Western Wyoming Community College
2002-2003 Catalog

To obtain further information write or call:
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Western Wyoming Community College
P.O. Box 428
Rock Springs, WY 82902-0428
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(800) 226-1181
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WWCC Home Page: www.wwcc.cc.wy.us

Accredited by Higher Learning Commission
of the North Central Association
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Western Wyoming Community College

Campus Map

Key:

★ Information/Admissions
■ Interior directory locations
▲ Elevator
✦ Business Office

Western Wyoming Community College
2500 College Drive
P.O. Box 428
Rock Springs, Wyoming 82902-0428
Phone (307) 382-1600, 875-4440
(800) 226-1181
FAX (307) 382-1636
www.wwcc.cc.wy.us
2002-2003 Academic Calendar

Fall Semester

In-Service ................................................................................................................. January 6, Mon
New Student Orientation ....................................................................................... January 8, Wed
Student Advisement & Registration .................................................................. January 8 & 9, Wed & Thur
(Also selected dates in June and July)
Credit Classes Begin ........................................................................................... August 19, Mon
• Labor Day Holiday ................................................................................. September 2, Mon
Most Evening & Non-Credit Courses Begin ......................................................... September 9, Mon
12-wk Block Begins .......................................................................................... September 11, Wed
Last Day to Add Full Semester Credit Classes .................................................... September 11, Wed
Last Day to Drop 1st 5-wk Block ....................................................................... September 17, Mon
First 5-wk Block Ends ........................................................................................ September 27, Fri
Second 5-wk Block Begins .................................................................................. September 30, Mon
Last Day to Drop 2nd 5-wk Block ...................................................................... October 16, Wed
First 8-wk Block Ends ........................................................................................ October 17, Thurs
Mid-Semester .................................................................................................. October 17, Thurs
• Fall Break .................................................................................................. October 18, Fri
Second 8-wk Block Ends ................................................................................... October 21, Mon
Last Day to Drop 12-wk Classes ...................................................................... October 25, Fri
Last Day to Drop Full Semester Classes ............................................................ November 1, Fri
Second 5-wk Block Ends ................................................................................... November 1, Fri
Third 5-wk Block Begins .................................................................................. November 4, Mon
• Early Spring Registration Day - No Day Classes ............................................. November 11, Mon
Last Day to Drop 3rd 5-wk Block ...................................................................... November 13, Wed
Last Day to Drop 2nd 8-wk Block ...................................................................... November 20, Wed
• Thanksgiving Holiday ........................................................................... November 27, 28, 29, Wed-Fri
12-wk Block Ends ........................................................................................... December 6, Fri
Last Day of Classes ......................................................................................... December 12, Thurs
Examination Period ....................................................................................... December 13, 14, 16, & 17, Fri, Sat, Mon, Tues
All Grades Due (By 12 p.m.) ........................................................................ December 18, Wed

No Activities From May 2 Through May 17 Without Permission of the President

Spring Semester

In-Service ................................................................................................................. January 6, Mon
New Student Orientation ....................................................................................... January 8, Wed
Student Advisement & Registration .................................................................. January 8 & 9, Wed & Thur
(Also selected dates in June and July)
Credit & Most Non-Credit Classes Begin .............................................................. January 13, Mon
• Martin Luther King Holiday ......................................................................... January 20, Mon
Last Day to Add Classes .................................................................................... January 27, Tue
Last Day to Drop 1st 5-wk Block ...................................................................... January 29, Wed
12-wk Block Begins .......................................................................................... February 3, Mon
First 5-wk Block Ends ........................................................................................ February 14, Fri
• Presidents' Birthday Holiday ....................................................................... February 17, Mon
Second 5-wk Block Begins ................................................................................ February 18, Tue
Last Day to Drop 2nd 5-wk Block ..................................................................... March 6, Fri
First 8-wk Block Ends ....................................................................................... March 7, Fri
Mid-Semester .................................................................................................. March 7 - 10, Mon - Fri
• Spring Recess .............................................................................................. March 10 – 14, Mon - Fri
Second 8-wk Block Begins ................................................................................ March 17, Mon
Last Day to Drop 12 & 16-wk Classes ................................................................. March 28, Fri
Second 5-wk Block Ends ................................................................................... March 31, Fri
Third 5-wk Block Begins ................................................................................... April 1, Tue
• Early Registration Begins - No Day Classes .................................................. April 8, Tue
Last Day to Drop 3rd 5-wk Block ...................................................................... April 17, Thur
Last Day to Drop 2nd 8-wk Block ...................................................................... April 17, Fri
• Good Fri - Easter Mon Holidays .................................................................. April 18 - April 21, Fri - Mon
12-wk Block Ends ........................................................................................... May 2, Fri
Last Day of Classes ......................................................................................... May 8, Thur
Examination Period ....................................................................................... May 9, 10, 12, & 13, Fri, Sat, Mon & Tues
All Grades Due (By noon) ................................................................................ May 14, Wed
Commencement .............................................................................................. May 16, Fri

No Activities From May 5 Through May 16 Without Permission of the President
THE MISSION OF WYOMING’S COMMUNITY COLLEGES

The following mission statement was adopted by the Wyoming State Legislature under the Post Secondary Omnibus Act in 1991:

The mission of Wyoming’s community colleges is to provide access to post-secondary educational opportunities by offering broad comprehensive programs in academic as well as vocational-technical subjects. Wyoming’s community colleges are low-tuition, open access institutions focusing on academic transfer programs, career and occupational programs, developmental and basic skills instruction, adult and continuing education, economic development training, public and community services programming and student support services.

WESTERN’S VISION STATEMENT

Western Wyoming Community College envisions providing lifelong learning opportunities in an environment characterized by a commitment to quality and success.

WESTERN’S PHILOSOPHY AND OBJECTIVES

The following statement of philosophy was developed by the WWCC faculty, staff and administration to support the general mission statement. It was approved by the Board of Trustees in September, 1993.

Western Wyoming Community College is a public institution whose fundamental purpose is to provide an education of high quality to both traditional and non-traditional students at all stages of life.

Recognizing that teaching is central to its mission, the College seeks to foster an environment in which students committed to learning and a faculty dedicated to teaching interact closely in an atmosphere of mutual respect. Committed to quality and success, the College encourages flexibility and innovation in its curriculum and instruction. As a comprehensive community college, Western, through its curriculum, aims to develop in all students a breadth of perspective, a capacity to think both critically and creatively, and an understanding of the role of values in thought and action.

Recognizing also that the college experience will influence the social, emotional and physical growth of each individual student, Western offers student support services which foster development and promote growth and change. These services complement the Colleges’ focus on teaching and assist the faculty in helping students persist in their educational goals.

Western Wyoming Community College’s primary service area is the community of Southwest Wyoming. As a community college keenly aware of community in its name, the College seeks to apply its resources to enrich cultural life, to enhance the awareness of the community’s unique heritage and environment, and to develop a consistent dialogue and interaction with local business and industry. In addition to providing a formal curriculum, the College sponsors such activities as training programs, conferences, workshops, lectures and performances.

GUIDING PRINCIPLES

I. Learning is Our Purpose

Our purpose is to provide quality experiences that foster lifelong learning. We assess learning through our five Goals for Student Success, and we then adapt to improve learning.

II. Students Are Our Focus

As students succeed in meeting individual goals, WWCC succeeds. Our task is to provide an environment that encourages success for a diverse student population. Underlying every decision should be the question: Does this contribute to the success of our students?
III. Employees are our Most Important Resource

Growth opportunities and recognition are important in creating leaders and professionals and in enhancing employee satisfaction.

IV. The Community is Our Partner

We interact with community members, organizations, local business and industry to enrich community life.

V. Adapting to Change Defines Our Future

We must meet the changing needs of our community, students, and employees by encouraging and supporting innovation and informed risk-taking.

VI. Ethical Standards Guide Our Actions

We commit ourselves to treating all individuals with respect, demonstrating integrity and professionalism, developing and implementing fair solutions to problems, and assuming responsibility for our work.

OUR HISTORY

Western Wyoming Community College, the fifth of seven community colleges in Wyoming, was established in the Fall of 1959. Through the efforts of a citizens’ committee, a campaign was planned and implemented, an election was held, and the College and the original district were created. In September, 1959, forty students enrolled for college credit courses. These first students met on an extended day program in the Rock Springs High School with five full-time faculty members serving the institution.

A full daytime program was initiated in 1960-61 when the College moved to Reliance, five and one-half miles from Rock Springs to occupy the former Reliance High School. In September, 1964, the original district was expanded to include all communities within Sweetwater County, a new Board of Trustees was elected, and the official name of the College became Western Wyoming Community College.

Consistent growth of the College led to the inauguration of a $1,822,000 building program on October 4, 1966. Ground-breaking ceremonies on November 11, 1967 marked the beginning of construction on an entirely new campus, and completion in June, 1969 assured a new era of growth for the college and expanded services for western Wyoming. In March, 1973, voters approved a $1,780,000 bond issue to provide additional instructional facilities. The new vocational-technical education building was ready for occupancy in Fall, 1974, and the college center building was completed. Three apartment buildings were constructed to provide on-campus housing in 1976. These buildings were made possible by a loan from the State Farm Loan Board. The College was granted accreditation by North Central in April, 1976.

Again, the citizens of the College District demonstrated its support for Western Wyoming Community College by authorizing a building project which cost in excess of $63,000,000. This project created one of the most modern and beautiful campuses in the West. Students enrolled in 1985 were the first to use new student housing, the Green River Center and the Technology and Industry shops.

These additions were followed by a new student commons area, classrooms and labs, offices, Children’s Center, studios, and theatre which were occupied between the Fall of 1987 and Fall of 1988. A new chemistry laboratory was completed for the Fall 1993 Semester. Another bond election was approved for construction of a residence hall in December 1994. The residence hall was completed in August, 1997.

Student numbers have increased over the years from 40 in 1959 to over 5,000 in 2001. These figures include all students – varying ages and interests, enrolled in the credit, non-credit and extension programs. The number of full-time students enrolled for college credit courses has increased to approximately 1,000, and full-time equivalent students (FTE) has increased to approximately 1,800.
OUR GOVERNANCE AND ADMINISTRATION

Western Wyoming Community College is under the control of a locally elected Board of Trustees responsible for governing Western Wyoming Community College District. It is a public, non-profit, tax-supported, co-educational, two-year community college.

Board of Trustees:
- President: Mr. Michael Christensen, Rock Springs
- Vice President: Dr. John F. Pembroke, Rock Springs
- Secretary: Mr. Robert Gordon, Green River
- Treasurer: Mr. Dick Boettcher, Rock Springs

Administrative Staff:
- President: Dr. Tex Boggs
- Dean of Academic Affairs: Mr. Ken Fitschen
- Dean of Administration: Mr. Marty Kelsey
- Dean for Student Affairs: Ms. Jackie Freeze
- Associate Dean for Assessment and Occupational Programs: Dr. Colleen Altaffer-Smith

INSTITUTIONAL OVERVIEW

Western Wyoming Community College is:
- A public, non-profit, tax-supported, two-year, co-educational institution granted legislative authority to award degrees
- Accredited by the Higher Education Commission of the North Central Association of Colleges & Schools
- Recognized by the Wyoming State Department of Education
- Recognized by the Veteran’s Administration
- An Equal Opportunity Employer
OUR LOCATION

Western Wyoming Community College is located in Rock Springs and has an extended campus center in Green River, Sweetwater County, Wyoming. The boundaries of the College district, coterminous with those of the County, enclose 10,473 square miles in the southwestern part of the State. The average elevation of the County is over 6,500 feet above sea level. Green River, which is located approximately 12 miles west of the main campus site, together with Rock Springs, comprises the fourth largest population center in the State of Wyoming. The recreation areas of Flaming Gorge, The Tetons/Jackson Hole country, and Yellowstone National Park are all easily accessible to the College community. The campus, consisting of 435 acres, with modern facilities and equipment, can be easily reached by car on Interstate 80 and U.S. 191, as well as by Greyhound Bus Lines and various airlines.

The Wyoming Legislature defines each college’s service area. Western is proud to be serving southwest Wyoming with centers in Evanston, Bridger Valley, Kemmerer, Afton/Cokeville, Big Piney, Pinedale, Rawlins and other Carbon County towns.

OUR ACCREDITATION

Western Wyoming Community College is accredited by the Higher Learning Commission of North Central Association. The College was commended for notable strengths in:

- Well-qualified, dedicated and enthusiastic faculty, administration, and staff
- Fostering a visible partnership with business, industrial and health sectors to promote economic progress
- Serving as the cultural center of its service area, facilitating community involvement in a broad range of activities
- Having a physical plant that is highly attractive, effectively utilized, and well maintained
- Having a commitment to serving a huge geographic area through quality outreach centers
- Having an Associated Student Government and student body actively involved in campus affairs and exhibiting strong mutual support among their peers
- Providing occupational programs that are relevant, current, and responsive to student and community needs
- Having solid academic resources and support services
- Expressing a commitment to providing comprehensive student services
Other Accreditation:

- Fully Accredited - CAHEA and AMA
- Wyoming State Board of Nursing
- National League of Nursing Accrediting Commission

THE WESTERN WYOMING COLLEGE FOUNDATION

The Western Wyoming College Foundation is a nonprofit corporation organized to promote, support and extend financial support to Western Wyoming Community College. It aids the college’s educational programs and services by providing scholarships and other financial assistance to the College.

The Foundation is authorized by its Articles of Incorporation to accept gifts, bequests, and donations for the use and benefit of Western Wyoming Community College and its students in accordance with the instructions of the various donors and testators.

The various scholarships and grants offered through the Civic Grant program administered by the Western Wyoming College Foundation may be found in the Financial Aid section.

The Foundation is managed by seven directors of which two are members of the Board of Trustees of the College. The remaining five are from the public at large. Public at large vacancies on the Board of Directors are filled by a vote of the majority of the remaining directors.

The current members are:

Mr. John Hay, III .......................... President
Mr. Bill Taliaferro ........................ Director
Mr. Jim Burdick ............................ Vice President
Ms. Margaret Russell  ..................... Director
Mr. Michael Christensen  .... Secretary/Treasurer
Mr. Mike Yedinak  ......................... Director
Mr. Tex Boggs  .............................. Director
GETTING ADMITTED

Western Wyoming Community College is an open door institution, and all residents over the age of sixteen can be admitted to the College. All students working toward a degree are required to show evidence of high school graduation or successful completion of the General Education Development (GED) examination. Completion of high school equivalency must be accomplished by the end of the student’s freshman year (completion of 30 semester hours of college credit). Home school students should contact Admissions regarding specific requirements. Students pursuing certificate programs must complete their high school education or equivalency by the halfway point in the program. If high school completion is not achieved, credit is not applicable toward a WWCC degree or certificate.

There are four types of students at Western Wyoming Community College. Each follows a different admissions procedure.

DEGREE OR CERTIFICATE STUDENTS

Persons applying for a degree or certificate program should do the following: (All full-time students must follow this procedure.)

1. Complete the application for admission.
2. Submit official transcripts from the last high school attended and previous colleges attended (if any). Students who have not graduated from high school should submit a copy of the General Education Development (GED) scores or arrange to take the GED Examination at the College (no later than the end of the freshman year). Students in certificate programs must complete high school equivalency by the midpoint of their program. Students who have been home schooled must provide a national equivalency certificate or transcript or take the GED exam. Once a student has submitted official transcripts from another school, they become the property of WWCC and will not be returned to the student. This applies even if the student does not enroll. Copies are not made for third parties.
3. Whenever possible, submit the American College Test (ACT) scores. This test is not a requirement for admission; however, all students are encouraged to take it. Information from the test is used to assist the student in educational and vocational planning. It is also recommended for those who wish to be considered for scholarships and for those who plan to transfer to a four-year college.
4. Students enrolling in a Health Science program should contact the Director of the program. In addition to the regular application process, they should also complete the special health science application. Acceptance into the college does not constitute acceptance into these specialized programs. Screening information for each program is listed later in this catalog.
5. International students must complete additional application requirements. They are: non-refundable application fee of $100, official high school and any college transcripts translated to English, submission of the TOEFL exam scores, a health statement signed by a qualified doctor, a financial statement from the bank of the person sponsoring his/her stay, proof of medical insurance coverage and an appropriate deposit as established by the institution to cover the student’s first year at WWCC.

Prospective full-time students are issued an acceptance letter as soon as these requirements are completed. Students who have not received high school equivalency or who are currently attending college for the first time and cannot submit the college transcript, are granted conditional acceptance until all requirements are met. Exceptions to any admission requirements should be addressed to the Director of Admissions.
SPECIAL STUDENTS

Special students are those who are taking credit courses on a part-time basis but are not working toward a degree or certificate. Persons applying as a special part-time student do not have to complete the application process prior to registration.

HIGH SCHOOL STUDENTS

Seniors who wish to take courses for credit under the high school concurrent program are required to submit the high school concurrent application signed by the high school counselor. They should also have a minimum 3.25 high school GPA before considering college classes. They should also complete any special tests or other admission requirements for individual classes. Exceptional juniors may also be allowed to take courses.

NON-CREDIT STUDENTS

Non-credit students complete a non-credit registration form at the time of registration.

TRANSFER ADMISSION

Western Wyoming Community College will accept earned credit (in semester hours) from other accredited two-year and four-year colleges in the United States. Academic status at the time of admission and credits acceptable toward an Associate of Arts Degree, Associate of Fine Arts Degree, Associate of Nursing, Associate of Science Degree, and Associate of Applied Science Degree, or a certificate program, will be determined by the Office of Enrollment Services. A maximum of 50 semester hours of transfer credit is accepted toward WWCC degrees.

Policies relating to transfer admissions are as follows:

1. Students must submit official copies of transcripts from each college attended.
2. Credit is accepted from all accredited institutions as listed in the American Council on Education’s Accredited Institutions of Post-Secondary Education.
3. Transcript evaluations are completed for students who are accepted for admission prior to the beginning of each semester (walk-ins or late applicants will not be evaluated until after the add period is over). The transcript evaluation indicates which course work is equivalent to WWCC courses as well as courses accepted under general divisions (i.e. History of Germany would be accepted as a history course even though the college doesn’t have a direct equivalent). Questions about equivalency are referred to the appropriate department for determination.
4. All coursework completed by the student is listed on the evaluation and on the WWCC transcript, although only 50 credit hours may be applied toward the WWCC degree or certificate program. Fourteen hours of the degree program must be completed through WWCC.
5. All grades of ‘D’ or better will transfer to WWCC except for freshman English, U.S. Government and the 1st college level math class. GPA does not transfer or add into the WWCC cumulative (CUM). For those graduates who complete less than half of their credit at WWCC, the previous CUM’s will be added into the CUM GPA to determine that a 2.00 GPA has been maintained throughout.
6. WWCC does not accept religion courses. Students may be required to submit course descriptions to prove equivalency or if the content of any course is not readily apparent or a catalog is not on file with the Enrollment Services office.
7. Credit from an institution on the quarter system is converted to semester hours (a quarter hour is two-thirds of a semester hour). Fractions of hours are not rounded up.
8. Coursework completed longer than ten years ago is subject to review. All credit will transfer and will fulfill general education requirements. Prerequisite courses and courses requiring current knowledge for specialized and technical certificates or degrees will not be accepted. Students may challenge or retake these courses. Examples of specialized or technical requirements include:
a. Degree or coursework (i.e. computer science courses for a student receiving an A.A.S. degree with emphasis in Computer Science).
b. Any technical or specialized skill course required for a certificate program.
c. Courses requiring current knowledge prior to entry into certain Health Science programs (i.e. Anatomy and Physiology, Chemistry).

9. Students transferring U.S. Government courses from out-of-state must complete the History of Wyoming (Wyoming Constitution) requirement in order to meet WWCC degree requirements.

10. Once a student submits an official transcript to WWCC, it becomes the property of the college and will not be released to a third party. If the student wants a copy of his/her record from another institution, he/she must request it directly from the college attended. This protects the student’s rights as well as the credibility and integrity of the other institution and its transcripts.

INTERNATIONAL STUDENT ADMISSION

In addition to the regular admissions procedures, a foreign student must submit the following information to the Admissions office:

1. Students must have a composite score of 500 (written) or 173 (computerized) on the Test of English as a Foreign Language and/or have achieved ESL advanced standing to level 107. Students below that level may enter the College’s ESL program. (Students must, however, have some English ability.)

2. Translated copies of post-secondary school records (if the student has attended a post-secondary institution). Proof of high school equivalency graduation.

3. A completed Health Form, signed by a physician.

4. Evidence of financial responsibility is also required. Expenses include tuition, fees, books, room and board, and health insurance. It does not include student’s personal expenses or transportation costs.
   a. A statement of financial support from the bank of the person who will be sponsoring your stay in this country (stating how much will be available for your stay in this country).
   b. A deposit of $4,000 and a $100 non-refundable application fee. Send a bank draft, money order, or American wire transfer payable to Western Wyoming Community College. With permission, the student may submit the $4,000 deposit upon arrival. This deposit will be applied toward the first semester’s tuition, room, board, books and other fees. If, for any reason, the student cannot attend WWCC, the deposit, with the exception of the application fee, will be returned.

All international students must have medical insurance. Proof of international coverage or purchase of the college’s insurance is required. After the applicant has completed the above, an admission decision will be made. Accepted students will be sent an official letter of acceptance and a Certificate of Eligibility (Form I-20) will be issued for visa purposes.

ASSESSMENTS

All students who are degree seeking or full-time are required to take the COMPASS assessment. (Part-time non-degree seeking students who take math and English classes must also complete these assessments.) **Students with high ACT and SAT scores may be exempt from the assessments.** Contact the Enrollment Services office for more information. The tests are designed to determine the students’ level of ability – they are not pass/fail exams. The College’s aim is to place the student in the course best suited to meet his/her particular skills. In some cases, developmental courses are required before students may enter college-level courses in these areas. Tests are offered at various times prior to each semester. Scores are valid as long as the student has continuous attendance at WWCC.
ADVISING

All full-time, and degree-seeking part-time, students are assigned to a faculty advisor. This assignment is made on the basis of the student’s career and educational interests.

Students must obtain the advisor’s signature on the advisement and registration form prior to registering each semester.

Students are encouraged to see their advisors on a regular basis regarding choice of classes, scheduling, and career interests.

The student is ultimately responsible for his or her decisions and must gather information through the catalog, class schedule and other sources.

In order to change advisors, the student must do so officially through the Enrollment Services office.

Part-time students may be assigned an advisor upon request.

ORIENTATION

An orientation program is offered for all new students. It consists of informal meetings which address advisement, testing, and registration policies and procedures, and adjustment to college. Information may be obtained from the Enrollment Services office.

The math, reading, and English placement assessments (COMPASS) are also given at this time.

All new freshmen are required to attend one of the orientation sessions prior to registration. Transfer students and returning WWCC students who have completed fewer than 12 hours and/or have a cumulative Grade Point Average of less than 2.00 are also required to attend orientation prior to registration. Orientations are usually scheduled several times throughout the summer and just prior to the start of classes for students who can’t attend an earlier session.

HONORS PROGRAM

The Western Wyoming Community College Honors Program was designed for students with superior academic records, above average enthusiasm for learning, and intellectual curiosity. The Honors Program mission is to challenge bright students by encouraging learning communities within the classroom and opportunities for intellectual growth outside the classroom. Through field trips and classroom interaction, students form life-long friendships with others who share their commitment to learning.

Twenty Honors Program students—ten freshmen and ten sophomores—are chosen each year through a process of application and essay. Freshmen must submit ACT scores and sophomores must be nominated by WWCC faculty members.

Honors Colloquiums

As part of the Honors Program, students participate in two special honors colloquiums: one in Humanities and one in Social Science. The humanities course incorporates cultural field trips into the course content, as students examine the role of the arts and humanities in the human experience. Students have traveled to symphonies, operas, art galleries, plays, and museums as part of the course. The social science colloquium explores issues central to the human experience from a social science perspective. Topics vary from year to year.

Honors Program students also pursue an individual research project, working closely with a faculty mentor. This project allows them to investigate topics of their choice, become familiar with research methods, and develop their own expertise on a topic of personal interest, giving their education a highly individual stamp.
Honors Courses

Honors Program students are also eligible to enroll in any of the 8 to 10 honors courses offered yearly. These challenging courses with limited enrollment, are taught by some of Western’s most dedicated faculty and are designed to bring together talented students from all majors. While intended for academically motivated students, honors courses are not simply more work with stiffer competition. They are innovative, intellectually stimulating, and designed to develop a community of scholars among the participants. Because of the excellence demanded in these courses, Honors Program students frequently take more than the required two.

Honors Admissions Requirements

- Incoming freshmen can apply for admission to the Honors Program if they have a 25 ACT or 1100 SAT composite score.
- Students with a 3.75 GPA may be nominated by a WWCC faculty member during their first year to be in Honors their second year.
- Unusually creative students with high potential for success may be recommended by WWCC faculty familiar with their work.
- Students who receive the WWCC Superior Student Scholarship and students transferring to WWCC from other honors programs will automatically be admitted to the WWCC Honors Program.

Applicants are screened and selected during spring for the following fall semester on the basis of academic records, letters of recommendation and application essays.

Maintaining Eligibility in Honors

Students are expected to:
- Maintain a GPA of at least 3.25 in 15 credit hours
- Enroll in two honors courses per academic year, including the two Honors Coloquiums

Any student who fails to maintain the required GPA has one semester on probation before being dropped from the Honors Program.

Transferring

Students who have participated in the WWCC Program will be automatically accepted into the honors program at the University of Wyoming, Weber State University, and Utah State University. In addition, colleges and universities throughout the national recognize the Honors Program designation on the student’s transcript as a sign of superior work.

MILITARY SERVICE CREDIT

Students who have had military service may be granted credit in physical education (2 hours) in accordance with the recommendations of the Commission on Accreditation of Service Experiences. Credit for successful completion of advanced military science courses may be counted toward the credit requirements for graduation. Requests for military service credit must be initiated in writing, accompanied by appropriate military documentation by the student. Western Wyoming Community College may award credit, as recommended by the American Council on Education, for formal military service school courses and USAFI courses.

SERVICE MEMBERS OPPORTUNITY COLLEGE

Western Wyoming Community College is a member of the Service members Opportunity Colleges. As a SOC member we are committed to easing the transfer of relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training and work experiences. SOC is sponsored by fifteen national higher education associations with the military services, the National Guard Bureau and the Office of the Secretary of Defense serving as cooperating agencies.
TRANSFER OF CREDITS

Students who wish to transfer course credits earned at Western Wyoming Community College to four-year colleges, universities, and professional schools should have no difficulty if their credits meet the following standards. Students planning to transfer to a four-year college or university should fulfill the requirements for the A.A., A.F.A., A.N., or A.S. Degrees.

1. **Acceptable Grades:** Grades of “C” or better are normally necessary to gain credit transferable to four-year schools. Some colleges and universities accept “D’s”. Students should check with the institution to which they plan to transfer.

2. **Careful Selection of Courses:** A student must choose courses at Western Wyoming Community College which are required by the four-year school for the student’s proposed major field of study. A student should check the catalog of that school and follow the program as closely as possible. If a course is numbered below the first listed course in a four-year program, credit will generally not be granted for the lower course.

3. Courses carrying a number less than 1000 after the department prefix (ENGL 0950) will not transfer nor count toward WWCC transfer degrees.

4. Specialty courses listed under directed study, topics, cooperative education or student leadership transfer at the discretion of the transferring institution.

Since each educational institution prescribes its own standards and its own prerequisites to transfer, a transfer student should discuss his/her program with the faculty advisor. There is no limit to the number of hours a student may transfer from WWCC to the University of Wyoming. However, they must complete 48 hours of upper division credit so the average acceptable transfer hours are 70-80. Students enrolled at the University of Wyoming who have accumulated 60 hours of college credit may, with the approval of a petition to the UW college dean, take additional courses at Western Wyoming Community College within the above limitations.

Because of the specialized nature of certain courses in occupational-vocational education, students majoring in these areas and wishing to transfer should familiarize themselves with the curricula of the institution to which they plan to transfer. Programs in WWCC’s Office, Health Science and Technology and Industry areas are not designed to be transfer programs. Students should discuss their program at the College with their faculty advisor, Coordinator of Academic Advising, Registrar, the Student Development Center, or the Dean of Academic Affairs.

TRANSFER AGREEMENTS WITH OTHER INSTITUTIONS

WWCC has transfer articulation agreements with a number of colleges including University of Wyoming, Brigham Young University, Weber State University, University of Utah, Utah State University, Black Hills State, Chadron, University of Northern Colorado and Colorado State University. These agreements provide for guaranteed transfer of general education and other required courses.

CREDIT FOR EXTRA-INSTITUTIONAL LEARNING

**Life Experience**

Western Wyoming Community College recognizes the viability of “extra-institutional learning”. Extra-institutional learning is defined as learning that is attained outside the sponsorship of legally authorized and accredited post-secondary institutions. The term applies to learning acquired from work experience for extra-institutional learning in the following ways:

1. By taking the appropriate CLEP examinations.
2. By taking an institutional course challenge examination if no CLEP test is available in that course area.
4. By submitting documentation of formal training through the Office of Enrollment Services. The College Faculty reviews the material and, if appropriate, makes a recommendation for credit. This process can only be applied to work which corresponds to a specific course offered at Western.

A schedule of fees can be found in the fee section of this book.

Grades granted for extra-institutional learning will be duly noted on the transcript and S-U grades will be assigned when appropriate.

A maximum of forty hours can be granted for extra-institutional learning toward an associate degree.

Credit by Examination

There are two major ways by which a student may test for college credit without enrolling in a college course:

1. Credit by examination is available at Western Wyoming Community College in any course or subject for which a CLEP Test is not available (see below). Through examination, it is determined if the student’s proficiency is equivalent to that which could be expected upon completion of a college level course in the subject. If the student is found to have this level of proficiency, he/she is awarded credit for that course and allowed to proceed with the more advanced course or with other courses in other areas. The following stipulations apply:
   a. To qualify for credit by examination, the student must be enrolled at Western Wyoming Community College. No credit by examination will be permitted during the last thirty days of a semester.
   b. A student may not earn credit by examination in a course if he/she has completed a course in the subject matter area above the level of the course in which he/she wishes to be examined.
   c. A fee is assessed for institutional challenge examination. This fee is in addition to the amount of tuition paid by a regular part-time or full-time credit student for the regularly scheduled courses. Part-time students taking institutional challenge examinations do not have to pay an additional amount of tuition for the credit they would be receiving if the course challenge is successful.

2. As a National Test Center for the College Level Examination Program (CLEP)-sponsored by the Education Testing Service of Princeton, New Jersey - Western Wyoming Community College administers CLEP Examinations to any person who wishes to be tested, regardless of whether he/she is enrolled at Western Wyoming Community College. There are two types of CLEP examination: the General Examinations measure achievement in five broad areas (English Composition, Humanities, Mathematics, Natural Science, and Social Sciences-History); the Subject Examinations measure achievement in a specific college-level course. CLEP examinations are administered once each month. Further information is available through the Student Development Center.

Forty hours of credit earned through challenge and CLEP may be counted toward graduation from Western Wyoming Community College.
GETTING REGISTERED

Registration for classes takes place prior to the beginning of each semester (see the College calendar for specified dates). Students may register for certain non-credit classes through the first class session. Tuition and fees are payable at the time of registration. Students may register, on a space available basis, for full semester classes during the first two weeks of school. Students taking eight-week blocks may register through that first week and five-week blocks through the third day of class.

Students are able to obtain a full refund prior to the first official day of classes. After that point, the refund schedule and payment obligations are in effect.

New students who plan to work toward degree or certificate programs should complete the application for admission, submit transcripts of previous high school and college work and take the American College Test (recommended but not required) prior to registration.

REGISTRATION OPTIONS

Students may register through the following methods:

• On-line via the WWCC web page.
• In person in the Office of Enrollment Services or at the Green River Center (Part-time only)
• By mail (Part-time)
• By telephone (Part-time)

LATE REGISTRATION

Students are encouraged to register on the dates specified in the College calendar. If this is not possible, students may register for full semester classes during the first two weeks of the semester. Students taking courses on the block plan may register for block courses prior to the beginning of the course. Contact the Office of Enrollment Services for specific dates. A late fee is charged for registrations on or after the first day of classes. Students who enroll in flexible entry courses are not eligible for refund after the designated last day to add full semester classes each semester.

GETTING FINANCIAL ASSISTANCE

FINANCIAL AID

Responsibility for coordinating all student financial assistance is assigned to the Financial Aid Office. This responsibility includes scholarships, grants, loans, and federal work study. Each student is urged to consider the various financial aid options available.

The types of financial assistance at WWCC include:

• Aid based on assessed financial need
• Academic excellence
• Foundation aid

All Federal, and some Foundation aid, requires completion of the Free Application for Federal Student Aid (FAFSA).

All financial aid applicants must complete a WWCC Financial Aid Application and provide any supporting information required. Many institutional scholarships require the student to write a personal essay that details their career goals and educational plans, and submit two letters of recommendation to support the application. Additionally, students must be accepted for Admission to WWCC before any financial aid award is made.
HOW SHOULD I APPLY?

For institutional aid programs, students must submit the WWCC application and the supporting documentation outlined above. The first priority funding date is April 1 of the preceding academic year. Since institutional aid programs are in high demand, students are encouraged to meet the April 1 priority date while funds are still available. Aid is not reserved for late applicants and scholarships/activity grants/work study assignments are awarded as applications are completed.

For federal aid programs, students should use the FAFSA (Free Application for Federal Student Aid), and are responsible for submitting the information to WWCC as soon as it is received since the SAR (Student Aid Report) that is generated is sent directly to the students. Funds are limited and the process is lengthy. All federal aid applicants must have graduated from high school or completed their GED requirements.

HOW ARE SELECTIONS MADE?

Selection for aid is made following the priority dates. Applications received by those dates will receive priority consideration for available monies. Applications received after the date will be processed on a first-come, first serve basis. Students should receive an award notification in early Summer.

Often, a combination of federal and institutional aid programs is offered to students to help meet their educational budget.

Federal Aid Programs:

**Federal Pell Grant:** Grant money available to students attending approved post-secondary institutions. Application is made to and eligibility is determined by the Pell program.

**Federal Supplemental Educational Opportunity Grant (FSEOG):** Federal grants to students with the lowest family contribution making satisfactory academic progress.

**Federal Work Study (FWS):** Campus-based student employment available to a limited number of students with need who choose to earn part of their educational expenses.

**Leveraging Educational Assistance Partnership Program (LEAP):** Federal money used to match state funds for grants to undergraduates making satisfactory academic progress. Available only to Wyoming residents with need in an amount greater than $900.

**Federal Stafford Loan:** Need-based federally subsidized loan to college students which are made by participating lending institutions. Current interest rate is variable not to exceed 8.25% and repayment obligations begin six months after a student completes their education or stops attending on a part-time basis. Entrance and exit counseling are required.

**Unsubsidized Federal Stafford Loan:** Federal loans available to students. Interest payments begin within 60 days after loan disbursement unless students choose to defer these payments. It has a variable interest rate, not to exceed 8.25%. Entrance and exit counseling are required.

**Federal PLUS Loan:** Federal loan available to parents whose dependent children attend post-secondary institutions. The interest rate is variable not to exceed 9% and repayment begins immediately after loan disbursement.

INSTITUTIONAL AID PROGRAMS

Scholarships

**WWCC Superior Student Scholarship:** Awarded to students exhibiting academic excellence and requires a minimum GPA of 3.75 and ACT composite of 27 or better to qualify. A personal interview is required, in addition to a personal essay and two supporting letters of recommendation. These scholarships are awarded for a four-semester period and includes in-state tuition, books, residence hall suite and limited board. Recipients are required to enroll in one honors course per semester.
**WWCC Honor Scholarship:** Provides in-state tuition and a book stipend for four semesters to qualified students with a minimum 3.35 high school GPA and 23 composite on the ACT Exam. Recipients are required to enroll in one honors class per year.

**WWCC Senior Scholarship:** Awarded to high school seniors upon graduation. Selection is made by the high school. Students must have a minimum 3.10 GPA and 18 composite on ACT Exam to qualify. The award is for a four-semester period and provides for full-time in-state tuition costs.

**WWCC Divisional Scholarship:** Developed to reward academic excellence and student interest within WWCC academic disciplines. Students generally must have a minimum GPA of 2.00 to qualify and must be majoring in that division. Criteria is developed by each division and recipients are identified accordingly. Value is generally limited to two semesters full-time in-state tuition.

**Athletic Grant-In-Aid:** Provided by the college in recognized competitive sports areas which require the student athlete actively compete in order to qualify. The value is dependent on the specific contract but may include in-state tuition, board, books, and room. Students must also submit a FAFSA.

**Special Ability Grant:** Offered to students with exhibited special abilities in performing /competitive areas such as art, music, drama or dance. Students must actively participate in the area to receive these grants and the value may include in-state tuition and/or residence hall suite costs.

**WWCC Competition Grant:** Awarded in recognition of college-sponsored competitive events in academic or vocational areas to competition winners. Value is limited to in-state tuition for four consecutive semesters.

**Vietnam Era Veterans Program:** Provides in-state tuition costs for up to ten semesters to Wyoming residents who have a Vietnam Service Medal for the period between August 5, 1964 to May 7, 1975. Discharges must be other than dishonorable and veterans must have resided in Wyoming for not less than one calendar year. Veterans may not be receiving any educational benefit funded through the Veteran’s Administration to receive this tuition grant.

**WWCC Foundation Civic Grant Program:** With sincere gratitude, Western Wyoming Community College acknowledges the scholarships and grants provided through the generosity of the following donors. The grants vary in value from $50 to $2500 per academic year. These funds are made available to student applicants by the demonstrated interest of those businesses, individuals and civic groups listed below:

- Ace Hardware #8349-L
- Anna Baird Williams
- Anonymous Donors
- BPW of Sweetwater County
- Blue Cross/Blue Shield of Wyoming
- Church & Dwight
- Quinto Constantino Memorial
- Jeanne Curran Civic Grant
- Faces of Hope Cancer Support Group
- FMC Corporation
- Finn Hall Scholarship
- First Security Foundation
- Gary Haines Memorial Scholarship
- General Scholarship
- George Lemich Memorial – Int. Order of Oddfellows
- John Hay, Jr. Scholarships
- IAA P - Western Horizons Chapter
- Paul Juel Memorial
- Kiwanis Club of Rock Springs – Ralph Craft Memorial
- Robert Marskey Memorial
- Richard Matthews Memorial
- Finis & Emma Mitchell Memorial Scholarship
- Lois Nickisch Memorial
- PEO, Chapters AE and BC
- Phi Theta Kappa
- Questar Corporation
- Rock Springs Historical Museum Internship Fund
- Rock Springs Coca-Cola
- Rotary Club of Rock Springs
- Mary and Clarence Samuels
- Seeburg Memorial
- SF Phosphates
- St. Joseph’s Lodge #122
RIGHTS AND RESPONSIBILITIES

All students receiving financial aid are required to adhere to the Academic Standards for Financial Aid Recipients. Awards are reviewed after each semester and considered for renewal. Most financial aid awards are done on an academic year basis; renewal is required via the appropriate application following every Spring semester.

Upon request the Financial Aid Office will provide the following types of information: 1) descriptions of aid programs available to students enrolled; 2) procedures for applying for aid; 3) criteria for awarding aid; 4) rights and responsibilities of students receiving aid; 5) comprehensive costs; 6) description of academic programs and facilities; 7) loan repayment terms and schedules.

ACADEMIC STANDARDS FOR FINANCIAL AID RECIPIENTS

Students who receive Financial Assistance at Western Wyoming Community College through Federal, State, or Institutional Financial Aid Programs have a legal responsibility to maintain Satisfactory Progress towards a degree objective. This requires the Financial Aid Office to make a determination whether applicants are eligible for financial assistance based on their prior academic record, whether or not they received aid. These guidelines represent minimal standards. They do not necessarily coincide with the requirements students must fulfill to initially receive aid nor the number of credits a student is expected to earn in order to complete a two-year degree in two years’ time. Students will be considered in good standing and eligible to receive financial assistance for WWCC if maintaining normal academic progress towards their degree as required by Federal and State regulations and the following policies and conditions.

Duration of Eligibility: Students will only be eligible for financial assistance for a specified number of credit hours not to exceed 150% of the credit hours needed to complete the average academic program at WWCC. All transfer and attempted credit hours will be used in determining the quantitative measure of Satisfactory Academic Progress. The maximum number of credit hours allowed for the Associate of Art, Science and Applied Science Degrees is 96. This is 150% of the 64 credits needed to complete these degrees. Based on 70 credit hours needed for the Associate of Fine Arts Degree, 105 credit hours are the maximum a student can have to maintain Satisfactory Academic Progress for this degree. Based on the 72 credit hours needed for the Associate of Nursing Degree, 108 credit hours are the maximum a student can have to maintain satisfactory Academic Progress for this degree.

Satisfactory Completion: Satisfactory completion of credits means a student has received a minimum grade of D or P. Grades of I (incomplete), F (failure) and W (withdraw), are not adequate or acceptable in maintaining satisfactory progress. Repeat courses will be counted in attempted and completed credits. The Financial Aid Office has the right to refuse aid to students who abuse the inclusion of repeat courses to obtain funding. Inappropriate selection of courses is not an acceptable reason for not maintaining satisfactory academic progress. Students should contact an advisor as needed.
Minimum GPA and Credit Completion: Students must maintain at least a 2.00 cumulative GPA. The minimum standards per semester for credits are outlined below:

**STATUS:**

<table>
<thead>
<tr>
<th>Enrollment</th>
<th>Credits</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 + credits</td>
<td>12 or more</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>6-11</td>
<td>Probation</td>
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<tr>
<td>0-5</td>
<td>Suspension</td>
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<tr>
<td>9-11 credits</td>
<td>9 or more</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>6-8</td>
<td>Probation</td>
<td></td>
</tr>
<tr>
<td>0-5</td>
<td>Suspension</td>
<td></td>
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</tbody>
</table>
| 6-8 credits | All credits must be completed or aid will be suspended for the next term.***

Financial Aid Probation: Probation is a warning that the student has not completed the minimum credits for which they were awarded. Students who are on probation may still receive financial aid. Students who do not pass the minimum required credits during the next semester will be suspended from financial aid and will be ineligible to receive financial aid.

Financial Aid Suspension: Financial Aid recipients will be automatically placed on Suspension Status if they (1) withdraw from WWCC; (2) fail to satisfactorily complete a minimum of six (6) credit hours (3) fail to achieve satisfactory progress while in Probationary Status, or (4) or have a GPA below 2.0.

Appeal of Suspension: Students may appeal in writing to the Financial Aid Office. It is the responsibility of the students to know if their grade reports, when compared to the Satisfactory Progress Standards, will cause immediate suspension of their financial aid. It is not the responsibility of the Financial Aid Office to notify students. Further, it is the student’s responsibility to notify the Financial Aid Office when reinstatement conditions have been met or to initiate an appeal.

Transfer Students: Students who transfer to WWCC with satisfactory progress deficiencies will need to appeal for probationary funding.

Non-Degree Students: A non-degree student is by definition not considered to be in a degree program and is, therefore, not eligible for Financial Aid.

Return of Funds: Financial aid recipients who drop classes which results in a reduction of fees paid are subject to WWCC’s Return of Funds. Refund monies will be used to repay any financial aid awards before any refund is made to the student. Students may be required to repay financial aid when they withdraw before the end of the semester. The amount of repayment is determined according to Federal regulations which take into account the number of class days attended and the total dollar amount of aid received.

Changes in Satisfactory Progress Standards: Changes to any of the specific provisions regarding this policy may be made at any time, without publication, due to changes in Federal, State, and/or Institutional Regulations or Policies. Questions should be addressed to the WWCC Financial Aid Office.

Scholarship/Civic Grant Recipients: Many Scholarship recipients are required to maintain higher academic standards than outlined in this policy. Students unable to maintain minimum acceptable standards should contact the Financial Aid Office.

Advisement: All financial aid recipients are encouraged to use an advisor in preparing class schedules each semester. Inappropriate course selection is not considered a mitigating circumstance in failing to maintain satisfactory academic progress.
Non-Credit Courses: Recipients enrolling in a non-credit course for continuing education or community service may not use those classes to meet satisfactory progress.

Open Entry/Exit Courses: Aid Recipients who enroll in this type of course are not excused from completing the required number of credits each semester, even though a course is designed for this type of flexibility. Students must complete the required number of credit hours for the type of aid they receive.

Repeats: A student who elects to repeat a course may use the resulting grade point in calculation of their cumulative GPA. However, for funding purposes only those credits of the first 12 may be repeat credits.

Financial Aid Review Board: The WWCC Financial Aid Review Board is available to hear second requests for special circumstance appeals which the Director of Financial Aid has denied or has referred to the Review Board. At this level, students are required to personally appear.

Note: Students on academic scholarships should make themselves aware of the maintenance hours and grade point average required for their scholarships.

REFUNDS AND REPAYMENTS FOR STUDENTS WITH SCHOLARSHIP, TITLE IV GRANT, OR TITLE IV LOAN

1. A student who is in default or owes a refund to any institution of any funds received under Title IV grant or loan programs for attendance at any institution is not eligible to receive Title IV funds.

2. A student who receives scholarship, Title IV Grant, or Title IV Loan funds, and withdraws, drops out, or is expelled before the first day of classes in the payment period must repay the full amount of all such awards.

3. A student who receives scholarship, Title IV Grant, or Title IV Loan funds and attended classes but subsequently withdraws, drops out, or is expelled must make repayment of such awards in accordance with established policy.

4. Return of Title IV Funds: If the student described in (3) above is due a refund of payment made to Western Wyoming Community College for tuition and fees, housing, or board, such refund will be assigned to Title IV and scholarship categories in accordance with Federal and Institutional policy. Within the scholarship category, repayments to the respective funds will be made in the same proportion as awards were received from those funds. Within the Title IV category, repayments will be prioritized with repayment first to the student’s FFEL lender, Perkins and any other Title IV aid loan account, then successively (if funds remain) to the Pell Grant. No repayment to a fund may exceed the amount the student received from that fund. Any unassigned refund will be paid to the student.

5. Overpayments: If the student described above received Title IV Grant and scholarship funds in excess of tuition, book allowance, housing, and board payments made to Western Wyoming Community College, such excess constitutes an overpayment to the student if it exceeds the standard living cost allowance for the student’s period of attendance. If an over payment has been made, the student will be billed for repayment of that amount. Such repayment will be assigned to the Title IV grant and scholarship categories in the same proportion as awards were received from those categories. Within the scholarship category, repayments to the respective funds will be made in the same proportion as awards were received from those funds. Within the Title IV category, repayments will be prioritized with repayment successively to the SEOG fund, the LEAP fund, and the Pell Grant fund. No repayment to a fund may exceed the amount the student received from that fund.
Cost of Attendance (COA): The Cost of Attendance used to determine financial need is comprised of the average costs for elements determined by financial aid office policies and federal guidelines as necessary to complete an educational program at WWCC. These elements include but are not limited to: tuition, fees, books, room and board, travel expenses, childcare and miscellaneous living expenses. There are other elements that can be included on a case-by-case basis in the cost of attendance. Two examples of these are expenses incurred due to disability and the cost of a computer. Contact the Financial Aid Office for more specifics about these and other additional elements.

VERIFICATION POLICIES AND PROCEDURES FOR FEDERAL STUDENT AID APPLICATIONS

1. Conditions requiring verification
   An applicant will be required to verify, or validate by documentation, application information if the application is selected for verification in the federal processing and edit system. An application may also be selected for verification if the Financial Aid Office has reason to believe that any application information critical to the calculation of the student’s expected family contribution is inaccurate.

2. Notice of verification requirement
   If an application is selected for verification, the Financial Aid Office will give the applicant timely written notice of the fact. The notice will specify what items of information must be verified, will detail what documents and procedures are required for verification, will specify the time period within which the applicant shall provide the required documentation, and will advise the applicant of the consequences of the applicant’s failure to comply within the specified period.

3. Deadline for submission of verification documents
   While the time period granted the applicant for completion of required documentation may vary with the complexity of the requirements and with the time remaining in the school term for which funding is sought, the deadline for submission of verification documents must be at least 30 days prior to the end of the school term for which funding is sought, to allow for processing (and correction if needed) before the end of the term to be funded.

4. Consequences of failure to comply with verification requirements
   Should the applicant fail to provide required documentation within the specified time period, the Financial Aid Office must consider the application invalid, and the applicant will forfeit eligibility for assistance from the federal Title IV student aid programs for the program year for which the invalid application was filed.

5. Notice of results of verification
   If the verification documents provided within the specified time period confirm the accuracy of all application items requiring verification, the application is finalized and, if all other requirements have been met, an award letter is sent to the applicant. If the verification documents reveal inaccuracies in the application, the Financial Aid Office will resubmit corrected data to the federal processor. If incomplete or inadequate verification documents are submitted, the applicant is notified of deficiencies and instructed how to correct them. The applicant will be notified of his/her non-eligibility by letter.

6. Fraudulent application information
   Should review of an application for Title IV student aid indicate that the applicant may have engaged in fraud or other criminal misconduct in connection with his/her application, the Financial Aid Office must refer for investigation all relevant information to the Office of the Inspector General of the U.S. Department of Education. Examples of such information include false claims of independent student status, false claims of citizenship, use of false identities, forgery of signatures or certificates, and false statements of income.
VETERANS’ BENEFITS

Applications for veterans’ educational assistance should be filed two months prior to enrollment to avoid any delay in payment. Information and forms can be obtained from the Financial Aid Office at Western Wyoming Community College.

General information on VA Work Study, VA Educational Loans, Tutorial Assistance, Group Life Insurance and home loans is also available. Specific questions on any VA program can be answered by contacting the Dept. of Veteran’s Affairs at 1-888-442-4551.

WYOMING VIETNAM VETERANS

The Wyoming legislature has passed legislation providing 10 semesters of free in-state tuition for Vietnam Veterans who attend the University of Wyoming or any Wyoming community college. A Vietnam Veteran is defined as any person who:

1. Was in active service with the military forces of the United States and received a Vietnam service medal between August 5, 1964 to May 7, 1975; and
2. Received a discharge from the military forces of the United States other than dishonorably; and
3. Has been a resident of Wyoming for not less than one (1) year.

Veterans may not be receiving any educational benefits funded through the Veterans Administration to receive this tuition program.

Further information can be obtained in the Western Wyoming Community College Financial Aid Office.

VETERANS’ SATISFACTORY PROGRESS GUIDELINES

All students who are veterans receiving educational benefits at Western Wyoming Community College are required to adhere to satisfactory progress guidelines:

1. They must complete a certain number of credit hours according to:
   a. Students who are registered for 12 or more credit hours at the beginning of the semester must complete a minimum of 12 credit hours with a minimum grade point average of 2.00.
   b. Students who are registered for 11 or fewer credit hours at the beginning of the semester must complete a certain number of the courses for which they are enrolled with a minimum grade point average of 2.00. Specifically:
      2. Students taking between 9 and 11 hours must complete a minimum of 9 hours with a 2.00 GPA, and;
      3. Students taking between 6 and 8 hours must complete a minimum of 6 hours with a 2.00 GPA. Students who fail to meet the specified number of hours will be placed on probation. Students on probation have one semester in which to perform satisfactorily. If they do not meet the above standards during the probationary semester, they are not certified for VA benefits during the following semester or semesters.
   4. They must verify that they have been attending class by obtaining the instructor’s signature for each class they are taking on an attendance certification form. This form is mandatory and must be submitted to the Financial Aid Office before the fifth of each month.
   5. They must advise the VA Representative in the Financial Aid office of any course changes (drops/adds) within 10 days of the changes. Failure to provide attendance certification forms or not advising VA Representative of course changes, could result in the school not certifying a student’s courses with the Veterans’ Administration.

The Financial Aid Office will maintain appropriate veteran’s files which will include progress and attendance records. Veterans will be informed during registration of their responsibilities with regard to the standards of progress guidelines.
Western Wyoming Community College

STUDENT RIGHTS

PRIVACY RIGHTS OF STUDENTS

Privacy rights of Western Wyoming Community College students are in compliance with amended Section 438 of the General Education Provision Act, the Buckley Amendment.

Students who are attending or have attended Western Wyoming Community College and with respect to whom Western Wyoming Community College maintains education records or personally identifiable information are the exclusive claimants to the rights listed below. Parents who declare a student as a dependent, as defined in Section 1512 of the Internal Revenue Code of 1954, are also included; but in such cases, the particular student also retains his or her rights. Applicants for admission to Western Wyoming Community College are not included until they have officially enrolled.

Western Wyoming Community College respects and actively seeks to protect the privacy rights of its students and their parents in regard to education records and personally identifiable information formulated and/or maintained by the College. These rights are generally defined as:

1. Right to inspect and review educational records within 45 days of the day the request is received. Submit your request in writing to the Enrollment Services Office. Please be sure to identify all records you wish to review. Only records originating at Western Wyoming Community College will be copied for the student. We will not copy transcripts from other schools, or other information, originating elsewhere.

2. Right to seek to amend educational records. If you think that something in your file is inaccurate, you may make a written request to have that record changed. Supporting documentation must be provided. We will notify the student in writing when the decision is made whether the record will be amended.

3. Right to have some control over the disclosure of information from educational records except to the extent that FERPA authorizes disclosure without consent. WWCC officials with legitimate educational interests may view a student’s records. This includes student or Board of Trustees members of disciplinary or grievance committees.

4. Right to file a complaint with the U.S. Department of Education concerning alleged failures by WWCC to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Ave., SW
   Washington, DC  20202-4605

DIRECTORY INFORMATION

Western has identified the following information as directory information, meaning we will release it if the student has granted permission on the application for admission or registration information sheet. We do not publish a directory, so every situation is handled on a case-by-case basis on the privacy code entered on the administrative computer system.

<table>
<thead>
<tr>
<th>Name</th>
<th>Address(es)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone Number(s)</td>
<td>E-mail</td>
</tr>
<tr>
<td>Major</td>
<td>Full-time or Part-time</td>
</tr>
<tr>
<td>Dates of Attendance</td>
<td>Degrees/Awards</td>
</tr>
<tr>
<td>Photographs</td>
<td>Weight and height of athletes</td>
</tr>
<tr>
<td>Participation in officially recognized activities and sports</td>
<td></td>
</tr>
<tr>
<td>Class lists used within on-line courses</td>
<td></td>
</tr>
</tbody>
</table>

Again, all releases are based in the privacy code attached to the student. Under no circumstances are social security number or other identifying student numbers released.
EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION

Western Wyoming Community College is an Affirmative Action/Equal Opportunity institution and as such, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap status, disabled veteran, or veteran of the Vietnam era in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title VI, TITLE IX and Section 504 may be referred to the Dean of Administration, WWCC Administrative Offices, P.O. Box 428, Rock Springs, WY 82902-0428, (307) 382-1609; or the Regional Director, Office for Civil Rights, Region VIII, Department of Education, Federal Office Building, 1244 Speer Blvd., Suite 310, Denver, CO 80204-3582, (303) 844-5695 or TDD (303) 844-3417; or the Wyoming Department of Education, Office for Civil Rights, 2nd Floor, Hathaway Building, Cheyenne, WY 82002, (307) 717-6218.

AMERICANS WITH DISABILITIES ACT

Western Wyoming Community College is committed to comply with all requirements set forth by the Americans With Disabilities Act (Public Law 101-336). Individuals who believe they have been treated unfairly or unlawfully under the provisions of the Act, should contact the College’s Dean of Administration, who serves as the ADA Compliance Coordinator. The Dean may be contacted in the Administrative Offices or by calling 382-1609.

ACCESSIBILITY FOR THE DISABLED

Western Wyoming Community College has made significant strides in the acquisition and development of equipment, programs, and facilities to assist disabled students obtain an education.

Every building is virtually barrier free. On-campus accessible living units for the disabled are available for rent.

A counselor is available to assist students with academic advising, personal counseling and other concerns.

STUDENT COMPLETION AND TRANSFER

Forty-Seven percent of WWCC degree seeking students complete their degree within three years of their start. Of that group, 64 percent transfer immediately after graduation.

COSTS OF ATTENDING

Estimated Annual Cost

<table>
<thead>
<tr>
<th>IN-STATE</th>
<th>OUT-OF-STATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,474 Tuition &amp; Required Fees</td>
<td>$3,920</td>
</tr>
<tr>
<td>$660 Books &amp; Supplies</td>
<td>$660</td>
</tr>
<tr>
<td>$1,496 Board (10-meal plan)</td>
<td>$1,496</td>
</tr>
<tr>
<td>$1,330 Average Room (on-campus)</td>
<td>$1,330</td>
</tr>
<tr>
<td>$4,960 Estimated Annual Expense</td>
<td>$7,406</td>
</tr>
</tbody>
</table>

It should be clearly understood that these figures are ONLY estimates for students who live on campus. Local students commuting to campus would probably not require these amounts.

TUITION AND FEES

The following schedule shows the charges for credit classes. Students taking 12 or more credit hours per semester are charged the full-time rate and are classified as full-time students. Those enrolling for 11 credit hours or less per semester are charged the per-hour rate and are classified as part-time students. Sweetwater County residents aged 60 years or over may enroll for classes at the College with payment of tuition waived. Special fees for laboratory supplies or other costs remain the financial responsibility of each student, regardless of age and cannot be waived.
The College Board of Trustees reserves the right to change tuition and fees at any time. At the printing of this catalog, FY2002 tuition and fees have not been finalized.

Per Semester

Residents of Wyoming

Full-time (12 hours or more) ..................... $737
Part-time (11 hours or less) ..................... $62/hr

Out of State

Full-time (12 hours or more) ..................... $1,960
WUE State Residents (Full-time) .............. $1,049
Part-time Out-of-State
(11 hours or less) ................................. $164/hr
Part-time (WUE) ......................................... $88/hr

Overload

An overload fee will be assessed for all hours in excess of 21 credit hours. The fee will be the per credit hour charge in accordance with the student’s classification (ex. in-state or out-of-state).

Payment

WWCC has a number of payment options available to students. Once classes begin, the refund schedule goes into effect. Students who leave WWCC owing tuition and fees are still responsible for payment. Bad debts are submitted to collection.

Course Fees

Fees attached to individual courses are as follows:

<table>
<thead>
<tr>
<th>Humanities &amp; Fine Arts</th>
<th>Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Art (ART 1000)*</td>
<td>BIOL (2010, 2015, 2210, 2220)*</td>
</tr>
<tr>
<td>Design: 3D (ART 1120)*</td>
<td>Chemistry (All lab classes)*</td>
</tr>
<tr>
<td>Sculpture I (ART 1310)*</td>
<td>Computer Aided Drafting</td>
</tr>
<tr>
<td>Intro Pottery (ART 0900)*</td>
<td>Engineering/Computing (ES 1060, 2230, 2240)*</td>
</tr>
<tr>
<td>Ceramics I (ART 2410)*</td>
<td>Ceramics I (ART 2420)*</td>
</tr>
<tr>
<td>Ceramics II (ART 2420)*</td>
<td>Ceramics III (ART 2430)*</td>
</tr>
<tr>
<td>Ceramics III (ART 2430)*</td>
<td>Ceramics IV (ART 2440)*</td>
</tr>
<tr>
<td>Ceramics IV (ART 2440)*</td>
<td>Graphic Design (ART 2120, COMM 2300)*</td>
</tr>
<tr>
<td>Printmaking (ART 2090)*</td>
<td>Life Drawing (ART 2050)*</td>
</tr>
<tr>
<td>Life Drawing (ART 2050)*</td>
<td>Photography (ART 1115, 1160, 1170)*</td>
</tr>
<tr>
<td>Photography (ART 1115, 1160, 1170)*</td>
<td>Photography (ART 1174, 1176, 2150, 2170)*</td>
</tr>
<tr>
<td>Photography (ART 1174, 1176, 2150, 2170)*</td>
<td>Applied Music (1/2 hr lesson)</td>
</tr>
<tr>
<td>Applied Music (1/2 hr lesson)</td>
<td>Applied Music (1 hr lesson)</td>
</tr>
<tr>
<td>Concurrent with App. lesson (1/2 of the cost)</td>
<td>160</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Social Science</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 1100, 1110*</td>
<td>Psychology Research (PSYC 2000)*</td>
</tr>
<tr>
<td>EDUC 1500*</td>
<td>Psychobiology (PSYC 2080)*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Science and Math</th>
<th>Technology &amp; Industry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geology (All lab classes)*</td>
<td>Mechanics (ENDM 1510-1590)*</td>
</tr>
<tr>
<td>Biology (BIOL 1000, 1010, 1210, 1220, 2020, 2410)*</td>
<td>Plant Operations (1510-20)*</td>
</tr>
<tr>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Auto Courses (AUTO 1600, 1620, 1630, 1650, 1660, 1690, 1730, 1750, 1760, 1770, 1800, 2010, 2500, 2525, 2540, 2630)*</td>
</tr>
<tr>
<td></td>
<td>20</td>
</tr>
</tbody>
</table>

Fees continued on next page →
### Outreach Exceptions to Fees

Computer App. Fees (Afton, Big Piney, Medicine Bow, Encampment, Saratoga, Hanna, Elk Mountain) ......................... 0  
Art 2410 (Afton) ............................................. 0  
Applied Music (Afton) ........................................ 0  
WELD 1710, 1750, 1760 (Afton) .......................... 0  
MUSC 2073 (Afton)* ......................................... 10  
ART 1150 (Evanson)* ....................................... 25  
PEAC 1273 (Afton) ........................................... 10

### Other Fees

Access card Replacement* ................................. 20  
Campus Locker Fees (All faculty, staff, students, and community people who use lockers on-campus)  
Large Locker* ................................................ 5  
Small Locker* ................................................ 3  
Wellness Center ........................................... 40 Fall/Spring and 20 Summer  
GR Piano Usage ............................................... 30  
Auditing Classes (per semester hour) .............. 58, 83, 156  
Late Registration Fee (Effective the 1st day of classes)  
Full-time* ...................................................... 10  
Part-time* ...................................................... 1/semester hour  
Credit by Exam/Extra-Institutional Credit* ............... 62  
COMPASS/ASSET Test (mailing and processing and retake) ........ 10  
Graduation Fee (add’l costs include cost of the diploma, cap & gown)* ................................. 10  
Residence Hall Activity Fee* ......................... 5  
Residence Hall Computer Fee* ...................... 7.50  
Transcripts (first two fee)+additional copies* ...... 1 each  
Non-credit Pottery (Initial Fee)* ..................... 48  
Each additional lb. of clay (Paid in $10 increments) ... 80

### Testing Fees

Contact the Director of Testing for Fees for specific tests.  
* nonrefundable
WESTERN UNDERGRADUATE EXCHANGE PROGRAM AND WUE

WWCC participates in the WUE program along with 14 other Western states (Alaska, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, and Nebraska). On a space-available basis, full-time students from these states may enroll at WWCC in any program for 1-1/2 times the in-state tuition rate. Eligible students should address questions to the Office of Enrollment Services.

CONTINUING EDUCATION

All credit classes offered through the continuing education program will be assessed a continuing education fee in addition to the regular credit tuition rate. This fee will be allocated based upon the cost of the class. The cost includes instructor salary, mileage, materials, and other direct costs of offering the training. Fees are established prior to the beginning of each class.

COMMUNITY SERVICE COURSE TUITION

Community Service course costs are established based upon the cost of the course. See course announcements for charges associated with an individual course.

NON-CREDIT COURSE ADMINISTRATIVE FEE

The College assesses an administrative fee for non-credit courses:
Twenty-Five percent for Community Service courses and 35% for Continuing Education courses. The administrative fees may be waived for outreach courses where no tuition is assessed.

SWIMMING POOL FEES

Semester Fees for Non-students (including College Employees)
General Pass (individual) ......................... $40
General pass (family) ............................... $70
(1/2 price during Summer)
Per Session Admission for everyone .......... $1.75

GUIDELINES FOR WAIVING COURSE FEES FOR OUTREACH

Individual class fees may be waived for outreach courses where the fees are covered by another means (i.e., school district in-kind matching).

Procedure
1. Prior to publishing the local class schedule each semester, the outreach coordinator must submit to the Enrollment Services Office a list of classes where regular college fees will not be charged. The list must be accompanied by documentation regarding why fees won’t be charged (i.e., letter from school district saying they aren’t charging for computer supplies). Requests should be submitted a minimum of two weeks prior to the date response is needed.
2. The Enrollment Services Office will submit the list to the President for authorization.
3. The Enrollment Services Office will notify the outreach office of approval or disapproval of the waiver.

Each waiver is good only for the current year and must be resubmitted each fiscal year.
REFUNDS

Credit Courses
A portion of tuition and fees will be refunded to any student who withdraws officially within the time specified below. The portion refundable depends upon the number of days all classes have been in session. Refunds do not go into effect until signed paperwork is turned in to the Enrollment Services Office or appropriate off-campus administrative office.

Calendar Days from Date Semester-Long Classes Begin:
- 1 to 10 days inclusive ................................ 80%
- 11 to 20 days inclusive ............................... 60%
- 21 to 30 days inclusive ............................... 40%
- 31 days or more ......................................... 0%

Note: For block classes, a comparable prorated schedule is applied. Flexible entry classes are nonrefundable after the last day to add full semester classes each semester. Check with the Enrollment Services Office for actual percentages.

Non-Credit Courses
Generally, tuition and fees are not refundable for non-credit classes, but coordinators may offer a raincheck or make an exception to this rule.

RESIDENCE CLASSIFICATION
The following residency policy was developed under the auspices of the Wyoming Community College Commission and applies to all community colleges in Wyoming:

- A student previously classified as a nonresident may be reclassified any time prior to the end of the published refund period of any term in which he/she qualifies.
- A student who is classified as a resident by one community college will be considered a resident at all colleges.

Classification Procedures
1. Residence classification shall be initiated for each new student at the time the application for admission is accepted and for previous students when they reapply after having been away for more than one semester. All students must respond to the residency question on the application for admission. Students wishing to request a review of the residency decision must submit documentation along with the “Initial Residency” decision or the “Change of Residency” form to the Registrar in Enrollment Services.
2. Only individuals, or their legal dependents, who are U.S. citizens or are in an immigrant status may qualify for residency.
3. Students may be required to submit appropriate documentation to support the residency claim.

The following persons shall be classified as Wyoming residents for tuition purposes:
1. A graduate of a Wyoming high school or recipient of a GED in Wyoming who enrolls in a community college within twelve months of either high school graduation or GED completion;
2. An individual who can provide written verification that he/she has lived in Wyoming continuously for one year prior to enrolling; Living in college residence halls does not count.
3. A legal dependent under the age of 24, or a spouse of a resident of the State of Wyoming who qualified as a resident based upon this policy;
4. A legal dependent under the age of 24 of a Wyoming community college graduate;
5. A student who marries a Wyoming resident shall be granted resident classification at the beginning of the next term following the marriage;
6. An individual on active duty in Wyoming with the United States Armed Forces, Wyoming National Guard or Reserves, and his/her legal dependents;
7. An individual who can provide written verification from an employer that he/she will be employed in Wyoming for an anticipated period of not less than seven months, and such employment is the principal means of support. This letter must be on company stationery, signed by the owner, manager or personnel department and must indicate the date the employee started, his/her status (full or part-time) and the expectation that the person will be employed at least seven months.
8. Persons temporarily absent from the state due to military services, attendance at educational institutions, or other types of documented temporary absences will not have their resident status void by such absence;
9. People who do not reside in Wyoming but who meet the following criteria will be considered resident students:
   a. Has been employed in Wyoming for at least seven months, and such employment is the applicant’s principal means of support;
   b. Pays Wyoming taxes as required by law;
   c. Resides in a state with a similar law; and
   d. Is willing to submit an affidavit to the above.

Any questions or concerns about the residency policy should be addressed to the Registrar in Enrollment Services.

Appeals and exceptions to the above policy should be addressed to the Dean for Student Affairs. Students wishing to appeal that office’s decision, may go through the Student Affairs Appeal process.

The Learning Center offers an alternative to the regular classroom with courses that are individualized to meet the student’s needs. Courses are offered at college-prep and college levels. With the assistance of instructors in their area of study, students can focus on the concepts they need to improve as they move ahead at their own pace. A wide range of courses and scheduling options are available.

Non-Native Speakers

English Language (EL) classes are offered for speakers of other languages from the literacy level through classes for international, degree-seeking students. Classes are offered in a scheduled classroom environment and as a self-paced study program. EL reading, grammar, vocabulary, spelling, writing, listening, conversation, and pronunciation classes are available.

Basic Skills

Basic skills classes are offered in reading, writing, grammar, spelling, vocabulary, and mathematics. These one-credit courses are offered in a self-paced format. Some of these courses are also available on Internet. In addition, preparatory classes and testing for the GED are offered.

Developmental Courses

These courses are offered in the traditional classroom setting and are designed to help students improve their foundational skills in math, reading, and grammar. Non-native course offerings are designed for foreign students.
GED Preparation/Adult Literacy

Professional staff and trained volunteer tutors provide instruction in GED Preparation, Adult Basic Education, English language, citizenship and computer literacy in one-to-one, small group, and/or classroom settings. The program is open entry/open exit allowing students to move through at their own pace. Prospective GED students should schedule an appointment for pre-testing by calling 307-382-1829. Testing, tutoring, and customized instruction are offered by contractual arrangement to local businesses and agencies.

Human Development

These courses are offered at both college-prep and college levels. They are offered in either the classroom or in the Learning Center.

Peer Tutor Center

The Peer Tutor Center is certified through CRLA as an internationally recognized program. Tutoring is free and available in a variety of course areas for students on a drop-in basis or by appointment. Students should stop by the Peer Tutor Center and pick up a schedule of services. The Peer Tutor Center also has academic assistance and specialized equipment available for students with special needs.

STUDENT DEVELOPMENT CENTER

Counseling

The major goal of the Student Development Center is to help students persist in their education. The SDC offers a complete range of confidential counseling and related services to WWCC students. Licensed professional counselors are available to help when students experience personal or academic problems. Services include crisis counseling, short-term personal and group counseling to help with problem solving and resource identification. If a student lacks abilities in managing time, decision making, successful test taking, or other life and study skill areas, trained counselors can assist. Students are welcome to drop in during the day or make arrangements for evening appointments if needed.

Workshops/Seminars

The Student Development Center offers a variety of free, educational workshops and seminars designed to facilitate personal growth and success. Workshop topics are chosen each semester to address the current needs and concerns of our students. Workshops are facilitated by WWCC faculty and staff as well as local community experts.

The two-credit Student Success Seminar (HMDV 1000) is designed to provide students with the skills needed to become a master student. Topics covered in the course include study skills, learning styles, note taking, test taking, and efficient use of library resources. Also explored in the course are topics that encourage personal awareness and growth such as personality assessments, career assessments, communication skills, and diversity issues.

Career Guidance Services

Do you have questions about planning for your future, establishing a major, choosing a suitable career, or transferring to a four-year college?

Career guidance is available through the Student Development Center to assist persons in learning about themselves through assessments and individual career advising so that they can make the best possible academic choices about their future.

The career assessment measures interests, aptitudes, and values, and helps determine how they relate to specific careers. Results are then interpreted in terms of the student’s goals, life plans, and personal circumstances. Persons can also utilize the resource and career library, which is equipped with books and videos on hundreds of occupations, as well as up-to-date information on labor market trends and training requirements.
Resource Library
The Student Development Center maintains a library of resource materials related to many post-secondary training institutions. This information can aid those students who are interested in transferring to a university or four-year college. The resource library also provides information via books, computer programs, and video tapes on career planning, job hunting, resume writing and specific occupations as well as materials on personal enrichment and life skills.

Testing
The Student Development Center is a national test site. As such it provides area residents access to many national examinations. Some of the tests that are administered are the American College Test (ACT), SAT, Graduate Record Exam Subject Tests (GRE), Virtual University Enterprises (VUE), and the Certified Professional Secretary Exam (CPS). Information and registration forms are available from the SDC.

The Student Development Center also administers the College Level Examination Program (CLEP), which provides college credit for previous learning. Tests are scheduled on an individual basis. Entrance examinations required for admission to a number of WWCC programs are administered by the SDC, and exams for other university programs are proctored for a small fee.

Support Groups
Support groups at WWCC recognize and address the concerns of various groups of students. They serve as a means of support to help students cope with college demands and challenges of everyday life by giving students the opportunity to talk with others who share the same concerns. WWCC support groups address specific, current concerns, and as such are formed on an as-needed basis.

Services for Students with Disabilities
Students with a documented disability may qualify for reasonable accommodations under the Americans with Disabilities Act. The Student Development Center will assist in obtaining appropriate services both on campus and in the community through its Disability Support Services program. A confidential, private appointment can be scheduled in the Student Development Center.

CAREER AND PLACEMENT SERVICES
Career and Job Referral Services
WWCC provides full and part-time job referral services through the Career and Placement Services. The Career and Placement Services offers a wide variety of employment-related services and assists students/graduates with locating full and part-time jobs. The Center houses a complete computer lab for use in portfolio development, electronic job searches, and online resume posting office. Individual job placement files are established to assist students/graduates in gaining employment. Students who register gain access to many valuable career services, including individual job referral and information about specific job opportunities submitted by local and regional employers from business, industry and government.

Career and Placement Services maintains an extensive library of books, videotapes, and other resources on numerous careers, career planning, job search strategies, and labor market information. Printed, audiovisual and computer-generated information about career options and opportunities as well as Internet access for electronic job searches are available in this office.

Career Professionals offer Individual assistance materials and workshops. Employment workshops and are available on how to work with individuals to students to write letters of application, prepare resumes/cover letters, and succeed in the job interview.
Coop Education

Career & Placement Services develops coop education opportunities for eligible students. Coop education provides part-time employment as well as meaningful, practical experience that relates to the student’s major. Students can experience real world examples of the theory learned in the classroom. Students can also earn money to assist with the cost of their education, strengthen their practical knowledge and earn college credit.

Special Support Services

Students enrolled in vocational/occupational programs may be eligible for support services including specialized equipment, uniforms, tools, childcare assistance, transportation and other education-related expenses. Students’ needs and eligibility are assessed on an individual basis. Services and are funded by Carl D. Perkins funds as administered by the Wyoming Department of Education.

GOALS FOR STUDENT SUCCESS

Western Wyoming Community College has identified five major goals for student success in order to assist students in developing abilities that will help prepare them to succeed in the world today and meet the challenges of the future. These goals are addressed in courses across the curriculum at WWCC, and methods of instruction and assessment are varied. Being aware of these goals as you pursue your education at WWCC will aid you as you work to demonstrate these abilities within various courses and contexts of college life.

Communicate Competently Solve Problems
Retrieve Information Develop Life Skills
See Issues From Multiple Perspectives

Communicate Competently

At Western Wyoming Community College the ability to communicate competently requires that students express ideas clearly and effectively, and receive meaning and interpret ideas through various modes of communication. Although speaking, writing, reading, and listening are considered primary modes of communication, these abilities are not enough to communicate effectively in the world today. These skills must be utilized along with other competencies that play a major role in communication as students learn to adjust to the needs of audiences. Computer skills, interpersonal communication skills, group communication skills, and leadership skills are all important to students’ professional careers as well as their personal lives. Being able to interpret and produce ideas through various media including visual graphics and aural commentaries are also vital to communication today. Self expression through the arts is a profound means of communication that can affect students throughout their lives.

