Frederick Community College prohibits discrimination against any person on the basis of age, ancestry, citizenship status, color, creed, ethnicity, gender identity and expression, genetic information, marital status, mental or physical disability, national origin, race, religious affiliation, sex, sexual orientation, or veteran status in its activities, admissions, educational programs, and employment.

Frederick Community College makes every effort to accommodate individuals with disabilities for College-sponsored events and programs. If you have accommodation needs, please call 301-846-2408. To request a sign language interpreter, please call 240-629-7819 or 301-846-2408 (Voice) or email Interpreting@frederick.edu. Sign language interpreters will not be automatically provided for College-sponsored events without a request for services. To guarantee accommodations, requests must be made at least five weekdays in advance of a scheduled event. If your request pertains to accessible transportation for a College-sponsored trip, please submit your request at least two weeks in advance. Requests made less than two weeks in advance may not be able to be provided.

All members of the College community are expected to abide by this non-discrimination policy and to comply with Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, (ADEA), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, (ADA), and amendments.

Board of Trustees
Myrna Whitworth, Chair • David F. Butler, Vice Chair • Debra S. Borden • Nick Diaz • Gary V. Fearnow • Timothy J. Wesolek • Roger A. Wilson
Elizabeth Burmaster, Secretary/Treasurer • Janice Spiegel, Education Liaison/Office of the County Executive
## Academic Calendar Fall 2016

### Breaks and closings

<table>
<thead>
<tr>
<th>Break Type</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Day, college closed</td>
<td>Sept. 3–5</td>
</tr>
<tr>
<td>Election Day—no classes, college open</td>
<td>Nov. 8</td>
</tr>
<tr>
<td>No classes, college offices close at 4:30 pm, college closes at 11 pm</td>
<td>Nov. 23</td>
</tr>
<tr>
<td>Thanksgiving break, college closed</td>
<td>Nov. 24-27</td>
</tr>
</tbody>
</table>

### Graduation deadline

- Last day to apply for:  
  - August 2016 graduation: Aug. 15  
  - December 2016 graduation: Dec. 15

### Academic Dates

- First day to enroll: April 20  
- Summer 2016 "I" grades to F: Sept. 15

#### 15-week

- First day: Aug. 22  
- Last day to add: Aug. 24  
- Last day 100% refund: Aug. 26  
- Last day 50% refund: Sept. 1  
- Last day to withdraw, no refund: Sept. 29  
- Last day of classes: Oct. 17  
- Grades due (10 a.m.): Oct. 19

#### 1st 7-week Saturday

- Grades due (10 a.m.): Oct. 18

#### 14-week • Saturday only

- First day: Aug. 27  
- Last day to add: Sept. 2  
- Last day 100% refund: Sept. 9  
- Last day to withdraw, no refund: Nov. 2  
- Last day of classes: Dec. 10  
- Grades due (10 a.m.): Dec. 14

#### 13-week

- Last day of classes: Dec. 10  
- Grades due (10 a.m.): Dec. 14

#### 10-week

- Grades due (10 a.m.): Dec. 14

#### 2nd 5-week

- Grades due (10 a.m.): Nov. 2

#### 3rd 5-week

- Grades due (10 a.m.): Dec. 14

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_Frederick Community College • Fall 2016 Credit Schedule • www.frederick.edu • 301.846.2400_
**College Without the Debt**

**Tuition & Fees**

Our College is dedicated to providing quality education, superior resources, and affordable tuition. FCC tuition and fees for a full-time (12 credit) in-county student amount to approximately $3,500 per year. By comparison, the College Board reports the national average for tuition and fees exceeds $9,000 at public four-year colleges and averages $31,000 at private schools.

High academic standards and affordable tuition rates, FCC is a wise choice for higher education.

### Fall 2016 Tuition & Fees Chart *

<table>
<thead>
<tr>
<th>Credits</th>
<th>In-County</th>
<th>Out-of-County</th>
<th>Out-of-State</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$144.12</td>
<td>$284.12</td>
<td>$376.12</td>
</tr>
<tr>
<td>2</td>
<td>$288.24</td>
<td>$568.24</td>
<td>$752.24</td>
</tr>
<tr>
<td>3</td>
<td>$432.36</td>
<td>$852.36</td>
<td>$1,128.36</td>
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<tr>
<td>4</td>
<td>$576.48</td>
<td>$1,136.48</td>
<td>$1,504.48</td>
</tr>
<tr>
<td>5</td>
<td>$720.60</td>
<td>$1,420.60</td>
<td>$1,880.60</td>
</tr>
<tr>
<td>6</td>
<td>$864.72</td>
<td>$1,704.72</td>
<td>$2,256.72</td>
</tr>
<tr>
<td>7</td>
<td>$1,008.84</td>
<td>$1,988.84</td>
<td>$2,632.84</td>
</tr>
<tr>
<td>8</td>
<td>$1,152.96</td>
<td>$2,272.96</td>
<td>$3,008.96</td>
</tr>
<tr>
<td>9</td>
<td>$1,297.08</td>
<td>$2,557.08</td>
<td>$3,385.08</td>
</tr>
<tr>
<td>10</td>
<td>$1,441.20</td>
<td>$2,841.20</td>
<td>$3,761.20</td>
</tr>
<tr>
<td>11</td>
<td>$1,583.08</td>
<td>$3,123.08</td>
<td>$4,135.08</td>
</tr>
<tr>
<td>12</td>
<td>$1,724.96</td>
<td>$3,404.96</td>
<td>$4,508.96</td>
</tr>
<tr>
<td>13</td>
<td>$1,866.84</td>
<td>$3,686.84</td>
<td>$4,882.84</td>
</tr>
<tr>
<td>14</td>
<td>$2,008.72</td>
<td>$3,968.72</td>
<td>$5,256.72</td>
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<tr>
<td>15</td>
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<td>$4,250.60</td>
<td>$5,630.60</td>
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<tr>
<td>16</td>
<td>$2,292.48</td>
<td>$4,532.48</td>
<td>$6,004.48</td>
</tr>
</tbody>
</table>

*Tuition and fees rates are subject to change.

### Tuition and fees*

- **In-County per credit hour** $119.00
- **Out-of-County per credit hour** $259.00
- **Out-of-State per credit hour** $351.00

### Consolidated Service Fee:*

Every student taking a credit course will be required to pay a consolidated service fee per credit hour. The consolidated service fee supports costs associated with registration, transcripts, commencement, various instructional and support services, technology costs, capital expenditures including capital improvements, parking, maintenance and repair of College equipment/systems, and safety and security needs.

### Student Activity Fee:*

The revenue generated from the Student Activity Fee goes into a special account administered by the Student Government Association. These funds provide activities and cultural events open to all FCC students. The fee is charged on a credit hour basis for up to a maximum of 10 credit hours.

#### Fees**

- **Consolidated service fee (per credit hour)** $22.88
- **Student Activities (10 credit maximum)** $2.24
- **Credit by Portfolio (per credit hour)** 50% of tuition
- **Credit by Departmental Exam (per credit hour)** 50% of tuition
- **Applied Music fee (per class)** $490
- **Building Trades** $71.40
- **Culinary Arts (per class)** $121

Please refer to the specific HOS course. Some courses require a chef uniform and basic knife or pastry set.

### FEMA Fee (per credit hour)

(subject to change) $81

- **Module Fee (per module)** $100
- **Welding** $180

### Physical Education Fees

Please refer to the specific PE course for fees that may be payable to the site where the class meets.

### Surgical Technology Fees

Please refer to the specific ST course for fees that may be required.

**In special cases, the College may charge additional fees. Some classes may charge additional fees for equipment or materials.

Students are responsible for the purchase of texts and other materials for each class. The average cost is about $150 per course.

### Avoid the DROP ZONE

If registered by Friday, July 15, 4:30 p.m.

How to avoid the Drop Zone: Students must have paid in full, have enough anticipated financial aid posted to their PeopleSoft account, or be enrolled in a payment plan.

