    and
  - Medical Issue – Supporting medical documentation
    or
  - Death of a Family Member – Obituary or funeral program,
    or
  - Assault/Domestic Violence – Police report, or court documentation, or letter from clergy, social worker, counselor, or health professional.
    and
  - Financial Aid Academic Plan (FAAP.)

- Reinstatement – The student can request reinstatement based on a review of their last term of attendance. The student must have completed all courses attempted (no withdrawals or grades of F) earning a minimum of 6 credits with a semester GPA of 2.0. Earned hours must have increased by 6.

If the Appeal/Reinstatement Request meets one of the above requirements, the student will be notified that they must meet with an advisor to prepare a Financial Aid Academic Plan. This Plan must be signed by the student and an Academic Advisor and be submitted to the Financial Aid Office before the Appeal/Reinstatement Request will be approved for the upcoming term. Until the student meets the minimum Satisfactory Academic Progress (SAP) requirements, they will remain in the status of Probation-Academic Plan (P-APPL) or Financial Aid Academic Plan-Approved (FAAP-A).

MAX – The student is required to appeal and submit a Financial Aid Degree Audit signed by an Academic Advisor. The Degree Audit lists the courses that are required for the student to complete their degree or certificate program. Students can also appeal to complete preparatory courses required for acceptance to an academic program at another school by submitting a letter from the other school listing the courses that are required for admission. If approved for the additional courses, the student's status is changed to MAX-A.

MAX-D - An appeal and Financial Aid Degree Audit signed by an Academic Advisor may be submitted for the pursuit of an additional degree other than an AGS, certificate or for preparatory courses required for an additional degree. Only courses on the Financial Aid Degree Audit are recognized for the receipt of financial aid. If the student applied to graduate but they have not completed all required courses, the student can change their graduation term by emailing graduation@waubonsee.edu. If approved for an additional degree, the student's status is changed to MAX-A.

Appeals need to be submitted by the official Drop with Refund deadline for the last quarter of each semester to be eligible for consideration. Any appeals received after this deadline will be considered for the next semester.

Students will receive email notification of the committee's decision within 14 calendar days after the committee receives a fully completed appeal, which includes any required documentation; Financial Aid Academic Plans (FAAPs), Financial Aid Academic Plans - Approved (FAAP-As), Financial Aid Plan Acknowledgement web form, or Financial Aid Degree Audits (FADAs). The appeals committee's decision is conclusive and final.

6. RE-ESTABLISHING ELIGIBILITY

A student who does not meet the required Completion Rate and/or GPA can regain eligibility by attaining a cumulative GPA of 2.0 and/or completing 67 percent of their attempted courses. However, this is only possible if the student has not reached the MAX status, which occurs when they attempt credits more than 150% of the credits required for their program, including transfer credits, or the MAX-D status, which is assigned upon completion of an associate degree or higher. Once the student meets these criteria, their status will be updated to PASS.

7. NOTICE

This policy is subject to change without notice to comply with federal or state regulations, or Waubonsee Community College Board of Trustee policy or action. For the most current Satisfactory Academic Progress Policy, visit www.waubonsee.edu.

Withdrawals and Financial Aid

Federal regulations require students to maintain a minimum completion rate (see Satisfactory Academic Progress) to retain eligibility. Withdrawing from a course(s) or failure to earn credit hours in a course(s) will lower a student's completion rate. Withdrawing from all courses or failure to successfully complete all course(s) may require a student to pay back the financial aid they may have received. Consultation with an Academic and Career Advisor is highly recommended before withdrawing.

- ***Withdrawing from some but not all courses***
  If the courses remaining in the student's schedule total less than 6 credit hours, the student is not loan eligible. Student loans require a minimum of 6 credit hours at the time of disbursement.

- ***Withdrawing from all courses***
  This results in a reduction to federal aid eligibility including grants and loans. Federal regulations require that students "earn" their financial aid by attending or participating in class. Waubonsee records attendance at the end of the 100 percent refund period and at mid-term. These attendance records determine the amount of financial aid that has been earned by a student who withdraws from all courses. For example, withdrawing from all courses after mid-term would result in reducing a $1,000 Pell Grant or Direct Loan to approximately $500 (50 percent) because mid-term would have been the last recorded date of attendance. This reduction in financial aid could result in the student owing institutional charges, and, if the withdrawal occurred after the financial aid was disbursed, a repayment of all or part of any refund that was based on the original Pell Grant or Direct Loan amounts.

- ***Failure to successfully complete courses***
  Students who do not complete at least one course with a final grade of A,B,C or D are considered unofficial withdrawals. Last dates of attendance are reported by instructors for students whose final grades are F or W. The last dates of attendance are used to determine the percentage of federal financial aid that has been earned. If the latest date that the student attended is not after the 60 percent point of the term, financial aid will be reduced to equal the percentage earned. For example, if the latest date of attendance reported by an instructor is mid-term, a $1,000 Pell Grant or Direct Loan would be reduced to approximately $500 (50 percent). This reduction in financial aid could result in the student owing institutional charges and a repayment of all or part of any refund that was based on the original Pell Grant or Direct Loan amounts.

Disbursement of Financial Aid Funds

Financial aid funds will be reflected on the student's account only after the student has submitted a Title IV Authorization and accepted their financial aid award online through the mywcc portal. Loans, state grants, and Pell Grants are disbursed the third week of a full fall or spring term. A bookstore voucher will be processed if financial aid funds are sufficient to cover all current term charges on a student's account and the student does not owe a prior balance. Financial aid awards are subject to reduction if a student drops some or all of their courses.

Financial Aid Refund Policy

Refunds based on the difference between institutional charges for the term and loan amounts are mailed to permanent local address or direct deposited no later than 14 days after aid is disbursed.

Veterans Programs

Students interested in VA benefits, Illinois military benefits and any other related programs can find details on the application process online at www.waubonsee.edu/veterans. Additional questions may be directed to the Senior Veterans Academic and Career Advisor. A 2.0 cumulative GPA is required to maintain eligibility for state and federal benefits. Benefits will be suspended if the cumulative GPA falls below 2.0 for two or more terms and/or immediately following any term of full-time enrollment in which a 0.00 GPA is earned due to failed classes. Reinstatement of benefits can be pursued through an appeal process. See Appeal/Reinstatement.

Scholarships

A variety of scholarships are available to Waubonsee students from the Waubonsee Community College Foundation and private funding sources. The Foundation awards more than 300 scholarships annually for use at Waubonsee Community College. Information about the opportunities can be obtained from the Development Office (see directory) or online at www.waubonsee.edu/foundation. Waubonsee Community College Foundation scholarship applications are typically due in February and May for use during the following academic year.

WAUBONSEE

what you can learn

Academic Information and Regulations

Class Attendance

Class attendance has a direct effect on successful course completion. If students do not attend class during the 100 percent refund period, they may be withdrawn from the course with no refund. Students may be administratively withdrawn at any time if they are not actively attending and pursuing course objectives. See Administrative Drop/Withdrawal on page 153 for more information.

In case of illness or other mitigating circumstances, students should contact instructors. Accommodations such as make-up work may be arranged at the instructor's discretion. Compliance-related recommendations (Title IX or ADA, for example) may also affect class attendance accommodations. See also Administrative Drop/Withdrawal on page 153 and www.waubonsee.edu/legal for more information.

Non-Attendance Due to Military Service

In accordance with Illinois Statute (330 ILCS 60/5.2) a service member enrolled in courses and unable, because of his or her military service, to attend classes on a particular day or days has the right to be excused and to reschedule a course examination administered on the missed day or days.

Additionally, members of the National Guard and Reserve must be excused if their absence is due to required participation in a drill or other military obligation. Members must also be allowed to submit any missed assignments within a reasonable timeframe determined with the instructor. This is in accordance with Public Act 103-0871.

The student and instructor are to determine if the student will be able to successfully complete the course due to missed classes or if the student needs to withdrawal due to military service. A copy of military leave orders must be presented to each instructor prior to their absence(s).

Successful completion of the course(s) remains the sole responsibility of the student. For additional information please visit www.waubonsee.edu/veterans.

If a student's military service requires them to take a leave of absence (more than 30 consecutive days of active duty) the student should withdraw due to active military service.

In accordance with the Higher Education Act 2008; Public Law (110-315), the service member is entitled to be readmitted in the next class or classes in their program after giving notice to reenroll.

Class Standings

Class standings are based upon the number of semester hours earned at Waubonsee. A freshman is a student who has earned fewer than 30 semester hours. A sophomore is one who has earned 30 or more semester hours. A student who has earned 65 or more semester hours is considered an unclassified sophomore.

Transfer Credit and Credit For Prior Learning

TRANSFERRING CREDIT TO WAUBONSEE: STANDARDS

Procedure: Students must provide an official transcript from their previous college or university to the Registration and Records office to be evaluated for transfer credit. Credits to be considered for transfer must have been earned at a college or university accredited by the Higher Learning Commission or other regional accrediting agency. Transcripts from foreign colleges and universities must be reviewed by a foreign educational credentials service recognized by the National Association of Credential Evaluation Services (NACES). In these cases, students must provide the official evaluation report for review for transfer credit. There is no fee for processing transfer credit.

Evaluation Criteria: Credits are evaluated as equivalent Waubonsee courses or as elective credits on a course-by-course basis. The amount of credit awarded for a given course will be equal to the amount of credit attributed to the course at the transfer institution. If an external course is less credit than the corresponding Waubonsee course, the credit deficiency must be within one credit to be considered equivalent to the Waubonsee course. Elective credit may be awarded for courses that are not equivalent to Waubonsee courses. Quarter hours are converted to semester hours upon evaluation.

Students may be asked to provide a course syllabus from their previous institution to the Registration and Records office for evaluation purposes. Certain transfer courses may require subject matter review by the appropriate academic department.

Coursework Ineligible for Transfer: Transfer credit is not awarded for developmental education courses unless it is needed for English or math placement purposes. Credit will not be granted if a student has previously earned credit for an equivalent course.

Transfer Credit Limits: A maximum of 45 credits will be awarded for transfer credit. In extenuating cases, more than 45 credits may be awarded.

Grade Standards: Waubonsee will accept course credits with an earned grade of D or better. Certain Waubonsee courses require students to have earned a C or better as a prerequisite to register. Transfer credit posted to the record is not calculated in the cumulative grade point average (GPA), nor does it apply to the credit hour residency requirement.

Transfer Credit Application: Students are advised to perform a degree audit with their advisor to review the applicability of transfer credit to the chosen degree or certificate.

To learn how to get your credit evaluated by the college, see Admission of Transfer Students on page 150 or visit www.waubonsee.edu/transfer-in.

PRIOR LEARNING ASSESSMENT: INFORMATION AND REGULATIONS

Prior Learning Assessment (PLA) is an academic process of identifying, documenting and awarding college credit for a student's knowledge and skills gained outside of the traditional classroom. Credits earned through PLA may help reduce the time required to earn a degree or certificate.

Prior learning credit may be specific course credit, an elective credit in a specific area or it may be a general elective. Program requirements should be discussed with an advisor to determine how PLA credits will apply toward a degree or certificate.

- Credit by proficiency (noted as an E with 0 Grade Point Level) is awarded and recorded on transcript.
- A maximum of 45 credit hours from transfer and/or prior learning assessment can be applied to a degree. For certificate programs, the maximum amount of transfer and/or prior learning assessment credit that can be applied is one-half of the required credits. Transfer credit and credit for prior learning assessment do not apply to the College's credit hour residency requirement, nor does it count in the grade point average.
- Credit will not be granted if a student is currently enrolled in or has previously earned credit for an equivalent course.
- Students should be aware that Credit by Proficiency may not transfer to other colleges and universities.
- Students must visit the Registration and Records Office to request credits to be posted on the record. Credit will be recorded after the refund period of the student's first semester of enrollment.
- ACE (American Council of Education) recommends a credit-granting score of 50 for each CLEP exam. This is a scaled score, equivalent to earning a C in the relevant course.

More information on prior learning can be found at www.waubonsee.edu/PLA.

The Prior Learning Assessment Inventory presents examples of how students can earn credit.