Retrieve Information

The ability to retrieve information is especially important in the world today where the vast amount of knowledge in any discipline is impossible to learn and keep within the human memory. The ability to retrieve information provides students with the skills to know how and where to locate the material necessary to help them solve problems in their professional and personal lives. Western Wyoming Community College considers this ability to be especially meaningful for the two-year college student. Learning to effectively utilize the library can be a new experience for many students and is critically important for information retrieval. Computer usage is also essential in developing the ability to retrieve information. Developing a personal data base, networking, and learning to seek out the expert are all necessary skills as students discover how to search for information.
See Issues From Multiple Perspectives

At Western Wyoming Community College, students are encouraged to see issues from multiple perspectives and think about consequences. Global views of work, people, and life in a political, historical, and social context allow students the ability to make decisions regarding consequences. An understanding of professional ethics and environmental consequences provides students with the ability to become productive members of the community and the world. Seeing issues from multiple perspectives indicates an understanding and appreciation of diversity.

Solve Problems

At Western Wyoming Community College the ability to solve problems indicates that students understand and apply specific methods for solving problems within various contexts and disciplines. Students must first be able to identify and clearly define the problem in question. A conceptual understanding of ideas and information allows students to make connections and seek a better understanding through critical thinking skills. Problem solving requires students to be able to analyze and interpret various kinds of data including quantitative and qualitative, subjective and objective information. The ability to sort and organize information, make decisions, and draw conclusions are all necessary ingredients to solving problems.

Develop Life Skills

Western Wyoming Community College emphasizes the ability to develop life skills as being necessary to all students. The ability to take control of their lives is demonstrated as students learn to deal with bureaucracy, make decisions, and follow through. Establishing life goals, education goals, and career goals is an important part of developing life skills. Lifelong wellness skills where students learn to deal effectively with stress and demonstrate an understanding of how to develop as healthy human beings both physically and emotionally are vital aspects of the education received at Western as is appreciating life through arts, culture, recreation, and leisure.

STUDENT HOUSING AND DINING

The Western Wyoming Community College On-Campus Housing Center consists of five buildings. Three of the residence halls have furnished apartments and the fourth and fifth facilities contain furnished suites which are clustered around a lounge area. The center has a capacity of 400 occupants. All units are fully furnished. Handicapped rooms are available. The residence halls are conveniently located on-campus near all the college’s facilities.

The following options are presently available:

1. One Bedroom Apartment - Two Students
2. One Bedroom Apartment - Single or Family*
3. Two Bedroom Apartment - Four Students
4. Two Bedroom Apartment - Family*
5. Suite Units: (two students per unit)
6. Suite - Single occupancy*
7. Suite - Semiprivate/private unit - Two Students
8. Suite - semiprivate/ private unit - Single occupancy*

*When demand is high, these options may not be available.

Students living in the on-campus housing are governed by rules, regulations and guidelines as expressed in the Housing Handbook (part of this document by reference).
Western Wyoming Community College has organized its housing program to accomplish the following:

1. Administer housing services that are beneficial to the student’s academic, physical, emotional and social development.
2. Personalize the institution’s processes and agencies to assist students to expand their acquaintance and knowledge of other persons and groups.
3. Structure productive, secure and pleasant environments.
4. Disseminate knowledge and encourage growth in those areas of human development ordinarily not included in the formal curriculum.
5. Provide via staff personnel, more mature role model behaviors that are consistent with the objectives of higher education in a democratic society.

Inquiries should be directed to the Housing Office, in care of WWCC.

The residence hall area also has a computer lab available.

The College food service offers 5, 10, and 18 meal plan. **Students residing in suite units and all on-campus freshmen are required to purchase a 10 or 18 meal plan.** Other students may purchase meal plans, pay on a daily basis, or prepare their own meals.

**CHILDREN’S CENTER**

The Western Wyoming Community College Children’s Center, located next to the gymnasium building, is a spacious, modern facility. The Center follows the guidelines of the Wyoming Department of Family Services. Child care is available to any parent taking classes at Western Wyoming Community College part-time or full-time, credit or non-credit, during the day.

Children using the Center must be age two to Kindergarten and toilet-trained. There are four classes in the Rock Springs Center: the “Bunnies,” “Bears,” “Turtles,” and “Snakes.” Each of the classes is staffed by qualified teachers and aides.

Each parent is asked to fill out a registration card, child history form, immunization record, and parent’s schedule when enrolling his/her child in the Children’s Center. Any major illness must be reported to the Center promptly. Using a flexible curriculum and recognizing that each child is an individual, the staff of the Children’s Center hope to help the individual child to develop emotionally, mentally and physically. Enhancing each child’s self-concept during their time in the Center is a major goal.

The Children’s Center also provides observation and field experiences for college students in the education program, psychology, physical education and nursing.

The Children’s Center follows the College calendar. The center is open fall, spring, and summer semesters.

A fee is charged for each child in the Center. Financial Aid personnel may be able to assist the student if child care fees are a concern in college budget planning.

**STUDENT INSURANCE**

The College provides a limited accident policy which automatically covers all students carrying 12 or more credit hours during the Fall and Spring semesters. The coverage commences with the Fall or Spring semester or the date the student’s tuition is paid, whichever is later. Coverage is in effect 24 hours a day and insures students at home, at school and while traveling. Coverage also includes interim vacation periods (except summers).
BOOKSTORE

The College Bookstore’s goal is to serve the educational institution of which it is a part. The desire is to operate as a service to the students and faculty with the purpose of providing the required tools of education. The philosophy is to operate the Bookstore as efficiently as possible, placing an emphasis on service.

The Bookstore is owned and maintained by Western Wyoming Community College, and is located in the central area near the Whisenand Student Center. Bookstore hours are from 7:50 a.m. to 7:30 p.m. on Mondays and 7:50 a.m. – 5:00 p.m., Tuesday through Friday. During the first week of each semester, the Bookstore is open in the evenings Monday through Thursday.

The Bookstore is supplied with book orders prior to every semester by each instructor. Instructors are given the freedom of choice as to what textbooks they wish to use for their own classes. These textbooks are placed on shelves within the store by class and instructor’s name. Often one section of a course will require a different text from another section. Students should check their schedule when buying books or even attend class once before purchase, so that they purchase the right books.

Should a book need to be returned, it may be returned to the bookstore within two weeks. The student must have the cash receipt and the book must be absolutely clean and in resalable condition (i.e., no marks, no name) to obtain a full refund.

New book prices are established by the publisher. When new books arrive at the Bookstore, they are marked according to the invoice with the set list price. The Bookstore will make every effort to have used textbooks for sale. These books are marked at 75 percent of the new retail price.

The Bookstore offers the service of buying used books from students. Posters will be placed throughout the campus informing students of the actual date of the buyback.

The Bookstore has a fairly good supply of general reading material in paperbacks, as well as study guides and reference books. Any book not in stock can be special ordered. Supplies are also an integral part of a good college bookstore. Basic school supplies are kept in stock, as well as art and drafting supplies. Instructors are encouraged to inform the bookstore staff of special supplies that students may need, so they may also be stocked.

HAY LIBRARY

The library maintains and develops collections of information sources for the use of students, faculty and staff, and community members. These collections include over 60,000 books, about 300 current periodical subscriptions with extensive holdings of past issues, more than 2,000 audiovisual items, and various on-line databases and resources.

The library was designated as a selective federal depository in 1969 to serve the government information needs of the citizens of Wyoming. The depository collection contains over 50,000 publications.

WYLDcat (Wyoming Libraries Database Catalog on the Web) offers bibliographic access to all materials in the library’s collections.

The library staff provides research assistance and library use instruction. Hay Library participates in state and national interlibrary loan networks for obtaining books and other items not available locally.

All residents of Wyoming may check out library materials.

There are various areas for reading and studying in the library. Three group study rooms contain televisions and videocassette or DVD players. Two photocopy machines and a fax machine are available.

The library sponsors author readings and other scholarly and cultural events every semester.
Library Hours:
  Monday-Thursday ..... 8:00 a.m. - 10:00 p.m.
  Friday ..... 8:00 a.m. - 5:00 p.m.
  Saturday ..... 1:00 p.m. - 5:00 p.m.
  Sunday ..... 5:00 p.m. - 10:00 p.m.

INSTRUCTIONAL MEDIA CENTER

This department provides faculty and students with traditional audio/visual support in the classroom. In addition, the department is increasingly involved in the high-tech delivery of courses to remote Outreach sites. The center also assists faculty in the preparation of videotaped and compressed video courses.

Student IDs may also be obtained from this department. All full- and part-time students are eligible for a student ID at no charge. The student ID card provides student access and discounts throughout the college community.
GETTING INVOLVED
STUDENT ORGANIZATIONS
AND ACTIVITIES

Every credit student is a member of the Associated Students with the right to participate in student organizations, compete in intramural athletics, gain free admission to athletic events sponsored by the college and participate in certain social and cultural activities in the community.

The governing body of the Associated Students is the Associated Student Government, composed of twenty-two elected officers - president, vice-president, secretary, treasurer, eight senators, and 10 activity Board Members. Representatives of Student Government sit on all college-wide committees.

The College believes that the student must be actively involved in the operation of the institution, if his or her education is to be complete. It is the responsibility of the Student Government to promote activities which stimulate the intellectual, physical and social life of the campus. Traditionally, Student Government sponsors college dances and social events as well as lectures and other entertainment. Efforts have been made to expand the educational, cultural and civic involvement of the Associated Students in the total life of the campus, thus involving the student leader and his or her constituency in the decision-making process related to pertinent issues of the College and the contemporary world.

ATHLETICS

The College competes in Division I NJCAA intercollegiate men's and women's basketball, men's wrestling, and women's volleyball. Western Wyoming Community College is a member of the Wyoming Community College Athletic Conference which consists of Wyoming's seven community colleges. A number of athletic grants for both men and women are available. The College is a member of the National Junior College Athletic Association.

Western offers soccer as a club sport for both men and women. The teams compete throughout the state.

LIFELONG LEARNING

Western Wyoming Community College is dedicated to providing lifelong education for a diverse and changing society. In fulfilling this mission the College is committed to providing continuing education, enrichment, and noncredit training. Learning resources are shared with all students as they seek and meet the challenges of careers, new technologies, personal life transitions, and personal enrichment. Activities and classes vary in length and provide students the opportunity to improve professional, technical, interpersonal, and business skills.

Continuing Education Classes: Continuing Education class activities and services provide job skills necessary to remain in or advance in the work force. These include customized contract training, testing, workshops, conferences, and seminars. CEU’s (Continuing Education Units) and/or college credit may be awarded upon successful course completion.

Community Service Classes: Community Service classes and activities provide personal enrichment opportunities for community members of all ages. These include a variety of classes, seminars, lecture series, forum series, cultural activities, and community development activities.

FACILITY USE

Western Wyoming Community College tries to make its facilities available to the public for meetings and events. The instructional programs of the college must, of course, take precedent. Interested persons can contact the Enrollment Services Office or the Green River Center. Small fees may be assessed for custodial, security and facilities use.
THE GREEN RIVER CENTER

The Green River Center is an extension of the main WWCC campus. Its focus is to serve the needs of non-traditional and traditional site-bound college students by offering educational opportunities in Green River primarily during the evening hours and on weekends. During the day the Center generally serves as a Continuing Education training facility for local industry, business, and government agencies.

Services available:
- Registration, orientation, and advising for part-time students
- Class accommodations for shiftworkers and other non-traditional students
- Placement Test (COMPASS Test)
- Community Service Classes
- Learning Center
- MSHA Certification
- Seminar/Conference Facilities
- Community/ Cultural Events
- Compressed Video/ Teleconference Classes
- Weekend College
- Coordinated Bachelor's and Advanced Degree Programs
- Microsoft Certification Testing

Location:
#1 College Way
P.O. Box 490
Green River, WY 82935
(307) 875-2278
Western Wyoming Community College recognizes the need for lifelong learning for personal and professional growth. In our rapidly changing society, there are many people who desire an opportunity to obtain new ideas and skills in order to be more active and committed members of their community: WWCC is committed to providing such experiences not only to students on campus but also to students who are bound to jobs and responsibilities in the five counties Western serves.

The mission of Extended Education is to provide courses and programs to non-traditional learners throughout Sweetwater, Sublette, Carbon, Lincoln, and Uinta counties. Extended Education oversees WWCC credit offerings in Afton, Big Piney, Medicine Bow/Elk Mountain, Evanston, Kemmerer, Lyman, Mountain View, Pinedale, Rawlins, Saratoga, and their surrounding areas. Each community has a coordinator who initiates and implements the local programs. Off-campus credit courses adhere to the same standards and requirements set by Western Wyoming Community College. In school districts that have signed BOCES agreements with WWCC, the local BOCES oversees providing non-credit courses. Extended Education oversees non-credit activities in the three communities with out BOCES agreements: Afton, Saratoga, and Medicine Bow. Non-credit activities provide participants an opportunity to enhance their personal growth and knowledge. These courses can vary in length from a few hours to an entire semester.

Extended Education offers courses through a variety of media including video taped, compressed video, Internet and live classes in the Outreach communities. Every effort is made to provide courses that are “shiftworker friendly” i.e. that accommodate the needs of students with jobs and changing schedules.

Residents seeking additional information about the Extended Education programs in their area are encouraged to contact their local coordinator. Coordinators’ names and telephone numbers may be obtained by calling the Rock Springs Office of Extended Education.
GENERAL ACADEMIC POLICIES

ACADEMIC HONORS
There are four types of academic honors at Western Wyoming Community College:

1. **Honor Rolls**—Full-time students who complete twelve credit hours during a semester with letter grades and who achieve required grade point averages are eligible for the President’s and Dean’s honor rolls. Part-time degree seeking students who have completed a minimum of twelve credit hours with a 3.50 minimum cum GPA are eligible for the Part-time Student Honor Roll each subsequent semester in which they achieve the minimum requirements.
   
   A. **President’s Honor Roll**—Full-time students who complete a minimum of twelve credit hours with a letter grade with a grade point average of 4.00 (A).
   
   B. **Dean’s Honor Roll**—Full-time students who complete a minimum of twelve credit hours with a letter grade with a grade point average between 3.25 and 3.99.
   
   C. **Part-time Student Honor Roll**—Part-time students who have completed a minimum of twelve credit hours in consecutive semesters with a cum GPA of 3.50 and who complete six to eleven credit hours during the current semester with a grade point average of 3.50 or higher.

2. **Phi Theta Kappa**—Degree seeking students who complete a minimum of twelve credit hours from WWCC with a minimum grade point average of 3.80 are eligible for membership. Students must follow established Phi Theta Kappa guidelines in order to join the organization. Once a student is a member, a 3.25 semester GPA must be maintained in order to remain a member.

3. **Honor’s Program**—Students who are accepted and remain in the honor’s program and who complete at least four honors courses and the honors colloquium with a 3.25 or better grade point average in 15 hours per semester will be recognized at graduation as an honor’s program graduate.

4. **Graduates of Distinction**—Students who maintain a minimum 3.80 grade point average in all coursework applicable to their WWCC degree will be acknowledged as graduating “with distinction” and may wear the honor cord at the graduation ceremony. To receive this status, the graduate must complete at least half of his/her applicable graduation coursework from WWCC.

ACADEMIC STANDING

Generally, a student is considered to be in satisfactory academic standing if he/she is making satisfactory grades (2.00 or higher grade point average). However, students should be aware that certain WWCC programs have higher minimum grade point average requirements and the student must maintain those levels in order to remain in any such program. Graduation course grade requirements may also vary for individual programs.

Current academic standing will appear on the student’s grade report and transcript record. The purpose of the academic alert, probation and suspension status is to alert the student to a lack of academic progress and to make every effort to help the student gain the tools necessary to succeed.

1. **Satisfactory Standing**—Students who achieve a minimum grade point average of 2.00 each semester are considered to be in satisfactory academic standing.

2. **Academic Alert**—The student placed on academic alert status is 1) required to develop a
performance contract with the Advising Coordinator or his/her designee; 2) required to take specific courses, limit credit load and follow other restrictions as appropriate; 3) not allowed to register for subsequent semester classes until the contract is in place and they have been authorized to register. If the student has completed early registration but is placed on Academic Alert status for the semester for which he/she is preregistered, then the student must drop/add to comply with the performance contract.

A. Full-time students who have not achieved or do not maintain satisfactory progress as defined below will be placed on Academic Alert.
   a. Entering students with less than a 2.00 (C grade) high school grade point average or less than a 2.00 cumulative grade point average from a transfer institution(s).
   b. Entering students who are admitted conditionally because they have not yet attained a regular high school diploma or high school equivalency or who have below college entry-level scores on all COMPASS tests.
   c. Continuing WWCC students who have completed their most recent semester with less than a 2.00 grade point average.

B. Part-time students who have received letter grades in at least twelve hours with a cumulative grade point average of less than 2.00 will be placed on Academic Alert.

3. Academic Probation—Those students who are on Academic Alert status and who do not achieve a minimum 2.00 grade point average will move into Academic Probation status. All probationary students will be required to continue their performance contract until they are once again in good standing.

4. Academic Suspension—Students who are on probation and who achieve less than the minimum 2.00 grade point average will be placed on Academic Suspension. This student will not be allowed to register for WWCC classes at any location until:
   A. The student completes at least 12 semester hours of credit and achieves a 2.00 grade point average from another institution, or
   B. The student does not attend WWCC for at least one semester.

Students who return to WWCC after the suspension is lifted will reenter on alert status.

5. Appeals—Students who wish to appeal their suspension based on extenuating circumstances may do so through the Registrar in Enrollment Services. For example, the Registrar may allow students to return to take developmental coursework. Students not satisfied with that officer’s ruling may appeal to the Dean of Student Affairs.

ACADEMIC FORGIVENESS

A student returning to Western Wyoming Community College after a minimum five year absence and after completing two full-time semesters with a minimum 2.00 cumulative grade point average may request to have an entire block (at least one full semester) of courses removed from the calculation of grade point average and degree credit. This is a one time option. All classes remain on the student’s permanent transcript but are removed from grade point average and credit calculations.

ATTENDING CLASS

A student enrolled at Western Wyoming Community College is expected to attend all class sessions of each class in which he/she is enrolled. Class attendance is viewed as an important part of successful achievement in the individual courses and in the entire college program. It is expected that all students will arrange with their instructors to make up all work missed during excused absences. Instructors may drop a student from class for excessive absenteeism. Each instructor explains the attendance policy for his/her classes in the syllabus.
CHEATING & PLAGIARISM

It is assumed that all Western Wyoming Community College students understand the terms ‘cheating’ and ‘plagiarism’. At the discretion of the instructor involved, the discipline for cheating and plagiarism in any course may range from “F” for the assignment to dismissal from the course with a grade of “F”.

Because of the nature of certain specialized programs (i.e., health science students deal with the safety and well-being of hospital patients), cheating and plagiarism may result in not only an “F” in the course, but immediate dismissal from the program. Specific procedures are addressed in the handbook of each of these specialized areas.

Students who feel they have been unfairly dismissed by an instructor may appeal the decision through the College’s due process procedures.

CLASS STANDING

Class standing is determined by the number of semester hours completed. A freshman has completed 31 or fewer semester hours of credit. A sophomore has 32 or more semester hours of credit completed.

COURSE LOADS

Students at Western Wyoming Community College may enroll as either full-time or part-time students. For fee purposes, a full-time student takes twelve semester hours or more and part-time student takes eleven or fewer semester hours. Any student who attempts more than 18 hours must obtain the signature of his/her faculty advisor and the Registrar in Enrollment Services or the Dean for Student Affairs at the time of registration. No student may enroll for more than 22 hours without petitioning for approval from his/her faculty advisor, the Registrar, Dean for Student Affairs, or the Dean of Academic Affairs. Overload fees are charged for over 21 hours.

A credit hour equates to one contact hour per week in lecture classes and two contact hours per week in laboratory-skill classes. Each student should plan to spend at least two hours of study on his/her own for each contact hour of classroom training. Course loads should be planned accordingly as should part-time work schedules.

COURSES

Adding Courses

During the first two weeks of the semester, students may add full semester courses. Refer to the calendar in this catalog for the exact date of the last day that courses may be added. The procedure for adding courses is initiated by obtaining a course add form from the Enrollment Services office. There are special late charges, and tuition will be adjusted according to the regular tuition schedule.

Learning Center and Co-op/Internship Work Experience may be added during the first half of the semester. Flexible entry classes may be added until the flex-entry deadline each semester (usually two weeks after midterm).

Auditing Courses (Taking a Credit Course for No Credit)

A student may audit any WWCC course. However, a student receives neither credit nor grade for the course. After the first two weeks of class, a student taking a course for audit may not change the registration to credit, and a student taking a course for credit may not change the registration to audit. The cost for auditing a course is the same as taking a course for credit.
Dropping Courses

During the add period (first two weeks of class), students drop individual classes by coming to the Enrollment Services Office and filling out a drop form. Students may also use the Web to drop and add classes – www.wwcc.cc.wy.us. No signatures are necessary and the class will not appear on the student’s permanent record. No grade is assigned.

Following the designated add period, students may withdraw from a regular full semester class until 10 school days after mid-semester. They may withdraw from “blocked” courses until 5 class days after the middle of the course for 8-week courses and 2 days after the middle of the course for 5-week courses. A grade of “W” will be assigned for a withdrawal and does appear on the student’s permanent record.

Following the drop deadline, a student may not withdraw from classes except in very unusual circumstances that involve severe medical, emotional or personal problems. Emergency withdrawals are for all, not selected, courses. Students must request in writing this type of withdrawal. In the case of a medical reason, a doctor’s excuse is necessary. All requests will require documentation. Such instances will require approval of the Registrar in Enrollment Services and the concerned instructor. No withdrawals will be permitted during finals week of the semester or after a semester is over. Although the following procedure may be initiated by the instructor, students are expected to take full responsibility for dropping courses.

Students who wish to drop courses should:

1. Obtain one of two forms from the Enrollment Services Office:
   a. A drop form for students who are dropping one or more of the classes for which they are registered.
   b. A withdrawal form for students who are dropping all of the classes for which they are registered (or the only class for which they are registered).
2. Follow the instructions on the form. Students must obtain the instructor’s signature for each course dropped, and return the form to the Enrollment Services Office or appropriate off-site office before the drop is official.

Withdrawing From All Courses

Students who find it necessary to totally withdraw from college must realize that the responsibility for withdrawing from classes lies with the student.

Deadlines and procedures are the same as those listed above for dropping individual classes. Students must pick up the withdrawal form, obtain all appropriate signatures, and return the form to the Enrollment Services Office or appropriate off-campus office.

Emergency withdrawal procedures after the drop deadline are also the same as those for dropping individual classes. In the case of a severe emergency when the student cannot come to the campus to withdraw, he/she should call the Registrar in Enrollment Services and make arrangements for approval of the withdrawal.

Students failing to follow appropriate withdrawal procedures, will receive “F” grades on their permanent transcript.

Students are responsible for all financial obligations to the institution. Official records will be held if the student withdraws with outstanding debts.
FINAL EXAMINATIONS

Final examination dates are listed in the Schedule of Classes. A student who fails to take a final examination may receive an “F” for that course unless previous arrangements have been made with the instructor. As a matter of college policy, no student may take an early final examination.

Students who have more than two exams scheduled in one day may reschedule additional exams by working with the instructors in question.

GRADES

Grading System

Grades at Western Wyoming Community College are evaluated according to letters, and computed according to points.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
</tr>
<tr>
<td>B</td>
<td>Very Good</td>
</tr>
<tr>
<td>C</td>
<td>Acceptable</td>
</tr>
<tr>
<td>D</td>
<td>Barely Passing</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
</tr>
<tr>
<td>S</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory</td>
</tr>
<tr>
<td>AU</td>
<td>Audit (No Credit)</td>
</tr>
<tr>
<td>NG</td>
<td>Non-graded course</td>
</tr>
</tbody>
</table>

Students may not receive credit for courses which are prerequisite to courses they have already completed.

Incompletes

The grade of “I” is given only under exceptional circumstances which make it impossible for a student to complete all requirements for a course by the end of the semester. To get an “I”, the student must complete the Incomplete form available from the Enrollment Services Office, and obtain the signature of his/her instructor. Uncompleted course work must be completed by the end of the following semester. It can be renewed by the instructor for one additional semester. If coursework is not completed, the “I” automatically becomes an “F” on the student’s transcript.

S/U Grades

All Western Wyoming Community College courses have been approved for “S/U” grading. The student may opt to take any course for “S/U” by simply telling the instructor of their choice. The instructor will explain the requirements for satisfactory completion of the course.

“S/U” grades may not be applied toward graduation at WWCC except when prior approval has been obtained through curriculum committee to use the course. The option is available only for those who are taking a class for general enrichment or brush-up. It is not intended to be a part of a degree program. Students should also be aware the “S/U” grades generally do not transfer.

“S/U” grades are assigned for credit by exam, CLEP, extra-institutional credit, and military P.E. credit. These courses may still be used to meet graduation requirements. The college reserves the right to allow "S/U" grading only in selected courses.
Grade Point Average

The grade point average serves as one means of indicating the student’s level of scholarship and is used to determine class standing and eligibility for intercollegiate athletic competition, and honors. The grade point average is computed as follows:

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Honor Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>English .......... 3</td>
<td>A (3x4) ...............</td>
<td>12</td>
</tr>
<tr>
<td>Political Science .. 3</td>
<td>B (3x3) ..................</td>
<td>9</td>
</tr>
<tr>
<td>Mathematics .......... 3</td>
<td>C (3x2) ..................</td>
<td>6</td>
</tr>
<tr>
<td>History ................ 3</td>
<td>A (3x4) ..................</td>
<td>12</td>
</tr>
<tr>
<td>Student Success .... 2</td>
<td>A (2x4) ..................</td>
<td>8</td>
</tr>
</tbody>
</table>

14 47

Divide the total points by semester hours: 47/14 = 3.35 GPA

Western Wyoming Community College currently computes all course offerings in terms of the semester credit hours. One semester credit hour usually comprises one lecture hour of class time per week (16-18 weeks per semester) and requires about two hours of student preparation per week. For students transferring from a college on the quarter credit hour system, take two-thirds (2/3) of the number of quarter hours earned to figure the equivalent number of semester hours.

Change of Grades

Grades may be changed for the following reasons:
1. If a mistake has been made in the computing or recording of a grade for any student, that student should ask his/her instructor to submit to the Dean of Academic Affairs a completed change of grade form. With the Dean’s approval, the student’s record will then be corrected by the Enrollment Services Office. Only one subsequent semester is allowed for grade changes. After that time, the grade stands as originally given. \textbf{Under no circumstances will changes be made after the close of the following semester.}
2. Students may repeat courses to raise their grades. All previous attempts remain on the student’s record, but only the grade earned in the last attempt is used to compute the grade point average except when a grade “W” is assigned in the last attempt. Students may repeat a given course as many times as they wish with only the final attempt used in computing the GPA. A repeat form must be filed in the Enrollment Services Office at the beginning of the semester the course is being repeated.

Grade Reports

Mid-semester grade reports are sent to students who have ‘D’ or ‘F’ grades. Such grades are not posted on the student’s permanent academic record. The purpose of these reports is to call unsatisfactory progress to the attention of the student and the faculty advisor. Only ‘D’ and ‘F’ are listed on the midterm grade report.

Semester grades are mailed to each student within two weeks after the close of the semester. Grades for classes that end late are mailed monthly. Copies of the grades are also sent to the student’s faculty advisor.

\textbf{LEAVE OF ABSENCE}

\textbf{(Missing Class Because of an Emergency)}

Enrolled students who find it necessary to be away from college during any semester (because of illness, a death in the family or other emergency reason) should notify the Enrollment Services Office. This office will notify instructors of the reason and the expected time period involved. Students are responsible for missed work and if the leave is too long, instructors may recommend that the student withdraw.
STANDARDS OF STUDENT CONDUCT

The College requires its students to conform to federal, state and local laws, as well as regulations set forth by the Western Wyoming Community College Board of Trustees. The College has regulations concerning a student’s individual conduct at the College, with other students and with College property. The regulations are to insure proper and responsible conduct for the benefit and safety of all.

STUDENT’S RIGHT OF DUE PROCESS

The College assures students the right to due process. Students have a right to an appeal hearing when they are suspended or dismissed from the College, they cannot resolve an academic grievance with a teacher, they are evicted from housing, or when some other disciplinary action is taken.

Academic Grievance
(Complaints About Areas of Instruction)

The College has a grievance procedure available to hear students’ academic complaints. The procedure seeks to insure that a student’s complaint is heard promptly, equitably, and informally.

Hopefully the conflict can be resolved in the initial steps of the process when the student discusses the matter with the instructor, the division chairperson, and the Dean of Academic Affairs. However, if the grievance is not resolved after the meetings, the student may present the case to an Academic Grievance Committee.

The student must submit a written statement of the complaint to the Division Chair or Academic Dean no later than 45 calendar days after the end of the semester in which the grievance occurred. Students may not pursue grievances after this time limit.

Non-Academic Grievance
(Complaints About Unfair Treatment)

The College has a grievance procedure available to hear student complaints about unfair treatment, including suspension and dismissal from the College. This nonacademic grievance procedure seeks to ensure that students are treated fairly with due process.

Due process ensures the student that the College is not arbitrary in its actions. In all cases, due process requires that students know the charges against them, have the opportunity to refute these charges, and have the right to appeal. Once confronted with the charges and the college’s decision, students may appeal this decision to the Student Affairs Appeals Board. This board serves to safeguard these rights and also strives to fairly and reasonably interpret various College policies relating to student conduct.

The entire policy may be found in the student handbook or by contacting the Office of the Dean of Student Affairs.

USE OF DRUGS AND ALCOHOL

The College prohibits the possession, manufacture, use or distribution of alcoholic beverages and/or illicit drugs on its property or as a part of any student activity supervised or sponsored by the college.

The College sponsors drug and alcohol awareness programs for students and the community and offers counseling and referral for students with dependency problems.
TRANSCRIPTS

Official transcripts of the student’s entire academic record at Western Wyoming Community College may be obtained from the Enrollment Services office. Two transcripts are issued without charge. Additional transcripts are available for $1 per copy.

No transcript will be released unless: 1) the student has given written permission for the release of said transcript; or 2) the student has called and requested that the transcript be sent (adequate identification will be required). If a student is encumbered to the institution, transcripts will be withheld until full payment is made.

Official transcripts can be given directly to the student and are marked issued to student. They should generally be sent directly to other colleges or universities, job sites, etc. Students will be issued unofficial transcripts for their own use.

One week notice is required on all transcript requests. Emergency cases will be considered on an individual basis by the Enrollment Services office.
APPLICATION FOR GRADUATION
At least one month prior to their last semester’s registration, all candidates for graduation must file a Notice of Intent to Graduate with the Enrollment Services Office. The purpose of this procedure is to allow this office to check whether the student has satisfied all College requirements for graduation. Candidates have the option of meeting either the degree requirements listed in the catalog under which they initially register and complete the first semester (as long as there is continuous attendance) or the requirements as listed in the current catalog. Exceptions must be approved by the Registrar in Enrollment Services.

DEGREES AND CERTIFICATES OFFERED
The following degrees and certificates are offered at WWCC: Associate of Arts, Associate of Fine Arts, Associate of Nursing, and Associate of Science primarily for those students planning to transfer to four-year and professional schools; Associate of Applied Science primarily for those completing vocational and technical programs; and Skills Proficiency Certificates in occupational areas.

CANDIDATES FOR CERTIFICATES
Candidates for certificate programs must complete all courses listed under the program description for that certificate before the certificate will be awarded.

REQUIREMENTS FOR DEGREES AND CERTIFICATES
The College offers the following degrees and certificates:

* **Associate of Arts:** This degree is primarily for students majoring in the humanities, arts, and social sciences and who plan to transfer to a four-year or professional school.

* **Associate of Fine Arts:** This degree is for students majoring in art or musical theatre who plan to transfer to a four-year or professional school.

* **Associate of Nursing:** This degree is for students completing the nursing program. See the Health Science section for specific requirements.

* **Associate of Science:** This degree is primarily for students majoring in math, science, engineering, or business and who plan to transfer to a four-year or professional school.

* **Associate of Applied Science:** This degree is primarily for students majoring in occupational fields who do not plan to transfer following completion of the AAS Degree.

* **Skills Proficiency Certificate:** These certificates are given in various occupational areas and require completion of a defined group of courses.

To graduate, students must complete all requirements of their degree or certificate program. Students may opt to graduate under the current catalog requirements or under those of the catalog in place the year they began attending Western Wyoming Community College as long as there has been continuous attendance.
GENERAL REQUIREMENTS FOR ALL DEGREES OR CERTIFICATES

Students must complete the following general requirements before the College will grant a degree or certificate.

The student must have:
- A cumulative grade point average of 2.00 (a “C” average) or better in all hours attempted at Western Wyoming Community College;
- At least 14 credit hours must be completed through Western Wyoming Community College;
- Generally no courses taken from WWCC for “S/U” grades may be used for graduation hours (does not include credit by exam, extra-institutional credit, or military credit, or approved S/U courses).

GRADUATION ASSESSMENT REQUIREMENT

All students graduating from WWCC with a degree must participate in assessment of student learning. Students must complete one of the following options.

1. One of the portfolio/capstone courses with a passing grade;
2. Assessments given on Assessment Day;
3. Assessment activity approved by the advisor and the Office of Assessment with documentation submitted to Enrollment Services no later than two weeks before graduation.

THE GRADUATION CEREMONY

WWCC holds a graduation ceremony on campus each year in May. Students who complete requirements in August or December may request a letter from the Enrollment Services Office verifying their completion.

- Attendance at the graduation ceremony is required. Students with conflicts may simply write a letter explaining the conflict to be excused.
- Students pay the direct cost of diplomas and caps and gowns. Students will be notified annually of the actual cost. Students who are excused from attendance or do not complete graduation requirements will still owe costs after orders are placed in March.
REQUIREMENTS FOR THE
ASSOCIATE OF ARTS DEGREE

Every student must complete 64 semester hours of credit. Of these 64, 27-31 hours are
designated for major area coursework and electives. The student, therefore, has considerable
flexibility in choosing courses.

General Education Requirements:

**English (ENGL 1010 & 1020, 1111, 2010, or COMM 2100) ......................... 6 hours**
Students must achieve a “C” or better grade in each course.

**United States Government .............................................................................. 3-6 hours**
Students may fulfill this requirement by completing POLS 1000 or both HIST 1210 and 1250. State law requires students to successfully complete a course in the United States and Wyoming Constitutions.
Students must achieve a “C” or better grade.

**Social Science .................................................................................................. 6 hours**

**Humanities & Applied Arts ............................................................................... 9 hours**
Students must complete at least one class in the humanities grouping and one in the applied arts grouping. Students should be aware that many four-year institutions require two to four semesters of a foreign language.

**Physical Education/Wellness ......................................................................... 2 hours**
Students may select courses from all activity courses (PEAC courses), dance, nutrition, first aid, CPR, and wellness courses. Students who served in the military may receive two hours of physical education credit upon submission of their DD-214.

**Science and Mathematics ............................................................................. 7-9 hours**
One course must be a laboratory science from the biology, geology, chemistry, or physics areas. One course must be a college level math class.

**Assessment Requirement .................................................................................. 0-1 hour**
Students must complete the WWCC assessment requirement for graduation. They may do so by taking a department-specific capstone class, the Academic Portfolio class (HUMN 2410) or by attending the designated Assessment Day.

**Total General Ed. Requirements .................................................................... 33-37 hours**

**Major Area Coursework Electives ................................................................. 27-31 hours**

**Total Hours Required ..................................................................................... 64 hours**

• The cumulative Western Wyoming Community College grade point average must be a 2.00 or better in order to graduate.
• No courses taken from WWCC for “S/U” grades may be used as hours for graduation. (Exception: WWCC courses approved for S/U grading and graduation credit.)
• No coursework numbered less than 1000 will be applicable to the Associate of Arts Degree (example: ENGL 0950).
• A maximum of six hours of studies or workshops (2490, 2495, 2990, or 2495) coursework may be applied toward the Associate of Arts Degree (example: HIST 2490).
• At least 14 hours of coursework must be completed through Western Wyoming Community College.
REQUIREMENTS FOR THE ASSOCIATE OF SCIENCE DEGREE

Every student must complete 64 semester hours of credit. Of these 64, 25-27 hours are designated for major area coursework and electives. The student, therefore, has considerable flexibility in choosing courses.

General Education Requirements:

English (ENGL 1010 & 1020, 1111, 2010) ................................................................. 6 hours
Students must achieve a “C” or better grade in each course.

United States Government ....................................................................................... 3-6 hours
Students may fulfill this requirement by completing POLS 1000 or both HIST 1210 and 1250. State law requires students to successfully complete a course in the United States and Wyoming Constitutions. Students must achieve a “C” or better grade.

Social Science, Humanities, & Applied Arts ......................................................... 9 hours
Students must complete at least one course from two of the areas listed above.

Physical Education/Wellness ...................................................................................... 2 hours
Students may select courses from all activity classes (PEAC classes), dance, nutrition, first aid, CPR, and wellness courses. Students who served in the military may receive two hours of physical education credit upon submission of their DD-214.

Science and/or Mathematics ..................................................................................... 14 hours
One course must be a lab science course from the biology, geology, chemistry, or physics areas. One course must be a college level (1000+) mathematics course with a "C" or better grade.

Computer Course ........................................................................................................ 3 hours
This course may be chosen from programming or applications courses only. Eligible courses: CMAP 1705, 1750, 1800, 1900, 1905, COSC 1010, 1200, 1220, 1580, 2100, 2120, 2210, 2230, 2240, ES 1060

Assessment Requirement .......................................................................................... 0-1 hour
Students must complete the WWCC assessment requirement for graduation. They may do so by taking a department-specific capstone class, the Academic Portfolio class (HUMN 2410) or by attending the designated Assessment Day.

Total General Education Requirements ..................................................................... 37-39 hours

Major Area Coursework, Electives .................................................................. 25-27 hours

Total Hours Required ............................................................................................... 64 hours

- The cumulative Western Wyoming Community College grade point average must be a 2.00 or better in order to graduate.
- Generally no courses taken from WWCC for “S/U” grades may be used as hours for graduation, except CLEP credit by exam, military credit, and approved WWCC S/U courses.
- No coursework numbered less than 1000 will be applicable to the Associate of Science Degree (example: ENGL 0950).
- A maximum of six hours of studies or workshops (2490, 2495, 2990, or 2995) coursework may be applied toward the Associate of Science Degree (example: POLS 2490).
- At least 14 hours of coursework must be completed through Western Wyoming Community College.
REQUIREMENTS FOR THE
ASSOCIATE OF FINE ARTS DEGREE

Every student must complete 70 semester hours of credit. Of these 70 credits, a minimum of 35
hours must be completed by the student in the designated field of study. The major will appear on the
diploma. Departmental course requirements are very specific and must be completed as listed.

Approved majors in the Associate of Fine Arts Degree:
• Musical Theatre
• Visual Arts: 2D

General Education Requirements:

English ...................................................................................................................... 6 hours
Student must complete ENGL 1010 and ENGL 1111, 1020 or 2010.
Student must receive a “C” or better grade in each course.

United State Government ....................................................................................... 3–6 hours
Students may fulfill this requirement by completing POLS 1000 or both
HIST 1210 and 1250. State law requires students to successfully complete
a course in the United States and Wyoming Constitution. Students must
receive a “C” or better grade.

Social Science ............................................................................................................... 6 hours
Students must complete the required coursework from the following
departments: ANTH, CRMJ, HIST, HLED, HOEC, PSYC, SOC.

Humanities ................................................................................................................... 3 hours
Students must complete the required coursework from the following courses:
ART 2010 & 2020; MUSC 1000, 2050 & 2055; THEA 1000 or 2200.

Complementary Applied Art (not in major area) .................................................... 3 hours
Students must complete the required coursework from the following:
Departments of ART, MUSC, THEA or Courses ENGL 2050, 2060, 2080, 2090.

Physical Education/Wellness ...................................................................................... 2 hours
Students may select courses from all activity classes (PEAC classes), dance, nutrition, first
aid, CPR and wellness courses. Students who served in the military may receive two
hours of physical education credit upon submission of their DD-214.

Mathematics and/or Science ....................................................................................... 4 hours
Students may select from the following courses: BIOL 1000, CHEM 1000,
GEOL 1100, MATH 1000, PHYS 1050.

Computer Course ........................................................................................................ 3 hours
Students may select from the following courses: THEA 1030 & 1035;
ART 2120; MUSC 1030 & 1035; and COMM 1380.

Fine Arts Portfolio .................................................................................................... 1-2 hours
Students must complete the portfolio class in their major area.

Total General Education Requirements ............................................................. 31-35 hours

Degree Area Coursework .................................................................................... 35-39 hours
See the program of study for the required list of courses for each major.

Total Hours Required ............................................................................................... 70 hours

• A cumulative Western Wyoming Community College grade point average of 2.00 or better
must be maintained for graduation.
• No courses taken from WWCC for “S/U” grades may be used for hours toward graduation,
except CLEP, credit by exam, military credit and approved graduation “S/U” courses.
• No coursework numbered less than 1000 will be applicable to the Associate of Fine Arts De-
gree (Example: ENGL 0950).
• A maximum of six hours of studies and workshop (2490, 2495 or 2990, 2995) coursework may
be applied toward the Associate of Fine Arts Degree (example: ART 2490).
• At least 14 hours of coursework must be completed through Western Wyoming Community College.
• Beginning Algebra (MATH 0920) or Algebra Skills (BAS 0720, 0760 or 0770) will be required
if the student scores below the following: 18 ACT or 40 COMPASS numerical and 38 ASSET
score.
REQUIREMENTS FOR THE
ASSOCIATE OF APPLIED SCIENCE DEGREE

Every student must complete 64 semester hours of credit. Students have considerable flex-

ibility in choosing courses that interest them. Major will appear on the diploma.

Approved majors for the Associate of Applied Science Degree:

- Accounting
- Auto Technology
- Banking, Finance and Credit
- Criminal Justice
- Early Childhood Education
- Electricity/Electronics/
  Instrumentation Technology
- Engineering Technology
- Human Services
- Industrial Maintenance
- Legal Assistant
- Marketing/Mid-Management
- Medical Office Assistant
- Mining Maintenance Technology
- Office Information Systems
- Welding Technology

General Education Requirements:

English ...................................................................................................................... 6 hours

Students must complete ENGL 1010 & 1020, 1111 or 2010.

Students must receive a “C” or better grade in each course.

United States Government ....................................................................................... 3-6 hours

Students may fulfill this requirement by completing POLS 1000 or both
HIST 1210 and 1250. State law requires students to successfully complete
a course in the United States and Wyoming Constitution. Students must
receive a “C” or better grade.

Social Science, Humanities, Applied Arts,

Approved Business Courses .................................................................................... 6 hours

Students must complete one course each from at least two of the areas above.

Mathematics and/or Science (College Level) ......................................................... 3-4 hours

Physical Education/Wellness ...................................................................................... 2 hours

Students may select courses from all activity classes (PEAC classes), dance,
nutrition, first aid, CPR, and wellness courses. Students who served in
the military may receive two hours of physical education credit upon
submission of their DD-214.

Total General Education Requirements ..................................................................... 20-23 hours

Degree Area Coursework ......................................................................................... 24 hours

All 24 hours must be completed in the major area department.

Directly Related Coursework .................................................................................... 12 hours

Coursework must be in the same division or be a Curriculum Committee
approved course for the related area.

Assessment Requirement ......................................................................................... 0-1 hour

Students must complete the WWCC assessment requirement for graduation. They may do
so by taking a department-specific capstone class, the Academic Portfolio class (HUMN
2410) or by attending the designated Assessment Day.

Electives ................................................................................................................... 5-8 hours

Total Hours Required ............................................................................................... 64 hours

- A cumulative Western Wyoming Community College grade point average of 2.00 or
  better must be maintained for graduation.
- Students may use a maximum of five hours of less than 1000 level coursework for
  electives (example: DEV 0900).
- No courses taken from WWCC for “S/U” grades may be used for hours for graduation,
  except CLEP, credit by exam, military credit, and approved WWCC S/U courses.
- At least 14 hours of coursework must be completed through Western Wyoming Commu-
  nity College.
BEYOND WESTERN

Pursue a Bachelor’s or Master degree by starting at Western and keep on going...

Currently four universities provide opportunities to complete a bachelors or masters degree while living at home. Each of these universities have written transfer agreements with WWCC so that our courses transfer easily to each of these schools. Therefore, a student can start with WWCC’s lower cost, high quality courses and, then, transfer to one of these five universities and complete a bachelors or masters degree without leaving town.

The delivery methods vary: Some courses meet on the Rock Springs campus at specific times; some you can complete at home at your own speed via the Internet or videotape.

University of Wyoming

The University of Wyoming maintains an Outreach office on the Western campus and offers 10 different degree programs. Most are delivered via compressed video.

Transfer of coursework is easy. Most courses from both UW and WWCC have the same course number so they easily transfer. Later in this catalog is a detailed explanation and a list of the WWCC courses that fulfill a UW’s University Study requirement.

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<th>Bachelors Programs</th>
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<td>Business Administration</td>
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<td>Agricultural Business</td>
<td>Education, Adult and Post Secondary</td>
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<tr>
<td>Nursing</td>
<td>Education, Instructional Technology</td>
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<td>Psychology</td>
<td>Education, Special Education</td>
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<tr>
<td>Social Science</td>
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<td>Business Administration (online)</td>
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<td></td>
<td>Speech-Language Pathology</td>
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<td></td>
<td>Science, Kinesiology, and Health</td>
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<td></td>
<td>Social Work</td>
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</tbody>
</table>

If you want more information, call the UW Outreach office at 307-382-1816.

Regis University

Site-bound students have the opportunity to complete a Bachelor’s degree in Business Administration or Education while living at home. An articulation agreement between WWCC and Regis University makes this process easy. This transfer agreement allows students to transfer as many as 98 credits from WWCC. Regis can provide the list of specific WWCC courses that transfer. A minimum of 30 credits must be completed from Regis.

The Business program has two options. **Option One** allows a student to receive an Associate of Science at WWCC in addition to a Bachelor’s of Science in Business Administration through Regis University. It requires more mathematics courses than Option Two. WWCC recommends this program for students who wish to pursue an MBA at an AACSB certified school, such as UW or USU. **Option Two** follows Regis’ suggested program in which a student would complete a total of 128 credit hours for a bachelor’s degree. If a student follows this option, he or she will not meet the mathematics requirements for an Associate of Science at WWCC. Students following this program have entered reputable MBA programs and succeeded.

Contact the Regis representative at 1-800-390-0891 for more information. You can also visit the Regis website at http://www.regis.edu/spsundergrad for more information.

Governor’s State University

Western has an agreement with Governor’s State University whereby a student may complete a bachelor’s degree in General Studies. This degree is ideal for someone who has wants to complete a bachelor’s degree, has a number of credits but has never had the chance to get closure on the Bachelor. You can transfer up to 80 hours of coursework from WWCC into their BA degree program. These courses are usually a combination of videos, textbook, and written assignments. Contact WWCC’s Director of Extended Education at 307-382-7208 for more information.
Utah State University delivers 5 Bachelor degree programs and 5 Master degree programs to Rock Springs, Evanston, Afton, and Kemmerer. All are delivered live via satellite to the Rock Springs campus. The equipment for the Rock Springs program was purchased through the Sweetwater County BOCES. USU charges in-state tuition for these programs.

<table>
<thead>
<tr>
<th>Bachelor Degrees</th>
<th>Master Degrees</th>
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<tbody>
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<td>Accounting</td>
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<td>Agri Business</td>
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<tr>
<td>Computer Science</td>
<td>Technical Writing (Internet)</td>
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</tbody>
</table>

Visit their website at http://www.ext.usu.edu/distance for more information on each of the degree programs, schedule of courses, and other information. Call 307-382-1672 for the up-coming Schedule of Courses for Rock Springs.

TRANSFER TO THE UNIVERSITY OF WYOMING

Students who plan to transfer from WWCC to the University of Wyoming should be aware of a number of things that make the process a simple matter.

1. **Common Course Numbering** - The University of Wyoming and all seven Wyoming Community Colleges have adopted a common course numbering system for equivalent courses. Thus a student can count on English 1010 having the same number and title at all schools.

2. **Graduates**: Graduates with an Associate of Arts, Fine Arts, Nursing, or Science from WWCC who take a second three-credit college level math course will meet all of UW’s lower division general education requirements. Students who graduate without the second math will have to complete that course at UW to complete the lower division general education requirements. Graduates transfer without a review of individual coursework required by university studies at UW.

3. **Transfer Limits**: There is no limit to the number of credit hours a community college student may transfer to the University of Wyoming. Fulfillment of requirements specific to a University program of study, however, shall be evaluated on a course-by-course basis by the appropriate department using the Wyoming Higher Education Transfer Guide.

4. **Transfer Guide**: Students who transfer to UW with less than an Associate of Arts or Science degree will have their transcript evaluated on a course-by-course basis based on the Wyoming Higher Education Transfer Guide. Also included in this category are students who receive occupational degrees. Many WWCC classes fulfill UW’s University Studies requirements. Courses identified as of August 2001 are these:

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<tr>
<th>Credit Hours</th>
<th>Description</th>
<th>Course Code</th>
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<td></td>
<td>College Studies EDUC</td>
<td>EDCI 1000</td>
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Visit their website at http://www.ext.usu.edu/distance for more information on each of the degree programs, schedule of courses, and other information. Call 307-382-1672 for the up-coming Schedule of Courses for Rock Springs.
<table>
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<tr>
<th>Course Category</th>
<th>Courses</th>
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<td>Calculus I</td>
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<td>Intro. to Geography</td>
<td>G&amp;R 1000</td>
</tr>
<tr>
<td>Intro. to Natural Resources</td>
<td>G&amp;R 1050</td>
</tr>
<tr>
<td>History of U.S. to 1877</td>
<td>HIST 1210</td>
</tr>
<tr>
<td>History of U.S. from 1877</td>
<td>HIST 1220</td>
</tr>
<tr>
<td>History of American West</td>
<td>HIST 1290</td>
</tr>
<tr>
<td>Living History</td>
<td>HIST 1360</td>
</tr>
<tr>
<td>Chinese Civilization</td>
<td>HIST 2040</td>
</tr>
<tr>
<td>Wellness</td>
<td>HLED 1003</td>
</tr>
<tr>
<td>Non-Western Political Cultures</td>
<td>POLS 1200</td>
</tr>
<tr>
<td>Current Issues in American Gov’t</td>
<td>POLS 2000</td>
</tr>
<tr>
<td>Amer. Political Parties &amp; Elections</td>
<td>POLS 2050</td>
</tr>
<tr>
<td>Nonwestern Perspectives</td>
<td>POLS 2152</td>
</tr>
<tr>
<td>Modern Africa</td>
<td>POLS 2240</td>
</tr>
<tr>
<td>International Relations</td>
<td>POLS 2310</td>
</tr>
<tr>
<td>Modern Mexico</td>
<td>POLS 2320</td>
</tr>
<tr>
<td>General Psychology</td>
<td>PSYC 1000</td>
</tr>
<tr>
<td>Child Growth &amp; Development</td>
<td>PSYC 2300</td>
</tr>
<tr>
<td>Exceptional Children</td>
<td>PSYC 2310</td>
</tr>
<tr>
<td>Intro. to Sociology</td>
<td>SOC 1000</td>
</tr>
<tr>
<td>Social Problems</td>
<td>SOC 1100</td>
</tr>
<tr>
<td>Human Sexuality</td>
<td>SOC 2200</td>
</tr>
<tr>
<td>Marriage &amp; Family</td>
<td>SOC 2325</td>
</tr>
<tr>
<td>Race &amp; Ethnic Relations</td>
<td>SOC 2350</td>
</tr>
</tbody>
</table>

**Visual & Performing Arts - C3**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Art</td>
<td>ART 1000</td>
</tr>
<tr>
<td>Drawing I</td>
<td>ART 1050</td>
</tr>
<tr>
<td>Design 2D</td>
<td>ART 1100</td>
</tr>
<tr>
<td>Design: Color</td>
<td>ART 1130</td>
</tr>
<tr>
<td>Photography</td>
<td>ART 1150</td>
</tr>
<tr>
<td>Sculpture I</td>
<td>ART 1310</td>
</tr>
<tr>
<td>Art History I</td>
<td>ART 2010</td>
</tr>
<tr>
<td>Art History II</td>
<td>ART 2020</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>COMM 1010</td>
</tr>
<tr>
<td>Intro. to Music</td>
<td>MUSC 1000</td>
</tr>
<tr>
<td>Collegiate Chorale</td>
<td>MUSC 1400</td>
</tr>
<tr>
<td>Symphony Orchestra</td>
<td>MUSC 1430</td>
</tr>
<tr>
<td>Music of the World's People</td>
<td>MUSC 2015</td>
</tr>
<tr>
<td>Music History Survey I</td>
<td>MUSC 2050</td>
</tr>
<tr>
<td>Music History Survey II</td>
<td>MUSC 2055</td>
</tr>
<tr>
<td>Intro. to Theatre</td>
<td>THEA 1000</td>
</tr>
<tr>
<td>Beginning Acting</td>
<td>THEA 1100</td>
</tr>
<tr>
<td>Ballet I</td>
<td>THEA 1410</td>
</tr>
<tr>
<td>Ballet II</td>
<td>THEA 1420</td>
</tr>
<tr>
<td>Modern I</td>
<td>THEA 1430</td>
</tr>
<tr>
<td>Modern II</td>
<td>THEA 1440</td>
</tr>
<tr>
<td>Oral Interp of Literature</td>
<td>THEA 2120</td>
</tr>
<tr>
<td>Background of Dance</td>
<td>THEA 2200</td>
</tr>
</tbody>
</table>

**U.S. & Wyoming Constitutions**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>History of U.S. to 1877</td>
<td>HIST 1210</td>
</tr>
<tr>
<td>History of Wyoming</td>
<td>HIST 1250</td>
</tr>
<tr>
<td>or U.S. Government</td>
<td>POLS 1000</td>
</tr>
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</table>

**3 Global Studies**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
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</thead>
<tbody>
<tr>
<td>Intro. to Physical Anthropology</td>
<td>ANTH 1100</td>
</tr>
<tr>
<td>Intro. to Cultural Anthropology</td>
<td>ANTH 1200</td>
</tr>
<tr>
<td>Intro. to Archaeology</td>
<td>ANTH 1300</td>
</tr>
<tr>
<td>World Ethnography</td>
<td>ANTH 2200</td>
</tr>
<tr>
<td>North American Indians</td>
<td>ANTH 2210</td>
</tr>
<tr>
<td>Intro. to International Business</td>
<td>BUSN 2000</td>
</tr>
<tr>
<td>Native American Literature</td>
<td>ENGL 2340</td>
</tr>
<tr>
<td>Intro. to Folklore</td>
<td>ENGL 2400</td>
</tr>
<tr>
<td>Intro. to Geography</td>
<td>G&amp;R 1000</td>
</tr>
<tr>
<td>Intro. to Natural Resources</td>
<td>G&amp;R 1050</td>
</tr>
<tr>
<td>History of Civilization I</td>
<td>HIST 1110</td>
</tr>
<tr>
<td>History of Civilization II</td>
<td>HIST 1120</td>
</tr>
<tr>
<td>Chinese Civilization</td>
<td>HIST 2040</td>
</tr>
<tr>
<td>Music of the World's People</td>
<td>MUSC 2015</td>
</tr>
<tr>
<td>Non-Western Political Cultures</td>
<td>POLS 1200</td>
</tr>
<tr>
<td>Modern Africa</td>
<td>POLS 2240</td>
</tr>
<tr>
<td>International Relations</td>
<td>POLS 2310</td>
</tr>
<tr>
<td>Modern Mexico</td>
<td>POLS 2320</td>
</tr>
</tbody>
</table>

**40-47 Total Hours**
ACADEMIC PROGRAMS
OCCUPATIONAL PROGRAMS

Programs of study in this area of the College are designed to provide courses for those students wishing to study in vocational-technical fields in preparation for employment in business and industry. Programs within this area offer the student the opportunity to develop necessary skills in the shortest amount of time. The options that a student may choose include an Associate of Applied Science Degree (A.A.S.), a Two-year Certificate of Completion, and a One-year Certificate of Completion. Students finishing these programs generally elect to immediately move into the job market or to continue on with their education at four-year institutions or trade schools. These are not meant to be transfer programs; however, students may sometimes transfer to specialized programs or trade schools.

<table>
<thead>
<tr>
<th>Accounting</th>
<th>Instrumentation Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automotive Technology</td>
<td>Human Services</td>
</tr>
<tr>
<td>Banking, Finance and Credit</td>
<td>Industrial Maintenance</td>
</tr>
<tr>
<td>(in Evanston only)</td>
<td>Legal Assistant</td>
</tr>
<tr>
<td>Bookkeeping</td>
<td>Marketing/Mid-Management</td>
</tr>
<tr>
<td>Clerk-Typist</td>
<td>Medical Office Assistant</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>Mining Maintenance Technology</td>
</tr>
<tr>
<td>Diesel and Heavy Equipment</td>
<td>Office Information Systems</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Plant Operations</td>
</tr>
<tr>
<td>Electricity Technology</td>
<td>Supervisory Leadership</td>
</tr>
<tr>
<td>Electronics Technology</td>
<td>Surface Maintenance Mechanics</td>
</tr>
<tr>
<td>Electrical Apprenticeships</td>
<td>Underground Maintenance Technology</td>
</tr>
<tr>
<td>Engineering Technology</td>
<td>Word/Information Processing</td>
</tr>
<tr>
<td>English As A Second Language</td>
<td>Welding Technology</td>
</tr>
<tr>
<td>Fitness Leadership</td>
<td></td>
</tr>
</tbody>
</table>

TRANSFER PROGRAMS

Programs of study in this degree area of the College are designed for students interested in liberal arts and pre-professional study. These programs lead to the Associate of Arts, Associate of Fine Arts, Associate of Nursing, or Associate of Science degree. Most courses within this area may be transferred to four-year colleges and universities toward completion of the Bachelor of Arts or Bachelor of Science degrees. The Associate of Fine Arts may be obtained in Art and Musical Theatre.

The Associate of Arts or Associate of Science Degree can be obtained with an emphasis on the following areas of liberal arts study:

<table>
<thead>
<tr>
<th>Fine Arts:</th>
<th>Humanities:</th>
<th>Mathematics &amp; Science:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art</td>
<td>Communication</td>
<td>Biology</td>
</tr>
<tr>
<td>Dance</td>
<td>English</td>
<td>Chemistry</td>
</tr>
<tr>
<td>Music</td>
<td>Journalism</td>
<td>Geology</td>
</tr>
<tr>
<td>Musical Theatre</td>
<td>Literature</td>
<td>Engineering</td>
</tr>
<tr>
<td>Photography</td>
<td>Organizational</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Pottery</td>
<td>Communications</td>
<td>Environmental Science</td>
</tr>
<tr>
<td>Theatre</td>
<td>Spanish</td>
<td>Pre-Forestry</td>
</tr>
<tr>
<td></td>
<td>Western American Studies</td>
<td>Pre-Engineering</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pre-Wildlife</td>
</tr>
</tbody>
</table>
Business: Accounting
Business Administration
Computer Science
Marketing

Social Science: Anthropology
Criminal Justice
Education (Elementary, Secondary, Early Childhood, Special Education)
Geography
History
International Studies

Anthropology
Political Science
Psychology
Pre-Law
Social Science
Social Work
Sociology

Health: Exercise Science
Outdoor Leadership
Physical Education
Pre-Dentistry
Pre-Dental Hygiene
Pre-Medicine

Pre-Nursing (BSN)
Pre-Occupational Therapy
Pre-Physical Therapy
Pre-Veterinary
Pre-Radiology

**COURSE TYPES**

**APPLIED MUSIC LESSON:** One private half-hour or hour lesson per week in a specified area with a required minimum preparation time. Each lesson is one-on-one instruction with a faculty member and includes working with an accompanist. Minimum 375 minutes per credit hour.

**CLINICAL:** A course of study designed especially for the preparation of students that PRACTICUM involves the supervised practical application of previously studied theory in the field. Minimum 2250 minutes per credit hour.

**DIRECTED STUDY:** This individualized method of instruction involves the student working on his/her own to carry out objectives established by the instructor in an area where there is a specific need and no WWCC course offered to address the student’s requirements. Procedure: Before a directed study can be started, the instructor must develop a complete course syllabus, have it approved by the division chair, and submit it to the office of enrollment services. Competency based.

**FIELD SCHOOL/ FIELD STUDY:** A field school/study is a classroom without walls where lectures are ongoing and the material learned is applied directly to the appropriate environment. Minimum 1500 minutes per credit hour.

**INTERNET:** An Internet course is a course that provides instruction through a computer interface. Instruction, discussion, assessment and feedback is conducted electronically. Class assessment is based on attainment of course outcomes; there is no “seat time” requirement (with the exception of proctored tests in some courses). The course may be open-entry/open-exit or may follow a prescribed semester schedule for assignments, papers, and exams. Competency based.
INTERNSHIP CO-OP: This method of instruction results in the placement of the student in a major-specific paid or unpaid work position. The supervising instructor must submit a complete course outline to the Office of Enrollment Services that covers all of the guidelines established in the WWCC catalog for this type of course. A position must be available and agreed upon between the student and the instructor of record before the student registers for the class. Minimum 3750 minutes per credit hour.

LABORATORY/STUDIO: A course in which the primary method of instruction is application-oriented “learning by doing.” The discussion/group interaction format may also be utilized. Minimum 1500 minutes per credit hour.

LECTURE: A course in which the primary method of instruction is verbal and where a lecture/discussion/group interaction format is utilized. Minimum 750 minutes per credit hour.

OPEN/LAB: A course in which the primary method of instruction is application-oriented (flex) “learning by doing” or self-paced, mastery-learning (open entry/open exit) courses where students work with instructor supervision in the accomplishment of instructor-established objectives and sequenced learning activities. Competency based.

SEMINAR: A small group of students studying under an instructor using a variety of instructional and learning methods ranging from lecture to discussion of student research. Students may also attend a seminar given by an expert in the field followed by discussion and interaction. Minimum 750 minutes per credit hour.

STUDIES IN: The topics class may be a lecture, laboratory, or a combination lecture/lab. This category should be used for testing a class to determine if the demand is there and whether the format is appropriate before making it a permanent course offering within a WWCC program. Procedure: Studies courses may be offered in the same topical area only two times. A complete course syllabus must be approved by the division chair and submitted to the Office of Enrollment Services before the class may be taught. All studies course outlines will also be submitted to curriculum committee each semester as part of its consent agenda.

VIDEOTAPED: A videotaped course is a complete and integrated instructional system that generally includes, in addition to the videotaped component, a textbook and a variety of other instructional material designed to be used by faculty and students as the principal components of a college course. These courses usually have an internet component that facilitates interaction between students and instructor.

WORKSHOP: A brief, intensive educational program for a group of people that focuses on techniques and skills in a particular field. Workshop is a lab-type course. Only 6 hours of Workshop credit may be counted toward graduation. Procedure: The Workshop category should be used for areas where the topics vary and the course is not offered on a regular basis. A completed course syllabus, will be approved by the division chair and submitted to the Office of Enrollment Services before the class may be taught. Workshop courses may be offered in the same topical area only two times, and then they have to be taken to curriculum committee for approval to make the course a permanent course offering in the Workshop category. Minimum 1500 minutes per credit hour.
ACADEMIC WORK/STUDY EXPERIENCES

Experimental learning for college credit through the Cooperative Education and Departmental Internship programs.

Purpose of Cooperative Education & Internship Experience

Cooperative education and internships offer opportunities for students to enhance what they learned in the classroom with professional experiences. During these experiences, students work with professionals, learning the practical aspects of their academic field.

Early in their academic careers, students can experience the everyday challenges, rewards, and frustrations of their chosen profession. Students can better understand how the classroom lectures relate to the everyday professional situations. In addition to the knowledge, they will also see the types of interpersonal and personal skills necessary for this profession. Moreover, after such experiences, students can more clearly decide if their profession fits their own personality as well as their academic interests.

Coops are generally in the occupational areas and provide part-time employment as well as meaningful, practical professional experience that relates to the student’s major.

During a coop experience students can learn first hand what is required in their major. Besides the specific skills related to the major, students can also learn to establish good work habits and goals, can learn about customer-client relationships, and most important, can determine if this is an appropriate profession for them. In addition, they can see examples of how classroom theory applies in the real world of work. Thus, the students not only earn money for school but strengthen their practical knowledge and experience.

Both of these areas, cooperative education and departmental internships are described in detail in the following sections.

Registration for Coop/Internship Courses:

Registration for these classes must be completed by the open-entry/open exit deadline each semester (two weeks after midterm).

Students and instructors must meet and agree on a course outline before the student may register. A copy of the outline must be submitted to the Enrollment Services office prior to registration.

Credit Hours:

Contact hours for an internship/coop experience are 4:1 (4hrs/wk/15 weeks for 1 credit hour – 62.5 contact hours per semester).

Students should balance their course load and should make sure their time commitment between regular classes and work experience is reasonable.

Students may enroll in 1-4 hours of credit (internship), 1-4 hours of credit (coop) in one semester.

Maximum allowable credit for graduation:

- Internship (AA & AS degrees)–4 hours
- Coop (AAS degrees)–6 hours

Students may not receive credit from more than one source (Coop or Internship)

General Guidelines

Course Number—Each department has a coop or internship category which may be used. Coop numbers (2480) are used for occupational programs. Internship (2475) are used for academic program.
Supervision—All coop/internship experiences must be supervised by a full-time WWCC faculty member.

Eligibility/Prerequisites—The job opportunity must be in the student’s major area and directly related to their program of study. In most cases, positions are identified by the college and the students are placed. Accordingly, existing position which the student might already hold are not usually considered. **The student must have completed 12 semester hours of credit with a minimum 2.50 CUM GPA in order to apply for this program.** Instructor permission is required prior to enrollment in this program.

Grading: Students will be required to complete the following minimum requirements in order to receive internship/coop credit.

- Complete the required number of hours of on-the-job work experience (keep a log of hours worked)
- Submit a journal of the experience
- Meet regularly with the instructor to discuss progress, concerns, etc.
- Receive an evaluation from the on-site supervisor.

**Cooperative Education**

1-4 Credits (6 credits maximum)

Purpose—To provide students with an opportunity to evaluate a work experience that relates to their probable career or college major. Coops are generally in the occupational areas and provide part-time employment as well as meaningful, practical professional experience.

Specific Purpose—During a Co-op experience, students should study personal relationships on the job with peers, supervisors, and subordinates. They should learn to establish good working attitudes and habits, and learn to establish good work goals. They should also learn something about customer/client relations (when possible). Consideration should be given by the students “self-analysis” to the end that they can determine if the kind of work in which they are engaged in the same kind of work in which they would like to continue. Between Career Services and the Co-op class, students can experience and discuss work relations, attitudes, and problems. They become aware of trying to apply general theory and philosophy to practice and becomes aware (in general) of what kind of work experience they like or dislike.

**Departmental Internships**

The WWCC Internship program provides a unique opportunity for freshmen or sophomores. Generally, internships are reserved for upperclassmen. Western, however, offers a wide range of internship opportunities for students who have completed 12 credit hours.

In internships, students can interact with professionals in the work place, can experience the day-to-day routine of a psychologist, an engineer, a teacher, or an archaeologist, and can compare classroom theories to on-the-job situations. The ultimate benefit, of course, is that students can decide--based on experience in that profession firsthand--if their chosen major really fits their interests and abilities.

In most colleges, students must complete five or more semesters of coursework in their major before they can sign up for an internship. If they decide that this profession is not appropriate and choose another major, some coursework will not count toward this new major and they will “lose” some credits. At Western, however, internships allow this decision to be made early in the college career. In addition, those students who continue in that major will have experiences, examples, and situations to relate the information they will receive in future classroom lectures in the next two or three years.

Western offers a variety of internships. Some are described below.

The **SOCIAL SCIENCE** department has internships available. They include internships in the Wyoming State Legislature, local police department, the district attorney’s office, archaeology, the youth home, and community social service agency. Students work with professionals to develop skills in the social services professions.
The **EDUCATION** department places students in schools during their first year and also provides opportunities for internships that allow for long-term relationships with local school districts. Thus, majors are much better prepared than most when they are assigned to their first permanent class.

The **PHYSICAL EDUCATION** department allows for internships with the local recreational centers and other activities within the communities.

Qualified students can gain professional experience and earn college credit, as well as spending money, in externship situations with several area newspapers and radio stations. Opportunities include **ADVERTISING** sales and design, news writing and editing, and radio broadcasting, and depend on individual talents and interests. Also, students are occasionally asked to do temporary **PUBLIC RELATIONS** work for government agencies, politicians, or private firms. In addition, students or graduates of the program are regularly hired for part-time, summer, or full-time employment by local newspapers. There are opportunities as well for student **JOURNALISTS** to break into print as volunteer columnists for area newspapers.

The **POLITICAL SCIENCE** department has interns who work at the State legislature for State representatives.

The **ARCHAEOLOGY** department has students who work in the field on a variety of digs.

The **ENGINEERING** department has opportunities to work with local engineers in a variety of fields.

**SOCIAL WORK** includes a practical experience as a required part of the course.

**EARLY CHILDHOOD OR CHILDCARE** also requires a practical experience working with preschool children.

The **WESTERN STUDIES PROGRAM** offers an internship with the Bureau of Land Management giving students practical experience in a variety of land management situations.

The **EXERCISE SCIENCE** internship places students in rehabilitation centers, recreation centers, and health spas. There are also opportunities to assist college faculty in the Wellness Center with body fat and fitness tests.

The **HISTORY** department has internships available through the Fort Bridger State Historic Site. The intern will work directly for the Site Superintendent in a variety of capacities.

Several other departments offer internships as the opportunity presents itself.

**GENERAL CORE FOR ALL PROGRAMS**

Students entering Western Wyoming Community College are encouraged to decide initially on an area of interest, if not a major. The Student Affairs staff or advisors will assist the student. The following program suggestions, however, could be used as guidelines for those students who are still undecided. These suggested first semester guidelines are based on the requirements for graduation for A.A., A.S., A.F.A., A.N., A.A.S., and Certificate programs.

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 1 (ENGL 1010)</td>
<td>3</td>
<td>English 11 (ENGL 1020)</td>
<td>3</td>
</tr>
<tr>
<td>1 Math (MATH 1000 or 1400)</td>
<td>3-4</td>
<td>1 Math (MATH 1400 or 1405)</td>
<td>3-4</td>
</tr>
<tr>
<td>P.E./Wellness</td>
<td>1</td>
<td>P.E./Wellness</td>
<td>1</td>
</tr>
<tr>
<td>US Government (POLS 1000)</td>
<td>3</td>
<td>Sociology or Psychology</td>
<td>3-4</td>
</tr>
<tr>
<td>1 course Biology, Chemistry, Geology or Physics</td>
<td>4</td>
<td>1 course Biology, Chemistry, Geology or Physics</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>2-3</td>
<td>Electives</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>16-18</strong></td>
<td><strong>Total</strong></td>
<td><strong>17-19</strong></td>
</tr>
</tbody>
</table>
SCHEDULING

Curriculum
Following the suggested programs as listed will guarantee that degree and certificate requirements have been met. Because fiscal and staff limitations obviously prohibit this college from offering every course listed in this bulletin every semester, students should plan to enroll in the courses outlined in the suggested programs. Courses with enrollments under 10 students may be cancelled for fiscal and quality of instruction reasons. Decisions about cancelled classes will be made by the end of the first week of classes whenever possible. If a student is concerned about whether a class will be cancelled, he/she should contact the Office of Enrollment Services. Be aware that certain courses are generally offered only in the fall or only in the spring.

Completing a Degree at Night
In order to better serve the needs of those students who can enroll only in the evening program, the faculty in each of the College’s six divisions has projected the divisional evening course offerings over a five-year period. Most of the courses offered in the curriculum are offered at least once during the five-year plan. See each semester's class schedule to find degree courses offered that semester as a part of the plan.

Students may use the schedule to develop a plan to reach their educational goals. While Western Wyoming Community College tries to make all of its courses and services available to the maximum number of students, a person seeking a particular major should be aware that some courses may not appear on the evening schedules due to time, staffing or financial constraints. Also, changes in the projections may occur as circumstances dictate.

Shift Workers
The College has a variety of methods to accommodate a shiftworker's schedule. Videotaped courses, Internet courses, and open-entry occupational courses are particularly appropriate. However, many regularly scheduled courses can also accommodate a shiftworker's changing schedule. These courses are marked in the current Schedule Guide with a bus symbol.

The instructors of these courses have agreed to tape-record the class or make other accommodations when a shiftworker/student has to miss a class for work. Overall, shiftworker/students are responsible for coming to class when their work schedule permits and for keeping up with the course schedule through the tapes, although occasionally due dates may have to be adjusted.
UNDERSTANDING AND INTERPRETING
THE COURSE NUMBERING SYSTEM

Courses at Western Wyoming Community College are identified by a set of numbers and letters. The letters are abbreviations that are listed below. The set of 4 numbers indicates the level of the course: 1000s are freshman, 2000s are sophomore and 0000s are non-transferable courses.