If registered by Friday, August 12, 4:30 p.m.

How to avoid the Drop Zone: Students must have paid in full, have enough anticipated financial aid posted to their PeopleSoft account, or be enrolled in a payment plan.

If registered by Friday, August 19, 4:30 p.m.

How to avoid the Drop Zone: Students must have paid in full, have enough anticipated financial aid posted to their PeopleSoft account, or be enrolled in a payment plan.

For additional information, contact the Student Accounts Office at 301.846.2456 or email questions to studentaccounts@frederick.edu.

### Automatic Payment Plan

FCC provides a payment plan for the semester which allows you to divide your total costs into automatic monthly payments.

- **Sign up early at http://myfcc.fredrick.edu** – log into Peoplesoft, click the link under finance from the student center page
- **Payments are automatically withdrawn** from your checking/savings account or major credit card on the 5th day of each month that payment is due
- **Enrollment fee is only $25**; No interest charges
- **If you sign up for a payment plan, you are entering into a contract for all tuition and fees.

<table>
<thead>
<tr>
<th>Last day to enroll online</th>
<th>Required down payment</th>
<th>Number of payments</th>
<th>Months of payments</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 5</td>
<td>0%</td>
<td>5</td>
<td>July–Nov</td>
</tr>
<tr>
<td>July 5</td>
<td>20%</td>
<td>4</td>
<td>Aug–Nov</td>
</tr>
<tr>
<td>Aug. 5</td>
<td>30%</td>
<td>3</td>
<td>Sept–Nov</td>
</tr>
<tr>
<td>Sept. 5</td>
<td>40%</td>
<td>2</td>
<td>Oct–Nov</td>
</tr>
<tr>
<td>Oct. 5</td>
<td>50%</td>
<td>1</td>
<td>Oct</td>
</tr>
</tbody>
</table>

* Number of payments does not include the down payment made to FCC, if applicable.

For additional information, contact the Student Accounts Office at 301.846.2456 or email questions to studentaccounts@frederick.edu.

If you are a financial aid student, see the payment plan information on page 9.

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**Don't throw this away!**

**FCC issues refunds electronically!**

Frederick Community College has partnered with Higher One to provide you with an electronic way to receive your FCC refunds faster. This is the way you will receive academic refunds.

Higher One will mail students a pin number to activate and choose a refund preference. Pin information will be mailed on the first day of classes to the address on file with Frederick Community College.

We recommend students immediately log onto myFCCeFunds.com to activate the refund preference. Even if you are not currently anticipating a refund from FCC, you may have one in the future, so it is critical that you activate your refund preference.  Pin information will be mailed on the first day of classes to the address on file with Frederick Community College.

For more information, visit www.myfccrefund.com.
How to Apply & Register

Please monitor your myFCC email for updates from the College.

New Students

Please follow the steps below and call 301.846.2400 if you have questions.

1) Apply to the College
   • Go to frederick.edu to apply online.
   • Click Apply & Register.
   • Click Online Application.
   • You will receive your Welcome Packet and New Student ID number in the mail. You also have the option of coming into the Welcome Center and receiving your ID number at the time you apply.
   Or
   • Download the application from the FCC website (frederick.edu). You can then bring the application to the campus or mail the completed application to:
     Admissions Office
     Frederick Community College
     7932 Opossumtown Pike
     Frederick, MD 21702

2) Prepare for registration
   To comply with the Maryland College and Career Readiness Act of 2013 and the Frederick Community College Academic Placement and Assessment Procedures, the College requires that:

2a) Academic Assessment and Placement Policy and Procedures

I. Philosophy and Scope

Frederick Community College ("FCC" or the "College") is committed to supporting student success by ensuring appropriate course placement through assessment. Placement tests include a series of computer-based assessment tests that measure the reading, writing, and math skills needed for college-level coursework. Cut scores for mathematics and English courses are established through a statewide process, which are used for placement. Prerequisites are established for other courses. For more information on FCC placement testing, click here.

II. Definitions for the Purpose of this Policy and Procedures

A. "Certificate-Seeking" refers to a category of individuals who have declared an intent to follow a sequence of specific credit courses resulting in a formal award of completion of up to 36 credits.

B. "Courses of Interest" refers to a category of individuals who seek to take courses listed as credit in the FCC Academic Catalog for personal knowledge or professional development as opposed to the fulfillment of FCC degree requirements.

C. "Degree-Seeking" refers to a category of individuals who have declared an intent to follow a prescribed curriculum in a career or transfer program that leads to an associate degree, which is generally 60 credits, unless otherwise specified.

D. "Developmental Courses" are courses that prepare students for college-level coursework in reading, writing, English as a Second Language (ESL), and math. Developmental education includes multiple course sequences with students progressing as skills are developed. Students are assigned to developmental courses based on their placement test scores.

E. "Enrollment" is the status achieved when an individual has registered for classes and has either paid or made arrangements for payment of tuition and/or fees.

F. "Full-time Enrollment" refers to a student enrolled in twelve (12) or more credits during the fall or spring semesters, or in a total of twelve (12) credit hours cumulatively for the summer session.

G. "Readmitted Students" refers to individuals who have attended FCC but not within the past two years.

H. "Transfer student" refers to an individual who has attended another institution of higher learning after high school graduation or equivalency, and who seeks to receive credit for prior coursework completed at previous institutions.

III. Placement Tests

A. After applying to the College, placement tests are required for:

1. Individuals who are first-time college students who are seeking a degree or certificate whether they enroll full-time or part-time.

2. Individuals planning to take their first English or mathematics course.

3. Students seeking a degree/certificate whether they enroll full-time or part-time who have not been tested in the past or whose placement scores and/or exemptions have expired.

4. Transfer or readmitted individuals who have not completed a college-level math and/or English course.

5. Individuals who are designated as Courses of Interest students and wish to enroll in courses with prerequisites of reading, writing, or mathematics.

6. Individuals who change their designation from Courses of Interest to certificate- or degree-seeking.

B. Upon completion of all required placement tests, individuals are required to consult with an advisor to develop a degree or certificate plan for completion, including course selection. Individuals will choose courses based on their placement scores and their individual career and college goals.

C. Placement tests are not required for individuals as noted under Section VI “Exceptions and Exemptions to Required Placement Testing.”

IV. Placement Guidelines

A. Placement scores will be valid for two years after the date of taking the placement test.

B. Placement cut scores have been determined for college-readiness in reading, writing, and mathematics.

C. Non-native English speakers and some world English speakers will take the Level of English Proficiency (LOEP) placement test.

D. Individuals with documented disabilities as verified by the Services for Students with Disabilities Office will receive reasonable accommodations while completing their assessments.

E. High school grades alone do not determine placement.

F. Individuals are allowed to retest only one time per assessment, no sooner than 24 hours after the initial test.

G. Students who are continuously enrolled will not be allowed to retest once enrolled in a developmental course sequence.

V. Prerequisites

The FCC Academic Catalog designates courses with prerequisites and/or corequisites. Prerequisites are expectations that must be completed before enrollment in a course is allowed. Corequisites are courses that can be taken concurrently.

VI. Exceptions and Exemptions to Required Placement Testing

A. Individuals who transfer from accredited institutions of higher education who present unofficial transcripts indicating successful completion (2.00 GPA or higher) of the equivalent of at least 12 college credits will be exempted from the reading placement test if six credits are general education courses.

B. Individuals will be exempted from the reading and writing placement tests if they provide evidence of successfully completing:
1. The equivalent of FCC course EN101 at an accredited U.S. institution or credit through DSST, CLEP, or International Baccalaureate exams.

2. The Advanced Placement (AP) test with a score of three or higher in English Language and Composition or English Literature and Composition. AP test scores are valid for five years.

C. Individuals will be exempted from the math placement tests if they provide evidence of successfully completing:

1. A general education math course, at the level of college algebra or higher, at an accredited U.S. institution or credit through DSST, CLEP, or International Baccalaureate exams.