PRIOR LEARNING ASSESSMENT INVENTORY

Method	Description	Example(s)
Credit By Exam (CBE)	Vendor or college standardized exams providing students opportunity to receive college credit.	• CLEP (College-Level Examination Program) • DANTES/DSST Examination Program • ICE (Institutional Credit by Exam) • AP (Advanced Placement)
Military Training	Credit awarded for certain armed service experience based on ACE (American Council of Education) guidelines.	• Joint Services Transcript (JST) Community College of the Air Force (CCAF) • DD 214 • ACE (American Council on Education) Military Guide Recommendation
Professional Training	Credit awarded based on evaluated training in the workforce or corporate venue, apprenticeship, government, or professional association.	• Evaluation by faculty • ACE College Credit Recommendation Service • Evaluated Waubonsee Workforce Development Courses
Industry Certification and Licensure	Credit awarded based on evaluated industry certification or licensure.	• MSSC, NIMS, RN, Autodesk Certified User, Adobe Certified Associate, MOS
Articulation Agreements	Credit awarded based on agreements of course articulation with high schools or training organizations.	• VALEES agreements *(View list of articulated credit courses at www.valees.org)*
Faculty Evaluation	Credit awarded that does not fit in the standard categories. College level learning has been demonstrated in a documented faculty pre-approved method.	• Portfolio

CLEP EXAMS AND COURSE EQUIVALENTS

Exam Title	Minimum Score Required	Class Credit Granted For	Credits Awarded
American Government	50	PSC 100	3
American Literature	50	ENG 211, ENG 212	6
Analyzing and Interpreting Literature	50	Elective Credit	3
Biology	50	BIO 120	4
Calculus	50	MTH 131	4
Chemistry	50	CHM 121	4
College Algebra	50	MTH 129	3
College Composition	50	ENG 101, ENG 102	6
College Composition - Modular	50	ENG 101	3
College Mathematics	50	MTH 101	3
English Literature	50	ENG 221, ENG 222	6
Financial Accounting	50	ACC 202	3
French Language	50	FRE 101, FRE 102	6
	59	FRE 101, FRE 102, FRE 201, FRE 202	12
German Language	50	GER 101, GER 102	6
	60	GER 101, GER 102, GER 201, GER 202	12
History of the U.S. I	50	HIS 121	3
History of the U.S. II	50	HIS 122	3
Human Growth and Development	50	PSY 205	3
Humanities	50	ART 100, ENG 211, ENG 212, HUM 101, MUS 100 (choose 2)	6
Information Systems	50	Elective Credit	3
Introduction to Educational Psychology	50	EDU 210	3
Introductory Business Law	50	BUS 211	3
Introductory Psychology	50	PSY 100	3
Introductory Sociology	50	SOC 100	3
Natural Sciences	50	BIO 100, CHM 100, ESC 100, HED 100 (choose 2)	6
Precalculus	50	MTH 129, MTH 130	6
Principles of Management	50	MGT 200	3
Principles of Macroeconomics	50	ECN 202	3
Principles of Microeconomics	50	ECN 201	3
Principles of Marketing	50	MKT 200	3
Social Sciences and History	50	HIS 111, HIS 112, HIS 121, HIS 122	6
Spanish Language	50	SPN 101, SPN 102	6
	63	SPN 101, SPN 102, SPN 201, SPN 202	12
Spanish with Writing	50	SPN 101, SPN 102	6
	65	SPN 101, SPN 102, SPN 201, SPN 202	12
Western Civilization I	50	HIS 111	3
Western Civilization II	50	HIS 112	3

AP EXAMS AND COURSE EQUIVALENTS

Exam Title	Accepted Score	Waubonsee Equivalent Course(s)	Credits Awarded
African American Studies	3	Elective Credit	3
AP Seminar	3	Elective Credit	3
AP Research	3	Elective Credit	3
Art History	3	Elective Credit	3
Art History	4	ART 101, ART 102	6
Studio Art Drawing	3	Elective Credit	3
Studio Art Drawing	4	ART 120	3
Studio Art 2-D Design	3	Elective Credit	3
Studio Art 2-D Design	4	ART 110	3
Studio Art 3-D Design	3	Elective Credit	3
Studio Art 3-D Design	4	ART 111	3
Biology	3	BIO 100	3
	4	BIO 100, BIO 120	7
Calculus AB	3	MTH 131	4
Calculus BC	2	MTH 131	4
	4	MTH 131, MTH 132	8
Chemistry	3	CHM 121	4
	4	CHM 121, CHM 122	8
Chinese Language and Culture	3	CHN 101, CHN 102	6
	4	CHN 101, CHN 102, Elective Credit	12
Computer Science A	3	CIS 150	3
Computer Science Principles	3	CIS 115	3
Economics-Macro	3	ECN 202	3
Economics-Micro	3	ECN 201	3
English Language and Composition	3	ENG 101	3
English Language and Composition	4	ENG 101, ENG 102	6
English Literature and Composition	3	ENG 101	3
English Literature and Composition	4	ENG 101, ENG 102	6
Environmental Science	3	BIO 110	3
French Language and Culture	3	FRE 101, FRE 102	6
	4	FRE 101, FRE 102, FRE 201, FRE 202	12
German Language and Culture	3	GER 101. GER 102	6
	4	GER 101, GER 102, GER 201, GER 202	12
Government and Politics: Comparative	3	PSC 220	3
Government and Politics: US	3	PSC 100	3
History-European	3	HIS 111, HIS 112	6
History-US	3	HIS 121, HIS 122	6
History-World	3	HIS 101, HIS 102	6
Human Geography	3	Elective Credit	3
Japanese Language and Culture	3	JPN 101, JPN 102	6
Latin	3	Elective Credit	6
	4	Elective Credit	12
Music Theory	3	MUS 121	4
Physics 1	3	PHY 111	4
Physics 2	3	PHY 112	4
Physics C: Electricity and Magnetism	3	PHY 222	5
Physics C: Mechanics	3	PHY 221	5
Precalculus	3	MTH 129	3
Psychology	3	PSY 100	3
Spanish Language and Culture	3	SPN 101, SPN 102	6
	4	SPN 101, SPN 102, SPN 201, SPN 202	12
Spanish Literature and Culture	3	SPN 215	3
Statistics	3	MTH 107	3

STATE SEAL OF BILITERACY

The State Seal of Biliteracy (SSB) is a high school program that recognizes students who have attained an advanced level of proficiency in speaking, writing, and reading one or more languages in addition to English. The Illinois State Seal of Biliteracy posted to a student's high school transcript will be evaluated for up to twelve (12) credit hours of world language coursework at Waubonsee Community College if the applicable language course is offered at the College (Chinese, French, German, Japanese, or Spanish). For example, a student who has earned the SSB in Spanish would receive SPN 101 (3), SPN 102 (3), SPN 201 (3), and SPN 202 (3) while a student who has earned the SSB in Chinese would receive CHN 101 (3) and CHN 102 (3).

Credit must be applied to the college transcript within three academic years of high school graduation. Also, duplicate credit will not be awarded.

INTERNATIONAL BACCALAUREATE (IB) COURSE EQUIVALENCY GUIDE

IB Subject	IB Level	Required Score	Waubonsee Equivalent Course(s)	Credits Awarded
Language and Literature				
Language A: Literature	SL	4-7	ENG 245	3
Language A: Literature	HL	4-7	ENG 245	3
Language A: Language and Literature	SL	4-7	ENG 245	3
Language A: Language and Literature	HL	4-7	ENG 245	3
Literature and Performance	SL	4-7	Elective Credit	3
Language Acquisition				
Classical Languages	SL	4-7	Elective Credit	3
Classical Languages	HL	4-7	Elective Credit	3
Language B	SL	4-7	FRE 102 or SPN 102	3
Language B	HL	4-7	FRE 201 or SPN 201	3
Language Ab Initio	SL	4-7	FRE 101 or SPN 101	3
Individuals and Society				
Business Management	SL	4-7	BUS 100	3
Business Management	HL	4-7	BUS 100	3
Economics	SL	4-7	ECN 100	3
Economics	HL	4-7	ECN 201, ECN 202	6
Geography	SL	4-7	GEO 120	3
Geography	HL	4-7	GEO 120	3
Global Politics	SL	4-7	PSC 260	3
Global Politics	HL	4-7	PSC 260	3
History	SL	4-7	HIS 101	3
History	HL	4-7	HIS 101, HIS 102	6
Information Technology in a Global Society	SL	4-7	Elective Credit	3
Information Technology in a Global Society	HL	4-7	Elective Credit	3
Philosophy	SL	4-7	PHL 100	3
Philosophy	HL	4-7	PHL 100	3
Psychology	SL	4-7	PSY 100	3

IB Subject	IB Level	Required Score	Waubonsee Equivalent Course(s)	Credits Awarded
Psychology	HL	4-7	PSY 100	3
Social and Cultural Anthropology	SL	4-7	ANT 101	3
Social and Cultural Anthropology	HL	4-7	ANT 101	3
World Religions	SL	4-7	PHL 120 OR RLG 120	3
Sciences				
Biology	SL	4-7	BIO 120	4
Biology	HL	4-7	BIO 120, BIO 122	8
Chemistry	SL	4-7	CHM 100	3
Chemistry	HL	4-7	CHM 121, CHM 122	8
Computer Science	SL	4-7	CIS 115	3
Computer Science	HL	4-7	CIS 115, CIS 116	6
Design Technology	SL	4-7	Elective Credit	3
Design Technology	HL	4-7	Elective Credit	3
Environmental Systems and Societies	SL	4-7	Elective Credit	3
Physics	SL	4-7	PHY 221	5
Physics	HL	4-7	PHY 221, PHY 222	10
Sports, Exercise and Health Science	SL	4-7	Elective Credit	3
Mathematics				
Further Mathematics	HL	4-7	Elective Credit	3
Mathematical Studies	SL	4-7	MTH 101 or MTH 102 or MTH 107	3
Mathematics	SL	4-7	MTH 129	3
Mathematics	HL	4-7	MTH 131	4
Arts				
Dance	SL	4-7	Elective Credit	3
Dance	HL	4-7	Elective Credit	3
Film	SL	4-7	FLM 250	3
Film	HL	4-7	FLM 250	3
Music	SL	4-7	MUS 100	3
Music	HL	4-7	MUS 100	3
Theatre	SL	4-7	THE 100	3
Theatre	HL	4-7	THE 100	3
Visual Arts	SL	4-7	ART 100	3
Visual Arts	HL	4-7	ART 100	3

Dean's List

Students who achieve a 3.50 to 3.99 semester grade point average while enrolled in six credit hours are honored by placement on the Dean's List (fall, spring and summer semesters). Also see President's List.

President's List

Students who achieve a 4.00 semester grade point average while enrolled in six or more credit hours are honored by placement on the President's List (fall, spring and summer semesters).

Academic Load

Full-time students: Students enrolled in 12 semester hours or more during the fall, spring or summer terms shall be considered full-time.

Part-time students: Students enrolled in less than 12 semester hours during the fall, spring or summer terms shall be considered part-time.

The maximum academic load for Degree/Certificate seeking students is 18 semester hours for fall and spring terms and 12 semester hours for the summer term. The maximum academic load for students who are not seeking a degree or certificate is 10 semester hours for fall, spring and summer terms. Students wishing to exceed these hours must complete an Overload Permission Request form. Please allow time to meet enrollment deadlines as this process may take up to 10 days. Forms are available in Academic and Career Advising.

Grading

Grade points are numerical values that indicate the scholarship level of letter grades.

Grade points at Waubonsee are assigned on the following scale:

Grade	*Significance*	*Grade Point Level*
A	superior	4.00
B	good	3.00
C	average	2.00
D	poor	1.00
F	failure	0
W	withdrew	0
I	incomplete	0
E	credit by proficiency	0
Z	audit	0
Y	successful completion of a continuing education course	0
N	unsuccessful completion of a continuing education course	0
MG	missing grade	0
NC	noncredit course	0
(H)	honors course notation	see grade
(G)	grade forgiveness not included in GPA	0
(T)	transfer course	0

Repeated courses are marked with a notation.

Grade points earned for a given course are determined by multiplying the semester hours earned for the course by the grade point level achieved.

For example: If a B (3.00 grade point level) was earned in a 3-semester-hour history course, the number of grade points earned would be a 3.00 x 3 which results in nine grade points. On the other hand, if a D (1.00 grade point level) was earned in a 4-semester-hour biology course, the number of grade points earned would be 1.00 x 4 or four grade points. Only grades A, B, C, and D are used in calculating grade points.

Notification of Grades

Final course grades are recorded at the end of each semester. Students can access their official final grades through mywcc.

INCOMPLETE GRADES

A grade of I signifies incomplete coursework and is assigned at the discretion of the instructor when illness or other unusual circumstances prevent a student from completing course requirements by the end of the term. A grade of I may not be assigned as a final grade unless a signed, completed Agreement for Incomplete Coursework is submitted to the Registration and Records office by the instructor no later than the Monday prior to the deadline to submit grades.

The intent of the agreement is to:

- establish course components required to be completed by the student;
- establish a time frame for completion of required course components—must be no later than the end of the next full 16-week semester;
- establish a grade for the student in the event that required course components are not completed.

In the event that a faculty member is unable to meet the terms of the Agreement, the grade agreed to in the Agreement will be assigned by the appropriate dean. This definition does not allow for regular letter grades (A, B, C, D, F or W) to be changed to an I grade after final grades are assigned. Special exceptions may be presented to the Provost for consideration.

GRADES IN REPEATED COURSES

If a credit course is repeated, only the higher grade is used to calculate the grade point average (GPA).

However, certain courses are designed to be repeatable. Examples include applied music and some kinesiology/physical education courses. Grades in these repeatable courses are calculated in the GPA based on the allowable amount of repeats noted in the course description.

For these courses that are designed to be repeatable, it is necessary to complete a Repeatable Course Grade Change Request form if the student wishes to have only the higher grade(s) calculated in their GPA. Request forms are available online in the mywcc portal.

GRADE CHANGE PROCESS

Requests for a change in a final grade must be submitted to the instructor within one calendar year of the date the final grade was officially due to Registration and Records.

No grade change may be processed after one calendar year. Regular letter grades (A, B, C, D, or F) cannot be changed to an I or a W grade after final grades are assigned.

Special exceptions may be presented to the Provost for consideration. Except under special exceptions, an I grade can only be changed to an A, B, C, D or F grade and a W cannot be changed to an A, B, C, D, F or I after final grades have been assigned.

Refer to the Student Handbook (www.waubonsee.edu/student-handbook) for more details on grading, grade changes, and the grade appeal process.

GRADE APPEAL PROCESS

In situations where the student is not satisfied with the outcome of the grade process, and in accordance with students' rights for due process, the student may appeal a final grade in a course. The student must initiate the appeal process within one calendar year of the date the final grade was officially due to Registration and Records. Guidelines and procedures are outlined in the Student Handbook (www.waubonsee.edu/student-handbook) or available from the Office of the Assistant Provost of Academic and Student Success (see directory).