<table>
<thead>
<tr>
<th>Business &amp; Information Systems</th>
<th>Science &amp; Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT Accounting</td>
<td>ASTR Astronomy</td>
</tr>
<tr>
<td>BADM Business &amp; Management</td>
<td>BIOL Biology</td>
</tr>
<tr>
<td>BOTK Business Office Technology</td>
<td>CHEM Chemistry</td>
</tr>
<tr>
<td>CMAP Computer Applications</td>
<td>ES Engineering (Gen.) &amp; Tech.</td>
</tr>
<tr>
<td>COSC Computer Science</td>
<td>GEOL Geology</td>
</tr>
<tr>
<td>ECON Economics</td>
<td>MATH Mathematics</td>
</tr>
<tr>
<td>LEGL Legal Secretary</td>
<td>PHYS Physics</td>
</tr>
<tr>
<td>MKT Marketing</td>
<td>STAT Statistics</td>
</tr>
<tr>
<td>MOA Medical Office Assistant</td>
<td></td>
</tr>
<tr>
<td>MGT Supervision &amp; Management</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Career Development</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CRDV Career Development</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Developmental Studies</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BAS, DVST Basic Skills</td>
<td></td>
</tr>
<tr>
<td>DVST, BAS English for Speakers of Other Languages</td>
<td></td>
</tr>
<tr>
<td>HMDV Student Success</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fine Arts</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ART Art, Photography &amp; Pottery</td>
<td></td>
</tr>
<tr>
<td>MUSC Music</td>
<td></td>
</tr>
<tr>
<td>THEA Theatre and Dance</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Health Science</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>HLTK Allied Health</td>
<td></td>
</tr>
<tr>
<td>DEN Dental Assistant</td>
<td></td>
</tr>
<tr>
<td>HLED Health Education</td>
<td></td>
</tr>
<tr>
<td>HOEC Home Economics</td>
<td></td>
</tr>
<tr>
<td>NRST Nursing</td>
<td></td>
</tr>
<tr>
<td>RN Nursing (RN)</td>
<td></td>
</tr>
<tr>
<td>OCTH Occupational Therapy</td>
<td></td>
</tr>
<tr>
<td>PEAC Physical Activity</td>
<td></td>
</tr>
<tr>
<td>PEPR Physical Education</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Humanities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM Communications</td>
<td></td>
</tr>
<tr>
<td>ENGL English</td>
<td></td>
</tr>
<tr>
<td>FREN French</td>
<td></td>
</tr>
<tr>
<td>LANG Foreign Language</td>
<td></td>
</tr>
<tr>
<td>GERM German</td>
<td></td>
</tr>
<tr>
<td>HUMN Humanities</td>
<td></td>
</tr>
<tr>
<td>COMM Journalism</td>
<td></td>
</tr>
<tr>
<td>LIBS Library Science</td>
<td></td>
</tr>
<tr>
<td>PHIL Philosophy</td>
<td></td>
</tr>
<tr>
<td>SPAN Spanish</td>
<td></td>
</tr>
</tbody>
</table>

The fourth digit in each number indicates whether the course is designed primarily for freshman (in which the number is a 1 as in ENGL 1010) or for sophomores (in which the number is 2 as in ENGL 2010) or for non-transferable courses (in which the number is a 0 as in ENGL 0900). The number of semester hour credits given for each course appears at the end of the course description.
<table>
<thead>
<tr>
<th>SUGGESTED PROGRAMS OF STUDY</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program for General Studies Degree</td>
<td>69</td>
</tr>
<tr>
<td>Business</td>
<td>70</td>
</tr>
<tr>
<td>Education</td>
<td>77</td>
</tr>
<tr>
<td>English as A Second Language</td>
<td>80</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>81</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>87</td>
</tr>
<tr>
<td>Humanities</td>
<td>101</td>
</tr>
<tr>
<td>Science and Mathematics</td>
<td>105</td>
</tr>
<tr>
<td>Social Science</td>
<td>110</td>
</tr>
<tr>
<td>Technology and Industry</td>
<td>117</td>
</tr>
</tbody>
</table>
WHAT COURSES YOU SHOULD TAKE IF YOU AREN'T SURE OF YOUR MAJOR

ASSOCIATE OF ARTS WITH EMPHASIS IN GENERAL STUDIES

Suggested Program

(Recommended program for the student who is unsure of his/her major)

This suggested program is designed for the student who intends to transfer to a four-year baccalaureate program, but who has not selected a specific major area of study. This program should provide for completion of most general education requirements at surrounding four-year institutions as well as meet WWCC Associate of Arts requirements.

This program is also designed to meet the needs of students in the WWCC outreach service area. Course requirements in this program are also offered on-campus in a rotation that allows students to complete an associate degree in five years by attending part-time in the evening.

Students should be aware of WWCC core general education requirements as they select options in this program. See page 65 of the College Catalog.

FIRST YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science (Gen. Biology BIOL 1010)</td>
<td>4</td>
<td>Natural Science (Gen. Biol. II BIOL 2020)</td>
<td>4</td>
</tr>
<tr>
<td>Communication Course</td>
<td></td>
<td>U.S. Government** (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>(Intro. to Public Speaking COMM 1010 or Interpersonal Comm. COMM 1030)</td>
<td>3</td>
<td>Foreign Language</td>
<td>4</td>
</tr>
<tr>
<td>Foreign Language (Elem. Spanish SPAN 1010)</td>
<td>4</td>
<td>Electives</td>
<td>3</td>
</tr>
<tr>
<td>Health &amp; Phys. Ed Requirement*</td>
<td>1-2</td>
<td></td>
<td>17</td>
</tr>
<tr>
<td>(Activity Course, First Aid HLED 1221, or Nutrition HOEC 1140)</td>
<td>1-2</td>
<td></td>
<td>15-16</td>
</tr>
</tbody>
</table>

SECOND YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Level Math</td>
<td>3-4</td>
<td>College Level Math or Applied Arts</td>
<td>3</td>
</tr>
<tr>
<td>Computer Applications</td>
<td></td>
<td>Depending on courses taken previously</td>
<td></td>
</tr>
<tr>
<td>(Computer Info. Systems COSC 1200)</td>
<td>3</td>
<td>General Psychology (PSYC 1000) or Intro. to Sociology (SOC 1000)</td>
<td>3-4</td>
</tr>
<tr>
<td>Humanities (Art History ART 2010, Music History MUSC 2050, Intro. to Music MUSC 1000, Intro. to Theatre THEA 1000, Literature Courses)</td>
<td>2-3</td>
<td>Social Science (Economics, Anthropology, History, Geography)</td>
<td>3</td>
</tr>
<tr>
<td>Social Science (Economics, Anthropology, History, Geography)</td>
<td>3</td>
<td>Statistics or Physical Science (Astronomy, Geology, Physics, Chemistry)</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>Electives</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>4</td>
<td></td>
<td>16-17</td>
</tr>
</tbody>
</table>

Total of 64 hours required, 2.00 cumulative GPA.

Electives must be transfer level courses that preferably relate to the student’s future educational plans. (Suggestions: Philosophy; Applied Arts, such as Beginning Acting, Drawing, Journalism; Advanced Writing Courses; Major-specific Coursework). Students may require developmental coursework in math and English before entry into program requirements. If so, these hours are above and beyond degree requirements.
BUSINESS

Our business program places emphasis on function and responsibility to society as a member of the business community. Instruction in ethics and behavioral sciences, and a working knowledge of modern management concepts is also stressed with a thrust toward the development of leadership.

Western offers programs of study that consist of a solid background in a breadth of business courses such as accounting, administration, computer science, economics, management, finance and marketing. These courses provide preparation for a multitude of jobs in business, industry and government. Individuals working within this division of the College have the option of working toward occupational degrees and certificates or toward a more academically-oriented goal.

Office Occupations (BOTK)

The Division of Business offers courses for students interested in gaining skills to prepare for jobs in business, government, and industry. Such jobs might include typist, word processing specialist, filing clerk, administrative assistant, secretary, accounting clerk, data entry operator, and office manager. Some of the courses offered in these programs are individualized, thus allowing students to progress at their own pace.

Computer Applications (CMAP) Lab

The Office Information Systems (OIS) Lab offers courses which allow students to progress at their own pace and according to a schedule which they determine. Microcomputers and calculators are available in an open lab 8 a.m. - 9 p.m. M-TH, 8 a.m. - 5 p.m. Fri, and 5-9 p.m. Sun. A qualified instructor or lab assistant is readily available to assist each student. The following courses are currently available on an individual flex entry/flex exit basis. Others will be added as developed.

- All keyboarding courses
- All the Microcomputer Application courses, including Windows, word processing, spreadsheet, database, presentation graphics, desktop publishing, and integrated packages
- Basic Office Skills

Many other courses require a combination of scheduled classroom time and flexible lab time. Check with a faculty member in the Office Information Systems Department for further information.

Accounting

The world of accounting provides the opportunity to work with financial information at many different levels. To meet the various needs of future accountants and bookkeepers, Western Wyoming Community College offers three pathways to prepare you for endless employment opportunities in the exciting and versatile field of accounting.

The first pathway is an Associate of Science Degree with an emphasis in Accounting. It is designed to allow the transfer of your credits to a Bachelor of Science program at a four-year college. Students who go on to gain a bachelor’s degree in accounting may obtain employment in the field of accounting and after completing 150 educational hours are eligible to sit for the CPA exam.

The second pathway is an Associate of Applied Science Occupational Degree. This degree prepares the student, who may not wish to pursue a bachelor’s degree, for a career in the accounting departments of various industries as an accounting clerk or junior accountant. This pathway features both manual and computerized accounting systems and the use of modern equipment.

The third pathway is a Thirty-Three or Thirty-Four Credit Award of Completion that is designed to provide both practical and theoretical education that will prepare you for clerical positions. Those who complete this pathway will be prepared for employment using both manual and computerized accounting systems.
### Suggested Program for A.A.S. Degree with emphasis in Accounting

#### FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Technical Writing (ENGL 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Precalculus Algebra (MATH 1400)</td>
<td>4</td>
<td>Introduction to Business (BADM 1000)</td>
<td>3</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
<td>P.E.</td>
<td>1</td>
</tr>
<tr>
<td>Principles of Accounting I (ACCT 2010)</td>
<td>3</td>
<td>Principles of Accounting II (ACCT 2020)</td>
<td>3</td>
</tr>
<tr>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
<td>Am/Wy Government (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Information Systems (COSC 1200)</td>
<td>3</td>
<td>Payroll Accounting</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

#### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intermediate Accounting I</td>
<td>3</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>Individual Income Tax</td>
<td>3</td>
<td>Advanced Income Tax</td>
<td>3</td>
</tr>
<tr>
<td>Business Law (BADM 2010)</td>
<td>3</td>
<td>Automated Accounting (ACCT 2110)</td>
<td>3</td>
</tr>
<tr>
<td>COSC or CMAP elective (Excel)</td>
<td>3</td>
<td>Managerial Accounting (ACCT 2610)</td>
<td>3</td>
</tr>
<tr>
<td>Macroeconomics (ECON 1010)</td>
<td>3</td>
<td>Business Elective</td>
<td>3</td>
</tr>
<tr>
<td>Microeconomics (ECON 1020)</td>
<td>3</td>
<td><strong>Total</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

#### Suggested Program One-Year Accounting Certificate (33-34 credit)

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Credit</th>
<th>Second Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Technical Writing (ENGL 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Business Math (BOTK 1520) or Precalculus Algebra (MATH 1400)</td>
<td>3</td>
<td>Spreadsheet Applications (CMAP 1840)</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Accounting I (ACCT 2010)</td>
<td>3</td>
<td>Payroll Accounting</td>
<td>3</td>
</tr>
<tr>
<td>Communications Elective</td>
<td>3</td>
<td>Principles of Accounting II (ACCT 2020)</td>
<td>3</td>
</tr>
<tr>
<td>Word Processing (CMAP 1705)</td>
<td>3</td>
<td>Accounting or Business Elective*</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15-16</strong></td>
<td>Automated Accounting (ACCT 2110)</td>
<td>3</td>
</tr>
</tbody>
</table>

* Accounting or Business Elective

Managerial Accounting | 3 |
Intermediate Accounting | 3 |
Individual Income Tax | 3 |
Introduction to Business or Principles of Management | 3 |
**12**

** Accounting or Business Elective

Managerial Accounting | 3 |
Intermediate Accounting | 3 |
Individual Income Tax | 3 |
Introduction to Business or Principles of Management | 3 |
**12**

** Business Math = 3 credits
Precalculus Algebra = 4 credits

### Suggested Program for A.A.S. Degree with emphasis in Banking, Finance and Credit

This program is only available upon requests from the banking industry and when demand exists in a local area. Banking courses are not offered on a regular basis. Contact the Business Division for more information.

#### FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Accounting II (ACCT 2010) or Pract. Acct. II (BOTK 2820)</td>
<td>3</td>
</tr>
<tr>
<td>Bank Mgt. (BANK 2100)</td>
<td>3</td>
<td>Technical Writing (ENGL 2010) or English II (ENGL 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Intro. to Business (BADM 1000)</td>
<td>3</td>
<td>Consumer Lending (BANK 2600)</td>
<td>2</td>
</tr>
<tr>
<td>Business Math (BOTK 1520)</td>
<td>3</td>
<td>Survey of Economics (ECON 1000) or Microeconomics (ECON 1010)</td>
<td>3</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
<td>Electives</td>
<td>4</td>
</tr>
<tr>
<td>Computer Info. Systems (COSC 1200)</td>
<td>3</td>
<td>P.E. <strong>Total</strong></td>
<td><strong>19</strong></td>
</tr>
<tr>
<td>Acct I (ACCT 2010)</td>
<td>3</td>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
</tr>
<tr>
<td>Pract. Acct. I (BOTK 2810)</td>
<td>3</td>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>
### Suggested Program for A.S. Degree with emphasis in Business Administration, Accounting and Economics

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020 or 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Macro Economics (ECON 1010)</td>
<td>3</td>
<td>Micro Economics (ECON 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Precalculus Algebra (MATH 1400)</td>
<td>4</td>
<td>Statistics (STAT 2010 or 2050)</td>
<td>4</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
<td>Business Elective</td>
<td>3</td>
</tr>
<tr>
<td>Amer. Gov’t. (POLS 1000)</td>
<td>3</td>
<td>P.E.</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Computer Info. Sys (COSC 1200)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>14</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SOPHOMORE YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
<td>Business Elective</td>
<td>3</td>
</tr>
<tr>
<td>Elem. Accounting (ACCT 2010)</td>
<td>3</td>
<td>Elem. Accounting (ACCT 2020)</td>
<td>3</td>
</tr>
<tr>
<td>Business Elective</td>
<td>3</td>
<td>Calculus for Bus. II (MATH 2355)</td>
<td>4</td>
</tr>
<tr>
<td>Calculus for Business (MATH 2350)</td>
<td>4</td>
<td>Business Elective</td>
<td>3</td>
</tr>
<tr>
<td>*Business Law I (BADM 2010)</td>
<td>3</td>
<td>Laboratory Science</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>16</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Suggested Program for A.S. Degree in Business and Transfer to the University of Wyoming*

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020, 1111, or 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Macroeconomics (ECON 1010)</td>
<td>3</td>
<td>Microeconomics (ECON 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Precalculus Algebra (MATH 1400)</td>
<td>4</td>
<td>Elem. Statistics (STAT 2010 or 2050)</td>
<td>4</td>
</tr>
<tr>
<td>Laboratory Science</td>
<td>4</td>
<td>Laboratory Science</td>
<td>4</td>
</tr>
<tr>
<td>P.E. Activity</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amer. &amp; Wyo. Gov’t. (POLS 1000)</td>
<td>3</td>
<td>Computer Info. Sys (COSC 1200)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>P.E. Activity</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SOPHOMORE YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
<td><strong>Business Elective</strong></td>
<td>3</td>
</tr>
<tr>
<td>Elem. Accounting I (ACCT 2010)</td>
<td>3</td>
<td>Elem. Accounting II (ACCT 2020)</td>
<td>3</td>
</tr>
<tr>
<td>Business Law I (BADM 2010)</td>
<td>4</td>
<td>Cultural Context Elective</td>
<td>3</td>
</tr>
<tr>
<td>Business Calculus I (MATH 2350)</td>
<td>4</td>
<td><strong>Global Studies Elective</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Business Elective</strong></td>
<td>3</td>
<td>Business Calculus II (MATH 2355)</td>
<td>4</td>
</tr>
<tr>
<td>Intro. Philosophy (PHIL 1000)</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>20</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*May double count the credit for a cultural context elective if the course selected meets requirements for both areas.

**Business Electives:** Intro. to Business (BADM 1000), Management & Organization (MGT 2100), Marketing (MKT 2100), Cost Accounting (ACCT 2450) and Business Law II (BADM 2020).
Supervisory Leadership Certificate

This 30 hour certificate program is designed to meet the needs of first-time or potential supervisors, or supervisors with professional development needs.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interpersonal Communication (COMM 1030)</td>
<td>3</td>
</tr>
<tr>
<td>Technical Writing (ENG 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Management &amp; Organization (MGT 2100)</td>
<td>3</td>
</tr>
<tr>
<td>Human Resources Management (MGT 1200)</td>
<td>2</td>
</tr>
<tr>
<td>Principles of Leadership (MGT 1150)</td>
<td>3</td>
</tr>
<tr>
<td>Conflict Management (COMM 1050)</td>
<td>3</td>
</tr>
<tr>
<td>Business and Industrial Relations (MGT 2200)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Electives</td>
<td>4</td>
</tr>
<tr>
<td>Business Math (BOTK 1520)</td>
<td>3</td>
</tr>
<tr>
<td>Business Ethics (BADM 2030)</td>
<td>3</td>
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<tr>
<td><strong>Total</strong></td>
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Suggested Program for A.S. Degree in Computer Information Systems

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
</tr>
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<tbody>
<tr>
<td>Macroeconomics (ECON 1010)</td>
<td>3</td>
</tr>
<tr>
<td>English I (ENG 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Precalculus Algebra (MATH 1400)</td>
<td>4</td>
</tr>
<tr>
<td><strong>Computer Info System (COSC 1200)</strong></td>
<td>3</td>
</tr>
<tr>
<td>Physical Education/Wellness</td>
<td>1</td>
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<td><strong>Total</strong></td>
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<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English II (ENG 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Technical Writing (ENG 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Microeconomics (ECON 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science</td>
<td>4</td>
</tr>
<tr>
<td><strong>Computer Science I (COSC 1010)</strong></td>
<td>3</td>
</tr>
<tr>
<td>Physical Education/Wellness</td>
<td>1</td>
</tr>
<tr>
<td>U.S. Government (POLS 1000)</td>
<td>3</td>
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<tr>
<td><strong>Total</strong></td>
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**SOPHOMORE YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Accounting (ACCT 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Calculus I (Math 2200)</td>
<td>5</td>
</tr>
<tr>
<td><strong>Programming (COSC 2409)</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Topics in Computer Science (COSC 2000)</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Computer Science II (COSC 1030)</strong></td>
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<td><strong>Total</strong></td>
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<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Humanities or Applied Arts</td>
<td>3</td>
</tr>
<tr>
<td>Accounting II (ACCT 2200)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Science Electives</td>
<td>6</td>
</tr>
<tr>
<td>Calculus II (MATH 2205)</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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</tbody>
</table>

**Note:** Must be completed before the degree can be granted.

Suggested Program for A.A.S. Degree in Marketing with emphasis on the Mid-Management Level

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENG 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Marketing (MKT 2100)*</td>
<td>3</td>
</tr>
<tr>
<td>Intro. to Business (BADM 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Social Science/Humanities</td>
<td>3</td>
</tr>
<tr>
<td>Computer Info. Systems (COSC 1200)</td>
<td>3</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
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<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>Technical Writing (ENG 1010)</td>
<td>3</td>
</tr>
<tr>
<td>U.S. Gov't. (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Microeconomics (ECON 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Advertising (MKT 1300)*</td>
<td>3</td>
</tr>
<tr>
<td>Problem Solving (MATH 1000)</td>
<td>3</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
</tr>
<tr>
<td>Cooperative Ed-Mkt. (MKT 2480)</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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</table>

**SOPHOMORE YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Business Law I (BADM 2010)</td>
<td>4</td>
</tr>
<tr>
<td>Acct. I (ACCT 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Sales (MKT 1000)*</td>
<td>3</td>
</tr>
<tr>
<td>Business Elective</td>
<td>3</td>
</tr>
<tr>
<td>Coop. Educ. - Mkt. (MKT 2480)</td>
<td>1-2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intro. to Supervision (MGT 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Business Law II (BADM 2020)</td>
<td>3</td>
</tr>
<tr>
<td>Retailing (MKT 1100)*</td>
<td>3</td>
</tr>
<tr>
<td>Mngmt. &amp; Organization (MGT 2100)</td>
<td>3</td>
</tr>
<tr>
<td>Accounting II (ACCT 2200)</td>
<td>3</td>
</tr>
<tr>
<td>Cooperative Ed-Mkt. (MKT 2480)</td>
<td>1-2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>16-17</strong></td>
</tr>
</tbody>
</table>

*This course is required before the student may receive the A.A.S. in Marketing Mid-Management.

*A student is required to complete two of the three courses.

Note: Transfer marketing majors may want to pursue the A.S. degree program.
Suggested Program for A.A.S. Degree with emphasis in Medical Office Assistant

Rapid changes in healthcare delivery have increased the demand for medical office assistants. Graduates of Western Wyoming Community College’s Medical Office Assistant curriculum are prepared for employment in a variety of medical and health settings. Specifically, medical office assistants are ready to assume office administrative responsibilities without direct supervision, to serve as receptionists, to provide secretarial duties and to function as nursing assistants in clinical areas. The goal of this program is to produce graduates who possess the necessary knowledge of contemporary medical office practice skills to be an efficient medical office assistant.

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1010 English I</td>
<td>3</td>
<td>ENGL 2010 (Tech Writing)</td>
<td>3</td>
</tr>
<tr>
<td>BOTK 1640 Keyboarding I</td>
<td>3</td>
<td>Soc. Sci./Fine Arts/Business</td>
<td>3</td>
</tr>
<tr>
<td>BOTK 2810 Acct. Procedures I</td>
<td>3</td>
<td>CMAP 1705 Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>BOTK 2900 Business Communication</td>
<td>3</td>
<td>POLS 1000 Amer &amp; WY Govt</td>
<td>3</td>
</tr>
<tr>
<td>BOTK 1555 Basic Office Skills</td>
<td>3</td>
<td>CMAP 1800 Database</td>
<td>3</td>
</tr>
<tr>
<td>BOTK 2750 Records Mgt.</td>
<td>3</td>
<td>NRST 1510 Nurse Asst</td>
<td>4</td>
</tr>
<tr>
<td>*PYSC 1000 Gen Psychology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>16</strong></td>
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<td></td>
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**SOPHOMORE YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>*BIOL 2010 (A &amp; P I)</td>
<td>4</td>
<td>*BIOL 2015 (A &amp; P II)</td>
<td>4</td>
</tr>
<tr>
<td>*HULT 1200 Med Terminology</td>
<td>2</td>
<td>HOEC 1140 Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>*BOTK 1555 Basic Office Skills</td>
<td>3</td>
<td>*BOTK 1900 Mach Trans</td>
<td>3</td>
</tr>
<tr>
<td>*BOTK 2750 Records Mgt.</td>
<td>3</td>
<td>CMAP 1800 Database</td>
<td>3</td>
</tr>
<tr>
<td>*BOTK 2490 Med Off Software</td>
<td>1</td>
<td>NRST 1510 Nurse Asst</td>
<td>4</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>16</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Summer Semester**

**MOA 2600 Clinical Practicum** | 3

Program Total (A.A.S. Degree + MOA Certificate) = 71 hours

* = Required courses for MOA Program
** = Required for MOA Certificate

Must have BIOL 2010, BOTK 2490, and NRST 1510 within the same academic year in which the student is enrolled in the MOA Practicum. Also, must have a minimum grade of “C” in each required course in order to attend MOA clinical practicum.

Please Note:
Students should apply for graduation and complete A.A.S. Degree requirements as of the end of the spring semester, sophomore year. Final certification of the degree will be dependent upon satisfactory completion of the summer MOA Practicum.

Admission Requirements:

Note: Student may take the first and second semester courses before seeking admission into the MOA Program. Must have a minimum grade of “C” in each required course in order to attend MOA summer practicum.

Admission is based upon the following:
- A minimum High School GPA of 2.5 or a minimum score of 55 on the GED or
- A minimum college GPA of 2.5 for transfer students or WWCC students and
- Minimum COMPASS test scores of 40 in pre-algebra, 70 in writing and 80 in reading.
Suggested Program for A.A. Degree with emphasis in Office Information Systems

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Technical Writing (ENGL 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Macro Economics (ECON 1010)</td>
<td>3</td>
<td>Micro Economics (ECON 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Info. Systems (COSC 1200)</td>
<td>3</td>
<td>U.S. Gov’t. (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Math</td>
<td>3-4</td>
<td>Statistics (STAT 2050)</td>
<td>4</td>
</tr>
<tr>
<td>Keyboarding Apps. II (BOTK 1640)</td>
<td>3</td>
<td>Psychology (PSYC 1000)</td>
<td>4</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
<td>P.E.</td>
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**SOPHOMORE YEAR**

<table>
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<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elem. Accounting I (ACCT 2010)</td>
<td>3</td>
<td>Elem. Accounting II (ACCT 2020)</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science</td>
<td>4</td>
<td>Humanities</td>
<td>3</td>
</tr>
<tr>
<td>WordPerfect (CMAP 1705)</td>
<td>3</td>
<td>Spreadsheet App. (CMAP 1750)</td>
<td>3</td>
</tr>
<tr>
<td>Beginning Shorthand (BOTK 2700)</td>
<td>3</td>
<td>Shorthand Transcription (BOTK 2710)</td>
<td>3</td>
</tr>
<tr>
<td>Records Management (BOTK 2750)</td>
<td>3</td>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Applied Arts</td>
<td>3</td>
</tr>
</tbody>
</table>

**Suggested Program for A.A.S. Degree with emphasis in Office Information Systems**

This two-year degree should prepare students for jobs in today’s electronic office. Such jobs might include administration assistant, executive assistant or office manager.

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>U.S. Government (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Keyboarding Apps. I (BOTK 1640)</td>
<td>3</td>
<td>*Keyboarding Apps. II (BOTK 1650)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Info. Sys (COSC 1200)</td>
<td>3</td>
<td>Word Processing (CMAP 1705)</td>
<td>3</td>
</tr>
<tr>
<td>Accounting Proc. I (BOTK 2810)</td>
<td>3</td>
<td>Accounting Proc. II (BOTK 2820)</td>
<td>3</td>
</tr>
<tr>
<td>*Records Management (BOTK 2750)</td>
<td>3</td>
<td>Technical Writing (ENGL 2010)</td>
<td>3</td>
</tr>
<tr>
<td>P.E.</td>
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**SOPHOMORE YEAR**

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<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math or Science</td>
<td>3-4</td>
<td>*Machine Transcription (BOTK 1900)</td>
<td>3</td>
</tr>
<tr>
<td>Spreadsheet App. (CMAP 1750)</td>
<td>3</td>
<td>Database or Integrated Apps.</td>
<td>6</td>
</tr>
<tr>
<td>Interpersonal Comm. (COMM 1030)</td>
<td>3</td>
<td>Shorthand Transcription (BOTK 2710)</td>
<td>3</td>
</tr>
<tr>
<td>Beginning Shorthand (BOTK 2700)</td>
<td>3</td>
<td>Soc. Science/Humanities/Applied Arts</td>
<td>3</td>
</tr>
<tr>
<td>*Basic Office Skills (BOTK 1555)</td>
<td>3</td>
<td>*Office Systems &amp; Proc. (BOTK 2900)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Note:** Incoming students with keyboarding and shorthand skills may, with the consent of their faculty advisor, substitute more advanced classes.

*Required courses for graduation in this program.

# Suggested Program for A.A.S. Degree in Office Information Systems with Legal Assistant emphasis

Prerequisites: ACT composite score of 20 and completion of Keyboarding App. I (BOTK 1640) or demonstrated competency in keyboarding.

## FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Law Office Principles (LEGL 1500)</td>
<td>3</td>
</tr>
<tr>
<td>*Legal Terminology (LEGL 1740)</td>
<td>2</td>
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<tr>
<td>Computer Info. Systems (COSC 1200)</td>
<td>3</td>
</tr>
<tr>
<td>Accounting Proc. 1 (BOTK 2810)</td>
<td>3</td>
</tr>
<tr>
<td>*Records Management (BOTK 2750)</td>
<td>3</td>
</tr>
<tr>
<td>P.E.</td>
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<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>Math or Science</td>
<td>3-4</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
</tr>
<tr>
<td>Keyboarding App. II (BOTK 1650)</td>
<td>3</td>
</tr>
<tr>
<td>Technical Writing (ENGL 2010)</td>
<td>3</td>
</tr>
<tr>
<td>*Business Law I (BADM 2010)</td>
<td>4</td>
</tr>
<tr>
<td>Amer. &amp; Wyo. Gov't. (POLS 1000)</td>
<td>3</td>
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### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Word Processing (CMAP 1705)</td>
<td>3</td>
</tr>
<tr>
<td>*Basic Office Skills (BOTK 1555)</td>
<td>3</td>
</tr>
<tr>
<td>Interpersonal Comm. (COMM 1030)</td>
<td>3</td>
</tr>
<tr>
<td>Beginning Shorthand (BOTK 2700)</td>
<td>3</td>
</tr>
<tr>
<td>*Legal Research &amp; Writing (LEGL 1710)</td>
<td>3</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Machine Transcription (BOTK 1900)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Application</td>
<td></td>
</tr>
<tr>
<td>(CMAP 1750, 1800, 1905)</td>
<td>3</td>
</tr>
<tr>
<td>Shorthand Transcription (BOTK 2710)</td>
<td>3</td>
</tr>
<tr>
<td>Business Law II (BADM 2020)</td>
<td>3</td>
</tr>
<tr>
<td>Office Procedures (BOTK 2900)</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Incoming students with shorthand skills may, with consent of their faculty advisor, begin in the advanced course.

*Required course for graduation in this program.

Approved Electives: Microcomputer Applications, Law Management (LEGL 1800), Real Estate Law (LEGL 2630), Business Ethics (BADM 2030).

## Program for a One-Year Word/Information Processing Certificate (33 credit hours)

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Keyboarding Apps. II (BOTK 1650)</td>
<td>3</td>
</tr>
<tr>
<td>Basic Office Skills (BOTK 1555)</td>
<td>3</td>
</tr>
<tr>
<td>Records Management (BOTK 2750)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Info. Systems (COSC 1200)</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spreadsheet App. I (CMAP 1750)</td>
<td>3</td>
</tr>
<tr>
<td>Machine Transcription (BOTK 1900)</td>
<td>3</td>
</tr>
<tr>
<td>Technical Writing (ENGL 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Word Processing (CMAP 1705)</td>
<td>3</td>
</tr>
<tr>
<td>Office Systems &amp; Proc. (BOTK 2900)</td>
<td>3</td>
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</tbody>
</table>

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## Program for a One-Year Clerk-Typist Certificate (30 credit hours)

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Keyboarding Apps. I (BOTK 1640)</td>
<td>3</td>
</tr>
<tr>
<td>Basic Office Skills (BOTK 1555)</td>
<td>3</td>
</tr>
<tr>
<td>Records Management (BOTK 2750)</td>
<td>3</td>
</tr>
<tr>
<td>Computer Info. Sys (COSC 1200)</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Writing (ENGL 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Machine Transcription (BOTK 1900)</td>
<td>3</td>
</tr>
<tr>
<td>Keyboarding Apps. II (BOTK 1650)</td>
<td>3</td>
</tr>
<tr>
<td>Business Math (BOTK 1520)</td>
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</tr>
</tbody>
</table>

15

Note: Incoming students with keyboarding and shorthand skills may, with consent of their faculty advisor, substitute more advanced classes.

Approved Substitutions & Electives: Database.
EDUCATION

Teachers change lives – they can open new worlds for students and inspire them to reach their goals. The education department provides classes for students that want to be teachers. Programs are offered for early childhood, elementary, secondary, and special education teacher preparation. To enrich your experience as a prospective teacher, WWCC’s program emphasizes field experiences and practicums. These are opportunities for education majors to spend time in the public schools or preschools working with students and teachers. This experience takes place early in the education programs to help students make decisions about teaching careers and experience the real world of teaching.

WWCC also offers a Wyoming Professional Teaching Standards Board (PTSB) approved program for Middle School Endorsement. The four classes are delivered via the Internet. Successful completion of the four WWCC Middle School Endorsement classes will result in an Institutional Recommendation to the PTSB for the middle school endorsement.

Suggested Program for A.A. Degree with emphasis in Education (Elementary)

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
</tr>
<tr>
<td>Credit</td>
</tr>
<tr>
<td>Ed. Exp. Prosp. Tchers (EDCI 1000)</td>
</tr>
<tr>
<td>English I (ENGL 1010)</td>
</tr>
<tr>
<td>Gen. Psychology (PSYC 1000)</td>
</tr>
<tr>
<td>Precalc or higher (MATH 1400+)(MATH 1000 - UW only)</td>
</tr>
<tr>
<td>PE Activity</td>
</tr>
<tr>
<td>Comp. Info. Systems (COSC 1200)</td>
</tr>
<tr>
<td><strong>16-17</strong></td>
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<table>
<thead>
<tr>
<th>SOPHOMORE YEAR</th>
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<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
</tr>
<tr>
<td>Credit</td>
</tr>
<tr>
<td>Found of Education (EDFD 2020)</td>
</tr>
<tr>
<td>Practicum (EDCI 2021)</td>
</tr>
<tr>
<td>Theory of Arith I (MATH 1100)</td>
</tr>
<tr>
<td>Elementary Mathematics Seminar I (EDC 1410)</td>
</tr>
<tr>
<td>Science</td>
</tr>
<tr>
<td>Lifespan Adulthood (EDFD 2451)</td>
</tr>
<tr>
<td>Child Psychology (PSYC 2300)</td>
</tr>
<tr>
<td>PE Activity</td>
</tr>
<tr>
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</table>

Suggested Program for A.A.S. with emphasis in Early Childhood Education

<table>
<thead>
<tr>
<th>FRESHMAN YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
</tr>
<tr>
<td>Credit</td>
</tr>
<tr>
<td>*Ed. Exp. Prosp. Tchers (EDCI 1000)</td>
</tr>
<tr>
<td>English I (ENGL 1010)</td>
</tr>
<tr>
<td>*General Psychology (PSYC 1000)</td>
</tr>
<tr>
<td>Mathematics and/or Science (1000+)</td>
</tr>
<tr>
<td>*Computer Information Systems (COSC 1200)</td>
</tr>
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<td><strong>17</strong></td>
</tr>
<tr>
<td>PE Activity</td>
</tr>
</tbody>
</table>
### SOPHOMORE YEAR

<table>
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<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Intro to Early Childhood (EDCI 1020) ..................................................</td>
<td>3</td>
<td>*Curr. Plan &amp; Dev Young Child (EDCI 1300) ............................................</td>
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<tr>
<td>*Early Childhood Practicum (EDCI 1025) ..................................................</td>
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<td>HIST WY (HIST 1250) If taking 1210 or ..............................................</td>
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<tr>
<td>*Obsrv. &amp; Guid. Young Child (EDCI 1100) ..................................................</td>
<td>3</td>
<td>US Government (POLS 1000) ........................................................................</td>
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<tr>
<td>Soc. Sci, Hum, App. Arts ..............................................................................</td>
<td>6</td>
<td>Electives .....................................................................................................</td>
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<tr>
<td>(one course from two of the above areas) ..................................................</td>
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<td>Choose 4 credit hours from the following list: .......................................</td>
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<tr>
<td>*Marriage &amp; Family (SOC 2325) .....................................................................</td>
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<td>SOC 1000, SOC 111, SOC 1200, SOC 1300 ..................................................</td>
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<tr>
<td></td>
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<td>COMM 1010, COMM 1030, COMM 1040,</td>
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<td>COMM 2110, COMM 2120, PSYC 1050,</td>
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<tr>
<td></td>
<td></td>
<td>PSYC 1300, PSYC 2210, PSYC 2340 ................................................................</td>
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<td>Electives .......................................................................................................</td>
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<tr>
<td>PE Activity .....................................................................................................</td>
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<tr>
<td>*Required courses</td>
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### Suggested Program for A.S. or A.A. Degree with emphasis in Education (Early Childhood)

<table>
<thead>
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<th>FRESHMAN YEAR</th>
<th></th>
<th>SOPHOMORE YEAR</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td></td>
<td><strong>Spring Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Ed.Exp.Prosp.Tchrs(EDCI 1000) ..................................................................</td>
<td>2</td>
<td>Found of Education (EDFD 2020) ..............................................................</td>
<td>3</td>
</tr>
<tr>
<td>English I (ENGL 1010) ...............................................................................</td>
<td>3</td>
<td>Early Childhood Practicum (EDCI 1025) ....................................................</td>
<td>3</td>
</tr>
<tr>
<td>Gen. Psychology (PSYC 1000) ......................................................................</td>
<td>4</td>
<td>Theory of Arithmetic I (MATH 1100) ..........................................................</td>
<td>3</td>
</tr>
<tr>
<td>PreCalc or Higher (MATH 1400+) ................................................................</td>
<td>4</td>
<td>Sem in Undergrad. Tchr. Ed. (EDCI 2000) ................................................</td>
<td>1</td>
</tr>
<tr>
<td>(MATH 1000 - UW only) ...............................................................................</td>
<td></td>
<td>Child Psychology (PSYC 2300) .................................................................</td>
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</tr>
<tr>
<td>PE Activity .................................................................................................</td>
<td>1</td>
<td>Children's Literature (LIBS 2280) ................................................................</td>
<td>3</td>
</tr>
<tr>
<td>Comp.Info. Systems (COSC 1200) ..................................................................</td>
<td>3</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
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<tr>
<td><strong>SOPHOMORE YEAR</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Found of Education (EDFD 2020) ..............................................................</td>
<td>3</td>
<td>Practicum 1B (EDCI 2041) ...........................................................................</td>
<td>1</td>
</tr>
<tr>
<td>Intro to Early Childhood (EDCI 1020) ....................................................</td>
<td>3</td>
<td>Theory of Arithmetic II (Math 1105) .........................................................</td>
<td>3</td>
</tr>
<tr>
<td>Early Childhood Practicum (EDCI 1025) ....................................................</td>
<td>3</td>
<td>Sem in Undergrad. Tchr. Ed. (EDCI 2000) ................................................</td>
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</tr>
<tr>
<td>Theory of Arithmetic I (MATH 1100) ..........................................................</td>
<td>3</td>
<td>Nutrition (HOEC 1140) ..................................................................................</td>
<td>3</td>
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<tr>
<td>Sem in Undergrad. Tchr. Ed. (EDCI 2000) ................................................</td>
<td>1</td>
<td>*Degree Completion Requirements ..................................................................</td>
<td>3-4</td>
</tr>
<tr>
<td>Child Psychology (PSYC 2300) .................................................................</td>
<td>1</td>
<td>PE Activity ....................................................................................................</td>
<td>1</td>
</tr>
<tr>
<td>Children's Literature (LIBS 2280) ................................................................</td>
<td>3</td>
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<tr>
<td></td>
<td>19</td>
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</tbody>
</table>

*For A.S. Degree at least 1 additional Math or Science credit is needed.

*For A.A. Degree 3 additional Humanities/Applied Arts credits are needed.

Early Childhood Teacher Certification in Wyoming is designed for teachers of children from birth through third grade. Completion of the suggested A.A. in Early Childhood could qualify an individual in a Head Start program.

### Suggested Program for A.S. or A.A. Degree with emphasis in Education (Secondary)

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<tr>
<th>FRESHMAN YEAR</th>
<th></th>
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<tr>
<td><strong>Fall Semester</strong></td>
<td></td>
<td><strong>Spring Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Ed.Exp.Prosp.Tchrs(EDCI 1000) ..................................................................</td>
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<td>Found of Education (EDFD 2020) ..............................................................</td>
<td>3</td>
</tr>
<tr>
<td>English I (ENGL 1010) ...............................................................................</td>
<td>3</td>
<td>Early Childhood Practicum (EDCI 1025) ....................................................</td>
<td>3</td>
</tr>
<tr>
<td>Gen. Psychology (PSYC 1000) ......................................................................</td>
<td>4</td>
<td>Theory of Arithmetic I (MATH 1100) ..........................................................</td>
<td>3</td>
</tr>
<tr>
<td>PreCalc or Higher (MATH 1400+) ................................................................</td>
<td>4</td>
<td>Sem in Undergrad. Tchr. Ed. (EDCI 2000) ................................................</td>
<td>1</td>
</tr>
<tr>
<td>(MATH 1000 - UW only) ...............................................................................</td>
<td></td>
<td>Child Psychology (PSYC 2300) .................................................................</td>
<td>1</td>
</tr>
<tr>
<td>PE Activity .................................................................................................</td>
<td>1</td>
<td>Children's Literature (LIBS 2280) ................................................................</td>
<td>3</td>
</tr>
<tr>
<td>Comp.Info. Systems (COSC 1200) ..................................................................</td>
<td>3</td>
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<td></td>
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<tr>
<td><strong>SOPHOMORE YEAR</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Found of Education (EDFD 2020) ..............................................................</td>
<td>3</td>
<td>Practicum 1B (EDCI 2041) ...........................................................................</td>
<td>1</td>
</tr>
<tr>
<td>Intro to Early Childhood (EDCI 1020) ....................................................</td>
<td>3</td>
<td>Theory of Arithmetic II (Math 1105) .........................................................</td>
<td>3</td>
</tr>
<tr>
<td>Early Childhood Practicum (EDCI 1025) ....................................................</td>
<td>3</td>
<td>Sem in Undergrad. Tchr. Ed. (EDCI 2000) ................................................</td>
<td>1</td>
</tr>
<tr>
<td>Theory of Arithmetic I (MATH 1100) ..........................................................</td>
<td>3</td>
<td>Nutrition (HOEC 1140) ..................................................................................</td>
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</tr>
<tr>
<td>Sem in Undergrad. Tchr. Ed. (EDCI 2000) ................................................</td>
<td>1</td>
<td>*Degree Completion Requirements ..................................................................</td>
<td>3-4</td>
</tr>
<tr>
<td>Child Psychology (PSYC 2300) .................................................................</td>
<td>1</td>
<td>PE Activity ....................................................................................................</td>
<td>1</td>
</tr>
<tr>
<td>Children's Literature (LIBS 2280) ................................................................</td>
<td>3</td>
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<tr>
<td></td>
<td>18-19</td>
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### SOPHOMORE YEAR

<table>
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<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Found of Education (EDFD 2020)</td>
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<td>Found of Learning (EDFD 2040)</td>
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<tr>
<td>Practicum 1A (EDCI 2100)</td>
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<td>Practicum 1B (EDCI 2041)</td>
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<tr>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
<td>Degree Completion Requirements</td>
<td>3-6</td>
</tr>
<tr>
<td>PE Activity</td>
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<td>*Major Content Area</td>
<td>7-9</td>
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<tr>
<td>Science</td>
<td>4</td>
<td>Lifespan Adulthood (EDFD 2451)</td>
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<tr>
<td>*Major Content Area</td>
<td>3-6</td>
<td></td>
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<tr>
<td>15-18</td>
<td></td>
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<td></td>
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</tbody>
</table>

*For A.S. Degree, at least 3 additional Math or Science credits are required if not met by Major Content Area courses. For A.A. Degree, 6 additional Humanities/Arts credits are needed (3 must be Humanities) if not met by Major Content Area courses.

### Suggested Program for A.A. or A.S. Degree with emphasis in Education (Special Education)

#### FRESHMAN YEAR

<table>
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<tr>
<th>Fall Semester</th>
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<th>Spring Semester</th>
<th>Credit</th>
</tr>
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<tbody>
<tr>
<td>ED Exp.Prosp.Tchrs(EDCI 1000)</td>
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<td>Field Experience(EDFD 1010)</td>
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<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020)</td>
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</tr>
<tr>
<td>Gen.Psychology (PSYC 1000)</td>
<td>4</td>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
</tr>
<tr>
<td>PreCalc or higher (MATH 1400+)</td>
<td>4</td>
<td>Lab Science</td>
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<td>(MATH 1000 - UW only)</td>
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<td>US Government (POLS 1000)</td>
<td>3</td>
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<tr>
<td>PE Activity</td>
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<td>Current Red Cross Certification or First Aid (HLED 1221)</td>
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</tr>
<tr>
<td>Comp. Info.System (COSC 1200)</td>
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<td></td>
<td></td>
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<tr>
<td>Lifespan Adulthood (EDFD 2451)</td>
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<td></td>
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<tr>
<td></td>
<td>18</td>
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### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Found of Educ. (EDFD 2020)</td>
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<td>Found of Learning(EDFD 2040)</td>
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</tr>
<tr>
<td>Practicum 1A (EDCI 2101)</td>
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<td>Intro to Pres Teaching (EDEX 2120)</td>
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<tr>
<td>Overview of Sp. Education (EDEX 1010)</td>
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<td>Pres. Teaching Practicum (EDCI 2350)</td>
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</tr>
<tr>
<td>Theory of Arith. I (MATH 1100)</td>
<td>3</td>
<td>Theory of Arith. II (MATH 1105)</td>
<td>3</td>
</tr>
<tr>
<td>Elementary Mathematics Seminar I (EDCI 1410)</td>
<td>1</td>
<td>Elementary Mathematics Seminar II (EDCI 1420)</td>
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<tr>
<td>Children’s Literature (LIBS 2280)</td>
<td>3</td>
<td>Science</td>
<td>4</td>
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<td>Child Psych (PSYC 2300)</td>
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<td>Humanities/App. Art Elect.</td>
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<tr>
<td></td>
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</tbody>
</table>

*Applicable to all education majors:

**NOTE:** To complete the block transfer to the University of Wyoming: The second science course should come from a different department than the first. WWCC applied arts that meet the University of Wyoming visual and performing arts are ART 1050, THEA 1100, MUSC 1400, and MUSC 1430.

A global studies class is also required: Hist 1110, 1120, G&R 1000, ANTH 1200, 1300, 2210, 2220.

Changes in the education programs at many four year institutions requires that you communicate with your advisor on the most recent information on the program into which you plan to transfer.

### Middle School Endorsement Program

The successful completion of this program will result in a Middle Grades Endorsement, which may be added to a Teacher Certification. Middle Grades Endorsement is not a stand-alone endorsement or teaching certificate. It must be attached to a Teacher Certification.
ENGLISH AS A SECOND LANGUAGE
17 Credit Certificate in ESL

The ESL program provides courses for international or non-native students who want to improve their English ability prior to continuing a regular college curriculum in the U.S. or entering the occupational job market. The ESL certificate is a 17-credit program designed for students who have successfully completed a rigorous curriculum focusing on improved English speaking and writing ability. Recipients of the certificate have achieved at least an intermediate level of English ability.

Students must complete classes with a C or better in the following program alternatives and 4-5 elective credits:

**Fall/Spring Matriculation Alternative:**
- English as a Second Language (DVST 0100) ............... 4 credits
- Non-Native Conversation (DVST 0104) ..................... 3 credits
- Non-Native English Pronunciation (HMDV 1501) ........ 3 credits
- Basic English (ENGL 0950) ..................................... 3 credits
- *Electives (from list below) .................................... 4-5 credits

**Summer Matriculation Alternative (must complete ESL Intensive English Program):**
- ESL Oral Communication Skills ................................. 2 credits
- ESL Writing Skills .................................................... 3 credits
- ESL Language Lab .................................................... 1 credit
- Non-Native English Pronunciation (HMDV 1501) ........ 3 credits
- Basic English (ENGL 0950) ..................................... 3 credits
- *Electives (from list below) .................................... 4-5 credits

*Students must complete 4-5 credits from among the following options:
- Non-Native Reading (BAS 0910) ................................. 1-3 credits
- Non-Native Writing (BAS 0920) ................................. 1-3 credits
- Non Native Grammar (BAS 0930) ............................... 1-3 credits
- Non-Native Spelling (BAS 0940) ................................. 1-3 credits
- Non-Native Vocabulary (BAS 0950) ........................... 1-3 credits
- Non-Native Listening (BAS 0960) ............................... 1-3 credits
- TOEFL Preparation (BAS 0990:01) ........................... 1 credit
- Reading for Success (DVST 0500) ............................ 2 credits

Students must complete this program with a minimum Writing Compass score of 30. This would place the student in a Basic English course.
FINE ARTS

The Fine Arts programs at Western include the visual and performing arts and are designed for an individual to explore and develop creative talents and abilities. Fine Arts can be the core of a general studies program and the student can earn a Bachelor of Arts degree at a four-year institution. Either program of study is designed for the individual who is interested in earning a Bachelor of Arts degree at a four-year institution.

Suggested programs in each of the following areas of emphasis are offered as general guidelines. Each student’s program will be mutually devised by the student and the student’s advisor to fit individual needs and abilities. Transfer students should consult the catalog of the transfer school of their choice for comparison.

The following are almost universally accepted Humanities in higher education and fulfill WWCC Humanities requirement for graduation

<table>
<thead>
<tr>
<th>Art (ART)</th>
<th>English (ENGL)</th>
<th>History (HIST)</th>
<th>Philosophy (PHIL)</th>
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</thead>
<tbody>
<tr>
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<td>1010, 2010, 1020</td>
<td>1010, 2090, 1110, 1120</td>
<td>1000, 1090, 2371, 2486</td>
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<tr>
<td>2140, 2150, 2210, 2220, 2250, 2260</td>
<td>2100, 2110, 2120, 2150</td>
<td>1140, 1010, 1058, 2015, 2050, 2055, 2500</td>
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<tr>
<td>2310, 2320, 2340, 2370, 2400, 2420, 2470</td>
<td>2350, 2375, 2370, 2375, 2470</td>
<td>1000, 1100, 2300, 2310, 2315, 2490, 2495</td>
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</tr>
<tr>
<td>1010, 1020</td>
<td>1010, 1020, 1070, 2030, 2040, 2300</td>
<td>1120, 2120, 2200, 2500</td>
<td></td>
</tr>
</tbody>
</table>

History of Western Civilization (HIST 1110, 1120) is allowable as a Humanities elective at WWCC; it may, however transfer as a social science elective.

Practical or Applied Arts
(Fulfill WWCC Applied Arts requirement for graduation)

<table>
<thead>
<tr>
<th>Art (ART)</th>
<th>English (ENGL)</th>
<th>Music (MUSC)</th>
<th>Drama (THEA)</th>
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</thead>
<tbody>
<tr>
<td>1010, 1200, 1210, 1215, 1230, 1240, 1370, 1375, 2100, 2105, 2110, 2120, 2140, 2250, 2300, 2350, 2370, 2375, 2470</td>
<td>1100, 1090, 1010, 1020</td>
<td>1030, 1035, 1040, 1045, 1150, 1290, 1291, 1295, 1296, 1325, 1340, 1375, 1390, 1400, 1430, 1450, 1490, 2030, 2035, 2040, 2045, 2071-77</td>
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Suggested Program for the A.A. Degree with emphasis in Art

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<tr>
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<td>Drawing I (ART 1050)</td>
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<td>English II (ENGL 1020)</td>
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| 17-19 |
### Suggested Program for A.A. Degree with emphasis in Art: Ceramics

#### FRESHMAN YEAR

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<td>Art History II (ART 2020)</td>
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<td>English I (ENGL 1010)</td>
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<td>Design: Color (ART 1130)</td>
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<td>Graphic Design (ART 2120)</td>
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<td>Drawing I (ART 1050)</td>
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<td>English II (ENGL 1020)</td>
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#### SOPHOMORE YEAR

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<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Art History I (ART 2010)</td>
<td>3</td>
<td>Art History II (ART 2020)</td>
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<tr>
<td>Photo I (ART 1150)</td>
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<td>Drawing I (ART 1050)</td>
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<td>#2D Elective</td>
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<td>Graphic Design (ART 2120)</td>
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<td>#3D Elective</td>
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### Program for A.F.A. Degree In Visual Arts: 2D

*Students must complete all classes listed below before they will receive the degree.

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<td>Drawing II (ART 1060)</td>
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<td>Social Science</td>
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<td>Painting II (ART 2220)</td>
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<td>PE/Wellness</td>
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#### SOPHOMORE YEAR

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<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<td>Art History I (ART 2010)</td>
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<td>Ceramics II (ART 2420)</td>
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<tr>
<td>Photo I (ART 1150)</td>
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<td>Design: 3D (ART 1120)</td>
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<td>English I (ENGL 1010)</td>
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<td>Design: Color (ART 1130)</td>
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<tr>
<td>American &amp; WY Govt (POLs 1000)</td>
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<td>Drawing I (ART 1050)</td>
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Additional electives may be taken in ceramics and photography. Please see your advisor if you are interested in pursuing the University of Wyoming block transfer.

It is strongly recommended that students consider taking some core requirements within the summer session.
### Suggested Program for A.A. Degree with emphasis in Dance

#### FRESHMAN YEAR

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<th>Fall Semester</th>
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<tbody>
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<td>Ballet I (THEA 1410)</td>
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<td>Modern I (THEA 1430)</td>
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<tr>
<td>Backgrounds in Dance (THEA 2200)</td>
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<td>Dance Performance (THEA 1500)</td>
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<tr>
<td>Gen Biology (BIOL 1010) or (BIOL 1000)</td>
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<tr>
<td>Intro to Cultural Anthro (ANTH 1200)</td>
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<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
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<td>Ballet I (THEA 1420)</td>
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<tr>
<td>Modern II (THEA 1440)</td>
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<tr>
<td>Jazz I (THEA 1480)</td>
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<td>Dance Performance (THEA 1501)</td>
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<tr>
<td>English II (ENGL 1020)</td>
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<tr>
<td>U.S. Govt (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Acting (THEA 1100)</td>
<td>3</td>
</tr>
<tr>
<td>Stage Make-up (THEA 2160)</td>
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#### SOPHOMORE YEAR

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<td>Modern II (THEA 2430)</td>
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<td>Jazz II (THEA 2481)</td>
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<td>Beg Choreography (THEA 2215)</td>
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<td>Dance Performance (THEA 1502)</td>
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<tr>
<td>Human Anatomy &amp; Phys (BIOL 2010)</td>
<td>4</td>
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<tr>
<td>Scenographics I (THEA 1200)</td>
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<td>Stagecraft (THEA 2220)</td>
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<thead>
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<td>Modern II (THEA 2440)</td>
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<tr>
<td>Tap Dance (THEA 1450)</td>
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<td>Human Anatomy &amp; Phys (BIOL 2015)</td>
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<td>Dance Performance (THEA 1503)</td>
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<td>General Psychology (PSYC 1000)</td>
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<td>Stage Lighting (THEA 2230)</td>
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### Suggested Program for A.A. Degree with emphasis in Music

#### FRESHMAN YEAR

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<tr>
<td>Class Piano I (MUSC 1290)</td>
<td>1</td>
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<td>Applied Music</td>
<td>2</td>
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<tr>
<td>Ensemble</td>
<td>1</td>
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<tr>
<td>Intro. to Music (MUSC 1000)</td>
<td>3</td>
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<tr>
<td>English I (ENGL 1010)</td>
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<td>Intro. to Cult. Anthro. (ANTH 1200)</td>
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<td>Ensemble</td>
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<td>English II (ENGL 1020)</td>
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<td>General Psychology (PSYC 1000)</td>
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#### SOPHOMORE YEAR

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<tr>
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<td>Music History Survey I (MUSC 2050)</td>
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<td>Applied Music</td>
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<td>Ensemble</td>
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<td>Lab Science</td>
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<td>U.S. Gov’t. (POLS 1000)</td>
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For information concerning U.W. block transfer, see advisor.
Musical Theatre Program

The Musical Theatre Program offers students a strong theatre background along with the opportunity to develop the necessary skills in dance and music. A liberal arts preparation also assists students as they make choices concerning their future. Musical Theatre is a demanding field often requiring more than four years of study. Based upon the individual student’s level of preparation, the student may choose to take up to three years to complete WWCC’s program.

Suggested Program for A.F.A. Degree with emphasis in Musical Theatre-Four Semester Plan

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<tr>
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<td>3</td>
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<tr>
<td>Theatre Practice (THEA 2050)</td>
<td>3</td>
<td>Theatre Practice (THEA 2051)</td>
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<tr>
<td>Vocal Ensemble (THEA 1460)</td>
<td>1</td>
<td>Modern I/II (THEA 1440)</td>
<td>1</td>
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<tr>
<td>Modern Dance I (THEA 1430)</td>
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<td>Jazz I (THEA 1480)</td>
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<tr>
<td>Ballet I (THEA 1410)</td>
<td>1</td>
<td>Tap (THEA 1450)</td>
<td>1</td>
<td></td>
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<tr>
<td>Dance Performance (THEA 1500)</td>
<td>2</td>
<td>Ballet I/II (THEA 1420)</td>
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<tr>
<td>Written Theory I (THEA 1030)</td>
<td>3</td>
<td>Dance Performance (THEA 1501)</td>
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<tr>
<td>Applied Music Voice (MUSC 2074)</td>
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<td>Stage Makeup (THEA 2160) - odd years OR Psychology - even years</td>
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<td>English (ENGL 1010)</td>
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Suggested Program for A.F.A. Degree with emphasis in Musical Theatre-Five Semester Plan

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<td>Theatre Practice (THEA 2053)</td>
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<td>Acting for Musical Theatre (THEA )</td>
<td>3</td>
<td>Lighting (THEA 2230) - odd years</td>
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<td>Jazz II (THEA 2481)</td>
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<td>Modern II/II (THEA 2440)</td>
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<td>Modern III (THEA 2440)</td>
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<td>Dance Performance (THEA 1500)</td>
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<td>Choreography (THEA 2215)</td>
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<td>Psychology - even years Stage Makeup (THEA 2160) - odd years</td>
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<td>Dance Performance (THEA 1502)</td>
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<td>Anthropology</td>
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<tr>
<td>Class Piano (MUSC 1290)</td>
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<tr>
<td>Science/Math</td>
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<td>Portfolio (THEA 2500)</td>
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Suggested Program for A.F.A. Degree with emphasis in Musical Theatre-Five Semester Plan

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<th>Spring Semester</th>
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<tbody>
<tr>
<td>Acting I (THEA 1100)</td>
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<td>Intro to Theatre (THEA 1000) - even years OR American Musical Theatre History (THEA TBA) - odd years</td>
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<tr>
<td>Theatre Practice (THEA 2050)</td>
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<td>Theatre Practice (THEA 2051)</td>
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<tr>
<td>Vocal Ensemble (THEA 1460)</td>
<td>1</td>
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<td>Ballet I (THEA 1410)</td>
<td>1</td>
<td>Tap (THEA 1450)</td>
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<tr>
<td>Dance Performance (THEA 1500)</td>
<td>2</td>
<td>Ballet I/II (THEA 1420)</td>
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</tr>
<tr>
<td>Written Theory I (THEA 1030)</td>
<td>3</td>
<td>Dance Performance (THEA 1501)</td>
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</tr>
<tr>
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<td>1</td>
<td>Applied Music Voice (MUSC 2074)</td>
<td>1</td>
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<tr>
<td>Applied Music Voice (MUSC 2074)</td>
<td>1</td>
<td>Stage Makeup (THEA 2160) - odd years</td>
<td>2</td>
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</tr>
<tr>
<td>English (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020)</td>
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### Suggested Program for A.A. Degree with emphasis in Musical Theatre

#### FRESHMAN YEAR

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<th>Semester</th>
<th>Course</th>
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<td>Dance Perf. I (THEA 1500)</td>
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<td>Applied Music Voice (MUSC 2074)</td>
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<td>Beg. Choreography (THEA 2215)</td>
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<td>Amer. Gov’t (POLS 1000)</td>
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<td>Stage Lighting (THEA 2230)</td>
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<td><strong>SUMMER</strong></td>
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<td>Social Science</td>
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<tr>
<td>Fall</td>
<td>Vocal Ensemble (THEA 1460)</td>
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<td>Modern Dance II (THEA 2430)</td>
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<td>Acting (THEA 1100)</td>
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<td>Stage Lighting (THEA 2230)</td>
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<td>SOPHOMORE YEAR</td>
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**Based upon the individual student's level of preparation, the student may take up to three years to complete this program.**
### Suggested Program for A.A. Degree with emphasis in Photography

**FRESHMAN YEAR**

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<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Photography I (ART 1150)</td>
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<td>Photography II (ART 1160)</td>
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<tr>
<td>Design: 2D (ART 1110)</td>
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<td>Design: Color (ART 1130)</td>
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<tr>
<td>English I (ENGL 1010)</td>
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<td>Desktop Publishing (CMAP 1850)</td>
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<td>American &amp; WY Govt. (POLS 1000)</td>
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<td>Social Science</td>
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<td>Computer Info. Systems (COSC 1200)</td>
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<td>English II (ENGL 1020)</td>
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<td>P.E.</td>
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<td>16</td>
<td>Intro. to Business (BADM 1000)</td>
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**SOPHOMORE YEAR**

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<tbody>
<tr>
<td>Photo. Studio (ART 2175)</td>
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<td>Art History II (ART 2020)</td>
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<td>Photo Journalism (ART 1170)</td>
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<td>Graphic Design (ART 2120)</td>
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<td>Publications Prod. I (COMM 1370)</td>
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<tr>
<td>Art History I (ART 2010)</td>
<td>3</td>
<td>Printmaking I (ART 2090)</td>
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<td>College Math</td>
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<td>18-19</td>
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</table>

Suggested program for all art areas includes Design I, II; Drawing I, II; and Photo I. Students are encouraged to experiment with art areas beyond their specialty.

### Suggested Program for A.A. Degree with emphasis in Theatre

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
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<tr>
<td>English I (ENGL 1010)</td>
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<td>English II (ENGL 1020)</td>
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<tr>
<td>General Psychology (PSYC 1090)</td>
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<td>U.S. Gov’t. (POLS 1000)</td>
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<tr>
<td>Modern Dance I (THEA 1430)</td>
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<td>Modern Dance II (THEA 1440)</td>
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<td>Theatre Practice I (THEA 2050)</td>
<td>3</td>
<td>Theatre Practice II (2051)</td>
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<tr>
<td>Stage Movement (THEA 2155)</td>
<td>2</td>
<td>Acting (THEA 1100)</td>
<td>3</td>
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<tr>
<td>Intro. to Theatre (THEA 1000)</td>
<td>3</td>
<td>Stage Make-up (THEA 2160)</td>
<td>2</td>
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**SOPHOMORE YEAR**

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<th>Fall Semester</th>
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<th>Spring Semester</th>
<th>Credit</th>
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<tr>
<td>Lab Science</td>
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<td>Math or Quantitative Reasoning</td>
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<td>Social Science</td>
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<td>Elective</td>
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<td>Beginning Choreography (THEA 2215)</td>
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<td>Tap Dance (THEA 1450)</td>
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<td>Theatre Practice III (THEA 2052)</td>
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<td>Theatre Practice IV (THEA 2053)</td>
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<td>Scenographics I (THEA 1200)</td>
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<td>Scenographics II (THEA 2148)</td>
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<td>Stagecraft (THEA 2220)</td>
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<td>Stage Lighting (THEA 2230)</td>
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<td>Jazz Dance II (THEA 2481)</td>
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HEALTH SCIENCES, PHYSICAL EDUCATION, EXERCISE SCIENCE & OUTDOOR LEADERSHIP

HEALTH SCIENCES

The Health Sciences promote wellness for the individual and for the community through education. Students in these programs must realize their responsibility to society in rendering the best possible health care. Good judgment is required in the field of Health Sciences and necessitates diligence and discipline within the educational process.

The Division of Health Science offers programs of study in Exercise Science, Nursing, Outdoor Leadership, Physical Education, as well as pre-professional programs in Radiology, Dental Hygiene, Dentistry, Medicine, Occupational Therapy, Pharmacy, Physical Therapy, and Veterinary. Students can start these programs at Western and then transfer to other institutions, such as Sheridan College for Dental Hygiene, Weber State University for Radiology, and Casper College/University of North Dakota for Occupational Therapy.

Students may receive a certificate and/or Associate Degree after completing the necessary credits required by each individual program and the college for graduation. After graduation, the student is eligible to take the examination for licensure at the state and national level.

Enrollment in some of the programs offered by the Division of Health Sciences is limited in numbers and is consistent with accrediting agency requirements. The admission requirements for each of the programs of study offered by the Division of Health Sciences are listed along with the suggested program of study.

It is important for students enrolled in the Health Science programs to be aware of the necessary clinical training requirements, which may include travel to other sites.

EXERCISE SCIENCE

This program is suggested for the student who is interested in a health career field but has not made a definite choice. The program provides a good knowledge base of human anatomy, physiology, chemistry, and biomechanics of human movement. In addition, the program allows students to take courses that focus on the application of this knowledge base, such as fitness leadership, exercise physiology, beginning & advanced internships, and first aid. With this foundation, a student can transfer to various four-year programs in health science.

Suggested Program for A.S. Degree with emphasis in Exercise Science

This program is suggested for the student who is interested in a career in exercise science, sports medicine, physical therapy, athletic training, and related fields. The program provides a solid knowledge base of human anatomy, physiology, chemistry, and biomechanics of human movement. In addition, the program allows students to take courses that focus on the application of this knowledge base, such as fitness leadership, exercise physiology, personal training exam preparation, and hands-on internships. With this foundation, a student can transfer to various four-year programs in exercise science and related fields.
### FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Fall</td>
<td>English I (ENGL 1010)</td>
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<td>Fitness Leadership Training (PEPR)</td>
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<td>Biology I (BIOL 1010)</td>
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<td>Nutrition (HOEC 1140)</td>
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<td>Weight Training (PEAC 1273)</td>
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<td>Standard First Aid/CPR (HLED 1221)</td>
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<td>Exercise Physiology (PEPR 2120)</td>
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<td>Computer Info Systems (COSC 1200)</td>
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<td>Personalized Fitness I (PEAC 2005)</td>
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### SOPHOMORE YEAR

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<td>Personalized Fitness II</td>
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<td>Anatomy &amp; Physiology (BIOL 2015)</td>
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<td>Communication Elective **</td>
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<td>General Psych (PSYC 1000)</td>
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<td>Wellness (HLED 1003)</td>
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<th>Semester</th>
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<tr>
<td>Spring</td>
<td>Problem Solving (MATH 1000)**</td>
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<td>Intro to Chemistry (CHEM 1000)</td>
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<td>Anatomy &amp; Physiology (BIOL 2016)</td>
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<td>Elective from SS., Hum, or App Art</td>
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<tr>
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<td><strong>Total</strong></td>
<td>17-19</td>
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</table>

+These courses are required to receive an AS in Exercise Science
*Or General Chemistry I
** Or other college level math course
*** Interpersonal Communication or Public Communication
Recommended Electives: Personalized Fitness II, Ethics, Outdoors courses, Business courses, Physical Education activities, Psychology of Adjustment, Communications courses.

### One-Year Certificate Program in Fitness Leadership

This certificate program is for students who want to become personal trainers or group fitness leaders. It prepares students to take gold standard national certification exams such as those offered by the American Council on Exercise (ACE) and the National Strength and Conditioning Association (NSCA). These exams are offered regularly in Salt Lake City and Denver. In this program students will learn the necessary skills to become a certified fitness leader. Students will also enjoy how this program benefits them. Through courses in nutrition, wellness, fitness leadership, and various exercise classes, personal diet and fitness level will improve. In addition to classroom instruction, the program gives hands-on experience in fitness centers, schools, hospitals, or clinics. This is an exciting and friendly program where students will be applying the knowledge they learn in the classroom in the real world with real people.

<table>
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<tr>
<th>Semester</th>
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<th>Credit</th>
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<td>Fitness Leadership (PEPR 2130)</td>
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<td>First Aid &amp; Safety (HLED 1221)</td>
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<td>Personalized Fitness I (PEAC 2005)</td>
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<td>Anatomy &amp; Physiology I (BIOL 2010)</td>
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<td>Communication Course **</td>
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<td>Weight Training (PEAC 1273)</td>
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<td>Summer</td>
<td>Principles of Biology (BIOL 1000) -or-</td>
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<td>General Biology I (BIOL 1010)</td>
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* Business course options: Any course from departments of BADM, BUSN, MGT, or MKT
** Communication course options: Interpersonal Communications (COMM 1030); Public Speaking (COMM 1010); Listening; Conflict Management/Mediation (COMM 1050)
NURSING PROGRAM

Nursing Assistant Course

This four-credit course prepares a person to work as an assistant to, and under the supervision of licensed nursing personnel in hospitals and nursing homes with an emphasis on the elderly client. The course includes basic nursing assistant principles, as well as practice and demonstration of skills related to client care. Students’ time will be divided between classroom instruction, laboratory time, and supervised experience in hospital and nursing home settings. Current immunizations, Health Care Provider CPR certification are necessary to attend clinical. Additional information is available on costs of the course, certification, and job opportunities from either the nursing department or the course instructors. A limited number of students are admitted into the course on a “space available” basis until the class is filled.

Satisfactory completion of the course entitles the student to take a competency exam to become “Certified” in the State of Wyoming. Certification is necessary for employment as a nursing assistant in Wyoming. Certification is good for two years and can be renewed by paying a fee to the Wyoming State Board of Nursing if employed as a CNA.

Associate Degree in Nursing Program

Western Wyoming Community College offers a three-year program (7 semesters) leading to an Associate Degree in Nursing with a practical nursing spin-off option. Successful completion of the program allows the graduate to take the National Council Licensure examination for registered nursing (NCLEX-RN). Upon licensure, the AD nurse practices in settings where policies and procedures are specified and guidance is available. The Associate Degree Nursing Program offers a Practical Nurse spin-off option at the end of the second year of the program. Students who have successfully completed the required course have the option to take a 3 credit course, Practical Nursing Roles, preparing them for the role of the practical nurse. At the completion of this course, students are eligible to sit for Practical Nursing licensure examination. At the completion of the Practical Nursing Roles course students have the option to exit as a practical nurse or continue in the program with the added experience of the summer course.

The program has continuing accreditation from the National League for Nursing Accrediting Commission and is approved by the Wyoming State Board of Nursing. The next site visit will be Spring 2009.

The goal of Western Wyoming Community College is to prepare nurses who will competently practice the art and science of nursing. The art and science of nursing are accomplished by utilizing the six goals of the nursing program. The six goals of the nursing program are to: communicate competently, see issues from multiple perspectives, develop life skills, solve problems, retrieve information, and apply therapeutic nursing interventions. The curriculum is organized around these six goals to help the student manage an ever expanding body of knowledge. The curriculum content and clinical opportunities are leveled from basic to complex with each semester lending breadth and depth to the next. The practice of associate degree nursing applies to persons with basic unmet needs, common, predictable problems, or clients with complex health needs. The AD nurse provides care to persons to maximize health potential.

The faculty has developed a learning environment that fosters interaction between the students and faculty. Because nursing practice is ever changing, the faculty emphasizes the process of learning versus memorization to obtain competence. Students are given opportunities to learn and to practice nursing in special learning laboratories and in a variety of settings where people need nursing care.
Admission

The nursing department provides information to all students who express an interest in the program. In addition to the regular college admission requirements, prospective nursing students must meet admission requirements of the nursing program to be considered for admission. Interested applicants should contact the Nursing Department for specific requirements. Admission into the program is granted only in the fall semester. Admission into the nursing program is competitive and based on the cumulative score of points the applicant receives. Should the student not be admitted, the student must reapply for the next year in order to be reviewed for admission with the new group of applicants. Re-applicants will be subject to the same scrutiny and consideration as an initial applicant. Students who are admitted but decline entrance into the program must re-apply.

Associate Degree in Nursing Admission

Admission Policy and Criteria:
The nursing department provides information to all students who express an interest in the program. In addition to the regular college admission requirements, prospective nursing students must meet applicant requirements of the nursing program to be considered for admission. Admission into the program is granted only in the fall semester.

To apply for the nursing program:
• Complete WWCC admissions process. Receive your acceptance to the college.
• Submit a completed nursing application form directly to the nursing department by application deadline for fall admission.
• Achieve a grade point average of 2.5 on a 4.0 scale from prerequisite general education courses. (GPA calculated by courses completed by end of spring semester. CNA course not included in GPA.)
• Take the designated pre-entrance test.

Admission Criteria:
• Pre-entrance test
• Grade point average of completed prerequisite general education courses
• Number of credits of required general education courses completed (1 point for each course completed) (No point given for CNA course.)

Prior to starting Nursing I in the Fall Semester, you must:
• Meet the Math requirement in ONE of the following ways:
  Earn a 33 or higher in algebra on the Compass Test
  Complete Math 0920 plus Tech Math for Nurses with C or better
  Earn 23 or higher on ACT within last two years with C or better
  Complete Math 0720 series with C or better
  Complete Math 1000 or 1400 with C or better

• Meet the English requirement in ONE of the following ways:
  Earn 75 in writing and 80 in reading on Compass Test
  Complete Basic English with C or better
  Earn 23 or higher on ACT within last two years
  Complete English I with C or better

• Meet nursing assistant competencies prior to beginning the program.
  Take a CNA course or
  Demonstrate CNA competency through the nursing department
* Applicants are encouraged to contact a nursing advisor periodically to ensure the appropriate classes are taken and to communicate program changes.

Admission Process:
Applicants must meet all applicant requirements prior to the admission process. Fall admission requirements must be completed before classes begin. Students are notified in writing of admission criteria and application deadlines. Admission into the nursing program is competitive and based on the cumulative score of points the applicant receives for grade point average, the pre-entrance test score, and the number of required general education courses completed. Grade point average and pre-entrance test score account for the majority of the total points. Qualified applicants with the highest points are admitted into the nursing program on a space available basis. Applicants will be notified in writing of the results of the admission process. Qualified students who have not been admitted are ranked (according to cumulative points) and placed on an alternate list. If positions become available to accommodate additional eligible students, those on the alternate list will be notified. Should the student not be admitted, the student must reapply for the next year in order to be reviewed for admission with the new group of applicants. Re-applicants will be subject to the same scrutiny and consideration as an initial applicant. Students who are admitted but decline entrance into the program must re-apply.

Advanced Placement Admission
Licensed practical nurses (LPN) from accredited college programs may apply to enter the third year of the nursing program as advanced placement students, based on space availability if requirements are met.

Admission Criteria:
LPN Gap Achievement Test - Overall Percentile Score. Must pass all five sections
College grade point average (2.5 or better on a 4.0 scale)

Transfer Student Admission
Transfer students admission is based on space availability if requirements have been met. Nursing courses already completed must be comparable to WWCC nursing courses.

Progression
A grade of “C” or better must be maintained in all nursing courses on order for a student to progress from one semester to the next. A student who chooses to take PN Roles, NRST 1985, must earn a grade of “C” or better in Nursing I, NRST 1610, and Nursing II, NRST 1620. A student who chooses to take PN Roles, NRST 1985, must earn a grade of “C” or better to earn a certificate of completion. General Education courses required for the PN Spin-off Option must be completed with a “C” or better to be eligible for the PN Spin-off Option. This PN Certificate of Completion is required to take the NCLEX-PN. A student receiving a semester grade of “D” or “F” in any of the required general education courses must retake the course and earn a “C” or better.

Educational Mobility
The AD Nursing Program is a three-year program leading to an Associate Degree in Nursing. The nursing program has been designed to promote career mobility by providing more than one entry and exit point. Nursing content has been arranged so that persons who complete the required courses and take a three-credit course, Practical Nursing Roles, may exit the program, and receive a certificate of completion for practical nursing. Those students are then eligible to take the NCLEX-PN examination to become licensed practical nurses. Students who meet the requirements for progression may complete the program for the associate degree. Those students are then eligible to take the NCLEX-RN examination to become a registered nurse. Licensed
practical nurses who would like to further their nursing education may apply to enter the third year of the program when requirements are met. Students earning an Associate Degree in Nursing have the opportunity to earn a Bachelor’s Degree or Master’s Degree in Nursing through four-year institutions RN-BSN Completion or AD to Master’s programs. Students should contact the four year institution offering the degree.

Expenses

Students in the nursing program will incur certain expenses, including the cost of clinical apparel, lab fees, and testing fees, in addition to the student expenses listed by the college. Clinical learning experiences are held in a variety of agencies, including out of town experiences, so travel expenses will be incurred.

Financial Assistance

In addition to the financial aid available to all university students, special awards and funds may be available to qualified nursing students. For information about financial assistance, contact the Financial Aid Office.

Wyoming State Board of Nursing Policies to Protect the Public

The Wyoming State Board of Nursing requires a full disclosure of any past history related to substance abuse, felony or misdemeanor charges, or treatment for mental or emotional illness. These and related questions must be answered on the application form to take the licensing examination before a permit to take the test is given. This does not mean that all persons who disclose such information will be barred from Licensure, but that the Board of Nursing will evaluate each candidate in light of their charge to protect the public. Applicants are encouraged to contact the Wyoming State Board of Nursing to discuss future Licensure.