2. The Advanced Placement (AP) test with a score of four or higher in Calculus or Statistics. AP test scores are valid for five years.

D. Individuals from Frederick County Public Schools (FCPS) who have taken Algebra II or higher in their junior or senior year and received a grade of A or B are exempt from taking the math placement test only. This exemption is valid for one year after the student’s date of graduation from high school.

E. Individuals who have provided a copy of their SAT/ACT scores that meet the exemption criteria set by Maryland Community College placement guidelines will be exempted from individual placement tests. SAT and ACT scores are valid for five years:

1. Individuals with an SAT math score of 500 or above or an ACT score of 21 or above are exempt from the math placement test.

2. Individuals with an SAT reading score of 500 or above are exempt from both the reading and the writing placement test.

3. Individuals with an ACT reading score of 21 or above are exempt from the reading placement test.

4. Individuals with an ACT writing score of 21 or above are exempt from the writing placement test.

F. Individuals who provide an official copy of the TOEFL (Test of English as a Foreign Language) score transcript and who score a 575 or higher on the paper-based test, a 233 or higher on the computer-based test, or a score of 90 or higher on the internet-based test are exempted from the reading, writing, and ESL placement tests. TOEFL scores are valid for two years.

G. Individuals who provide a copy of their official Accuplacer, Compass, or alternative placement test score(s) and meet the placement criteria that exempts them from developmental reading, writing, and/or mathematics will also be exempt from the corresponding FCC placement tests (scores are valid for two years). The Associate Vice President for the Center for Teaching and Learning or his/her designee will evaluate the scores and assign course placement(s) based on FCC standards.

H. Individuals who have provided an unofficial transcript indicating satisfactory completion of the highest-level developmental course work in reading, writing, or mathematics at another Maryland community college or accredited Maryland four-year college/university are exempted from corresponding placement tests. Reading and writing placement exemptions do not apply to ESL course work.

I. Individuals from other institutions who present a “Permission to Enroll” form will be exempted from corresponding placement tests.

J. Individuals who are otherwise exempted by the Associate Vice President for the Center for Teaching and Learning or his/her designee.

K. Individuals enrolled in Frederick County Public Schools or another school with a dual enrollment agreement with the College who wish to participate in dual enrollment or open campus may take the placement tests twice. Within six months of graduation from their K-12 institution, individuals may be granted the opportunity to retake the placement test a third time, if they provide the Testing Center with an unofficial transcript or report card indicating successful completion of grade 12 English and/or math, and their placement testing records can be verified by the Testing Center.

The official version of the College Academic Assessment and Placement Policy and Procedures is on its website (frederick.edu) and may be revised annually.

3) Meet with an advisor

An advisor can help you select your courses and discuss your academic and career goals. The Counseling & Advising Office, 301.846.2471, is located in J-201 of Jefferson Hall.

- Students who are advised by Multicultural Student Services (301.846.2531), Veterans Services (301.624.2836), Office of Adult Services (301.846.2483), or Services for Students with Disabilities (301.846.2408) should make an appointment with their program advisor.

4) Required Orientation, Advising, & Registration (ROAR)

All new students planning to attend FCC for their first college experience will participate in the ROAR program. Students must have applied to the College and completed their placement assessment (or submitted SAT or ACT scores) before they can begin.

Three steps to ROAR:

- An online orientation featuring videos with our current FCC students telling you exactly what you need to know about attending college
- An on-campus meeting with an Academic Advisor to help you develop your academic and career plan
- A registration lab where you’ll learn how to enroll yourself into classes

For more information on ROAR, click here.

5) Register for Classes

After meeting with an academic advisor and selecting your courses, you can register for classes.

Students may attend a class if they are registered in that class and have made payment arrangements.

Readmit Students

If you’ve attended FCC before, but not since the Spring 2014 semester, complete the admissions application and select “Readmit” under Classification. You may have to submit proof of residency. You will follow the requirements of the current catalog year.

Students may attend a class if they are registered in that class and have made payment arrangements.

Current Students

1) Meet with your advisor to talk about your course selection and to discuss your academic and career goals.

- Students who are advised by Multicultural Student Services (301.846.2531), Veterans Services (301.624.2836), Office of Adult Services (301.846.2483), or Services for Students with Disabilities (301.846.2408) should make an appointment with their program advisor.

- Students with declared majors (such as business, education, criminal justice, etc.) should meet with their faculty advisor. Faculty advisors’ names and contact information can be found on page 10 and on the Counseling & Advising Office Web page.
Dual Enrollment of High School Aged Students

High school students are subject to the same assessment and placement policies and procedures as other students. Students must adhere to FCPS guidelines and complete appropriate paperwork. High school students earn transcripted college credit upon successful course completion. In some cases, students may earn both high school and college credit for a college course that meets the curriculum requirements of the approved high school course.

Open Campus

Frederick County Public School Students: Students sixteen years of age or older may enroll in college courses while concurrently enrolled in high school. FCPS students pay 75% tuition plus fees. Tuition is waived for FCPS students who are eligible for free and reduced meals.

Homeschool/Private School Students: Homeschool and private school students are subject to the same assessment and placement policies and procedures as other students. FCC offers a reduced tuition rate for homeschool and private school students in Frederick county. Students pay 75% of tuition plus fees. Proof will be required. For questions, call 301.846.2456.

High School Based

The College, in partnership with Frederick County Public Schools (FCPS), provides students the opportunity to enroll in college courses that are taught at their high school. FCPS students pay 43% tuition, and tuition is waived for FCPS students who are eligible for free and reduced meals. Students must contact their high school guidance office for further information and to enroll.

Students from Other Institutions

Take a class at FCC to transfer back to your four-year college/university. It’s less expensive and will move you closer to your degree at your native institution. Follow the simple steps below:

1. First-time students and former students who have not attended FCC in two years: apply at frederick.edu. Your admission letter and ID number will be mailed to your permanent address. You must have this ID number to register online.

2. Obtain a permission to enroll form* from the Registrar’s Office at your home college, or a copy of your transcript that shows proof of having met FCC prerequisites.

3. You can then register in one of four ways:
   a. Send an email to registration@frederick.edu. Include your FCC ID number and PDF copies of your permission to enroll form* or transcript. Permission will be entered into the Student Information System to allow web registration.
   b. Register online using our PeopleSoft system if the required prerequisite has been evaluated by FCC and stored in the system.
   c. Register in person with your permission to enroll form* or your unofficial transcript showing you have met the prerequisite.
   d. Mail your permission to enroll form* to Welcome Center, Frederick Community College, 7932 Opossumtown Pike, Frederick MD 21702. Include an email address where you can be contacted. Permission will be entered into the Student Information System to allow web registration.

For more information, click here.

Students may attend a class if they are registered in that class and have made payment arrangements.

Student Services Available Online

Use your online PeopleSoft Student account to Activate your myFCC email account

- Register and adjust classes (drop/add)
- View degree requirements; plan your courses
- View and print your class schedules and grades
- View your financial aid information
- Sign up for the payment plan
- Print unofficial transcripts and request official transcripts
- View transfer credit
- Make a payment
- View your grades

To Log in go to http://myfcc.frederick.edu

- Click on PeopleSoft in the green navigation bar
- User ID is a capital W and your 7 digit student ID number
- Enter your password, or select ‘reset password’ if you’ve never logged in before, or if you have forgotten your password
- This log-in is case sensitive

To find courses needed in your Degree Plan:
To enroll in courses from your Degree Plan:
- Click view class sections and scroll down to see available class times (you may need to click “view all” to see all the sections you can choose from)
- Find the section you want; click Select to choose it
- Review class information for day/time/location
- Click next to add class to your shopping cart
- A green box appears at the top of the page confirming the class was added to cart
- Click the link Return to My Degree Plan to go back to Degree Plan to look up next course and repeat steps
- When all courses are in shopping cart, scroll to top of page, click blue Enroll tab
- Review shopping cart for accuracy; click Proceed to Step 2 of 3
- Read payment info, then click OK to continue
- Click Finish Enrolling
- Click my class schedule to verify schedule

To enroll in a class using the Class Number from the Credit Schedule (ex., 1009):
- Self Service > Student Center
- Under Academics heading, click on Enroll
- Select semester if option appears; click Continue
- Enter Class Number (4-digit for fall/spring, 3-digit for summer/JanTerm); click Enter
- Review course info; if correct click Next
- You can add more classes or click Proceed to Step 2 of 3
- Review schedule, then click Finish Enrolling to complete the registration process
- Print a copy for your record

Making Changes

Schedule changes/withdrawals: You can drop/add on the Web. You can also make changes in person at the Welcome Center.