GRADE FORGIVENESS PROCEDURE

This procedure provides the student with a second chance. A student may apply for forgiveness of grades of D or F earned in courses taken previously at Waubonsee. To be eligible to apply for grade forgiveness, a student must meet the following two conditions:

- The student cannot have attended Waubonsee Community College or any other post-secondary school for a consecutive period of at least 18 calendar months between the dates of enrollment at Waubonsee, and
- The student must have completed a minimum of 15 semester hours with a grade point average of 2.0 or better at Waubonsee Community College since the re-enrollment after the 18-month out-of-school period.

Courses approved for grade forgiveness are listed with a special notation (G) on the student transcript and are not included in the calculation of the student's GPA. The Request for Grade Forgiveness form is available in the mywcc portal.

Graduation Academic Honors

All students graduating from Waubonsee who have achieved a cumulative 3.50 to 3.99 grade point average in all semester hours attempted at Waubonsee are designated for graduation honors. Those students who earn a 4.00 cumulative grade point average are recognized with presidential honors.

Graduation/ Commencement Ceremonies

Students who earn degrees from Waubonsee are recognized annually during public commencement ceremonies conducted at the end of the spring semester. All students who completed graduation requirements during the previous fall semester (December) and/or will complete during the spring (May) or summer (August) semester are encouraged to participate.

Students who decide to participate in the commencement ceremony are notified of the cap and gown purchase fees during the spring semester (March). Priority for participating in Commencement is given to those who have completed the Intent to Graduate form by February 15. Students who apply after February 15 will still be able to participate, but preference will be given to those who applied before the deadline.

All students who complete graduation requirements are issued a diploma free of charge. Duplicate diplomas are issued at a cost of $10. Email graduation@waubonsee.edu for duplicate ordering information.

Graduation Requirements

The general procedures for graduation are outlined below. Course requirements and other regulations for each degree and major are explained in the program section of this catalog.

1. ***Academic and Career Advising:*** Students working toward their associate degree should meet early and often with an Academic and Career Advisor to plan their program of study and to ensure they meet all requirements to graduate.

2. ***Curriculum:*** Students need to know and observe the requirements of their curriculum and the rules governing academic work. While an Academic and Career Advisor can help students make wise decisions, the ultimate responsibility for meeting the requirements to graduate rests with each student.

Although academic requirements may change with each edition of the college catalog, the student is responsible for the certificate or degree requirements that are specified in the official college catalog at the time the student receives a letter grade of A-F or a W grade in the first credit course taken. A student may elect to follow the certificate or degree requirements set forth in any subsequent catalog if the student receives a letter grade of A-F or a W grade in a credit course during that catalog's effective dates. Requirements may not be combined from different catalogs. No student may graduate using the requirements of a Waubonsee Community College catalog that is more than five years old prior to the date of graduation.

In the case of curriculum changes and the cancellation or withdrawal of courses, every effort will be made to substitute current coursework to fulfill certificate or degree requirements. Course substitutions must be approved in writing by the appropriate dean. The student has the ultimate responsibility to fulfill the requirements for the certificate or degree, to check the eligibility to take courses and to observe the academic rules governing the program. A degree or certificate cannot be awarded if the program has been withdrawn.

The rules given apply only to requirements for certificates and degrees. All students are subject to the academic regulations stated in the most recent catalog.

3. ***Transfer Credit:*** If a student completes any courses (including final ones) from another college to be used toward degree or certificate requirements, they must submit official transcripts as soon as possible and email graduation@waubonsee.edu

4. ***Degree Audit:*** Students can track their progress toward a certificate or degree by using the Degree Audit tool located on mywcc, under "For Students" in the "Student Tools" section. The Degree Audit is an unofficial evaluation. The report should be reviewed with a Waubonsee Academic and Career Advisor for accuracy and additional information.

5. ***Timing:*** Graduation requirements may be completed during any semester; however, if students cannot complete their program as indicated, they should email graduation@waubonsee.edu immediately.

6. ***Apply for Graduation:*** Intent to Graduate forms should be submitted early in the semester before the student expects to complete their degree and/or certificate to ensure they will meet all the requirements to graduate. Intent to Graduate forms can be found located on mywcc, under "For Students" in the "Planning Your Path" section. Select "Graduation" and then the "Intent to Graduate" button; or students may contact an Academic and Career Advisor or email graduation@waubonsee.edu.

Certificates of Achievement

Certificates are awarded at the end of the semester the coursework is completed or the semester the application is submitted if the coursework was previously completed.

Application for Certificate forms can be found at mywcc, on the Student tab, in the Student Success box, click the Graduation Information link, or students may contact an Academic and Career Advisor or email graduation@waubonsee.edu.

Original certificates are free. Duplicate certificates cost $10.

Probation, Academic

All students who earn a cumulative grade point average below 2.0 are automatically placed on academic probation. Students remain on probation until their cumulative grade point average is equal to 2.0 or higher. There are three progressive stages of academic probation: (1) academic caution (2) academic warning and (3) academic restriction. A registration hold is placed at each stage until the student completes the prescribed intervention. Students avoid progressing to the next stage of academic probation if they earn a semester grade point average of 2.0 or above. Students may visit www.waubonsee.edu/academic-probation for further details.

Rights and Responsibilities

Waubonsee Community College recognizes that students are both citizens and members of an academic community. As a citizen, each student has the freedoms of speech, assembly, association, and the press, and the rights of petition and due process which are guaranteed by the state and federal constitutions. As members of an academic community, students have the right and the responsibility to participate, through student government and college committees, in the development and review of college regulations and policies affecting them.

Upon enrolling in the college, each student assumes an obligation to conduct himself or herself in a manner that is compatible with the college's function as an educational institution. If this obligation is neglected or ignored by the student, the college must, in the interest of fulfilling its function and meeting its total obligations, institute appropriate disciplinary action as described in the student conduct section of the Student Handbook.

MILITARY RECRUITING

Waubonsee Community College is in compliance with the Solomon Amendment (32 CFR, Part 216 by the Department of Defense) of the National Defense Authorization Act. This amendment gives branches of the military access to student recruiting information (as defined by the Department of Defense in the October 23, 1998 Final Regulations) for student recruiting purposes. Contact Registration and Records for additional information (see directory).

TRANSCRIPTS

All students desiring their academic transcript to be sent to another institution, prospective employer, etc., should submit a request to Registration and Records. Transcripts requested in person, by mail or by fax will be $10 each while transcripts requested online will be $5 each. Unofficial transcripts are available for free via mywcc. The Transcript Request form is available at www.waubonsee.edu/transcript or can be requested online via mywcc.

Co-Curricular Transcripts

This official document records a student's co-curricular activities including athletics, student organizations and awards. Students may view and print their co-curricular transcripts through the mywcc portal. Co-curricular transcripts are updated each semester. Contact the Student Life Office for more information at (630) 466-2369 or email studentlife@waubonsee.edu.

WAUBONSEE

what you can learn

Resources and Services

2026/2027

Resources and Services

Many resources and services are available to students at Waubonsee. They include everything from academic advising to intercollegiate athletics to a state-of-the-art computing center. This alphabetically organized section describes these many resources and services. Students should also have a copy of the current Student Handbook (published annually) that serves as a handy reference for each academic year.

Academic and Career Advising

Waubonsee's Academic and Career Advising Program provides academic and career planning support for students from their first semester through to graduation. New students are assigned to an academic advisor by the 10th day of their first semester at Waubonsee; and will receive regular outreach from their advisor throughout their time at Waubonsee. Students should plan to check in with their advisor each semester.

Key Academic and Career Advising programs include the following:

ACADEMIC PLAN

All first-semester degree-seeking students are required to meet with their Academic and Career Advisor to develop their academic plan and review career and transfer options and college success resources. During their first semester, a First Semester hold will be placed on the student's account preventing them from registering for the next semester. Students with this hold are required to schedule an advising appointment to complete academic planning with their assigned Academic and Career Advisor before being permitted to register for the next semester.

CAREER EXPLORATION SUPPORT

Students who are still deciding on their academic major and career path will get help from their advisor. Academic and Career Advisors can assist students with exploring career options by recommending courses such as College 131 and the use of tools and resources located at www.waubonsee.edu/careerdevelopment.

ACADEMIC EARLY ACTION

Waubonsee's Academic Early Action Program enables instructors to raise academic concern flags on students who may need extra assistance during a particular class. This notification helps the student identify what may help them succeed. Students flagged with alerts will get an email from their instructor and an additional outreach from a specialized staff member. Areas of difficulty can include attendance, English proficiency, academic preparation/prerequisites, assignments, and/or appropriate classroom behavior.

Academic and Student Support

This area of the college includes several programs and services which provide students with free resources to achieve academic success including:

ACADEMIC SUPPORT COACHES

Academic Support Coaches offer structured guidance to help students stay motivated and engaged in their learning. By being embedded into courses and available in-person, virtually, and asynchronously, Academic Support Coaches have many ways to help students refine their skills in time management, study skills, note taking, and testing taking strategies. Academic Support Coaches also help guide students by:

- Assisting students in the navigation of their courses;
- Providing a connection between the student and the rest of the campus resources;
- Assessing the needs of students;
- Working with students on the skills necessary to be successful self-advocates;
- Partnering with faculty to help students maintain their academic momentum.

LATINX RESOURCE CENTER

The Latinx Resource Center (LRC) is a cornerstone of Waubonsee Community College's commitment as a Hispanic-Serving Institution (HSI). We provide bilingual, culturally responsive services and programs that empower Latinx students, families, and the community. We foster personal growth, educational success, and leadership development through academic coaching, mentoring, and inclusive programming. Our mission is to celebrate and amplify Latinx heritage, create pathways to leadership and career opportunities, and build lasting connections that honor the strength of la comunidad.

Our Key Focus Areas:

Comunidad (Community) ¡La unión hace la fuerza!
The LRC serves as a hub for students and families, offering a welcoming space where Latinx traditions and values are celebrated. We strengthen our community through parent programs, outreach initiatives, and partnerships that provide students with a network of support and belonging.

Conexiones (Connections) ¡Nada mejor en la vida que una familia unida!
We create opportunities for students to connect with alums, mentors, and peers, fostering meaningful relationships that support academic and professional goals. By collaborating with departments across the college, we guide students to resources, events, and activities that enrich their college experience.

Identidad (Identity) ¡No pierdas tu identidad!
Through cultural programming and bilingual resources, the LRC promotes pride in Latinx heritage and identity and fosters a sense of belonging. We empower students to embrace their cultural roots while pursuing their dreams and celebrating their achievements along the way.

Liderazgo (Leadership) ¡Hagas lo que hagas, ponle ganas! The LRC nurtures student leadership by providing coaching, mentoring, and opportunities to take initiative in projects and events. We emphasize professional growth and skill-building that prepare students to lead in their communities and careers.

Acceso y Éxito (Access and Success) ¡Sí se puede! As part of our HSI mission, the LRC is committed to ensuring equitable access to education. We guide students through scholarship applications and connect them with career opportunities. We aim to help students thrive academically and beyond by offering the tools and resources they need for long-term success.

LIBRARY SERVICES

Library services are accessible online at library.waubonsee.edu, and at all campus locations (Sugar Grove, Aurora Downtown, Aurora Fox Valley, and Plano). Students on any campus have access to materials and services located on other campuses. Online resources, including library databases and e-books, provide research materials for students and are available through the Library website. Services are available for registered Waubonsee students, faculty, staff, and residents of Waubonsee Community College District 516, high school age or older. Amenities and services specific to the Sugar Grove, Aurora Downtown, and Aurora Fox Valley Library facilities include:

- Copiers
- Wireless printing
- Smartboards equipped with cameras and microphones
- Whiteboards
- Free printing
- Charging stations
- Study rooms (can be reserved at the Sugar Grove and Aurora Downtown locations)
- Anatomy and physiology models
- Instructional multimedia
- Research and citation help
- Course reserve materials
- Instruction classroom

The libraries also offer needs-based laptop and hotspot lending to ensure all students have the tools they need to succeed. Additionally, the Libraries can assist with software and technology needs, including guidance on using Canvas and other online learning platforms. Walk-in help is available in the libraries, and students can also request assistance via LiveChat, the ServiceDesk self-service portal (servicedesk.waubonsee.edu), or by calling the Libraries.

QUICKPATH DEGREE PROGRAM

The QuickPath Degree Program is a streamlined, cohort-based program that is designed to support motivated students in completing their associate degree within 12-15 months. Initially launched with a focus on business, QuickPath has expanded to accommodate diverse academic pathways, providing an innovative and supportive learning environment. Students benefit from personalized academic coaching, embedded tutoring, and a structured schedule that promotes collaboration and accountability. With dedicated resources and a focus on student success, the program helps participants with the skills, knowledge, and credentials needed to seamlessly transition into their chosen careers or further education. Visit www.waubonsee.edu/quickpath to learn more about this accelerated pathway. Visit www.waubonsee.edu/quickpath to learn more.