WWCC Nursing Program Policies to Protect the Public

The nursing program also requires that accepted applicants answer questions related to substance abuse or treatment of mental or emotional illness on the Health History and Physical examination form prior to beginning the program. If any questions are acknowledged in the affirmative, the applicant will be asked to supply records concerning the treatment and explanation of current status. The faculty evaluates each situation in light of the need to protect the safety of clients. If an impairment or a misuse of substances could endanger the health or safety of clients under the applicant’s care, the faculty may delay the applicant’s progression in the program until such situations are sufficiently corrected. Failure to disclose past or current health problems may result in dismissal from the program.

Suggested Nursing Program for Associate Degree in Nursing

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Principles of Biology (BIOL-1100) or General Biology I (BIOL-1010)</td>
<td>4</td>
<td>* Human Anatomy &amp; Physiology I (BIOL-2010) or General Psychology (PSYC-1000)</td>
<td>4</td>
</tr>
<tr>
<td>* Nutrition (HOEC-1140)</td>
<td>3</td>
<td>* CNA Competencies (course or demonstration)</td>
<td></td>
</tr>
<tr>
<td>PE/Wellness</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cultural Anthropology (ANTH-1200) or Sociological Principles (SOC-1000)</td>
<td>11</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

National League for Nursing
Accrediting Commission
61 Broadway
New York, NY 10006
Phone 1-800-669-1656

State of Wyoming
State Board of Nursing
2020 Carey Avenue, Suite 110
Cheyenne, WY 82002
Phone: 307-777-7601
### Summer Semester

**Credit**

- Human Anatomy & Physiology II (BIOL-2015) - 4

### SECOND YEAR

#### Fall Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Nursing I (NRST-1610)</td>
<td>9</td>
</tr>
<tr>
<td>English I (ENGL-1010)</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Spring Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Nursing II (NRST-1620)</td>
<td>9</td>
</tr>
<tr>
<td>English II Equivalents:  ENGL 1020, 1111, 2010 or 2017</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credit:** 12

*(Optional PN Spin-Off)*

#### Summer Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Practical Nursing Roles (NRST-1985)</td>
<td>3</td>
</tr>
</tbody>
</table>

### THIRD YEAR

#### Fall Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Nursing III (NRST-2630)</td>
<td>10</td>
</tr>
<tr>
<td>American &amp; Wyo Gov’t (POLS-1000)</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Spring Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Nursing IV (NRST-2640)</td>
<td>9</td>
</tr>
<tr>
<td>PreCalculus Algebra (MATH-1400)</td>
<td>3 or 4</td>
</tr>
</tbody>
</table>

**Credit:** 12 or 13

- Indicates course must be completed with a “C” or better prior to starting Nursing I in the fall semester.
- Required to earn PN Certificate.

All above courses must be completed with a “C” or better to earn Associate Degree in Nursing. Other general education courses may be taken prior to admission into the nursing program. General education courses taken while in nursing program must be taken evenings, TV, Internet or other asynchronous format.

Nursing courses will be offered three consecutive days/week.

Students must be admitted to the program prior to the second year to enroll in nursing courses.

### Suggested Program for Bachelor of Science Degree with emphasis in Pre-Nursing (Transfer Program)

#### FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
</tr>
<tr>
<td>Anatomy &amp; Physiology I (BIOL 2010)</td>
<td>4</td>
</tr>
<tr>
<td>Pre-Calculus Algebra (MATH 1400)</td>
<td>3</td>
</tr>
<tr>
<td>Intro. Sociology (SOC 1000) OR Anthropology (ANTH 1100)</td>
<td>3</td>
</tr>
<tr>
<td>PE</td>
<td></td>
</tr>
<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credit:** 17

#### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interpersonal Comm. (COMM 1030)</td>
<td>3</td>
</tr>
<tr>
<td>Nutrition (HOEC 1140)</td>
<td>2</td>
</tr>
<tr>
<td>Gen. Chemistry (CHEM 1020) OR Prin. of Chemistry (CHEM 1010)</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>5</td>
</tr>
<tr>
<td>PE</td>
<td>1</td>
</tr>
</tbody>
</table>

**Credit:** 15
OCCUPATIONAL THERAPY

Students interested in occupational therapy programs should contact the institution they will most probably attend after WWCC and determine their specific requirements and how WWCC coursework will be accepted into their program. The suggested program below is a general framework for most programs.

Suggested Program for A.S. Degree with emphasis in Pre-Occupational Therapy and Pre-Occupational Therapy Assistant

<table>
<thead>
<tr>
<th>FRESHMAN YEAR</th>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Principles Biology (BIOL 1000)</td>
<td>4</td>
<td>Introduction to Chemistry (CHEM 1000)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>General Psychology (PSYC 1000)</td>
<td>4</td>
<td>Child Psychology (PSYC 2300)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Humanities</td>
<td>3</td>
<td>US Government (POLS 1000)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PE/First Aid</td>
<td>1-2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>15-16</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOPHOMORE YEAR</th>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy &amp; Physiology (BIOL 1015)</td>
<td>4</td>
<td>Anatomy &amp; Physiology II (BIOL 2100)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Statistics (STAT 2050)</td>
<td>4</td>
<td>Sociological Principles (SOC 1000)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Introduction to Occ. Ther (OCTH 2000)</td>
<td>2</td>
<td>Medical Terminology (HTLK 1200)</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
<td>Humanities</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PE</td>
<td>1</td>
<td>Abnormal Psychology (PSYC 2340)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Life Span (EDFD 2451)</td>
<td>1</td>
<td>Electives</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>16</td>
<td></td>
<td>18-19</td>
<td></td>
</tr>
</tbody>
</table>

Students interested in the OTA option should note the following as they pursue the suggested program above:
- Need 3 hrs. of humanities
- Need problem solving and statistics
- Intro to Biology or Intro to Chemistry should be selected as a science option
- Need standard first aid and safety
- Need a computer course

OUTDOOR LEADERSHIP

Suggested Program for A.A. Degree with emphasis in Outdoor Leadership

The Outdoor Leadership Program is designed for students interested in pursuing an education and career in the growing business of providing outdoor recreational opportunities. The program provides a strong management background through classes in management and organization, leadership, accounting, advertising, and problem solving. Simultaneously, the program introduces the student to a wide variety of outdoor skills and activities. Students are required to take a minimum of 12 credits of activity courses, selecting from at least 3 of the 4 groups listed below. Most of these electives are 8 week block classes, and most of the contact hours take place over 1 or 2 weekends. Students are encouraged to consider going to summer school if they want to complete the program within two years.

<table>
<thead>
<tr>
<th>FRESHMAN YEAR</th>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Technical Writing (ENGL 2110) or Environmental History (HIST 1410)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Biology (BIOL 1000 or 1010)</td>
<td>4</td>
<td>Management and Organization (MGT 2100)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Computer Information Systems (COSC 1200)</td>
<td>3</td>
<td>College level Math course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Wellness (HLED 1003)</td>
<td>3</td>
<td>Intro to Natural Resources (G&amp;R 1050)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Wilderness Experience elective</td>
<td>1</td>
<td>Personalized Fitness (PEAC 2005)</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Outdoor Sports elective</td>
<td>1</td>
<td>Wilderness Experience elective</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>Winter Sport elective</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Intermediate Swimming (PEAC 2061) or Water Outdoor Sport elective</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>20</td>
<td></td>
</tr>
</tbody>
</table>
### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organizational Communication (COMM 2250)</td>
<td>3-4</td>
<td>Humanities elective (Foreign Lang. recommended)</td>
<td>3</td>
</tr>
<tr>
<td>or COMM 1010, 2120</td>
<td>3</td>
<td>Accounting I (ACCT 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Physical Geology (GEOL 1100) or</td>
<td>3-4</td>
<td>Advertising (MKT 1300)</td>
<td>3</td>
</tr>
<tr>
<td>Intro to Chemistry (CHEM 1000)</td>
<td>4</td>
<td>Principles of Management (MGT 2100)</td>
<td>3</td>
</tr>
<tr>
<td>Humanities elective (Foreign Lang. recommended)</td>
<td>3-4</td>
<td>Outdoor Leadership Internship</td>
<td>1</td>
</tr>
<tr>
<td>Human Resources Management (MGT 1200)</td>
<td></td>
<td>U.S. Government (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>or MGT 1000 or MKT 2100</td>
<td>2-3</td>
<td>Advanced Lifesaving (PEAC 2018)</td>
<td>1</td>
</tr>
<tr>
<td>Wilderness First Aid (HLED 1221)</td>
<td>2</td>
<td>Winter Outdoor Sport elective</td>
<td>1</td>
</tr>
<tr>
<td>Wilderness Experience elective</td>
<td>1</td>
<td>Outdoor Sport elective</td>
<td>2</td>
</tr>
<tr>
<td>Outdoor Sports Elective</td>
<td>1</td>
<td></td>
<td>2-3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17-18</strong></td>
<td></td>
<td><strong>20-21</strong></td>
</tr>
</tbody>
</table>

The outdoor activities classes have been divided into four groups. The students benefit most if they take a variety of outdoor activity classes, and are therefore encouraged to take classes from all four groups. However, they must complete courses in 3 of the areas. The four groups are as follows:

**Wilderness Experience/Skills**: Each class will spend a minimum of 15 hours in primitive wilderness conditions. The emphasis is on developing skills for living in the wilderness.

**Winter Outdoor Sports**: Skills for recreational sports on snow or ice are taught and practiced in these classes. Classes may include conditioning as well as outdoor trips.

**Water Outdoor Sports**: Skills for recreational sports in or around water are taught and practiced in these classes. Classes may include conditioning as well as outdoor trips.

**Seasonal Outdoor Sport**: Skills for recreational sports in various environments are taught and practiced. These outdoor activities are generally associated with specific seasons. Classes may include conditioning as well as outdoor trips.

**Wilderness Experience/Skills**: (minimum of 20 hours in primitive wilderness conditions)
- Winter Camping
- Backpacking
- Desert Survival Skills
- Mountain Wilderness Skills
- Back Country Horsemanship
- Big Game Habitat Skills
- Maps, Compass & GPA Skills

**Winter Outdoor Sports**: Advanced Skiing
- X-Country Skiing
- Downhill Skiing I
- Downhill Skiing II
- Snow shoeing
- Back Country Ski and Camp

**Water Outdoor Sport**: Intermediate Kayaking
- Beginning Kayaking
- Beginning Skin and Scuba
- Whitewater Rafting
- Canoe and Kayak Touring
- Advanced Scuba
- Fly Fishing Techniques

**Seasonal Outdoor Sport**: Rock Climbing I
- Rock Climbing II
- Hot Air Ballooning
- Mountain Biking
- Mountaineering
PHYSICAL EDUCATION
Suggested Program for A.A. Degree with emphasis in Physical Education

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020)</td>
<td>3</td>
</tr>
<tr>
<td>Gen. Biology (BIOL 1010)</td>
<td>4</td>
<td>Humanities/Applied Arts</td>
<td>3</td>
</tr>
<tr>
<td>Gen. Psychology (PSYC 1000)</td>
<td>4</td>
<td>Gen. Biology (BIOL 2020)</td>
<td>4</td>
</tr>
<tr>
<td>Intro. to P.E. (PEPR 1005)</td>
<td>3</td>
<td>U.S. Gov’t. (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
<td>Org/Adm of Intramurals (PEPR 2180)</td>
<td>3</td>
</tr>
<tr>
<td>Wellness (HLED 1003)</td>
<td>2</td>
<td>First Aid (HLED 1221)</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>17</td>
<td><strong>Total</strong></td>
<td>18</td>
</tr>
</tbody>
</table>

**SOPHOMORE YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities/Applied Arts</td>
<td>3</td>
<td>Human Anatomy &amp; Phys. (BIOL 2015)</td>
<td>4</td>
</tr>
<tr>
<td>Finite Math/Problem Solving</td>
<td>3</td>
<td>Humanities/Applied Arts</td>
<td>3</td>
</tr>
<tr>
<td>Human Anatomy (BIOL 2010)</td>
<td>4</td>
<td>P.E.</td>
<td>1</td>
</tr>
<tr>
<td>P.E.</td>
<td>1-2</td>
<td>P.E. Internship (PEPR 2475)</td>
<td>1</td>
</tr>
<tr>
<td>P.E. Electives</td>
<td>3</td>
<td>P.E. Electives</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>15-16</td>
<td><strong>Total</strong></td>
<td>16-17</td>
</tr>
</tbody>
</table>

RADIOLINE TECHNOLOGY PROGRAM

Radiologic Technology is an applied skill and science pertaining to the various types of ionizing radiation used in both the diagnostic and therapy fields. A Registered Technologist is qualified to work in public hospitals, clinics, and doctors offices. In addition, jobs are available as technical sales representatives for x-ray equipment and supply companies and in industrial applications. The Technologist’s duties generally include making x-ray exposures, aiding the radiologist during fluoroscopy, processing films, assisting in special procedures, and transporting patients to and from x-ray.

Western Wyoming Community College and Weber State University have entered into an articulation agreement which allows students interested in pursuing a degree in Radiologic Technology to take their prerequisite courses at Western and then complete the radiology courses through Weber. This program of study is equivalent in course content to the on-campus program at Weber. Weber’s outreach program allows students who are site bound an opportunity to complete the radiologic technology program. These students may continue to live in their own community and work on their degree. Students are required to travel to Weber once a month and are required to travel to various hospitals for clinical instruction. Students should apply to Weber early in their matriculation at WWCC and be assigned to a Weber advisor to make sure that they remain on track as they complete the WWCC coursework.

Courses from WWCC to fulfill Prerequisites for the AS from WWCC:

**Science and Math Requirements**

- Human Anatomy & Physiology I, BIOL 2010 ........... 4 credits
- Human Anatomy & Physiology II, BIOL 2015 .......... 4 credits
- Introductory Chemistry, CHEM 1000 .................. 4 credits
- General Microbiology, MOLB 2210 .................... 4 credits
- Concepts in Physics, PHYS 1050, or
  General Physics I, PHYS 1110 ......................... 4 credits
- Intermediate Algebra, MATH 0920 (or higher) ...... 4 credits
English/Communications
- English I, ENGL 1010 .............................................. 3 credits
- English II, ENGL 1020, or
- Technical Writing, ENGL 2010 ............................ 3 credits
- Interpersonal Communication, COMM 1030 ........... 3 credits
or Public Speaking, COMM 1010

Other
- American & Wyoming Government, POLS 1000 .... 3 credits
- General Psychology, PSYC 1000 ............................. 4 credits
- Wellness, HLED 1003 .............................................. 3 credits
- Computer Application course, usually
  - Computer Information Systems, COSC 1200 ...... 3 credits

Admission Procedures to Complete the Radiologic Technology Program at Weber State
1. Apply for admission to Weber State University and be admitted as a matriculated student.
2. Complete the radiologic technology program application procedures as outlined on the program application. This should be accomplished by December 1 of the year prior to the year in which the student wishes to enter the program.
3. Submit high school and/or college transcripts. Those who have completed less than 45 credit hours (30 semester hours) from Western must submit their high school record and ACT scores. For those who have completed the 45 credits but have less than an associate degree, their application will be reviewed based upon their cumulative grade point average.
4. Pay the application fee for Weber State University.
5. Pay the application fee for the College of Health Professions.
6. Complete all of the prerequisite courses listed with a minimum GPA of 2.00.

DENTAL HYGIENE PROGRAM
The Sheridan College Program in Cooperation with Western Wyoming Community College
The Sheridan College program is fully approved by the Commission on Dental Accreditation. It is unique in that an initial year of specified general coursework, taken at Western Wyoming Community College, Sheridan College, or any other accredited college or university, followed by two years of intensive clinical study and practice at Sheridan College will lead to the Associate Degree and eligibility for licensure. The student may elect to continue for a degree in an alternative dental hygiene career track. The employment opportunities offered to the student through these career options are limited only by the student’s own abilities and aspirations.

The first year of the curriculum includes course basic sciences, social sciences and humanities. The director of the Sheridan College dental hygiene program must be notified of the student’s intent to pursue a dental hygiene education and will act as program advisor, in cooperation with Western Wyoming Community College Health Science faculty, for the freshman year.

A Career in Dental Hygiene
Dental hygienists perform many vital functions to improve and maintain the oral health of their patients, from teaching patients how to care for their teeth and mouth to removal of deposits from teeth, gathering diagnostic information, taking x-ray films, and applying preventive materials to teeth. In addition, they may become involved in public health projects, dental hygiene education, research or several other career alternatives.

Dental hygienists are required by law to obtain a license from a state board of dental examiners in order to work directly in the mouth. The license may be obtained only after a suitable course instruction in a college or university and completion of written and clinical examinations.
Admission to the Program

(All prospective dental hygiene students are encouraged to contact Sheridan College as soon as possible.)

During the freshman year formal application must be made to enter the professional clinical portion of the dental hygiene curriculum at Sheridan College. The completed application and all supplementary information required (including latest transcripts) must be received at the College by July 1 of the year of entry into the professional program in order to be given priority attention by the Admissions Committee. Late applications will be accepted but no action will be taken if the class size limit has been reached by that time.

Class size in the program is limited and selection of students for the professional program (sophomore and junior years) is on a competitive basis. In addition to general college admission requirements, the applicant must submit the following: 1) transcripts indicating satisfactory completion of all courses required in the freshman year and cumulative grade point averages; 2) acceptable scores on the ACT test (or equivalent); 3) evidence of Hepatitis B vaccination or the college waiver form completed and signed; 4) completed Dental Hygiene Admissions Committee questionnaire; 5) evidence of CPR certification (current).

Most applicants to the professional program exceed the minimal requirements of the College in terms of grade point average (GPA) and individual course grades in the freshman year — items of major importance in the selection process. Applicants are selected on the basis of demonstrated potential for successful completion of program studies and entry into dental hygiene practice or advanced education.

Suggested Program for A.A.S. Degree with emphasis in Dental Hygiene

<table>
<thead>
<tr>
<th>FRESHMAN YEAR</th>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English I (ENGL 1020)</td>
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<tr>
<td>College-level Mathematics (See advisor for specific requirements)</td>
<td>3-5</td>
<td>General Psych. (PSYC 1000)</td>
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<tr>
<td>Anatomy &amp; Phys. (BIOL 1010)</td>
<td>4</td>
<td>Anatomy &amp; Phys. (BIOL 2015)</td>
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</tr>
<tr>
<td>Intro to Chem. (CHEM 1000)</td>
<td>4</td>
<td>Microbiology (MOLB 2210)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Intro to Sociology (SOC 1000)</td>
<td>3</td>
<td>Intro to Public Speaking (COMM 1010)</td>
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</table>

Note: Under certain circumstances, it may be impossible to complete all of the freshman year classes listed prior to application to the sophomore year of the program. Students in this situation may elect to postpone a maximum of seven semester credit hours coursework in any of the following courses only: Intro to Public Speaking, General Psychology, Sociology, English 1010 and 1020, or mathematics — without jeopardizing the possibility of admission into the sophomore year. It will be the STUDENT’S RESPONSIBILITY to complete ALL required courses before graduation from the program, however.

PRE-DENTISTRY

Suggested Program of Study for Associate of Science Degree with emphasis on Pre-Dentistry Medicine

<table>
<thead>
<tr>
<th>FRESHMAN YEAR</th>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
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<tbody>
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<tr>
<td>General Biology (BIOL 1010)</td>
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<td>General Biology II (BIOL 2015)</td>
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<tr>
<td>General Chemistry (CHEM 1020)</td>
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<td>General Chemistry II (CHEM 1030)</td>
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<tr>
<td>Calculus I (MATH 2200)</td>
<td>5</td>
<td>Statistics (STAT 2050)</td>
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### Health Science Programs of Study

#### SOPHOMORE YEAR

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<tr>
<td>Fall</td>
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<td>Quantitative Analysis (CHEM 2230)</td>
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<td>U. S. Gov’t. (POLS 1000)</td>
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### PRE-MEDICINE

**Suggested Program of Study for Associate of Science Degree with emphasis on Pre-Medicine**

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<td>Calculus I (MATH 2200)</td>
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<td>Spring</td>
<td>English II (ENGL 1020)</td>
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<td>Gen. Biology II (BIOL 2020)</td>
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<td>Gen. Chemistry II (CHEM 1030)</td>
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### PRE-PHARMACY

**Suggested Program of Study for Associate of Science Degree with emphasis on Pre-Pharmacy**

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<td>Gen. Biology I (BIOL 1010)</td>
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<td>Computer Info Systems (COSC 1200)</td>
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<td>Spring</td>
<td>English II (ENGL 2010)</td>
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<tr>
<td></td>
<td>Gen. Chemistry II (CHEM 1030)</td>
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<td></td>
<td>Gen. Biology II (BIOL 2020)</td>
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### SOPHOMORE YEAR

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<tr>
<td>Fall</td>
<td>U.S. Government (POLS 1000)</td>
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<td>Organic Chemistry I (CHEM 2420)</td>
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</tr>
<tr>
<td></td>
<td>Anatomy &amp; Phys (BIOL 2010)</td>
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<tr>
<td></td>
<td>Statistics (STAT 2050)</td>
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<tr>
<td></td>
<td>Social Sci., Hum, App. Arts</td>
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<td>Spring</td>
<td>Social Sci., Hum or App Art</td>
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<tr>
<td></td>
<td>Organic Chem II (CHEM 2320)</td>
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<tr>
<td></td>
<td>Anatomy &amp; Phys (BIOL 2015)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Microbiology (MOLB 2210)</td>
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PRE-PHYSICAL THERAPY

The University of Utah and Western Wyoming Community College have entered into an agreement specifying which courses will transfer to meet requirements as prerequisites. All students intending to transfer to University of Utah Physical Therapy Program are advised to contact the WWCC Physical Therapy advisor and the appropriate university’s physical therapy division for further details.

Wyoming also has an agreement with Western Undergraduate Exchange (WUE) for student exchange. All interested students are encouraged to contact the physical therapy advisor for specific details.

Suggested pre-physical therapy courses

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<tr>
<td>Biological Sciences</td>
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<td>General Biology</td>
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<tr>
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<td>BIOL 2010, 2015</td>
<td>Human Anatomy and Physiology</td>
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<tr>
<td>Physics</td>
<td>PHYS 1110, 1120</td>
<td>General Physics</td>
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<tr>
<td>Chemistry</td>
<td>CHEM 1020, 1030</td>
<td>General Chemistry</td>
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<td>CHEM 2030, 2040</td>
<td>Organic Chemistry</td>
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<tr>
<td>Psychology</td>
<td>PSYC 1000</td>
<td>Psychology</td>
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<td>PSYCH 2340</td>
<td>Abnormal Psychology</td>
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<tr>
<td>English</td>
<td>ENGL 1010</td>
<td>English I</td>
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<td>ENGL 2010</td>
<td>Technical Writing</td>
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<tr>
<td>Math</td>
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<td></td>
<td>MATH 2200</td>
<td>Algebra &amp; Trigonometry</td>
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<td>or STAT</td>
<td>Calculus I</td>
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<tr>
<td>Health Science</td>
<td>HLED 1223</td>
<td>Adv. First Aid</td>
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PRE-VETERINARY

Suggested Program of Study for Associate of Science Degree with emphasis on Pre-Veterinary Medicine

FRESHMAN YEAR

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<tr>
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<td>General Biology (BIOL 1010)</td>
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<td>Calculus I (MATH 2200)</td>
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<tr>
<td>Spring Semester</td>
<td>English II (ENGL 1020)</td>
<td>.............................</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>General Biology II (BIOL 2020)</td>
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<tr>
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<td>General Chemistry II (CHEM 1030)</td>
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<tr>
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<td>Statistics (STAT 2050)</td>
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SOPHOMORE YEAR

<table>
<thead>
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<th>Course Code</th>
<th>Course Name</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>Social Science/Humanities/Applied Arts</td>
<td>.........................</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Organic Chemistry I (CHEM 2320)</td>
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</tr>
<tr>
<td></td>
<td>General Physics I (PHYS 1110)</td>
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</tr>
<tr>
<td></td>
<td>Computer Class</td>
<td>................................</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Quantitative Analysis (CHEM 2230)</td>
<td>.........................</td>
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<td>.............................</td>
<td>19</td>
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<tr>
<td>Spring Semester</td>
<td>U. S. Govt. (POLI 1000)</td>
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<tr>
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<td>General Physics II (PHYS 1120)</td>
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<td>Social Science/Humanities/Applied Arts</td>
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<tr>
<td></td>
<td>Organic Chemistry II (CHEM 2340)</td>
<td>.........................</td>
<td>4</td>
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</table>
Humanities can be the core of a general studies program and is designed for the individual who is interested in earning a Bachelor of Arts Degree at a four-year institution. Humanities view people in their creative context through literature, languages, theatre, music, art, journalism, and speech. You will be offered many avenues for discovering your creativity such as editing and reporting and creative writing. Such study is rich in value for the individual involved in growing and developing into a fully functional human being.

The areas of Humanities and Fine Arts offers courses in journalism, art, theatre, music, communication, foreign language, literature, and English. These courses provide preparation for jobs in business, industry, government, law and teaching and provide the opportunity for better understanding of the ideas and institutions of civilization.

Students take courses in these fields for a variety of reasons:
1. They may wish to complete the required hours of humanities.
2. They may wish to transfer to a four-year college and major in journalism, art, music, communication, theatre, foreign languages, literature and English.
3. They may wish to broaden their college experience or to take these courses because they are interested in the subject matter.

Suggested programs in each of the following areas of emphasis are offered as general guidelines. Each student’s program will be mutually devised by the student and the student’s advisor to fit individual needs and abilities. Transfer students should consult the catalog of the transfer school of their choice for comparison.

The following are almost universally accepted Humanities in higher education and fulfill WWCC Humanities requirement for graduation

| ART  | 1000, 2010, 2020, 2500 |
| COMM | 1000, 1050, 1040, 1050, 1500, 2090, 2270 |
| ENGL | 2140, 2150, 2210, 2220, 2250, 2260 |
|      | 2310, 2320, 2340, 2370, 2400, 2420, 2470 |
| FREN | 1010, 1020 |
| GERM | 1010, 1020 |
| SPAN | 1010, 1020, 1070, 2030, 2040, 2500 |
| THEA | 1000, 1120, 2120, 2200, 2500 |
| HIST | 1110, 1120 |
| LIBS | 1140, 2280 |
| MUSC | 1000, 1058, 2015, 2050, 2055, 2500 |
| PHIL | 1000, 1100, 2300, 2310, 2315, 2490, 2495 |

History of Western Civilization (HIST 1110, 1120) is allowable as a Humanities elective at WWCC; it may, however transfer as a social science elective.

Practical or Applied Arts

| ART  | 1050, 1060, 1110, 1120, 1130, 1150, 1160, 1170, 1174, 1176, 1178, 1250, 1310, 1350, 1360, 2050, 2090, 2095, 2120, 2150, 2170, 2175, 2210, 2220, 2230, 2410, 2420, 2430, 2440, 2445, 2479-89, 2495 |
| COMM | 1010, 1200, 1210, 1215, 1230, 1240, 1370, 1375, 2100, 2105, 2110, 2120, 2140, 2250, 2300, 2350, 2370, 2375, 2470 |
| ENGL | 1111, 2010, 2017, 2030, 2050, 2060, 2080, 2090 |
| HUMN | 2460 |
| MUSC | 1030, 1035, 1040, 1045, 1150, 1290, 1291, 1295, 1296, 1325, 1340, 1375, 1390, 1400, 1430, 1450, 1490, 2030, 2035, 2040, 2045, 2071-77 |
| THEA | 1030, 1035, 1100, 1110, 1200, 1300, 1310, 1410, 1420, 1430, 1440, 1450, 1460, 1480, 1500, 1501, 1502, 1503, 2050, 2051, 2052, 2053, 2148, 2155, 2160, 2215, 2220, 2230, 2410, 2420, 2430, 2440, 2480 |
## Suggested Program for A.A. Degree with emphasis in Communication

### FRESHMAN YEAR

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<th>Credits</th>
<th>Spring Semester</th>
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<tbody>
<tr>
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<tr>
<td>Lab Science</td>
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<td>Math (MATH 1000+ or higher)</td>
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<td>Public Speaking (COMM1010)</td>
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### SOPHOMORE YEAR

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<th>Credits</th>
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<tr>
<td>Intro to Mass Media (COMM 1000)</td>
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<td>Reporting (COMM 2100)</td>
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<td>Foreign Language</td>
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<td>Social Science</td>
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<td>Communication Electives **</td>
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**Choose from Organizational Communication, Introduction to Persuasion, Nonverbal Communication, Small Group Communication, Conflict Management, Intercultural Communication, Gender and Communication, Graphic Design for Desktop Publishing, Public Relations.**

*Students are encouraged to choose electives, which reflect their interests in the following areas: theatre, English/writing, business and marketing, psychology, political science, art, and anthropology.

## Suggested Program for A.A. Degree with Emphasis in Organizational Communication

### FRESHMAN YEAR

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<td>Tech Writing (ENGL 2010)</td>
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<td>English I (ENGL 1010)</td>
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<td>Interpersonal Comm (COMM 1030)</td>
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<td>U.S. Govt (POLS 1000)</td>
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<td>Computer Electives</td>
<td>2-3</td>
<td>Graphic Design for Desktop Pub (COMM 2300)</td>
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<th>Spring Semester</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Organizational Comm (COMM 2250)</td>
<td>3</td>
<td>Reporting (COMM 2100)</td>
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<tr>
<td>Math (MATH 1000+ or higher)</td>
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<td>Social Science</td>
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<td>Lab Science</td>
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<tr>
<td>P.E.</td>
<td>1</td>
<td>Public Relations (COMM 2270)</td>
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<tr>
<td>Elective*</td>
<td>3</td>
<td>Electives *</td>
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</tr>
<tr>
<td>Communication Electives **</td>
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</table>

**Students are encouraged to choose electives, which reflect their interests in the following areas: English/writing, business and marketing, psychology, political science, art, and anthropology.**

**Choose from Public Speaking, Introduction to Persuasion, Nonverbal Communication, Small Group Communication, Conflict Management, Intercultural Communication, Gender and Communication.**
## Suggested Program for A.A. Degree in English

**FRESHMAN YEAR**

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<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Engl. Lit course*</td>
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<td>American Lit I or II (ENGL 2310, 2320)</td>
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</tr>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Writing II (ENGL 1020, 1111, 2010 or COMM 2100)</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science</td>
<td>4</td>
<td>Foreign Language</td>
<td></td>
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<td>Foreign Language</td>
<td>4-2</td>
<td>College Math (1000 or higher)</td>
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<tr>
<td>P.E. or Wellness</td>
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<td>PE or Electives</td>
<td>2-3</td>
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**SOPHOMORE YEAR**

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<th>Spring Semester</th>
<th>Credit</th>
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<tr>
<td>English Lit entire course*</td>
<td>3</td>
<td>American Lit I or II (ENGL 2310, 2320)</td>
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<tr>
<td>U.S. Gov’t (POLS 1000)</td>
<td>3</td>
<td>Social Science</td>
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<tr>
<td>Social Science</td>
<td></td>
<td>Writing Course**</td>
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<tr>
<td>Applied Art</td>
<td>1-3</td>
<td>Literature course*</td>
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<td>Foreign Language</td>
<td>4</td>
<td>PE or Electives</td>
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<tr>
<td></td>
<td>14-16</td>
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<td>15-17</td>
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</table>

*Literature Courses: choose from World Lit I & II, English Lit I & II, Women in Lit I & II, Native American Lit, Western American Lit, Introduction to Folklore, Literary Genres or Film Appreciation.

**Writing Courses: choose from English II, Advanced Comp, Writing, Reports & News Writing, Creative Writing, Prose I /II or Creative Writing Workshops.

## Suggested Program for A.A. Degree with emphasis in Journalism

**FRESHMAN YEAR**

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<tr>
<th>Fall Semester</th>
<th>Credits</th>
<th>Spring Semester</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Intro to Mass Media (COMM 1000)</td>
<td>3</td>
<td>English II (ENGL 1020) or Tech Writing (ENGL 2010)</td>
<td></td>
</tr>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>or Adv Comp (ENGL 1111)</td>
<td>3</td>
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<tr>
<td>Foreign Language</td>
<td>4</td>
<td>Intro to Human Comm (COMM 1040)</td>
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<tr>
<td>Computer Info Systems (COSC 1200)</td>
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<td>Foreign Language</td>
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<td>Publication Production (COMM 1370)</td>
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<td>Graphic Design for Desktop Pub (COMM 2300)</td>
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<tr>
<td>PE</td>
<td></td>
<td>Publication Production (COMM 1375)</td>
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</tr>
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<td></td>
<td>15</td>
<td>Computer Elective*</td>
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<tr>
<td></td>
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<td>PE</td>
<td>1</td>
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**SOPHOMORE YEAR**

<table>
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<tr>
<th>Fall Semester</th>
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<th>Spring Semester</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Photography (ART 1150)</td>
<td>3</td>
<td>Reporting (COMM 2100)</td>
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<td>Lab Science</td>
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<td>Social Science</td>
<td>3</td>
</tr>
<tr>
<td>U.S. Gov’t (POLS 1000)</td>
<td>3</td>
<td>Public Relations (COMM 2270)</td>
<td>3</td>
</tr>
<tr>
<td>Math (MATH 1000)</td>
<td>3</td>
<td>Publication Production (COMM 2375)</td>
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<tr>
<td>Publication Production (COMM 2370)</td>
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<td>Electives **</td>
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<td>3</td>
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<td>16</td>
</tr>
<tr>
<td></td>
<td>17</td>
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<td></td>
</tr>
</tbody>
</table>

*Depending upon competency and interest, choose from any computer applications course, such as Computer Graphics: FrontPage, PowerPoint, Beginning Internet, Publisher.

**Students are encouraged to choose electives, which reflect their interests in the following areas: English/writing, business and marketing, psychology, political science, and art.

## Suggested Program for A.A. Degree with emphasis in Spanish

**FRESHMAN YEAR**

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<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>English I (ENGL 1010)</td>
<td>3</td>
<td>English II (ENGL 1020) or Tech Writing (ENGL 2010)</td>
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</tr>
<tr>
<td>Lab Science</td>
<td>4</td>
<td>Science or Math (MATH 1400 or 1000)</td>
<td>3-4</td>
</tr>
<tr>
<td>1st Year Spanish I (SPAN 1010)</td>
<td>4</td>
<td>1st Year Spanish II (SPAN 1020)</td>
<td>4</td>
</tr>
<tr>
<td>Humanities</td>
<td>3</td>
<td>College Algebra OR</td>
<td></td>
</tr>
<tr>
<td>P.E. or Wellness</td>
<td>1-2</td>
<td>Problem Solving (MATH 1400 or 1000)</td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td>15-16</td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>16-18</td>
</tr>
</tbody>
</table>
## Suggested Program for A.A. Degree with emphasis in Western American Studies

The Western American Studies program at WWCC is interdisciplinary, offering students the opportunity to study the region’s history, literature, culture and environment and to prepare them for living responsibly in the modern West. After taking required basic courses, students may specialize in their areas of interest (science, history, literature) or may select courses which give them a broad range of understanding of the West. Courses suggested for Western American Studies will prepare students to meet the challenges the region faces because of growing population and increased demand for its resources. In addition, the program provides students with a thorough knowledge of the West’s rich historical and literary heritage, with a special emphasis on the contribution of Native American cultures.

The Western American Studies program is flexible enough to allow students to specialize in courses that will prepare them to transfer to four year institution into such majors as American Studies, History, or Environmental Science. Students should work closely with their academic advisors to design a program to meet their individual needs and to meet transfer requirements.

### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
<td>3</td>
<td>Social/Behavioral Science</td>
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<tr>
<td>2nd Year Spanish I (SPAN 2030)</td>
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<td>2nd Year Spanish II (SPAN 2040)</td>
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<tr>
<td>Visual or Performing Art</td>
<td>3</td>
<td>Global Studies</td>
<td>3</td>
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<td>Humanities</td>
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<td>Electives</td>
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<td>P.E.</td>
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<td>Elective</td>
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### FRESHMAN YEAR

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<th>Spring Semester</th>
<th>Credit</th>
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<td>English I (ENGL 1010)</td>
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<td>English I020, 2010</td>
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<td>US Govt (POLS 1000)</td>
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<td>History of US West (HIST 1290)</td>
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<td>Lab Science (from list below)</td>
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<td>West. Amer. Lit (ENGL 2370)</td>
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<td>Western Studies Elective (below)</td>
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<td>Elective</td>
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<tr>
<td></td>
<td></td>
<td>Physical Education</td>
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<td>16-17</td>
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### SUMMER — Students may take credits selected from various electives in Western Studies available.

### SOPHOMORE YEAR

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<th>Fall Semester</th>
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<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>North Amer. Indian (ANTH 2210)</td>
<td>3</td>
<td>Public Speaking (COMM 1010)</td>
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<tr>
<td>Native Amer. Literature (ENGL 2340)</td>
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<td>Spanish I (SPAN 1010)</td>
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<tr>
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<tr>
<td>Seminar in Western Studies (HUM 2486)</td>
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<tr>
<td>Intro Natural Resources (G&amp;R 1050)</td>
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<td></td>
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</tr>
<tr>
<td>Spanish I (SPAN 1010)</td>
<td>4</td>
<td></td>
<td>15-16</td>
</tr>
</tbody>
</table>

### Western Studies Electives:

- **Humanities:** HUMN 2371 (summer only), ENGL 2310, ENGL 2320, ENGL 2400, SPAN 1010, 1020, 2030, 2040, 2300
- **Social Science:** HIST 2290, HIST 1250, G&R 1000, ANTH 1300, ANTH 2300, ANTH 2310 (summer only)
- **Lab Science:** courses well suited to an AA Degree in Western American Studies: BIOL 1000, 1010, 1020, 2020; G&R 1100, 1200; BIOL 2400; CHEM 1000, 1020, 1030
- **Math:** Students transferring to a four year institution may need to use elective credits to meet the mathematics requirements for the university to which they plan to transfer. Courses include, but are not limited to: MATH 1000, 1400 and 2050
SCIENCE AND MATHEMATICS

We live in an era where science, more than any other field of knowledge, affects our lives. Understanding science and technology is to understand major developments in our civilization. As a scientist-professional, you can have a direct impact on the kind of world in which you and future generations will live.

Western Wyoming Community College offers a wide range of courses in mathematics and science areas. These courses include the entire mathematics sequence from Beginning Algebra through Calculus III and Differential Equations. Mathematics majors and engineering majors will find all of the courses necessary for them to complete the first two years of their college training. A comprehensive curriculum will also be found in the Biology, Chemistry, Geology and Physics areas. With Wyoming’s great variety of biological and geological areas, students in this division are able to study firsthand their environment. Individuals interested in pre-medicine, pre-nursing, wildlife and range management will also find courses necessary for them to complete their first two years.

Students planning to pursue the University of Wyoming Block Transfer should ask their faculty advisor about the requirements.

**Suggested Program for A.S. Degree with emphasis in Biology**

### FRESHMAN YEAR

<table>
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<tr>
<th>Fall Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Gen. Biology I (BIOL 1010)</td>
<td>4</td>
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<tr>
<td>Gen. Chemistry I (CHEM 1020)</td>
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<tr>
<td>Pre-Calculus Algebra (MATH 1400)</td>
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<td>English I (ENGL 1010)</td>
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<table>
<thead>
<tr>
<th>Spring Semester</th>
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<tbody>
<tr>
<td>Gen. Biology II (BIOL 2020)</td>
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<td>Gen. Chemistry II (CHEM 1030)</td>
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<td>Pre-Calculus Trigonometry (MATH 1405)</td>
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<td><strong>Total</strong></td>
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### SOPHOMORE YEAR

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<th>Fall Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Foreign Language</td>
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<td>Social Science/Humanities/ Applied Arts</td>
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</tr>
<tr>
<td>General Physics I (PHYS 1110)</td>
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<td>Organic Chemistry I (CHEM 2320)</td>
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<tbody>
<tr>
<td>Foreign Language</td>
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<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
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<td>Humanities/Social Science/ Applied Arts</td>
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<td>General Physics II (PHYS 1120)</td>
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<td>Organic Chemistry II (CHEM 2340)</td>
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**Suggested Program for A.S. Degree with emphasis in Chemistry**

### FRESHMAN YEAR

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<tbody>
<tr>
<td>English I (ENGL 1020)</td>
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<tr>
<td>Gen. Chemistry I (CHEM 1020)</td>
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<td>Calculus I (MATH 2200)</td>
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<table>
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<tr>
<th>Spring Semester</th>
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<tbody>
<tr>
<td>Gen. Chemistry II (CHEM 1030)</td>
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<td>Calculus II (MATH 2205)</td>
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<td>Foreign Language OR Elective</td>
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<td>College Physics I (PHYS 1310)</td>
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### SOPHOMORE YEAR

<table>
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<th>Fall Semester</th>
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<tbody>
<tr>
<td>Quant. Analysis (CHEM 2230)</td>
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<tr>
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<td>Applied Arts</td>
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<tr>
<td>College Physics II (PHYS 1320)</td>
<td>4</td>
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<tr>
<td>Org. Chem. I (CHEM 2320)</td>
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<tbody>
<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Social Science/ Applied Arts</td>
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<tr>
<td>English II (ENGL 1020)</td>
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<tr>
<td>Org. Chem. II (CHEM 2340)</td>
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<td>Computer Class</td>
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Suggested Program for A.S. Degree with emphasis in Engineering

Engineering is a very popular career because of the rich variety of employment opportunities and because graduate engineer starting salaries are among the very highest. Our engineering program at Western Wyoming Community College offers the transferring student the engineering science background, the liberal arts preparation, and the strong mathematical foundation necessary for successful degree completion. Engineering is a rigorous program often requiring more than four years of study. At Western we suggest two plans, one for students who are ready to take calculus and another for those who need to complete pre-calculus.

Students should ask their advisor about the 2+3 transfer agreement with the University of Wyoming and other universities. This agreement profiles several plans of study in various engineering disciplines that suggests reasonable five year curriculum. Students who are not ready for precalculus should plan on spending additional time or consider the engineering technology program. Most of the engineering classes require math prerequisites. Students are encouraged to plan very carefully and select a transfer program early.

Technical electives, selected by the student and an advisor, depend on the student’s particular engineering field and the requirement of the university.

**Engineering Plan I (Calculus-Ready Student)**

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orient. to Engineering (ES 1000)</td>
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<td>Technical Writing (ENGL 2010)</td>
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<td>Eng. Computing (ES 1060)</td>
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<td>Calculus II (MATH 2205)</td>
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<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Chemistry II (CHEM 1030)</td>
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<tr>
<td>Calculus I (MATH 2200)</td>
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<td>Physics I (PHYS 1310)</td>
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<tr>
<td>Chemistry I (CHEM 1020)</td>
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<td>P.E.</td>
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<td><strong>Total</strong></td>
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**SOPHOMORE YEAR**

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<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tr>
<td>Statics (ES 2110)</td>
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<td>Dynamics (ES 2120)</td>
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<td>Differential Equations (MATH 2310)</td>
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<tr>
<td>Calculus III (MATH 2210)</td>
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<td>Humanities</td>
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<tr>
<td>Physics II (PHYS 1320)</td>
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<td>P.E.</td>
<td>1</td>
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<tr>
<td>Engineering Circuit Theory (ES 2210)</td>
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<td>Social Science Elective</td>
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(Certain engineering fields like chemical, architectural and electrical will have other requirements.)

**Engineering Plan II**

**FRESHMAN YEAR**

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<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Orient. to Engineering (ES 1000)</td>
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<td>Technical Writing (ENGL 2010)</td>
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<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Pre-Calculus Trig. (MATH 1405)</td>
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<tr>
<td>Pre-Calculus Algebra (MATH 1400)</td>
<td>4</td>
<td>Chemistry II (CHEM 1030)</td>
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<td>Chemistry I (CHEM 1020)</td>
<td>4</td>
<td>Eng. Computing (ES 1060)</td>
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**SOPHOMORE YEAR**

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<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Calculus I (MATH 2200)</td>
<td>5</td>
<td>Calculus II (MATH 2205)</td>
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</tr>
<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
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<td>Physics I (PHYS 1310)</td>
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<td>Dynamics (ES 2120)</td>
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FIFTH SEMESTER

Fall Semester
Credit
Calculus III (MATH 2210) ........................................ 5
Statics (ES 2110) ...................................................... 4
Technical Electives .................................................... 3
Physics II (PHYS 1320) ........................................... 4

Suggested Program for A.A.S. Degree in Engineering Technology

In recognition of the need for engineering technicians, a program leading to the Associate of Applied Science Degree in Engineering Technology is offered. This program is suggested for the student who plans only two years of formal study or for the student who does not have the math background required for the engineering program “Plan I,” but wishes to work in engineering.

The suggested courses provide the foundations for engineering-related employment. The technical electives may be selected from a wide variety of applied technology courses, additional math, engineering or computer science courses.

The required 24 hours of coursework needed in the degree area may include courses in the engineering area (34) combined with any ONE technical area (ie: electronics or pneumatics).

FRESHMAN YEAR

Fall Semester
Credit
English I (ENGL 1010) .............................................. 3
Inter. Algebra (MATH 0930) ...................................... 4
Chemistry I (CHEM 1020) ........................................ 4
Applied Arts ................................................................ 3

Spring Semester
Credit
PreCalculus Algebra (MATH 1400) ........................... 4
Humanities/Applied Arts ........................................... 3
English II (ENGL 1020, 2010) ................................. 3
U.S. Govt. (POLES 1000) ........................................... 3
P.E. ........................................................................ 1
Computer Aided Drafting I (ES 2230) ....................... 3

SOPHOMORE YEAR

Fall Semester
Credit
Physics I (PHYS 1110) .............................................. 4
Social Science/Humanities/ 
Applied Arts .............................................................. 3
Calculus I (MATH 2200) ........................................... 5
Computer Aided Drafting II (ES 2240) ..................... 3
P.E. ........................................................................ 1

Spring Semester
Credit
Physics II (PHYS 1120) ............................................. 4
Statics (ES 2110) ...................................................... 4
Technical Electives ................................................... 9

Suggested Program for A.S. with an emphasis in Environmental Science

The inescapable pressures of an increasing population and flourishing technology demand a commitment to responsible environmental stewardship and thorough understanding of our physical environment. This program is designed to prepare students to understand the scientific, social and philosophical nature of human interaction with the environment and to contribute solutions to environmental problems.

Graduates may seek employment as technicians or may continue their studies in a variety of fields such as engineering, health sciences, business, or agriculture. For example, students may transfer to UW’s School of Environmental and Natural Resources. Internships may also be available.

FRESHMAN YEAR

Fall Semester
Credit
English I (ENGL 1010) .............................................. 3
Gen. Biol I (BIOL 1010) ........................................... 4
Computer App. Course .............................................. 3
Pre-Calculus Algebra (MATH 1400) ........................... 4
Gen. Chem I (CHEM 1020) ....................................... 4

Spring Semester
Credit
Tech. Writing (ENGL 2010) ....................................... 3
Gen. Biol II (BIOL 2020) .......................................... 4
Pre-Calc Trig (MATH 1405) ....................................... 3
Gen Chem II (CHEM 1030) ........................................ 4
PE Activity .......................................................... 1

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### Suggested Program for A.S. Degree with emphasis in Geology

#### FRESHMAN YEAR

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<td>Physical Geology (GEOL 1200)</td>
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*Recommended Electives: History of the US West, Intro to Geopraxy, Western Studies Seminar, Statistics or Geology*

### Suggested Program for A.S. Degree with emphasis in Mathematics

#### FRESHMAN YEAR

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<td>Calculus II (MATH 2205)</td>
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<td>Applied Arts</td>
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<td>Elementary Statistics (STAT 2050)</td>
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### Suggested Program for A.S. Degree with emphasis in Pre-Forestry

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<th>Credit</th>
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<tr>
<td>Fall</td>
<td>General Biology I (BIOL 1010)</td>
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<td>Spring</td>
<td>General Biology II (BIOL 2020)</td>
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<td>Pre-Calculus Algebra (MATH 1400)</td>
<td>4</td>
<td></td>
<td>Pre-Calculus Trig (MATH 1405)</td>
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<td>or MATH 1450</td>
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<td>English I (ENGL 1010)</td>
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<td>Computer Class</td>
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<td>Field Ecology (BIOL 2410)</td>
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<td>Public Speaking (COMM 1010)</td>
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<td>Statistics (STAT 2050)</td>
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<td>Natural Resources (G&amp;R 1050)</td>
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<td>Physical Geology (GEOL 1100)</td>
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<td>Microeconomics (ECON 1020)</td>
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<td>Intro to Geography (G&amp;R 1000)</td>
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<td>Electives (Recommended: Intro to</td>
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<td>Physical Geography (G&amp;R 1010)</td>
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<td>Electives</td>
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### Suggested Program of Study for A.S. in Pre-Rangeland Ecology and Watershed Management

### FRESHMAN YEAR

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<td>Principles of Biology (BIOL 1000)</td>
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<td>Biochemistry (CHEM 2290)</td>
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<td>Intro to Chemistry (CHEM 1000)</td>
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<td>American Government (POLS 1000)</td>
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<td>English I (ENGL 1010)</td>
<td>3</td>
<td>Finite Math (MATH 1050)</td>
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<td>Problem Solving (MATH 1000)</td>
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<td>English II (Eng 1020)</td>
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<td>Computer Course</td>
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### SOPHOMORE YEAR

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<td>Ecology (BIOL 2400)</td>
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<td>Intro to Physical Geography (G&amp;R 1010)</td>
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<td>Statistics (STAT 2050)</td>
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<td>Public Speaking (COMM 1010)</td>
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<td>Elective (Recommended: Natural</td>
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<td>Resources (G&amp;R 1050)</td>
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### Suggested Program of A.S. Degree with an emphasis in Pre-Wildlife Biology

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<tbody>
<tr>
<td>General Biology I (BIOL 1010)</td>
<td>4</td>
<td>General Biology II (BIOL 2020)</td>
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<tr>
<td>General Chemistry I (CHEM 1020)</td>
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<td>General Chemistry II (CHEM 1030)</td>
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<tr>
<td>Pre-Calculus Algebra (MATH 1400)</td>
<td>4(5)</td>
<td>English II (Eng 1020)</td>
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<tr>
<td>or MATH 1450</td>
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<td>Pre-Calculus Trig (MATH 1405)</td>
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<td>English I (ENGL 1010)</td>
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<td>or Social Science, Humanities</td>
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### SOPHOMORE YEAR

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<th>Fall Semester</th>
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<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>General Ecology (BIOL 2400)</td>
<td>4</td>
<td>Political Science (POLS 1000)</td>
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<tr>
<td>Field Ecology (BIOL 2410)</td>
<td>2</td>
<td>Social Science or Humanities</td>
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<tr>
<td>Calculus I (MATH 2200)</td>
<td>5</td>
<td>Statistics (STAT 2050)</td>
<td>3</td>
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<tr>
<td>Physics 1110 or Geology 1100</td>
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<td>Public Speaking (COMM 1010)</td>
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<td>COSC 1010</td>
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<td>Electives</td>
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</tbody>
</table>
SOCIAL SCIENCES

Social Sciences view people in their social, historical, political, and philosophical context while respecting the integrity of the individual. You will be challenged to broaden and deepen your knowledge in such areas as history, education, anthropology, sociology, psychology, physical education, and political science. These courses are particularly important for those individuals interested in government, law, education, psychology, or social work.

Social Services – helping people help themselves – has become big business in America. Traditional social services like teaching, church and law, continue. In addition, over the past 20 years, hundreds of federal, state, and local aid programs have been set up – from adult education classes to state employment services – and many new career areas have developed. Most social services careers require college or even graduate school. One needs concern for people - plus the ability to communicate that concern.

Students may receive the Associate of Arts (A.A.) Degree in the Division of Social Sciences after completing all requirements and 64 hours of credit with at least a C average. The suggested programs in each of the following areas of emphasis are offered as general guidelines. Each student’s program will be mutually devised by the student and student’s advisor to fit individual needs and abilities.

**Suggested Program for A.A. Degree with emphasis in Anthropology**

<table>
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<td>Intro. to Archaeology (ANTH 1300)</td>
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<td>Pre-Calculus Algebra (MATH 1400)</td>
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<td>Cult. Anthro. (ANTH 1200)</td>
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**SOPHOMORE YEAR**

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<tr>
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<td>Art History I (ART 2010)</td>
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<td>Foreign Language</td>
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<tr>
<td>World Ethnography (ANTH 2200)</td>
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<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
</tr>
<tr>
<td>Psychology (PSYC 1000)</td>
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</tbody>
</table>

**Suggested Program for A.A. Degree with emphasis in Criminal Justice**

The Associate of Arts degree is intended for those students who plan to eventually transfer to a four-year institution. The courses included in the Suggested Program are transferable to the University of Wyoming. This degree program is applicable to those seeking careers in a variety of criminal justice areas such as law enforcement, corrections, probation and parole.

<table>
<thead>
<tr>
<th>FRESHMAN YEAR</th>
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</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td><strong>Credit</strong></td>
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<td>English I (ENGL 1010)</td>
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<tr>
<td>Pre-Calculus Algebra (MATH 1400)</td>
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<td>Gen Psych. I (PSYC 1000)</td>
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<tr>
<td>Intro. to Criminal Justice (POLS 2120)</td>
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<td>Intro. Soc. (SOC 1000)</td>
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## Social Sciences Programs of Study

### SOPHOMORE YEAR

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<tr>
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<td>Foreign Language (SPAN 1020)</td>
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<td>Foreign Language (SPAN 1010)</td>
<td>4</td>
<td>Principle of Biology (BIOL 1000)</td>
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<td>Criminal Law (POLS 2210)</td>
<td>3</td>
<td>Public Speaking (COMM 1010)</td>
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<td>Drugs and Behavior (PSYC 2210)</td>
<td>3</td>
<td>Social Problems (SOC 1100) or</td>
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<td>Race and Ethnic Relations (SOC 2350)</td>
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<td>Criminology (SOC 2400)</td>
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**NOTE:** These suggested courses fulfill the University of Wyoming core curriculum requirements and the University of Wyoming College of Arts and Sciences requirements, with the single exception of the “quantitative reasoning” requirement. This requirement normally should be filled by taking a methodology course in your major field. These courses also fulfill the University of Wyoming Block Transfer Certification requirements for Criminal Justice.

### Suggested Program for A.A. Degree with emphasis in Geography

#### FRESHMAN YEAR

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<th>Credit</th>
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<tr>
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<td>English II (ENGL 1020)</td>
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<tr>
<td>Intro to Geography (G&amp;R 1000)</td>
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<td>Foreign Language</td>
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<td>Problem Solving or Pre-Calculus Algebra</td>
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<td>Intro. of Chem. (CHEM 1000)</td>
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### SOPHOMORE YEAR

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<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Intro to Physical Geol. (GEOL 1100)</td>
<td>4</td>
<td>Intro. to Hist. Geology (GEOL 1200)</td>
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<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
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<td>Intro. to Philosophy (PHIL 1000), Film App. (ENGL 2470), or Literature*</td>
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<td>Drawing I, Design: 3D, or Beg. Acting</td>
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<td>Non-western Political Cul. (POLS 1200) or Cultural Anthropology (ANTH 1200)</td>
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<td>Environmental Science</td>
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<td>International Relations (POLS 2310)</td>
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<td>Macroeconomics (ECON 1010)</td>
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<td>Elective</td>
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**NOTE:** These suggested courses fulfill the University of Wyoming core curriculum requirements and the University of Wyoming College of Arts and Sciences requirements, with the single exception of the “quantitative reasoning” requirement. This requirement normally should be filled by taking a methodology course in your major field. These courses also fulfill the University of Wyoming Block Transfer Certification requirements for Geography.

### Suggested Program for A.A. Degree with emphasis in History

#### FRESHMAN YEAR

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<tr>
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<td>English II (ENGL 2010)</td>
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<td>Foreign Language</td>
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<tr>
<td>Gov’t. in U.S. (POLS 1000)</td>
<td>3</td>
<td>Statistics (STAT 2070)</td>
<td>4</td>
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<tr>
<td>Problem Solving, OR</td>
<td>3</td>
<td>Hist. of U.S. since 1877 (HIST 1220)</td>
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<td>Pre-Calculus Algebra</td>
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<td>History of Wyoming (HIST 1250)</td>
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<td>History of the U.S. to 1877 (HIST 1210)</td>
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Western Wyoming Community College

SOPHOMORE YEAR

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<tr>
<td>General Biology (BIOL 1010)</td>
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<td>Intro. to Philosophy (PHIL 1000) or</td>
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<td>Foreign Language</td>
<td>4</td>
<td>Film Appreciation (2470), or Literature*</td>
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<td>History of Civilization (HIST 1120)</td>
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<td>Chinese Civilization (HIST 2040)</td>
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<td>History of Amer. Indians (HIST 2290), or</td>
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NOTE: These suggested courses fulfill all University of Wyoming requirements and College of Arts and Sciences General Education requirements (Except the W3 writing requirement, upper division A & S requirements and M3 Quantitative Reasoning) and all major area requirements of the first two years. The A.A. degree with this certification will be accepted in total by the University of Wyoming. Recommended courses beyond these listed for students focusing their studies on Public History are: Historical Archaeological Field Methods (ANTH 2312), Public History (HIST 1350), and Living History (HIST 1360).

*Literature course options: ENGL 2210, 2220, 2310, 2320, 2370, 2550, 2560, 2140, 2150

Suggested Program for A.A.S. Degree in Human Services

**Human Service Specialist**

Human Service Specialist is a generic term for people with various job titles, such as social service assistant, case management aide, mental health technician, occupational job coach, drug and alcohol case manager, and community outreach worker. They may work with alcohol and drug abusers, psychotic or emotionally disabled children and adults, developmentally disabled individuals, or the elderly. They generally work under the direction of professionals from a wide variety of fields, such as social work, psychology, recreational therapy, occupational therapy, or nursing.

In general, Human Service Specialists help plan and implement individual treatment programs. Specific activities vary according to the work setting, but they may include the following: interviewing and information gathering; working in a hospital unit which participates in admitting, screening, evaluating, and discharge planning; record keeping; making referrals to community agencies; working for the patient’s needs and rights; and visiting patients at home after their release from a hospital.

Another area of emphasis is working in community mental health. They use rehabilitative techniques for non-hospitalized patients who have problems adjusting to their social environment. These specialists may be primarily concerned with drug and alcohol abuse, parental effectiveness, elderly, or problems in interpersonal relationships.

FRESHMAN YEAR

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<tr>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tr>
<td>English I (ENGL 1010)</td>
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<td>English (ENGL 1020 or 2010)</td>
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<td>General Psychology (PSYC 1000)</td>
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<tr>
<td>General Biology (BIOL 1010) or BIOL 1000</td>
<td>4</td>
<td>OR Abnormal Psychology (PSYC 2340)</td>
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<tr>
<td>*Sociological Principles (SOC 1000)</td>
<td>3</td>
<td>Social Problems (SOC 1100)</td>
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<td>First Aid &amp; Safety (HLED 1221)</td>
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<td>Interpersonal Comm (COMM 1030)</td>
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<td>*Drugs &amp; Behavior (PSYC 2210)</td>
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### SOPHOMORE YEAR

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<tr>
<td>Computer Class</td>
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<td>American &amp; WY Govt. (POLS 1000)</td>
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<td><em>Child Psychology (PSYC 2300)</em></td>
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<td><strong>Total</strong></td>
<td>15-16</td>
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*Required courses for graduation in this program. Directly Related Coursework may be selected from PSYC, SOC or HLED 1003, NRST 1510, PHIL 2300, COMM 1050.

### FRESHMAN YEAR

#### Suggested Program for A.A. Degree with emphasis in International Studies

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<tr>
<td>Foreign Language</td>
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<td>Foreign Language</td>
<td>4</td>
</tr>
<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
<td>3</td>
<td>Statistics (STAT 2070)</td>
<td>4</td>
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<td>Problem Solving or Pre-Calculus Algebra</td>
<td>3-4</td>
<td>Elective</td>
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<tr>
<td>Cultural Anthropology</td>
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**NOTE:** These suggested courses fulfill all University of Wyoming requirements and College of Arts and Sciences General Education requirements (Except the W3 writing requirement, upper division A & S requirements and M3 Quantitative Reasoning) and all major area requirements of the first two years. To satisfy the University of Wyoming Block Transfer Certification requirements for International Studies, you need 18 credit hours of a single foreign language. The suggested program above only provides for 16 credit hours.

*Literature course options: ENGL 2210, 2220, 2310, 2320, 2370, 2250, 2260, 2140, 2150.

### SOPHOMORE YEAR

<table>
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<tr>
<th>Fall Semester</th>
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<tr>
<td>Macroeconomics (ECON 1010)</td>
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<td>Microeconomics (ECON 1020)</td>
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<td>Foreign Language</td>
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<tr>
<td>Biology (BIOL 1010)</td>
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<td>Intro. to Philosophy (PHIL 1000), Film Appreciation or Literature*</td>
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<td>Public speaking (COMM 1010)</td>
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<td>International Relations (POLS 2310)</td>
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<td>Elective</td>
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### FRESHMAN YEAR

#### Suggested Program for A.A. Degree with emphasis in Political Science

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<td>English I (ENGL 1010)</td>
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<td>English II (ENGL 1020)</td>
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<td>Foreign Language</td>
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<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
<td>3</td>
<td>Statistics (STAT 2070)</td>
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<td>3-4</td>
<td>U.S. History II (HIST 1220)</td>
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<td>U.S. History I (HIST 1210)</td>
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## SOPHOMORE YEAR

### Fall Semester

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<td>General Biology I (BIOL 1010)</td>
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<tr>
<td>Modern Mexico (POLS 2320)</td>
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</tr>
<tr>
<td>Public Speaking (COMM 1010)</td>
<td>3</td>
</tr>
<tr>
<td>American Pol. Parties &amp; Elections (POLS 2050)</td>
<td>3</td>
</tr>
<tr>
<td>the Judicial Process</td>
<td>3</td>
</tr>
<tr>
<td>History, Sociology, Anthro., Psych elective</td>
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<td>Economics elective</td>
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### Spring Semester

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<th>Course Slugs</th>
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<tbody>
<tr>
<td>Intro. to Philosophy (PHIL 1000), Intro. to Women’s Studies (SOC 1080), Film Appreciation (ENGL 2476) or Literature*</td>
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<tr>
<td>International Relations (POLS 2310)</td>
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<tr>
<td>History, Sociology, Anthro., Psych, OR Economics elective</td>
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### Total

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NOTE: These suggested courses fulfill all University of Wyoming requirements and College of Arts and Sciences General Education requirements (except the W3 writing requirement, upper division A & S requirements and M3 Quantitative Reasoning) and all major area requirements of the first two years.

*Literature course options: ENGL 2210, 2220, 2310, 2320, 2250, 2260, 2140, 2150.

### Suggested Program for A.A. Degree with emphasis in Pre-Law

#### FRESHMAN YEAR

**Fall Semester**

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<tr>
<td>English I (ENGL 1010)</td>
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<td>Foreign Language</td>
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<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
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<tr>
<td>Problem Solving or Pre-Calculus Algebra</td>
<td>3-4</td>
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<tr>
<td>U.S. History I (HIST 1210)</td>
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**Spring Semester**

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<tr>
<td>U.S. History II (HIST 1220)</td>
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**Total**

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**SOPHOMORE YEAR**

**Fall Semester**

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<tr>
<td>Macroeconomics (ECON 1010)</td>
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<tr>
<td>Accounting I (ACCT 2010)</td>
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<tr>
<td>General Biology I (BIOL 1010)</td>
<td>4</td>
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<tr>
<td>Cult. Anthropology, Chinese Civil., or Non-western Political Cultures</td>
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<td>Public Speaking (COMM 1010)</td>
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**Spring Semester**

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<td>International Relations (POLS 2310)</td>
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<td>Chemistry, Physics or Geology</td>
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<td>Sociology OR Pol. Science Elective</td>
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**Total**

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NOTE: These suggested courses fulfill all University of Wyoming requirements and College of Arts and Sciences General Education requirements (except the W3 writing requirement, upper division A & S requirements and M3 Quantitative Reasoning) and all major area requirements of the first two years.

*Literature course options: ENGL 2210, 2220, 2310, 2320, 2250, 2260, 2140, 2150.

### Suggested Program for A.A. Degree with emphasis in Psychology

#### FRESHMAN YEAR

**Fall Semester**

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<tr>
<td>College Math (MATH 1000 or 1400)</td>
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<tr>
<td>English I (ENGL 1010)</td>
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<td>ANTH 1200, 2200, HIST 2040 OR POLS 1000</td>
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<td>Public Speaking (COMM 1010)</td>
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**Spring Semester**

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<td>English (ENGL 1020 or 2010)</td>
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<td>Elective</td>
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<td>Humanities (PHIL 1000, ENGL 2250)</td>
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<td>Social Science Statistics (STAT 2070)</td>
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**Total**

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### Suggested Program for A.A. Degree with emphasis in Social Science (General)

#### FRESHMAN YEAR

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<td>General Psych. (PSYC 1000)</td>
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<td>Public Speaking (COMM 1010)</td>
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<td>Foreign Language</td>
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<td>Social Science Elective</td>
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<tr>
<td>U.S. Gov’t. (POLS 1000)</td>
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| Intro to Philosophy, Women in Lit. OR              | 3      |
| Intro to Women’s Studies                           | 3      |

#### SOPHOMORE YEAR

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<tbody>
<tr>
<td>Problem Solving or Pre-Calc</td>
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<tr>
<td>U.S. History (HIST 1210) or Elective</td>
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<tr>
<td>Cult. Anthro, Chinese Civ or Modern Africa</td>
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<td>Electives</td>
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<th>Credit</th>
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<td>Statistics for Social Science (STAT 2070)</td>
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</tr>
<tr>
<td>U.S. History (HIST 1220) or Elective</td>
<td>3</td>
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<tr>
<td>Gen. Psych. (PSYC 1000)</td>
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<tr>
<td>Gen. Biology II (BIOL 2020)</td>
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<td>Social Problems (SOC 1100)</td>
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### Suggested Program for A.A. Degree with emphasis in Social Work

#### FRESHMAN YEAR

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<td>English I (ENGL 1010)</td>
<td>3</td>
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<tr>
<td>Gen. Biology I (BIOL 1010)</td>
<td>4</td>
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<tr>
<td>Sociology Principles (SOC 1000)</td>
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<tr>
<td>Intro. to Social Work (SOC 1200)</td>
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<table>
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<tbody>
<tr>
<td>English II (ENGL 1020)</td>
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<tr>
<td>Gen. Psych. (PSYC 1000)</td>
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<tr>
<td>Gen. Biology II (BIOL 2020)</td>
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</tr>
<tr>
<td>Social Problems (SOC 1100)</td>
<td>3</td>
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<tr>
<td>P.E.</td>
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</table>

### NOTE
- These suggested courses fulfill all University of Wyoming studies requirements and College of Arts & Sciences General Education requirements (except the W3 writing requirement, upper division A & S requirements and M3 Quantitative Reasoning) and all major area requirements of the first two years.
### SOPHOMORE YEAR

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<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tr>
<td>Problem Solving or Pre-Calculus Algebra</td>
<td>3-4</td>
<td>Statistics for Social Science (STAT 2070)</td>
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<tr>
<td>Macroeconomics (ECON 1010)</td>
<td>3</td>
<td>Film Appreciation (ENGL 2470), Intro. to Philosophy (PHIL 1000) or Literature*</td>
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<tr>
<td>Cultural Anthropology (ANTH 1200)</td>
<td>3</td>
<td>Accounting Principles (ACCT 2010)</td>
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<td>Public Speaking (COMM 1010)</td>
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<td>English (ENGL 1010) or English I (ENGL 1000)</td>
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<td>Psychology (PSYC 1000)</td>
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**NOTE:** These suggested courses fulfill all University of Wyoming studies requirements and College of Arts & Sciences General Education requirements (except the W3 writing requirement, upper division A & S requirements and M3 Quantitative Reasoning) and all major area requirements of the first two years.

*Literature course options: ENGL 2140, 2150, 2210, 2220, 2250, 2260, 2310, 2320, 2370

### Suggested Program for A.A. Degree with emphasis in Sociology

#### FRESHMAN YEAR

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<tr>
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<th>Credit</th>
<th>Spring Semester</th>
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<td>Foreign Language</td>
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<td>Sociology Principles (SOC 1000)</td>
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<td>Psych Research Prin (PSYC 2000)</td>
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<td>Gen Psych(PSYC 1000)</td>
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<td>Social Problems (SOC 1100)</td>
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<td>Public Speaking (COMM 1010)</td>
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### SOPHOMORE YEAR

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<th>Spring Semester</th>
<th>Credit</th>
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<tr>
<td>General Biology I (BIOL 1010)</td>
<td>4</td>
<td>Statistics for Social Science (STAT 2070)</td>
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<tr>
<td>Problem Solving or Pre-Calculus Algebra</td>
<td>3-4</td>
<td>Intro. to Women’s Studies (SOC 1080)</td>
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<tr>
<td>Intro. to Cultural Anthro. (ANTH 1200)</td>
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<td>Chemistry</td>
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<td>U.S. Gov’t. (POLS 1000)</td>
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<td>Race &amp; Ethnic Relations (SOC 2350)</td>
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<tr>
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<td>16-18</td>
<td>Elective</td>
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**NOTE:** These suggested courses fulfill all University of Wyoming studies requirements and College of Arts & Sciences General Education requirements (except the W3 writing requirement, upper division A & S requirements and M3 Quantitative Reasoning) and all major area requirements of the first two years.
The jobs of today and the future require new skills and, at the same time, a higher level of skill. The Technology and Industry Division is organized in such a way as to provide both basic and advanced skills for those wishing to enter or re-enter the workforce of the future. The Technology and Industry Division is here to serve you, the student, with the most modern up-to-date facility in our part of the country.

Facilities, Buildings
The Vocational-Technical wing of Western Wyoming Community College features modern shops and labs which provide instruction in a wide variety of programs. As a continuing effort to offer a curriculum that meets the entry-level training needs of industry, new equipment is added to the programs each year. Students at WWCC will be able to graduate with a Certificate or Associate of Applied Science degree from one of the most up-to-date facilities in the region.

Current Programs
The Technology and Industry Division provides studies in Automotive Technology, Diesel Maintenance, Electronics, Industrial Electricity, Industrial Instrumentation, Mining and Industrial Maintenance, and Welding Technology for those students wishing to gain skills in vocational and technical fields in preparation for employment in business and industry. Additional courses of study will be offered as the demand for them arises and staff and facilities of the college permit. An increasingly critical problem in contemporary society is the shortage of qualified craftsmen, artisans and technicians who possess the skills and technical knowledge required by our complicated technological society.

Students take courses in these fields for a number of the following reasons:
1. After one or two years of training and education at WWCC (depending upon the program chosen), students will be able to take positions with skills that can make them successful, efficient employees.
2. The programs also serve those students who plan to continue their technical education elsewhere, whether at four-year institutions or technical institutions.
3. Finally, technical courses can bridge the gap between the skilled worker on the one hand and highly specialized engineer or scientist on the other.

Part-time Students
Shift workers are advised that most Technology & Industry Division classes have been adapted to fit your varying work schedule. Although the shift worker must register for a class as it appears in the current schedule of classes, he or she is not locked into attendance only at the times listed in the schedule. The instructor will gladly work with you so you can complete the class requirements around your work schedule.

Graduation Requirements
Students may receive the Associate of Applied Science (A.A.S.) Degree in the Division of Technology and Industry after completing 64 hours of credit and the appropriate coursework with at least a C average. The Certificate option of each program consists of only the vocational courses required for entry-level employment in a specific occupation. Requirements for each Certificate option are specified in the following program descriptions. The suggested programs in each of the following areas of emphasis for the associate degrees are offered as general guidelines. Each student's program will be mutually devised by the student and the student's advisor to fit individual needs and abilities.
AUTOMOTIVE TECHNOLOGY

The Automotive Technology program provides courses for those who want to prepare for automotive mechanic positions. There are two program options: the 64 credit hour program leading to an A.A.S. Degree and the 32 credit hour program leading to a one-year certificate. The student who completes either of these options will be able to operate front end and diagnostic equipment and repair automatic or manual transmissions, automotive brakes, air conditioning systems and engines.

One-Year Certificate Option in Automotive Technology

Students must complete 32 hrs from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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<tbody>
<tr>
<td>Fuel Systems I (AUTO 1600)</td>
<td>3</td>
</tr>
<tr>
<td>Auto Electrical (AUTO 1765)</td>
<td>3</td>
</tr>
<tr>
<td>Tune-Up I (AUTO 1650)</td>
<td>3</td>
</tr>
<tr>
<td>Manual Power Train (AUTO 1690)</td>
<td>3</td>
</tr>
<tr>
<td>Auto Transmissions (AUTO 1730)</td>
<td>6</td>
</tr>
<tr>
<td>Brake Systems (AUTO 1740)</td>
<td>3</td>
</tr>
<tr>
<td>Engine Fundamentals (AUTO 1700)</td>
<td>3</td>
</tr>
<tr>
<td>Fuel Systems II (AUTO 1800)</td>
<td>3</td>
</tr>
<tr>
<td>Adv. Brakes, Sus &amp; Steering (AUTO 2540)</td>
<td>3</td>
</tr>
<tr>
<td>Automotive Electronics (AUTO 1770)</td>
<td>3</td>
</tr>
<tr>
<td>Physics for Technicians (PHYS 1080)</td>
<td>4</td>
</tr>
<tr>
<td>Engine Rebuilding (AUTO 1660)</td>
<td>9</td>
</tr>
<tr>
<td>Auto Alignment and Suspension (AUTO 2550)</td>
<td>3</td>
</tr>
<tr>
<td>Heating and Air Conditioning (AUTO 1760)</td>
<td>3</td>
</tr>
<tr>
<td>Industrial Safety (TECH 1600)</td>
<td>2</td>
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<tr>
<td>Fuel Systems II (AUTO 1800)</td>
<td>3</td>
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</tbody>
</table>

The Automotive Technology program provides courses for those who want to prepare for an automotive technician position. There are two program options; the 64 credit hour program leading to an A.A.S. Degree and the 32 credit hour program leading to a one-year certificate. All classes are geared toward the taking and successfully completing the ASE (Automotive Service Excellence) exams. One year certificate students need to choose at least 32 credits in the areas that they wish to be ASE certified. The student who complete either of these options will have gained basic job entry level skills and experience.