To drop a course/adjust your schedule:
- From Student Center, under Academics, click on Enroll
- Click drop from the menu under the Enroll tab
  - Select semester (term) if option appears; click Continue
  - Click the box in front of the class you wish to drop
  - Click drop selected classes
  - Confirm course to be dropped is correct
  - Click Finish Dropping
  - Click on My Class Schedule (top of page) to verify schedule changes
  - Add a class, if needed, using directions above

Name/Address/Academic Plan changes: Any changes to name, address, or academic plan must be done in person at the Welcome Center using the appropriate form.

CANCELED courses: FCC reserves the right to cancel courses due to insufficient enrollment. You will be notified via your MyFCC email account by the academic department if your class is canceled. You will receive a full refund.

Residency

Residency Policy and Procedure

I. Philosophy and Purpose

The determination of residency or domicile for tuition purposes is governed by the Frederick Community College Board of Trustees in accordance with Maryland State law. For the purpose of establishing differential tuition, the following procedure applies to both full and part-time students.

A student’s legal residence is determined at the time he/she applies to the College. The burden of proof of residency is to be upon the student, and he/she will be required to certify by signature to the accuracy of the information provided on the College application.

Students will be considered in-county, out-of-county, or out-of-state for tuition calculation. Students whose legal residence is outside the county or the State of Maryland pay a higher tuition rate than those whose legal residence is within the county, unless they are eligible for a waiver or reduction in tuition. (See Related Tuition Policy and Procedures.)

II. Definitions for the Purpose of this Policy and Procedures

A. The word domicile as used in this policy and procedures shall mean the permanent place of abode, where physical presence and possessions are maintained with the intention of remaining indefinitely; or the permanent place of abode of any person or persons contributing more than 1/2 of the student’s financial support during the most recently completed year. Only one domicile may be maintained by a student.

B. Maryland resident means an individual who has maintained a domicile in Maryland for at least three (3) months before becoming an enrolled student.

C. Enrolled student is an individual who is registered at the College, either full or part-time, in a credit or continuing education class or classes who has either paid or made arrangement for payment of tuition and fees, and whose participation in a class has been verified.

D. In-County:

1. Non-dependent Maryland resident students are considered to be in-county residents if, at the time of their application, they are domiciled in Frederick County for three (3) consecutive months prior to application.

2. Dependent Maryland resident students (defined as an unmarried individual claimed by parent(s) or guardian(s) as an income tax exemption in the previous taxable year) are considered to be “in-county” residents if, at the time of their application, their parent(s) or guardian(s) are domiciled in Frederick County for three (3) consecutive months prior to application.

E. Out-of-County:

1. Non-dependent Maryland resident students are considered to be out-of-county residents in the State of Maryland if, at the time of their application, they are domiciled in another county in the State of Maryland, or if they have lived in Frederick County for three (3) consecutive months.

2. Dependent Maryland resident students are considered to be out-of-county residents in the State of Maryland if, at the time of their application, their parent(s) or guardian(s) are domiciled in another county in the State of Maryland, or if they have lived in Frederick County less than three months.

F. Out-of-State:

1. Non-dependent students are considered to be residents of another state if, at the time of their application, they are domiciled outside of the State of Maryland, or if they have lived in Frederick County less than three months.

2. Dependent students are considered to be residents of another state if, at the time of their application, their parent(s) or guardian(s) are domiciled outside of the State of Maryland, or if they have lived in Frederick County less than three months.

G. Military personnel and their dependents:

1. Who are stationed, living, or domiciled in Maryland, and their spouses and dependents, who are entering the College for the first time, are considered residents of Frederick County. If the armed services member moves out of the state, the dependents and spouse may maintain in-county residence as long as they stay continuously enrolled in courses at the College.
2. Who have relocated to Maryland as a result of the Base Realignment and Closure process (BRAC), will be granted a waiver of the three (3) months residency requirement. The employee or his/her dependent must present a letter from an employer on company letterhead, confirming that their relocation to Maryland and/or Frederick County was a result of the BRAC process. For purposes of tuition rates, eligible employees and dependents will be treated as in-county residents if they locate in Frederick County; they will be treated as out-of-county but in-state residents if they locate outside of Frederick County but within Maryland.

H. Veterans and their dependents (to include spouses, including same-sex spouses; and children, including biological, adopted, pre-adoptive and step children of spouses, including same-sex spouses) who are eligible for Chapter 33 (Post 9/11 GI Bill) or Chapter 30 (Montgomery GI Bill), and are within the statutory time limits, will be granted in-county tuition only if the following are met:

1. Veteran enrolls within 3 years of discharge after serving 90 days or more on active duty; or
2. Individual using transferred entitlement enrolls within 3 years of the transferor's discharge after serving 90 days or more of active duty; or
3. Surviving Spouses or Children under the Fry Scholarship who enroll within 3 years of an active duty Service member's death in the line of duty after serving 90 days or more; or
4. Individuals who remain continuously enrolled after initially meeting the requirements and are using Chapter 30 or 33.

III. International and Foreign National Students

A. A foreign national lawfully eligible for study in the United States may be considered a resident for tuition purposes if he/she meets the domicile requirements stated in this procedure. A foreign national lawfully admitted to the United States on a visa type with a corresponding “date-certain” authorized stay may not be considered a resident for tuition purposes. A foreign national lawfully eligible for study in the United States on certain visa types with an indeterminate authorized stay may be considered as a Maryland resident for tuition purposes, if the domicile requirements of this procedure have been satisfied.

B. The following visa status types determine residency as indicated:

<table>
<thead>
<tr>
<th>Visa</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Diplomats, family, staff</td>
</tr>
<tr>
<td>B</td>
<td>Temporary visitor</td>
</tr>
<tr>
<td>C</td>
<td>Aliens in transit</td>
</tr>
<tr>
<td>E</td>
<td>Treaty trader-Taiwan only</td>
</tr>
<tr>
<td>F</td>
<td>Student and dependents</td>
</tr>
<tr>
<td>G</td>
<td>Representative of a world organization</td>
</tr>
<tr>
<td>H1 or H4</td>
<td>Temporary worker and dependents</td>
</tr>
<tr>
<td>H2 or H3</td>
<td>Other specialty workers</td>
</tr>
<tr>
<td>I</td>
<td>Foreign media/journalist</td>
</tr>
<tr>
<td>J</td>
<td>Exchange visitor, Au pair, scholar</td>
</tr>
<tr>
<td>K</td>
<td>Fiance of US citizen/ Frederick County resident</td>
</tr>
<tr>
<td>L</td>
<td>Intra-company transferee</td>
</tr>
<tr>
<td>M</td>
<td>Foreign vocational student, dependents</td>
</tr>
<tr>
<td>R</td>
<td>Religious worker</td>
</tr>
<tr>
<td>TN</td>
<td>Professionals under NAFTA agreement</td>
</tr>
<tr>
<td>V</td>
<td>Spouse or child of permanent resident</td>
</tr>
<tr>
<td>Permanent Resident; Green Card; Refugee, Asylee</td>
<td>In-County</td>
</tr>
</tbody>
</table>

C. Individuals in "B Temporary Visitor Status" are not allowed to engage in a course of study leading to a degree or academic certificate. In certain cases, B visa holders can participate in courses which are recreational and do not lead to a degree. Out-of-state tuition rates will apply.