TUTORING

The Tutoring Centers offer in-person and virtual tutoring for more than 200 courses offered at Waubonsee. Located at Sugar Grove, Aurora Downtown, and on Zoom, tutors meet with students one-on-one and in small groups to encourage academic excellence. Students can make appointments or drop-in, Monday - Thursday. Sugar Grove Tutoring Center is open Fridays, 10 a.m. - 2 p.m. , for math and writing tutoring. Virtual appointments are available on Fridays, Saturdays, and Sundays. The Tutoring Center also offers Tutor.com, a free 24/7 online tutoring service that covers more than 250 subjects, test preparation, and assistance in Spanish for certain subjects.
More infomation can be found at www.waubonsee.edu/tutoring.

Access Center for Disability Resources

The Access Center for Disability Resources is a resource for faculty, staff and students. The Access Center is committed to collaborating with the campus community to increase accessibility and reduce barriers for persons with disabilities and to ensure effective delivery of student accommodations. Students with a disability (visible or non-apparent) that impacts their education may meet with the Access Center to determine eligibility for academic accommodations.

Accommodations include but are not limited to:

- Sign language interpreters
- Readers or audio for exams and quizzes
- Scribe or writing service
- Assistive technology
- Alternative text formats
- Extended time for exams
- Alternative site for exams

For more information please contact the Access Center at accesscenter@waubonsee.edu or (630) 466-2564.

Bookstore

Waubonsee's bookstores are open year-round and are located in Dickson Center on the Sugar Grove Campus and on the first floor of the Aurora Downtown Campus at the Galena Boulevard entrance.

Course materials for classes may be purchased by visiting the Waubonsee Bookstore at either the Sugar Grove or Aurora Downtown Campus, or by ordering online at bookstore.waubonsee.edu. The bookstores accept cash, checks (with proper ID), credit card (VISA, MasterCard, Discover, American Express), ApplePay, GooglePay, and Samsung Pay, or students may also choose to charge required course materials and supplies to their student account at the Waubonsee bookstore. Financial aid can be used on approved purchases through the use of a book voucher. Date restrictions apply and are posted each term. The Financial Aid Office awards and approves financial aid.

Bookstore vouchers may be available for grants, scholarships, loans and other financial aid. Bookstore vouchers are automatically issued based on current enrollment to grant and/or loan recipients that have financial aid in excess of their current charges. See the Financial Aid Handbook for book voucher maximum amounts. Contact the Financial Aid Office about bookstore vouchers for other programs.

Students are able to purchase course materials (including textbooks) in new, used, rental, and e-book formats (based on availability). Please note that a major credit card is required for all rental agreements. All online orders can be picked up at any of the college's four campuses at no cost or shipped directly to students for a fee.

The bookstores also stock reference materials, study guides, school and office supplies, electronics (including laptops and tablets), gift items, Waubonsee branded clothing and gifts, and grab-and-go food and beverage items. Educationally priced computer software is available to students.

Students are able to sell their textbooks to the bookstore at designated times throughout the year. The bookstore pays the highest price possible for books being used again in future terms. Textbooks not being used again on campus may be purchased based on national supply and demand. Textbooks must be returned clean and complete.

Regular bookstore hours, along with extended hours at the beginning of each term, are posted at each location and on the website at bookstore.waubonsee.edu.

Community Engagement

Waubonsee's Community Engagement Department creates vibrant and inclusive programs and partnerships that foster meaningful connections and collaboration between the college and the broader community.

Empowering Education: Our program aims to provide accessible and transformative educational opportunities for community members of all backgrounds, ages, and abilities. Through partnerships with local organizations, businesses, and individuals, we will offer a diverse range of workshops, classes, and seminars that address the unique needs and interests of our community.

Cultivating Community Partnerships: We envision a program that actively collaborates with community organizations, government agencies, and non-profit groups to address the pressing needs and challenges facing our community. By working together, we can leverage resources, expertise, and networks to create sustainable solutions and positive change.

Engaging and Inclusive Environment: Our program will strive to create an inclusive and welcoming environment where everyone feels valued, respected, and heard. We will actively encourage participation from underrepresented groups, ensuring that their voices and perspectives are included in all aspects of program planning and decision-making. By facilitating dialogue around relevant social and cultural issues, we can share resources and find solutions that aid in equitable living for all community members.

Volunteerism and Service Learning: We believe that community engagement goes beyond the classroom. Our program will promote and facilitate volunteerism and service-learning opportunities for students, faculty, alumni and staff. By engaging in community service, we can instill a sense of social responsibility and empathy while making a tangible impact on the lives of others.

Lifelong Learning and Personal Growth: Our vision is to create a community college community engagement program that fosters lifelong learning and personal growth. Through mentorship programs, career development initiatives, and continuous education opportunities, we aim to empower individuals to reach their full potential and contribute meaningfully to society.

Collaboration and Innovation: We will foster a culture of collaboration and innovation, encouraging creative problem-solving and the development of new ideas and initiatives. By embracing emerging technologies and trends, we can adapt to the evolving needs of our community and provide cutting-edge educational experiences and services.

Overall, our vision for the community college community engagement program is to create a dynamic ecosystem that nurtures learning, fosters collaboration, and empowers individuals to make a positive impact in their community. Find out more information at waubonsee.edu/community.

Career Choices

CAREER EXPLORATION

Both currently enrolled students and members of the community are welcome to connect with Academic and Career Advising for career exploration.

Career assessment tools and resources are used to explore a person's interests in relation to occupations. These resources are free or of minimal cost. Academic and Career Advisors help students and community members to evaluate their career options and goals, and job search techniques. Career Counselors are also available for those in need of support with in-depth career/personality assessments or complex career transitions.

College Success Topics (COL 131 - Strategies for Career Exploration) is a one credit course that allows students to explore careers that would fit their interest and talents. Check the schedule of classes at www.waubonsee.edu/courses for times and locations.

CAREER DEVELOPMENT

Students and college district members seeking full- or part-time employment, as well as employers looking for quality employees, can take advantage of free services.

Job search resources include information on employment projections and labor market needs, effective résumé writing and interview techniques, internship opportunities, and additional employment strategies. Waubonsee offers a free, online tool called Career Coach for students and district residents. This site offers career suggestions based on your interests, as well as information about the academic programs that can prepare you for those careers, a free résumé builder, and can help veterans find civilian careers related to their military service. Visit www.waubonsee.edu/careercoach to use this free online service.

Students may also pursue Internship and Study Abroad opportunities with Academic and Career Advising staff. See page 14 for more information. Employers may choose to participate in career fairs, recruit or provide work site experiences that coordinate with a student's academic program.

Class Offerings

Every semester, class schedules are available online for college credit courses. Visit www.waubonsee.edu/schedule to explore course and program information, and to access the interactive schedule.

Conduct, Complaints, and Grade Concerns

Waubonsee Community College has procedures to address student grade concerns, formal complaints, and student conduct.

Waubonsee Community College is committed to prohibiting any forms of discrimination. See the section on Federal Compliances.

Students can submit a formal complaint via the student complaint form found on www.waubonsee.edu/wif or by contacting the Assistant Provost of Academic and Student Success. Nothing in these procedures limits a student's right to submit a complaint against the college to the Department of Education Office for Civil Rights. These procedures are not intended to supersede other existing college policies and procedures.

Procedures for grade concerns, student complaints, and student conduct are detailed in the Student Handbook.

For more information about these procedures, please contact the Dean for Student Engagement (see directory).

Counseling and Student Support

Counselors assist students with issues such as stress management, lifestyle transitions, and other personal issues that may interfere with student success. Depression screenings and community agency referrals are among the many services offered. Counselors also provide academic and career advising for students, including in-depth career counseling support.

Counselors are available at all Waubonsee campuses by appointment. Call for office hours or appointments (see directory) or visit www.waubonsee.edu/counseling.

Foundation

The mission of the Waubonsee Community College Foundation is to cultivate philanthropic donors, to responsibly steward its assests, and to equitably award scholarships to students to help them achieve their educational goals.

The Foundation awards more than 300 scholarships each academic year for use at Waubonsee Community College. Online applications are available starting in the fall and are due in February and May for the following academic year. Applications available starting fall 2026 and due in February and May 2027 will be for scholarships awarded for use during the 2027-2028 academic year. More information may be found at www.waubonsee.edu/foundation.

Chartered in 1978 as a tax exempt, non-profit organization, the Foundation is governed by a 25-member board of community leaders. Contact the Development Office (see directory).

Information Technology (IT) Services

IT Services supports technology needs and provides the following services:

- Information security
- Internet access
- Student email (google mail)
- Student portal access

HENNING ACADEMIC COMPUTING CENTER

The Henning Academic Computing Center is currently closed, but all currently enrolled Waubonsee Community College students have access to other open labs. Visit www.waubonsee.edu/computer-labs for hours and contact information.

Network User Rules are in effect at Waubonsee to ensure fair, equitable and appropriate electronic communication. All users (whether on campus or accessing Waubonsee's network from off-site) are bound by these rules. The rules are available online and are included in the Student Handbook.

TECHNICAL ASSISTANCE CENTER (TAC)

TAC provides Waubonsee students technology support when accessing their student records through the student portal, connecting to the Internet while on campus and using student email. TAC can be contacted at (630) 466-HELP (4357).

Intercollegiate Athletics

Waubonsee competes in intercollegiate sports and is a member of the Illinois Skyway Collegiate Conference and the National Junior College Athletic Association. Authorized sports include baseball, golf, softball, volleyball, soccer, tennis, basketball, cross country, and Esports. In addition, the college offers co-ed cheerleading.

To be eligible for any intercollegiate sport, a student must be a regular student enrolled in a minimum of 12 semester hours and must meet the eligibility requirements of the National Junior College Athletic Association (NJCAA). For more information, visit www.njcaa.org.

Internship Program

Internships are short-term, supervised work experiences that allow students to gain hands-on experience in a field related to their program of study. Internships may be completed for academic credit or on a noncredit basis, depending on program requirements. Internships may be paid or unpaid. Students are expected to meet with their Academic and Career Advisor to ensure internship credits earned align with degree and career goals. With approval from a faculty advisor, students may earn up to three semester hours of credit per term through an internship. It is the responsibility of the student to research and secure an internship. For assistance, please email internships@waubonsee.edu or visit www.waubonsee.edu/internships.

Learning Assessment and Testing Services

Learning Assessment and Testing Services is committed to facilitating student learning and serving the community by offering a wide range of testing services from placement testing for new students to professional certification exams for those in the workforce. Learning Assessment and Testing Services is certified by the National College Testing Association and adheres to all applicable testing policies and procedures.

To find out more about initial course placements for English and math, visit www.waubonsee.edu/course-placement.

To learn about other testing services offered, visit www.waubonsee.edu/assessment or email assessment@waubonsee.edu.

Music Performance

Students may participate in music performances by enrolling in private instruction credit courses (see "Applied Music" in course descriptions) or by participating in an instrumental or vocal ensemble with fellow students and community members. Contact the dean's office at (630) 466-2921.

INSTRUMENTAL MUSIC

Waubonsee offers all students the opportunity to perform in ensembles including the Jazz Ensemble, Jazz Improvisation Combo, Concert Band, Electronic Music Ensemble, Percussion Ensemble, and Steel Band. The ensembles are open to all interested students for credit and noncredit . Contact the dean's office at (630) 466-2921.

VOCAL MUSIC

Waubonsee offers two opportunities to participate in vocal music groups: the Waubonsee Chorale, a 30 member mixed chorus who perform standard choral repertoire, and the Chamber Choir, an auditioned group of singers who perform part songs and contemporary literature. Contact the dean's office at (630) 466-2921.

mywcc Web Portal

Students can access all of their important Waubonsee information in this portal at mywcc.waubonsee.edu. Once they sign in with their X-number and password, they'll find everything from their email to their course schedule to their final grades.

Returning Adult College Students

Waubonsee's Admissions Advisors can assist adult (non-traditional) students in all aspects of the registration process and address issues that concern the adult student population of Waubonsee. For more information, contact Admissions at (630) 466-5756.

S.T.A.R. Program (Student-Athletes Taking Academic Responsibility)

The Waubonsee Community College S.T.A.R. (Student-Athletes Taking Academic Responsibility) Program was created in 1991 to further the academic progress of student-athletes while they participate in athletics. The program includes weekly study sessions; personal, career and academic counseling; academic monitoring; and nominations for various scholarships and academic recognition.

Student Life

Co-curricular activities are a vital part of a student's education. Involvement allows students to meet people with similar interests, develop transferable skills, network, résumé build, and have fun. For more information contact the Student Life Office at studentlife@waubonsee.edu. Student Life events are listed on the college calendar.

Student Organizations

Waubonsee Community College has a variety of student organizations to meet students' needs. All groups are student initiated and run. Student groups range from social to cultural, academic to honor societies, and political to religious. Check www.waubonsee.edu/student-clubs or the Student Handbook for a full listing. Engagement Fairs are held each semester to allow student organizations to connect with potential members. Contact the Student Life Office for meeting information.

INTRAMURALS

Waubonsee Community College maintains a program of intramural athletics for those not wishing to compete in an intercollegiate sport. The offering of intramural activities is based upon student interest and participation. Contact the Athletics Office for the most current information (see directory).

STUDENT GOVERNMENT

Student Government provides a channel of communication through which the administration, faculty and students may plan and discuss topics affecting the student body. All meetings are open and students are invited to attend.

The Student Government is composed of 12 students elected from the student body. The Student Government charters student organizations, represents the student body on college committees and implements projects to meet students' needs.

Elections are hosted in the spring semester for the following year. Any registered student may vote in a student government election. Candidate requirements, petitions and details are available from the Student Life Office.

STUDENT TRUSTEE

The student member of the Waubonsee Community College Board of Trustees is elected during the spring student government election and serves for one year. The student trustee attends all board meetings representing the interests of Waubonsee students. The current student trustee can be contacted through the Student Life Office.