Advanced One-Year Certificate in Performance Automotive Technology

<table>
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<tr>
<th>Course</th>
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<tr>
<td>Physics for Technicians I (PHYS 1080)</td>
<td>4</td>
</tr>
<tr>
<td>Adv. Engine Rebuilding (AUTO 2500)</td>
<td>4</td>
</tr>
<tr>
<td>Adv. Brakes, Sus &amp; Steering (AUTO 2540)</td>
<td>3</td>
</tr>
<tr>
<td>Small Computer Repair Techniques (ELTR 2920)</td>
<td>3</td>
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<tr>
<td>Industrial Hydraulics I (INDM 1570)</td>
<td>3</td>
</tr>
<tr>
<td>Physics for Technicians II (PHYS 1090)</td>
<td>4</td>
</tr>
<tr>
<td>Adv. Auto Transmissions (AUTO 2525)</td>
<td>4</td>
</tr>
<tr>
<td>Race Car Technology (AUTO 2010)</td>
<td>3</td>
</tr>
<tr>
<td>Heliarc Stainless/Aluminum Welding (WELD 2660)</td>
<td>3</td>
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</table>

Suggested Program for A.A.S. Degree in Automotive Technology

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>Credit</td>
</tr>
<tr>
<td>Fuel Systems (AUTO 1600)</td>
<td>3</td>
</tr>
<tr>
<td>Cooling Lab. Systems (AUTO 1620)</td>
<td>3</td>
</tr>
<tr>
<td>Auto Electrical (AUTO 1765)</td>
<td>3</td>
</tr>
<tr>
<td>Physics for Tech. (PHYS 1080)</td>
<td>4</td>
</tr>
<tr>
<td>Industrial Safety (TECH 1600)</td>
<td>2</td>
</tr>
<tr>
<td>Human Relations (MGT 1200)</td>
<td>2</td>
</tr>
<tr>
<td>17</td>
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</tbody>
</table>

| Spring Semester | Credit |
| Tune-Up (AUTO 1650) | 3 |
| Engine Rebuilding (AUTO 1660) | 9 |
| Emission Systems (AUTO 2630) | 3 |
| Interpersonal Comm. (COMM 1030) | 3 |
| English I (ENGL 1010) | 3 |
| P.E./Health | 1 |
| 22 |

| Sophomore Year | Credit |
| Auto. Transmissions (AUTO 1730) | 6 |
| Adv. Brakes/Sus. Steering (AUTO 1750) | 3 |
| Adv. Engine Rebuilding (AUTO 2500) | 4 |
| Intro. to Supervision (MGT 1000) | 3 |
| Technical Writing (ENGL 2020) | 3 |
| P.E. | 1 |
| 20 |

| Spring Semester | Credit |
| Air Conditioning (AUTO 1760) | 3 |
| Auto. Electronics (AUTO 1770) | 3 |
| Adv. Auto. Transmissions (AUTO 2525) | 4 |
| Adv. Brakes/Sus./Steering (AUTO 2540) | 3 |
| U.S. Gov’t. (POLI 1000) | 3 |
| 16 |
One-Year Certificate in Diesel Technology

Auto Electrical (AUTO 1765) ........................................ 3
Manual Power Train Fundamentals (AUTO 1690) .................. 3
Automotive, Brakes (AUTO 1740) .................................. 3
Engine Fundamentals (AUTO 1700) or
   Diesel Fundamentals (DESL 1595) ............................ 3
Auto Electronics (AUTO 1770) ..................................... 3
Diesel Engines (DESL 1600) ........................................ 9
TECH 1000, PHYS 1080 or
   MATH 1000 or higher .......................................... 3
Industrial Hydraulics I (INDM 1570) ............................... 3
Oxyacetylene Welding (WELD 1710, WELD 1715) or
   Basic Arc Welding (WELD 1755) .............................. 3

ELECTRONICS/ INSTRUMENTATION/CONTROL TECHNOLOGY

One Year Certificate

Western currently offers two certificates through the electronics/instrumentation-control departments. They are a certificate in Industrial Electronics and a certificate in Instrumentation and Control. Both of these certificates require a rigid completion of 30 semester credit hours each in a specific program. Most of the students who are interested in these certificates already have jobs in local industry and are seeking to upgrade skills to obtain a job in a different field, such as currently working as an operator and wishing to become an electrician or technician.

While most industrial plants use a lot of the same types of equipment, the processes at each of these sites are quite different. Therefore, classes relevant for one company may not be as relevant for another company or the type of upgrade for one student may not fit for another. We would like to be as flexible as possible in terms of offering certificates that fit the widest range of student needs.

This certificate requires a core of 12 semester hours with the balance of the coursework to be selected by the student and his/her advisor.

CORE Courses:
   DC Electricity (ELTR 1520)
   Basic Instrumentation (ELTR 1840)
   Industrial Controls (ELTR 2840)

Remaining 18 credit hours to be selected from the following:
   AC Electricity (ELTR 1530) .................................... 4
   Solid State Electronics (ELTR 1700) ......................... 4
   Advanced Instrumentation (ELTR 2885) ..................... 4
   Digital Electronics (ELTR 1760) .............................. 4
   Industrial Safety (TECH 1600) ................................. 3
   Industrial Hydraulics I (INDM 1570) ....................... 3
   Prog. Logic Controllers (ELTR 2880) ........................ 4
   Advanced Prog. Logic Controllers (ELTR 2855) .......... 4
   Analog Circuits (ELTR 1705) ................................ 4
   Process Controls (ELTR 2890) ............................... 4
   Industrial Pneumatics (INDM 1590) ......................... 3
Certificate Program in Electricity:
(Apprentices of the International Brotherhood for Electrical Workers Union)

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<td>Elect. Appren II (ELAP 1520)</td>
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<td>Elect. Appren III (ELAP 1530)</td>
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<tr>
<td>Elect. Appren IV (ELAP 1540)</td>
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<tr>
<td>Elect. Appren V (ELAP 1550)</td>
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<tr>
<td>Elect. Appren VI (ELAP 1560)</td>
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<tr>
<td>Elect. Appren VII (ELAP 1570)</td>
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<tr>
<td>Elect. Appren VIII (ELAP 1580)</td>
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<td>Elect. Appren IX (ELAP 1590)</td>
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<td>Elect. Appren X (ELAP 1600)</td>
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(Apprentices of Independent Electrical Contractors)

<table>
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<td>Elect. Appren I (ELAP 1515)</td>
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<td>Elect. Appren II (ELAP 1525)</td>
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<td>Elect. Appren III (ELAP 1535)</td>
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<td>Elect. Appren IV (ELAP 1545)</td>
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<td>Elect. Appren V (ELAP 1555)</td>
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<td>Elect. Appren VI (ELAP 1565)</td>
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<td>Elect. Appren VII (ELAP 1575)</td>
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<td>Elect. Appren VIII (ELAP 1585)</td>
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Suggested Program for A.A.S. Degree in Electronics Technology

**FRESHMAN YEAR**

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<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td><strong>DC Electricity (ELTR 1520)</strong></td>
<td>4</td>
<td><strong>AC Electricity (ELTR 1530)</strong></td>
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<tr>
<td><strong>Elect Assembly (ELTR 1505)</strong></td>
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<td><strong>Solid State Electronics (ELTR 1700)</strong></td>
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<tr>
<td><strong>Industrial Safety (TECH 1600)</strong></td>
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<td><strong>Technical Writing (ENGL 2020)</strong></td>
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<td><strong>English I (ENGL 1010)</strong></td>
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<td><strong>Physics for Tech. II (PHYS 1090)</strong></td>
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<td><strong>Physics for Tech (PHYS 1080)</strong></td>
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<td><strong>Basic Instrumentation (ELTR 1840)</strong></td>
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<tr>
<td><strong>Industrial Controls (ELTR 2840)</strong></td>
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<td><strong>Digital Electronics (ELTR 1760)</strong></td>
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<td><strong>Analog Circuits (ELTR 1705)</strong></td>
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<td><strong>T &amp; I Elective</strong></td>
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<td><strong>Human Relations (MGT 1200)</strong></td>
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**SOPHOMORE YEAR**

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<td><strong>Program Controllers (ELTR 2880)</strong></td>
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<td><strong>Intro. to Supervision (MGT 1000)</strong></td>
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<td><strong>U.S. Government (POLS 1000)</strong></td>
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<td><strong>Interpersonal Comm. (COMM 1030)</strong></td>
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<tr>
<td><strong>Suggested Program for A.A.S. Degree in Instrumentation Technology</strong></td>
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<tr>
<td></td>
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**FRESHMAN YEAR**

<table>
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<th>Semester</th>
<th>Fall Semester</th>
<th>Credit</th>
<th>Spring Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td><strong>DC Electricity (ELTR 1520)</strong></td>
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<td><strong>Industrial Control (ELTR 2840)</strong></td>
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<tr>
<td><strong>Basic Instrumentation (ELTR 1840)</strong></td>
<td>4</td>
<td><strong>Technical Writing (ENGL 2020)</strong></td>
<td>3</td>
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<tr>
<td><strong>Industrial Safety (TECH 1600)</strong></td>
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<td><strong>AC Electricity (ELTR 1530)</strong></td>
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<tr>
<td><strong>English I (ENGL 1010)</strong></td>
<td>3</td>
<td><strong>Advanced Instrumentation (ELTR 2885)</strong></td>
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<tr>
<td><strong>Problem Solving (MATH 1000)</strong></td>
<td>3</td>
<td><strong>Elect. Assembly (ELTR 1505)</strong></td>
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<tbody>
<tr>
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<tr>
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<td>U.S. Gov't. (POLS 1000)</td>
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<tr>
<td>Principles of Technology (PHYS 1080)</td>
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<tr>
<td>Interpersonal Comm. (COMM 1030)</td>
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**INDUSTRIAL MAINTENANCE**

The Industrial Maintenance program offers both the certificate and A.A.S. degree. The program offers two certificates, option one and two. The emphasis in option one is mechanics, hydraulics, pneumatics, and welding. In option two the emphasis is in mechanics and welding. After completing the 39 credits listed, the student may apply for and receive a certificate. After completing 64 credit hours or more and all degree requirements, the student may apply and receive an A.A.S. degree.

**One-Year Certificate Program in Industrial Maintenance Technology (Mechanics/Hydraulics Option)**

<table>
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<tr>
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<tr>
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<td>Industrial Mechanics IV (INDM 1540)</td>
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<td>Industrial Mechanics V (INDM 1550)</td>
<td>3</td>
</tr>
<tr>
<td>Preventive Maintenance (INDM 1560)</td>
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</tr>
<tr>
<td>Industrial Hydraulics I (INDM 1570)</td>
<td>3</td>
</tr>
<tr>
<td>Industrial Hydraulics II (INDM 1580)</td>
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<td>Industrial Safety (TECH 1600)</td>
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**One-Year Certificate Program in Industrial Maintenance Technology (Mechanics/Welding Option)**

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<td>Blueprint Reading (Tech 1680)</td>
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<td>Welding I-XII (WELD 1710-2660)</td>
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**Suggested Program for A.A.S. Degree in Industrial Maintenance Technology**

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<td>Indust. Processes (ELTR 1830)</td>
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<td>*Preventive Maintenance (INDM 1560)</td>
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<tr>
<td>Machine Tool Proc. I (MCH 2740)</td>
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<tr>
<td>English I (ENGL 1010)</td>
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Western Wyoming Community College

SOPHOMORE YEAR

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<td>*Ind. Pneumatics (INDM 1590)</td>
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<td>Metallurgy (MCH 1550)</td>
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<tr>
<td>Machine Tool Proc. II (MCH 2750)</td>
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<td>Industrial Safety (TECH 1600)</td>
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<td>Technical Writing (ENGL 2020)</td>
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<td>Interpersonal Comm. (COMM 1030)</td>
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<td>Intro. to Supervision (MGT 1000)</td>
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<tr>
<td>Machine Tool Proc. II (MCH 2750)</td>
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<td>Industrial Safety (TECH 1600)</td>
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<tr>
<td>Technical Writing (ENGL 2020)</td>
<td>3</td>
<td>U.S. Gov't. (POLS 1000)</td>
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<td>Interpersonal Comm. (COMM 1030)</td>
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<td>Intro. to Supervision (MGT 1000)</td>
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</table>

19   20

* Required for graduation.

To complete the requirements for the AAS degree in Industrial Maintenance, students must complete 24 hours or more in the Industrial Maintenance (INDM) program. Included in these hours are the * courses above.

One-Year Certificate Program in Surface Maintenance Mechanics

This one-year, 42-credit certificate program is designed to meet the needs of one of our local industries. The program is designed to give the trainee additional mechanical, hydraulic, welding and blueprint training which they can use in surface maintenance.

Industrial Mechanics I (INDM 1510) | 3
Industrial Mechanics II (INDM 1520) | 3
Industrial Mechanics III (INDM 1530) | 3
Industrial Mechanics IV (INDM 1540) | 3
Industrial Mechanics V (INDM 1550) | 3
Preventive Maintenance (INDM 1560) | 3
Industrial Hydraulics I (INDM 1570) | 3
Industrial Hydraulics II (INDM 1580) | 3
Industrial Hydraulics III (INDM 1585) | 3
Welding (WELD 1710-2660) | 12
Blueprint Reading (TECH 1680) | 3

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One-Year Certificate Program in Underground Maintenance Mechanics

This one-year 41-credit certificate program is designed to meet the needs of one of our local industries. The program is designed to give the trainee additional mechanical, hydraulic, welding and electrical training which they can use in underground maintenance industry.

Industrial Mechanics I (INDM 1510) | 3
Industrial Mechanics II (INDM 1520) | 3
Industrial Mechanics III (INDM 1530) | 3
Industrial Mechanics IV (INDM 1540) | 3
Industrial Mechanics V (INDM 1550) | 3
Preventive Maintenance (INDM 1560) | 3
Industrial Hydraulics I (INDM 1570) | 3
Industrial Hydraulics II (INDM 1580) | 3
Industrial Hydraulics III (INDM 1585) | 3
DC Electricity (ELTR 1520) | 4
AC Electricity (ELTR 1530) | 4
Welding (WELD 1710-2660) | 6

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MINING MAINTENANCE TECHNOLOGY

The Mining Maintenance Technology program is designed to prepare the student for employment in the mine maintenance industry. The student will acquire the ability to troubleshoot, repair and maintain mining equipment as a result of training in mechanics, diesel technology, and hydraulics. The student will also receive training in related industrial technology courses. A graduate of this program with a one-year certificate or two-year degree can be a valuable asset to the mine maintenance field.

One-Year Certificate Program in Mining Maintenance Technology

Ind. Mechanics I-VI (INDM 1510-1560) .................. 9
Blueprint Reading (TECH 1680) ......................... 3
*Intro. to Mining (MINE 1500) ......................... 3
*Machine Tool Proc. I (MCH 2740) ...................... 4
*Ind. Hydraulics I-III (INDM 1570-1585) ............. 9
Diesel Fundamentals (DESL 1595) ...................... 3 * Required
Indus. Safety (TECH 1000) ................................. 3

Suggested Program for A.A.S. Degree in Mining Maintenance Technology

<table>
<thead>
<tr>
<th>FRESHMAN YEAR</th>
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<td>Fall Semester</td>
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<td>Ind. Mech. I-III (INDM 1510-1530) .................. 9</td>
<td>Preventive Maintenance (INDM 1560) .................. 3</td>
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<td>*Blueprint Reading (TECH 1680) .................. 3</td>
<td>Mach. Tool Processes I (MCH 2740) .................. 4</td>
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<td>English I (ENGL 1010) ............................. 3</td>
<td>Interpersonal Comm. (COMM 1030) .................... 3</td>
</tr>
<tr>
<td>Physics for Tech. (PHYS 1080) .................... 4</td>
<td>Human Relations (MGT 1200) ......................... 2</td>
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<td>P.E./Health ........................................... 1</td>
<td>Technical Writing (ENGL 2020) ...................... 3</td>
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<td>SUMMER SESSION</td>
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<td>U.S. Government (POLS 1000) ....................... 3</td>
<td>Industrial Safety (TECH 1600) ..................... 3</td>
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<tr>
<td>Welding I (WELD 1710) ......................... 3</td>
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<td>SOPHOMORE YEAR</td>
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<tr>
<td>Fall Semester</td>
<td>Spring Semester</td>
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<td>*Welding II-III (WELD 1750, 1760) .................. 6</td>
<td>Diesel Fundamentals (DESL 1595) ................... 3</td>
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<td>*Ind. Hydraulics (INDM 1570, 1580, 1585) ........ 9</td>
<td>Metallurgy (TECH 1550) ......................... 3</td>
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<td>*Machine Tool Proc. II (MCH 2750) ................ 4</td>
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<td>Approved Business ................................... 3</td>
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<td>P.E./Wellness ....................................... 1</td>
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<td>Ind. Pneumatics (INDM 1590) ...................... 3</td>
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<td>Welding (WELD 1840) ............................. 3</td>
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<td>*Intro to Mining (MINE 1500) ................... 3</td>
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* To complete the requirements for the AAS degree in Mine Maintenance, students must complete the following: 3 hours+ in Diesel, 3 hours+ in Machine Tool Processing, 6 hours+ in Welding, 3 hours+ in Mining, 6 hours+ in Industrial Maintenance, and 3 hours in Technology.
PLANT OPERATORS

An operator in industry is an individual who operates the mechanical device used in a particular process. His/her responsibility is to monitor, troubleshoot, adjust and make slight repairs of the equipment used in a process. Operators in Southwest Wyoming are used in the soda ash, fertilizer, electrical power plants, and gas plants.

One-Year Certificate Program in Plant Operations

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<td>Plant Operator II (PLOP 1520)</td>
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<td>Plant Operator III (PLOP 1530)</td>
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<tr>
<td>Basic Electricity (ELTR 1520)</td>
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<tr>
<td>Instrumentation (ELTR 1840)</td>
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</tr>
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<td>Industrial Safety (TECH 1600)</td>
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<tr>
<td>Industrial Pneumatics (INDM 1590)</td>
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<tr>
<td>Blueprint Reading (TECH 1680)</td>
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<td>Physics for Technicians (PHYS 1080)</td>
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Suggested program for A.A.S. Degree in Plant Operations

FRESHMAN YEAR

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<th>Spring Semester</th>
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SOPHOMORE YEAR

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<tr>
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<td>Basic Instrumentation (ELTR 1840)</td>
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WELDING TECHNOLOGY

The Welding Technology program has been prepared for all students of welding and for all those who want a better understanding of what happens to a weld during the welding operation and after the weld has been made. All of the industrially important welding processes and their applications, as well as safety, are covered.

In the four semesters of welding that are available, the student has the option of working toward a welding certificate or a two-year A.A.S. Degree. When the student has completed the welding courses offered, they should have a wide variety of jobs to choose from including plant maintenance welder, pipeline welder, oilfield service welder and certified construction welder.

A certificate may be awarded after completion of 30 semester hours of the technical courses numbered in the welding area.

One-Year Certificate Program in Welding Technology

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<tr>
<th>Course</th>
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<tbody>
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<td>Welding I- XII (WELD 1710-2660)</td>
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<td>Metallurgy (TECH 1550)</td>
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<td>Blueprint Reading (TECH 1680)</td>
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<td>Industrial Safety (TECH 1600)</td>
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## Suggested Program for A.A.S. Degree in Welding Technology

### FRESHMAN YEAR

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<tr>
<td>Oxyacetylene Cutting (WELD 1715)</td>
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<td>Basic SMAW (WELD 1755)</td>
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<td>Pipe Welding I (WELD 2510)</td>
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<td>SMAW Stainless Steel (WELD 1950)</td>
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* Required in order to receive this degree.

### SOPHOMORE YEAR

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<tbody>
<tr>
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<td>Gas Tungsten Arc Basic (WELD 1780)</td>
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<td>Downhill Pipe Welding (WELD 2030)</td>
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<td>Gas Metal Arc Welding (WELD 1770)</td>
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<td>Intro. to Supervision (MGT 1000)</td>
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<td>Human Resource Mgt. (MGT 1200)</td>
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<td>Technical Writing (ENGL 2020)</td>
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COURSE DESCRIPTIONS
## Course Descriptions

### INDIVIDUAL COURSE DESCRIPTIONS

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<th>Department</th>
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<td>Diesel Technology</td>
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ACCOUNTING

ACCT 2010 (42-101)
PRINCIPLES OF ACCOUNTING I  Credit 3
This is a rigorous introductory course in accounting principles which examines the fundamental
concepts and procedures employed by reporting entities in the communication of financial infor-
mation in accordance with generally accepted accounting principles to outside interest parties.
Prerequisite: None
Lecture

ACCT 2020 (42-102)
PRINCIPLES OF ACCOUNTING II  Credit 3
This is a rigorous introductory course which is a continuation of Principles of Accounting I
involving financial statement preparation and analysis, corporations, managerial topics, cost
accounting concepts and budgeting.
Prerequisite: ACCT 2010
Lecture

ACCT 2110 (42-150)
AUTOMATED ACCOUNTING  Credit 3
This is a skill development course in which students use integrated accounting software and
transaction inputs to create transaction documents, operating reports, general ledger reports, and
financial statements, all with traceable audit trails.
Prerequisite: ACCT 2010
Lecture/Laboratory

ACCT 2120 (42-151)
AUTOMATED ACCOUNTING II  Credit 3
This is a skill development course in which students use Lotus 1-2-3 and transaction inputs to
create accounting information used in the decision making process.
Prerequisites: ACCT 2010, CMAP 1750 or Instructor Permission
Lecture/Laboratory

ACCT 2410
INTERMEDIATE ACCOUNTING I  Credit 3
The accounting principles and methods discussed in ACCT 2010 and 2020 are examined in much
greater depth. The course will study and discuss the conceptual framework for generally ac-
cepted accounting principles, the accounting cycle, net income concepts, financial statement
preparation and limitations, present value of money applications, current assets including de-
tailed study of inventories, plant assets including depreciation, depletion, and intangible assets.
Prerequisite: ACCT 2020
Lecture

ACCT 2425
INTERMEDIATE ACCOUNTING II  Credit 3
This course consists of an in-depth study of more complex accounting principles and procedures.
Topics include the principles and theory of accounting related to liabilities and contingencies,
stockholders’ equity, dilutive securities and earnings per share, income taxes, pensions, leases,
analysis of accounting changes and errors, and financial statement analysis.
Prerequisite: ACCT 2410
Lecture
ACCT 2430  
INDIVIDUAL INCOME TAX  
Credit 3  
This course consists of lectures, presentation, and classroom discussions related to text and problem assignments. Emphasis will be on the basic principles of federal income taxation of individuals.  
Prerequisite: ACCT 2020 or Instructor Permission  
Lecture/Discussion  

ACCT 2440  
ADVANCED INCOME TAX  
Credit 3  
This course consists of lectures, presentations, and classroom discussions related to text and problem assignments. Emphasis will be on the basic principles of federal taxation of corporations, partnerships, trusts, estates, shareholders, partners, and beneficiaries.  
Prerequisite: ACCT 2430  
Lecture/Discussion  

ACCT 2460  
PAYROLL ACCOUNTING  
Credit 3  
Payroll accounting provides students with an understanding of the laws that affect a company’s payroll structure and practical application skills in maintaining payroll records. Topics include payroll and personnel records, computing wages and salaries, taxes affecting employees and employers, and analyzing and journalizing payroll transactions.  
Prerequisite: ACCT 2010  
Lecture  

ACCT 2610  
MANAGERIAL ACCOUNTING  
Credit 3  
An introductory course concerned with the use of accounting information by non-accountants for planning, product costing, performance assessment and non-routine decision-making. Not available for graduation credit for accounting majors.  
Prerequisites: ACCT 2020  
Lecture/Discussion  

ANTHROPOLOGY  

ANTH 1100 (29-101)  
INTRODUCTION TO PHYSICAL ANTHROPOLOGY  
Credit 3  
Physical Anthropology covers the development and evolution of both living and fossil man. Included are primate studies, man’s physical variations, genetics, osteology, and early behavior habits. The study of man’s evolution, his distribution, and fossil forms is emphasized.  
Prerequisites: None  
Lecture/Discussion  

ANTH 1200 (29-102)  
INTRODUCTION TO CULTURAL ANTHROPOLOGY  
Credit 3  
Studied are the structures and functioning of various societies and cultures, including aspects language, warfare, religion, kinship, economics, and political organizations. A number of widely divergent but representative cultures are examined in detail, along with their resultant changes due to industrial contact.  
Prerequisites: None  
Lecture/Discussion
**ANTH 1250**  
**INTRODUCTION TO WYOMING ARCHAEOLOGY**  
**Credit 2**

The course will cover the prehistory of Wyoming from the earliest known sites to A.D. 1700 when the horse and other trade items were introduced. The major focus will be on the Archaeology of southwest Wyoming with reference to other areas as appropriate. Topics will include a brief summary of archaeological concepts and methods, the role of the federal government, laws and policies, hunting techniques, plant and animal food resources, burials, artifacts, and rock art. A field trip to a local site may also be included if time, weather, and interest permit.  
Prerequisites: None  
Lecture

**ANTH 1300 (29-103)**  
**INTRODUCTION TO ARCHAEOLOGY**  
**Credit 3**

Archaeology covers the excavation of man’s past culture, tool traditions, social developments, migration patterns and independent developments of civilization on various continents. Included are dating methods, site analysis, comparative studies, and various archaeological techniques used in the field and laboratory.  
Prerequisites: None  
Lecture/Discussion/Field Trips (when possible or appropriate)

**ANTH 2200 (29-220)**  
**WORLD ETHNOGRAPHY**  
**Credit 3**

This course surveys peoples and cultures in various areas around the world. The geographic careers to be considered will be indicated each semester the course is taught. Generally, it is a survey course on the prehistory and culture at the time of contact of the major island groups of the Pacific. The areas concentrated on are New Guinea, Samoa-Tonga, Fiji, Tahiti, Easter Island, and Hawaii. Of lesser importance are discussions of other island groups and the history of contact relations.  
Prerequisites: None  
Lecture/Discussion

**ANTH 2210 (29-210)**  
**NORTH AMERICAN INDIANS**  
**Credit 3**

A comparative study of North American Indians using the culture-area concept. Major areas covered are the Arctic, Northwest Coast, Northeastern and Southeastern Interior, Plains, Mountains and Basin, Southwest, Mexico, and Yucatan. This includes a brief history of the various groups since European contact.  
Prerequisites: None  
Lecture/Discussion

**ANTH 2300 (29-200)**  
**ARCHAEOLOGICAL METHODS**  
**Credit 2**

Three major aspects of archaeology emphasized are field assessment of sites, test pits, and excavation methods; laboratory techniques, identifications and analysis; and the writing and assembling of a report. Contribution and integration with Wyoming archaeology is stressed.  
Prerequisites: None  
Lecture/Laboratory

**ANTH 2311 (29-230)**  
**PREHISTORIC ARCHAEOLOGICAL FIELD METHODS**  
**Credit 1-4**

The class will deal directly with several important areas of field archaeology: inventory, site documentation and evaluation, and excavation. Course topics will include appropriate techniques of site identification and recordation, accepted techniques of site testing and evaluation criteria,
and research topics for data recovery during large scale excavation projects. Participants will be 
introduced to site instrument mapping, principles of natural and cultural stratigraphy, proper 
testing and excavation techniques, and proper methods of recordkeeping and provenience collec-
tion.
Prerequisites: None
Field Study

**ANTH 2312**
**HISTORICAL ARCHAEOLOGICAL FIELD METHODS** *Credit 1-4*
Archaeology is the study of human behavior by means of its material traces through all time in all 
places. This course will deal with excavation, treatment, cataloguing, and analysis of artifacts 
evacuated from historical sites around southwestern Wyoming, such as South Pass City, Ft. Bridger, 
stage stations, and other sites of roughly the last 200 years (in Wyoming this means roughly 1790 
to the present).
Prerequisites: None
Field Study

**ANTH 2410 (29-240)**
**RESEARCH METHODS IN ANTHROPOLOGY** *Credit 3*
An introduction to the variety of research techniques in social sciences and to the various meth-
ods of data gathering and evidence evaluation.
Lecture/Discussion

**ANTH 2490 (29-298)**
**STUDIES IN ANTHROPOLOGY** *Credit Variable*

**ANTH 2495 (29-275-279)**
**WORKSHOPS IN ANTHROPOLOGY** *Credit .5 - 2*

**ART**

**ART 900 (11-099)**
**INTRODUCTION TO POTTERY** *Credit 2*
An introduction to basic pottery skills: throwing, trimming and glazing hand-built pottery ware. 
Topics include some history of pottery.
Prerequisite: None
Laboratory

**ART 1000**
**GENERAL ART** *Credit 3*
This is an art experience for non-art majors. It offers a basic introduction to the history of art and 
design and an acquaintance with the field of applied arts through slide lecture, discussion and 
film. It develops an awareness of mediums and techniques based on studio experimentation and 
structor demonstrations. It provides the student a comprehensive survey of both fine and ap-
plied arts that contribute to the visual arts culture past and present.
Prerequisite: None
Lecture-discussion

**ART 1030**
**INTRO TO ART:** *Credit 1*
This class is an introduction to the aesthetics and techniques of art making, within a particular 
process. It is a hands-on studio introduction geared to persons without previous experience, but 
who have curiosity about the technique and aesthetics of one of a variety of areas. It prepares the
non-art major for beginning level art course work. It will transfer as an elective for all majors to Western’s degree as an elective. **It does not satisfy the Applied Arts requirement.** The class is a six-week block of three consecutive hours per week. This class may be offered in drawing, painting, ceramics or photography.

Studio/Lecture

*ART 1050 (11-103)*
**DRAWING I**
Credit 3
A course designed to teach an understanding of basic drawing techniques and mediums utilizing direct visual experience.
Prerequisite: None
Studio/Lecture/Lab

*ART 1060 (11-104)*
**DRAWING II**
Credit 3
A continuation of ART 1050 Drawing I. The student is offered the opportunity to advance his/her skill in the technical application of various drawing media. Freedom of exploration is permitted and experimentation of techniques is encouraged.
Prerequisites: ART 1050 & 2210
Studio/Lecture/Lab

*ART 1110 (11-107)*
**DESIGN: 2D**
Credit 3
Basic design elements are necessary ingredients to visual literacy and mature art forms in all areas of artistic expression from interior design, clothing design, architecture, and ceramics to the pure, fine arts of sculpture and painting, to name only a few.
Prerequisite: None
Studio/Lecture/Lab

*ART 1120 (11-109)*
**DESIGN: 3D**
Credit 3
A course designed for experimentation in three dimensional expression.
Prerequisites: None
Studio/Lecture/Lab

*ART 1130 (11-108)*
**DESIGN: COLOR**
Credit 3
Advanced design encourages the creative process while exploring the basics of color and texture. Precision aids in presentation is a must. “An artist or creative person must be a dreamer, a realist, and a skilled worker.”
Prerequisites: ART 1110
Studio/Lecture/Lab

*ART 1150 (11-150)*
**PHOTOGRAPHY I (BEGINNING)**
Credit 3
An introduction to the art of photography with emphasis on creative thinking, visual aesthetics, and technical proficiency as they relate to the understanding and production of quality black and white photographs.
Prerequisites: None
Lecture/Lab
ART 1160 (11-151)
PHOTOGRAPHY II (INTERMEDIATE) Credit 3
Course concentrates on developing advanced technical and aesthetic skills in the serious black and white pictorial photographer. Instruction includes zone system theory, fine black and white printing, archival processing, introduction to large format photography, and emphasis on design and print content.
Prerequisites: ART 1150 or Instructor. Permission
Lecture/Lab

ART 1170 (11-152)
PHOTOJOURNALISM Credit 3
(JOUR 2310) - An in-depth introduction to the world of professional photojournalism with coverage of topics ranging from camera operation and push processing, to illustration techniques, ethics, and electronic imaging. Students will produce photographs (both color and black and white), which demonstrate their ability to communicate visually in an effective manner in areas ranging from sports and portraiture, to hard news and picture essay. Credit may not be received form both ART 1170 and JOUR 2310.
Prerequisites: ART 1150
Lecture/Lab/Oracle Staff

ART 1174 (11-153)
PORTRAIT PHOTOGRAPHY Credit 3
Course study includes instruction in candid, creative, and classical portraiture as well as fashion photography. Advanced studio lighting is covered in both tungsten and electronic flash. Technique, composition, and character representation are stressed. Some color work.
Prerequisites: ART 1150 or Instructor. Permission, ART 1110 (may be concurrently enrolled)
Lecture/Lab

ART 1176 (11-155)
NONTRADITIONAL PHOTOGRAPHY Credit 3
Instruction centers on the history of photography and the production of fine prints by nontraditional methods. Study and application of the following processes are included: cyanotype, gumbichromate, hand-coloring, the rayogram, and electrostatic prints.
Prerequisites: ART 1150 or Instructor. Permission, ART 1110 (may be concurrently enrolled)
Lecture-Lab

ART 1178
DIGITAL IMAGING I Credit 3
An in-depth introduction to the world of “Digital” photography and computer imaging with emphasis on developing student understanding and skills with digital image capture and scanning, image manipulation via the Apple Macintosh Power PC computer, utilizing Adobe’s Photoshop 3.0 software, as well as digital storage and transmission.
Prerequisite: ART 1150, ART 1110 (may be concurrently enrolled)
Lecture/Lab

ART 1250
WATER BASED MEDIA I Credit 3
This studio course serves to introduce the beginning student to color and technique of both transparent and opaque water medium, as well as to encourage the more experienced student in technique and style development.
Prerequisite: None
Studio/Lecture/Lab
ART 1310 (11-110)  
SCULPTURE I  
Credit 3  
A course designed for experimentation in three dimensional expression.  
Prerequisites: None  
Studio/Lecture/Lab

ART 1350 (11-123)  
METALS I  
Credit 3  
An introduction to varied techniques of jewelry design and small metal work.  Soldering and casting metal will be covered. Design fundamentals will be stressed.  
Prerequisites: None  
Studio/Lecture/Lab

ART 1360 (11-124)  
METALS II  
Credit 3  
A continuation of ART 1350. Satisfactory completion of ART 1350 is required.  
Prerequisites: ART 1350  
Studio/Lecture/Lab

ART 2010, 2020 (11-101-102)  
ART HISTORY I & II  
Credit 3  
A comprehensive review of the divergent expressions of Western mankind. First Semester: Paleolithic society through the High Renaissance of Italy (30,000 B.C. - 1570 A.D.) Second Semester: following just after the High Renaissance in Italy into contemporary civilization. It is a means through which one may become visually literate, a necessary facet of education and existence in general.  
Prerequisite: ENGL 1010 or Instructor Permission  
Lecture-Seminar

ART 2050 (11-202)  
LIFE DRAWING I  
Credit 3  
Life drawing is a specialized area of drawing for the advanced student. The human form is the source of creative inspiration in exploring the problems of various drawing mediums and techniques. The student experiments with the mediums of conté, charcoal, litho, graphite and paint, using color restrictively, while learning the techniques of contour, gesture, background space manipulation and motion. Slide presentations on the work of artists, past and contemporary, stimulate an awareness of the human form as creative design.  
Prerequisites: ART 1060  
Studio/Lecture/Lab

ART 2090 (11-205)  
PRINTMAKING I  
Credit 3  
This is a basic, investigative, experimental course in which the process and properties of several Intaglio methods are explored. They include line etch, aquatint, soft-ground etch and relief work. The print is the “finished” product of most drawing mediums.  
Prerequisites: ART 1050 or Instructor. Permission  
Studio/Lecture/Lab

ART 2095  
PRINTMAKING II: Intaglio  
Credit 3  
This course is a continuation of ART 2090, offering students the opportunity of advance study and experimentation in Intaglio and relief processes with emphasis on individual creative growth.  
Prerequisites: ART 1250 & ART 2090  
Studio/Lecture/Lab
ART 2120
GRAPHIC DESIGN I Credit 3
This course introduces the fundamentals of graphic design to students interested in desktop publishing. Students learn to use type, layout and other design elements to produce effective ads, brochures, newsletters and other documents on personal computers. "Aldus PageMaker" is used to design visually-appealing and communicative artwork for print.
Prerequisites: Basic Computer Competency Windows or Mac Environment
May not receive graduation credit for both ART 2120 and COMM 2300.
Lecture/Lab

ART 2150 (11-154)
COLOR PHOTOGRAPHY I Credit 4
An in-depth introduction to color photography with emphasis on understanding the theory, aesthetics, and technical attributes of making color photography using a variety of both color positive and negative film and print materials.
Prerequisites: ART 1150 or Instructor Permission, ART 1110 (may be concurrently enrolled)
Lecture/Lab

ART 2170 (11-210)
COMMERCIAL PHOTOGRAPHY Credit 3
(Advertising & Illustration) - Course concentrates on building professional photographic skills in the career oriented photographer. Study includes advanced studio lighting, large format photography, and illustration techniques used in the world of advertising.
Prerequisites: ART 1150, 2150, or Instructor Permission, ART 1110 (may be concurrently enrolled)
Studio/Lecture/Lab

ART 2175 (11-211)
PHOTOGRAPHY STUDIO Credit 1-3
An advanced photography course for students who wish to continue their personal growth on an individualized basis in a particular specialized area of photography. Each student, with the aid of an instructor, outlines a detailed course of study which will be pursued individually during the course. The number of credit hours registered for will determine work quantity, requirements and basic guidelines for satisfactory completion of project and course. May be repeated for a maximum of six credit hours.
Prerequisites: ART 1150 and one of the following: ART 1160, 1174, 2170, ART 2175 (may be concurrently enrolled)
Studio

ART 2210 (11-105)
PAINTING I Credit 3
A course designed for the beginning painter who wants to learn an understanding of the techniques of oil painting.
Prerequisite: None
Studio/Lecture/Lab

ART 2220 (11-106)
PAINTING II Credit 3
A continuation of ART 2210 Painting I. The student is offered the opportunity to advance his/her skills. Freedom of exploration is permitted and experimentation of techniques is encouraged.
Prerequisites: ART 2210
Studio/Lecture/Lab

ART 2230
PAINTING III Credit 3
This course emphasizes further development of style and technique of the individual's talents while developing a knowledge of style and technique within the history of art. Exploration of technique will occur through content exploration.
Prerequisites: ART 2210 and 2220 or Instructor Permission
Studio/Lecture/Lab
Ceramics courses may be taken a maximum of 2 times for credit. When all classes have been taken twice, the students may opt for noncredit classes. Courses count for graduation only one time each.

**ART 2410 (11-130)**
CERAMICS I  
Credit 3  
An introduction to basic ceramics skills - throwing, trimming and glazing hand-built ceramics. Claymaking and kiln firing included. Aesthetic content & problem solving introduced.  
Prerequisites: None  
Studio/Laboratory

**ART 2420 (11-131)**
CERAMICS II  
Credit 3  
Advanced throwing at the wheel, hand building and glazing techniques. Kiln design and operation. Continued development of aesthetic content and problem solving.  
Prerequisites: ART 2410  
Studio/Laboratory

**ART 2430 (11-132)**
CERAMICS III  
Credit 3  
Students will complete progressively more complex projects on the wheel, building by hand, firing the kiln, and more intricate glaze compositions, by building on techniques learned in previous pottery classes.  
Prerequisites: ART 2420, ART 1110 (may be concurrently enrolled)  
Studio/Laboratory

**ART 2440 (11-133)**
CERAMICS IV  
Credit 3  
Expand the student's knowledge of clay. To know the true meaning of earth, water and fire, which are the basic elements of this craft and part of man's life since earliest times. This class will expand the knowledge of the advanced potter to allow them to grow so they understand both the technical processes as well as the aesthetic ways of pottery.  
Prerequisites: ART 2430, ART 1110 (may be concurrently enrolled)  
Studio/Laboratory

**ART 2445**
CERAMICS STUDIO  
Credit 1-3 (variable)  
This is an advanced course for students (each student will be at a different level of skill) who wish to continue their personal growth on an individualized basis in a particular area of clay. This would include hand-build, wheel-thrown, vessel or sculptural forms. Each student, with instructor input, will outline a detailed course of study to be pursued individually. The number of credit hours registered for will determine work quality, requirements and guidelines for satisfactory completion of the course.  
Prerequisites: ART 1110, 2410, 2420. Art 2420 and 1110 (may be concurrent enrollment)  
Studio/Laboratory

**ART 2479-2489 (11-251)**
SPECIAL PROJECTS IN ART  
Credit Variable  
A continuing study of drawing and painting with the emphasis on further development of style and technique. A study of the drawings of the masters and studio work to develop the potential of the student.  
Prerequisites: ART 2210, 2220  
Studio/Lecture/Lab/Workshop

**ART 2490 (11-298)**
STUDIES IN ART  
Credit Variable
ART 2495 (11-275-279)  
WORKSHOPS IN ART  
Credit .5 - 2  
S/U Art Workshops are approved for graduation credit. Maximum of 3 hours.

ART 2500  
ART PORTFOLIO  
Credit 1-2  
This course will provide students with the opportunity to prepare a comprehensive portfolio which may help them transfer to another college or gain employment. In this course students will gather documentation of their abilities to demonstrate the WWCC Goals for Student Success. Students will also complete a project in their primary area of emphasis with a final presentation juried by the faculty within the selected discipline.  
Prerequisites: Must have completed 45 credit hours toward an AFA degree  
Lecture/Discussion

ASTRONOMY  
ASTR 1000 (31-110)  
DESCRIPTIVE ASTRONOMY  
Credit 3  
A non-mathematical and observational introduction to the stars, planets, galaxies, and universe.  
Prerequisites: None  
Lecture/Laboratory

ASTR 2490 (31-298)  
STUDIES IN ASTRONOMY  
Credit Variable

ASTR 2495 (31-275-279)  
WORKSHOPS IN ASTRONOMY  
Credit .5 - 2

AUTOMOTIVE TECHNOLOGY  
AUTO 0900  
SURVEY OF AUTOMOTIVE TECHNOLOGY  
Credit 1  
This course is designed to give an individual a basic orientation to the automobile service industry; how an automobile works and the jobs within the automotive section.  
Prerequisite: None  
Lecture/Laboratory

AUTO 1600 (51-101)  
FUEL SYSTEMS I  
Credit 3  
This course is designed to be an in-depth study of automotive fuel systems. Primarily carburetion and mechanical fuel injection with an introduction to electronic carburetors and electronic fuel injection. Drivability symptoms will be studied as a diagnostic tool.  
Prerequisites: None  
Lecture/Laboratory

AUTO 1620 (51-102)  
COOLING/LUBRICATING SYSTEMS  
Credit 3  
This course is designed to introduce the student to the cooling and lubricating systems including operating principles, components, and service of both. The course will also cover how to diagnose cooling system troubles using the pressure tester and the cooling system analyzer and how to locate and repair leaks in the cooling systems.  
Prerequisites: None  
Individualized Study/Self-Paced Lab
AUTO 1650 (51-104)  
**TUNE-UP I**  
Credit 3  
This course is designed to introduce the student to the tune-up fundamentals and instruction in the use of the test equipment and manufacturers' shop manuals.  
Prerequisites: None  
Lecture/Laboratory

AUTO 1660  
**ENGINE REBUILDING**  
Credit 9  
This course is designed to reinforce all operating principles introduced in Engine Fundamentals, AUTO 1700, as well as the procedures for successfully rebuilding automotive engines. The course will cover diagnosis, disassembly and inspection, precision measurement techniques, proper assembly procedures, installation, start-up and break-in techniques. Students will also be exposed to performance modifications as well as the use of "high tech" testing equipment such as air flow benches and dynamos ters.  
Prerequisites: AUTO 1700 or instructor permission  
Lecture/Laboratory

AUTO 1690  
**MANUAL POWER TRAIN FUNDAMENTALS**  
Credit 3  
This course is designed to introduce the student to fundamentals, theory, and applications as well as diagnosis and repair procedures for all manual shift transmission and drive train components.  
Prerequisite: None  
Lecture/Laboratory

AUTO 1700  
**ENGINE FUNDAMENTALS**  
Credit 3  
This course is designed to introduce the student to the fundamentals, components and operation of an internal combustion engine. Both gasoline and diesel engines will be explored, and comparisons and differences between the operation of the two will be studied. High speed and low speed compression ignition and spark ignition engines will be discussed and demonstrated.  
Prerequisites: None  
Lecture/Laboratory

AUTO 1730 (51-107)  
**AUTOMATIC TRANSMISSION**  
Credit 6  
This course is designed to introduce students to all phases of automotive transmission and fluid drive rebuilding to prepare them with the necessary skills for entry into the automotive field. The student is given an opportunity to work on different types of transmissions and the course curriculum is developed around this concept.  
Prerequisites: None  
Lecture/Laboratory

AUTO 1740  
**BRAKE SYSTEMS**  
Credit 3  
This course will introduce students to automotive braking systems from conventional to anti-lock and traction control. Emphasis will be placed on operational theory, trouble diagnosis and safe repair. Systems covered will be primarily those used by American automobile manufacturers.  
Prerequisites: None  
Lecture/Laboratory
AUTO 1750 (51-108)  
**BRAKES, SUSPENSION & STEERING SYSTEMS**  
Credit 3  
This course will cover basic brakes, suspension and steering systems. In the brake section, material covered will be hydraulic system diagnosis and repair, drum brake diagnosis and repair, disc brake diagnosis, and power assist units. Suspension geometry, suspension design, and front wheel drive suspension will be covered in the suspension section. In the steering section, power and manual steering components will be covered.  
Prerequisites: None  
Lecture/Laboratory

AUTO 1760 (51-112)  
**HEATING & AIR CONDITIONING**  
Credit 3  
This course is designed to introduce the student to the principles of refrigeration and automotive air conditioning and heating systems, troubleshooting, repair and installation of automotive air conditioners.  
Prerequisites: None  
Lecture/Laboratory

AUTO 1765 (51-103)  
**AUTOMOTIVE ELECTRICAL SYSTEMS**  
Credit 3  
This course is designed to introduce the student to the fundamentals of AC-DC charging systems and cranking motors including operation, testing, servicing and troubleshooting.  
Prerequisites: None  
Lecture/Laboratory

AUTO 1770 (51-203)  
**AUTOMOTIVE ELECTRONICS**  
Credit 3  
This course is designed to study and service the electronic systems used in today’s automobiles. The course will cover the principles of the electronic components and operation of systems used in the automotive industry.  
Prerequisites: AUTO 1765 or Instructor Permission  
Lecture/Laboratory

AUTO 1800  
**FUEL SYSTEMS II**  
Credit 3  
This course is designed to be a continuation of AUTO-1600, and as such it will provide the student with an in-depth study of electronic fuel control systems. The course will also cover troubleshooting and diagnosis of fuel system problems by relating them to driveability symptoms.  
Prerequisites: AUTO 1600 or instructors permission  
Lecture/Laboratory

AUTO 1810  
**RETRIEVAL & INTERPRETATION OF ENGINE DYNAMOMETER DATA**  
Credit 3  
This course is intended to enhance the ability of the student to apply the basic scientific principles of engine performance through interpretation and analysis of Dynamometer data in comparison to baseline specification. It is recommended that people interested in taking this class have extensive experience with the rebuild procedures and operation of an internal combustion engine. There will be demonstrations of data retrieval from a dynamometer.  
Prerequisites: None  
Lecture/Discussion
AUTO 1820
SNOWMOBILE MAINTENANCE Credit 1
This course will familiarize the student with the basics of snowmobile maintenance. The emphasis will be placed on major wear and potential problem areas that have a tendency to fail, and on training in the repair of these areas.
Prerequisites: None
Laboratory

AUTO 2010
RACE CAR TECHNOLOGY Credit 3
This course will develop knowledge of and skill in enhancing the performance aspect of the automobile. The student will develop a basic understanding of the suspension setups for improved dynamic response in the acceleration, braking and cornering of an automobile along with engine and drive train maintenance, safety considerations, and other racing concerns.
Prerequisite: None
Lecture/Laboratory

AUTO 2500 (51-205)
ADVANCED ENGINE REBUILDING Credit 4
This course is designed to introduce students to all advanced phases of industrial, automotive and small engine rebuilding to prepare them with the necessary skills for entry into the automotive technology field. The student is given an opportunity to work on different types of engines and the course curriculum is developed around this concept with emphasis on design and testing of these engines. Majors may take this course twice when working on different types of engines.
Prerequisites: AUTO 1660 or Instructor Permission
Lecture/Laboratory

AUTO 2525 (51-207)
ADVANCED AUTOMATIC TRANSMISSIONS Credit 4
This course is designed to advance students in all phases of automotive transmissions and fluid drive rebuilding to prepare them with the necessary skills for entry into the automotive field. The student is given the opportunity to work on different types of transmissions and the course curriculum is developed around this concept.
Prerequisites: AUTO 1730 or Instructor Permission
Lecture/Laboratory

AUTO 2540 (51-208)
ADVANCED BRAKES, SUSPENSION & STEERING SYSTEMS Credit 3
This course will cover advanced brakes, suspension, and steering systems. In the brakes section, information covered will reinforce material studies in AUTO 1740 (Brakes Systems). Emphasis will be placed on anti-lock brake systems and related traction control systems. In the suspension and steering section the students will be introduced to the wide variety of suspension and steering systems available on modern automobiles. Emphasis will be placed on suspension and steering designs, geometry, diagnosis and repair. Both manual and power steering systems will be studied.
Prerequisites: AUTO 1740 or Instructor Permission
Lecture/Laboratory
AUTO 2550
AUTOMOTIVE ALIGNMENT and SUSPENSION Credit 3
This course will introduce students to basic alignment theory and practice. Emphasis will be placed on the various alignment angles and their effects on tire wear and vehicle control. Several types of alignment techniques will be discussed with primary focus being on the use of computer alignment equipment to achieve consistent, accurate results.
Prerequisites: AUTO 2540 or Instructor permission
Lecture/Laboratory

AUTO 2630 (51-106)
EMISSION SYSTEM Credit 3
This course is designed to introduce the student to the automotive emission control system, and federal and state laws governing their application.
Prerequisites: None
Lecture/Laboratory

AUTO 2990 (51-298)
STUDIES IN AUTOMOTIVE TECHNOLOGY Variable Credit

AUTO 2995 (51-275-279)
WORKSHOPS IN AUTOMOTIVE TECHNOLOGY Credit .5 - 2

BANKING
BANK 2200
BANK MANAGEMENT Credit 3
This course touches on nearly every aspect of banking from the fundamentals of negotiable instruments to contemporary issues and developments within the industry. Students will become familiar with the various chartering and control and regulatory measures placed on financial institutions as well as current trends in banking acts in relations to deregulation and the changes in unit and branch banking, interstate banking and international banking. Students will also have the opportunity to become familiar with the Federal Reserve System, its origin, its unique independent nature, its functions and tools it uses to regulate the economy.
Lecture/discussion

BANK 2500
LAW AND BANKING Credit 3
This course is a banker’s guide to law and legal issues with special emphasis on the uniform commercial code and issues facing today’s financial world. Specific areas include bank regulation, legal entities, contracts, negotiable instruments, personal property, real property, secured transactions, bank deposits, consumer credit and the court system.
Lecture/discussion

BANK 2600
CONSUMER LENDING Credit 2
This is an up-to-date, insider’s view of consumer lending which offers essential information about the maze of regulations that govern credit practices and reviews loan processing, cross selling and collections. This course deals specifically with closed-end loans, indirect and open-end credit products, the consumer lending process, consumer credit administration and consumer credit policies.
Lecture/discussion
BANK 2610  
**INTRODUCTION TO COMMERCIAL LENDING**  
Credit 2  
This course will give the student the knowledge and skills to be an effective commercial lender. It covers both the technical side of lending and the important human relations skills all successful lenders must have.  
Lecture/discussion

BANK 2960  
**INTERNSHIP IN BANKING**  
Credit 1  
The purpose of the internship is to provide students an opportunity to supplement specific classroom activity with a work experience that will enhance their academic understanding and progress. Students should put to practical use much of their classroom knowledge and then build on that.  
Practicum

**BIOLOGICAL SCIENCES**

**BIOL 1000**  
**PRINCIPLES OF BIOLOGY**  
Credit 4  
This introductory course is intended primarily for the non-major. Fundamental principles of ecology, evolution, cell biology, and contemporary societal issues such as the conservation of biodiversity, overpopulation, global environmental changes, biotechnology, and human wellness and disease. Critical thinking, and problem solving abilities are emphasized. Laboratory is required. Credit may not be received for both Biology 1010 and Biology 1000.  
Lecture/Laboratory  
Prerequisites: None, although it is recommended that students score 40 or better on the reading portion of the ASSET test.

**BIOL 1010, 2020 (32-101-102)**  
**GENERAL BIOLOGY**  
Credit 4 per Semester  
A survey of the basic principles of biology. Units are included in cell biology, the life and diversity of plants and animals, genetics, evolution and ecology. Laboratory is required. No credit will be allowed in this course if credit has been received in BIOL 1000 OR 2000.  
Prerequisites: BIOL 1010 must precede BIOL 2020  
Lecture/Discussion/Laboratory

**BIOL 1010 & 2020 (32-101 & 102 HP)**  
**HONORS GENERAL BIOLOGY**  
Credit 4 per Semester  
This course is a survey of the basic principles of biology. Units are included in cell biology, the life and diversity of plants and animals, genetics, evolution, and ecology.  
Prerequisites: Instructors Permission  
Lecture/Discussion/Laboratory

**BIOL 1040 (32-230) – Cross reference UW ZOO 1040**  
**ANIMAL HEALTH**  
Credit 3  
An introduction to anatomy, mechanisms of disease, production, body defense mechanism, antibacterial agents and disease prevention through management and sanitation. Animal diseases pertinent to the area will also be studied.  
Prerequisites: BIOL 1020 OR 2000 or Instructor Permission  
Lecture/Discussion
**BIOL 1090**  
**RIVER ECOLOGY**  
Credit 1  
River Ecology will expose students to a variety of environmental topics. All instruction will take place on the river and in adjacent areas. This course focuses both on the scientific and social aspects of interactions in the ecosystem.  
Prerequisites: None  
Field School

**BIOL 1210**  
**WYOMING FLORA**  
Credit 2  
This course is designed for any one interested in learning about the plants of Wyoming. Lecture focuses on basics of plant biology and taxonomy; lab focuses on developing skills required for identification of plants. Lecture topics also include using native plants for xeriscaping and medicinal and edible wild plants. Includes mandatory field trips.  
Lecture/Laboratory/Field

**BIOL 1220**  
**BIRDING**  
Credit 2  
This course is designed for anyone interested in learning something about the birds that nest in and migrate through Wyoming and adjacent states. The class consists of both lecture and lab. Lecture topics include binoculars and potting scopes, and conservation biology and concerns about birds. Lab involves both identification of birds in the lab and mandatory field trips.  
Lecture/Laboratory/Field

**BIOL 2000 (32-120) – Cross reference UW ZOO 2000**  
**GENERAL ZOOLOGY**  
Credit 4  
A study of the properties and characteristics of protoplasm, cells, tissues, organs, organ systems, organisms together with a survey of the animal kingdom including classification, morphology, physiology, distribution and life histories of representative animals within the major phyla. No credit allowed if credit has been received in BIOL 1010.  
Prerequisites: None  
Lecture/Discussion/Lab

**BIOL 2010, 2015 (32-201-202) – Cross reference UW ZOO 2040, 2110**  
**HUMAN ANATOMY & PHYSIOLOGY**  
Credit 4 per semester  
This course provides the student with the basic knowledge in anatomy and physiology of the human body with emphasis on the relationship between body structure and function. A study of human structure on a systematic basis. Each functional system is considered in terms of its cell, tissue and organ types. Fundamental information in the areas of chemistry and physics as related to the structure and function of the body is also included. Required of students majoring in physical education, nursing, and medical programs.  
Prerequisites: BIOL 1000 or 1010; BIOL 2010 must precede 2015  
Lecture/Discussion/Laboratory

**BIOL 2310**  
**FIELD SCIENCE RESEARCH**  
Credit 4  
This course emphasizes outdoor field research projects, utilizing field data collection techniques, associated scientific concepts, literature research, and interaction with regional scientific professionals. Projects span biological, physical and service to community topics. The majority of final reports are presented in digital multimedia format.  
Prerequisite: BIOL 1010  
Lecture/Laboratory
BIOL 2400 (32-240)  
GENERAL ECOLOGY  
Credit 3  
This course is an introduction to ecological thought and principles. The course considers man’s influence on nature as well as nature’s influence on man.  
Prerequisites: BIOL 1000 or 1010  
Lecture/Discussion  

BIOL 2410  
INTRODUCTION TO FIELD ECOLOGY  
Credit 2  
This course introduces methods used in plant and animal ecology. The focus of the course is on learning methods and techniques used by ecologists in the lab and field. Another focus of the course is learning to prepare scientific manuscripts that result from the data collected in the courses.  
Prerequisites: BIOL 2400 (may be enrolled concurrently) or instructor permission  
Laboratory  

BIOL 2430 (32-210) – Cross reference UW ZOO 2410  
COMPARATIVE CHORDATE ANATOMY  
Credit 4  
A study of the fundamental structure and physiology of vertebrate systems with particular attention to Mammalia. A study of vertebrate types, analogous systems, and phylogenetic relationships. Organ systems will be studied via dissection of representative specimens.  
Prerequisites: BIOL 1020 & 2020  
Lecture/Discussion/Laboratory  

BOT 1000 (32-110)  
GENERAL BOTANY  
Credit 4  
A laboratory course that familiarizes students with the form, function, conservation, ecology and genetics of plants. No credit will be allowed in this course if credit has been received in BIOL 1010.  
Prerequisites: None  
Lecture/Discussion/Lab  

MOLB 2210 (32-221) (BIOL 2210)  
GENERAL MICROBIOLOGY  
Credit 4  
A study of the structure, classification, physiology and distribution of micro-organisms, with emphasis on their technological and medical significance. Organisms studies include protozoa, algae, fungi, bacteria, rickettsia and viruses.  
Prerequisites: BIOL 1000, 1010 or passing prerequisite with 70%  
Lecture/Laboratory  

MOLB 2220 (32-222) (BIOL 2220)  
PATHOGENIC MICROBIOLOGY  
Credit 4  
A study of the characteristics of the medically important micro-organisms and the mechanisms by which they cause diseases in man and animals. Organisms studied include bacteria, viruses, fungi, algae, rickettsia, and obligate intracellular parasites. Topics in hematology, serology, immunology, epidemiology, and vectors are included.  
Prerequisites: MOLB 2210  
Lecture/Laboratory
**BIOL 2490 (32-298)**  
**STUDIES IN BIOLOGICAL SCIENCES**  
Credit Variable

**BIOL 2495 (32-275-279)**  
**WORKSHOPS IN BIOLOGY**  
Credit .5 - 2

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**BUSINESS ADMINISTRATION AND MANAGEMENT**

**BADM 1000 (42-100)**  
**INTRO. TO BUSINESS**  
Credit 3

An introductory business course emphasizing the role of business in the American economy. The course presents an overview of business organization and operations.

Prerequisites: None

Lecture/Discussion

**BUSN 2000**  
**INTRODUCTION TO INTERNATIONAL BUSINESS**  
Credit 3

This course is a broad survey of the field of international business which introduces the basic concepts of international business activity and theory. Students will be introduced to the major foreign environmental forces—financial, economic and socioeconomic, physical, sociocultural, political, legal, labor, competitive, and distributive—within the context of strategic management issues.

Prerequisites: None

Lecture/Discussion

**BADM 2010**  
**BUSINESS LAW I**  
Credit 4

An introductory course intended to survey the law and its application in the business setting. The course will provide a student with a basic understanding of the law; students will be introduced to the ethical philosophies primarily used in business; emphasis will be placed on issue perception and formulating legal and ethical resolution. Topics covered include sources of law, torts, criminal law and the course system. The majority of the course will be devoted to the law of contracts.

Prerequisites: None

Lecture

**BADM 2020**  
**BUSINESS LAW II**  
Credit 3

A study of law in its application to business activity. The student will further develop the skill of issue perception and resolution. Topics covered include agency, partnership, limited partnerships, joint-ventures, corporations and government regulations.

Prerequisite: BADM 2010

Lecture
BADM 2030  
**BUSINESS ETHICS**  
Credit 3  
Businesses exist to make a profit. Business ethics exists to set parameters for earning that profit. This course will cover the basic concepts of personal ethics and how they relate to business. An exploration of student’s own personal values will aid them with ethical problem-solving. Students will use a critical thinking model to recognize and resolve ethical dilemmas through the use of case studies. Topics include business and its relationship with customers, employees, society, competition, and the government.  
Prerequisites: None  
Lecture/Discussion

BADM 2200 (42-103)  
**ENTREPRENEURIAL FUNCTIONS**  
Credit 1-3 (variable)  
Successful businesses are based on proven concepts and principles which form the basis of this course. Each year in the United States, over half a million business begin operation. Many succeed, while others fail. The purpose of this course is to examine functions that contribute to the success of a small business. Topics covered include the nature of small business, forms of business ownership, managing, marketing and financing for a small business. Students will complete a business plan.  
Prerequisite: None  
Lecture/discussion

FIN 1000  
**INTRO. TO PERSONAL FINANCIAL PLANNING**  
Credit 1  
A general course treating the fundamentals of personal financial planning. Topics will include personal budgeting, retirement planning, investment strategies, personal financial assessment, insurance, tax planning and estate planning.  
Prerequisites: None  
Lecture/Discussion

FIN 1050 (42-108)  
**MATHEMATICS OF FINANCE**  
Credit 3  
This is a course intended for business and computer science majors. Topics covered are intended to provide students with a good understanding and practice in solving the type of problems they will find in accounting, management, and computer science classes. An understanding and acquaintance with these types of problems should be very helpful to students in writing computer programs for computer science classes. (Cannot get credit for BOTK 1520 & FIN 1050.)  
Prerequisites: 1 year HS Math or MATH 600  
Lecture/Illustrations/Problem-Solving

FIN 2100  
**MANAGERIAL FINANCE**  
Credit 3  
This course deals with the management of capital in a business firm. It analyzes policies and actions relating to asset structure, risk, income and cash flows. Operating and financial analysis is introduced.  
Prerequisites: ACCT 2010, and STAT 2010
**MGT 1000 (40-102)**

**INTRO. TO SUPERVISION Credit 3**

This course will furnish the student with a knowledge of employer-employee relations from the standpoint of both the employee and the supervisor. Current practices of this type of human relations are studied and discussed in recognition of their importance to worker morale and productivity.

Prerequisites: None

Lecture/Discussion

**MGT 1150**

**PRINCIPLES OF LEADERSHIP Credit: 3**

This course surveys the field of leadership theory and practice and will introduce the student to the basic concepts and modern foundations of leadership. Students will study the leadership process, the role of followers, contingency models of leadership, the role of power, transactional and transformational leadership, and strategic leadership. This course cannot by itself develop "leaders" but will prepare individuals for leadership assignments and includes numerous leadership self-assessments and several experiential exercises and case studies.

Prerequisites: None

Lecture

**MGT 1200 (40-101)**

**HUMAN RESOURCES MANAGEMENT Credit 2**

This course emphasizes learning to handle human conflicts as they arise, understanding the motivations of other people as well as one's own, building sound working relationships in 'forced' associations, building honorable and lasting relations in many directions with many different kinds of people.

Prerequisites: None

Lecture/Discussion

**MGT 2100 (42-201)**

**PRINCIPLES OF MANAGEMENT Credit 3**

The course is an introduction to the theory and practice of management in its application to the public and private sectors. The basic idea of the course is to stimulate an awareness of management, management functions, and management in utilizing and coordinating human and physical resources. Scientific and quantitative techniques are emphasized in the decision-making and the solving of decision problems involving alternatives.

Prerequisites: None

Lecture/Discussion

**MGT 2200 (40-200)**

**BUSINESS & INDUSTRIAL RELATIONS Credit 2**

This course provides you with general information regarding the practical aspects of organizational relations. Probable topics include labor relations, management development and training, motivation and incentives, life-staff relations and administrative communications.

Prerequisites: None

Lecture/Discussion

**MGT 2490 (40-298)**

**STUDIES IN SUPERVISION & MANAGEMENT Credit Variable**

**MGT 2495 (40-275-279)**

**WORKSHOPS IN SUPERVISION & MANAGEMENT Credit .5 - 2**
BUSINESS OFFICE TECHNOLOGY

BOTK 0501
BASIC VOCATIONAL OFFICE SKILLS Credit 1
This course will cover telephone and listening skills, mail handling, reprographics and machine transcription.
Prerequisite: None
Lecture/Laboratory

BOTK 0502
SELF-ENRICHMENT SKILLS Credit 1
This course will cover the psychology of success, being a non-limit person, hygiene/dressing for success, time management, stress management and problem solving.
Prerequisite: None
Lecture/Laboratory

BOTK 0503
JOB FINDING SKILLS Credit 1
This course will cover networking, resume, cover letters, interviewing and internships.
Prerequisite: None
Lecture/Laboratory

BOTK 0504
FILING BASICS Credit 1
Students will learn filing basics: alphabetic, numeric, geographic, subject – manual and computerized.
Prerequisite: None
Lecture/Laboratory

BOTK 0505
COMPUTERIZED PAYROLL PROCEDURES Credit 1
Students will learn computerized payroll accounting – determining hours, deductions, taxes and reconciliation using computer methods.
Prerequisite: None
Lecture/Laboratory

BOTK 1520 (OFFS 1520) (41-131)
BUSINESS MATHEMATICS Credit 3
This course develops math skills applicable to business including percentages, interest, payroll, inventory, depreciation, and taxes.
Lecture
Course Descriptions

**BOTK 1555 (OFFS 1555) (41-108)**
**BASIC OFFICE SKILLS**  Credit 3
Basic Office Skills is designed for persons who expect to be employed in an office environment. Modules of instruction include standard spelling, punctuation, and grammar rules and standard business correspondence formats and procedures, operation of a ten-key calculator, and building speed and accuracy on a computer keyboard or typewriter.
Prerequisite: Concurrent enrollment in BOTK 1640 or typing skills
Competency-based instruction in OIS Lab

**BOTK 1640 (CMP 1610) (41-101)**
**KEYBOARDING APPLICATIONS I**  Credit 3
The beginning keyboarding course is for students who have no background in typing/keyboard-ing. It consists of two parts. In the first part, students gain the basic theory and develop keyboarding skills through hands-on experience. The second part develops speed and accuracy on the keyboard and introduces basic document formats.
Competency-based instruction in OIS Lab • Flexible Entry/Flexible Exit

**BOTK 1650 (CMP 1630) (41-102)**
**KEYBOARDING APPLICATIONS II**  Credit 3
This course teaches standard business formats and develops keyboarding skills (speed and accuracy). Marketable skills are expected.
Prerequisite: BOTK 1640 or Instructor Permission
Competency-based instruction in OIS Lab • Flexible Entry/Flexible Exit

**BOTK 1900 (OFFS 1604) (41-243)**
**MACHINE TRANSCRIPTION**  Credit 3
This course offers the opportunity to become proficient on a transcribing machine with emphasis on production and language skills.
Prerequisite: BOTK 1650 or Instructor Permission
Lecture/Laboratory

**BOTK 2700 (OFFS 1600) (41-140)**
**BEGINNING SHORTHAND**  Credit 3
This course teaches a personal shorthand system. Presently the system taught is Alpha Hand. Upon completion, the students will take dictation at a minimum rate of 50 wpm and transcribe notes with a 95 percent accuracy. It is possible to develop marketable shorthand skills.
Prerequisite: Keyboarding Competency
Lecture/Laboratory

**BOTK 2710 (OFFS 1608) (41-142)**
**SHORTHAND TRANSCRIPTION**  Credit 3
This course is designed to offer continued study in either Gregg Shorthand or Alpha Hand ABC Shorthand depending on what beginning shorthand the student has taken. The emphasis on this course will be increased rates of speed and development of marketable transcription ability.
Prerequisite: BOTK 2700 OR 2720
Lecture/Lab

**BOTK 2750 (OFFS 2570) (41-180)**
**RECORDS MANAGEMENT**  Credit 3
The purpose of this course is to provide you with a basic knowledge of the principles of records management. Emphasis will be placed on the cycle within which information functions are developed in the office. The rules of four storage and retrieval methods along with the equipment and materials necessary to maintain these systems will be covered in detail. The manual records systems will be emphasized so that conversions to automated systems will be simplified once the basic rules have been implanted into a system.
BOTK 2810, 2820 (OFFS 2580, 2590) (41-111, 112)  
ACCOUNTING PROCEDURES I & II  
Credit 3  
This course emphasizes accounting theory and applications, including the accounting cycle on sole proprietorships and partnerships, journals, ledgers, adjustments, worksheets, and payroll procedures. Experience in accounting on the microcomputer is offered. (This course is designed for students enrolled for a certificate or the A.A.S. degree.)  
Lecture/Laboratory

BOTK 2900 (OFFS 2510)  
OFFICE SYSTEMS AND PROCEDURES  
Credit 3  
This course offers the OIS student in-depth discussion and application of the procedures they will be expected to perform upon entering the world of work in the electronic office. This course is designed to tie together previously learned skills and knowledge as well as present new subject matter. Modules such as the following will be included: technology in the office, time management, communications, administrative support function, and preparing for employment.  
Prerequisites: BOTK 1555 and COSC 1200 or Instructor Permission  
Lecture/Laboratory

BOTK 2990 (OFFS 2990) (41-298)  
BUSINESS OFFICE TECHNOLOGY  
Credit Variable

BOTK 2995 (OFFS 2995) (41-275-279)  
BUSINESS OFFICE TECHNOLOGY  
Credit .5 - 2

CAREER DEVELOPMENT

CRDV 0100  
WINDOWS PREPARATION  
Credit 1  
Students will identify the basic components of operating systems and be introduced to the operational features of Windows.  
Prerequisites: None  
Laboratory  
Flexible Entry/Flexible Exit

CRDV 0110  
WORD PREPARATION  
Credit 1  
Students will learn and apply the basic word processing features of Word in preparation for additional courses and advanced skill development.  
Prerequisites: None  
Laboratory  
Flexible Entry/Flexible Exit

CRDV 0120  
EXCEL PREPARATION  
Credit 1  
Students will identify the major components of Excel and become skills in using the spreadsheet features of Excel Preparation.  
Prerequisites: None  
Laboratory  
Flexible Entry/Flexible Exit
**CRDV 0130**  
**ACCESS PREPARATION**  
Credit 1  
Students will identify the major components of Access databases. Upon completion of this course the student will know basic terms, concepts, and components associated with operating databases and will use the applications and capabilities of Access.  
Prerequisites: None  
Laboratory  
Flexible Entry/Flexible Exit

**CRDV 0140**  
**POWERPOINT PREPARATION**  
Credit 1  
Students will learn and apply the basic presentational features of PowerPoint in preparation for additional courses and advanced skill development.  
Prerequisites: None  
Laboratory  
Flexible Entry/Flexible Exit

**CRDV 0150**  
**COMPUTER PREPARATION**  
Credit 1  
Students will identify the major components of computer systems and become skilled in using the operational features of the computer. Lecture and lab course will self-paced units of study.  
Prerequisite: None  
Laboratory  
Flexible Entry/Flexible Exit

**CRDV 0160**  
**COMPUTER TEN-KEY**  
Credit 1  
Students will memorize the 10-keys on the computer and will become skilled in using the 10-Key features.  
Prerequisite: None  
Laboratory  
Flexible Entry/Flexible Exit

**CRDV 0170**  
**BUSINESS FILING**  
Credit 1  
Students will identify the major components of filing and become skilled in using the filing features of Students filing systems using filing textbooks and computer disks. Interactive course. Students become proficient in business filing skills as prep for further skill development.  
Prerequisite: None  
Laboratory  
Flexible Entry/Flexible Exit
CHEMICAL SCIENCES

CHEM 1000
INTRODUCTORY CHEMISTRY Credit 4
A one semester course that provides an introduction to chemistry and its impact on contemporary society. This course is designed for students in home economics, nursing, education, general arts and sciences, and agriculture. Students cannot receive duplicate credit for CHEM 1020 and CHEM 1030.
Prerequisites: None
Lecture/Laboratory

CHEM 1020 (33-101)
GENERAL CHEMISTRY I Credit 4
This course is the first semester of a two semester sequence. It is designed for science majors. The fundamental principles of chemistry with emphasis on atomic structure, periodicity, electronegativity, bonding, chemical changes and gas laws are discussed.
Prerequisites: None
Lecture/Laboratory

CHEM 1020 (33-101-HP)
HONORS GENERAL CHEMISTRY I Credit 4
This course is the first semester of the two-semester honors general chemistry sequence. The course is designed for science, especially chemistry, majors who would benefit from a rigorous treatment of this topic. The fundamental principles of chemistry with emphasis on atomic structure, nuclear chemistry, molecular structure, bonding, stoichiometry, chemical reactions, and gas laws are discussed.
Prerequisite: Instructors Permission
Lecture/Laboratory

CHEM 1030 (33-102)
GENERAL CHEMISTRY II Credit 4
This course is a continuation of General Chemistry I. This semester emphasizes redox reactions, energy changes and acid/base chemistry. Also included is the chemistry of metals and some organic and biochemistry.
Prerequisites: CHEM 1020
Lecture/Laboratory

CHEM 1090
FUNDAMENTALS OF THE PHYSICAL UNIVERSE Credit 4
Fundamental chemistry and physics principles applied to real life situations. Primarily for elementary education majors.
Concurrent Course: EDCI 1440
Lecture/Laboratory

CHEM 2230 (33-250)
QUANTITATIVE ANALYSIS Credit 5
General principles of analytical chemistry. Topics include quantitative separations, equilibria, ionization and solubility. Semimicro techniques for quantitative cation and anion analyses are included.
Prerequisites: CHEM 1020, 1030
Lecture/Laboratory
CHEM 2290 (33-297) – Cross reference UW MOLB 2300
INTRO. TO COMPARATIVE BIOCHEMISTRY Credit 4
An introductory biochemistry course for the student with no organic chemistry background. Topics include organic nomenclature and structure and metabolism of carbohydrates, lipids, proteins, enzymes and nucleic acids is discussed. Students cannot receive duplicate credit for CHEM 2320 and CHEM 2340.
Prerequisites: CHEM 1000, 1020, 1030 or Instructor Permission
Lecture

CHEM 2320 (33-240)
ORGANIC CHEMISTRY I Credit 4
This course is the first semester of a two semester sequence. The chemistry of carbon compounds. This course emphasizes alkanes, alkenes, alkynes and aromatic compounds. The nomenclature, structure and reactivity of these and various functional groups is discussed.
Prerequisites: CHEM 1020, 1030
Lecture/Laboratory

CHEM 2340 (33-241)
ORGANIC CHEMISTRY II Credit 4
This course is a continuation of CHEM 2320. More functional groups are discussed as well as carbon rearrangements. Spectroscopy (i.r., n.m.r., u.v.) is discussed in lecture and laboratory. An introduction to biochemistry is included.
Prerequisites: CHEM 2320
Lecture/Laboratory

CHEM 2490
STUDIES IN CHEMISTRY Credit Variable

CHEM 2495 (33-275-279)
WORKSHOPS IN CHEMISTRY Credit .5 - 2

COMMUNICATION

COMM 1000 (16-200)
INTRO. TO MASS MEDIA Credit 3
A survey of mass media: newspapers, magazines, books, radio, films and television. A study of their historical development and the impact they made on the American public, through content and technology. A study of the current issues, problems and trends in the mass media.
Prerequisites: None
Lecture/Discussion

COMM 1010 (17-101)
PUBLIC SPEAKING Credit 3
This course is a practical performance course in public speaking. The course combines readings, lectures, discussion, and presentations to help the student become a more competent, confident and effective public speaker. The main topics covered include: researching and organizing a speech, audience analysis, using visual aids, effective delivery, handling stagefright, proposing arguments, and making persuasive appeals.
Lecture/Discussion/Exercises/Speeches
COMM 1030 (17-103)
INTERPERSONAL COMMUNICATION  Credit 3
This course combines reading, discussions, lectures and exercises to explore a wide variety of
topics and skills in face-to-face interaction. The student will become aware of current research
in the human communication field as well as become more effective communicators in their
relationships with friends, family, co-workers, and intimates. Here is a sampling of topics and
skills included in the course: nonverbal communication, male-female communication problems,
handling interpersonal conflict, improving listening and response skills, and enhancing commu-
nication in intimate relationships.
Lecture/Discussion/Exercises