D. Students who are in the category of "Deferred Action Childhood Arrivals" (DACA), or "Temporary Protected Status" (TPS) are eligible to establish instate/in-county residency for tuition purposes.

E. In-county residency status for eligible “International/Foreign National Students” must meet the same three (3) months requirements and proof of residency documents as all other students.

F. An individual’s immigration status may not preclude award of MD residency under this policy if the individual has the legal capacity to establish domicile in Maryland.

IV. Dream Act

A. Students who have met the eligibility requirements outlined in the Maryland Dream Act will be granted the opportunity to receive in-county tuition. The student must present an affidavit stating that he/she will file an application to become a permanent resident within 30 days of becoming eligible to do so.

B. Students who live in Frederick County or in Maryland, and qualify for in-county or in-state tuition, as outlined by the Maryland Dream Act, will remain undocumented immigrants. U.S. residency status is processed, determined and completed by the U.S. government.

V. Proof of Residency

In accordance with Maryland State and Federal Law, any of the following factors will be considered to be proof of legal residency:

A. Substantially uninterrupted physical presence, including the months when the student is not in attendance at the college, as evidenced by ownership or rental of living quarters in which the student resides. (12-month lease or mortgage)

B. Payment of Maryland state and local income taxes. (MD 502 Tax Form)

C. Registration to vote in Frederick County and/or the state. (Voters Registration Card)

D. Registration of a motor vehicle in the state, with a local address specified, if the person owns such a vehicle. (Motor Vehicle Registration Card)

E. Possession of a valid Maryland driver’s license, with a local address specified, if the person is licensed anywhere to drive a motor vehicle, or a valid Maryland MVA-issued ID. (Driver’s license or MVA issued ID card)

F. Active duty military personnel, honorably discharged veterans, spouses and dependents who reside, are stationed, or domiciled in Maryland are exempt from the 3-month requirement and are considered in-county once proof is shown. (Military orders, letter from Education Officer, DD214 and any of the residency factors listed above).

VI. Reclassification of Residency

A. Students requesting reduced tuition rate based on a change in residency must submit proof of actual address change as defined in Section V to the Admissions Office and complete the “Change of Address” form available either online at frederick.edu or in the Admissions Office in Jefferson Hall, Suite 101. The proof of residency and “Change of Address” form must be submitted in one of the following ways:
1. in-person to the Admissions Office in Jefferson Hall, Room 101,
2. online through personal "myFCC" email account to admissions@frederick.edu
3. by fax (240-629-7896), or
4. via U.S. postal mail.
B. Request for change in residency classification must be submitted prior to the "last day to add" for the first session for which the student is enrolled in order to be changed for that session. Residency is not retroactive. A student who changes his/her residency during a semester and provides proof after the "last day to add" will have their residency adjusted for the following semester.
C. In order to comply with USPS regulations regarding bulk and pre-sort mailings, the College verifies current addresses of students with the National Change of Address (NCOA) listing every 90 days. If there has been a change of address, the student will be notified by email and tuition will be adjusted for the following semester as follows:

1. A student moving to a higher tuition rate based on their residency will have their residency automatically changed to reflect their new residency status.
2. A student moving to a lower tuition rate based on their residency will bear the burden of proof of the new residency status.

The College's official version of the Residency Policy & Procedures is on its website (frederick.edu) and may be revised annually.

In-county Tuition Rate for Employees of Frederick County Business & Industry

FCC offers an agreement that allows employees of Frederick County businesses to take classes at in-county tuition rates. For details, please call the Student Accounts Office at 301.846.2456.

Veterans Educational Benefits

Frederick Community College is approved by the Maryland Higher Education Commission to train eligible veterans, dependents, and active duty personnel. If you are not sure what type of VA benefits you qualify for, you may contact the VA Regional Office's toll-free number 1-888.442.4551 or visit the VA website at www.gibill.va.gov. To learn more about the FCC services available to veterans and their families, please click here. This website includes links for more comprehensive information.

FCC contact for GI Bill use: Rachel Nachlas, Director of Veteran Services and VA Certifying Official, rnachlas@frederick.edu.
For tuition assistance, National Guard waiver, or MyCAA use, please contact the Student Accounts Office.

Student Refunds

Eligibility for a tuition refund is based on the date of your withdrawal. See the Academic Calendar on page 1 for those dates. The student refund process begins after the second week of classes. Students who pay with a credit card will be refunded directly back to the card if 60 days from the original transaction date. Greater than 60 days and all other academic refunds, including financial aid and scholarship refunds, will be refunded through Higher One based on which refund preference a student chooses. Please visit www.myfccoefunds.com to ensure your higher one refund preference is activated. For more information, please contact the Student Accounts Office at 301.846.2456 or Higher One at 1.877.405.1856.

Senior Citizen Tuition Benefit Policy

Students age 60 and older who are Maryland residents may take classes at FCC tuition-free if they register starting August 1 for fall. Students must pay fees. See the College Without the Debt on page 2 for an explanation of fees. You can register before this date to reserve space, but you will have to pay full tuition and will not be eligible for the tuition-free benefit. There is no waiver of fees.

Disabled and Retired

Any resident of Maryland who is out of the workforce due to total and permanent disability who enrolls in a class that has at least ten regularly enrolled students is exempt from payment of tuition as defined in Section 16-106, Education Article, Annotated Code of Maryland.
An individual can take up to 12 credits per semester if enrolled in classes as part of a degree or certificate program designed to lead to employment. Individuals not enrolled in a degree or certificate program will be limited to six credits per semester.
In order to receive this waiver of tuition:
1. An individual must provide the College with certification of their total and permanent disability from the Social Security Administration, the Railroad Retirement Board, or in the case of a former federal employee, the Office of Personnel Management.
2. Individuals enrolled in a degree or certificate program must apply for any state or federal student financial aid. Payment for all course fees will be required in order to have classes held. Please refer to the payment chart listed within the Financial Aid section.

Financial Aid

Financial Aid

While FCC is affordable compared to other colleges, tuition, fees, books, and other college expenses can stretch anyone’s budget. Our Financial Aid staff (301.846.2620) can help you consider all options and sources for funds including scholarships, grants, work-study opportunities, and different types of loans.

Students can only receive financial aid for courses that are required for the declared degree program. Students are encouraged to meet with an academic advisor to ensure they are enrolled in required course work.

Application Process
1. Complete the 2016–2017 Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov and list FCC’s school code in step 6 (002071). Deadline to apply is June 30, 2017.
2. Upon receipt of your FAFSA data, the Financial Aid Office will contact you regarding eligibility and/or to request additional documentation. Students who are selected for verification will be required to submit additional documentation such as IRS Tax Transcript.
3. Students who wish to pursue their student loan eligibility are required to complete additional steps. The loan application process is outlined at frederick.edu.

If you apply after the deadline and your file has not yet been processed, it is your responsibility to make payment arrangements.

Detailed information on all financial aid programs can be found at frederick.edu under the financial aid section.
Recommended deadlines for the fall 2016 semester:
A financial aid file is considered complete when all required documents have been received. Students will be able to view their financial aid awards in PeopleSoft. For students who have a complete file but have not yet been awarded by the payment due date there are payment plan options available, and based on your file, you may qualify for our deferred payment plan until classes begin.

<table>
<thead>
<tr>
<th>If you register for classes between</th>
<th>Financial Aid Application Must be completed by</th>
<th>Payment Due By</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/20–7/15, 4:30 p.m.</td>
<td>6/1</td>
<td>7/15, 4:30 p.m.</td>
</tr>
<tr>
<td>7/15–8/12, 4:30 p.m.</td>
<td>7/1</td>
<td>8/12, 4:30 p.m.</td>
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<tr>
<td>8/12–9/19</td>
<td>Prior to 08/19/2016 or if enrolled after 08/19/2016 by start date.</td>
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</tbody>
</table>

If award showing in PeopleSoft is greater than your tuition balance, no further action is needed. If less, you must pay the difference in full or sign up for the pending financial aid payment plan by the due date to avoid the Drop Zone.