Transfer Advising

Assistance is available to students who plan to transfer to a four-year school upon completing an associate degree at Waubonsee. Academic and Career Advisors can share and explain transfer partnership agreements/articulation fact sheets for the state universities (and many private four-year colleges) which demonstrate the exact courses that transfer to each institution. Also see www.waubonsee.edu/transferring for more information.

Veteran Student Services

Waubonsee is proud to serve those students who have served our country. Visit www.waubonsee.edu/veterans for information about getting started, academic and career advising, and financial aid.

Waubonsee Works Program

The Waubonsee Works program offers free tuition for short-term career certificates and degree programs, career exploration, paid internships, and job search/placement in high demand, high paying careers for qualified participants. Program participants receive tuition and financial assistance and individual case advising. Waubonsee Works is grant funded and serves eligible individuals between the ages of 17 to 24 years old. To qualify, the individual must be eligible to work in the United States and currently not attending high school or enrolled in college level courses.

Individuals eligible for the program qualify for free tuition and fees, books, course materials, equipment, wrap-around student services, and internship/job placement assistance. Individuals without a high school diploma will be enrolled in tuition free High School Equivalency (HSE) classes prior to enrollment in a certificate program.

For more information or to apply for the program, visit www.waubonsee.edu/waubonseeworks or contact the Adult Education Special Programs Office (see directory).

History and New Directions

Waubonsee Community College, a two-year public institution of higher learning, came into existence in August 1966 when the electorate of 12 school districts in most of Kane and portions of Kendall, DeKalb, LaSalle and Will counties voted to establish Community College District 516. Today, the district encompasses nearly 600 square miles.

From the beginning, the college's philosophy has been that education is the cornerstone of a literate, democratic society; learning is a lifelong process; and the pursuit of knowledge must be supported by institutional policies demonstrating accessibility, service, quality, innovation and value.

With the objective of meeting the lifelong learning needs of the community, the college truly began taking shape in early 1967, as the college's first president assumed his duties and subsequently began assembling a staff, developing a multilevel curriculum and locating classroom space. However, the college still needed a name, and for that, the school called upon its community.

A district-wide naming contest was held in March 1967. From among the 600 entries, the name suggested by both Susan Miller, of Aurora, and Patricia Ann Dillon, of Batavia, stood out, and the Fox Valley's community college officially became Waubonsee Community College. Waubonsee, meaning "early dawn" or "early day," was a Pottawatomie Native American chief who lived in the Fox River Valley during the 1800s. To learn more about Chief Waubonsee and the traditional homelands the college now occupies, read our Land Acknowledgement.

Waubonsee Community College had a permanent name but had yet to locate to a permanent campus and so, when the college opened its doors for classes on Sept. 11, 1967, the doors were those of a variety of community facilities. The school's initial enrollment of 1,603 students—403 full time and 1,200 part time—has grown steadily since that time, with the college currently serving more than 10,000 students each semester.

Just a few months later, in December 1967, a successful bond referendum allowed the college to begin planning its first permanent campus – the 243-acre Sugar Grove Campus. In addition to classroom space, facilities now also include conference rooms, specialized laboratories, café, library, bookstore, observatory, kiln shelter, 375-seat auditorium, multipurpose event space, gymnasium, and two-mile nature trail. The Technical Education Center opened in August 2025, expanding opportunities for students and growing the campus' visibility off of Route 47.

A second Waubonsee campus opened in 1986 in downtown Aurora at the corner of Galena Boulevard and Stolp Avenue, but this structure ceased operations in May 2011. In June 2011, Waubonsee moved its downtown campus to a new 132,000-square-foot facility at 18 S. River St. The Aurora Downtown Campus is the home for Adult Education, GED, English as a Second Language, Adult Literacy, the Latinx Resource Center, Driver Safety Program, and the Illinois Small Business Development Center at Waubonsee.

Waubonsee established another major extension center in January 1997 on the Rush-Copley Medical Center campus, adjacent to Route 34 in far east Aurora. Renovated and renamed the Aurora Fox Valley Campus in summer 2016, it houses the college's health care programs, in addition to offering general education courses and comprehensive student services.

Spring 2011 marked the beginning of courses at the college's fourth permanent campus, located in Plano. Situated on a nine-acre site adjacent to the Lakewood Springs development, north of Highway 34 and west of Eldamain Road near Lake Plano, the Plano Campus now serves as the college's Innovation and Design Center, with such signature programs as Computer Aided Design, Cybersecurity and Welding.

While Waubonsee is continually working to improve its campuses, the college also recognizes the need for other convenient course delivery options. Through its MyChoice program, the college offers courses in five ways – face-to-face, sync online, online, hybrid, and flex.

As the college celebrates its 60th anniversary this year and the dawn of a new decade soon after, its strategic plan, RISE 2030, provides a strong blueprint for advancing student success and strengthening community impact. The culmination of an inclusive process that gathered input from employees, students, and the community, RISE 2030 guides the college's work through 2030 with priorities and goals that reflect the evolving landscape of higher education and the changing needs of the local community. Through this plan, Waubonsee will continue lead with purpose – rising to meet new opportunities and lighting the way for students.

Federal Compliance

Waubonsee Community College does not discriminate based on an individual's actual or perceived race, color, creed, religion, gender, gender identity, sex, sexual orientation, age, national origin, ancestry, veteran's status, military status, unfavorable discharge from military service, marital status, order of protection status, pregnancy, disability, citizenship status, or any other characteristic protected by law in educational programs, activities, services or employment practices. Career and technical education (CTE) courses and program offerings and admission criteria can be found on the college's website at www.waubonsee.edu. The college will take steps to ensure the lack of English-language skills will not be a barrier to admission and participation in CTE programs.

Inquiries regarding this policy may be directed to: Diana Torres, ADA/Section 504 Coordinator, or Jami Hinshaw, Title IX Coordinator, Route 47 at Waubonsee Drive, Sugar Grove, IL 60554, compliance@waubonsee.edu. Inquiries may also be made directly to the U.S. Department of Education, Office of Civil Rights: Citigroup Center 500 W. Madison Street, Suite 1475, Chicago, IL 60661-4544, or (312) 730-1560, OCR.Chicago@ed.gov.

Title VII of the Civil Rights Act of 1964

Waubonsee Community College is in compliance with Title VII of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, religion, sex and national origin.

The Age Discrimination in Employment Act of 1975

Waubonsee Community College is in compliance with The Age Discrimination in Employment Act of 1975, as amended, which prohibits discrimination on the basis of age.

Title IX

Waubonsee Community College adheres to the provisions outlined in Title IX of the 1972 Federal Education Amendment Act prohibiting discrimination and all forms of harassment, including sexual misconduct, on the basis of sex in all activities of the college.

Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973

Waubonsee Community College follows the provisions of ADA and Section 504 of the Rehabilitation Act of 1973 that prohibit discrimination on the basis of an individual's disability and offers to disabled persons the opportunity to participate fully in all educational programs and activities.

Family Educational Rights and Privacy Act (FERPA)

All information provided to Waubonsee Community College is kept confidential in accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974 (Public Law 93-380).

In accordance with FERPA, the following student rights are covered by the act and afforded to all students at Waubonsee:

- Inspect and review their educational records;
- Request the amendment of inaccurate or misleading records;
- Consent to disclosure of personally identifiable information contained in their educational record;
- Request confidentiality, and;
- File a complaint with the U.S. Department of Education concerning alleged failures by Waubonsee Community College to comply with this law.

At the College's discretion, directory information may be provided in accordance with the provisions of the act without the written consent of the student unless the student requests in writing that such information not be disclosed. The items listed below are designated as directory information and may be released for any purpose at the discretion of Waubonsee Community College unless a request for non-disclosure is on file.

- student's name
- city of residence
- major field of study
- Waubonsee email address
- participation in officially recognized activities and sports
- weight and height of members of athletic teams
- dates of attendance (and withdrawal)
- full- or part-time status
- degrees, certificates and awards received

Contact the Registration and Records Office for any questions concerning the student's rights and responsibilities under the Family Educational Rights and Privacy Act or visit www.waubonsee.edu/ferpa.

Student Right to Know and Campus Security Act of 1990

Waubonsee Community College is in compliance with the Student Right to Know and Campus Security Act (P.L. 101-542). Information is collected to provide institutional graduation rates, as well as safety policies and crime statistics to students. Further information is available through Waubonsee's Campus Police Department (see directory) or online at www.waubonsee.edu.

Annual Security and Disclosure Report

The Waubonsee Community College Annual Security and Disclosure Report is available to all students, faculty and staff in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as well as the Student Right to Know Act, Violence Against Women Act, Drug-Free Schools and Communities Act, Higher Education Opportunity Act, Title IX, and Illinois Abused and Neglected Child Reporting Act. It contains information on campus security measures, alcohol/drug policies and sanctions, and retention and graduation rates. Visit www.waubonsee.edu/reports-and-disclosures to view this report online.

Illinois Abused and Neglected Child Reporting Act

In accordance with the Abused and Neglected Child Reporting Act (ANCRA) all personnel of higher education institutions are mandated to report cases of suspected child abuse or neglect to the Department of Children and Family Services (DCFS) toll-free, 24-hour Child Abuse Hotline at 1-800-25-ABUSE (22873). For additional information, visit dcfsonlinereporting.dcfs.illinois.gov.

Violence Against Women Act (Reauthorized, 2013)

This Federal law requires colleges to annually train new students and employees about the campus climate related to sexual assault, dating violence, domestic violence, and stalking, as well as the publication of crimes in the Annual Security Report. A handout for victims of these crimes can be obtained from the Academic and Career Advising Staff, the Dean for Student Engagement, or the Executive Dean for Student Success and Retention. Educational sessions regarding safety, bystander education, and sexual misconduct prevention will be ongoing and announced on mywcc.

WAUBONSEE

what you can learn

Staff

Full-Time Faculty and Administrators

Ajinth, Divya, *Assistant Professor*
Mathematics
BS, BEd, MS, University of Kerala;
MEd, Concordia University

Al Naber, Nour, *Assistant Professor*
Business
BS, Philadelphia University, Amman, Jordan;
MBA, Governors State University;
EdD, University of St. Francis

Alvarado, Annette*, Librarian*
BA, MS, Dominican University

Archos, Vaseliki, *Assistant Professor*
Communications
BA, MS, Illinois State University

Aurand, Eric W., *Dean*
Mathematics and Science
BA, University of Arizona;
MS, Texas A & M University;
PhD, University of North Texas

Avilés-Davis, Evelyn Z., *Bilingual Counselor/Professor*
BA, MA, University of Puerto Rico

Barreto, David, *Counselor/Associate Professor*
AA, Triton Community College;
BA, Concordia University;
MA, Roosevelt University;
MA, Adams State University;
PhD, Cumberland College

Bickley, Keith, *Assistant Professor*
Philosophy
BA, Wabash College;
MA, Duquesne University

Brayton, Spencer, *Director*
Library Services
BA, University of Wisconsin at Stevens Point;
MLIS, University of Wisconsin Madison;
MS, University of St. Francis

Brown, Joshua, *Assistant Professor*
Nursing
AAS, Waubonsee Community College;
BSN, Aurora University;
MSN, Northern Illinois University

Brown, Maribeth, *Assistant Professor*
Mathematics
BA, Eastern Illinois University;
MA, DePaul University

Bryant, John, *Vice President and Chief Financial Officer Finance and Administration*
BS, Illinois Wesleyan University

Budziak, Colleen, *Instructor*
Chemistry
AA, Wilbur Wright College;
BS, MS, Northeastern Illinois University

Burke, Adam, *Librarian/Assistant Professor*
BA, University of Wisconsin Madison;
MA, University of Iowa

Cadena, Yesenia, *Interim Director*
Talent Acquisition and Operations
BA, Robert Morris University

Cervantes, Ramiro, *Assistant Professor*
Auto Collision and Refinishing Technology
Certificate, Basic Auto Body Repair,
Waubonsee Community College;
Certificate, Machine Tool Operations,
Waubonsee Community College;
ASE, Master Collision Repair Technician

Chaaban, Amy L., *Professor*
Information Systems
BS, Emporia State University;
MEd, Southwestern College

Chatman, Jason, *Assistant Professor*
Sociology
BA, University of Wisconsin Milwaukee;
MA, Southern Illinois University Edwardsville

Chavez, Emanuel, *Instructor*
Welding Technology
AAS, Waubonsee Community College

Chavis, Kimberly, *Provost and Vice President*
Teaching, Learning and Student Success
MJ, Loyola University/Chicago School of Law;
MS, University of Maryland School of Pharmacy;
MBA, Western Governors University;
EdD, Benedictine University

Christensen, Nancy, *Professor*
Chemistry
BS, University of Wisconsin at Stevens Point;
PhD, University of British Columbia

Clark, Gary, *Professor*
English
BA, Olivet Nazarene College;
MA, Northern Illinois University

Clark, M'Kaila, *Instructor*
Health Information Technology
BS, SUNY Polytechnic Institute;
MS, Empire State College

Clem, Billy E., Jr., *Professor*
English
BA, Culver-Stockton College;
MA, Southwest Missouri State University;
PhD, Northern Illinois University

Clements, Andrew, *Assistant Professor*
Business
AS, Waubonsee Community College;
BA, MBA, Aurora University

Cofield, Robert, *Dean*
Health Professions and Public Service
BS, Illinois Wesleyan University;
MS, Illinois State University