COMM 1040 (17-102)
INTRODUCTION TO HUMAN COMMUNICATION  Credit 3
A good communication theory helps us to understand, explain, and predict human communica-
tion behavior. This course surveys a variety of the major, influential theories in intrapersonal,
interpersonal, small group, and mass communication. Theories from social scientific and hu-
manistic directions will be considered. Older, long-standing "classic" theories will be considered
as well as newer, contemporary theories.
Lecture/Discussion/Exercises/
Presentations

COMM 1050
CONFLICT MANAGEMENT & MEDIATION  Credit 3
This course blends theory, research, and practical skills to help us better understand and manage
our conflicts. Additionally, this course offers guidance for those who sometimes find themselves
playing the role of mediator—a neutral third party who assists disputants create their own solu-
tions. Conflict is a natural, inevitable, and potentially beneficial event in our personal and pro-
fessional lives. Yet few of us take time to formally study and explore conflict. Managing con-

flict well requires skills, energy, wisdom and creativity.
Prerequisites: COMM 1030
Lecture/Discussion

COMM 1200
SIGNING EXACT ENGLISH I  Credit 2
This course is designed to familiarize students with the language of Signing Exact English. This
language was developed to teach hearing-impaired individuals the mechanics of the English
language while allowing them to use signed communication. Classes will include signing prac-
tice, learning new words, quizzes, finger spelling practice and games. New vocabulary will be
introduced each session for practice in the classroom and at home. Students who complete this
course will be able to sign approximately 700-1000 words, the alphabet, numbers, time and
money, using these in sentences and conversation.
Lecture

COMM 1215
SIGNING EXACT ENGLISH II  Credit 2
This course is designed to enhance the skills of those students who are familiar with beginning
Signing. Students who complete this course should be able to sign approximately 1400-1800
words, hold a conversation with a hearing impaired individual, communicate in more complex
sentences and interpret some written materials.
Prerequisite: COMM 1210
Lecture
COMM 1230
AMERICAN SIGN LANGUAGE I  Credit 4
American Sign Language (ASL) is a true language that is used within the deaf community. This course will introduce students to basic expressive and receptive skills in American Sign Language (ASL), including conversation strategies, body language, facial expressions and fingerspelling. Students who complete this course should be able to produce 1500 words with signs learned in class, along with having an awareness of deaf culture.
Lecture

COMM 1240
AMERICAN SIGN LANGUAGE II  Credit 4
This course will enable students to continue to develop expressive and receptive skills, along with conversation skills in ASL. Students will build their vocabulary, linguistic features, and continue to study deaf culture. Students who complete this course should be able to produce 3000 words with signs along with continuing their awareness of deaf culture.
Prerequisite: COMM 1230
Lecture

COMM 1370, 1375, 2370, 2375
(JOUR 1010-1013) (16-100-101-102-103)
PUBLICATIONS PRODUCTION I-IV: (Topic will vary)  Credit 1-3
This course provides practical journalistic experience for students interested in producing the college newspaper. Areas for participation include newswriting, editing, photography, advertising sales and design, and layout. The goals are 1) to provide the student with hands-on training and instruction in the various areas of production, and 2) to produce a quality college newspaper.
Prerequisites: None
Lecture/Workshop/Discussion

COMM 1500
GENDER AND COMMUNICATION  Credit 1
This course surveys current research in the area of gender and communication. The student will become aware of typical gender differences in communication behavior, the impact of these differences in our personal and professional lives, and strategies to deal with these differences.
Prerequisites: None
Lecture/Discussion

COMM 2090 (17-230)
INTRODUCTION TO PERSUASION  Credit 3
Persuasion is communication intended to influence the beliefs, values, and/or behaviors of other people. This course is designed to make the student aware of major theories and research in persuasion; to help the student become a more critical receiver of persuasive messages; and help the student become a more competent persuasive speaker. As a result of the course, the student should have an understanding of how persuasion happens interpersonally, in advertising, in political campaigns, and in public speech.
Lecture/Performance

COMM 2100, 2105
(JOUR 1100, 2100) (16-201-202)
Cross reference UW Transfer Guide COMM 1100, 2100
REPORTING & NEWSWRITING  Credit 3
A study of the fundamentals of writing the news story through practice in writing and analysis of the form. Second semester continues with a study of news gathering techniques and procedures and specialized journalism.
Prerequisites: ENGL 1010
Lecture/Discussion
COMM 2110
NONVERBAL COMMUNICATION  
Credit 3
This course surveys contemporary research findings in the study of human nonverbal behavior. Topics include: physical appearance, touch, distance, face and eye behavior, scent, time, gestures, and other nonverbal cues. The student will gain a deeper understanding of nonverbal's impact in our daily lives. Attention will be given to nonverbal's impact on relationships between superiors and subordinates, women and men, teachers and students, and members of different cultures.
Prerequisite: None
Lecture/discussion/exercises

COMM 2120 (17-212)
SMALL GROUP COMMUNICATION  
Credit 3
This course familiarizes the student with small group processes and the latest in small group communication research. Topics include: how leadership emerges in small groups, helpful and negative roles persons play in small groups, how small groups make decisions, making small group interactions and meetings more rewarding, and other topics. Course combines readings, lectures, discussions and small group exercises.
Prerequisites: None
Lecture/Discussion/Practical Application

COMM 2250 (17-241)
ORGANIZATIONAL COMMUNICATION  
Credit 3
This course explores key communication competencies relating to effective interaction in the workplace. Topics include: organizational management theories, key organizational communication skills, the individual in organizations, small group experiences, resume writing, interviewing, and delivering presentations.
Prerequisites: None
Lecture/discussion/small group case study

COMM 2270
PUBLIC RELATIONS  
Credit 3
This course is designed to introduce students to the field of Public Relations. Students will study the functions of print, radio, video and photography in relation to the Public Relations field. Students will examine a variety of tools used, such as brochures, newsletters, catalogues, magazines, radio and TV advertising, and press releases. Lectures, videos, practice exercises, readings and discussions will be incorporated into class.
Basic keyboarding skills recommended
Lecture/Discussion

COMM 2300
GRAPHIC DESIGN FOR DESKTOP PUBLISHING  
Credit 3
This course introduces the fundamentals of graphic design to students interested in desktop publishing. Students learn to use type, layout and other design elements to produce effective ads, brochures, newsletters and other documents on personal computers. “Aldus PageMaker” is used to design visually appealing and communicative artwork for print.
Prerequisites: Basic Computer Competency Windows or Mac Environment
May not receive graduation credit for both ART 2120 and COMM 2300.
Lecture/Laboratory
COMM 2350 (JOUR 2310) (16-150)
PHOTOJOURNALISM Credit 3
Instruction and practical experience with news photography, including magazine, newspaper, and other print media. Course concentrates on developing the visual communicative skills of the news photographer. Content of course includes push processing, sports, feature, and spot news photography. Some color work. Experience on WWCC newspaper staff. Cannot get credit in both ART 1170 and COMM 2310.
Prerequisites: ART 1150
Lecture/Laboratory/Oracle Staff

COMM 2470 (JOUR 22470)
Internship in Journalism Credit Variable

COMM 2490 (17-298)
STUDIES IN COMMUNICATION Credit Variable

COMM 2495 (17-275-279)
WORKSHOPS IN COMMUNICATIONS Credit .5 - 2

COMPUTER APPLICATIONS

CMAP 1500 (CMP 1600) (41-103)
COMPUTER KEYBOARDING Credit 1
Computer Keyboarding is designed for students who wish to learn the computer keyboard by touch. It covers the alphabet, number and symbol keys. Upon completion of Computer Keyboarding, the student will type from 25 to 35 words per minute accurately, proofread keyboarded copy, and demonstrate knowledge of basic keyboarding techniques and conventions. Some students use this course to improve keyboarding speed and accuracy.
Prerequisites: None
Competency-based instruction in OIS Lab
Flexible Entry/Flexible Exit

CMAP 1610 (CMP 1571)
WINDOWS I Credit 1
Upon completion of this course you will know the terms, concepts and components associated with using the Windows operating system. The focus will be on hands-on instruction that meets employee needs in the workplace.
Prerequisites: None
Competency based instruction in OIS Lab
Flexible Entry/Flexible Exit

CMAP 1705 (CMP 1820) (41-120)
WORD PROCESSING APPLICATIONS Credit 3
This course offers the student individualized instruction on up-to-date equipment using word processing software applicable to business, government, and industry, such as Microsoft Word or WordPerfect. The focus will be on applications that meet employee needs in the workplace. Students successfully completing a course in Microsoft Word should be prepared to take the Expert Level Microsoft Office User Specialist (MOUS) certification exam in Word.
Prerequisites: Keyboarding competency
Competency-based instruction in OIS Lab
Flexible Entry/Flexible Exit
CMAP 1713
WORD PROCESSING UPGRADE
Credit 1
This course is specially designed for the student who has training or experience on a previous version of a word processing program and wants to gain additional knowledge and skill utilizing an upgraded version of the software.
Prerequisites: Keyboarding competency
Flexible Entry/Flexible Exit

CMAP 1716
WORD PROCESSING BASICS
Credit 1
The purpose of this class is to provide the student with the instruction and hands-on practical experience to introduce the basic features of a software package. This course is recommended for students who want to learn the basics; however, it is not recommended for those students interested in the secretarial field.
Prerequisites: Keyboarding competency
Flexible Entry/Flexible Exit

CMAP 1750 (CMP 1840) (41-107)
SPREADSHEET APPLICATIONS I
Credit 3
This course offers the beginning student individualized instruction on up-to-date information processing equipment using spreadsheet software applicable to business, government, and industry, such as Microsoft Excel. Students successfully completing this course should be prepared to take the Expert Level Microsoft Office User Specialist (MOUS) certification exam in Excel.
Prerequisites: Keyboarding competency
Competency-based instruction in OIS Lab
Flexible Entry/Flexible Exit

CMAP 1800 (CMP 1860) (41-206)
DATABASE APPLICATIONS
Credit 3
This course offers the student individualized instruction on up-to-date equipment using database software applicable to business, government and industry, such as Microsoft Access. The focus will be on applications that meeting employee needs in the workplace. Student successfully completing this course should be prepared to take the Expert level Microsoft Office User Specialist (MOUS) certification exam in Access.
Prerequisites: Keyboarding competency
Competency-based instruction in OIS Lab
Flexible Entry/Flexible Exit

CMAP 1850 (CMP 1900) (41-122)
DESKTOP PUBLISHING I
Credit 1
Desktop publishing has become an important tool for the publishing industry and for business reporting at all levels. Upon completion of Desktop Publishing, the student will accurately use page layout software and apply desktop publishing concepts in various personal and business applications to produce professional-looking publications.
Prerequisites: None
Competency-based instruction in OIS Lab
Flexible Entry/Flexible Exit
**CMAP 1880**  
**INTERNET**  
Credit 1  
This course will provide basic beginning instruction and hands-on practical experience to accomplish a review of the terminology, history and services of the Internet. Students will gain a knowledge of search, chats, E-mail, and home pages.  
Prerequisites: Basic Typing Skills  
Lecture/Laboratory

**CMAP 1900 (CMP 1836) (42-208)**  
**INTEGRATED APPLICATIONS I: MICROSOFT WORKS**  
Credit 3  
This course offers the student instruction in the integrated software package Microsoft Works. Students will become competent operating Microsoft word processing functions, database functions, spreadsheet functions, and in integrating information between the three environments. This course is primarily offered at outreach centers.  
Prerequisites: None  
Lecture/Lab/Project

**CMAP 1905 (CMP 1920) (41-207)**  
**INTEGRATED APPLICATIONS II: MICROSOFT OFFICE PROFESSIONAL**  
Credit 3  
This course offers individualized instruction on up-to-date word/information processing equipment using software packages applicable to business, government, and industry such as Microsoft Office Professional. Emphasis will be on building skills in using an integrated package including word processing, spreadsheets, database, charts and presentations. Students successfully completing this course should be prepared to take the Proficient Level Microsoft Office User Specialist (MOUS) certification examination in Word and Excel.  
Prerequisites: Keyboarding competency  
Competency-based instruction in OIS Lab  
Flexible Entry/Flexible Exit

**CMAP 2600**  
**COMPUTER GRAPHICS**  
Credit 1-3  
This course offers the beginning student individualized instruction on currently popular computer graphics software programs such as PowerPoint. The focus will be on applications that meet employee needs in the workplace.  
Prerequisite: None  
Lecture/Laboratory OR Competency Based Instruction in the OIS Lab

**CMAP 2490**  
**STUDIES IN COMPUTER APPLICATIONS**  
Credit Variable

**CMAP 2495**  
**WORKSHOPS IN COMPUTER APPLICATIONS**  
Credit .5 - 2
COMPUTER SCIENCE

**COSC 1010 (43-106)**
**COMPUTER SCIENCE I:**  
Credit 3  
This course introduces the student to algorithmic problem solving and programming using principles of top-down design, stepwise refinement, and procedural abstraction. Programming involves exercises in a popular programming language (PASCAL or COBOL) and experimentation with software in a closed laboratory supplement the discussion.  
Prerequisites: MATH 1400 (C or better), COSC 1200 (C or better) or instructor permission  
Lecture/Laboratory

**COSC 1030**  
**COMPUTER SCIENCE II:**  
Credit 3  
This course introduces the student to algorithmic problem solving using principles of structured programming and object oriented design. Algorithms are implemented in a high level object oriented programming language (C++). Graphical user interfaces are used to motivate the object approach. Program that involves exercises and experimentation with software in a closed laboratory supplement the discussion.  
Prerequisites: COSC 1010 or instructor permission  
Lecture/Laboratory

**COSC 1200 (41-105)**
**COMPUTER INFORMATION SYSTEMS**  
Credit 3  
This is an introductory, lecture/lab course to provide students with a basic understanding and experience with microcomputers. Students will be introduced to the basic functions of the microcomputer and four common software packages used by business. Hands-on experience will be provided through lab activities. This course is designed for the first-time user. Topics such as the following will be included: hardware, software, telecommunications, information systems, buying microcomputers, and workplace issues.  
Prerequisites: Keyboarding competency  
Lecture/Laboratory

**COSC 1220 (43-105)**
**RPG II PROGRAMMING**  
Credit 3  
This course is designed to provide an introduction to business programming using RPG II as the programming language. The student, upon completion of the course, will have a firm foundation of the basic concepts of programming, possess the necessary skills to write a wide variety of business programs, and will have the ability to effectively use and understand other technical RPG II reference manuals covering programming concepts.  
Prerequisites: COSC 1010 or Instructor Permission  
Lecture

**COSC 1580 (43-160)**
**HARD DISK MANAGEMENT**  
Credit 3  
This course introduces the student to the disk operating system intermediate and advanced commands and hard disk management techniques for IBM PC's and compatibles. Topics include file management and organization, batch files, security, setting up hard drives, and optimizing disk performance.  
Prerequisite: None  
Lecture
COSC 2000  
**TOPICS: COMPUTER SCIENCE**  
Credit 3  
This course introduces the student to elementary topics current in computer science (Web Development, E-commerce, etc.).  
Prerequisites: COSC 1200 or instructor permission  
Lecture/Laboratory

COSC 2100 (43-104)  
**INTRO. TO COMPUTER SCIENCE II: FORTRAN**  
Credit 3  
Introduction to fundamental problem solving techniques, general computer concepts, structured programming concepts, algorithm development, use of fundamental data types, basic concepts of computer organization, editing, and program execution. Examples selected from a wide variety of disciplines. Several programming exercises in a high level language. (Uses Fortran 77)  
Prerequisites: Passing of Math Proficiency Exam at Level 3 or equivalent or Instructor Permission  
Lecture

COSC 2120 (43-207)  
**C PROGRAMMING**  
Credit 3  
This is an introductory class in the basic structure and design of the C programming language. Topics covered include: data types, operators, arrays, looping structures, branching structures, external functions, macros, linked data structures, files, and pointers.  
Prerequisites: COSC 1010  
Lecture/Laboratory

COSC 2210 (43-203)  
**BUSINESS DATA PROCESSING I: COBOL**  
Credit 3  
This course is designed to provide an introduction to both structured and non-structured computer programming using the COBOL language. Emphasis will be placed on the most frequently used characteristics of the language. The student, upon completion will have a firm foundation in the concepts of programming in COBOL and will be capable of designing and coding a variety of business-type problems.  
Prerequisites: COSC 1010  
Lecture

COSC 2230 (43-205)  
**ADV. PROGRAMMING: RPG**  
Credit 3  
This course is designed for the advanced computer science student. The focus is upon obtaining a high performance level in business-oriented computer programming. Disk programming techniques will be utilized. Students, upon completion of this course, will possess a firm foundation in the design and programming of applications requiring the use of sequential, indexed sequential, and random updating and retrieval of indexed sequential files.  
Prerequisites: ACCT 2020, COS 2210, 2240 & Instructor Permission  
Lecture/Laboratory

COSC 2240 (43-204)  
**SYSTEMS ANALYSIS & DESIGN**  
Credit 3  
This course is designed to provide the student with an understanding of the duties of the System Analyst and an understanding of the specific methods and techniques for conducting a systems’ project. Students, upon completion, will be able to participate in the system analysis and design in a business environment.  
Prerequisites: COS 2210 or Instructor Permission  
Lecture
COSC 2409
PROGRAMMING Credit 3
This course describes various computer languages focusing on their differences from prerequisite languages and uses of these new features. Classes may include Java, Visual Basic, etc.
Prerequisites: MATH 1400 (C or better), COSC 1200 (C or better) or instructor permission.

COSC 2475 (43-215)
COMPUTER SCIENCE INDIVIDUAL PROJECT Credit 2
This course is designed for advanced computer science students. Students are offered the opportunity to pursue areas of special interest on an individual basis. These are to include practical experience in the design, programming, documentation, and implementation of a system module. This can be accomplished with the cooperation of local business or industry, with a department of local business or industry, with a department within College, or with a project designed by the instructor.
Prerequisites: COS 2230 OR 2240 & Instructor Permission
Laboratory

COSC 2490 (43-298)
STUDIES IN COMPUTER SCIENCE Credit Variable

COSC 2495 (43-275-279)
WORKSHOPS IN COMPUTER INFORMATION SYSTEMS Credit .5 - 2

CONSTRUCTION TECHNOLOGY
CNTK 1500 (52-100)
FUNDAMENTALS OF CARPENTRY Credit 2
This course will develop knowledge of building codes, building materials, common construction practices and skills in the operation of basic carpentry tools. An appropriate woodworking project will be made by the student.

CNTK 2490
STUDIES IN CONSTRUCTION TECHNOLOGY Credit Variable

CNTK 2495 (52-275-279)
WORKSHOPS IN CONSTRUCTION TECHNOLOGY Credit .5 - 2

CRIMINAL JUSTICE
CRMJ 0950
THE CRIMINAL JUSTICE CAREER SPECTRUM Credit 1
This course will discuss, in general, the various agencies within the Criminal Justice System in terms of responsibilities, internal workings, educational requirements for employment, career opportunities and the overall working conditions associated with each agency.
Prerequisites: None
Lecture/small group discussion
CRMJ 0951
INTRO TO CAREERS IN CORRECTIONS/DETENTION Credit 1
This course will develop an awareness of the training and skills required to succeed in the field of corrections/detention. The course focuses on issues that are related to corrections/detention in a changing complex society. Students will be exposed to the realities of the field so informed decisions can be made in selecting a career. Field trips are included to enhance the practical nature of the program.
Prerequisites: None
Lecture/discussion/field trips

CRMJ 0952
INTRO TO CAREERS IN LAW ENFORCEMENT Credit 1
This survey course is designed to give the student a broad overview of the field of law enforcement.
Prerequisites: None
Lecture/field trips

CRMJ 1000
CITIZEN POLICE ACADEMY Credit 3
This course provides informative instruction in the various techniques and procedures of law enforcement. This course program was designed to provide an opportunity for members of the community to meet and interact with members of their local police department. The intent is to create a bridge between the public and the police. This interaction will help dispel the often mysterious nature of police work and provide valuable input from the public that will assist the local police to better serve the community.
Lecture/discussion

CRMJ 1550 (27-232)
COMMUNITY RELATIONS Credit 3
This course is concerned with problems which polarize law enforcement and the community. The study of these problems and how to solve them through improved public relations. An overview of several public relations programs presently in use in the law enforcement field.
Prerequisites: None
Lecture/Discussion

CRMJ 1900
INTRODUCTION TO LAW ENFORCEMENT Credit 3
This introductory course is intended for those students seeking a career in law enforcement and those wishing a basic overview of the role of police in American society. It will provide an overview of the expectations and realities of police work. The course provides an overview of the role of police officers in society, their basic duties and responsibilities, career options, and current topics on special problems facing law enforcement.
Prerequisites: None
Lecture

CRMJ 2220 (27-122)
CRIMINAL LAW II Credit 3
Provides the knowledge, both legal and procedural, as to how criminal evidence is handled and maintained for the court process. Additionally, the student will receive an overview of the procedures available to the law enforcement investigator for the laboratory, both field and in-house, processes which will aid in yielding criminal evidence.
Prerequisites: None
Lecture/Discussion
CRMJ 2420
JUVENILE JUSTICE  Credit 3
Provides an overview of the juvenile justice system and a working knowledge of the law enforcement procedures utilized in the handling of the juvenile offender and juvenile protective custody situation. Additionally, the student will be introduced to various prevention programs directed at the youthful offender.
Prerequisites: None
Lecture/Discussion

CRMJ 2450
ETHICS IN CRIMINAL JUSTICE  Credit 2
This course will provide a basic introduction to several ethical theories and will apply these theories to moral problems confronted by criminal justice practitioners in the areas of policing, the courts, corrections and juvenile justice. The course will focus on discussion and case-study analysis and is designed to provide various perspectives that may assist criminal justice professional in moral and ethical decision-making.
Prerequisites: None
Lecture/Discussion

CRMJ 2460
POLITICAL CRIME  Credit 3
This course is designed to provide the student with an overview of the three categories of political crime: crimes against the state, crimes committed by the state, and crimes against other groups. Students will be exposed to the role of the criminal justice system when confronted with these crimes and activities. Due to recent concern about government abuses and growth of militia groups, a large portion of the course will be spent studying these groups, their beliefs and tactics. The subject of this course is controversial to many. Students should be aware that the treatment of many subjects will be for the purpose of provoking discussion rather than the personal beliefs of any instructor.
Prerequisites: None
Lecture

CRMJ 2470 (27-240)
RESEARCH METHODS IN CRIMINAL JUSTICE  Credit 3
An introduction to the variety of research techniques in social sciences and to the various methods of data gathering and evidence evaluation.
Lecture/Discussion

CRMJ 2550
CRIMINAL INVESTIGATION I  Credit 3
The course will familiarize the criminal justice student with the basic principles of the investigative technique. To correlate legal information into effective data necessary to the process of legal prosecution. Also, to familiarize the student with methods of operation, character of criminals and the aspect of state-of-the-art criminal detection methods.
Prerequisites: None
Lecture/Discussion
CRMJ 2560 (27-229)  
CRIMINAL INVESTIGATION II  
Credit 3  
Course designed to acquaint the criminal justice student to people who are witnesses or suspects through mental and physical characteristics, and various methods of questioning, therefore strengthening the student’s background in obtaining information. Various cases will be reviewed throughout the semester to introduce the student to actual effective techniques presently in use by law enforcement investigators.  
Prerequisites: None  
Lecture/Discussion

CRMJ 2580 (27-221)  
CRISIS INTERVENTION (MANAGEMENT)  
Credit 3  
Provides the criminal justice student knowledge as to the skills he must develop in order to effectively perform the law enforcement function as related to highly volatile, and extremely stressful, human emergency situations.  
Prerequisites: None  
Lecture/Discussion

CRMJ 2590 (27-228)  
DRUGS & CRIMINAL JUSTICE  
Credit 3  
Provides the history and tentative identification of the abused drugs, their physical and mental characteristics when ingested, their effects and relationship on the individual, education, society and the courts. The second portion of this course deals with prostitution and gambling, its impact upon the individual, law enforcement and society. The student will be exposed to the history, profiteering and control of violations of vice and narcotics-type crimes.  
Prerequisites: None  
Lecture/Discussion

DEVELOPMENTAL STUDIES  
General Information  
Students may sign up for one-credit Learning Center courses at any time until one week after midterm and arrange their hours in a flexible manner. Students wishing to earn one credit must meet with their instructors in the LC for an average of 2 hours per week during the semester. Students may sign up for two-credit LC courses through the fourth week of the semester. Students wishing to earn two credits must meet with their instructor in the LC for an average of 4 hours per week during the semester. Classes are scheduled at various times throughout the day and enrollment is based on space available. With the exception of an A.A.S. degree, classes numbered less than 1000 do not count toward graduation from WWCC.

BAS 0100, 0110, 0120  
GED PREP  
Credit .5

BAS 0510  
READING SKILLS  
Credit 1  
This course covers the fundamentals of good reading skills and the application of these skills to assist students in becoming more efficient readers.  
Individual Instruction
BAS 0540
TECHNICAL READING  Credit 1
This course is based on the premise that appropriate reading skills will facilitate success in the workplace. Students will study the fundamentals of effective reading skills and the application of these skills. Assignments will assist the student in gaining confidence in methods of understanding various reading materials in order to be a more effective employee. Students will focus on developing and strengthening reading skills for the workplace environment. Emphasis will be placed on strategies to increase comprehension with texts, manuals, and other materials used on the job.
Individual Instruction

BAS 0620
WRITING SKILLS  Credit 1
This course provides individualized instruction to help students improve their college level writing skills. This is a preparatory course for Basic English or is a complement to other writing courses.
Individual Instruction

BAS 0625
WORKPLACE WRITING  Credit 1
Students will focus on work-related applications of writing from initial writing process to development memos, letters and reports. Also students will analyze purpose and audience and learn ways to write better during the hiring process as well as on the job.
Individual Instruction

BAS 0630
GRAMMAR SKILLS  Credit 1
This course covers parts of speech, sentence structure, grammatical correctness, punctuation and capitalization.
Individual Instruction

BAS 0640
SPELLING SKILLS  Credit 1
Students improve their spelling skills using a phonetics or rules approach.
Individual Instruction

BAS 0710, 0740, 0750
ARITHMETIC SKILLS I, II, III  Credit 1
This course is designed to serve as a “bridge” for those students who do not feel confident about their arithmetic skills and either want or need additional and/or individualized instruction in the basics of math. The purpose of the course is to help build mathematical competency for daily use and to prepare for further mathematical studies at the college level. Students will pre-test at the beginning of the semester to determine appropriate placement.
Individual Instruction

BAS 0720, 0760, 0770
ALGEBRA SKILLS I, II, III  Credit 1
This course is designed to serve as a “bridge” for those students who do not feel confident about their algebra skills and either want or need additional and/or individualized instruction in the basics of algebra. The course helps to build mathematical competency in basic algebra skills and prepares for further mathematical studies at the college level. Students will pre-test at the beginning of the semester to determine appropriate placement.
Individual Instruction
**Course Descriptions**

**BAS 0730**
**TECHNICAL MATH**  
Credit 1  
This introductory course in mathematics is intended for students who wish to prepare for further study in the field of nursing. Possible topics include arithmetic computations, ratios and proportions, systems of measurement, algebra, geometry, and trigonometry. Textbook examples and problems are related to the field of study, with emphasis on practical application.  
Individual Instruction

**BAS 0830**
**WORKPLACE PROBLEMS AND SOLUTIONS**  
Credit 1  
More and more employers are looking for employees with the skills and flexibility to solve problems on the job. This course will help students develop and focus on the skills needed to solve problems in the workplace as they practice problem solving both individually and in groups.  
Individual Instruction

**BAS 0910**
**NON-NATIVE READING**  
Credit 1-3  
This course is designed to facilitate textbook reading skills for non-native and international students.

**BAS 0920**
**NON-NATIVE WRITING**  
Credit 1-3  
This course is designed to assist non-native and international students with the English writing process in order to be successful in other college classes.

**BAS 0930**
**NON-NATIVE GRAMMAR**  
Credit 1-3  
This course is designed to help non-native and international students learn the mechanics of English grammar.

**BAS 0940**
**NON-NATIVE SPELLING**  
Credit 1-3  
This course employs either a rules or phonetics approach to help non-native and international students improve spelling skills.  
Individual Instruction

**BAS 0950**
**NON-NATIVE VOCABULARY**  
Credit 1-3  
This course is designed to assist non-native and international students in the development or improvement of their English vocabulary skills. The focus of this class is vocabulary for academic reading.  
Individual Instruction

**BAS 0960**
**NON-NATIVE LISTENING**  
Credit 1-3  
This course is designed to increase listening skills for those who do not feel confident with their English listening skills or need individualized instruction in the basics of listening.  
Individual Classroom Instruction

**BAS 0990**
**VOCABULARY SKILLS**  
Credit 1  
This course offers students the opportunity to develop college level vocabulary skills.  
Individual Instruction
DVST 0500
READING FOR SUCCESS Credit 2
This course emphasizes guided reading practice and strategies for the development of necessary skills in becoming a more efficient reader. Content areas will include study skills, context clues, structural analysis, dictionary skills, main ideas, details, signal words, organizational patterns, inference, critical reading, reading in the content area, and other selected reading.
Prerequisites: None
Lecture/Discussion

DVST 0630
GRAMMAR I Credit 2
This course covers basic grammar skills such as parts of speech, sentence structure, usage, punctuation, and capitalization.
Prerequisites: None
Lecture/Discussion

DVST 0900
MATH FUNDAMENTALS Credit 3
This course covers the following topics: review of basic operations and the order of operations, fractions, decimals, ratio and proportion, conversions and applications of percents, basic geometry and measurement applications, signed numbers, and introduction to algebraic expressions and solving equations.
Prerequisites: None
Lecture/Discussion

DVST 0100
ENGLISH AS A SECOND LANGUAGE Credit 4
This course emphasizes guided reading and writing practice. One part of this course focuses on the development of college-level reading skills through a text centered on values and beliefs in the American culture. A second part of this course focuses on writing improvement using a variety of traditional skills such as paragraph and essay development, mechanics, and grammar.
Prerequisite: COMPASS test
Lecture/Discussion/Group Activities

DVST 0104
NON-NATIVE CONVERSATION Credit 3
This course is designed to provide non-native college students with the opportunity to practice speaking and listening skills, and to develop fluency in English. Students who need to improve basic communication and need practice speaking the English language will benefit from this course. Every activity in this course emphasizes listening and speaking English. Students are also prepared for the expectations of college classes.
Prerequisites: None
Lecture/Discussion/Group Activities

DVST 0108
NON-NATIVE PRONUNCIATION Credit 3
This course will enable non-native college students to improve their pronunciation of English so that they can be understood by native speakers in both formal and informal situations. Numerous practice exercises reinforce theory by using dialogues, reading passages, and oral presentations.
Prerequisites: TOEFL 475+
Lecture/Discussion
**HMDV 0100**  
**WRITING FOR SUCCESS**  
Credit 1  
This course is designed to help participants overcome any fears they have about putting their thoughts on paper. While working on the mechanics of writing, stress is placed on the development of thoughts and ideas into coherent, logical essays.

**HMDV 0110**  
**RESUMES/COVER LETTERS**  
Credit 1  
This course will focus on increasing the student's ability to communicate their qualifications on resumes and cover letters that clearly identifies their skills and abilities. Students will develop professional-quality resumes and cover letters that can be used to enhance their job search.  
Lecture/Discussion/Application

**HMDV 0200**  
**STUDYING FOR SUCCESS**  
Credit 1  
This course provides students with the opportunity to learn methods to support successful college study. Strategies in the course are geared to help adults make needed changes and achieve personal goals in study habits.

**HMDV 0300**  
**INTRODUCTION TO WELLNESS**  
Credit 1  
This is an introduction course that will explore the mental, emotional, and physical health of the individual. Students will learn various techniques in relaxation and stress management, strategies for reducing test anxiety, constructive ways of coping with strong feelings and emotions, proper exercise and stretching techniques, and many other useful tools for achieving optimal health and well-being.  
Prerequisites: None  
Lecture/Lab

**HMDV 0400**  
**INTERVIEW SKILLS**  
Credit 1  
This course will help students learn “knock ‘em dead” interview skills to get the job. This interactive course will focus on identifying the competition, assessing individual competencies and accomplishments, developing a game plan, answering the tough questions, and gaining the edge.  
Lecture/Discussion/Application

**HMDV 0510**  
**ESL LANGUAGE LAB**  
Credit 1  
This course is designed for students to work in a supervised setting at their own pace and level on library and on-line research tasks, test preparation, a cultural project, computer skills and pronunciation exercises. Students will be able to use many of their language skills in preparing a cultural project (involving an oral presentation, word-processed report and documented research). In using the computer lab and being orientated to research and library skills, students will be more orientated to the college environment.  
Lab
HMDV 0520
**ESL ORAL COMMUNICATION SKILLS**  Credit 2
This course provides ESL students the opportunity to practice their speaking, listening, and pronunciation skills. College-level situations, lectures and exercises give the context for improving proficiency in using and understanding conversational, idiomatic and academic English. Notetaking, active listening skills and formalized speech skills will be introduced. Interactive activities and field trips to various locations will supplement and enrich lessons.
Lecture/Discussion/Application

HMDV 0530
**ESL WRITING SKILLS**  Credit 3
This course will help improve students’ writing skills through a variety of tasks and exercises. The writing process will be discussed at length, and students will become familiar with strategies for improving their writing. Also, the demands and requirements of American college writing will be explained and practiced. Supplementing this focus on writing, another part of this course focuses on the development of vocabulary, while another part focuses on the mastery of grammar that is difficult for the ESL student.
Lecture/Discussion/Application

HMDV 0600
**TEAMWORK**  Credit 1
Today’s workers must be flexible and willing to adapt in order to work as part of a team and to produce quality products and services. This class will help students develop and focus on the skills needed for working with diverse groups of people, overcoming problems that result from differences, and resolving conflicts with co-workers.
Lecture/Discussion

HMDV 0610
**SELF MANAGEMENT**  Credit 1
This course teaches flexibility and setting personal performance goals, as well as how to work toward these goals on a daily basis. Personal transition skills are taught in the context of adapting to new technology or processes, upgrading skills and career planning. Pre-portfolio planning (to include resumes, cover letters and interviewing) is included, enabling students to demonstrate to potential or current employers their understanding and performance of key skills.

HMDV 0901
**NON-TRADITIONAL CAREER PLANNING**  Credit 1
This course is designed to assist women in confirming their desire for a career and to acquaint them with the necessary skills.

HMDV 1000
**STUDENT SUCCESS SEMINAR**  Credit 2
Students learn methods to support their success in education and other areas of their life. After completion of the course, students should be able to discuss their responsibility for creating a successful college experience, utilize study skills effectively, and examine their personal beliefs about a variety of issues.
Lecture/Discussion

HMDV 1100
**SPEED READING**  Credit 1
Students learn to increase their pace of reading without sacrificing understanding. This course is designed for those students who already have good comprehension and vocabulary skills.
Individualized Instruction
HMDV 1110  
**COLLEGE VOCABULARY**  
Credit 1  
This course is recommended for students who have good reading skills and want to expand their knowledge of words.  
Individualized Instruction

HMDV 1150  
**MICRO-COMPUTER LITERACY**  
Credit 1  
This course consists of a basic introduction to micro-computers. Students work independently with the majority of time spent doing “hands-on” work using IBM compatible computers.  
Lab/Individualized Instruction

HMDV 1270  
**STRESS MANAGEMENT/REDUCTION**  
Credit 1  
This course will help students identify what stress is and how it impacts them emotionally and physically. They will learn to utilize relaxation skills to manage and/or reduce the negative impact of stress.  
Lecture/Discussion/Application

HMDV 1280  
**PERSONALITIES IN CONFLICT**  
Credit 1  
Students will learn how personality differences affect interpersonal communication and will learn effective skills for resolving conflict issues both personally and professionally.

HMDV 1290  
**PRINCIPLES OF PERSONAL LEADERSHIP**  
Credit 1  
This course will assist students in evaluating their personal beliefs and values to incorporate them into a personal and professional mission statement. Students will learn to utilize effective communication, time management and goal-setting skills.  
Lecture/Discussion

HMDV 1500  
**HUMAN DEVELOPMENT: EMPOWERMENT**  
Credit 2  
This course helps students to learn who they are and the consequences of their actions. It teaches concepts and skills which help people recognize weaknesses and develop strategies to deal with them.  
Lecture/Discussion

HMDV 1501  
**NONNATIVE ENGLISH PRONUNCIATION**  
Credit 3  
This course enables non-native students to improve their fluency and accuracy of English pronunciation so they have the ability to be understood effortlessly in both formal and informal situations. With the use of kinesthetic, visual and auditory feedback, students learn proper pronunciation through instruction and intensive practice in the principles of articulatory phonetics, consisting of the four major areas of the English sound system: vowels, consonants, rhythm, and intonation.  
Lecture/Discussion/Application
HMDV 1600  
VOICE ACTIVATED COMPUTING  
Credit 1
This course is designed to teach students to use software, DragonDictate for Windows Naturally Speaking, to dictate text into a microphone. For instance, students with special needs and education majors who are interested in educational technology will learn to use voice commands as an alternative to entering text into a computer by keyboard.
Lab

HMDV 2475  
INTERNSHIP: TUTOR TRAINING  
Credit 1
This course introduces students to the issues, methodology, and practice of tutoring adult learners. This course is required for employment as a tutor and is recommended for students in Education or Special Education.
Lec/App

DIESEL TECHNOLOGY

DESL 1580 (53-103)  
POWER TRAINS, BRAKING & STEERING  
Credit 6
This course will cover shop safety, frames, suspensions, brakes and transmissions of on and off highway equipment.
Prerequisite: None
Lec/Lab

DESL 1595  
DIESEL FUNDAMENTALS  
Credit 3
This course will cover the terminology and history of diesel engines, the types of engines, components, basic operation, fuel, lubrication, cooling, intake and exhaust systems will be studied. This course is intended to be an introductory course in basic diesel operation, maintenance, diagnosis, trouble shooting, and possible repair procedures.
Prerequisites: None
Lec/Lab

DESL 1600 (53-101)  
DIESEL ENGINES  
Credit 9
This course will first cover the terminology directly related to diesel engines. The basic components of diesel engines will be covered in the classroom before students will be allowed to disassemble any engines. After the student has covered the theory and components of the diesel engine, he or she will then be expected to disassemble a two, three, four, five and six cylinder engine and perform all necessary measurements and engine component checks. Student will be required to find all necessary specifications in the engine manual. Student will be required to reassemble, start, and make any final adjustments to the engine. All tools and special equipment will be furnished by the College.
Prerequisites: DESL 1595 or Instructors Permission
Lec/Lab
DESL 1650 (53-102)
DIESEL FUEL SYSTEMS  Credit 3
This course will cover the terminology and history of fuel injection systems, current types of fuel injection systems and functions of a fuel injection system. The types of injection systems that will be covered include the American Bosch fuel system, Robert Bosch fuel system, Lucas CAV fuel system, Caterpillar fuel system, Roosa Master system, Cummins PT system and the Detroit Diesel Allison system. Students will be expected to explain each of these systems and be able to identify the components making up each. Lab time will be spent disassembling, inspecting and reassembling each system. A section of the class will be devoted to troubleshooting a DDA fuel system.
Prerequisites: None
Lecture/Laboratory

DESL 2490 (53-298)
STUDIES IN DIESEL TECHNOLOGY  Credit Variable

DESL 2495 (53-275-279)
WORKSHOPS IN DIESEL TECHNOLOGY  Credit .5 - 2

ECONOMICS
ECON 1000 (44-100)
SURVEY OF ECONOMICS  Credit 3
A one-semester survey course designed for students who are not planning to major in economics or related fields. Micro-economic topics covered will include competitive markets, demand and supply analysis, business firm decision making, monopoly problems, resource markets and labor unions. Macro-economic topics covered will include government expenditures and taxation, unemployment and inflation, money and monetary policy and international trade.
Prerequisites: None
Lecture/Discussion

ECON 1010, 1020 (44-101, 102)
MACRO & MICRO ECONOMICS  Credit 3
How the economic society is organized and uses scarce resources to provide for its material wants. The first semester topics include national income analysis, business cycles, the banking system, monetary and fiscal policy and international trade. Second semester will cover value and price theory, monopoly and public policy, markets for productive goods and services, labor economics, alternative forms of economic organizations.
Prerequisites: ECON 1010 prerequisite for ECON 1020
Lecture/Discussion

ECON 2100
MONEY & BANKING  Credit 3
This course presents a fundamental treatment of how money functions in the U.S. and world economies. Topics include concept of money supply and roles the bank plays as money creator and participant in the nation’s payment mechanism. The various types of financial institutes and the workings of monetary and fiscal policies will also be discussed.
Prerequisites: None
Lecture/discussion
ECON 2480 (44-200)  
**ECONOMIC PROBLEMS**  
Credit 3  
A one-semester course which encourages students to develop problem-solving skills and apply theoretical economic tools to contemporary economic problems. Topics covered may vary but include the following: big business and the American economy, labor economics, poverty and discrimination, urban economics, economics of war and peace, economic growth, and environmental economics.  
Prerequisites: ECON 1010, 10202 or Instructor Permission  
Lecture/Discussion  

ECON 2490 (44-298)  
**STUDIES IN ECONOMICS**  
Credit Variable  

ECON 2495 (44-275-279)  
**WORKSHOPS IN ECONOMICS**  
Credit .5 - 2  

EDUCATION  
EDCI 1000  
**EDUCATION EXPERIENCE PROSPECTIVE TEACHERS**  
Credit 2  
This course is designed to assist freshman education majors in making the transition to college life. Involvement in the college as a whole with knowledge of the resources available is central. An understanding of the academic requirements of continuing in the field of education is incorporated.  
Prerequisites: None  
Workshop/Demonstration/Lecture/  
Guest Presentations  

EDCI 1020 (EDCI 1021)  
**INTRODUCTION TO EARLY CHILDHOOD EDUCATION**  
Credit 3  
This course introduces the student to the field of early childhood education through lecture, discussion, and participation. Topics to be explored include components of quality program, child development theory, curriculum development, learning environments, classroom management, parent-teacher relationships, importance of play and teaching as a profession.  
Prerequisites: EDCI 1000  
Concurrent: EDCI 1025  
Lecture/Discussion  

EDCI 1025  
**EARLY CHILDHOOD PRACTICUM I**  
Credit 1  
This practicum, taken concurrently with Intro to Early Childhood Education, provides the student with an opportunity to tie concepts of teaching students form birth to age eight to actual field experience in early childhood settings. A minimum of thirty hours of classroom time will be spent in settings which differ from any previous practicum. Two settings will be assigned with the student spending fifteen hours in each.  
Prerequisite: EDCI 1000  
Concurrent: EDCI 1020  
Discussion/Field Experience
EDCI 1030
EARLY CHILDHOOD PRACTICUM II  Credit 2
In this practicum the student will experience assisting and teaching in all classroom in the WWCC Children’s Center for a minimum of 50 hours. Students will also become familiar with state regulations and components of administering an early childhood program through classroom instruction and projects. A journal is required.
Prerequisite: EDCI 1021 and 1025. This practicum may substitute for Practicum IB (EDCI 2041) when taken concurrently with EDFD 2040
Discussion/Field Experience

EDCI 1100
OBSERVATION & GUIDANCE OF YOUNG CHILDREN  Credit 3
A study of the principles of guidance and the development of skills to meet children’s needs individually and in groups, with an emphasis on promoting a positive and constructive climate in the early childhood setting. Classroom management techniques including organizing environments, scheduling, assessments, parent-teach communication and related areas will be covered.
Prerequisite: EDCI 1020, 1025
Lecture/Discussion

EDCI 1300
CURRICULUM PLANNING & DEVELOPMENT FOR YOUNG CHILDREN  Credit 3
Students will develop skills in planning, implementing and evaluating developmentally appropriate experiences to encourage intellectual, physical, social, emotional and creative growth in you children with the focus on the whole child.
Prerequisites: EDCI 1020, 1025, 1100
Lecture/Discussion

EDCI 1410-1420
ELEMENTARY SCHOOL MATHEMATICS I & II  Credit 1
This seminar is taken in conjunction with Arithmetic Theory I to assist elementary education majors in making connections between the theory of the topics studied and methods of teaching math in the elementary classroom. Materials and activities appropriate for elementary school students’ conceptual level of development will be introduced and related to the concepts of the math course. Positive attitudes toward teaching children about math in phenomena and its relevance to the learner’s life will be promoted.
Prerequisites: None
Concurrent: MATH 1100 for EDCI 1410 and MATH 1105 for EDCI 1420
Discussion/Demonstration/Observation/
Lecture

EDCI 1440
PHYSICAL SCIENCE IN THE ELEMENTARY SCHOOL SEMINAR  Credit 1
This course is intended for prospective elementary teachers to take in conjunction with CHEM/PHYS 1090. It covers basic physical science concepts, materials and curricula and models the conceptual change strategy appropriate for elementary school. Some work with elementary school children will be included.
Concurrent: CHEM/PHYS 1090
Seminar
EDCI 2021
PRACTICUM IA  Credit 1
This practicum, taken concurrently with Foundations of Education, provides the student an opportunity to tie course concepts to actual field experience in the public schools. A minimum of thirty hours of classroom time will be spent in classrooms at the teaching level being considered by the student. A journal will be kept.
Prerequisite: EDCI 1010  Concurrent: EDFD 2020
Field Experience/Journal/Discussion/Short Papers

EDCI 2041
PRACTICUM IB  Credit 1
This practicum, taken concurrently with Foundations of Learning, provides the student with an opportunity to tie concepts of learning, classroom management, and discipline to actual field experience in the public schools. A minimum of thirty hours of classroom time will be spent in a different classroom level and style than Practicum IA. A journal will be kept, including comparisons of the two field experiences.
Prerequisites: EDFD 2020, PSYC 1000. Concurrent: EDFD 2040
Demonstrations/Lecture/Research/Mini-Teaching

EDFD 1010
FIELD EXPERIENCE I  Credit 2
This is an introductory course that provides an opportunity for students considering a profession in education to observe and reflect upon some basic activities in teaching from the perspective of teacher rather than student. An initial practicum in various level classrooms is included.
Prerequisites: EDCI 1000
Field Experience/Discussion/Lecture

EDFD 2020
FOUNDATIONS OF EDUCATION  Credit 3
This course is designed to acquaint the student with a survey of educational thought and practice in the United States. An understanding of the history and philosophy of instruction and the laws and court cases that affect it helps lay a foundation for analyzing contemporary problems in education. Governance, finance, and the role of personal educational philosophy are included.
Prerequisite: EDFD 1010. Concurrent: EDCI 2021
Lecture/Discussion/Research

EDFD 2040
FOUNDATIONS OF LEARNING  Credit 3
The purpose of this course is to make better teachers by providing the student with information concerning the processes involved in learning, organizing, remembering, thinking, solving problems, and being creative. Practical strategies for facilitating the teaching/learning process will be described, illustrated, and put into practice through student participation in the classroom instruction. A research project with a presentation is required. Reflective mini-teaching in small groups will also be included.
Prerequisite: EDFD 2020, EDCI 2021 and PSYC 1000. Concurrent: EDCI 2041
Demonstrations/Lecture/Research/Mini-Teaching

EDFD 2451
LIFE SPAN: ADULTHOOD  Credit 1
This course offers a psychosocial overview of human change following adolescence to old age. To understand how and why people function as they do. Physical, cognitive, social and emotional aspects of how goals, interests and roles in life change over this span of life will be examined.
Lecture
EDEX 1010
OVERVIEW OF SPECIAL EDUCATION Credit 3
This course is designed to introduce students to special education through lecture, discussion, and participation. Broad areas to be addressed are areas of exceptionality, major trends and issues in special education with emphasis on collaboration and inclusion, service delivery models, roles of general and special class teachers, individual education program, and family and community involvement.
Prerequisites: EDCI 1000
Lecture/discussion

EDEX 2120
INTRO TO PRESCRIPTIVE TEACHING Credit 3
This course is designed to introduce students to the special education process of educational intervention including comprehensive knowledge of laws governing the rights and services for people with disabilities.
Prerequisites: EDEX 1010 Concurrent: EDEX 2350
Lecture/discussion

EDEX 2350
PRESCRIPTIVE TEACHING PRACTICUM Credit 1
This practicum, taken concurrently with Intro to Prescriptive Teaching, provides the student with an opportunity to tie concepts of the special education process of educational intervention to actual field experience in the public schools. A minimum of 30 hours of classroom time will be spent in a special education setting which differs from any previous practicums. A journal will be kept which parallels topics being discussed in the class.
Prerequisites: EDEX 1010 Concurrent: EDEX 2120
Field Experience

EDUC 1000 (23-101)
BASIC READING FOR TUTORS Credit 1
The workshop is designed to give training in methods and materials for teaching sight words, word attack skills, and comprehension to the older functionally illiterate student. It also provides guidelines for establishing a comfortable, nonthreatening atmosphere for the older learner. The core of the workshop is an approximately 14 1/2 hour video presentation developed by Literacy Volunteers of America. Following the workshop the student will spend a minimum of ten hours in diagnosing, goal setting, selecting and/or developing materials, and teaching as directed by the Director of the Adult Learning Center.
Prerequisites: None
Lecture/Demonstration/Workshop

EDUC 1100 (23-102)
ENGLISH-AS-A-SECOND-LANGUAGE TUTOR-TRAINING Credit 1
This workshop is designed to give basic training in proven methods and materials for teaching the English sound system, vocabulary, English sentence structure, and word attack skills to adult newcomers to the U.S., for whom English is a second language. It also builds awareness of the customs and cultures of newcomers and seeks to establish a sensitivity to the feelings of these new neighbors. The core of the workshops consists of an approximately 14 1/2 hour slide-tape presentation developed by Literacy Volunteers of America. “I Speak English” is the handbook that accompanies the LVA training. Because of its basic approach, it is useful not only to the volunteer tutor, but also to paraprofessionals and professional teachers in other fields who may be called upon to teach conversational English. Following the workshop the student will spend a minimum of ten hours in goal setting, diagnosing, selecting and/or developing materials and initial teaching under the supervision of the Adult Learning Center Specialist.
Prerequisites: None
Lecture/Demonstration/Workshop
EDUC 1510
INSTRUCTIONAL ASSISTANT I  Credit 3
This course provides a brief overview of normal child development as well as the exceptionalities that require special educational strategies. An opportunity to work with children in the classroom is included to tie class concepts to actual experience with the wide variety of instructional needs present in the public school setting.
Prerequisites: None
Lecture/Discussion/Practicum

EDUC 1511
INSTRUCTIONAL ASSISTANT II  Credit 3
This course provides a brief overview of the learning process and strategies to assist learning. Motivation, behavior management, learning styles and lesson design and implementation will be included. An opportunity to work with children in the classroom is a major course component which allows class concepts to be actually experienced within the wide variety of instructional settings in the public schools.
Prerequisites: None
Lecture/Discussion/Practicum

EDUC 2000
MIDDLE SCHOOL I: YOUTH DEVELOPMENT  Credit 2
This class addresses the unique development of the middle school student and its correlation to the middle school philosophy. Included are aspects of social, emotional, moral, intellectual, physical, and behavioral development of the young adolescent. Course is not applicable to WWCC graduation.
Prerequisites: Must have either 1) current teacher certification or 2) minimum if educational history and philosophies, developmental theories, lesson planning, classroom management, and education reform or 3) consent of instructor.
Lecture

EDUC 2010
MIDDLE SCHOOL II: THE ROLE OF THE MIDDLE SCHOOL STUDENT  Credit 2
This class addresses the role of the middle school student and its correlation to the middle school philosophy. Included are aspects of the family, community, and cultural diversity.
Course is not applicable to WWCC graduation.
Prerequisites: Must have either 1) current teacher certification or 2) minimum if educational history and philosophies, developmental theories, lesson planning, classroom management, and education reform or 3) consent of instructor.
Lecture

EDUC 2020
MIDDLE SCHOOL III: ROLE OF THE TEACHER IN MID SCH STRUC.  Credit 2
This class addresses the teacher’s role in the middle school structure and its correlation to the middle school philosophy. Included are aspects of the learning environment, classroom management, peer collaboration, interdisciplinary approach through teaming, advisor/advisee advocacy, and organizational arrangements. Course is not applicable to WWCC graduation.
Prerequisites: EDUC 2000 and EDUC 2010
Lecture
Course Descriptions

EDUC 2030
MIDDLE SCHOOL IV: TEACHING IN THE MIDDLE SCHOOL Credit 2
This class addresses teaching practices in the middle school and their correlation to the middle school philosophy. Included are aspects of the meaningful learning including curriculum trends, interdisciplinary pedagogy, a variety of assessment practices, and exploratory practices. Course is not applicable to WWCC graduation.
Prerequisites: EDUC 2000 and EDUC 2010
Lecture

EDUC 2800
EDUCATION CAPSTONE Credit 2
This course will provide students with the opportunity to complete a comprehensive portfolio which may help them transfer to another college or gain employment. Included into the portfolio will be documentation of the Wyoming Professional Teaching Standards that the student has met. The class will also include activities to provide documentation of competence of the Wyoming Professional Standards VI, VII, X and XVII. Students will also work to determine their ability to demonstrate the WWCC Goals for Student Success.
Prerequisites or Concurrent Courses: EDFD 2040, EDCI 2041, or EDEX 2350 or EDCI 1025
Lecture/Discussion

RECERTIFICATION CLASSES

EDUC 1500 (23-272)
INSTRUCTIONAL APPLICATIONS OF COMPUTERS Credit 2
The professional educator will be able to employ the computer as a learning tool for student motivation and success. Hands-on experience with a variety of software programs and languages for use in enrichment of the curriculum, management of data and as a personal synthesizer of information.
Lecture/Laboratory

EDUC 1501
EFFECTIVE SUBSTITUTE TEACHING Credit 1
The objectives of this course are to understand professional ethics and responsibilities; expand awareness of classroom management techniques; increase knowledge of effective teaching behaviors; and develop a teaching resource file. This course is for those students who already have the Substitute Teacher Permit. This course is not applicable to WWCC graduation.
Lecture/Discussion

EDUC 1502
MIDDLE SCHOOL CURRICULUM Credit 3
This is a basic professional course for the preparation of middle school educators. The reorganization of the junior high school leading to the establishment of the middle school philosophy, teacher characteristics, and the unique developmental level of the middle school are the essential topics of this course. Not applicable toward WWCC graduation requirements.
Lecture/Discussion

EDUC 1503
MIDDLE SCHOOL GUIDANCE & COUNSELING Credit 2
An introductory study of guidance and counseling in the field of education. This course is primarily designed to study current philosophy and practices in guidance and counseling at the middle school level. Special emphasis will be placed on the planning of practical and useful guidance and counseling activities. Not applicable toward WWCC graduation requirements.
Lecture/Discussion
EDUC 1504
EXCEPTIONAL CHILD IN THE REGULAR CLASSROOM  Credit 2
This recertification course addresses teaching the exceptional student in the regular classroom. Topics to be discussed will include regulations governing services for exceptional students, inclusion models, and teaching strategies for accommodating special needs in the regular classroom.
Prerequisites: Recertification class for professional educators. Not applicable toward WWCC graduation requirements.
Lecture/discussion

EDUC 1505
THE ADOLESCENT  Credit 1
This course assumes a basic understanding of child development and focuses on issues of adolescence. Current research will be used to dispel common myths, and the emphasis will be on the psychological and social influences affecting adolescents. Content will include intellectual development, attitude change, interests and activities and the vocational adjustment typical of this age group. Not applicable toward WWCC graduation requirements.
Lecture/Discussion

EDUC 1506
TEACHING READING IN THE CLASSROOM  Credit 2
This course will help content areas teachers become more effective in their subject matter by teaching them how to use a directed reading approach. Not applicable toward WWCC graduation requirements.
Lecture/Discussion

EDUC 1507
TEACHING THE GIFTED & TALENTED STUDENT  Credit 2
This course is designed to teach the students the characteristics of the gifted and talented student in K-12 and how to identify these students for specialized instruction. This class incorporates the various models of gifted education, their implementation, as well as current trends in gifted education. Students will become familiar with the philosophy of many of the current experts in gifted education. Special emphasis will be placed on effective instructional methods for teaching to use in the regular classroom. Not applicable toward WWCC graduation requirements.
Prerequisites: None
Lecture/Discussion

EDUC 1508
DRUG EDUCATION FOR TEACHERS  Credit 1
This course is a comprehensive health education program for teachers, emphasizing their positions as role models in the area of drug education. The course is designed to provide participants with information and skills for teaching drug education in grades K-12. Not applicable toward WWCC graduation requirements.
Prerequisites: None
Lecture/Discussion

EDUC 1509
TEACHER EXPECTATION AND STUDENT ACHIEVEMENT (TESA)  Credit 1
TESA is a program for teachers, pre-service teachers, or instructional support staff. This course is designed to increase the academic growth of students who are “perceived low” learners in any subject area or at any grade level. Participants are trained to use an interactive model involving specific supportive and motivating techniques with all students in a non-discriminatory manner. Not applicable toward WWCC graduation requirements.
Prerequisites: For professional educators
Lecture/lab/discussion
EDUC 1520
SUBSTITUTE TEACHER TRAINING
Credit 1.5
This course provides the training needed for the Wyoming Professional Teaching Standards Board Classroom Substitute Permit and is for those who do not have the Substitute Teacher Permit. Students will work to demonstrate competence in age level communication skills, use and application of lesson plans, use of instructional technology and professional attitudes and behaviors. Upon completion of this class students must make application to the WPTSB for the permit. Note: In order to qualify for a Classroom Substitute Permit, students must complete 10 hours of classroom observation in each level in which they wish to serve as a classroom Substitute. (Elementary, junior high/middle school, and high school). These observations will not be part of this class. Students will need to arrange the observations with their school districts.
Prerequisites: High School Diploma or GED Certificate
Lecture

EDFD 2490
STUDIES IN EDUCATION
Credit Variable

EDFD 2495 (23-275-279)
WORKSHOPS IN EDUCATION
Credit .5 - 2

LIBS 1140
STORYTELLING
Credit 2
Storytelling is an introductory course in the basics of telling stories to live audiences. The student will read several types of stories, practice techniques of learning and telling stories, and analyze potential audiences. This course combines readings from the text and readings of story collections, video presentation, student class presentation, and exposure to audiences of children and adults to help students become more efficient and effective storytellers. Students will become familiar with a wide variety of stories, practice telling stories for a live audience and present live performances. We will also cover family storytelling and parenting with stories in this course. Librarians, teachers and parents should find this course beneficial.
Prerequisite: None
Lecture/Discussion/Field Experience

LIBS 2280 (23-200)
LITERATURE FOR CHILDREN
Credit 3
A survey course, the purpose of which is to prepare prospective elementary teachers and library-media generalists to provide knowledgeable service in the use of print and nonprint materials in the area of literature for children. This course includes study of evaluation criteria, wide reading, viewing and listening as well as discussion of literature for children in various formats.
Prerequisites: ENGL 1010
Lecture/Discussion
ELECTRICITY/ELECTRONICS/INSTRUMENTATION TECHNOLOGY

**ELTR 0900 (54-150)**
**INTRO TO ELECTRONICS**  
Credit 1
Designed to acquaint the student with the principles and applications of electronics as applied to daily living in our “high-tech” society. This course is intended for the non-electronics major, and cannot be used to satisfy the graduation requirements for the Industrial Electrical and Electronics options.
Prerequisites: None
Lecture/Laboratory

**ELTR 1000**
**BASIC INDUSTRIAL ELECTRICITY**  
Credit 1
This lecture-based course is offered as a two-day seminar. Topics of study include Basic Electrical principles, Alternating Current, Conductors, Wiring Methods, Distribution and lighting, Generators and motors, and AC motor control and Current Measurement. The student must demonstrate the ability to locate and understand information about Electrical circuits in his/her work environment upon completion of this course.
Prerequisites: None
Lecture

**ELTR 1505 (54-102)**
**ELECTRICAL ASSEMBLY TECHNIQUES**  
Credit 2
This self-paced course is offered as both a day and evening class, and students employed in shift-work may attend either session. Topics of study include safety, soldering, use of electrical hand tools, methods of securing electrical connections, fabrication of printed circuit boards and component replacement. The student must demonstrate the ability to solder and make electrical connections upon completion of this course.
Prerequisites: None
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

**ELTR 1520 (54-100)**
**BASIC ELECTRICITY - DC**  
Credit 4
This self-paced course is offered as both a day and evening class, and students employed in shift-work may attend either session. The student will develop electrical safety and good shop practice skills. Topics of study include DC electricity theory, units of electricity, Ohm’s Law, Kirchhoff’s Laws, power, resistance, series-parallel circuits, electrical math and the use of formulas, and the use of basic meters. The student must demonstrate the ability to troubleshoot a complex DC series-parallel circuit upon completion of this course.
Prerequisites: College level math or instructor permission.
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

**ELTR 1530 (54-101)**
**BASIC ELECTRICITY - AC**  
Credit 4
This self-paced course is offered as both a day and evening class, and students employed in shift-work may attend either session. Topics of study include AC electricity theory, magnetism, inductance, capacitance, reactance, impedance, resonance, AC series-parallel circuits, electrical math and the use of formulas, and the use of the oscilloscope and AC test equipment. The student must demonstrate the ability to troubleshoot a complex AC series-parallel circuit upon completion of this course.
Prerequisites: ELTR 1520 or instructor permission.
Competency Based Instruction in the Lab; Flex Entry/Flex Exit
ELTR 1600
NATIONAL ELECTRICAL CODE  Credit 2
The student must demonstrate the ability to locate and understand information in the National Electrical Code and complete electrical calculations upon completion of this course. Topics of study include wiring methods, conductors and overcurrent protection, grounding, services, special locations and calculations.
Prerequisites: None
Lecture/Discussion

ELTR 1700 (54-105)
INTRO. TO SOLID STATE ELECTRONICS  Credit 4
This self-paced course is offered as both a day and evening class, and students employed in shift-work may attend either session. Topics of study include safety, principles of semiconductors, methods of testing diodes and bipolar transistors, power supplies and basic amplifiers. The student must demonstrate the ability to properly connect and troubleshoot basic solid state power supplies and amplifiers upon completion of this course.
Prerequisites: ELTR 1530 or instructor permission.
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 1705 (54-106)
ANALOG CIRCUITS  Credit 4
This self-paced course is offered as both a day and an evening session. Topics of study include safety, oscillators, operational amplifiers, RF and IF amplifiers, and power amplifiers. The student must demonstrate the ability to properly connect and troubleshoot the basic analog circuits upon completion of this course.
Prerequisites: ELTR 1700 or instructor permission.
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 1760 (54-211)
INTRO. TO DIGITAL ELECTRONICS  Credit 4
This self-paced course is offered as both a day and an evening class and students employed in shift-work may attend either session. Topics of study include safety, principles of digital circuits, logic gates, counting circuits, registers, and A/D converters. The student must demonstrate the ability to properly connect and troubleshoot a basic logic control system upon completion of this course.
Prerequisites: ELTR 1700 or instructor permission.
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 1840 (54-134)
INSTRUMENTATION  Credit 3
This self-paced course is offered both as a day and an evening class, and students employed in shift-work may attend either session. Topics of study include safety, principles of control systems, methods of measurement and control elements. The course covers various instrumentation methods to measure flow, temperature level, and pressure. The student must demonstrate the ability to properly connect and troubleshoot a basic instrumentation system upon completion of this course.
Prerequisites: None
Competency Based Instruction in the Lab; Flex Entry/Flex Exit
ELTR 2500 (54-262) (ELTR 2510)  
**ELECTRONIC COMMUNICATIONS**  
Credit 4  
A practical study of theory, operation and service of communications equipment. Subjects covered include AM and FM radio receivers and transmitters, television receivers and antenna systems.  
Prerequisites: ELTR 1705 or Instructor Permission  
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 2820 (54-104)  
**POWER DISTRIBUTION**  
Credit 3  
This course is intended for the Electrical Technology student. Instruction provides training in the performance of tasks related to high voltage industrial power distribution and control systems.  
Prerequisites: ELTR 1530  
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 2840 (54-103) (ELTR 1610)  
**INDUSTRIAL CONTROLS**  
Credit 4  
This self-paced course is offered both as a day and evening class, and students employed in shift-work may attend either session. Topics of study includes safety, schematic and ladder diagrams, contactors, interlocks, manual and automatic starts, alarm and indicator circuits and programmable logic controller applications. The student must demonstrate the ability to connect and troubleshoot motor control circuits.  
Prerequisites: None  
Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 2885 (54-234)  
**ADVANCED INSTRUMENTATION**  
Credit 4  
A continuation of ELTR 1840 in the study of instrumentation techniques. Laboratory practice and study of the techniques for adjustment and calibration and testing of instrumentation components.  
Prerequisites: ELTR 1840 or Instructor Permission  
Competency Based Instruction in the Lab; Flex Entry/Flex Exit
Course Descriptions

ELTR 2890 (54-236)  
**PROCESS CONTROL SYSTEMS**  
Credit 4

This course emphasizes the adjustment and calibration of industrial process control systems in the laboratory. Students will practice the techniques of system calibration using industrial process simulators.

Prerequisites: ELTR 2885 or Instructor Permission

Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 2920 (54-108) (ELTR 1790)  
**SMALL COMPUTER REPAIR TECHNIQUES**  
Credit 3

Microcomputer systems have become an integral part of all industrial equipment. Such systems are used to operate and control equipment ranging from punch presses and conveyor belts to chemical processing and steam generation plants. Topics of study include computer systems, peripherals, software, microprocessor architecture, memory input/output devices and troubleshooting. Students will demonstrate their knowledge of typical microcomputer circuits, signals and components. In the laboratory, students will demonstrate skills in the operation and servicing of a typical microcomputer system.

Prerequisites: ELTR 1760

Competency Based Instruction in the Lab; Flex Entry/Flex Exit

ELTR 2990

**STUDIES IN ELECTRICITY/ELECTRONICS/INSTRUMENTATION TECHNOLOGY**  
Credit Variable

ELTR 2995 (54-275-279)  
**WORKSHOPS IN ELECTRICITY/ELECTRONICS/INSTRUMENTATION TECHNOLOGY**  
Credit .5 - 2

**ELECTRICAL APPRENTICESHIPS**

**Union Apprenticeship Courses**

ELAP 1510

**ELECTRICAL APPRENTICESHIP I**  
Credit 5

This course is designed to provide the beginning electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.

Prerequisites: None

Lecture/Lab

ELAP 1520

**ELECTRICAL APPRENTICESHIP II**  
Credit 5

This course is designed the first year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.

Prerequisites: ELAP 1510

Lecture/Lab

ELAP 1530

**ELECTRICAL APPRENTICESHIP III**  
Credit 5

This course is designed to provide the second year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.