If you have an incomplete file, you must sign up for the payment plan by the due date to avoid the Drop Zone or pay in full.

If you have a completed file but are waiting for the award, you must sign up for the pending financial aid payment plan by the due date or pay in full to avoid the Drop Zone. Log into PeopleSoft as you may qualify for the deferred pending aid payment plan.

If you sign up for the pending financial aid payment plan, you are responsible for charges not covered by financial aid.

**Services for Students with Disabilities**

The College provides support services to maximize independence and encourage the integration of students with disabilities into all areas of college life. The particular needs of each student are considered on an individual basis. Students with disabilities are encouraged to contact the Services for Students with Disabilities Office as early as possible after applying for admission. Reasonable accommodations, based on documentation, are then offered to qualified students for courses and placement testing. Students in need of sign language interpreting services should notify the Coordinator for Deaf & Hard of Hearing Services two weeks prior to the beginning of classes to ensure services are in place.

**Contact Information:**

Services for Students with Disabilities Office 301.846.2408
Coordinator for Deaf & Hard of Hearing Services 240.629.7819; interpreting@frederick.edu

**Scholarships**

FCC offers institutional scholarships. Students can apply using the online system which is located on the financial aid page at frederick.edu. The Academic Works system is open for applications:

- April 18–June 30 for fall 2016
- November 7–January 3 for spring 2017

For additional information, contact the Financial Aid Office at 301.846.2652 or email financialaid@frederick.edu.

**Buying/Renting Books**

Visit bookstore.frederick.edu to see what books and materials are needed for your courses. You may order books to be shipped to your address, or to be held for pick-up at the FCC Bookstore, which is located on the first floor of the Student Center.

Some course books are available to rent from the FCC Bookstore. All book rentals must be secured with a credit card, and may be paid for with cash, check, or credit card. Students must be 18 or older to rent books and must provide a valid Student ID. Students younger than 18 must have a parent sign for the rental.

Books cannot be rented through our website.

You cannot use financial aid to order books online. You must come to the Bookstore with your student ID to purchase or rent books with financial aid.

**Family Educational Rights & Privacy Act of 1974 (FERPA)**

FERPA, commonly known as the Buckley Amendment, was issued by the Department of Health, Education and Welfare in the 1976 Federal Register. The regulations were transferred to the Department of Education when it was established and codified in Part 99 of Title 34 of the Code of Federal Regulations.

The purpose of FERPA is to afford certain rights to students concerning their educational records. FERPA applies to all schools that receive funding under most programs administered by the Secretary of Education. Most postsecondary institutions, both public and private, generally receive such funding and must, therefore, comply with FERPA.

FERPA applies to all education records maintained by a postsecondary institution, or by any party acting for the institution, which are directly related to the student. These include, but are not limited to, assessment test scores, academic standing, rosters, class schedule, or any information that would make the student’s identification easily traceable. FCC may release directory information, which includes student’s name, dates of attendance, and enrollment status—see the FCC catalog for a complete list.

Students wishing to restrict directory information or grant additional access must contact the Welcome Center (in writing) with their request within two weeks of the start of the semester. A new form is required each academic year. Contact the Welcome Center for additional information.
Program Contact List

Academic & Career Engagement (ACE)
Office Manager, (L-103) Cheryl Schnebly ........................................ 240.629.7895

Allied Health and Wellness
Office Manager (L–101A), Ann Geyer ...................................................... 301.846.2605
Health & Exercise Sciences, Jan Sholes ............................................. 301.846.2503
Nuclear Medicine, Michele Tertel ......................................................... 301.624.2845
Respiratory Care, Rhonda Patterson ...................................................... 301.846.2528
Surgical Technology, Nancy Dankanich ............................................. 301.846.2506

Computing and Business Technology (CBT)
Office Manager (C–212), Doree Lynn Miles ........................................ 301.846.2505
Accounting, CPA Prep, Mike Martin .................................................... 301.846.2543
Architectural Computer Aided Design, Michael Leonard ..................... 240.629.7927
Business Administration, Business Management, Economics, Marty Crabbs ............................... 301.846.2611
Computer Science, Information Systems Management, Information Technology-all options, Cybersecurity, Andy Yao .................... 301.846.2410
Construction Management, Michael Leonard ....................................... 240.629.7927
Medical Assistant, Karen A. Wilson ..................................................... 301.624.2848
Paralegal, Tracy Parker ............................................................................ 301.624.2819

Communications, Humanities & Arts (CHA)
Office Manager (F–143), Karen Santelli ................................................ 301.846.2512
American Sign Language Studies, David Martin ................................. 240.575.2299
Art, Wendell Poindexter ........................................................................ 301.846.2513
Communications Speech, Kathy Brooks ............................................. 301.846.2635
Digital Media Design, TV Production, Jason Santelli ............................. 301.846.2533
Humanities, Stephanie Curran ................................................................ 301.846.2512
Music, Paula Chipman ............................................................................ 301.846.2566
Theatre, Ted Janes .................................................................................. 301.846.2515
World Languages, Ana María Pinzón ....................................................... 301.624.2843

Construction & Building Trades (Monroe Center)
Office Manager (Monroe, Main Lobby) Cheryl Concannon ................. 240.629.7903
Program Manager, Amy Richardson ...................................................... 240.629.7985

Counseling & Advising Services
Office Manager, (J–207) Elizabeth Nichols ......................................... 301.624.2867

Emergency Management
Academic Program Manager, (E–102) Douglas McDaniel ...................... 240.629.7952

English
Office Manager (H–243), Cheryl Peterson ............................................. 301.846.2600
Developmental English, Joe Healey ..................................................... 301.846.2633
English as a Second Language, Stephanie Landon ............................... 240.629.7925

Honors
Bruce Thompson ....................................................................................... 301.846.2535

Mathematics
Office Manager (B–228), Jeanne Nesbitt ............................................. 301.846.2530
Mathematics, Gary Hull ............................................................................ 301.846.2576
STEM Learning Center/Lab, B–212

Nursing
Office Manager (L–114), Cathie Galeano ............................................. 301.846.2524

Science
Office Manager (C–118), Sharon Smith ............................................. 301.846.2510
Bioprocessing Technology, Keri-Beth Pettengill ................................ 301.846.2564
Engineering, Physics, Perry Wood ....................................................... 301.846.2554
STEM, Physical Sciences, Marc Frankenberry .................................... 301.846.2606

Services for Students with Disabilities
Services for Students with Disabilities ................................................ 301.846.2408

Social Sciences
Office Manager (H–225), Nicole Welch ............................................. 301.846.2507
Criminal Justice, Molly Carlson ......................................................... 301.624.2879
Early Childhood Education/Early Childhood Special Education, and Early Childhood Development, Delaine Welch .................. 301.846.2559
Elementary Education/Elementary Special Education, Secondary Education, Sarah Bigham ................. 301.846.2487
History, Sociology, Molly Carlson ...................................................... 301.624.2879
Human Services, Natalie Bowers ........................................................... 301.846.2596
Psychology, Molly Carlson .................................................................... 301.624.2879
Public Safety—Fire Service Administration & Police Sciences, Robin Shusko .................................................... 301.846.2673
1. Arts & Humanities