Collins, Catherine, *Professor*
Accounting
BBA, St. Joseph's College;
MS, University of Wisconsin-Milwaukee;
MBA, Northern Illinois University;
CPA

Crawford, Mark A., *Professor*
Mathematics
BA, MA, Western Michigan University

Dale, Marc, Jr., *Director*
Registration and Records/Registrar
BA, Purdue University;
MA, Chicago State University

Deeds, David, *Assistant Dean*
Teaching and Learning
BA, MA, Ed.D, Governors State University

Donatille, Emma, *Executive Director*
Development and Waubonsee Foundation
BS, Drake University;
MSEd, Northern Illinois University;
Fund Raising Management Certificate,
Indiana University Lilly Family School
of Philanthtropy

Donnelly, Romana, *Instructor*
Nursing
AAS, Waubonsee Community College;
BS, MS, South University

Draper, Timothy D., *Professor*
History
BS, MA, Ball State University;
PhD, Northern Illinois University

Erickson, Sharon, *Associate Professor*
Nursing
AAS, Waubonsee Community College;
BSN, Aurora University;
MSN, Northern Illinois University

Felton, Terence, *Chief Information Officer*
Information Technology
BS, University of Maryland;
MBA, University of Illinois at Chicago

Field, Ellen, *Associate Professor*
Mathematics/Developmental Education
BA, North Central College;
MS, Northern Illinois University

Fier, Michael, *Director*
Technology Services
BS, Northern Illinois University

Fischer, Danielle, *Professor*
Biology
BS, Loyola University Chicago;
MS, University of California, Davis

Flavin Cox, Shannon, *Director*
Grants Compliance
BS, Tennessee Technological University

Ford, Tacarra, *Instructor*
English
BA, Saginaw Valley State University;
MA, Wayne State University

Fozio-Thielk, Lisa A., *Professor*
Psychology
AA, Triton College;
BA, MS, National Louis University;
MA, PhD, Northcentral University

Friedland, Tyler, *Assistant Professor*
Automotive Technology
BS, Southern Illinois University-Carbondale;
ASE, Certified Master Automobile Technician

Fuller, Teri A., *Professor*
English/Developmental Education
BA, University of St. Francis;
MA, Northern Illinois University;
MFA, Antioch University

Garcia, Sharon, *Assistant Provost*
Teaching and Learning
BS, North Central College;
MA, Teachers College at Columbia University

Gibbons, Daniel, *Professor*
Accounting
BS, Northeastern Illinois University;
MS, MAS, Northern Illinois University;
CPA, CMA

Giese, Lisa, *Assistant Professor*
Medical Assistant and Phlebotomy
AGS, Waubonsee Community College;
CMA (Certified Medical Assistant)

Gofforth, Jessica, *Interim Director*
Total Rewards
BA, University of Northern Iowa;
MS, Michigan State University

Gray, Rosianna, *Dean*
Teaching and Learning
BS, Stillman College;
MS, PhD, University of Alabama

Greenwood, Mary, *Director*
Student Financial Aid Services
BA, Blackburn College;
MS, Southern New Hampshire University

Hasler, Jordan, *Instructor*
Mathematics
BS, MS, PhD, University of Illinois Urbana-Champaign

Hawley, Michelle, *Instructor*
Human Services
BA, Northern Illinois University;
MPA, Roosevelt University

Heller, Emily, *Associate Professor*
Kinesiology and Health Education
AS, Waubonsee Community College;
BA, Beloit College;
MSEd, Northern Illinois University;
EdD, Aurora University

Hildebrand, Marjorie, *Director*
Enterprise Systems
BS, Western Governors University;
MBA, Western Governors University

Hines, Randall, *Associate Professor*
CADD
AAS, Southern Illinois University;
BS, Eastern Illinois University;
MPM, Keller Graduate School of Management at DeVry University

Hinshaw, Jami, *Dean*
Student Engagement
BSBA, Washington State University;
MPA, Eastern Washington University

Hodur, Katherine, *Associate Professor*
Nursing
BSN, Marquette University;
MSN, Lewis University

Hood, Dennis, *Instructor*
Welding Technology
AAS, AS, Waubonsee Community College;
BS, Northern Illinois University

Hoshaw, Justin, *Associate Professor*
Biology
BS, University of Wisconsin Madison;
MS, University of Minnesota

Iseli, Elior, *Assistant Professor*
Economics
BS, MA, Northern Illinois University

Jeppesen, James Douglas, *Associate Professor*
Art/Ceramics
BA, BFA, University of Tulsa;
MFA, Northern Illinois University

Jones, Megan, *Dean*
Adult and Workforce Education
BA, Butler University;
MA, Aurora University

Jindal, Pratima, *Associate Professor*
Physics
BS, MS, PhD, Panjab University

Kader, Darrin, *Assistant Vice President*
Finance
BS, Arizona State University;
MS, University of Nebraska at Omaha

Kayes Halpern, Debra, *Assistant Professor*
Art
BS, Skidmore College;
MFA, University of Wisconsin Madison

Keare, Amber, *Instructor*
Heating, Ventilation and Air Conditioning
BA, Western State College of Colorado

Keneseine Pollak, Beatrix, *Instructor*
Biology
MS, Eötvös University, Budapest

Kent, Audrie, *Instructor*
Nurse Assistant and Allied Health
BS, Governors State University;
BSN, Resurrection University

Kiefer, Richard, *Professor*
Political Science/History
BS, Miami University;
MA, Governors State University

Kifowit, Steven, *Assistant Professor*
Mathematics
BS, MS, PhD, Northern Illinois University

Kloke, Joseph, *Assistant Professor*
Heating, Ventilation and Air Conditioning
RSES Refrigerant Usage Certification

Knetl, Brian, *President*
BA, Saint Mary's University;
MA, Texas State University;
EdD, Loyola University, Chicago

Krueger, Laurel, *Associate Professor*
Nursing
AAS, Waubonsee Community College;
BSN, MSN, Lewis University

LaCost, Heather, *Professor*
Psychology
BA, Carthage College;
MA, PhD, Northern Illinois University

Lagesse, Monica, *Associate Professor*
Nursing
BSN, MSN, Olivet Nazarene University
DNP, University of Missouri

Larsen, Daniel, *Executive Director*
Campus Safety and Operations
BS, University of Montana;
MBA, Loyola University, Chicago

LaShure, Faith, *Dean*
Admissions
BS, MS, Illinois State University

Laufenberg, Todd, *Assistant Professor*
English
BA, University of Illinois;
MA, Northern Illinois University

Lawler, Aaron, *Associate Professor*
Humanities
BA, MA, North Central College;
MEd, PhD, Concordia University

Limbrunner, Tracy, *Professor*
Nursing
BSN, Illinois Wesleyan University;
MSN, Northern Illinois University

Lindquist, Michelle, *Associate Professor*
English/Developmental Education
AA, Rock Valley Community College;
BA, MA, Northern Illinois University

Livingston, Kimberly Rainsford, *Professor*
English
BA, Western Illinois University;
MA, Western Michigan University;
MFA, Bay Path University

Locke, Christian, *Counselor/Assistant Professor*
BA, Northern Illinois University;
MSW, The University of Iowa

Lopez, Cristian, *Instructor*
Automotive Technology
BS, Southern Illinois University

Mattern, Joshua, *Professor*
English/Developmental English
BA, North Central College;
MA, Northern Illinois University

McGuire, Jennifer, *Associate Professor*
Communications
AA, Elgin Community College;
BS, MS, Southern Illinois University;
MA, Northern Illinois University

McMillen, Jeanine, *Interim Dean*
Arts and Humanities
BA, Saint Louis University;
MA, Marquette University;
EdD, Northern Illinois University

Mendoza, Lilia, *Professor*
World Language
BA, St. Norbert College;
MA, Northern Illinois University

Meredith, Laura, *Assistant Professor*
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CPB (Certified Professional Biller)

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NCTMB

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EdD, Olivet Nazarene University

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MS, Northern Illinois University

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OCN

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EdD, Northern Illinois University

Posthumous Professor Emeritus

Monokoski, S. Gibson, *Professor Emeritus*
Music/Instrumental
BM, MM, Northern Illinois University

WAUBONSEE

what you can learn

Facilities and Extension Locations

2026/2027

Sugar Grove Campus

The Sugar Grove Campus includes the Student Center, which houses admissions, academic and career advising, financial aid, the café and coffee bar, and other student services; the Field House/ Erickson Hall, which houses the gymnasium; the Auditorium; Collins Hall, which houses the Todd Library and tutoring center; Akerlow, Bodie, Von Ohlen and Weigel Halls, which house classrooms and faculty offices; the Technical Education Center; the Science Building; the Henning Academic Computing Center, which houses the computer laboratory and computer instruction classrooms; the Academic and Professional Center, which houses the event room; Dickson Center, which houses the bookstore and administrative offices; Campus Operations; Building A, which houses administrative offices; Ceramics Building; Auto Body; and various athletic fields. See the map on following pages or online at www.waubonsee.edu/maps for directions to campus. Parking lots are provided at no cost to the student. Parking regulations are posted throughout the campus.

Consult the website for the hours of operation for all campus services.

Aurora Downtown Campus

Waubonsee's Aurora Downtown Campus is conveniently located at 18 S. River Street. The 132,000 square-foot building includes classrooms, computer labs, two science labs, other specialized instructional spaces, bookstore, library, tutoring center, multipurpose meeting rooms, and conference room. Free parking is available in Lot W, Lot X, and Lot A. See the map on following pages or online at www.waubonsee.edu/maps for directions to campus.

Comprehensive student services, including admissions, registration, academic and career advising, financial aid, and assessment are available at the campus. The Aurora Downtown Campus is also headquarters for Adult Basic Education, the Adult Education Computer Center, ASE/HSE, English Language Acquisition, the Waubonsee Works Youth WIOA Service program, and the Latinx Resource Center.

This campus offers transfer courses and career degree and certificate programs, developmental and adult basic education, and workforce development.

Aurora Fox Valley Campus

As evidence of its strong commitment to the growing demands of District 516, Waubonsee opened its third major extension center in January 1997 on the Rush-Copley Medical Center campus on Route 34 in far east Aurora. Renovated and renamed in 2016, the Aurora Fox Valley Campus houses the college's health care programs, including nursing, phlebotomy, medical assistant, emergency medical technician, and nurse assistant. There are also general education course offerings and comprehensive student services. Free on-site parking is available. See the map on following pages or online at www.waubonsee.edu/maps for directions to campus.

Plano Campus

Waubonsee's Plano Campus is located off of Route 34, west of Eldamain Road in Plano. Over the spring and summer 2020 semesters, the Plano Campus was transformed into the college's Innovation and Design Center — a place where innovation, creativity, and partnerships lead to degrees, industry certifications, a skilled workforce, and community collaboration. Free on-site parking is available.

Re-opened for the fall 2020 semester, the Plano Campus features Computer Aided Design and Drafting, Cybersecurity, and Welding. Please visit www.waubonsee.edu/plano for a virtual 360° tour of the completed renovation.

Extension Locations

Student convenience is very important to us at Waubonsee Community College, and so is flexibility.

Because students like to receive their education near where they live and work, the college has committed its resources to expanding the number of educational opportunities available at locations beyond Waubonsee's major campus centers. The college offers a number of courses at locations close to home.

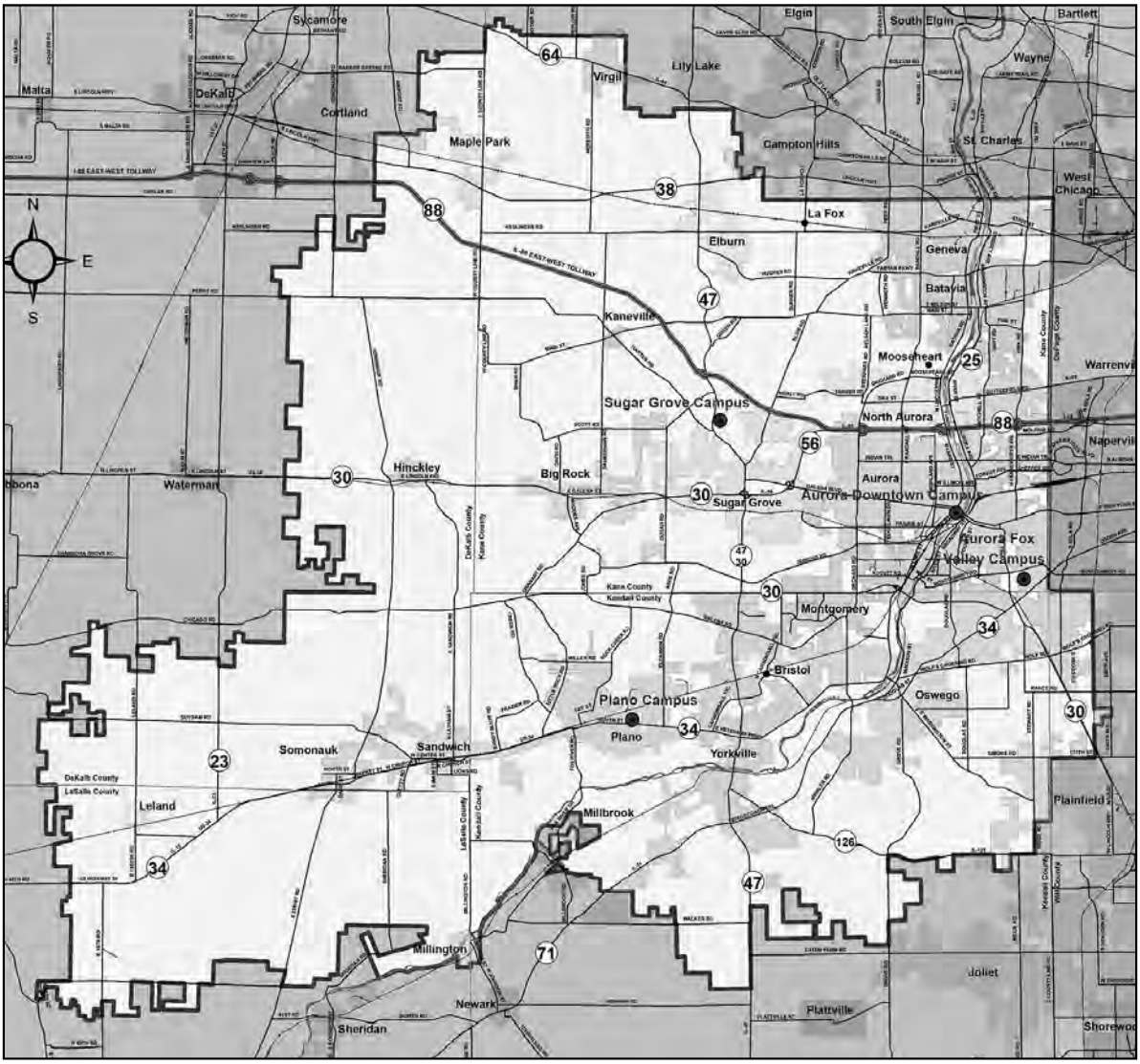
Each semester, students are able to enroll in a wide range of Waubonsee offerings at several locations across the college district. These Waubonsee extension sites save students travel time, and in some cases, provide the opportunity for students to take basic core education courses necessary for an associate degree without leaving their hometown.