Prerequisites: ELAP 1520

Lecture/Lab
ELAP 1540
ELECTRICAL APPRENTICESHIP IV  Credit 5
This course is designed to provide the second year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.
Prerequisites: ELAP 1530
Lecture/Lab

ELAP 1550
ELECTRICAL APPRENTICESHIP V  Credit 5
This course is designed to provide the third year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.
Prerequisites: ELAP 1540
Lecture/Lab

ELAP 1560
ELECTRICAL APPRENTICESHIP VI  Credit 5
This course is designed to provide the third year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.
Prerequisites: ELAP 1550
Lecture/Lab

ELAP 1570
ELECTRICAL APPRENTICESHIP VII  Credit 5
This course is designed to provide fourth year electrical apprentices with the necessary skills and knowledge to ensure safe and efficient work practices on the job.
Prerequisites: ELAP 1560
Lecture/Lab

ELAP 1580
ELECTRICAL APPRENTICESHIP VIII  Credit 5
This course is designed to provide the fourth year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.
Prerequisites: ELAP 1570
Lecture/Lab

ELAP 1590
ELECTRICAL APPRENTICESHIP IX  Credit 5
This course is designed to provide the fifth year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.
Prerequisites: ELAP 1580
Lecture/Lab

ELAP 1600
ELECTRICAL APPRENTICESHIP X  Credit 5
This course is designed to provide the fifth year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job.
Prerequisites: ELAP 1590
Lecture/Lab
Independent Electricians

**ELAP 1515**
**ELECTRICAL APPRENTICESHIP I Credit 5**
This course is designed to provide the beginning electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include safety, introduction to the National Electrical Code, basic electrical theory, lighting and appliance circuits and wiring methods.
Prerequisites: None
Lecture/Lab

**ELAP 1525**
**ELECTRICAL APPRENTICESHIP II Credit 5**
This course is designed to provide the first year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include series/parallel circuits, electric power, electrical theorems, special outlets, service calculations and applications of the National Electrical Code.
Prerequisites: ELAP 1515
Lecture/Lab

**ELAP 1535**
**ELECTRICAL APPRENTICESHIP III Credit 5**
This course is designed to provide the second year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include safety, AC electricity, inductance, capacitance, transformers, motors and application of the National Electrical Code.
Prerequisites: ELAP 1525
Lecture/Lab

**ELAP 1545**
**ELECTRICAL APPRENTICESHIP IV Credit 5**
This course is designed to provide the second year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include wiring methods, branch and feeder circuits, motor calculations, transformer sizing and applications of the National Electrical Code.
Prerequisites: ELAP 1535
Lecture/Lab

**ELAP 1555**
**ELECTRICAL APPRENTICESHIP V Credit 5**
This course is designed to provide the third year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include safety, blueprint reading, construction procedures, grounding and ground fault calculations, and service calculations based on the National Electrical Code.
Prerequisites: ELAP 1545
Lecture/Lab

**ELAP 1565**
**ELECTRICAL APPRENTICESHIP VI Credit 5**
This course is designed to provide the third year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include industrial and commercial services, alarm systems, hazardous locations and application of the National Electrical Code.
Prerequisites: ELAP 1555
Lecture/Lab
ELAP 1575
**ELECTRICAL APPRENTICESHIP VII**  Credit 5
This course is designed to provide the fourth year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include safety, motor controls, power distribution, solid state controls and programmable controllers.
Prerequisites: ELAP 1565
Lecture/Lab

ELAP 1585
**ELECTRICAL APPRENTICESHIP VIII**  Credit 5
This course is designed to provide the fourth year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include advanced motor controls, branch and feeder circuits, service entrance and grounding calculations based on the National Electrical Code and review for the State exam.
Prerequisites: ELAP 1575
Lecture/Lab

**ENGINEERING**

CE 2070 (34-120)
**ENGINEERING SURVEYING**  Credit 3
Prerequisites: MATH 1400, 1405 or Instructor Permission
Lecture/Discussion/Laboratory

ES 1000 (34-100)
**ORIENTATION TO ENGINEERING STUDY**  Credit 1
Introduction to the various fields of engineering, including procedures for formulating and solving engineering problems, methods of representing and analyzing data, SI and US customary dimension units, and an introduction to computers.
Approved S/U credit for graduation.
Prerequisites: None
Lecture/Discussion

ES 1060 (ES 1061) (34-240)
**INTRO. TO ENGINEERING COMPUTING**  Credit 3
Computational hardware, software and methods will be presented to solve engineering problems and present technical data and reports. Familiarity with various popular computer programs used throughout engineering and science curricula will be gained. Equation solution, engineering documentation, data presentation, graphics, and manipulation of tabular spreadsheet data will be covered.
Prerequisites: MATH 1400
Laboratory/Application/Discussion

ES 2110 (34-201)
**STATICS**  Credit 4
A course in the problems and vector analysis of forces on particles and rigid bodies in equilibrium. Topics included are forces, movements couples, centroids, moments of inertia, distribution forces and friction.
Prerequisites: MATH 2200 & Concurrent Enrollment in MATH 2205 or Instructor Permission
Lecture/Discussion/Lab
ES 2120 (34-202)  
**DYNAMICS**  
Credit 4  
Vector dynamics of particles and rigid bodies, including rectilinear and curvilinear motion,  
Newton’s laws of motion, impulse-momentum, and work-energy methods.  
Prerequisites: MATH 2200 & Concurrent Enrollment in MATH 2205 or Instructor Permission  
Lecture/Discussion

ES 2211  
**ENGINEERING CIRCUIT THEORY**  
Credit 4  
Basic concepts of electric and magnetic fields, current, resistance, inductance, capacitance, and  
fundamental circuit concepts.  
Prerequisites: MATH 2200 & Concurrent Enrollment in MATH 2205  
Lecture/Discussion

ES 2230 (34-250)  
**COMPUTER-AIDED DRAFTING**  
Credit 3  
An introduction to computer-aided drafting and design techniques, this course familiarizes the  
student with both hardware and software by using AutoCAD. A variety of design systems are  
explored and implemented.  
Prerequisites: Some drafting experience or Instructor Permission  
Laboratory/Skills

ES 2240  
**ADVANCED COMPUTER-AIDED DRAFTING**  
Credit 3  
An advanced course that focuses on the functions and command required to operate AutoCAD,  
such as symbol libraries, isometrics, autolisp, 3D, screen and tablet menus, slides and icon menus.  
Prerequisites: ES 2230  
Lecture/Lab

ES 2310 (34-220)  
**THERMODYNAMICS**  
Credit 4  
Analysis of macroscopic systems involving energy and its various forms, mass, entropy, and  
reversible and irreversible processes.  
Prerequisites: CE 2070, CHEM 1020 & Concurrent Enrollment in MATH 2205  
Lecture/Discussion

ES 2330 (34-212)  
**FLUID DYNAMICS**  
Credit 4  
Mechanics of incompressible fluid flow with an introduction to stream function. Similitude and  
dimensional analysis are introduced.  
Prerequisites: CE 2070 & MATH 2200  
Lecture/Discussion

ES 2410 (34-210)  
**MECHANICS OF MATERIALS**  
Credit 3  
Analysis and design of deformable bodies subjected to loads, including energy methods.  
Prerequisites: CE 2070, MATH 2200, & Concurrent Enrollment in MATH 2205 or Instructor  
Permission  
Lecture/Discussion

ES 2490 (34-298)  
**STUDIES IN ENGINEERING**  
Credit Variable

ES 2495 (34-275-279)  
**WORKSHOPS IN ENGINEERING**  
Credit .5 - 2
ENGLISH

ENGL 0950 (12-099)
BASIC ENGLISH Credit 3
Primarily for students with problems organizing their writing, this course prepares students for writing in college level courses. The course emphasizes the writing of clearly organized, well developed five paragraph essays. Although not a grammar or spelling course, Basic English stresses writing with as few grammar, spelling or punctuation errors as possible. Therefore, students in this course must also enroll concurrently in Grammar I, DVST 0630 or BAS 0630. This course will not satisfy WWCC graduation requirements, with the expectation that it may be used as an elective for the AAS degree. Nontransferable
Prerequisite: Placement test
Lecture

ENGL 0960
BASIC ENGLISH & GRAMMAR Credit 4
Primarily for students with problems organizing their writing, this course prepares students for writing in college-level courses. The course emphasizes the writing of clearly organized, well-developed five paragraph essays. This class stresses writing with as few grammar, spelling, or punctuation errors as possible. Students in this course will have a grammar review along with the written essays.
Prerequisite: Placement test
Internet Course

ENGL 1010 (12-101)
ENGLISH COMPOSITION I Credit 3
This freshman English course is designed to develop writing skills. The course has two objectives: (1) for students to understand the various stages of the writing process, such as pre-writing, revising, and proofreading and (2) for students to write clear, well-ordered essays.
Prerequisites: Must pass placement exam
Lecture

ENGL 1020 (12-102)
ENGLISH COMPOSITION II Credit 3
A continuation of English I, this course emphasizes writing, research, and analytical reading.
Prerequisites: ENGL 1010
Lecture

ENGL 1111 (12-226)
ADVANCED COMPOSITION Credit 3
A course intended to increase the student’s skill in expository writing through practice in writing and analysis of examples of successful writing. Particular emphasis is placed on organization and on clarity and persuasiveness.
Prerequisite: ENGL 1010
Lecture

ENGL 1210, 1220 (12-1103-104)
ENGLISH AS A SECOND LANGUAGE I & II Credit 3
A course designed to provide the non-native speakers of English with instruction in English skills which is directed more specifically to their needs. Students may not earn credit in both the ENGL 1010, 1020 sequence and ENGL 1210, 1220.
Prerequisites: Foreign student status or Instructor Permission
Lecture
ENGL 2010 (12-120)
TECHNICAL WRITING Credit 3
Technical writing style emphasizes writing clear, user-friendly documents. It is practical writing; writing that is used in business, science, and industry. Examples include writing memos, instructions, proposals, evaluations, or feasibility reports. To design effective documents, students learn the visual as well as the verbal aspect of writing. Therefore, in addition to learning to write clearly and concisely, students learn visual methods to present information, such as page layout, typography, incorporation of graphics, and the visual organization of the report. Although most careers involve some technical writing, students in business, engineering, industrial programs, medical sciences, and computer programming or technology would find it essential.
Prerequisites: ENGL 1010
Lecture

ENGL 2050 (12-233)
CREATIVE WRITING: PROSE I Credit 3
An introductory course in creative prose writing. An analysis of the forms of fiction and the practice of creative writing at the introductory level.
Prerequisites: None
Lecture

ENGL 2060 (12-234)
CREATIVE WRITING: PROSE II Credit 3
Further study in introductory prose fiction, including round table discussion of the elements of the genre, the sharing of students' works and submission of finished works.
Prerequisites: None
Lecture

ENGL 2080 (12-231)
CREATIVE WRITING: POETRY I Credit 3
An introductory course in creative poetry writing. An analysis of the forms of poetry and the practice of creative writing at an introductory level.
Prerequisites: None
Lecture

ENGL 2090 (12-232)
CREATIVE WRITING: POETRY II Credit 3
Further study in introductory poetry writing, including round table discussion of the elements of the genre, the sharing of students' works and submission of finished works.
Prerequisites: None
Lecture

ENGL 2140 (12-250)
WORLD LITERATURE I Credit 3
Ancient through Medieval: Reading and study of major works that are representative of significant periods or literary forms in the history of literature from Homer through the medieval period.
Prerequisites: ENGL 1010
Lecture

ENGL 2150 (12-251)
WORLD LITERATURE II Credit 3
Renaissance through 19th Century: Continuation of ENGL 2140.
Prerequisites: ENGL 1010; offered on a demand basis
Lecture
ENGL 2210, 2220 (12-201-202)
ENGLISH LITERATURE I & II
Credit 3
A study of major British writers concentrating on their contributions to the world of literature. ENGL 2210 covers the period up to about 1800 and ENGL 2220 covers the period since about 1800.
Prerequisites: None
Lecture

ENGL 2250, 2260 (12-129-130)
WOMEN IN LITERATURE I & II
Credit 3
A literature course which explores the images of women in the Western traditions. The writers examined will be women. ENGL 2250 covers the period up to the 19th Century and ENGL 2260 covers the period from the beginning of the 19th Century to modern times.
Prerequisites: None
Lecture

ENGL 2310 (12-211)
AMERICAN LITERATURE I
Credit 3
A study of the literature of the early American settlers, of wilderness travelers, of the witchcraft trials, of the Indian wars, and secret diaries. The course also covers the American Age of Reason and the Revolutionary War including Thomas Paine, Benjamin Franklin, and Thomas Jefferson. It concludes with the American Romantic Era with Thoreau’s *Walden Pond*, the philosophical essays of Emerson, the stories of Hawthorne, Melville, and Poe, and the poetry of Whitman and Dickinson.
Prerequisites: None
Lecture

ENGL 2320 (12-212)
AMERICAN LITERATURE II
Credit 3
Beginning with the works of Mark Twain, the literature of this course covers the influence of Darwinism, America’s shifting from a nation of farmers to a nation of factory workers, the disillusionment after WWI, the frantic values of the Roaring Twenties, the intellectual struggles of the Great Depression, and the efforts to define a modern literature.
Prerequisites: None
Lecture

ENGL 2340
NATIVE AMERICAN LITERATURE
Credit 3
A study of the literatures of American Indian peoples, including legends from the oral traditions, songs, poetry, stories, and novels. A selection of literature from various times will be read, ranging from early legends to modern novels written by such Native American writers as Momaday, Silko, Welch and Erdrich.
Lecture

ENGL 2370 (12-125)
WESTERN AMERICAN LITERATURE
Credit 3
This course introduces the best of Western literature. The works chosen for study depict the western experiences from a variety of perspectives. Students will consider each work’s literary merit, historical reliability and Western themes. Students will discuss the role Western literature has played in creating stereotypes about the West and how those stereotypes have affected the development of American literature and culture.
Lecture
ENGL 2400
INTRODUCTION TO FOLKLORE Credit 3
An introductory course to the forms of folklore and their relation to cultural setting. The course includes the study of folk groups and folklore genres, such as myths, folktales, legends, ballads, proverbs, riddles, etc. from various cultures. Methods of analyzing, of interpreting, and of collecting folklore will be part of the course.
Prerequisite: ENGL 1010
Lecture/discussion/field work

ENGL 2420
LITERARY GENRES: FICTION Credit 3
A study of prose fiction to acquaint students with the elements of fiction as a genre. Includes writing essays of analysis.
Prerequisites: ENGL 1010 or concurrently enrolled or instructor permission
Lecture

ENGL 2470 (12-150)
FILM APPRECIATION Credit 3
A study of the literature of film, its narrative, visual, and technical components, with particular attention to selected feature length films of recognized directors.
Prerequisites: None
Lecture

ENGL 2490 (12-298)
STUDIES IN ENGLISH

ENGL 2495 (12-275-279)
WORKSHOPS IN ENGLISH Credit .5 - 2

FOREIGN LANGUAGE

FREN 1010
FIRST YEAR FRENCH I Credit 4
This beginning level course introduces the fundamentals of grammar, composition, conversation & reading.
NOTE: a student who has successfully completed two years or more of high school French with a “B” or better should not enroll in this beginning class.
Lecture/Discussion

FREN 1020
FIRST YEAR FRENCH II Credit 4
This course offers the fundamentals of grammar, composition, conversation and reading.
Prerequisite: FREN 1010 or successfully completion of two years of high school French or the equivalent. (Offered spring only on-campus)
Lecture/Discussion

GERM 1010
FIRST YEAR GERMAN I Credit 4
This beginning level course introduces the fundamentals of grammar, composition, conversation & reading.
NOTE: a student who has successfully completed two years or more of high school German with a “B” or better should not enroll in this beginning class.
Lecture/Discussion
GERM 1020
FIRST YEAR GERMAN II  Credit 4
This course offers the fundamentals of grammar, composition, conversation and reading.
Prerequisite: GERM 1010 or successfully completion of two years of high school German or the equivalent. (Offered Spring only on-campus)
Lecture/Discussion

SPAN 1010
FIRST YEAR SPANISH I  Credit 4
This beginning level course introduces the fundamentals of grammar, composition, conversation and reading. (Offered fall only on-campus)
NOTE: a student who has successfully completed two years or more of high school Spanish with a “B” or better should not enroll in this beginning class.
Lecture/Discussion

SPAN 1020
FIRST YEAR SPANISH II  Credit 4
This course offers the fundamentals of grammar, composition, conversation and reading.
Prerequisite: SPAN 1010 or successfully completion of two years of high school Spanish or the equivalent. (Offered spring only on-campus)
Lecture/Discussion

SPAN 1070
SPANISH FOR HEALTH CARE PERSONNEL  Credit 2
This course is designed for students and professionals in the health-care field. The course focuses on the communication skills and the specialized vocabulary needed to be able to communicate effectively with Hispanic patients. The student will also learn about cultural differences, which need to be considered when communicating with someone from a different country.
Lecture/Discussion

SPAN 2030
SECOND YEAR SPANISH I  Credit 4
This course includes grammar review and study, composition, conversation and reading of short stories, dramas and poems. (Offered Fall only on-campus)
Prerequisites: SPAN 1020 or successful completion of three years of high school Spanish or the equivalent.
Lecture/Discussion

SPAN 2040
SECOND YEAR SPANISH II  Credit 4
This course includes grammar review and study, composition, conversation and reading of short stories, dramas and poems. (Offered Spring only on campus).
Prerequisite: SPAN 2030 or successful completion of four years of high school Spanish or the equivalent.
Lecture/Discussion

SPAN 2300 (14-295)
SPANISH COMPOSITION and CONVERSATION  Credit 1-4
This course is designed for those students who have completed language courses on the intermediate level and who wish to continue their study of reading, conversation and writing. It can also be taken simultaneously with second year courses to improve language skills. The course is also open to students who have some knowledge of the target language.
Prerequisites: Instructor Permission
Lecture/Discussion
LANG 2495  
WORKSHOPS IN FOREIGN LANGUAGE  
Credit .5 - 2

LANG 2490 (14-298)  
STUDIES IN FOREIGN LANGUAGE  
Credit Variable

GEOGRAPHY AND RECREATION

G & R 1000 (28-100)  
INTRO TO GEOGRAPHY  
Credit 3  
An introduction to fundamental geographical concepts. Topics surveyed include the earth’s physical processes, selected examples of differing cultural attitudes and perceptions of the environment, and the distribution, production and utilization of renewable and nonrenewable resources.  
Prerequisites: None  
Lecture/Discussion/Films

G&R 1050 (37-100)  
INTRO TO NATURAL RESOURCES  
Credit 3  
An introduction to man’s role in environmental quality; provides a foundation for understanding environmental impact, the functioning of natural systems, the cycling of life’s essential elements and the role of society and the individual in environmental management. An interdisciplinary course.  
Prerequisites: None  
Lecture/Discussion/Field Trip

G&R 1060  
RIVER ENVIRONMENTAL STUDIES  
Credit 2  
This course will expose students to a variety of environmental topics. All instruction will take place on the river and in adjacent areas. This course focuses both on the scientific and social aspects of interactions in the ecosystem.  
Prerequisites: None  
Field School

G&R 1070  
WAYS OF THE RIVER  
Credit 2  
This class follows the Green River from the melting glaciers of the Wind River Range to the concrete spillways of the Flaming Gorge Reservoir. This course focuses on relationships between physical and life sciences, between organisms and their environment, and between ecosystems. The river provides the ideal classroom for a naturalistic journey with four physical and life scientists.  
Field Studies

G&R 1200 (20-270) – Cross reference UW Transfer Guide HLED 1250  
RECREATION  
Credit 2  
A survey of the field of recreation emphasizing the objectives, scope, and role of recreation in contemporary society. Four broad areas will be covered: fundamentals of recreational service, basic practices of recreational service, outdoor recreation, and recreational service for atypical populations.  
Prerequisites: None  
Lecture/Discussion/Field Trips
G&R 1210
INTRO TO OUTDOOR RECREATION  
Credit 3
This course will offer the student an introduction to the fundamentals of outdoor recreation, our outdoor resources, the management of our resources and utilization of these resources through outdoor recreation. The course incorporates historical, social, psychological and economical aspects of outdoor recreation. The class will examine a variety of outdoor recreational activities. Some of the possible educational and employment directions in outdoor recreation will be discussed.
Prerequisites: Non
Lecture/Discussion

G & R 2490
STUDIES IN GEOGRAPHY & ENVIRONMENTAL SCIENCE  
Credit Variable

G & R 2495
WORKSHOPS IN GEOGRAPHY & ENVIRONMENTAL SCIENCE  
Credit .5 - 2

GEOLOGY

GEOL 1100 (30-101)
PHYSICAL GEOLOGY  
Credit 4
Designed to acquaint the student with earth materials and processes including formation of minerals, rocks, mountains, glaciers, and various landscapes, as well as erosional problems, continental drift, earthquakes, and geology of the nearest planets. Laboratory includes rocks and mineral identification, map use and interpretation.
Prerequisites: None
Lecture/Discussion/Lab/Field Trips

GEOL 1200 (30-102)
HISTORICAL GEOLOGY  
Credit 4
This course deals with the concept of time and sequence of events forming the present crustal rocks and land surface. Origin and evolution of life as revealed through fossils and map interpretations.
Prerequisites: GEOL 1100 or Instructor Permission
Lecture/Discussion/Laboratory/Field trips

GEOL 2080 (30-110)
GENERAL FIELD GEOLOGY  
Credit 2
Four field trips totaling 70 hours of direct field experience in geology will expose the students to the variety of geological processes and examples in western Wyoming. These include study of the rocks and landscapes of the Teton, Wind River, and Uinta Ranges and their formation, structural relations, erosion, and glacial processes. The Green River Basin, its formation, sediments, trona, coal, oil and gas deposits, and erosional history make up over half of the course. Some fossil collections may be made. Other field trips may substitute for one or more of those listed.
Prerequisites: Previous or concurrent enrollment in GEOL 1100, 1200, 2150, or Instructor's Permission
Field Study
GEOL 2150 (30-210)
GEOMORPHOLOGY Credit 4
Designed to acquaint the student with the breadth of geologic processes that shape the earth’s surface and produce the major topographic features. Studied in depth are the processes, effects, and results of streams, rivers, landslides, weathering, glaciers, deserts, shorelines, oceans, and volcanism. Some emphasis is placed on the relationship of various engineering and construction projects to the mechanics of the surfaces on which they are built.
Prerequisites: GEOL 1100, 1200 or Instructor Permission
Lecture/Discussion/Laboratory/Field Trips

GEOL 2490
STUDIES IN GEOLOGY Credit variable

GEOL 2495 (30-275-279)
WORKSHOPS IN GEOLOGY Credit .5 - 2

HEALTH AND FITNESS
INCLUDING EXERCISE SCIENCE
Activity courses may be taken two times for credit.
The following theatre and dance courses may be taken to fulfill the physical education/wellness graduation requirement. See the Theatre & Dance section for course descriptions.

THEA 1300 Social Dance THEA 1480, 2480 Jazz Dance I & II
THEA 1310 Core Conditioning THEA 1500-1505 Dance Performance
THEA 1410, 1420 Ballet I THEA 2410, 2420 Ballet II
THEA 1430, 1440 Modern Dance I THEA 2430, 2440 Modern Dance II
THEA 1450 Tap Dance

Health Education
HLED 0900
CAREERS IN HEALTH & FITNESS Credit 1
Students will survey the various careers that are available in health and fitness. Topics such as exercise, nutrition, role modeling, motivation, legal liabilities, and employee expectations will be discussed in class. Students will be given hands-on experience using skills needed for health and fitness careers today. This course will also provide students the opportunity to observe various health and fitness careers in our community.
Prerequisites: None
Lecture/Discussion

HLED 1003
WELLNESS Credit 3
“Wellness” does not simply the absence of disease. It is a term that defines the total person. This course will explore the mental, emotional, and physical health of the individual. This is a self-learning course that includes evaluating thoughts, feelings, and attitudes as well as the physical health and well-being of each student. Students will learn various techniques in relaxation and stress management, strategies for disease prevention, current information on AIDS and AIDS prevention, and many useful tools for achieving optimal health and well-being.
Prerequisites: None
Lecture/Discussion
HLED 1004  
COMMUNITY WELLNESS  
Credit 2
This course is designed for community members who want to learn how to prevent and manage several common chronic diseases such as: obesity, heart disease, diabetes, arthritis, osteoporosis, and asthma. Participants will receive a personalized exercise prescription that addresses their special needs. Program components include: cardiovascular exercise, strength training, stretching, back pain prevention, stress reduction techniques, weight management, dietary analysis, body composition analysis and nutrition education. A physician’s approval may be required for participation.
Prerequisites: None
Lecture/Lab

HLED 1006 (20-203)  
PERSONAL & COMMUNITY HEALTH  
Credit 3
Health is important to everyone regardless of the type of work they may do. This course is designed to acquaint students with the field of health education and seeks to develop a knowledge and understanding about personal and community health. Topics to be considered are emotional development and health, emotional problems, chemical alteration of behavior, human sexuality, personal health care, diseases, cancer, cardiovascular disease, death and dying, and any subject the student may have special interest about.
Prerequisites: None
Lecture/Discussion

HLED 1221 (20-202)  
STANDARD FIRST AID & SAFETY  
Credit 2
This course is designed for use by the student and general public to prepare people through providing them with knowledge and skills, to meet the needs of most situations when emergency first aid care is needed and medical attention and assistance is not excessively delayed. It incorporates personal safety and accident prevention information to acquaint individuals with many causes of accidents so that action can be taken to eliminate or minimize such causes.
Prerequisites: None
Lecture/Discussion & Practicum

HLED 1222  
WILDERNESS FIRST AID  
Credit 2
Wilderness First Aid is an intense course designed to provide the student with the skills, knowledge, confidence, and ability to provide a high level of care to persons who have suffered injury and/or illness in remote locations. This course also prepares the student to function; without the assistance of qualified medical personnel, with a minimal amount of equipment, and in outdoor locations complicated by adverse weather and non-sterile environments.
Prerequisites: None
Lecture

HLED 1225  
FIRST AID AND CPR  
Credit 2
This course is designed to help train people in current first aid and cardiopulmonary resuscitation procedures. Issues of accident prevention, legal considerations, recognizing emergencies and victim assessment will provide the student with the necessary knowledge and skills to meet the demands of a real life emergency situation that maybe life threatening. Students will have the option of obtaining adult cardiopulmonary resuscitation and first aid certification.
Prerequisites: None
Lecture/Lab
HLED 1271
WEIGHT MANAGEMENT  
Credit 1
This course presents techniques for losing weight safely and maintaining permanent weight loss. Students in cooperation with the instructor, will develop a personal guide to real-life weight management that includes: adequate activity, sensible eating and self-empowerment.
Prerequisites: None
Laboratory

HLED 2470
BEGINNING EXERCISE SCIENCE INTERNSHIP  
Credit Variable
Students will apply their exercise science knowledge and skills gained from the Fitness Leadership and Exercise Physiology classes, and internship training sessions to real-life settings.
Prerequisite: PEPR 2130 or Concurrent Enrollment in PEPR 2130
Laboratory/Skill/Practicum

HLED 2471
ADVANCED EXERCISE SCIENCE INTERNSHIP  
Credit Variable
Students will apply their exercise science knowledge and skills gained from the Fitness Leadership and Exercise Physiology classes, and internship training sessions to real-life settings.
Prerequisite: HLED 2470
Laboratory/Skill/Practicum

HOEC 1140 (21-100)
NUTRITION  
Credit 3
Relationship of food to maintenance of health and importance to the individual and society. Students are encouraged to think through and understand the topics discussed and apply the information to their lives.
Prerequisites: None
Lecture/Discussion

HOEC 2490 (21-298)
STUDIES IN HOME ECONOMICS  
Credit Variable

HOEC 2495
WORKSHOPS IN HOME ECONOMICS  
Credit .5 - 2

Physical Activity Courses

PEAC 1005
IN-LINE SKATING  
Credit 1
In-line skating or roller blading is considered a recreational and competitive sport. Getting started, safety, maintenance of equipment and beginner skills will be introduced and practiced. As the student progresses more advanced skills will be taught. Safety, fun, and learning how to skate will be the three pillars of development. The course will also be geared toward how it can fit into an exercise regimen. Topics covered will include cross-training development for fitness and instructor certification programs.
Prerequisites: None
Laboratory/Skill
Western Wyoming Community College

PEAC 1011
AQUATIC CONDITIONING  Credit 1
This course is designed to introduce different ideas for conditioning in the water. Each student will work at his/her own pace in the process of developing muscular strength and cardiovascular endurance. Subjects covered will vary from lap swimming to hydro-aerobics. This course is not designed for the beginning swimmer. Students are required to swim eight lengths the first week of class. The student will be taught how to properly use kickboards, pullbuoys, handpaddles, and swim fins and how to get the most benefit from using them. Personal and small craft safety will be covered briefly. Major emphasis is on conditioning. Major muscle groups and theories of movement in the water are discussed and practiced in class sessions.
Prerequisites: None
Laboratory/Skill

PEAC 1012 (20-160)
BEGINNING SWIMMING  Credit 1
This is a basic class designed to help eliminate the students' fear of the water as well as their ability to care for themselves in the water. It should increase the students' endurance and introduce them to additional coordinated movements in a logical and meaningful manner. The skills to be taught are the crawl stroke, elementary backstroke, survival float, diving techniques, breath control, and treading water techniques. Basic rescue skills and personal safety skills are also introduced. A Red Cross Advanced Beginning Swimmer card will be given to those who successfully complete this class.
Prerequisites: None
Laboratory/Skills

PEAC 1015 (20-163)
BEGINNING SKIN & SCUBA  Credit 1
This course is for students with little or no knowledge of scuba diving. This course is designed to serve as an introduction to diving and the exciting, beautiful aquatic environment. Along with classroom sessions, pool training with scuba equipment will occur early in the course. Topics include diving equipment, adapting to the underwater world, underwater communication, dive planning, boat diving, health for diving, and aquatic-environment orientation.
Prerequisites: Demonstrated Swim Skills
Lecture/Activity

PEAC 1021
BEGINNING KAYAKING  Credit 1
This course offers an introduction to the fundamental skills of canoeing and kayaking. The emphasis will be placed on safety, equipment, paddling techniques and conditioning. There will be pool sessions as well as river trips.
Prerequisites: PEAC 1012 or demonstrated swim skills
Laboratory/Skill

PEAC 1022
INTERMEDIATE KAYAKING  Credit 1
This course offers intermediate kayaking skills. The emphasis will be placed on safety, equipment, paddling techniques and conditioning. There will be pool sessions as well as river trips.
Prerequisites: PEAC 1012 or demonstrated swim skills
Laboratory/Skill
Course Descriptions

PEAC 1030 (20-123)  
DANCE AEROBICS I  
Credit 1  
This is an activity course for beginners. This course is designed for people who have exercised little or none in the past, and those who do not desire a high impact exercise program. Aerobic Dance will include continuous rhythmic exercises to improve endurance, muscular strength, muscle tone, flexibility and balance. Both freestyle and choreographed routines will be used along with various other aerobic activities for cardiovascular conditioning.  
Prerequisites: None  
Laboratory/Skill

PEAC 1032 (20-120)  
AEROBIC CONDITIONING I  
Credit 1  
An activity course using aerobic concepts to increase the endurance of the student. The class will stress continuing physical fitness and its effect on personal well-being.  
Prerequisites: None  
Laboratory/Skill

PEAC 1033 (20-121)  
AEROBIC CONDITIONING II  
Credit 1  
A continuation of Aerobic PEAC 1032, stressing further personal fitness.  
Prerequisites: PEAC 1032  
Laboratory/Skill

PEAC 1038  
STEP AEROBICS I  
Credit 1  
This course is a highly efficient form of cardiovascular exercise for beginning level students looking for a challenging workout. It is a form of exercise enjoyed by both men and women. This class will help students improve endurance, muscular strength, muscle tone, flexibility, and balance. Students can personalize their workout by monitoring their heart rates and adjusting the bench level.  
Laboratory/Skill

PEAC 1039  
STEP AEROBICS II  
Credit 1  
This course is a continuation of Step Aerobics I, with basic step knowledge as a requirement. Students will be expected to participate in 20-30 minutes of aerobic exercise without exceeding maximum heart rate. Therefore, all students' fitness levels will be measured the first week. Students not physically ready will be asked to transfer to a more appropriate course. Step routines will improve muscle tone, flexibility, cardiovascular endurance, muscular strength and balance.  
Laboratory/Skill

PEAC 1041  
SELF DEFENSE I  
Credit 1  
This course serves as an introductory class allowing the student to experience proper warm ups, stretching and conditioning before engaging in various ranges of our martial arts curriculum. Instruction shall emphasize elements such as proper body mechanics, balance, offensive and defensive drills, reactionary drills as well as heightened awareness. Physical contact will be limited to resistance training on equipment such as Boxing focus mitts, Muay Thai striking pads and rattan sticks.  
Prerequisites: None  
Laboratory/Skill
PEAC 1042  
**SELF DEFENSE II**  
Credit 1  
This course serves as an intermediate level class where students will learn more advanced elements of all ranges including counter for counter drills, weapon disarms and safe and controlled sparring within all ranges. This class will be taught at a faster pace to help the student achieve better physical conditioning.  
Prerequisites: PEAC 1041 or instructor permission  
Laboratory/Skill

PEAC 1043 (20-119)  
**BEGINNING KARATE**  
Credit 1  
An activity course designed to improve physical fitness and to acquaint students to the theory of martial arts.  
Prerequisites: None  
Laboratory/Skill

PEAC 1050 (20-115)  
**BEGINNING TENNIS**  
Credit 1  
Introduction to the fundamental skills of tennis. Skills to be included are grips, forehand, backhand, drives, serve and volley. Tennis rules and etiquette are also included. Students will be exposed to singles and doubles play. Time permitting in-class tournaments will be scheduled.  
Prerequisites: None  
Laboratory/Skill

PEAC 1100  
**HOT AIR BALLOONING**  
Credit 1  
This course offers an introduction to the fundamentals and history of hot air ballooning. The emphasis will be on how ballooning was started in France to modern-day ballooning, crewing for hot air balloons, theory of operating hot air balloons, and planning a hot air balloon rally. The class has classroom and activity portions. Outdoor projects on crewing fundamentals, inflation, flight and land owner relations are additional for the student.  
Prerequisites: None  
Laboratory/Skill

PEAC 1252 (20-112)  
**BADMINTON**  
Credit 1  
An introduction to the fundamentals of badminton including rules, equipment, serve, clear, smash, drop shot, and game strategy.  
Prerequisites: None  
Laboratory/Skill

PEAC 1253 (20-132)  
**BEGINNING BOWLING**  
Credit 1  
Introduction to the basic skills of bowling which include stance, approach, types of deliveries, bowling terminology, scoring, tournament play and acceptable bowling etiquette.  
Prerequisites: None  
Laboratory/Skill
Course Descriptions

**PEAC 1255 (20-104)**
**BEGINNING GOLF**
Credit 1
An introduction to the fundamentals of golf to include grip, stance, back swing, down swing, short iron play, mid-iron play, long iron play, fairway wood play, driver play, pitching, chipping, and putting play, rules, course etiquette, and course care.
Prerequisites: None
Laboratory/Skill

**PEAC 1257 (20-155)**
**BEGINNING RACQUETBALL**
Credit 1
Introduction to the fundamental skills of racquetball. Skills to be included are grips, forehand and backhand, drives, serve and volley. Racquetball rules and etiquette are also included. Students will be exposed to singles and doubles play. Time permitting, class tournaments will be scheduled.
Laboratory/Skill

**PEAC 1258 (20-142)**
**DOWNHILL SKIING I**
Credit 1
Downhill skiing with emphasis on fitness, equipment and safety. This course will have classroom and activity portions. All of the hill activity will be supervised by certified instructors. Special fee includes lift tickets, instruction, lodging and transportation. Student must provide own equipment.
Laboratory/Skill

**PEAC 1259**
**CROSS COUNTRY SKIING**
Credit 1
This course offers an introduction to the fundamental skills of cross-country skiing. The emphasis will be on skiing technique, conditioning, safety and equipment. The class has classroom and activity sections. Trips to ski areas will be incorporated and fees for ski rentals and trip expenses are additional costs.
Lecture/Laboratory/Skill

**PEAC 1260 (20-102)**
**BEGINNING VOLLEYBALL**
Credit 1
Introduction fundamentals of volleyball to include rules, serving, spiking, setting, blocking and game strategy.
Prerequisites: None
Laboratory/Skill

**PEAC 1261 (20-113)**
**BEGINNING SOCCER**
Credit 1
An activity course designed to provide fundamental rules and techniques of the kicking ball game. Aims at teaching, kicking the ball, trapping the ball, dribbling, tackling, heading the ball, and related soccer skills. Emphasizes team positions and fundamental methods of attack and defense. Conditioning drills and practice games will be included with the skills activities.
Prerequisites: None
Laboratory/Skill

**PEAC 1263 (20-103)**
**BEGINNING BASKETBALL**
Credit 1
Introduction to the fundamentals of basketball to include rules, dribbling, passing, pivoting, screening, shooting, rebounding, defenses, and game strategy.
Prerequisites: None
Laboratory/Skill
PEAC 1264 (20-106)  
BEGINNING SOFTBALL  
Credit 1
Introduction to the rules and fundamental skills of softball, and application of these rules and skills in actual game situations. Basic skills to be covered include fielding, throwing, batting, baserunning, pitching, and information on how to play each position.  
Prerequisites: None  
laboratory/Skill

PEAC 1273  
WEIGHT TRAINING AND CONDITIONING  
Credit 1
This course is designed for individuals with no prior weight training experience. Students learn proper technique for basic weight lifting exercises. Evaluations of individual fitness levels and knowledge of weight training principles are integral components of the course. A predetermined workout program to develop muscular strength and endurance is used for the first half of the course. By the end of the course, students will learn how to develop their own personalized weight training program. Emphasis is placed on safe and effective use of the Cybex machines and dumbbells.  
Prerequisites: None  
laboratory/Skill

PEAC 1275  
CIRCUIT WEIGHT TRAINING  
Credit 1
Circuit weight training involves a combination of muscular strength and endurance exercises performed in sequence at various exercise stations with little rest between. This manner of resistance training increases muscular strength and endurance while developing cardiovascular endurance as well. A variety of circuit programs are introduced throughout the semester. Skills in basic weight lifting are reinforced. No prior weight training experience is necessary. However, complete of PEAC 1273, Weight Training and Conditioning, is recommended.  
Prerequisites: None  
laboratory/Skill

PEAC 1280  
FLY FISHING TECHNIQUES  
Credit 1
This course is designed to familiarize the student with the equipment and the fundamentals of fly-fishing. The technique of fly-fishing will be emphasized and practiced. Care of equipment, safety and determining fish behaviors will also be covered. Weekend trips involved.  
Prerequisites: None  
laboratory/Skill

PEAC 1282 (20-150-152)  
MOUNTAINEERING  
Credit Variable
This course is designed to acquaint students with various facets of mountaineering. It is flexible in nature in order to best fit the needs of particular groups of students. The course introduces students to the techniques of mountaineering, the safety requirements of mountaineering, and to the wilderness experience. The emphasis is on physical activity and the acquiring of knowledge that will lead to lifelong enjoyment of the mountains.  
laboratory/Skill
PEAC 1284
BACK COUNTRY HORSEMANSHIP  Credit 1
This course introduces the student to the necessary equipment, safety and skills to be able to go into the mountains by horse or backpack. Students will learn basic planning of menus, equipment, supplies and packing for the trip. Students will get the opportunity to use and practice the knowledge and skills gained through weekend trips. Prerequisites: None
Laboratory/Skill

PEAC 1287
ROCK CLIMBING I  Credit 1
This course introduces the student to the necessary, equipment, safety and skills to be able to rock climb. The fundamentals of rock climbing will include knot tying, belaying, belay signals and use of the rope as a safety line for ascending and descending rough terrain. Two overnight trips will provide students with opportunities to use and practice the knowledge and skills they acquire.
Prerequisites: None
Laboratory/Skill

PEAC 1295
BEGINNING BACKPACKING  Credit 1
This course will introduce beginners to the basics of weekend backpacking so that they can pursue future trips with more confidence. Topics will include recommendation for conditioning, food/drink, clothing, footwear, basic equipment, and emergency equipment. The following skills will be discussed and practiced during the trip: selecting clothing, food and equipment; packing a pack effectively and adjusting the pack for a proper fit; basic map reading; choosing a camp site and minimizing impact on the land; and protecting food and equipment from animals. The course will involve lecture/discussion sessions followed by a weekend trip, three days/two nights, in the local mountains.
Lecture/discussion/field trip

PEAC 1296
DESERT LIVING SKILLS  Credit 1
This course provides an introduction to the special nature of traveling, camping and surviving in the deserts of the world. The desert is a harsh and unforgiving environment and the student will be introduced to the mental, physical and material “tools” needed to deal successfully with that environment.
Prerequisites: None
Laboratory/Skill

PEAC 1297
WHITETWATER RAFTING  Credit 1
This is an introductory course in whitewater rafting. Topics include: equipment, river safety, river hazards and accidents, river reading and water situations, first aid, trip planning including meal preparation and river ethics.
Prerequisites: None
Laboratory/Skill

PEAC 1298
SNOWSHOEING  Credit 1
This course will introduce students to snowshoeing with an emphasis on fitness, equipment and safety. There will be classroom and activity segments.
Prerequisites: None
Laboratory/Skill
PEAC 1310
BACK COUNTRY SKI AND CAMP
This course is designed to provide the student with the knowledge and skills to feel confident and comfortable in the winter backcountry environment. Topics range from equipment selection, snow caves, emergency shelters, snow assessment, and skiing instruction. Skiing equipment, tents and food will be provided.
Laboratory/Skill

PEAC 1320
BIG GAME ANIMAL HABITAT SKILLS
This course will provide the student with the knowledge and skills to feel confident and comfortable in finding and identifying several species of Wyoming’s big game animals in a backcountry environment. Primary emphasis is placed on the Rocky Mountain Elk, the recorded largest living subspecies, but will also include sections on Mule Deer, Antelope and Moose. Students are introduced to the necessary equipment, both primitive and modern, and the skills to blend them together. The use of horses in a remote setting is an essential part of the program.
Laboratory/Skill

PEAC 1325
CANOE & KAYAKING TOURING
This course offers students beginning flatwater skills. The emphasis will be placed on safety, equipment, paddling techniques, and conditioning. There will be pool sessions as well as river trips.
Laboratory/Skill

PEAC 1340
MOUNTAIN BIKING
This course introduces students to the fundamentals of mountain biking. It includes bike selection, fit, basic maintenance, and riding techniques.
Laboratory/Skill

PEAC 2005
PERSONALIZED FITNESS I
This is phase one of a two-phase lecture/lab conditioning program. This course is a general conditioning program which includes the four areas of fitness: cardiovascular fitness, flexibility, muscular strength and muscular endurance. Personal exercise prescriptions will be written by the instructor.
Prerequisite: None
Lecture/Lab

PEAC 2006
PERSONALIZED FITNESS II
This course deals with a special type of conditioning program which applies the principle of specificity. The type of training undertaken must relate to the type of movement which will be performed on the job. Personal exercise prescriptions will be written by the instructor. Continuation of PEAC 2005.
Prerequisite: Women enrolled in technology and industry program
PEAC 2005 or Instructor Permission
Lecture/Lab
Course Descriptions

PEAC 2012
ADVANCED SCUBA DIVING  Credit 1
This course is for students who want to continue with their underwater education. A diver need not be advanced to take this course. This course will provide students with the opportunity to sharpen their scuba and safety skills. Five underwater divers will be completed which will introduce students to underwater career opportunities. Topics include natural navigation, the body and diving, advanced diving procedures, aquatic biology, deep diving, advanced diving procedures, aquatic biology, deep diving, and 5 open water dives. A lab fee will be required.
Laboratory/skill

PEAC 2017
WATER SAFETY INSTRUCTOR  Credit 1
This course is designed for the advanced swimmer. Students will learn instructor skills for teaching the progressive more difficult swimming courses. Students will learn all of the skills for each course and how to properly teach that skill with safety in mind.
Prerequisite: None
Laboratory/Skill

PEAC 2018
ADVANCED LIFESAVING  Credit 1
Lifeguard Training is designed for the more advanced swimmer and concentrates on lifeguard training skills and the knowledge required to become a lifeguard at a swimming pool and at non-surf beach areas.
Prerequisite: None
Laboratory/skill

PEAC 2030 (20-124)
DANCE AEROBICS II  Credit 1
This is an activities course that raises the heart rate and keeps it at a target level for twenty minutes or more to improve cardiovascular conditioning. Aerobic Dance will include dance exercises to improve endurance, muscular strength, muscle tone, flexibility, and balance.
Prerequisite: Students must be able to participate in 20-30 minutes of aerobic activity without exceeding their maximum heart rate. Therefore, all students' fitness will be measured in the first week. Students not physically ready will be asked to transfer to a more appropriate course.
Laboratory/Skill

PEAC 2058 (20-143)
DOWNHILL SKIING II  Credit 1
A more advanced downhill skiing course. Classroom portions include safety, equipment maintenance and skier responsibility code. All on the hill activity will be supervised by certified instructors. A special fee is charged which includes transportation, lift tickets, lodging and instruction. Student must provide his/her own equipment and meals.
Prerequisites: PEAC 1258 or Instructor Permission
Laboratory/Skill

PEAC 2061 (20-161)
INTERMEDIATE SWIMMING  Credit 1
This course is for the student who has successfully completed the beginning swimming class and would like to continue to develop his/her swimming skills. This class further develops the crawl stroke and elementary backstroke and diving, treading water, and survival float techniques. New skills introduced are sidestroke, breast stroke, turns, back float, and sculling on back. Handling neck and back injuries as well as more basic rescue and personal safety skills will be covered. A Red Cross Intermediate Swimmer card will be given to those who successfully complete this class.
Prerequisites: Advanced Beginner Swimmer card or Instructor Permission
Laboratory/Skill
PEAC 2070 (20-114)  
**ADVANCED SOCCER**  
Credit 1  
Activity course emphasizing six levels of soccer skill. Aims at moving a soccer player through a hierarchy of performance skills including basic movements, physical fitness, individual ball techniques, group skills, and team skills. Designed to provide opportunities for application of strategy and tactics under game conditions.  
Prerequisites: None  
Laboratory/Skill

PEAC 2072 (20-139)  
**ADVANCED VOLLEYBALL**  
Credit 1  
Brief introduction to the fundamental skills in volleyball such as the serve, spike, bump, set and block. The main emphasis will be placed on the more intricate skills of the dink, dig, dive, getting around the blockers, offense and defense systems, and strategy. Students will be involved in game play as well as receiving individualized instruction on skills. Lectures will complement the activity part of the class.  
Prerequisites: None  
Laboratory/Skills

PEAC 2085  
**MOUNTAIN WILDERNESS SKILLS**  
Credit 1  
This course will provide the student with the knowledge and skills to feel confident and comfortable in any back country environment. It introduces the student to the necessary equipment, both primitive and modern, and the skills to blend them together. The class has classroom and field portions with a possible overnight away from base camp. Two overnight trips will provide students with opportunities to use and practice the knowledge and skills they acquire.

PEAC 2088  
**ROCK CLIMBING II**  
Credit 1  
Students will practice climbing with a Top Rope, learn to use the technical gear used for protection, learn to lead and set up practice climbs, multi-pitch climbs, and safety on the mountain. Continuing instruction and practice is designed to acquaint each student with a variety of special equipment associated with rock climbing. Safe use of equipment is stressed at all times.  
Prerequisites: None  
Laboratory/Skill

**Varsity Athletics**

PEAT 1010  
**CHEERLEADING**  
Credit 1  
This is a course designed for the Pep Squad/Mascot to learn and practice cheers and dance routines to be performed at athletic events. Students will also develop, prepare, organize and participate in activities with fellow students in order to promote school spirit. This class may be taken four times for credit.  
Laboratory/skill

PEAT 1050 (20-107)  
**VARSITY BASKETBALL (MEN)**  
Credit 1  
To develop an intercollegiate team to represent Western Wyoming Community College in the National Junior College Athletic Association Region IX and the Empire Conference. This class may be taken four times for credit.  
Prerequisites: Instructor Permission  
Laboratory/Skill
Course Descriptions

**PEAT 1060 (20-111)**  
**VARSITY BASKETBALL (WOMEN)**  
*Credit 1*  
Designed to develop a Women’s NJCAA Team to represent Western Wyoming College in Region IX and the Empire Conference. This class may be taken four times for credit.  
**Prerequisites:** Instructor Permission  
**Laboratory/Skill**

**PEAT 1070**  
**VARSITY WRESTLING**  
*Credit 1*  
Participants in varsity wrestling will learn the fundamentals of college wrestling to include rules, strategy, conditioning, holds, moves, escapes, mental discipline, sportsmanship, and maintaining eligibility. This class may be taken four times for credit.  
**Prerequisite:** Instructor Permission  
**Laboratory/Skill**

**PEAT 1080**  
**VARSITY VOLLEYBALL**  
*Credit 1*  
This course is designed for members of the Western Wyoming Community College Region IX intercollegiate volleyball team. To enroll in this course students must be a member of the Western Wyoming Community College Varsity Volleyball program. The course focuses on advanced skill development with emphasis on team progressions in volleyball. This class may be taken four times for credit.  
**Prerequisites:** Instructor Permission  
**Laboratory/Skill**

**Physical Education**

**PEPR 1005 (20-201)**  
**INTRO TO PHYSICAL EDUCATION**  
*Credit 3*  
This course consists of six topical units, namely: 1) objectives of physical education, 2) elementary school P.E., 3) secondary school P.E., 4) competitive athletics, 5) adapted P.E., and 6) alternative career opportunities. These topics were selected on their relevance to the P.E. profession and their predicted significance for prospective physical educators.  
**Prerequisites:** None  
**Lecture**

**PEPR 2012 (20-204)**  
**PHYSICAL EDUCATION FOR ELEMENTARY SCHOOLS**  
*Credit 2*  
This course includes theory and practice of physical education for the elementary schools to include methods of teaching and organization patterns with emphasis on the needs and interests of the different age and grade levels. The course will be geared toward assisting the student in the development of understandings and competencies essential for physical education instruction in the elementary school.  
**Prerequisites:** None  
**Lecture/Discussion/Practicum**

**PEPR 2091 (20-250)**  
**SPORTS OFFICIATING I**  
*Credit 2*  
Provides students with an understanding of the rules governing various sports and seeks to encourage the ability to officiate.  
**Prerequisites:** None  
**Lecture**
PEPR 2120
INTRO TO EXERCISE PHYSIOLOGY  Credit 3
This course explores the physiological aspects of human movement. Aspects of exercise, such as muscular and neurological control of movement, metabolism, cardiovascular control and the training affects are discussed. The course also explores how nutrition, environment, drugs, hormones, and other factors effect performance.
Prerequisite: BIOL 2015
Lecture/Discussion

PEPR 2130
FITNESS LEADERSHIP TRAINING  Credit 3
This course teaches the responsibilities and work activities that are necessary for becoming a fitness leader or personal trainer. It is a practical course that stresses application of anatomical and physiological concepts related to exercise. Major topics include exercise screening, program design, proper exercise techniques, injury prevention, and legal issues. In addition, this course will prepare students to take the national certification exam given by the American Council on Exercise.
Prerequisite: None, completion of BIOL 2015 would be beneficial
Lecture/Discussion

PEPR 2150 (20-230)
THEORY OF BASKETBALL  Credit 3
Study of several phases of basketball in some depth.
Prerequisites: Instructor Permission
Lecture/Activity

PEPR 2170 (20-199)
THEORY & PRACTICE OF INDIVIDUAL SPORTS  Credit 2
The purpose of this course is to teach majors and other interested students the importance of individual sports in the school or recreation program, how to teach and officiate such sports, how to analyze and correct student’s errors, and how to set up appropriate tournaments for individual sports. This course will also be accepted as activity transfer at the University of Wyoming.
Lecture

PEPR 2180 (20-260)
ORGANIZATION & ADMIN. OF INTRAMURALS  Credit 3
This course acquaints the student with the organization of an intramural program and discusses the ways to meet the student’s needs.
Prerequisites: None
Lecture/Discussion

PEPR 2490 (20-298)
STUDIES IN PHYSICAL EDUCATION  Credit Variable

PEPR 2495 (20-275-279)
WORKSHOPS IN PHYSICAL EDUCATION  Credit .5 - 2
HEALTH SCIENCE GENERAL

HLTK 1200 (60-100)
MEDICAL TERMINOLOGY  Credit 2
In this course the student will familiarize himself with basic objectives to learn to divide medical words into component parts; learn basic combining forms, prefixes and suffixes of the medical language; and use these combining forms, prefixes and suffixes to build medical words.
Flexible Entry/Flexible Exit

HLTK 1500 (60-115)
INTRO. TO HEALTH CARE & SERVICES  Credit 3
This course is designed primarily for the student enrolled in health-related programs. It is intended to give the student a firm basic foundation as to the day to day environment of the health care system. It includes such topics as terminology, health care concepts, professionalism, communication and recordkeeping. The course includes legal aspects, death and dying, and everyday health.
Prerequisites: None
Lecture

HLTK 1630 – RESP 1600 (64-120)
CARDIOPULMONARY RESUSCITATION  Credit 1
Cardiopulmonary Resuscitation (CPR) is the lifesaving procedure used in sudden death. This course is taught according to American Heart Association and American Red Cross standards. Certification is given upon successful completion of the program. Competency of 80% is required.
Lecture/Discussion/Demonstration/Mannequins

HLTK 1640 – RESP 1610
CARDIOPULMONARY RESUSCITATION RECERTIFICATION  Credit .5
This course will reteach the students the cognitive and psychomotor aspects of cardiopulmonary resuscitation according to American Heart Association and American Red Cross Standards. The student is expected to practice the skills during and outside of regular class hours. The student will be able to pass all skills taught in the course in addition to a written exam. AHA recertification for Course “C,” Basic Life Support for Health Care Providers, is awarded upon successful completion.
Lecture/Discussion/Demonstration/Mannequins

HLTK 1650
CPR FOR THE PROFESSIONAL RESCUEr  Credit 1
This course builds upon the current Community CPR certification, which includes Adult, Child, Infant. This course prepares you to fulfill the role as professional rescuer. Adult, child and infant skills will be reviewed and practiced. This course includes-2 person training, mask practice and the proper use of BVM (Bag Valve Mask). A CPR for Professional Rescuer Certification card will be issued upon successful completion of requirements established by the American Red Cross.
Prerequisites: HLTK 1630 or instructor permission
Lecture/Discussion/Demonstration/Mannequins

HLTK 1670 (60-121)
BASIC EMERGENCY CARE  Credit 2
This course has been designed to improve the quality of emergency medical care rendered to victims of accidents and illness. The course consists of 9 lessons involving a minimum of 48 hours. Advanced first aid techniques and procedures will be discussed and demonstrated by the instructors. Students will be expected to demonstrate proficiency in all areas of first aid.
Lecture
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HLTK 1690</td>
<td><strong>EMERGENCY MEDICAL TECHNICIAN I</strong></td>
<td>Credit 5</td>
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<tr>
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<td>This course leads to a certificate from the state as an entry level EMT.</td>
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<td>Prerequisites: Instructor Permission</td>
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<td>Lecture/Laboratory</td>
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<tr>
<td>HLTK 1830</td>
<td><strong>PHARMACOLOGY</strong></td>
<td>Credit 3</td>
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<td>Pharmacology is the study of chemicals (drugs) and their interaction with living systems. This course includes in-depth study of all major classes of therapeutic drugs known to affect humans, including mechanism of action, indication for use, side effects, and therapeutic dosages.</td>
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<td>Lecture</td>
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<tr>
<td>HLTK 1950</td>
<td><strong>LAW &amp; ETHICS FOR THE HEALTH PROFESSIONAL</strong></td>
<td>Credit 3</td>
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<td>This course will introduce the Health Science student to the legal and ethical considerations the student must face in the practice of Medical Office Assistant, Respiratory Care, Nursing, Radiology, Medical Laboratory Science, and Nurse Assistant. The student will gain a basic understanding of civil and criminal law as applied to Health Science.</td>
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<td>Prerequisites: None</td>
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<td></td>
<td>Lecture/Discussion/Small Group Work</td>
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<tr>
<td>HLTK 2300</td>
<td><strong>ETHICS</strong></td>
<td>Credit 3</td>
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<td>This course is designed to survey and evaluate basic ethical principles for the development of personal morality, professional ethics, and institutional policy with respect to contemporary biomedical issues, such as the definition of a person, determination of life and death, euthanasia, abortion and patient rights/responsibilities. Students may not receive credit for both PHIL 2300 and HLTK 2300.</td>
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<td>Prerequisite: None</td>
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<td>Lecture/Case Study/Discussion</td>
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<tr>
<td>HLTK 2990</td>
<td><strong>STUDIES IN ALLIED HEALTH GENERAL</strong></td>
<td>Credit Variable</td>
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<tr>
<td>HLTK 2995</td>
<td><strong>WORKSHOPS IN HEALTH SCIENCE</strong></td>
<td>Credit .5 - 2</td>
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<tr>
<td>OCTH 2000</td>
<td><strong>INTRODUCTION TO OCCUPATIONAL THERAPY</strong></td>
<td>Credit 2</td>
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<td>This course is designed to introduce students to Occupational Therapy. The history, scope of practice, functions and objectives of occupational therapy will be addressed. This course will assist the student in determining if Occupational Therapy can provide the challenge and fulfillment of a career in the allied health field.</td>
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<td>Prerequisites: None</td>
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<td></td>
<td>Lecture/Discussion</td>
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</tbody>
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RESP 2500 (64-200)  
CARDIOPULMONARY INSTRUCTOR  
Credit 2  
The cardiopulmonary instructor teaches cardiopulmonary resuscitation (CPR) including mouth-to-mouth resuscitation, external cardiac compression and assessment. The course is taught in accordance with the American Heart Association standards. Students in this course must have current certification as a CPR provider and hold a card from either the American Red Cross or the American Heart Association. Instructor Permission is required. Lecture/Discussion/Demonstration

HISTORY

HIST 1110 (24-101)  
WESTERN CIVILIZATION I  
Credit 3  
A survey of ideas and institutions of European civilization, from earliest times to about 1660. Topics include ancient Athens, Christian beginnings, medieval feudalism, Italian Renaissance and the religious Reformation. Can be used to fulfill Humanities requirement. Prerequisites: None Lecture/Discussion

HIST 1120 (24-102)  
WESTERN CIVILIZATION II  
Credit 3  
A survey of ideas and institutions of European civilization, from about 1660 to the present. Topics include the Baroque, Enlightenment, Revolutions (American, French, Industrial) and Contemporary Civilizations. Can be used to fulfill Humanities requirement. Prerequisites: None Lecture/Discussion

HIST 1160  
WORLD CIVILIZATION I  
Credit 3  
A history of the world’s people and civilizations from Human Prehistory to 1450, with an emphasis on the diversity and interconnectedness of human life in the past. Lecture/discussion

HIST 1170  
WORLD CIVILIZATION II  
Credit 3  
A continuation of the history of the world’s people and civilizations. Lecture/discussion

HIST 1210 (24-111)  
U.S. HISTORY I: TO 1877  
Credit 3  
A survey of the United States history from earliest explorations until 1877. Emphasis placed on ideas and the development of institutions. With History of Wyoming this course meets Wyoming statute requirement for instruction in the provision and principle of the U.S. Constitution and the Wyoming Constitution. Prerequisites: None Lecture/Discussion
HIST 1220 (24-112)  
U.S. HISTORY II: SINCE 1877  
Credit 3  
This course is strongly recommended for students majoring in history or political science. It serves as an elective for students in other majors. This course provides a factual introduction to American history from 1877 to the present. It provides interpretation of the period. Students are encouraged to develop their own interpretations based on readings and lecture. It provides an historical perspective within which students can more intelligently examine contemporary events. Students in this course are expected to develop and to demonstrate the ability to communicate historical concepts.  
Prerequisites: None  
Lecture/Discussion

HIST 1225 (24-202)  
THE AMERICAN EXPERIENCE  
Credit 3  
A study of American eras, regions and themes from a combined historical, literary, and artistic vantage point. Students will study works of political and social history, novels and poetry, and art and music in an effort to understand the interrelatedness of intellectual trends. Each semester will have a different focus; i.e., the Twenties, The Sixties, The South, The West, Victorian American, The Idea of Revolution, The Wilderness, The Frontier, The Depression, The American City, The American Small Town, etc.  
Prerequisites: None  
Lecture/Discussion

HIST 1227 (24-203)  
VIETNAM WAR  
Credit 3  
This course is a survey to provide an understanding of the background and events leading up to the U.S. involvement in Vietnam. It takes the student through the war and culminates with a discussion of Vietnam today.  
Prerequisites: None  
Lecture/Discussion

HIST 1250 (24-122)  
HISTORY OF WYOMING  
Credit 3  
A continuation of HIST 1290 with emphasis on Wyoming. Designed for those particularly interested in local history.  
Prerequisites: None  
Lecture/Discussion

HIST 1290 (24-121)  
HISTORY OF THE U.S. WEST  
Credit 3  
This course deals with the West in general with emphasis placed on the trans-Mississippi West. Particular attention will be paid to comparative frontiers, the influence of the frontier on the development of the American character, and to the post-frontier West.  
Prerequisites: None  
Lecture/Discussion

HIST 1340  
SWEETWATER COUNTY HISTORY  
Credit 2  
This course is designed to acquaint the student with the history of Sweetwater County using historic photographs, literature and oral interviews. The student will gain an understanding about the area’s cultural diversity and development.  
Prerequisites: None  
Lecture/discussion
HIST 1350
INTRODUCTION TO PUBLIC HISTORY Credit 3
This course introduces the student to the nonteaching, professional uses of the discipline of history. Here we will provide a basic overview of museology, historic site management, historic preservation and planning, and the field of “contract history”.
Prerequisite: None
Lecture

HIST 1360
LIVING HISTORY Credit 1-4
Living history is designed to be a public education program. When a living history program is conducted properly it is an education tool that teaches the public how historic events and activities shaped the past and influenced the future. To properly perform in a living historic program, the student must memorize and be familiar with certain aspects of history. This re-enactment course is designed to teach the student the proper techniques and methods used when employed as a living history guide at a state or national historic site.
Prerequisite: Instructor Permission
Lecture/Lab/Practicum

HIST 1410 (24-210)
ENVIRONMENTAL HISTORY Credit 3
Team-taught course which introduces students to the history of the conservation and environmental movements in America. Helps students to develop wilderness survival skills and a scientific perspective from which to develop their own eco-system ethics.
Lecture/Lab/Field Trips

HIST 1420
LABOR HISTORY Credit 1-3 Variable
The course provides a basic introduction to Labor History. The chronicle will begin with the rise of commercial capitalism in the fifteenth, sixteen, and seventeenth centuries, resistance to slavery, the rise of industrial capitalism and organized Union resistance (i.e. Knights of Labor), the struggle for non-elitist unionism (i.e. Wobblies and the CIO) to the relevancy of unionism in today’s service economy and consumer capitalism. Stress will be placed on minority participation in Unionism and, of course the central role of women in the movement. Expect that difficult questions will be raised and that all answers will not necessarily be optimists.
Prerequisites: None
Lecture/discussion

HIST 2040 (24-220)
CHINESE CIVILIZATION Credit 3
The class provides the student with a survey of Chinese Civilization from early prehistoric times to the present. The class will cover the rise of agriculture, the development of Chinese civilization, the rise of the Dynastic Period, and the role the Chinese Dynasties played in world history. In addition the class will cover the Revolutionary Period from 1900 to 1980. The focus of this class will be to show the role Chinese culture played in developing Chinese history.
Prerequisites: None
Lecture/Discussion

HIST 2060
HOLOCAUST IN EUROPE: 1933-45 Credit 3
This class will focus on the origins, events and consequences of the most defining period of genocidal behavior this millennium—the Holocaust in Europe. This course will give the student an understanding of the perpetrators, victims and bystanders. This goal will be accomplished by studying eastern European history from January 1933 through May 1945.
Prerequisites: None
Lecture/Discussion
**HIST 2290 (24-150)**
**HISTORY OF AMERICAN INDIANS**  
Credit 3
The course is a survey of Native Americans in North America and their responses to the North American environment, European settlement, and later to American expansion. The purposes of the course is to acquaint the student with the native American world view and the dynamics of cultural contact. The student will come away with a better understanding of the cultural transformations native Americans have experienced and their impact on the literature and policy of the United States.
Prerequisites: None
Lecture/Discussion/Film

**HIST 2310**  
**AMERICAN WOMEN’S HISTORY**  
Credit 3
This course is a survey class that discusses the historical contributions women have made in the development of the United States from the Paleo-Indian times to the present. In this course, we will show the active roles women played in shaping the nation. Women’s political, social, economic, and intellectual contributions will be charted from the arrival of native Americans to the present. The course will also provide the student with clear understanding of how women shaped America as active participants in the development of the United States.
Prerequisites: None
Lecture/Discussion

**HIST 2371**  
**PERPECTIVES ON THE AMERICAN WEST**  
Credit 3
This summer school course provides students an opportunity to learn about the West’s history, literature and environment from an interdisciplinary perspective. In addition to on-campus lecture session, instruction will take place in the filed whenever possible. The topics to be explored will vary from year to year depending on the themes of OUR WEST WEEK or the focus of study selected by instructors, but the course will consistently focus on topics and issues of interest and concern to Western’s student population.
Prerequisite: None
Lecture/discussion/field trips

**HIST 2466**  
**FIELD STUDIES IN HISTORY**  
Credit Var .5-4
This course provides students a chance to explore the American West. Field trips may range from visiting the Fort Bridger Museum complex to traveling the entire length of California on Coastal Highway Number One.
Field Studies

**HIST 2480 (24-240)**  
**RESEARCH IN HISTORY**  
Credit 3
An introduction to the variety of research techniques in social sciences and to the various methods of data gathering and evidence evaluation.
Lecture/Discussion

**HIST 2490 (24-298)**  
**STUDIES IN HISTORY**  
Credit Variable

**HIST 2495 (24-275-279)**  
**WORKSHOPS IN HISTORY**  
Credit .5 - 2
HUMANITIES (GENERAL)

HUMN 1010 (12-260)
INTRODUCTION TO HUMANITIES--HONORS COLLOQUIUM Credit 3
This Honors Colloquium has a humanities focus but with a contemporary vision. The goal of the class is to model the intellectual life, not only through reading and study, but through participation in intellectual activities whenever they arise. The content will vary depending on community, state and world events. The class will attempt to make students aware that events around them are not isolated from their education, but are content and cause for dialogue. The class will be able to participate in a wide variety of intellectual opportunities: the symphony, plays, opera, ballet, art galleries, etc. Required for all WWCC Honors Program students. Offered fall semester.
Prerequisite: Admission to the Honors Program
Seminar/Discussion

HUMN 1090
FEMININE MYTHOLOGY Credit 3
This course will familiarize the student with the latest research in the study of ancient matrilineal and female deity cultures. Topics explored will be the great mother/goddess concept, effects of a male dominated (patriarchal) culture on women, the role of women in a culture that worshipped a feminine deity, a comparison of ancient feminine mythology with more recent cultural myths, and how the feminine is expressed in other cultures’ myths, i.e., Native American, Asian, and others.
Prerequisites: None
Lecture

HUMN 2371
PERSPECTIVES ON THE AMERICAN WEST Credit 3
Perspectives on the American West is a summer school course which provides students an opportunity to learn about the West’s history, literature, and environment from an interdisciplinary perspective. In addition to on-campus lecture sessions, instruction will take place in the field whenever possible. Instructors representing varied disciplines such as history, literature, and environmental science will meet with students to provide background information and to conduct field school learning experiences. The interdisciplinary nature of the course will encourage students to examine issues and values to gain insight into what it means to be a Westerner. The topics to be explored will vary from year to year depending on the theme of OUR WEST Week or the focus on study selected by instructors, but the course will consistently focus on topics and issues of interest and concern to our western student population.
Lecture

HUMN 2410
ACADEMIC PORTFOLIO/CAPSTONE Credit 1
This course will provide students with the opportunity to prepare a comprehensive portfolio which may help them transfer to another college or gain employment. In this course students will gather documentation of their abilities to demonstrate the WWCC Goals for Student Success.
Prerequisites: completion of 45 credit hours toward graduation
Lecture/Discussion
HUMN 2460
FIELD STUDIES IN HUMANITIES Credit 3
This course will be organized around travel to distant destinations, U.S. cities and foreign countries. The goal of the course is learning through travel with preparation beforehand to learn about what we will see. Each class will have a different focus because of the different destinations, but each will concentrate on studying the humanities in art, architecture, music, language, culture, art museums, historical museums, theatre performances, etc.
Field Study

HUMN 2486
WESTERN AMERICAN STUDIES SEMINAR Credit 3
Western Studies Seminar is an interdisciplinary course examining issues facing citizens of Western States with the goal of preparing students to understand the historical, economic, environmental and cultural forces shaping their lives as Westerners.
Prerequisite: None
Reading, lecture, discussion and field trips.

INDUSTRIAL MAINTENANCE

INDM 0910 (50-120)
SURVEY OF MECHANICS Credit 1
This course will consist of instruction in metric and English measurement, shop safety, identification and use of hand tools, use of special mechanical tools, and the operation of machines and equipment used in repair of engines. Instruction in shop mathematics, related science, and related writing and communication skills will be provided on a small group or individual basis. Practical application of shop safety, use of hand tools and special mechanical tools, and equipment and machines used by mechanics will also be taught in the laboratory.
Pass/Fail Grade
Lecture/Laboratory

INDM 0920 (50-121)
BASIC HYDRAULICS Credit 1
The course will cover the fundamentals of fluid power, hydraulic transmission of force and energy, operation at the suction side of the pump, hydraulic actuators, cylinders and flow control valves, check valves and accumulators, directional control valves and pressure control valves.
Pass/Fail Grade
Lecture/Laboratory

INDM 0930 (50-122)
INTERMEDIATE HYDRAULICS Credit 1
Intermediate Hydraulics is a continuation of Basic Hydraulics. Major topics of study include hydraulic pumps such as gear, vane and piston; hydraulic motors such as vane, gear gerotor and piston; fluids; reservoirs; heat exchangers; and filters.
Pass/Fail Grade
Lecture/Laboratory

INDM 1510 (50-101)
INDUSTRIAL MECHANICS I* Credit 3
This course will consist of instruction in metric and English measurement, shop safety, identification and use of hand tools, use of special mechanical tools, and the operation of machines and equipment used in repair of industrial equipment. Related science and related communication skills.
Prerequisites: None
Lecture/Laboratory *5-week course
INDM 1511, 1512, 1513
INDUSTRIAL MECHANICS I FOR INDUSTRY Credit 1
These courses will consist of instruction in metric and English measurement, shop safety, identification and use of hand tools, use of special mechanic tools, and the operation of machines and equipment used in repair of industrial equipment, related science and communication skills. Primarily designed for industry. Students may not receive credit in these courses as well as INDM 1510.
Prerequisites: None
Lecture/Laboratory

INDM 1520 (50-102)
INDUSTRIAL MECHANICS II* Credit 3
This course will cover basic and advanced rigging; forklift operation of industrial trucks; safety and preventive maintenance of forklifts; conveyor components of bucket, screw and flat belt conveyors; rolling and sliding bearings; terminology, types, fits, and removal and installation of bearings; and characteristics of oil, grease and synthetic lubricants.
Prerequisites: None
Lecture/Laboratory *5-week course

INDM 1530 (50-103)
INDUSTRIAL MECHANICS III* Credit 3
The student will develop skills in the operation and repair of hydraulic, pneumatic, electrical, and manually operated brakes; coupling alignment with both dial indicator thickness gauges and larger alignment systems; and clutches.
Prerequisites: None
Lecture/Laboratory *5-week course

INDM 1531, 1532, 1533
INDUSTRIAL MECHANICS III FOR INDUSTRY Credit 1
These courses are designed to give students the basic knowledge and understanding of couplings. It will cover the theory of alignment and the pre-alignment check. The different types of alignment methods will be covered and the different types of couplings used, and how to install the different types. In 1533, students will be required to align a coupling using three different methods. They will be required to disassemble an reassemble a gear box to within industry standards. Students will be required to demonstrate their troubleshooting skills. Students may not receive credit in these courses as well as INDM 1530.
Prerequisites: None
Lecture/Laboratory
### INDM 1540 (50-104)
**INDUSTRIAL MECHANICS IV**
Credit 3
The student will develop skills in the installation and maintenance of v-belt drives, timing belts (positive drive belts), and flat belts used in power transmissions in local industry; the installation and maintenance of chain drives, both roller and silent chains; reciprocating, rotary screw, sliding vane, liquid ring, and dynamic air compressors; boiler maintenance; and heat exchangers.
Prerequisites: None
Lecture/Laboratory *5-week course

### INDM 1541
**MECHANICAL DRIVES**
Credit 1
The students will develop skills in the installation and maintenance of v-belt drives, timing belts (positive drive belts), and flat belts used in power transmissions in local industry; the installation and maintenance of chain drives, both roller and silent chains, as well as gears and gear drives will be covered.
Prerequisites: None
Lecture

### INDM 1542
**INDUSTRIAL PUMPS**
Credit 1
This course will cover Centrifugal and positive displacement pumps, such as piston, internal gear, external gear, vane, and rotary pumps; this course will cover the operation, repair and troubleshooting of most of the pumps used in local industry. The course will also cover packing and mechanical seals used in these pumps.
Prerequisites: None
Lecture

### INDM 1550 (50-105)
**INDUSTRIAL MECHANICS V**
Credit 3
This course will cover positive displacement pumps, such as piston, internal gear, external gear, vane, and rotary pumps; valving used in industry, such as gate, split and solid wedge, globe, needle, ball, and relief valves; and stem packing.
Prerequisites: None
Lecture/Laboratory *5-week course

### INDM 1560 (50-106)
**PREVENTIVE MAINTENANCE**
Credit 3
This course will cover how to administrate a preventive maintenance program through different types of maintenance, such as breakdown, corrective, and renovative maintenance; how management benefits from a preventive maintenance program; how to get a preventive maintenance program started; computerized maintenance including the importance of record keeping, and how computers can be used in troubleshooting equipment; inspection guides for mechanical drives, such as bearings, chain, belts, gears, and couplings; and fluid power systems, such as pumps, compressors, accumulators, control valves, and actuators. This course will also cover vibration determination and correction.
Prerequisites: None
Lecture/Laboratory *5-week course
**INDM 1570 (50-107)**  
**INDUSTRIAL HYDRAULICS* I (FLUID POWER)**  
Credit 3  
The course will cover the fundamentals of fluid power, hydraulic transmission of force and energy, operation at the suction side of the pump, petroleum base hydraulic fluids, fire resistant hydraulic fluids, flow rates and velocity, properties of hydraulic fluids, and an introduction to control valves.  
Prerequisite: None  
Lecture/Laboratory *5-week course

**INDM 1580 (50-108)**  
**INDUSTRIAL HYDRAULICS II (FLUID POWER)**  
Credit 3  
Hydraulics II is a continuation of Hydraulics I. Major topics of study include hydraulic actuators, control of hydraulic energy, check valves, accumulators and cylinders, flow control valves, and directional control valves.

**INDM 1585**  
**INDUSTRIAL HYDRAULICS III (Fluid Power)**  
Credit 3  
This course will cover pressure control valves, including pressure relief, pressure reducing, sequence, and counter balance. Other topics will be cracking pressure, full flow pressure, and pressure override and how they can affect the operation of the system. Hydraulic pumps including gear, vane, piston, hydraulic motors, reservoirs, coolers, and filters, as well as the electrical components required to activate hydraulic components will also be studied.

**INDM 1590 (50-109)**  
**INDUSTRIAL PNEUMATICS***  
Credit 3  
The course will cover energy transmission using a pneumatics system; the control of pneumatic energy; positive displacement, piston, vane and helical type compressors; air distribution systems; receiver tank, piping system; after coolers; air driers; check valves; cylinder and motors; how a check valve works, sizing an air cylinder; selecting an air motor; controlling compresses air through directional control valves, flow control valves, silencers, quick exhaust valves, regulators and sequence valves; and air preparation.  
Prerequisites: None  
Lecture/Laboratory *5-week course

**INDM 2990 (50-298)**  
**STUDIES IN INDUSTRIAL MAINTENANCE**  
Credit Variable

**INDM 2995 (50-275-279)**  
**WORKSHOPS IN INDUSTRIAL MAINTENANCE**  
Credit .5 - 2

**INDM 2965 (50-299)**  
**DIRECTED STUDY**  
Credit Variable
LEGAL SECRETARY

LEGL 1500 (46-100)
LAW OFFICE PRINCIPLES  Credit 3
This course serves as an introduction to the non-professional legal field. It covers the nature of the law, the professional code of conduct, subject approach to law, case approach to law, statutory and administrative approach to law, legal communications, fact investigating, client interviewing, and legal reasoning.
Lecture/Discussion

LEGL 1710 (46-102)
LEGAL RESEARCH & WRITING I  Credit 3
This course provides an introduction to legal reference materials and how to use them. The student will learn the basic principles and procedures of legal research. It is a “how to” course that covers researching in legal dictionaries and encyclopedias, periodicals, case reports, digests, treatises, state statutes, federal codes, and other sources. The course requires a great deal of independent study.
Prerequisite: None
Lecture/Laboratory

LEGL 1740 (46-101)
LEGAL TERMINOLOGY  Credit 2
This course is specifically designed to teach Latin words and phrases, legal terminology used in business and corporate practice, real estate and probate practice and litigation.
Lecture/Discussion

LEGL 1800 (46-104)
LAW MANAGEMENT  Credit 3
This course teaches principles of management specifically related to the law office. Topics include: postulates of management, forms of practice, secretarial selection, legal assistants and use of 'systems,' timekeeping, fee schedules and computers, billing practice, bookkeeping, relationships, client files, calendar and monitor systems, law office staff manuals, and concluding management concepts.
Lecture/Discussion

LEGL 2630 (46-106)
REAL ESTATE & PROPERTY LAW  Credit 3
An introduction to real property law including definitions, inheritance, adverse possession.
Lecture/Discussion

LEGL 2800
LEGAL WRITING  Credit 2
Students learn about various legal documents, develop the terminology of legal writing, and begin to develop an appropriate legal writing style by drafting simple legal pleadings, memorandums, and letters. This course builds upon legal research skills developed in the prerequisite class.
Prerequisites: LEGL 1710
Lecture/Discussion/Practicum

LEGL 2990
STUDIES IN LEGAL SECRETARIAL  Credit Variable
LEGL 2995 (46-275-279)
WORKSHOPS IN LEGAL SECRETARIAL  Credit .5 - 2
MACHINE TOOL TECHNOLOGY

Courses in this area are offered as needed and to support other majors. Machine Tool Technology is not a degree program.

MCH 2740 (55-271)
MACHINE TOOL PROCESSES I Credit 4
This class is offered as an evening class primarily for employed industrial maintenance mechanics who wish to expand their capabilities as machinists. It covers fundamental lathe operations and special topics to meet the job needs.
Prerequisites: None
Lecture/Laboratory

MCH 2750 (55-272)
MACHINE TOOL PROCESSES II Credit 4
This class is a continuation of MCH 2740 and is also offered as an evening class primarily for employed industrial maintenance mechanics who wish to expand their capabilities as machinists. It covers milling machine, shaper and surface grinder operation.
Prerequisites: MCH 2740

MCH 2990 (55-298)
STUDIES IN MACHINE TOOL TECHNOLOGY Credit Variable

MCH 2995 (55-275-279)
WORKSHOPS IN MACHINE TOOL TECHNOLOGY Credit .5 - 2

MCH 2975 (55-299)
DIRECTED STUDY Credit Variable

MARKETING

MKT 1000 (48-101)
SALES Credit 3
This is an introductory course in the field of professional selling. Students will study the different factors necessary for successful selling. Topics covered will include consumer buying incentives and motives, sales psychology, preparing oneself to sell, customer approach and sales techniques. Practical application of the sales skills will be done through sales demonstration. This course will be offered every other year.
Prerequisites: None
Lecture

MKT 1100 (48-201)
RETAILING Credit 3
This introductory course in the area of retail store operation will survey the organization and functions of a retail business and the changes taking place in modern retailing. Topics covered include organization procedures, store location and layout, merchandising functions and policies, buying practices and policies, inventory control, pricing strategies and policies, law and regulations important in the field of retailing, franchising, and personnel functions. This course will be offered every other year.
Prerequisites: None
Lecture
MKT 1300 (48-205)  
**ADVERTISING**  
Credit 3  
This course provides the student with general information concerning advertising and its role in business. Topics covered in this course will include the purposes of advertising, the different types of advertising and media, how advertisements are planned, prepared and delivered in the media, and how the effectiveness of advertising is measured and evaluated.  
Prerequisites: None  
Lecture

MKT 2100 (MKT 1200) (42-202)  
**MARKETING**  
Credit 3  
This course is an introduction to the marketing discipline. Emphasis is given to vocabulary, principles, and marketing strategies as each relates to products, pricing, distribution and promotion. Also included is a study of the practices and problems in national and international environments.  
Prerequisites: None  
Lecture/discussion

MKT 2480 (48-150)  
**COOPERATIVE EDUCATION - MARKETING**  
Credit 1-2 (6 credits maximum)  
The purpose of cooperative education work experience is to provide students with an opportunity to enhance their classroom education with practical experience and education through employment in marketing and marketing-related occupations. A bi-weekly co-op meeting with the instructor is required for all students enrolled. Students will be evaluated by the instructor and employer. One hundred twenty hours on the job are required for one semester hour of credit. Students may earn a maximum of six credits toward graduation.  
Prerequisites: Completion of 12 hours of credit with a 2.00 GPA and Instructor Permission  
Discussion/Practicum

MKT 2490 (48-299)  
**STUDIES IN MARKETING**  
Credit Variable

MKT 2495 (48-275-279)  
**WORKSHOPS IN MARKETING**  
Credit .5 - 2

**MATHEMATICS**

MATH 0920 (35-098) (MATH 0600)  
**BEGINNING ALGEBRA**  
Credit 3  
Introduction to elementary algebra with applications. Topics include operations with real numbers, operations involving algebraic expressions, factoring, exponents, polynomials, solving linear equations and graphing. **Does not fulfill WWCC math graduation requirement.**  
Prerequisites: DVST 0900 or appropriate Math Placement Test score  
Lecture/Discussion

MATH 0930 (35-099) (MATH 0700)  
**INTERMEDIATE ALGEBRA**  
Credit 4  
Techniques of algebra with applications. Builds upon the concepts and skills developed in Math 0920. Topics include an introduction to functions and relations, solving quadratic equations, rational expressions and equations, radical expressions and equations, solving inequalities, and graphing. **Does not fulfill WWCC math graduation requirement.**  
Prerequisites: MATH 0920 or appropriate Math Placement Test score  
Lecture/Discussion
**MATH 1000 (35-104)**
**PROBLEM SOLVING**  
*Credit 3*

The course focuses on the methods, processes, and strategies used to analyze, understand, and solve mathematical problems. It aims to develop skills in sorting, organizing, and assimilating information. The problems are of a variety of types and may include problems involving puzzles or patterns, word problems, algebra problems, counting and probability problems, problems dealing with geometry, and other mathematical problems. The use of the hand calculator is an essential part of the course. This course is not designed to prepare students for pre-calculus or for calculus. This course satisfies the University of Wyoming mathematics M-1 requirement.