**Arts**
- AR100 - Introduction to the Creative Arts (3)
- AR101 - Two Dimensional Art and Design (3)
- AR103 - Survey of Non-Western Art (3)
- AR104 - Survey of Art I (3)
- AR105 - Survey of Art II (3)
- AR106 - Drawing I (3)
- AR113 - Pottery I (3)
- CMM101 - Introduction to Electronic Media (3)
- CMM102 - Introduction to Film (3)
- CMM105 - Basic Darkroom to Digital Photography (3)
- THR101 - Introduction to Theatre (3)
- MU101 - Introduction to Music History and Appreciation (3)
- MU103 - Fundamentals of Music (3)
- MU108 - Survey of World Music (3)
- MU 108 can be taken to satisfy either the General Education requirement in Arts or in Multicultural Issues & Perspectives, but not both.
- MU109 - History of American Popular Music (3)

**Humanities**
- ASLS102 - American Sign Language I (3)
- ASLS103 - American Sign Language II (ASL II) (3)
- ASLS106 - Introduction to the Deaf Community (3)
- ASLS202 - American Sign Language III (ASL III) (3)
- EN102 - English Composition and Literature (3)
- EN 102 can be taken to satisfy either the General Education requirement in Communications or in Humanities, but not both.
- EN203 - American Literature (3)
- EN206 - World Literature (3)
- EN216 - The Short Story (3)
- EN223 - Classical Mythology (3)
- EN227 - Literature: Multicultural Perspectives (3)
- EN 227 can be taken to satisfy either the General Education requirement in Humanities or Multicultural Issues & Perspectives, but not both.
- EN231 - English Language Studies (3)
- LAR101 - Introductory Arabic I (3)
- LC101 - Introductory Chinese I (4)
- LF101 - Introductory French I (3)
- LF201 - Intermediate French I (3)
- LG101 - Introductory German I (3)
- LG102 - Introductory German II (3)
- LG201 - Intermediate German I (3)
- LI101 - Introductory Italian I (3)
- LL101 - Introductory Latin I (3)
- LL201 - Intermediate Latin I (3)
- LR101 - Introductory Russian I (3)
- LS101 - Introductory Spanish I (3)
- LS102 - Introductory Spanish II (3)
- LS201 - Intermediate Spanish I (3)
- LS211 - Spanish Conversation I (3)
- PH101 - Introduction to Philosophy (3)
- PH204 - World Religions (3)
- PH205 - Ethics (3)
- PH206 - Logic (3)
- PH207 - Biomedical Ethics (3)
- PH208 - Business Ethics (3)
- PH210 - Ethics and Film (3)

**Communications**
- CMM101 - Introduction to Communication Studies (3)
- CMM103 - Speech Fundamentals (3)
- CMM105 - Small Group Communication (3)
- CMM107 - Career Communication (3)
- EN 102 - English Composition and Literature (3)
- EN 102 can be taken to satisfy either the General Education requirement in Communications or in Humanities, but not both.
- EN/CMM218 - Journalism Publication Practicum (3)

2. English Composition

- EN 101 - English Composition (3)

3. Interdisciplinary & Emerging Issues

**Computer Literacy**
- CIS101 - Information Systems and Technology (3)
- CIS106 - Object Design and Programming (3)

**Wellness**
- HE102 - Nutrition in a Changing World (3)
- HE201 - Stress Management (3)
- HE204 - Health Education (3)
- PE154 - Fitness for Living (3)

**Interdisciplinary**
- ID113 - Introduction to Leadership (3)
- ID209 - Ethnic Diversity (3)
- ID222 - The Sixties (3)
- ID225 - Disaster, Crisis and Emergency Management (3)
- ID250 - Global Scholar Experience (3)
- ID 250 can be taken to satisfy either the General Education requirement in Interdisciplinary or in Multicultural Issues & Perspectives, but not both.
- ID260 - The Language of Hip Hop (3)

**Multicultural Issues & Perspectives**
- ASLS 106 - Introduction to the Deaf Community (3)

4. Mathematics

- MA103 - Foundations of Mathematics (3)
- MA103A - Foundations of Mathematics with Algebra (3) [5]
- MA111 - Precalculus (4)
- MA130 - College Algebra (3)
- MA201 - Applied Calculus (3)
- BU/MA205 - Business Statistics with Algebra (3) [5]
- MA206 - Elementary Statistics (3)
- MA206A - Elementary Statistics with Algebra (3) [5]
- MA207 - Elementary Statistics with Probability (4)
- MA207A - Elementary Statistics with Probability with Algebra (4) [6]
- MA210 - Calculus I (4)
- MA211 - Calculus II (4)

5. Science

- BI100 - Fundamental Concepts of Biology (4)
- BI100 - Fundamental Concepts of Biology (4)
- BI101 - General Biology I (4)
- BI102 - General Biology 2 (4)
- BI103 - Anatomy and Physiology (4)
- BI104 - Anatomy and Physiology (4)
- BI117 - Study of the Human Body (3)
- BI120 - Microbiology for Allied Health (4)
- BI130 - Forensic Biology (4)
- BI140 - Biotechnology and Society (3)
- BI201 - General Ecology (4)
- BI202 - Human Ecology (3)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>CH100</td>
<td>Chemistry and Society (4)</td>
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<td>CH101</td>
<td>General Chemistry (4)</td>
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<td>CH102</td>
<td>General Chemistry (4)</td>
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<td>PC103</td>
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<td>The Water Planet: Introduction to Oceanography (3)</td>
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<td>PY204</td>
<td>Introductory Physics II (4)</td>
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### 6. Social & Behavioral Sciences

#### Anthropology
- AN101 - Introduction to Anthropology (3)
- AN101H - Introduction to Anthropology (3)

#### Economics
- EC201 - Principles of Economics (3)
- EC201H - Principles of Economics (3)
- EC202 - Principles of Economics (3)

#### Education
- ED 102 - Schools & Society (3)
- ED/PS 208 - Human Growth & Development (3)

#### Geography
- GG 101 - Elements of Geography (3)
- GG 102 - Cultural Geography (3)

#### History
- HI101 - History of Western Civilization (3)
- HI102 - History of Western Civilization (3)
- HI201 - History of the United States (3)
- HI201H - History of the United States (3)
- HI202 - History of the United States (3)
- HI 217 - African-American History (3)
  - HI 217 can be taken to satisfy either the General Education requirement in Multicultural Issues & Perspectives or in History, but not both.

#### Human Services
- HS 102 - Human Relations (3)

#### Political Science
- PI 104 - American Government: National (3)

#### Psychology
- PS101 - General Psychology (3)
- PS101H - General Psychology (3)
- PS202 - Social Psychology (3)

#### Sociology
- SO 101 - Introduction to Sociology (3)
- SO 102 - Social Problems (3)

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ACCT: Accounting

ACCT100 - Business Accounting (3)
Prerequisite: EN 51 or ESL 97 or ESL 70
Demonstrates the accounting principles and procedures used by a business in setting up and maintaining records for reporting purposes. Topics include the accounting cycle, preparation of the financial statements, payroll and banking procedures, and computerized recordkeeping.

1932 ACCT100-1 TTH 8am – 9:15am 15-week
1933 ACCT100-2 M 5pm – 7:35pm 15-week
1934 ACCT100-HYB1 SAT 8:30am – 12:30pm 1st 7-week S

ACCT101 - Principles of Accounting I (3)
Prerequisites: (EN 50 and EN 51) OR (ESL 94 and ESL 97) OR (ESL 70 and ESL 71)
Introduces the principles and procedures related to accounting theory and practice. The analysis of transactions under generally accepted accounting principles (GAAP) and their relationship to the financial statements are covered from a user’s perspective.

1935 ACCT101-1 MW 11am – 12:15pm 15-week
1936 ACCT101-2 MW 12:30pm – 1:45pm 15-week
1937 ACCT101-3 TTH 8am – 9:15am 15-week
1938 ACCT101-4 TTH 9:30am – 10:45am 15-week
1939 ACCT101-5 TTH 11am – 12:15pm 15-week
1940 ACCT101-6 TTH 12:30pm – 1:45pm 15-week
1941 ACCT101-7 M 5pm – 7:35pm 15-week
1942 ACCT101-8 W 5pm – 7:35pm 15-week
1944 ACCT101-HYB1 T 6pm – 8:35pm 1st 7-week S
1945 ACCT101-ONL1 Online Course 15-week

ACCT102 - Principles of Accounting II (3)
Prerequisite: ACCT 101
Continues the study of financial accounting principles and procedures from BU 101, with emphasis on the corporate form of business organization. Students will also be introduced to managerial accounting concepts used for planning and controlling the business enterprise.