For a complete listing of classes offered at locations throughout the college district, visit www.waubonsee.edu/courses.

Website and mywcc

Waubonsee's website at www.waubonsee.edu provides a wide range of important and timely information about the college. Members of the college community can find updated class schedules, details about transfer and career programs, a faculty and staff directory, and campus maps. Information about financial aid, registration, athletics programs, student life and services, and general news about the college is also available online.

In addition, the website provides access to mywcc, a personalized campus portal that centralizes student services, records, classes and clubs online. Users with an X-number can sign-in to check email, get important announcements, view grades, pay account balances and more. In addition, mywcc makes class schedules and course materials available anytime, anywhere. Students are encouraged to sign-in regularly to discover frequent enhancements and new resources.



ILLINOIS COMMUNITY COLLEGE DISTRICT #516

2026 District population estimate* **437,570**
Projected population for the year 2031* **446,924**

Illinois Community College District 516 encompasses 624 square miles and includes southern Kane County and portions of Kendall, DeKalb, LaSalle and Will counties. Waubonsee's central campus is in Sugar Grove, about 45 miles west of Chicago. A second campus is in downtown Aurora, a third permanent facility is located on the campus of the Rush-Copley Medical Center, Route 34, Aurora and a fourth campus is in Plano off of Route 34.

District 516 serves

12 public high school districts
8 private high schools
22 municipalities

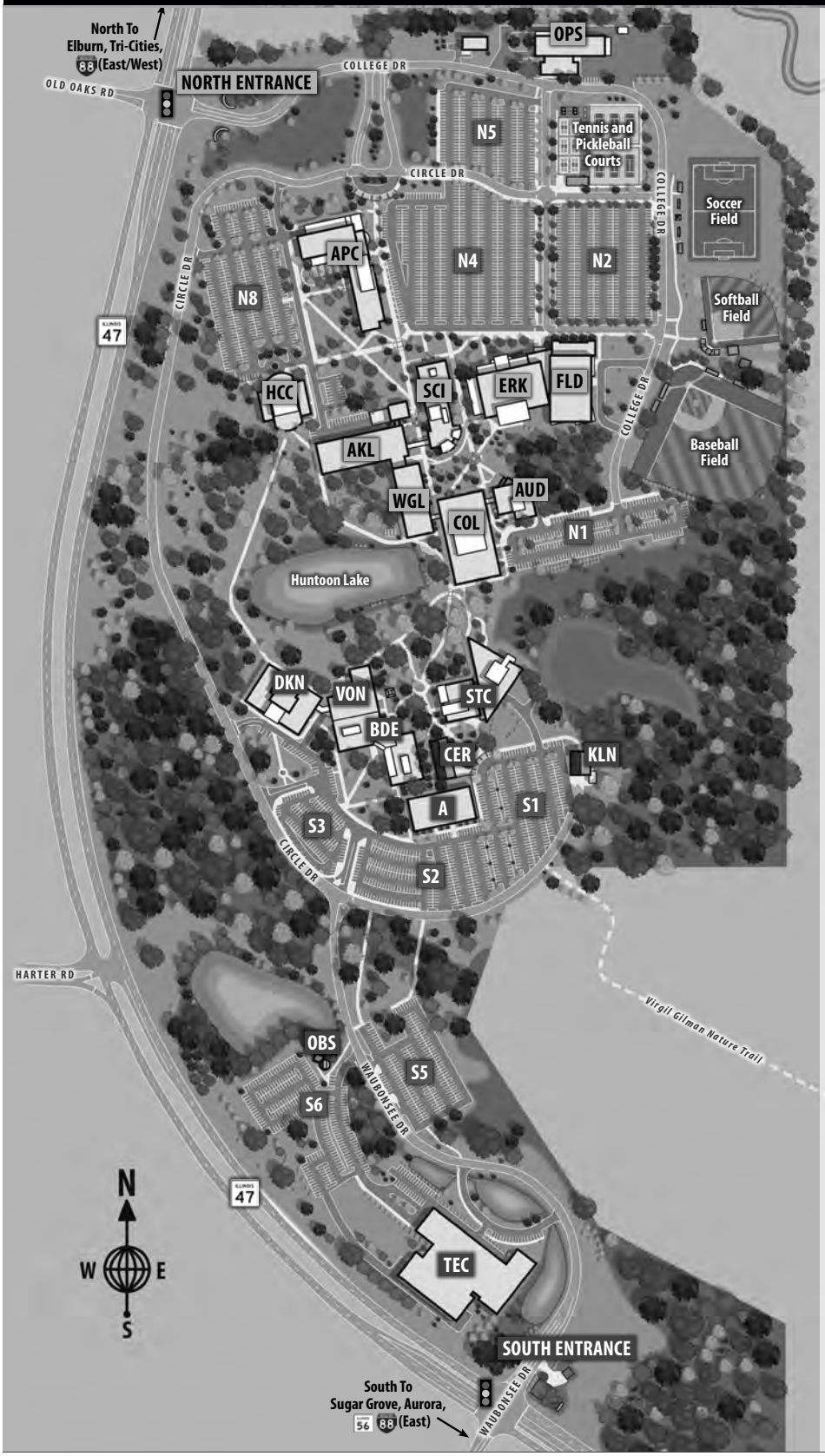
Town Name	ZIP Codes *Within/Partially within district*
Aurora	60502, 60503, 60504, 60505, 60506
Batavia	60510
Big Rock	60511
Bristol	60512
Elburn	60119
Geneva	60134
Hinckley	60520
Kaneville	60144
La Fox	60147
Leland	60531
Maple Park	60151
Millbrook	60536
Millington	60537
Montgomery	60538
Mooseheart	60539
North Aurora	60542
Oswego	60543
Plano	60545
Sandwich	60548
Somonauk	60552
Sugar Grove	60554
Yorkville	60560

*Data Source: Nielsen Claritas data purchase, 2026.

WAUBONSEE COMMUNITY COLLEGE

SUGAR GROVE CAMPUS

Route 47 at Waubonsee Drive, Sugar Grove, IL 60554



NORTH SIDE BUILDINGS

- **AKL** Akerlow Hall
- **APC** Academic and Professional Center
  - Event Room
- **AUD** Auditorium
  - VALEES
- **COL** Collins Hall
  - Library
  - Tutoring Center
- **ERK** Erickson Hall
  - Fitness Center
  - Gym
- **FLD** Field House
- **HCC** Henning Academic Computing Center
- **OPS** Campus Operations
- **SCI** Science Building
- **WGL** Weigel Hall

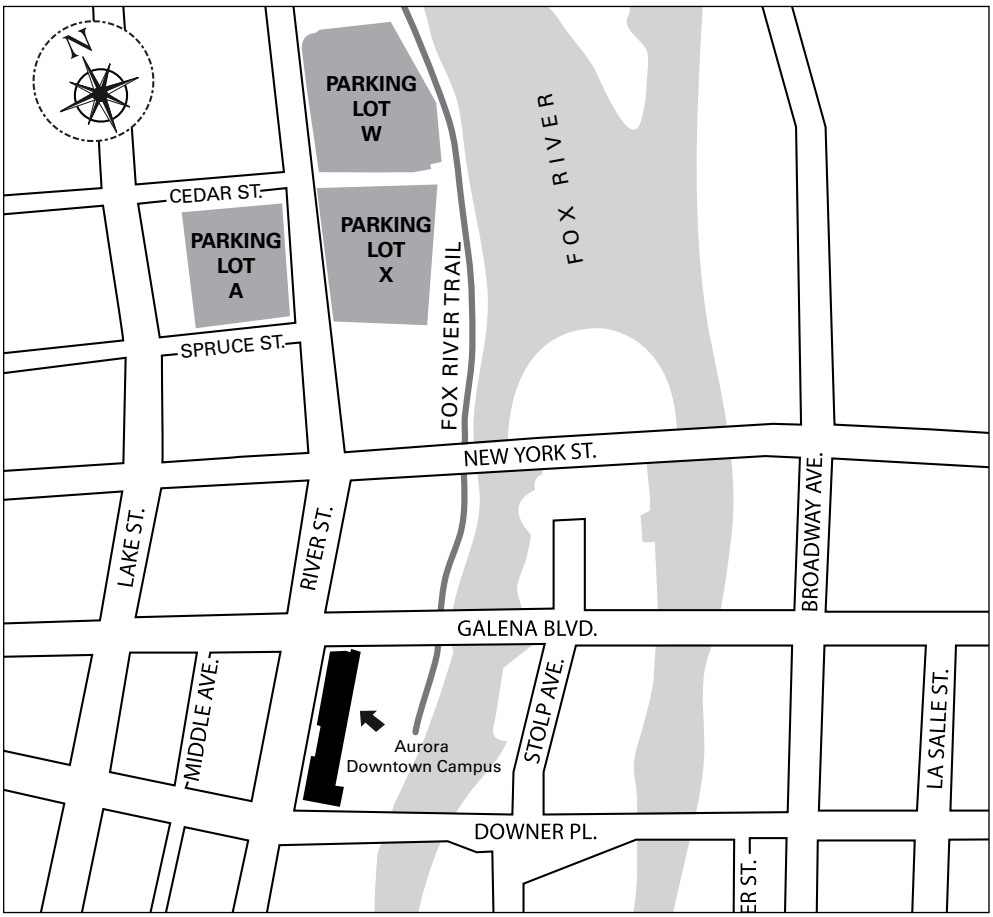
SOUTH SIDE BUILDINGS

- **A** Building A
  - Human Resources
- **BDE** Bodie Hall
- **CER** Ceramics
- **DKN** Dickson Center
  - Administration
  - Arrowhead Room
  - Board Room
  - Bookstore
  - Business Office
  - Campus Police
- **KLN** Kiln Shelter
- **OBS** Observatory
- **STC** Student Center
  - Academic and Career Advising
  - Access Center for Disability Resources
  - Admissions
  - Assessment
  - Café & Coffee Bar
  - Financial Aid
  - Information Center
  - Registration and Records
  - Student Accounts and Cashier
  - Student Life
- **TEC** Technical Education Center
- **VON** Von Ohlen Hall

N1 *North and South Parking Lots*

Automatic External Defibrillator (AED)

Produced by Michael Karpovage of mapformation.com, May, 2025



AURORA DOWNTOWN CAMPUS

The campus, located at 18 S. River Street, has on-site, short-term parking, limited to 15 minutes, which is strictly enforced.