Prerequisites: Appropriate Math Placement Test score or MATH 0920

Lecture/Discussion

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**MATH 1050 (35-105)**
**FINITE MATHEMATICS**  
*Credit 4*

Introductory course in elementary matrix algebra, set theory, linear programming, mathematics of finance, probability, expectation, and linear programming with emphasis on applications. It serves as an introduction to finite mathematics for majors not requiring calculus. The course satisfies the University of Wyoming mathematics B requirement.

Prerequisites: One college level mathematics course or pass the math placement test

Lecture/Discussion

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**MATH 1100, 1105 (35-201-202)**
**MATH FOR ELEMENTARY SCHOOL TEACHERS I & II**  
*Credit 3 per semester*

A sequential two semester course intended for mathematical training of prospective elementary teachers. Topics to include the origin of numerals and numeration systems, relations and functions, number bases, system of whole numbers, integers, rational numbers, real numbers, topics from geometry and the metric system.

Prerequisites: MATH 1000 or higher

Lecture/Discussion

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**MATH 1200**
**APPLIED COLLEGE ALGEBRA**  
*Credit 3*

An introductory course in college algebra, this course contains many of the algebra topics of MATH 1400 but will focus on the applications of functions and algebra. Specifically, the course will examine real data sets, and study the classes of functions that are most often used to model real-life data. The course will emphasize applications, including population studies, personal finance, and economics. Topics include functions, linear functions and their applications, linear regression, exponential and logarithmic functions and their applications, and polynomial functions and their applications. Students who receive a grade of “C” or better may subsequently enroll in any Introductory Statistics Course. **Students may not get credit for both MATH 1200 and MATH 1400.** Math 1200 may not be used as a prerequisite for Calculus or Business Calculus.

Prerequisite: MATH 0930 or equivalent, MATH ACT of 23 or higher or appropriate Math Placement Test score

Lecture/Discussion

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**MATH 1400 (35-101)**
**PRECALCULUS ALGEBRA**  
*Credit 4*

Emphasizes algebra topics which are important in the study of calculus, especially functions and their graphs. Topics include polynomial functions, exponential and logarithmic functions and equations, inequalities, and systems of equations. A graphing calculator may be required in some sections. This course satisfies the University of Wyoming M1 requirement.

Prerequisites: MATH 0930, Math ACT of 23 or higher, or appropriate Math Placement Test score

Lecture/Discussion
MATH 1405 (35-102)
PRECALCULUS TRIGONOMETRY  Credit 3
Emphasizes trigonometry and other topics important in preparation for the study of calculus. Topics include angles, right triangle trigonometry, trigonometric functions and their graphs, trigonometric equations, trigonometric representations of complex numbers and applications. Other topics may be included as time permits. A graphing calculator may be required in some sections. This course satisfies the University of Wyoming M1 requirement.
Prerequisites: MATH 1400, Math ACT of 25 or higher, or appropriate Math Placement Test score
Lecture/Discussion

MATH 1450 (35-111)
ALGEBRA & TRIGONOMETRY  Credit 5
An introductory course in college algebra, trigonometry, and analytical geometry. Topics to include equalities and inequalities matrices and determinants, theory of equations, trigonometric functions and analytical geometry. No credit offered if credit received in MATH 1400, 1405.
Prerequisites: 3 yrs. H.S. Math or MATH 700 or pass math placement test
Lecture/Discussion

MATH 1510 (35-100)
TECHNICAL MATHEMATICS I  Credit 4
A mathematics course for students in Technology. Topics include a review of algebra, the concept of a function, right angle trigonometry, linear functions, quadratic functions, the law of sines and cosines and the exponential and logarithmic functions.
Prerequisites: MATH 0930 or pass math placement test
Lecture/Discussion/Laboratory

MATH 2200 (35-112)
CALCULUS I  Credit 5
An introduction to calculus with analytical geometry. Topics to include limits, continuity, derivatives and some applications of the integral.
Prerequisites: MATH 1400, 1405, 4 yrs. H.S. Math; Instructor Permission, Math ACT of 27 or higher, or appropriate Math Placement Test score
Lecture/Discussion

MATH 2205 (35-211)
CALCULUS II  Credit 5
Topics to include differentiation of transcendental functions, techniques integration, indeterminate forms, improper integrals, and infinite series.
Prerequisites: MATH 2200
Lecture/Discussion

MATH 2210 (35-212)
CALCULUS III  Credit 5
Topics to include space and solid analytical geometry, vectors, differential calculus of functions of several variables, and multiple integration with applications.
Prerequisites: MATH 2205
Lecture/Discussion

MATH 2250 (35-250)
ELEMENTARY LINEAR ALGEBRA  Credit 3
Topics include linear equations and matrices, vector spaces, linear transformations, determinants, orthogonality, eigenvalues, and eigenvectors.
Prerequisites: MATH 2205 or Instructor Permission
Lecture/Discussion
MATH 2310 (35-260) (MATH 2400)  
APPLIED DIFFERENTIAL EQUATIONS  
Credit 3  
Topics include methods of solutions of ordinary differential equations with emphasis on applications. Transforms and applications.  
Prerequisites: MATH 2205  
Lecture/Discussion

MATH 2350 (35-106)  
BUSINESS CALCULUS I  
Credit 4  
Units of study include a review of functions, their graphs and their algebra; derivatives and their applications, techniques of differentiation; the calculus for the exponential and logarithmic functions with applications to business; integration and applications; the trigonometric functions and their calculus; differential equations and applications.  
Prerequisites: MATH 1400 or equivalent, or Math ACT of 26 or higher  
Lecture/Discussion

MATH 2355 (35-206)  
BUSINESS CALCULUS II  
Credit 4  
Units of study include functions of several variables, partial derivatives, optimization, Lagrange multipliers, least squares; techniques of integration; random variables, discrete and continuous; distributions; infinite series; linear systems and their solutions; other topics in linear algebra with applications.  
Prerequisites: MATH 2350  
Lecture/Discussion

STAT 2010  
STATISTICAL CONCEPTS FOR BUSINESS & MANAGEMENT I  
Credit 4  
This course is designed to provide majors in accounting, business administration, economics, management, and marketing with training in basic statistical concepts with emphasis on applications to business programs.  
Credit may not be earned for more than one of the following: STAT 2010, 2050 or 2070.  
Prerequisites: Math 1000 or 1400  
Lecture/discussion

STAT 2050 (35-221)  
FUNDAMENTALS OF STATISTICS  
Credit 4  
The presentation and application of statistical inference. Topics include measures of central tendency, variance and standard deviation, probability modes, inference for means, analysis of variance for one way classification, and an introduction to linear regression and correlation.  
Credit may not be earned for more than one of the following: STAT 2010, 2050 or 2070.  
Prerequisites: Math 1000 or 1400  
Lecture/Discussion

STAT 2070  
STATISTICS FOR SOCIAL SCIENCE  
Credit 4  
Presentation of central ideas of descriptive statistics and statistical inference, as applied to questions in the social sciences. Topics include graphs, averages, sampling, estimation, hypothesis testing, and relationship between variables. Associated computer skills will also be introduced.  
Credit cannot be earned in more than one of the following courses: STAT 2010, 2050 or 2070  
Prerequisites: Math 1000 or 1400  
Lectures/Discussion
MEDICAL OFFICE ASSISTANT

MOA 1500 (45-100)
MEDICAL OFFICE ASSISTANT OFFICE PROCEDURES  Credit 2
A one-semester course introducing the student to the responsibilities and clinical procedures in
the doctor’s office. Includes preparing the patient or examination, obtain vital signs, taking
medical histories, assisting with examinations and treatment, performing routine office laboratory
procedures and electrocardiograms, sterilizing instruments and equipment for office procedures,
and instructing patients in preparation for x-ray and laboratory examination and become
involved in purchasing and maintaining supplies and equipment.
Prerequisites: Accepted into MOA Program
Lecture/Discussion/Practicum

MOA 1710
MOA FRONT OFFICE SOFTWARE  Credit 1
This course will provide the student with a basic understanding of the role of the medical office
assistant in using computer systems. Learning to apply computer technology with an under-
standing of MOA is an important part of the development of the student’s office skills.
Prerequisites: Accepted into MOA Program
Lecture/Lab

MOA 2600 (45-210)
BUSINESS/ADMINISTRATIVE CLINICAL PRACTICUM  Credit 3
Scheduling and receiving patients; obtaining patients’ data, maintaining medical records; typing
and medical transcription; handling telephone calls, correspondence, reports and manuscripts;
and assuming responsibility for office care, insurance matters, office accounts, fees, and collections.
This course involves actual placement in the doctor’s office.
Laboratory

MOA 2990 (65-298)
STUDIES IN MEDICAL OFFICE ASSISTING  Credit Variable

MOA 2995 (45-275-279)
WORKSHOPS IN MEDICAL OFFICE ASSISTING  Credit .5 - 2

MINING TECHNOLOGY

MINE 1500 (57-101)
INTRO. TO MINING  Credit 3
This course introduces the student or prospective underground and surface miner to general ori-
entation to mining, safety, miner and operator rights and responsibilities. State and federal laws,
first aid, mine gases, fire prevention, ventilation and mine mapping, roof and rib control, haulage
and equipment safety, and general mine safety.
Prerequisites: None
Lecture
**Course Descriptions**

**MINE 1600 (57-102) UNDERGROUND MINE FOREMAN EXAM REVIEW Credit 3**  
This is a preparatory course for the Wyoming Mine Foreman Exam that is given by the Wyoming Mine Examining Board each year. All phases of underground mining that may appear on the state exam will be addressed during this course. Successful completion of this course should prepare the student for the state exam, but does not guarantee state certification as a mine foreman.  
Prerequisites: None  
Lecture/Laboratory

**MINE 1850 MSHA SURFACE NEW MINER Credit 1.5**  
This course provides 24 hours of mandatory Mine Safety and Health Administration training for surface mine workers. Onsite training must be completed at an actual mine site.  
Prerequisites: None  
Lecture/discussion

**MINE 1870 MSHA UNDERGROUND NEW MINER Credit 2**  
This course provides 32 of the mandatory 40 hours of Mine Safety and Health Administration for underground mine instruction. The remaining 8 hours of onsite training is the student’s responsibility and must be completed at an actual mine site.  
Prerequisites: None  
Lecture/Discussion

**MINE 2490 (57-298) STUDIES IN MINING TECHNOLOGY Credit Variable**

**MINE 2495 (57-275-279) WORKSHOPS IN MINING TECHNOLOGY Credit .5 - 2**

**MINE 2475 (57-299) DIRECTED STUDY Credit Variable**

**MUSIC**

**MUSC 0200 CONVOCATION CREDIT 0**  
Convocation is a listening and performing laboratory for music majors. Applied student soloists and department ensembles may perform. Besides biweekly convocations, attendance at five additional approved concerts is required. Music majors enrolled in applied lessons must also enroll in convocation.  
Prerequisites: Music majors must be enrolled concurrently in applied lessons  
Student performances

**MUSC 1000 (18-100) INTRO. TO MUSIC Credit 3**  
This course is planned for the student who has little or no background or training in music, to understand and enjoy the music of our culture through a programmed presentation of the materials of the music and through a carefully introduced plan for perceptive listening.  
Prerequisites: None  
Lecture/Discussion
**MUSC 1030, 1040 (18-101-102)**
**WRITTEN THEORY I & II**  
Credit 3  
Designed for the student interested in pursuing a major in music, this course uses an integrated approach toward the fundamentals of music and of written harmony.  
Concurrent: MUSC 1035 and 1290  
Lecture/Laboratory

**MUSC 1035, 1045 (18-111-112)**
**AURAL THEORY I & II**  
Credit 1  
The study of sight singing, ear training, keyboard harmony and diatonic harmony.  
Concurrent: MUSC 1030, 1040  
Lecture/Laboratory

**MUSC 1058**
**MUSIC COMPOSERS**  
Credit 1  
This course provides the student with the general understanding of a specific composer and his music. The music style and sociological aspects of the particular musical period will be examined along with the composer’s life, styles, and representative works. Through listening to musical compositions, students learn the basic forms and elements of this composer.  
Prerequisites: None  
Lecture/Field trip

**MUSC 1150 (18-135)**
**GUITAR I**  
Credit 2  
A study of basic fundamentals and application of guitar technique.  
Practice/Laboratory

**MUSC 1290, 1291 (18-155-156)**
**CLASS PIANO I & II**  
Credit 1  
This course is designed to teach the beginning piano student the following musical skills: technique, reading in many styles and keys, keyboard theory, harmonization, transposition, improvisation, ensemble playing, and composition.  
Lecture/Laboratory

**MUSC 1295, 1296 (18-157)**
**CLASS PIANO III & IV**  
Credit 1  
Class Piano is a four semester course designed for the non-pianist as well as the person with some piano skills to provide a working understanding and a functional approach to basic keyboard skills. The course material is coordinated with the written theory skills for each of the four semesters of undergraduate theory study. Students work in piano lab two hours per week with the instructor for a total of 30 contact hours per week.  
Prerequisite: MUS 1291  
Concurrent: MUS 2030, 2040  
Laboratory/Skill

**MUSC 1325 (18-160)**
**PUBLIC SCHOOL METHOD: PERCUSSION I**  
Credit 1  
Group instruction in the applied field of percussion instruments, emphasizing development of facility in playing various instruments. Instruments are supplied for student use. Meets two hours per week.  
Prerequisites: None  
Practice/Performance/Laboratory
MUSC 1340 (18-120)  
PUBLIC SCHOOL METHOD: VOICE I  
Credit 1
This course is designed for those students interested in learning the foundations of singing, but who have had little or no formal voice training, included will be basic vocal theory and exercises, and individual and group singing of easy and musically interesting songs. Meets two hours per week.
Prerequisites: None
Laboratory

MUSC 1375  
SYMPHONIC BAND  
Credit 1
Members of the community band will prepare, study and perform band literature from classical transcriptions to contemporary compositions. Emphasis will be directed toward correct performances of the literature which includes monitoring of student performance relative to note/tonal accuracy, rhythmic interpretation, dynamics, articulations and phrasing. Students will demonstrate knowledge of style and interpretation with performance of each music selection studied. This course may be taken four times for credit.
Prerequisite: Audition by Instructor
Practice/Performance/Laboratory

MUSC 1390 (18-140)  
JAZZ ENSEMBLE I  
Credit 1
A select group of instrumentalists organized to provide continued music training and performance experience for its members, and to provide music for cultural and other activities on campus and within the community. May be taken four times for credit. Meets at least five hours per week.
Prerequisites: Instructor Permission
Practice/Performance/Laboratory

MUSC 1400 (18-130)  
COLLEGIATE CHORALE  
Credit 1
A course offering applied music training and performance experience to its members, and including concert appearances before the college, the community, and the area. This class may be taken four times for credit. Meets at least two hours per week.
Prerequisites: Instructor Permission
Practice/Performance/Laboratory

MUSC 1410 (18-150)  
VOCAL ENSEMBLE  
Credit 1
An auditioned group of singers organized to provide music training and experience for its members, and to provide music for cultural and other activities. This class may be taken four times for credit and meets at least three hours per week.
Prerequisites: Instructor Permission
Practice/Performance/Laboratory

MUSC 1430 (18-132)  
SYMPHONY ORCHESTRA  
Credit 1
A course offering applied music training and performance to its members. Concert appearances before the college, community, and the area will be included. This class may be taken four times for credit. Meets at least three hours per week.
Prerequisite: Instructor Permission
Practice/Performance/Laboratory
MUSC 1490  
PIANO ENSEMBLE  
Credit 1
A performance-oriented class that explores the ensemble piano literature from the duet and duo (two piano) repertoire. The student will work together with another student while on the keyboard. This class may be taken four times for credit.  
Prerequisite: Intermediate or Advanced Piano Student  
Practice/Performance/Laboratory

MUSC 2015  
INTRO. TO MUSIC OF THE WORLD  
Credit 3
This course is an introduction to the music of the world’s peoples. Students will study, hear, and research music from a wide variety of geographical areas of world.  
Prerequisite: MUSC 1000 or instructor permission  
Lecture

MUSC 2030, 2040 (18-201-202)  
WRITTEN THEORY III & IV  
Credit 3
A continuation of MUSC 1040 with added work in harmonic analysis and with some consideration of contrapuntal techniques.  
Prerequisites: MUSC 1040  
Lecture/Discussion

MUSC 2035, 2045 (18-211-212)  
AURAL THEORY III & IV  
Credit 1
A continuation of MUSC 1045 incorporating instruction in harmonic analysis and contrapuntal techniques.  
Prerequisites: MUSC 1045  
Lecture/Discussion

MUSC 2050, 2055 (18-151-152)  
MUSIC HISTORY SURVEY  
I & II  
Credit 2
This course is designed as a survey of the history and literature of music in western civilization from ancient times to the resent and relates epochs in music to corresponding periods in other arts. Class to meet three hours each week.  
Prerequisites: None  
Lecture/Laboratory

MUSC 2071-2077 (18-000)  
APPLIED MUSIC: Vocal & Instrumental  
Credit 1 or 2
One private half-hour or hour lesson per week in a specified area, with a required minimum preparation time. This class may be taken four times for credit.  
Prerequisites: Prior arrangements with instructor  
Laboratory

MUSC 2490  
STUDIES IN MUSIC  
Credit Variable

MUSC 2495  
WORKSHOPS IN MUSIC  
Credit .5 - 2
MUSC 2500
MUSIC PORTFOLIO Credits 1-2
This course will provide students with the opportunity to prepare a comprehensive portfolio which may help them transfer to another college or gain employment. In this course students will gather documentation of their abilities to demonstrate the WWCC Goals for Student Success. Students will also complete a project in their primary area of emphasis with a final presentation juried by the faculty within the selected discipline.
Prerequisites: Must have completed 45 credit hours toward an AFA degree
Lecture/Discussion

NURSING
NRST 0900
CAREERS IN NURSING Credit 1
This course is designed to give an overview of the concepts and skills relevant to the practice of nursing. The course includes basic information about common concepts and exposure to skills related to client care. The content includes individual as client, communication, life cycle, problem solving, caring and ethics. Students will have an opportunity to engage in classroom instruction, nursing laboratory, and a supervised field trip to settings where nursing care is delivered.
Prerequisites: None
Lecture/Discussion

NRST 1510 (NUR 1510) (61-100)
NURSE ASSISTANT Credit 4
This course prepares a person to work as a nursing assistant. Assistants work in hospitals or nursing homes under the supervision of licensed nursing personnel. The course presents basic nursing assistant principles as well as provides opportunities for practice and demonstration of skills related to client care, with an emphasis on the elderly client. Students time will be divided between classroom instruction, laboratory time, and supervised experience in hospital and nursing home settings. Additional clinical hours may be required in four to six hour blocks of time which will be announced at the beginning of the course. CPR certification and current immunizations are necessary to attend clinical. Satisfactory completion of the course entitles the student to take a competency exam to become “Certified” in the State of Wyoming.
Prerequisite: None
Lecture/lab/clinical.

NRST 1610 (NUR 1610) (61-121)
NURSING I Credit 9
Nursing I students focus on providing safe, effective nursing care to clients with unmet needs. Content in Nursing I is presented through introduction of the six goals of the nursing program. A variety of learning experiences are provided to promote the process of learning. Curricular content for the six goals is: Communicate Competently: Students utilize basic principles of communicator, educator, and caring concepts. See Issues From Multiple Perspectives: Students apply basic concepts of cultural, ethical, and psycho-social dimensions of care. Develop Life Skills: Students begin to practice within the ethical and legal framework of the discipline of nursing. Students begin to apply basic management principles by managing self. Solve Problems: Students utilize beginning knowledge base when making clinical decisions. Students begin to prioritize nursing care. Retrieve Information: Students access basic research resources and begin to use nursing informatics by managing information and using the language of nursing. Apply Therapeutic Nursing Interventions: Students are introduced to the nursing process to provide safe, effective care to begin to maximize health potential. Students apply basic principles
of pharmacology, describe basic pathophysiology and identify interdisciplinary interventions for clients. Nursing theory as well as laboratory and clinical experiences provide the opportunity to apply the goals.

Prerequisite: admission to the program

Lecture/lab/clinical

NRST 1620 (NUR 1620) (61-122)
NURSING II
Credit 9

Nursing II students focus on providing safe, effective nursing care to clients with common, predictable problems or the normal birth experience. Content in Nursing II is presented through beginning application of the six goals of the nursing program. A variety of learning experiences are provided to promote the process of learning. Curricular content for the six goals is: Communicate Competently: Students apply varied communication skills, implement standardized teaching plans, and incorporate caring into practice. See Issues From Multiple Perspectives: Students begin to provide ethically and culturally competent care. By identifying the nurses role in protecting clients' rights, the student develops an awareness of ethical responsibility. Students begin to recognize ethical dilemmas. Develop Life Skills: Students continue to practice within the ethical and legal framework to guide practice in the discipline of nursing. Management principles advance to include managing time and resources and delegating tasks to CNA's in clinical settings. Solve Problems: Students utilize a developing knowledge base to make clinical decisions. Students consistently prioritize care. Retrieve Information: The importance of research in nursing is introduced. Students begin to utilize nursing informatics and technology to facilitate nursing care. Apply Therapeutic Nursing Interventions: Students use the nursing process to provide safe, competent care to maximize health potential. Students apply principles of pharmacology, correlate pathophysiology with disease process of clients and incorporate interdisciplinary interventions for clients. Nursing theory as well as laboratory and clinical experiences provide the opportunity to apply the goals.

Prerequisite: Nursing I
Lecture/lab/clinical

NRST 1640 (NUR 1640) (61-200)
BASIC IV THERAPY FOR THE LPN
Credit 2

The basic intravenous therapy course for the licensed practical nurse in the State of Wyoming is directed toward the beginning skills and knowledge needed to administer IV therapy. Basic guidelines include background information, legal aspects of IV therapy, anatomy and physiology of the adult circulatory system, fluid and electrolyte balance, procedure for venipuncture, maintenance, prevention and assessment of complications, principles of pharmacology as related to IV therapy, demonstration and practice of required skills with clinical practicum. Those students not employed at the hospital where practicum is provided must have their own malpractice insurance.

Prerequisites: LPN licensure or instructor permission; Malpractice Insurance
Lecture/Practicum

NRST 1985 (NUR 1985) (61-131)
PRACTICAL NURSING ROLES
Credit 3

This course is designed to prepare students to practice as licensed practical nurses. Practical nurses provide safe, effective care to maximize health potential for clients with common, predictable problems or normal birth experience. Content specific to the PN role is presented through application of the six goals of the nursing program. A variety of learning experiences are provided to promote the process of learning. Curricular content for the six goals is: Communicate Competently: Students utilize appropriate channels of communication as an interdependent member to share relevant, prioritized data verbally and in writing with health team members. Students implement effective teaching plans in the PN role. See Issues From Multiple
Course Descriptions

Perspectives: Students identify ethical responsibility to protect client rights in the PN role. Develop Life Skills: Students continue to practice within the ethical and legal framework to guide practice in the discipline of nursing as a practical nurse. Management principles are emphasized to include managing time and resources and delegating tasks to CNA’s in clinical settings. Solve Problems: Students utilize a basic knowledge base to contribute to clinical decisions as an interdependent practitioner. With RN supervision, students utilize standards of care to assist in decision making and prioritizing care. Retrieve Information: Students use information from a variety of current sources to provide basic, safe nursing care. Apply Therapeutic Nursing Interventions: Students contribute to all phases of the nursing process to provide safe effective nursing care. Students apply principles of pharmacology, correlate basic pathophysiology with disease process of clients and incorporate interdisciplinary interventions for clients when providing nursing care. Nursing theory as well as concentrated clinical experiences provide the opportunity to apply the goals.

Prerequisites: Nursing I and Nursing II

Lecture/Clinical

NRST 2630 (NUR 2630) (61-221)  
NURSING III Credit 10

Nursing III students focus on providing safe effective nursing care for clients with complex problems. Students begin to apply basic family theory principles when providing care to clients. Students begin to practice at a more independent level in certain aspects of practice. Content in Nursing III is presented through application of the six goals of the nursing program. A variety of learning experiences are provided to promote the process of learning, including problem based learning. Curricular content for the six goals is: Communicate Competently: Students utilize effective communication skills, formulate teaching plans, and teach in small groups. Students recognize definitive caring experiences. See Issues from Multiple Perspectives: Students address culture through application of basic family theory principles when providing care to clients. Students utilize ethical reasoning theory to identify strategies to advocate for client’s rights and resolve ethical dilemmas. Students explain how the psychosocial dimension is affected by complex health problems. Develop Life Skills: Students continue to practice within the ethical and legal framework to guide practice in the discipline of nursing. Students continue to maximize use of time and resources by appropriately delegating tasks. Students develop strategies to effectively implement change in the work place. Solve Problems: Students apply an advancing knowledge base when making clinical decisions and prioritizing care. Retrieve Information: Students begin to recognize nursing practice that is not based on research. Students explore Nursing Informatics utilizing nursing intervention classifications/nursing outcome classifications (NIC/NOC). Apply Therapeutic Nursing Interventions: Students apply the nursing process to provide safe competent care to maximize health potential. Students integrate pharmacology and pathophysiology, and incorporate interdisciplinary interventions. Nursing theory as well as laboratory and clinical experiences provide the opportunity to apply the goals.

Prerequisite: Admission to the program as advanced placement or Nursing I and Nursing II

Lecture/lab/clinical

NRST 2640 (NUR 2640) (61-222)  
NURSING IV Credit 9

Nursing IV students focus on providing safe, effective nursing care to clients with complex health problems. Students incorporate basic family theory principles when providing care to clients with complex problems over extended periods of time. Students practice with increasing levels of independence to prepare for Associate degree nursing practice. Content in Nursing IV is presented through skillful application of the six goals of the nursing program. A variety of learning experiences are provided to promote the process of learning, including problem based learning. Curricular content for the six goals is: Communicate Competently: Students demonstrate
enhanced communication skills. Students demonstrate effective, creative teaching techniques and utilize their own definition of caring to guide practice. See Issues From Multiple Perspectives: Students examine how culture influences health care practices of clients with complex health problems. By practicing client advocacy, students demonstrate ethical awareness. Students demonstrate a pro-active approach in addressing ethical dilemmas. Students consistently and independently incorporate the psycho-social dimensions of care for clients within a family. Develop Life Skills: Students continue to practice within the ethical and legal framework to guide practice in the discipline of nursing. Students independently manage time and resources. Solve Problems: Students make appropriate clinical decisions with minimal assistance using an extensive knowledge base. Students consistently prioritize care. Retrieve Information: Students begin to apply research to clinical practice and participate in qualitative research. Students utilize informatics to collaborate with other health care providers. Apply Therapeutic Nursing Interventions: Students use the nursing process to provide safe, competent care to maximize health potential. Students integrate extensive knowledge of pharmacology, pathophysiology, and incorporate interdisciplinary intervention when providing nursing care. Nursing theory as well as clinical experiences and an extensive preceptorship experience provide the opportunity to apply the goals. Prerequisite: Nursing III

NRST 2860 (NUR 2860) (61-220) SEMINAR REVIEW FOR NURSES: TRANSITION Credit 1
This course is designed to assist the licensed practical nurse in the transition from LPN to RN. Advanced Placement students who are admitted to the second year of the AD nursing program will be introduced to the program philosophy and conceptual framework, program policies and clinical policies. Students will compare and contrast LPN and RN practice. Advanced Placement Students taking this course will identify areas of content to be addressed to assure their knowledge base is comparable to the generic student. Prerequisites: Admission to Nursing Program as advanced placement student Lecture/Discussion/Small Group Work

NRST 2990 STUDIES IN NURSING Credit Variable

NRST 2995 (61-275-279) WORKSHOPS IN NURSING Credit .5 - 2
PHILOSOPHY

PHIL 1000 (10-101)
INTRODUCTION TO PHILOSOPHY Credit 3
This introductory course is designed to provide a sampling of some of the important ideas and
issues of philosophy as they relate to us today. It consists of reading and discussion of classical
and contemporary writers who address such questions as how we should live our lives, whether
or not we have free will, whether god exists, and what we can know about the nature of reality
and of the mind.
Prerequisite: None
Lecture/discussion

PHIL 1100 (10-102)
CRITICAL THINKING Credit 3
This course features a study of principles of logic, and a reading and discussion of philosophers
who employ these principles. The focus will be on teaching students the application of critical
thinking skills.

PHIL 2300
ETHICS IN PRACTICE Credit 3
This course is designed to survey and evaluate basic ethical principles for the development of
personal morality, professional ethics, and institutional policy with respect to contemporary bio-
medical issues, such as the definition of a person, determination of life and death, euthanasia,
abortion and patient rights/responsibilities.
Prerequisite: None
Lecture/Case Study/Discussion

PHIL 2310
PHILOSOPHY OF RELIGION Credit 3
This course is a systematic examination of philosophical questions, arguments, and theories
arising from the study of religion. Topics to be studies may include reason and religion, proofs
for the existence and nature of GOD, the character of religious language, attempts to determine
the authenticity of religious experience, religion and ethics, and GOD and evil.
Prerequisite: PHIL 1000
Lecture/Discussion

PHIL 2315 (10-110)
COMPARATIVE RELIGIONS Credit 3
This course introduces students to seven major areas of religions, traditional religion in Africa;
religions of India, China, and Japan, and Judaism, Christianity, and Islam. The course employs a
variety of teaching strategies and styles, focusing on an essential aspect of each tradition.
Prerequisites: None
Lecture-Discussion

PHIL 2490 (10-298)
STUDIES IN PHILOSOPHY Credit Variable

PHIL 2495 (10-275)
WORKSHOPS IN PHILOSOPHY Credit .5 - 2
PHYSICS

PHYS 1050 (36-100)  
CONCEPTS IN PHYSICS  
Credit 4
A one-semester course in which a small number of fundamental physical principles are used to explore a wide range of phenomena. The basic conservation laws and their applications will be stressed. Topics will range from Newtonian mechanics to the modern wave/particle duality of quantum mechanics. The course is designed to satisfy the University of Wyoming physical science requirement.
Prerequisites or Concurrent: MATH 0920
Lecture/Discussion/Laboratory

PHYS 1080, 1085 (36-121-222)  
PRINCIPLES OF TECHNOLOGY I & II  
Credit 4
A two-semester course in applied Physics for vocational and technical students. Topics include force, work, rate, momentum, resistance, power, and potential and kinetic energy.
Prerequisites or Concurrent: Tech math
Lecture/Discussion

PHYS 1090  
FUNDAMENTALS OF THE PHYSICAL UNIVERSE  
Credit 4
Fundamental chemistry and physics principles applied to real life situations. Primarily for elementary education majors.
Concurrent Course: EDCI 1440
Lecture/Laboratory

PHYS 1110, 1120 (36-131-132)  
GENERAL PHYSICS I & II  
Credit 4 per semester
A standard course covering mechanics, heat and sound. Second semester covers electricity, light, wave motion, optics, and a brief introduction to atomic physics.
Prerequisites: MATH 1405 or equivalent
Lecture/Discussion/Laboratory

PHYS 1310, 1320 (36-211-212)  
COLLEGE PHYSICS I & II  
Credit 4 per semester
A two-semester calculus-based fundamental physics course designed for Physics majors, Engineering students, and Mathematics majors. Topics include classical mechanics, thermodynamics, optics, electricity, and magnetism. With laboratory. Students who have completed PHYS 1110 & 1120 cannot receive credit for PHYS 1310 & 1320.
Prerequisites: MATH 2200 & 2205 concurrently
Lecture/Discussion with Demonstration/Lab

PHYS 2490 (36-298)  
STUDIES IN PHYSICS  
Credit Variable

PHYS 2495 (36-275-279)  
WORKSHOPS IN PHYSICS  
Credit .5 - 2
PLANT OPERATOR

PLOP 1510
PLANT OPERATOR I
Credit 3
Basic scientific principles and their application in a process facility are introduced in this course, along with units of measurement for length, time, mass, pressure, temperature, flow and level. The relationship between force and motion, the definition of work, and the relationship of work to energy are also covered. In addition, mechanical advantages are used in process equipment. This course will cover the operator’s responsibility, math, process sampling, environmental protection, basic equipment such as valves, pumps and piping and troubleshooting skills.
Prerequisites: None
Lecture/Laboratory

PLOP 1520
PLANT OPERATOR II
Credit 3
This course will cover the handling of fluids in a process. It will cover the use of valves, pumps, filtration, heat exchanges, water treatment and compressors. It will cover the operation, troubleshooting and interaction of these components with the rest of the plant.
Prerequisites: PLOP 1510
Lecture/Laboratory

PLOP 1530
PLANT OPERATOR III
Credit 3
This course will cover the process used in industry, such as the methods used in the separation of materials, heat transfer, measurements of flow, pressure and temperature. We will also cover methods of handing materials, conveyors, tank cards and bulk trucks. This course will also cover the operation of the boilers, basic principles, combustion, water instrumentation, start-up and shut down as well as safety.
Prerequisites: PLOP 1520
Lecture/Laboratory

POLITICAL SCIENCE

POLS 1000 (25-100)
AMERICAN & WYOMING GOVERNMENT
Credit 3
This one-semester course provides a basic introduction to government and politics in the United States. Successful completion of this course will satisfy the Wyoming state requirement for instruction in the laws and government of Wyoming and the United States.
Prerequisites: None
Lecture/Discussion/Films

POLS 1200 (25-210)
NON-WESTERN POLITICAL CULTURES
Credit 4
The primary objective of this course is to give students an appreciation of non-western political cultures and of how these cultures have created different political institutions and practices. The course will be composed of in-depth case studies of selected nations from different non-western regions of the World.
Lecture/Discussion/Films
POLS 2000 (25-110)  
**CURRENT ISSUES IN AMERICAN GOVERNMENT**  
Credit 3  
An examination of current political topics in the United States. Focus is on key public policy problems, policy making process, and the final policy choice. Students are expected to keep abreast of political events on a daily basis and to apply basic concepts in American government to current affairs. 
Prerequisites: POLS 1000 or Instructor Permission  
Lecture/Discussion/Films

POLS 2050 (25-120)  
**AMERICAN POLITICAL PARTIES & ELECTIONS**  
Credit 3  
Rise of political parties, their structure, operation, control and political importance. Special attention is given to the changing role of political parties in elections: voter turnout; party preference and voting behavior; nomination of candidates; raising and spending money; media and the campaign; rules governing voting and designation of the winners. This course is usually offered on even years during the fall state and federal election campaigns. Students are encouraged to participate in or observe local party activities and local election campaigns.  
Prerequisites: POLS 1000 or Instructor Permission  
Lecture/Discussion/Films/Participation-Observation Projects

POLS 2080 (25-220)  
**ENERGY ISSUES & POLICIES**  
Credit 3  
This course will analyze some of the basic energy issues which concern government, business and citizens. Examples of such issues might include security problems associated with imported oil, exploration for new oil and gas on federal lands, the impact of coal and development on the Western U.S., the safety of nuclear power, ways to encourage conservation and use of renewable energy resources. Conflicting points of view on each issue will be analyzed. Special attention will be given to the political resources of concerned groups, to the policy-making process, and to the impact of past government intervention.  
Prerequisites: None  
Lecture/Discussion/Films

POLS 2100  
**POLITICS & THE JUDICIAL PROCESS**  
Credit 3  
This course provides an analysis of the courts and their personnel in the American political system, including examination of the functions of courts, characteristics of the judicial process, approaches to the study of judicial behavior and the role of the courts and policymakers.  
Prerequisite: POLS 1000 or instructor permission  
Lecture

POLS 2120 (27-120)  
**INTRODUCTION TO CRIMINAL JUSTICE**  
Credit 3  
This course provides the criminal justice student with an overview of the institutions and procedures of the criminal justice system. Historical and theoretical perspectives on law enforcement, the courts and corrections will be examined. Emphasis is placed on current political issues facing the criminal justice system.  
Prerequisites: None  
Lecture/Discussion
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLS 2128</td>
<td>TERRORISM</td>
<td>3</td>
<td>This course deals with one of the most distressing problems of modern time: the accomplishment of political objectives by suing innocent civilians as hostages—both physically and psychologically. The subject of terrorism will be discussed according to these three questions: What is terrorism and how might its characteristics best be defined? What are its immediate and underlying causes? What approaches have been proposed to bring it under control? Contemporary examples of actual terrorist situations will serve as illustrations. Prerequisites: None Lecture/Film/Videos/Discussion</td>
</tr>
<tr>
<td>POLS 2152</td>
<td>HONORS NON-WESTERN PERSPECTIVES</td>
<td>3</td>
<td>This course explores issues central to human experience from perspectives of non-western peoples. Topics vary from year to year. Lecture/Discussion</td>
</tr>
<tr>
<td>POLS 2210</td>
<td>CRIMINAL LAW</td>
<td>3</td>
<td>This is a survey course that provides a basic understanding of the criminal law as it developed and as it presently exists throughout most of the United States. It covers all areas of criminal law. Prerequisites: None Lecture/Discussion</td>
</tr>
<tr>
<td>POLS 2240</td>
<td>MODERN AFRICA: POLITICS &amp; SOCIETY</td>
<td>3</td>
<td>This course provides an introduction of politics and society in contemporary African, south of the Sahara. Topics include: 1) the legacy of colonialism; 2) the nature of social institutions, including family, religion, economy, polity; 3) African politics; 4) the struggle for power and the exercise of power in the modern African state, including recent widespread popular revolt against authoritarian rule; and 5) success and failures in the effort to develop economically. Prerequisite: None Lecture</td>
</tr>
</tbody>
</table>
POLS 2420
WOMEN AND POLITICS
Credit 3
This course provides an historical overview of the involvement of women in politics in the U.S.
This course will also introduce theoretical perspectives on feminism and examine the role and
status of women in the government institutions in comparison to other societies. Current issues
regarding the political, economic and social status of women in the U.S. will also be discussed.
Lecture/Discussion

POLS 2465 (25-240)
RESEARCH METHODS IN POLITICAL SCIENCE
Credit 3
An introduction to the variety of research techniques in social sciences and to the various methods
of data gathering and evidence evaluation.
Lecture/Discussion

POLS 2470, 2471
GOVERNMENT INTERNSHIP I & II
Credit Variable
The objective of this course is to integrate practical political experience with academic knowl-
dge. The student is expected to participate in specifically assigned duties and to observe the
broader activities of his sponsoring organization. Internship credit can be earned for work in a
U.S. Senator’s or U.S. Congressman’s office or for work with a Wyoming legislator in Cheyenne
during the legislative session. A student can earn no more than 4 credits. (Must register by mid-
semester to get credit.)
Prerequisites: POLS 1000 or Instructor Permission
Lecture/Skill/Practicum

POLS 2490 (25-298)
STUDIES IN POLITICAL SCIENCE
Credit Variable

POLS 2495 (25-275-279)
WORKSHOPS IN POLITICAL SCIENCE
Credit .5 - 2

PSYCHOLOGY
PSYC 1000 (26-101)
GENERAL PSYCHOLOGY
Credit 4
General Psychology is designed to introduce the field of psychology. Emphasis is placed upon
the student’s understanding of basic psychology principles and concepts. The student will gain
knowledge of the underlying theory and come to realize that psychological findings are based
upon scientific facts.
Prerequisites: None
Lecture/Discussion

PSYC 1050 (26-100)
HUMAN PSYCHOLOGY
Credit 2
This is an applied theory and concepts course focused on psychological and counseling themes.
The course is designed to examine developmental and life skill themes. Students are required to
actively discuss, apply, and participate.
Prerequisites: None
Lecture/Discussion
PSYC 1300
DOMESTIC VIOLENCE/SEXUAL ASSAULT  Credit 2
This course surveys the issue of domestic violence and sexual assault from both an information
and advocacy perspective. Battering and sexual assault within families and within society will
be explored as will elder abuse. Training will include means of responding to the victim and to
addressing the wider social implications of violence.
Prerequisites: None
Lecture/discussion

PSYC 1310
HUMAN SERVICE TRAINING  Credit 2
This course is intended for students planning to work in a Human Service related field. This
freshman level training development course focuses on basic training techniques used in the
classroom for the adult student. Participants will also be provided techniques in dealing with an
adult student using the one-to-one concept of learning. Topics include dealing with aggressiveness in group situations, importance of body language, developing lesson plans, and writing measurable objectives.
Prerequisites: None
Lecture/Discussion/demonstration

PSYC 1320
HUMAN SERVICE WORKER  Credit 3
Participants attending this course will gain an insight on the difficulties of those who have a
mental illness. The student will be provided with basic communication techniques that are useful
when dealing with the mentally ill. Many of the psychiatric disorders will be discussed in this
course as well as the side effects of psychotropic medications used by the mentally ill. The role
of the Human Service Specialist as it relates to the patient and a treatment team will be addressed
along with the responsibilities of the social worker, psychologist, psychiatrist, nurse and others
who make up the treatment team within a psychiatric hospital setting.
Prerequisites: None
Lecture/Discussion

PSYC 2000 (26-103)
RESEARCH PSYCHOLOGY METHODS  Credit 4
This class will introduce students to some of the methods used to investigate psychological ques-
tions. It will expose the student to various research strategies used in psychology. Among the
research strategies students will be introduced to are: observational and experimental methods,
and a basic introduction to laboratory exercises. Prerequisites: PSYC 1000
Lecture/Discussion

PSYC 2040 (26-260)
ANIMAL BEHAVIOR  Credit 3
This course will broaden the scope of the psychology major and those students interested in the
study of comparative animal behavior. The student will become aware of the implications associ-
ated with the evolution of behavior.
Prerequisite: PSYC 1000 and 2000, or one course in Biology/Zoology
Lecture/Field Work
PSYC 2080
PSYCHOBIOLOGY  Credit 4
This is a one semester course that serves as an introduction to the biological bases of behavior. It includes ethology and comparative behavior, psychobiological development, physiological and sensory mechanisms of behavior, and evolution and behavioral genetics. It presents basic structural and functional properties of the nervous system. This course fulfills WWCC Lab Science requirement.
Prerequisites: 4 hours of Biology and Psychology
Lecture/Lab

PSYC 2210
DRUGS AND BEHAVIOR  Credit 3
This course surveys drugs which affect behavior, emphasizing drugs with abuse potential. Includes a brief introduction to the chemistry of the brain and how drugs may have their effects. Discusses behavioral, social, historical and medical aspects of each major class of psychoactive drug.
Prerequisites: None
Lecture/Discussion

PSYC 2300
CHILD PSYCHOLOGY  Credit 3
This course provides an overview of child growth and development from conception through adolescence. In addition to learning the theoretical bases for the study of children, the physical, cognitive and social elements for each of the various stages of human development are discussed. A lifespan approach is used to provide an understanding of the diverse sociocultural contexts in which children and families develop.
Prerequisites: PSYC 1000
Lecture/Discussion

PSYC 2310 (26-230)
EXCEPTIONAL CHILDREN  Credit 3
The students will become aware of the behavioral, developmental and psychological characteristics associated with the exceptional child. The social and environmental influences upon the exceptional child may in fact differ from those influencing the average child. Thus, a critical objective of the course is to isolate and examine these factors. Since much of the research in the field of exceptionality is very current, it is essential that the student develop critical thinking skills necessary to analyze and interpret the data.
Prerequisites: PSYC 1000 and 2300
Lecture/Discussion

PSYC 2330
PSYCHOLOGY OF ADJUSTMENT  Credit 3
Adjustment is the psychological process of adapting to, coping with, and managing the problems, challenges, and demands of everyday life. This is a human growth course whereby emphasis is given to application of theory. Students will assess, evaluate, and practice skills that allow them to learn to adjust to the problems of everyday life.
Prerequisites: PSYC 1000, HLED 1003 or Instructor Permission
Lecture/Discussion
PSYC 2340 (26-210)
ABNORMAL PSYCHOLOGY I Credit 3
An introduction to the diagnosis and treatment of abnormal or maladaptive behavior. This course will examine the psychodynamic, behaviorist, and humanist points of view.
Prerequisites: PSYC 1000
Lecture/Discussion

PSYC 2380 (26-280)
SOCIAL PSYCHOLOGY I Credit 3
Psychology 2380 is designed to provide the student with an understanding of some of the factors which influence the behavior of both individuals and groups of people in a social environment. For the vocational student, the course is intended to provide an exposure to some contemporary social problems from a social psychological point of view. The student who intends to pursue further study in psychology will become familiar with the current theory, methodology and research findings of the field.
Prerequisites: PSYC 1000 or SOC 1000
Lecture/Discussion

PSYC 2470 & 2475 (26-296)
PSYCHOLOGY INTERNSHIP I & II Credit Variable
The Psychology Internship Program provides the opportunity to obtain practical work experience in the clinical field of psychology. Some programs allow for direct interaction between students and clients, while others of a more confidential nature involve observation only. Once a student has completed the observational period, they may graduate to increased involvement in that program. A student can earn no more than four credits and must register by mid-semester.
Prerequisites: Instructor Permission
Laboratory/Skill/Practicum

PSYC 2490 (26-298)
STUDIES IN PSYCHOLOGY Credit Variable

PSYC 2495 (26-275-279)
WORKSHOPS IN PSYCHOLOGY Credit .5 - 2

SOCIOLOGY

SOC 1000 (27-101)
SOCIOLOGICAL PRINCIPLES Credit 3
An introduction to the concepts, methods, and applications of sociology. The course deals with topics such as culture; the group and the individual, socialization and sex roles; deviance and subcultures; social class; education and social mobility; inequality and poverty; racism and sexism; the family; religion; the economy and the policy.
Prerequisites: None
Lecture/Films/Discussion

SOC 1080 (27-150) – (Cross reference to UW WMST 1080)
INTRO TO WOMEN’S STUDIES Credit 3
An introduction to key issues in women’s studies. A topic examination of women’s participation in and relationship to institutions of society such as family and school, as well as processes and activities, such as work, art, and politics in historical and cross-cultural analysis.
Prerequisites: None
Lecture/Discussion
SOC 1100 (27-102)
SOCIAL PROBLEMS
An application of basic sociological concepts and methods to an analysis of contemporary social problems such as crime and justice; violence - rape, child beating, and questions of gun control; health care crisis; deviant sexuality; alcohol and other drug abuse; mental health problems; AIDS; human impact on the environment; and the nuclear peril.
Prerequisites: None
Lecture/Films/Discussion

SOC 1200 (27-110)
INTRO TO SOCIAL WORK
This course introduces students to the field of social work and social welfare. It is aimed both at those who are considering social work as their major as well as those who have no such interest, but who will need to understand social work either as citizens who support it or as clients who use its services. Thus, the course is designed to help students understand social welfare programs as a part of a major social system responding to major social problems in our society. The profession of social work is presented as a part of the larger social welfare system. Students are given an overview of the specific characteristics of social work such as its values, methods, and fields of practice. By the conclusion of the course, it is expected that students will have a comprehensive view of the major components of the field of social work and of the social welfare system. They will have been introduced to major social issues of the day and will have an understanding of social work as a profession.
*Students taking the course for four credits will be required to complete a volunteer field experience of a minimum of 20 hours in some acceptable setting.
Lecture/Discussion

SOC 1300 (27-103)
INTRO TO CULTURAL SOCIOLOGY
This introductory course in Cultural Sociology has a multi-cultural education emphasis that prepares students to understand the social, political, and economic realities that individuals experience in culturally diverse human encounters. This course is designed to enlighten the prospective teacher of some uncommon characteristics of self concept, ethnic characteristics, mannerisms and cultures of minorities and how to develop teaching skills to deal with these issues. The course is designed as a working group seminar to enhance skills in communication between ethnic minorities (visible and non-visible) and non-ethnic minorities.
Prerequisites: None
Lecture/Discussion

SOC 2200
HUMAN SEXUALITY
This is an interdisciplinary course designed to acquaint the student with major factors affecting human sexuality. Relevant research in biology, psychology, sociology and anthropology as well as religious and historical perspectives will be discussed. Primary focus is on American society.
Prerequisite: PSYCH 1000 or SOC 1000
Lecture/discussion

SOC 2325 (27-130)
MARRIAGE & THE FAMILY
This course is designed to examine some important aspects of courtship, marriage, and family life. Contemporary premarital and dating problems and adjustment, marital and domestic problems, family planning, the changing society will be among the topics considered.
Prerequisites: None
Lecture/Discussion
SOC 2350
RACE & ETHNIC RELATIONS Credit 3
This course examines social relations among majority and minority groups by devoting particular attention to race and ethnic relations in the United States. The sociological approach to this topic emphasizes power structures, economic relationships, and cultural traditions historically and today. Attention is devoted both to social psychological issues such as prejudice and social structural issues such as inequality.
Prerequisites: None
Lecture/Discussion

SOC 2400
CRIMINOLOGY Credit 3
This course provides an overview of the study of crime. Topics include social responses to crime, research methods, theories of causation, and policy approaches to crime.
Prerequisites: None
Lecture/discussion

SOC 2490 (27-298)
STUDIES IN SOCIOLOGY Credit Variable

SOC 2495 (27-275-279)
WORKSHOPS IN SOCIOLOGY Credit .5 - 2

TECHNOLOGY

TECH 1000
INTRODUCTION TO TECHNICAL MATHEMATICS Credit 3
This first course in technical mathematics is intended for students with minimal mathematics background, who wish to prepare for further study in technical areas. Topics include algebra, geometry, measurements, proportions and applied trigonometry. Use of the hand-held calculator is emphasized throughout the course.
Prerequisite: ASSET score on numerical skills of 38 or higher. Students taking the Intermediate Algebra Asset test and scoring 38 or higher should enroll in College Algebra
Lecture

TECH 1510, 1520
1st YR PLUMBING/PIPEFITTING APPRENTICESHIP I & II Credit 5
This course will give the first year apprentice the basic skills in shielded metal art welding, a knowledge of rigging and signaling, fundamentals for solving math problems for taking pipe measurements and the ability to understanding technical and isometric drawings.
Prerequisites: First year plumbing/pipefitting or approved credit by JATC. Entry into this program is through the Bureau of Apprenticeship and Training, US Department of Labor. Registered and approved program and selection process. Students must take 1510 prior to 1520
Lecture/Laboratory
TECH 1530, 1540
2nd YR PLUMBING/PIPEFITTING APPRENTICESHIP III & IV  Credit 5
This course will give the second year apprentice the skills in shielded metal art welding. An introduction to matter, liquids, hydraulics and the science required to understand the work of the pipe trades, as well as the ability to understand building plans and drawings. TECH 1540 will provide each apprentice with instruction in basic electricity and its practical application on the job, as well as a knowledge of operation and application of electric controls training in shielded metal arc welding. Students must complete 1530 before 1540.
Prerequisites: TECH 1520
Lecture/Laboratory

TECH 1560, 1570
3rd YR PLUMBING/PIPEFITTING APPRENTICESHIP V & VI  Credit 5
This course will give the third year apprentice the skills in shielded metal arc welding, training in offset measurements, water supply, water treatment, water mains, water supply systems, cross connections, hot water supply, valves and pumps, and pumps and steam systems. TECH 1560 will add drainage–sewage disposal, sewers and drains, building drainage systems, plumbing trap and vents and hydronic systems and steam systems. Students must complete 1560 before 1570.
Prerequisites: TECH 1540
Lecture/Laboratory

TECH 1580, 1590
4th YR PLUMBING/PIPEFITTING APPRENTICESHIP VII & VIII  Credit 5
This course will give the fourth year apprentice skills in pipe welding, pipe drafting and blueprint reading, plumbing fixtures and installation practices, natural gas and LP gas systems applications. TECH 1590 will add operation of pneumatic control, hydronic heating and cooling systems, use and operation of pneumatic control and metal arc pipe welding. Students must complete 1580 before 1590.
Prerequisites: TECH 1570
Lecture/Laboratory

TECH 1610, 1620
5th YR PLUMBING/PIPEFITTING APPRENTICESHIP IX & X  Credit 5
This course will give the fifth year apprentice a solid understanding in the use of the builders level-transit as it pertains to the installation of a piping system. Students will acquire the general know-how and theory that is needed to properly use testing and measuring instruments. TECH 1620 covers installation of medical gas piping systems, knowledge and understanding concerning steam generating plans, nuclear power plants, crude units and refining processes. Students must complete 1610 before 1620.
Prerequisites: TECH 1590
Lecture/Laboratory

TECH 1550 (55-100) (MCH 1550)
GENERAL METALLURGY  Credit 3
This course introduces the student to the mechanical, physical and chemical properties of metals and the methods by which these properties can be changed by alloying, heat treating and mechanical deformation.
Prerequisites: None
Lecture
TECH 1600
INDUSTRIAL SAFETY (INDM 1600) Credit 3
This course will investigate several areas of occupational safety and industrial hygienies: Personal Safety including basic protection, safety hazards, safety equipment, lifting and good housekeeping; Fire Safety including fire chemistry, types of fire, portable and built-in extinguisher systems; Respiratory Protection including respiratory hazards, air purifying respirators, and use and care of apparatus; Hazardous Substances including common industrial hazards such as corrosive, flammable, explosive, toxic, radiological, and biological hazards.
Prerequisites: None
Lecture/Laboratory

TECH 1680 (55-104) (MCH 1680)
BLUEPRINT READING Credit 3
This class covers reading and interpretation of machine shop drawings and basic sketching without the use of instruments.
Prerequisites: None
Lecture/Laboratory

TECH 1830 (ELTR 1830)
STUDIES INDUSTRIAL PROCESSES Credit 3
This course will cover the rapid growing technologies such as those found in the plastics and aerospace industries. We will not only discuss the specific materials and processes of manufacturing, but also show how these materials and processes are integrated into today’s functioning manufacturing industry. This course does not provide a hands-on instruction system for the operation of machinery or the use of hand tools. This course will cover frequently used materials such as metals, plastics, and rubbers which will be identified and classified, and also how they are extracted from raw materials. Also, this course will cover the manufacturing process including casting, cold and hot rolling, forming forging, plastics molding and joining of materials.
Prerequisites: None
Lecture/Laboratory
THEATRE AND DANCE

The following theatre and dance courses may be taken to fulfill the physical education/wellness graduation requirement.

<table>
<thead>
<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>THEA 1300</td>
<td>Social Dance</td>
<td>THEA 1480</td>
<td>Jazz Dance I &amp; II</td>
</tr>
<tr>
<td>THEA 1310</td>
<td>Core Conditioning</td>
<td>THEA 1500-1505</td>
<td>Dance Performance</td>
</tr>
<tr>
<td>THEA 1410, 1420</td>
<td>Ballet I</td>
<td>THEA 2410, 2420</td>
<td>Ballet II</td>
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<tr>
<td>THEA 1430, 1440</td>
<td>Modern Dance I</td>
<td>THEA 2430, 2440</td>
<td>Modern Dance II</td>
</tr>
<tr>
<td>THEA 1450</td>
<td>Tap Dance</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

THEA 1000 (17-130)

INTRO. TO THEATRE  
Credit 3

The introductory course in theatre, tracing the historical development of drama as an art form and examining, within a historical context, individual plays which represent major periods and types. Lecture/Discussion

THEA 1030

WRITTEN THEORY I FOR MUSICAL THEATRE MAJORS  
Credit 3

This course is designed for the student interested in pursuing a major in Musical Theatre. It uses an integrated approach toward the fundamentals of music and written harmony. Students cannot get graduation credit in both THEA 1030 and MUSC 1030. Prerequisites: None. Concurrent enrollment in THEA 1035 Lecture

THEA 1035

AURAL THEORY I FOR MUSICAL THEATRE MAJORS  
Credit 1

This course is designed for the student interested in pursuing a major in Musical Theatre. It uses an integrated approach of melodic, harmonic, and rhythmic exercises to teach the fundamentals of melody and harmony. Students cannot get graduation credit in both THEA 1035 and MUSC 1035. Prerequisites: None. Concurrent enrollment in THEA 1030 Lecture/Lab

THEA 1100 (17-120)

BEGINNING ACTING I  
Credit 3

The basic course in principles and practice of acting, examining the fundamental principles of oral and physical interpretation and providing practical experience in a variety of theatrical activities. Lecture/Performance

THEA 1110

ACTING FOR MUSICAL THEATRE  
Credits 3

This course will introduce students to the theory and practice of acting in musical theatre. Topics of focus will be song interpretation, truthful acting, and auditioning for musical theatre. Prerequisites: THEA 1100 Lecture
THEA 1120  
**AMERICAN MUSICAL THEATRE HISTORY & LITERATURE**  
Credits 3  
This course covers the origins and development of the musical from “The Black Crook” to the present. Emphasis is placed on the investigation of the structure of the musical, its components, and cultural connections.  
Prerequisites: None  
Lecture

THEA 1200 (17-161)  
**SCENOGRAPHICS I**  
Credit 2  
This course is designed to introduce students to basic theatre drafting techniques.  
Prerequisites: None  
Lecture/Lab

THEA 1300 (20-145)  
**SOCIAL DANCE**  
Credit 1  
Socialization, play and fun are the basic elements essential to Social Dance and participation is considered more important than performance. Social dance is a form of silent language in that it tends to reflect, in music and movement, the mood of people. In this course, dances from seven periods which mark the progress of social dance will be explored.  
Laboratory/Skill

THEA 1310  
**CORE CONDITIONING FOR WHOLE BODY CONNECTIVITY**  
Credit 1  
This class is an approach to basic body training involving the core muscles. Various methods of instruction will be incorporated throughout the class including: Pilates, Bartenieff Fundamentals, work with exercise-bands, exercise-balls, and the reformer. Students will participate in exercises that will increase strength and flexibility and they will gain an understanding of body awareness and connections in the body that will help relieve stress in various parts of the body due to over use and inefficient movement patterns.  
Prerequisites: None  
Lab

THEA 1410 (20-126)  
**BALLET I/I**  
Credit 1  
Introduction to the fundamentals of ballet technique utilizing barre work, center work, and basic ballet terminology. May be used for fine arts credit.  
Prerequisites: None  
Laboratory/Skill

THEA 1420 (20-127)  
**BALLET II/II**  
Credit 1  
Continuation of the study of fundamental ballet techniques utilizing barre work, center work, basic enchainments, and basic ballet terminology. May be used for fine arts credit.  
Prerequisite: THEA 1410 or instructor permission  
Laboratory/Skill

THEA 1430 (20-128)  
**MODERN DANCE I/I**  
Credit 1  
Exploration of the fundamentals of modern dance with emphasis on locomotor movement and quality of movement. May be used for fine arts credit.  
Prerequisites: None  
Laboratory/Skill
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit(s)</th>
<th>Description</th>
<th>Prerequisites</th>
<th>Corequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA 1440</td>
<td>MODERN DANCE I/II</td>
<td>1</td>
<td>Continued exploration of basic modern dance technique emphasizing strength, flexibility, shape, dynamics, and rhythmic awareness. May be used for fine arts credit.</td>
<td>THEA 1430 or Instructor Permission</td>
<td>Laboratory/Skill</td>
</tr>
<tr>
<td>THEA 1450</td>
<td>TAP DANCE</td>
<td>1</td>
<td>The study of basic tap steps with emphasis on rhythmic accuracy and clarity of tap sounds. May be used for fine arts credit.</td>
<td>None</td>
<td>Laboratory/Skill</td>
</tr>
<tr>
<td>THEA 1460</td>
<td>MUSICAL THEATRE VOCAL ENSEMBLE</td>
<td>1</td>
<td>This course is designed to enable students to learn and rehearse the actual music portion of musical theatre productions. This class may be taken up to four times for credit.</td>
<td>Instructor Permission</td>
<td>Laboratory</td>
</tr>
<tr>
<td>THEA 1480</td>
<td>JAZZ DANCE I</td>
<td>1</td>
<td>Exploration of the fundamentals of jazz dance technique with emphasis on rhythm and style. May be used for fine arts credit.</td>
<td>None</td>
<td>Laboratory/Skill</td>
</tr>
<tr>
<td>THEA 1500-1505</td>
<td>DANCE PERFORMANCE I-VI</td>
<td>2</td>
<td>Production and performance experience in concert dance and musical theatre. Students may also have the opportunity to experiment with their own choreography. (May count 4 sections toward graduation.)</td>
<td>Instructor Permission</td>
<td>Laboratory/Skill</td>
</tr>
<tr>
<td>THEA 2050-2055</td>
<td>THEATRE PRACTICE I-VI</td>
<td>1-3 Variable</td>
<td>This course provides practical experience for students interested in participating in college-sponsored drama activities and production. Areas of interest include stagecraft, lighting and technical support as well as acting. Students will be required to perform 30 lab hours for each credit hour. (May count 4 sections toward graduation.)</td>
<td>Instructor Permission</td>
<td>Practicum/Laboratory</td>
</tr>
<tr>
<td>THEA 2120</td>
<td>ORAL INTERPRETATION</td>
<td>3</td>
<td>Students will perform prose, poetry, and drama utilizing interpretive skills. Students will analyze form and content as it relates to performance. Students will gain experience with many types of repertoire as well as the physical techniques necessary to execute interpretive performances.</td>
<td></td>
<td>Lecture/Demonstration</td>
</tr>
</tbody>
</table>
THEA 2148 (17-162)
SCENOGRAPHICS II
Credit 2
This course is designed to develop basic theatre drafting techniques acquired in Scenographics I and apply them to perspective drawings.
Prerequisite: THEA 1200
Laboratory/Skill

THEA 2155 (17-145)
STAGE MOVEMENT
Credit 2
This course will focus on the process of the development of physical aspects of the character. Effort-shape, a system used to describe the qualitative changes that occur in movement, will be applied in viewing, understanding and developing movement.
Prerequisites: Beginning Acting or Instructor Permission
Laboratory/Skill

THEA 2160 (17-140)
STAGE MAKE-UP
Credit 2
This class is designed to teach students fundamental techniques in stage make-up design and application.
Prerequisites: None
Lecture/Lab

THEA 2200 (20-206)
BACKGROUNDs OF DANCE
Credit 3
Understanding dance in various forms using film, TV, lecture, research, and live performance. May be used as humanities credit.
Prerequisites: None
Lecture

THEA 2215 (20-205)
BEGINNING CHOREOGRAPHY
Credit 2
A study of fundamental concepts in dance composition. Dynamics, rhythm, design, motivation, gesture, and improvisation are explored as basic elements for building dance. May be used as fine arts credit.
Prerequisites: Instructor Permission
Laboratory/Skill

THEA 2220 (17-160)
STAGECRAFT
Credit 4
A study of fundamental skills and concepts necessary to create a theatrical environment utilizing image and function.
Prerequisites: None
Lecture

THEA 2230 (17-261)
STAGE LIGHTING
Credit 3
A study of stage lighting equipment and basic design concepts for lighting a play.
Prerequisites: None
Lecture
THEA 2410 (20-127), 2420
BALLET II/I, & II/II  
Credit 1
Continuation of the study of fundamental ballet technique utilizing barre work, center work, more advanced enchainments, and ballet terminology. May be used for fine arts credit.
Prerequisites: Ballet I or Instructor Permission
Laboratory/Skill

THEA 2430, 2440 (20-140, 141)
MODERN DANCE II/I & II/II  
Credit 1
The study of intermediate modern dance technique with emphasis on complex combinations and increasing physical demands on the body. Four laboratory hours per week. May be used for fine arts credit.
Prerequisites: Modern Dance I & II or Instructor Permission
Laboratory/Skill

THEA 2480 (20-144)
JAZZ DANCE II  
Credit 1
Continued exploration of basic Jazz Dance technique with emphasis on increasingly complex combinations and style. May be used for fine arts credit.
Prerequisites: Jazz Dance I or Instructor Permission
Laboratory/Skill

THEA 2490
STUDIES IN THEATRE & DANCE  
Credit Variable

THEA 2495
WORKSHOPS IN THEATRE & DANCE  
Credit .5 - 2

THEA 2500
THEATRE PORTFOLIO  
Credit 1-2
This course will provide students with the opportunity to prepare a comprehensive portfolio which may help them transfer to another college or gain employment. In this course students will gather documentation of their abilities to demonstrate the WWCC Goals for Student Success. Students will also complete a project in their primary area of emphasis with a final presentation juried by the faculty within the selected discipline.
Prerequisites: Must have completed 45 credit hours toward an AFA degree
Lecture/Discussion
**WELDING TECHNOLOGY**

All welding classes are taught as flex-entry/flex-exit blocks. Letter grade or satisfactory/unsatisfactory option. S/U grades may not be used to fulfill graduation requirements.

**WELD 1710 (56-101)**  
**OXYACETYLENE WELDING**  
Credit 2  
The student will develop welding safety and good shop practice skills. Topics of study include: Oxyacetylene welding on mild steel; oxyacetylene cutting with a hand-held torch, straight line track burner and coordinate drive shape burner; and oxyacetylene braze welding. This self-paced course is offered three times a day: morning, afternoon and evening. Students may attend any lab session they wish.  
Prerequisites: None  
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

**WELD 1715**  
**OXYACETYLENE CUTTING**  
Credit 1  
The student will develop welding safety and good shop practice skills. Topics of study include, Oxygen/Gas Flame Cutting including cutting with the hand held torch, straight line track burner, coordinate shape cutter, circle burners and pipe beveling.  
Prerequisites: None  
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit  
Lecture/Laboratory

**WELD 1755 (56-102) (WELD 1750)**  
**SHIELDED METAL ARC WELDING**  
Credit 3  
The student should be able to discuss SMAW, its processes and principals; have a basic knowledge of welding power supplies, tools and equipment and be able to discuss electrical safety. Topics of study include an introduction to welding, principles of arc welding and shielded metal arc electrodes.  
Prerequisites: None  
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

**WELD 1760 (56-103)**  
**ADV. SHIELDED METAL ARC WELDING**  
Credit 3  
The student should be able to weld lap joints and tee joints in the horizontal position with E-7024. The student should be able to weld lap joints and multi-pass tee joints in the vertical and overhead positions with E-7018 and E-6010. The student should become familiar with arc cutting/gouging and be able to perform hardfacing in the horizontal and flat positions.  
Prerequisites: WELD 1755 or Instructor Permission  
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

**WELD 1770**  
**GAS METAL ARC WELDING (56-203)**  
Credit 3  
The student will learn the processes and principles of GMAW and FCAW. The student will be able to differentiate between short-circuit and spray-arc transfer, and know the different types of electrode wires and shielding gases used in GMAW and FCAW. The student will use short-circuit, dual shield, and the flux cored processes for welding tee joints, V-grove butt joints on mild steel and aluminum.  
Prerequisites: WELD 1840 or Instructor Permission  
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit
WELD 1780 (56-204) (WELD 2640)  
**GAS TUNGSTEN ARC WELDING  
Credit 3**

The student will learn the processes, principles and equipment involved in Gas Tungsten Arc Welding. The student should be able to discuss electrical safety in GTAW, how to properly handle welding and cooling systems, and solve problems concerning GTAW. Topics of study include: heliarc welding on 3/8" plate in the four positions; schedule 40 - 6" pipe will be welding in the 2G, 5G, and 6G positions; and root and second passes will be welding with heliarc and the remainder with 7018.

Prerequisites: WELD 1840 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

WELD 1840 (56-104)  
**GROOVE WELDING PLATE  
Credit 3**

The student will learn to weld open butt V-groove joints in the flat, horizontal, and overhead positions with E-6010. The student will also do all position open butt V-groove joints with E-6010 roots and E-7018 filler and cover passes. Open-root corner joints will also be done with E-6010 roots and E-7018 filler passes. The student will learn to recognize common weld defects and ways to eliminate them. This course also covers an introduction to welding symbols and Plasma-Arc cutting.

Prerequisites: WELD 1760 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

WELD 1860 (56-201)  
**WELDING FABRICATION  
Credit 3**

This course is designed to provide the student with the necessary skills and knowledge for plate layout and fit up. Topics of study include: parallel line, triangulation line, and radial line layouts. The student will be able to read and identify symbols associated with welding and dimension and interpret technical and working drawings.

Prerequisites: WELD 1840 or Instructor Permission
Lecture/Laboratory

WELD 1950  
**SMAW STAINLESS STEEL BASIC  
Credit 2**

This course is intended to introduce the student to the basic of shielded metal arc welding (SMAW) of Stainless Steel welding electrodes. The course includes an introduction to the AWS electrode classification system for stainless steel covered electrodes, their characteristics and uses.

Competency Based Instruction in the Welding Lab; Flex Entry/Flex Exit

WELD 2510 (56-105)  
**PIPE WELDING I: SCHEDULE 40 PIPE  
Credit 3**

This self-paced course is offered all semesters as both a day and an evening class, and students employed in shift-work may attend either session. The student should be able to differentiate between basic categories of pipe welding, identify pipe welding qualification positions, learn safety requirements for pipe welding, select proper electrodes for pipe welding, discuss joint preparation, learn the methods of non-destructive and destructive weld testing. The student will be able to bevel and prepare pipe for welding, and weld to specifications V-groove joints on schedule 40 pipe in the 2G, 5G, and 6G positions. The SMAW process will be used and E-6010 will be used on the roots and E-7018 will be used on all filler passes.

Prerequisites: WELD 1840 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit
Course Descriptions

WELD 2520 (56-106)
PIPE WELDING II: SCHEDULE 80 PIPE Credit 3
This self-paced course is offered all semesters as both a day and an evening class, and students employed in shift-work may attend either session. Topics of study include welding to specifications V-groove joints on schedule 80 pipe in the 2G, 5G, and 6G positions. The SMAW process will be used and E-6010 will be used on the roots and E-7018 will be used on all filler passes. All welding in this block will be done in the vertical up and horizontal up method. All welds will be tested with the destructive bend tester and the tests for certification may also be radiographed. Prerequisites: WELD 2510 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

WELD 2530
DOWNHILL PIPE WELDING Credit 3
The student will weld to specifications V-groove joints on schedule 40 pipe in the 2G, 5G and 6G positions. The student will also show the ability to fit-up and weld an 8-on-8 pipe T to code specifications. The SMAW process will be used and E-6010 will be used on the root and hot passes and E-7010 will be used on all filler and cap passes. Prerequisites: WELD 1860 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

WELD 2540 (56-202)
PIPE LAYOUT & FABRICATION Credit 4
This self-paced course is offered all semesters as both a day and an evening class, and students employed in shift-work may attend either session. Topics of study include pipe layout and fabrication. Projects include two piece 90 degree elbow, three piece 90 degree elbow, bull plugs, orange peels, tees, reducing tees, crosses, laterals, true Y, and reducers. The student will learn to use the hand held cutting torch to make bevel cuts that require extreme accuracy. Prerequisites: WELD 2520 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

WELD 2630
WELDING FOR THE ARTS I Credit 3
This course is intended to introduce the student to the basics of gas metal arc welding (GMAW) and how it can be applied to basic welding projects such as metal sculpture, auto repair, metal fence building and theatre set production. The student should be able to discuss GMAW, its processors and principals, have a basic knowledge of welding power supplies, tools and equipment and be able to discuss electrical safety. This course cannot be used toward WWCC graduation nor is it intended for welding majors.
Lecture/Laboratory

WELD 2635
WELDING FOR THE ARTS II Credit 3
This course is a continuation of welding for the Arts I. It cannot be used toward WWCC graduation nor is it intended for welding majors.
Lecture/Laboratory

WELD 2650 (56-205)
GAS TUNGSTON ARC WELDING – PIPE Credit 3
Topics of study include (GTAW) heliarc welding on schedule 40 - 2" pipe and schedule 80 - 6" pipe. Both sizes of pipe will be welding in the 2G, 5G and 6G positions. Root and hot passes will be welded with heliarc and the remaining passes with 7018. Prerequisites: WELD 2640 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit
WELD 2660
GAS TUNGSTON ARC WELDING – STAINLESS & ALUMINUM  Credit 3
Topics of study include heliarc welding (GTAW) on carbon steel 6” pipe using 309 stainless on
the root and the second pass and E-315 SMAW for the remainder of the filler passes. Welds
will be made in the 2G, 5G, and 6G positions. Aluminum heliarc will also be taught in this block.
Fillet welding and lap welding will be made in all positions. Proper procedures for repair of
aluminum castings will be stressed and practiced.
Prerequisites: WELD 2650 or Instructor Permission
Competency Based Instruction in Welding Lab; Flex Entry/Flex Exit

WELD 2670
WELDING INSPECTION TECHNOLOGY  Credit 4
The purpose of this course is to give the student a basic understanding of weld inspection proce-
dures, welding codes and standards, destructive and non-destructive inspection techniques and
the preparation of supporting documents.
Prerequisites: WELD 1840 or Instructor Permission
Lecture/Laboratory

WELD 2700
CERTIFICATION TEST TRAINING – PLATE  Credit 1
This one credit course is intended to provide the student with instruction in the proper techniques
and practices needed to pass various welding code certification tests.
Prerequisites: None
Lab

WELD 2710
CERTIFICATION TEST TRAINING – PIPE  Credit 1
This one credit course is intended to provide the student with instruction in the proper techniques
and practices needed to pass various welding code certification tests.
Prerequisites: None
Lab

WELD 2810
CERTIFICATION TEST TRAINING  Credit .5
This course is an introduction to the proper techniques and practices needed to meet the require-
ments of Weld Certification Testing.
Prerequisites: None
Lecture/Lab

WELD 2965 (56-299)
DIRECTED STUDY  Credit Variable

WELD 2990 (56-298)
STUDIES IN WELDING TECHNOLOGY  Credit Variable

WELD 2995 (56-275-279)
WORKSHOPS IN WELDING TECHNOLOGY  Credit .5 - 2
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2002-2003 FACULTY AND ADMINISTRATION

ALTAFFER-SMITH, Colleen
Associate Dean of Assessment and Occupational Programs
B.S. - East Texas State University
M.S. - East Texas State University
Ph.D. - Texas Woman’s University

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M.A. University of Wyoming

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CASTILLON, Catherine
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B.S.W. University of Wyoming

CHEW, Bud
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M.S. Pennsylvania State University
Ph.D. Pennsylvania State University

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M.A. - Johns Hopkins
Ph.D. - Johns Hopkins

COPELAND, Anna
Program Coordinator/Gender Equity Projects
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CORRA, Carma
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COVERDALE, Tom
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M.B.A. - University of Virginia

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A.A. - Potomac State College

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B.A. - Davis & Elkins College
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Ph.D. - Cornell University

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AWS Certified Welding Educator
AWS Certified Welding Inspector

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A.A. - Westark Community College  
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M.S. - University of Arkansas

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FERRERO, Greer  
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M.A.T. - Northwestern University  
M.S. - Rensselaer Polytechnic Institute

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B.S. - University of Wyoming  
M.S. - California College for Health Sciences

FORREST, Charity  
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M.S. - University of Wyoming

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HOLDSWORTH, Kevin  
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HOLLOWAY, Martha  
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B.M.E. - Greensboro College  
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HORST, Robert  
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A.A. - Bismark Junior College  
B.S. - Dickinson State College  
M.S. - University of North Dakota
HUEBNER, MaryAnn  
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HUECKSTAEDT, Carla  
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