Free student parking is available:

Lot W - located north of the campus on the east side of River Street

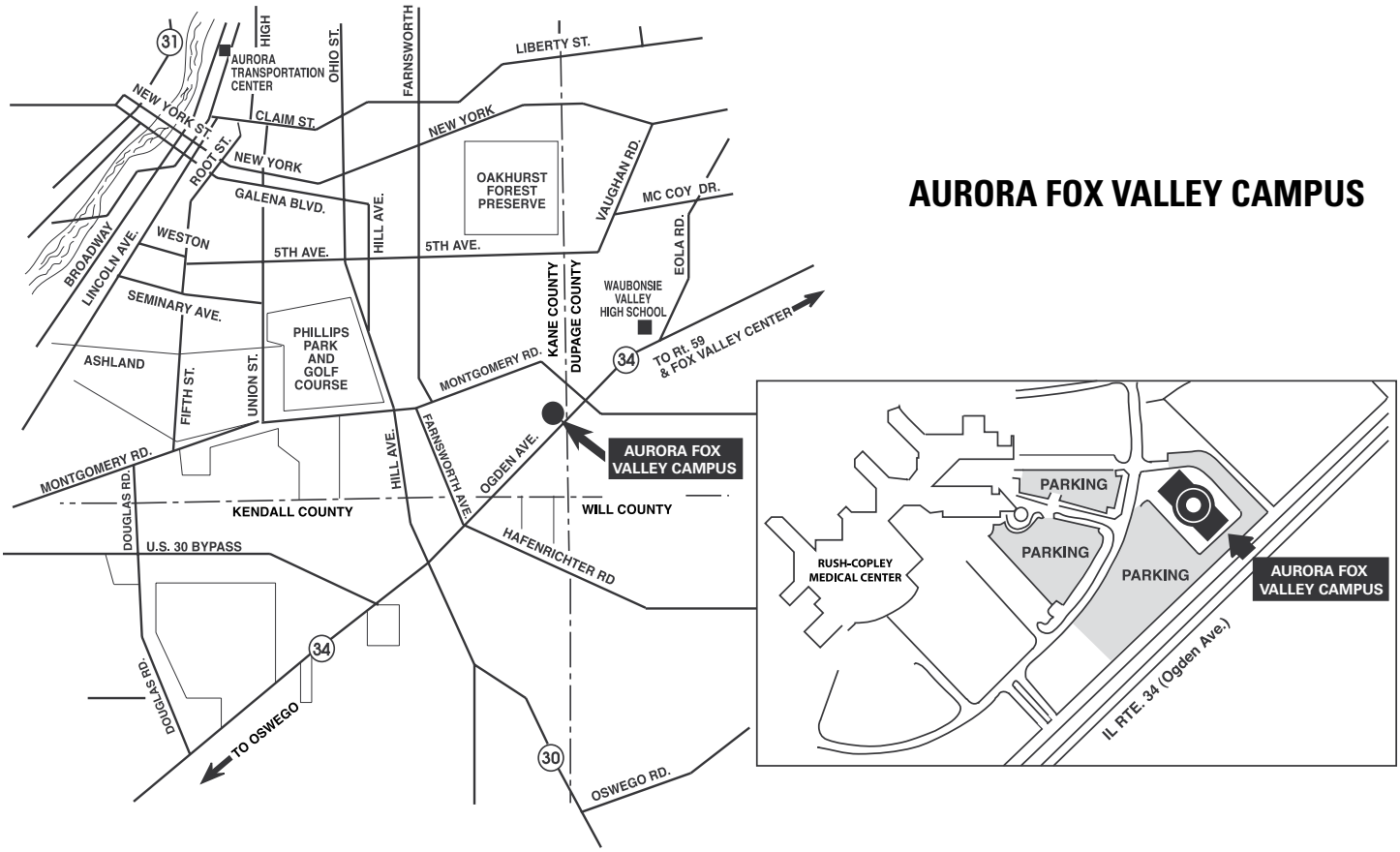
Lot X - located just south of Lot W on the east side of River Street

Lot A - across from Lot X on the west side of River St. between Spruce and Cedar Streets

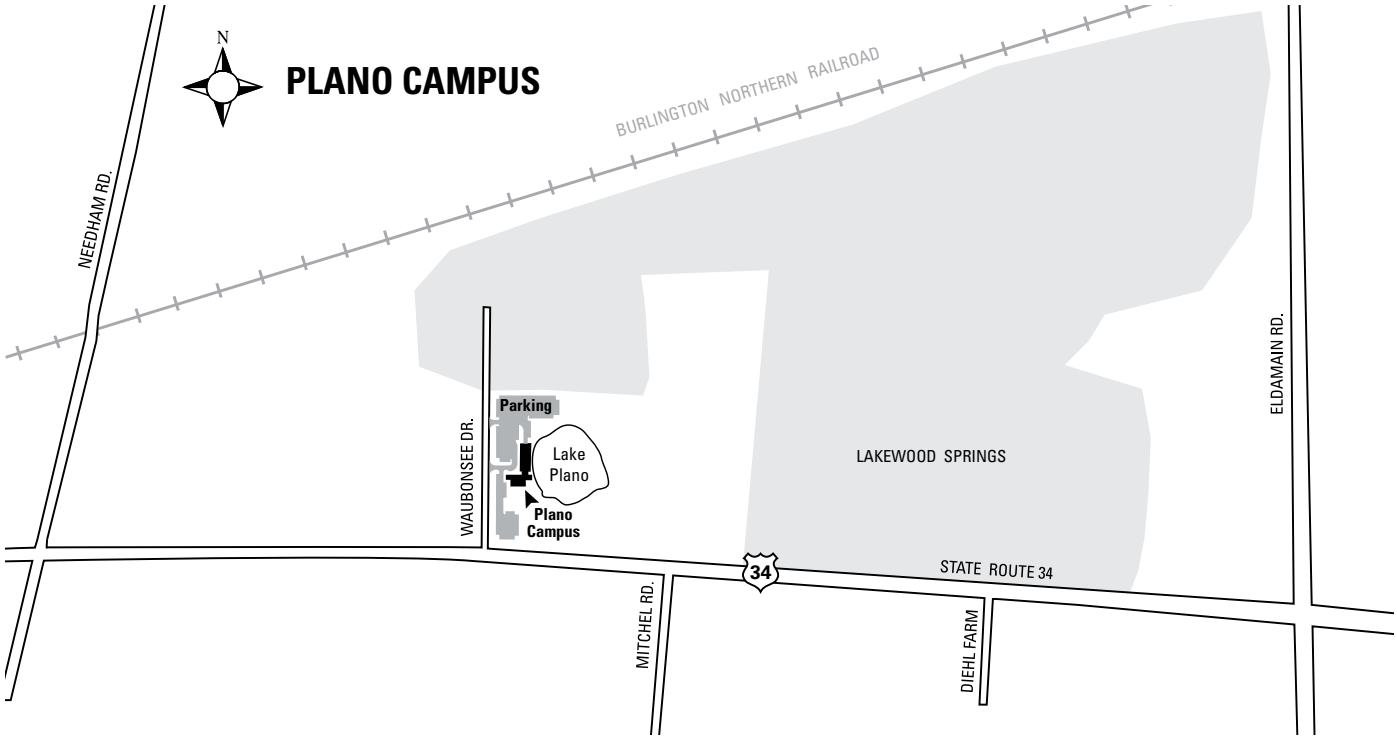
Note that these lots have 6 or 10 hour parking lot time limits. These time limits are enforced by the City of Aurora.

Drop-offs are easily made on the Fox River side of the Aurora Downtown Campus by using the Waubonsee driveway. A Pace Bus Stop is available on Galena Blvd.

AURORA FOX VALLEY CAMPUS



PLANO CAMPUS



A

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Glossary

Academic and Career Advisor - a professionally-trained person who assists students with academic and career planning.

Academic calendar - important dates for the semester related to instruction.

Area of concentration - courses a student takes to build a foundation for intended major or electives to meet credit-hour requirements for a degree.

Assessment - tests in language usage, writing, reading, numerical and algebra skills to determine proper course placement.

Associate degree - awarded to students completing 60-64 semester hours in a particular field of study. Waubonsee awards six associate degrees: arts (AA), science (AS), fine arts (AFA), engineering science (AES), applied science (AAS) and general studies (AGS).

Auditing - taking a class to benefit from the experience without receiving a grade or college credit.

Baccalaureate - bachelor's degree; refers to four-year full-time academic program of study.

Certificate of Achievement - awarded to students completing specific requirements in career/occupational-oriented programs.

Counselor - a professionally-trained Master's level person who can assist students with personal and mental health concerns, in addition to academic and career planning.

Credit by examination - course credit awarded to students demonstrating knowledge through proficiency or CLEP tests.

Curriculum - group of courses comprising an area of specialization.

Dean - person responsible for an instructional or administrative division.

Degree - academic title given to students signifying completion of a program of study. *See associate degree.*

Discipline - area of study such as criminal justice, English or welding technology.

Division - educational or administrative unit of the college. *See instructional division.*

Drop a course - specific action taken by a student to withdraw from a class they registered for.

Extra-curricular or co-curricular activities - offered outside the credit curriculum; e.g., intramurals, sports, clubs and social events.

Fee - set amount charged for registration; also an additional set amount for certain activities or courses.

Financial aid - grants, loans, scholarships and student employment to help students pay their way based on financial need and eligibility.

Full-time - student registered for 12 hours or more per semester.

General studies - designed for students taking a broad range of courses and not pursuing either a career education or transfer degree program. Waubonsee offers an Associate in General Studies degree and a general studies certificate.

Grade point - numerical value assigned to the letter grade received in a class. Grade point average is number of grade points earned divided by number of semester hours attempted.

Graduation - completion of coursework required for a degree. Students must apply for graduation.

IAI - Illinois Articulation Initiative; an agreement to facilitate the transfer process among Illinois schools.

Instructional division - grouping of disciplines, Waubonsee has five: Academic Support; Health Professions and Public Service; Arts and Humanities; Business and Social Science; and Mathematics and Science.

Lec/Lab - number of hours students spend per week in lecture and/or laboratory time in a course.

Part-time - student taking fewer than 12 hours per semester.

Pre-Registration Review (PRR) - an online program for all new regular students to assist in orientation and course selection.

Prerequisite - course that must be completed before taking another. Corequisite refers to a course that must be taken in conjunction with another.

Probation - warning that student is not attaining satisfactory academic progress.

Registration - process of completing forms and steps necessary to enroll in classes.

Reverse transfer - student transferring from another college to Waubonsee.

Schedule - a complete listing of courses available on Waubonsee's website.

Semester - 16-week class term. Fall semester begins in August and spring semester in January. Summer session also offered.

Semester hour (sem hr) - unit of measurement defining credit awarded for successful completion of a class.

Senior college - four-year institution of higher education offering baccalaureate and higher degrees.

Student Handbook - annual publication explaining college policies, regulations and activities in an easy reference format.

Transcript - official copy of student's academic record obtained from the registrar.

Tuition - cost of attending courses based on the number of semester hours for which student enrolls and on residency.

Campuses

Sugar Grove — Route 47 at Waubonsee Drive | Sugar Grove, IL 60554-9454 | (630) 466-7900

Aurora Downtown — 18 S. River St. | Aurora, IL 60506-4134 | (630) 801-7900

Aurora Fox Valley – 2060 Ogden Ave. | Aurora, IL 60504-7222 | (630) 585-7900

Plano – 100 Waubonsee Drive | Plano, IL 60545-2276 | (630) 552-7900

College Information Centers

First Floor, Student Center, Sugar Grove Campus | (630) 466-7900
First Floor, Aurora Downtown | (630) 801-7900

Departments

When calling, please dial (630) 466-7900, then enter the extension shown or dial "0".

Department	Building	Extension
Academic and Career Advising	STC 262 DWNTN 110 FOXVLY 231 PLANO 127	2361
Academic Support Division	COL 162	2503
Access Center for Disability Resources	STC 201	2564
Admissions	STC 260 DWNTN 110	5756
Adult Education Division	DWNTN 460	4119
Arts and Humanities Division	BDE 136	2921
Athletics	FLD 170	2524
Bookstore	DKN 1st floor DWNTN 1st floor	2908
Business and Social Science Division	APC 244	5734
Campus Police	DKN 1st floor DWNTN 1st floor FOXVLY 1st floor PLANO 1st floor	2552
Career Development	STC 262	2368
Development and Alumni Relations Office	AKL 230	2316
Driver Safety	DWNTN 266	3675
Financial Aid	STC 234 DWNTN 241 FOXVLY 234 PLANO 130	5774
Graduation	STC 276	2933
Health Professions and Public Service Division	FOXVLY 107	3900
High School Equivalency Preparation Classes	DWNTN 457	4600
Honors Program	APC 241	2568
Human Resources	A 110	2718

Department	Building	Extension
Industry and Technology Division	TEC 121	2263
Latinx Resource Center	DWNTN 250	4180
Learning Assessment and Testing Services	STC 230 DWNTN 275 FOXVLY 229 PLANO 129	5700
Library	COL 2nd floor DWNTN 1st floor FOXVLY 2nd floor	2400
Lifelong Learning Institute	COL 174	2593
Marketing and Communications	DKN 250	2411
Mathematics and Science Division	SCI 218	2854
Money Matters	STC 238 BDE 225	2493
President's Office	DKN 2nd floor	2903
Provost's Office	COL 132	2352
Registration and Records	STC 249 DWNTN 112 FOXVLY 231 PLANO 127	2370
Student Accounts and Cashier	STC 2nd floor	5705
Student Life	STC 126	2369
Student Services	STC 234	2349
Student Engagement, Dean for	STC 103	6686
Teaching and Learning	COL 132	2356
Tutoring Centers	COL 144 DWNTN 215	2408
Waubonsee Works/Adult Education Youth Services	DWNTN 460	4176
Workforce Education and Training	DWNTN 465	4673

Campus Hours of Operation

Please visit www.waubonsee.edu/hours for current hours of operation.

Campus Closed

The college is closed and services are not available on:

Independence Day	Friday, July 3, 2026
Labor Day	Monday, Sept. 7, 2026
Thanksgiving Holiday	4:30 p.m., Tuesday, Nov. 24 through Sunday, Nov. 29, 2026
Winter Break	4:30 p.m., Wednesday, Dec. 23, 2026 through Sunday, Jan. 3, 2027
Martin Luther King, Jr. Day	Monday, Jan. 18, 2027
Memorial Day	Monday, May 31, 2027
Juneteenth	Friday, June 18, 2027

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WAUBONSEE
COMMUNITY COLLEGE

RISE 2030

FOR EVERY STUDENT
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The Community Colleges of Illinois

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