1946 ACCT102-1 MW 9:30am – 10:45am 15-week
1947 ACCT102-2 TTH 12:30pm – 1:45pm 15-week
1948 ACCT102-3 W 5pm – 7:35pm 15-week
1949 ACCT102-HYB1 T 6pm – 8:35pm 2nd 7-week S
1950 ACCT102-ONL1 Online Course 15-week

ACCT111 - Microcomputer Software Applications: Computerized Accounting (3)
Prerequisites: (ICS 101 or COS 116D) and (ACCT 100 or ACCT 101)
Demonstrates the use of commercial software in managing the accounting functions of a business enterprise. Using a hands-on approach, students will learn how to set up a fully integrated accounting system to record sales invoices, collections, purchase invoices, disbursements, and payroll transactions. Students will also set up and maintain inventory and accounts receivable/payable subsidiary ledgers and prepare financial reports.

1951 ACCT111-HYB1 SAT 9am – 12pm 2nd 7-week S
1952 ACCT111-HYB2 M 7:45pm – 9:15pm 15-week

ACCT201 - Intermediate Accounting I (4)
Prerequisite: (ACCT 100 & ACCT 101) or (ACCT 101 & ACCT 102)

1953 ACCT201-HYB1 M 5pm – 7:05pm 15-week

ACCT203 - Managerial Cost Accounting (3)
Prerequisite: ACCT 101
Presents accounting information that is used by managers for planning, directing and controlling the business. Both short-term operational planning and long-term strategic planning concepts are covered. Specific topics include accounting for product costs vs. period costs, job-order costing and process costing, cost behavior analysis, Cost-Volume-Profit (CVP) decision making, activity-based and standard costing, and capital budgeting.

1955 ACCT203-ONL1 Online Course 15-week

ACCT205 - Federal Income Tax Accounting (3)
Prerequisites: ACCT 100 or ACCT 101
Covers current federal revenue acts as they relate to business and individual tax procedures. Includes income inclusions and exclusions, exemptions, capital gains and losses and business and individual deductions. Encourages use of tax forms but requires independent analysis of taxable status and handling income-expense items.

1956 ACCT205-1 T 5pm – 7:35pm 15-week

ACCT216 - Governmental and Not-for-Profit Accounting (3)
Prerequisites: ACCT 100 and ACCT 101 OR ACCT 101 and ACCT 102
Introduces the environment, characteristics, principles, and practices associated with governmental and not-for-profit accounting. Major areas explored include fund accounting, fund types, revenue and expenditure recognition, and financial reporting.

1957 ACCT216-1 TH 5pm – 7:35pm 15-week

Accounting Notes:
ACCT201 – Intermediate Accounting I offered full and spring semesters evening hybrid only.
ACCT202 – Intermediate Accounting II offered fall and spring semesters evening hybrid only.
ACCT203 – Managerial Cost Accounting offered fall semester online only; spring semester evening only.
ACCT205 – Federal Income Tax Accounting offered fall semester evening only.
ACCT206 – Federal Taxation: Corporations & Partnerships offered spring semester evening only.
ACCT214 – Auditing offered spring semester hybrid only.
ACCT216 – Governmental and Not-for-Profit Accounting offered fall semester evening only.
ACCT233 – Applied Accounting offered spring semester evening only.

ACE: Academic and Career Engagement

ACE100 - Learning Strategies (2)
Prerequisites: (EN 50A or EN 61) and EN 52
Students will enhance their academic skills and performance by developing strategies for demands and content area courses in which students are enrolled. Students will develop strategies for taking tests, reading critically, and using college resources. Instruction is closely linked to the demands and content area courses in which students are enrolled.

1671 ACE100-LK1 MW 9:30am – 10:20am 15-week
1672 ACE100-LK2 MW 12pm – 12:50pm 15-week
1673 ACE100-LK3 MW 2:30pm – 3:20pm 15-week
1674 ACE100-LK4 TTH 9:30am – 10:20am 15-week
1675 ACE100-LK5 TTH 12:00pm – 12:50pm 15-week
1676 ACE100-LK6 TTH 2:30pm – 3:20pm 15-week
1677 ACE100-LK7 F 12pm – 1:45pm 15-week
1678 ACE100-LK8 SAT 12pm – 1:45pm 14-week
1679 ACE100-LK9 M 7:45pm – 9:30pm 15-week
1680 ACE100-LK10 TTH 5pm – 5:50pm 15-week

Note: Students must also register for corresponding EN101 linked (LK) section.
ACE102 - College Success Tools (1)
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 97) OR (ESL 70 and ESL 71)]
Introduces students to tools, strategies, and resources designed to help build stronger academic foundations and make informed choices that will lead to college success. Students will plan their academic path, improve their study habits, and connect to campus and online resources to enhance their educational experience and achieve their goals.

2411 ACE102-1  MW  9am – 10:15am  1st 5-week
2412 ACE102-2  TTH  2pm – 3:15pm  1st 5-week
2413 ACE102-3  W  6pm – 8:35pm  1st 8-week

ACE110 - Career Assessment and Planning (3)
Prerequisites: [(EN 50A or EN 61) OR (ESL 94 and ESL 97) OR (ESL 70 and ESL 71)]
Develops critical methods needed to make a satisfying career decision based on research and goal setting strategies that lead to personal and professional success. Students will acquire the skills needed to make informed choices about their education and career. Students will evaluate their strengths, values, interests, and personality in order to identify possible career options. Students will learn techniques for researching career options and making decisions about their future while creating a learning/career portfolio upon which they can build throughout their college career.

2405 ACE110-1  MW  11am – 12:15pm  15-week
2406 ACE110-2  TTH  12:30pm – 1:45pm  15-week
2407 ACE110-3  F  11am – 1:35pm  15-week
2408 ACE110-4  T  5pm – 7:35pm  15-week

ACE111A - Introduction to Career Planning (1)
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 97) OR (ESL 70 and ESL 71)]
Introduces the career planning process, focusing on students' ability to assess their career planning needs, decision-making, and goal setting, and to plan appropriate actions. Emphasis is placed on assessing varied career resources.

2409 ACE111A-1  F  9am – 10:35am  1st 8-week
2410 ACE111A-ONL1  Online Course  1st 8-week

AN: Anthropology

AN101 - Introduction to Anthropology (3)
Gen Ed Anthropology, Cultural Competence
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Presents general patterns of the development of human culture and the basic principles of social anthropology and ethnology. Provides field work experience and emphasizes concepts of the modern practical views of anthropology.

2163 AN101-1  MW  9:30am – 10:45am  15-week
2161 AN101-2  TTH  8am – 9:15am  15-week
2162 AN101-3  F  11am – 1:30pm  15-week
2164 AN101-ONL1  Online Course  13-week

AN101H - Introduction to Anthropology (3)
Gen Ed Anthropology, Cultural Competence
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Presents general patterns of the development of human culture and the basic principles of social anthropology and ethnology. Provides field work experience and emphasizes concepts of the modern practical views of anthropology.

2428 AN101H-1  TTH  2pm – 3:15pm  15-week

AN103 - Introduction to Archeology (3)
Cultural Competence
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Emphasizes archaeological tools, methods, interests and interpretations. Techniques of recording, preserving and organizing data will be practiced. Involves scouting of sites, test diggings and research of the known historical past. Provides a field study of the area.

2165 AN103-1  TTH  9:30am – 10:45am  15-week

AR: Art

AR100 - Introduction to the Creative Arts (3)
Gen Ed Arts
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Introduces students to the areas of visual arts, dance, music, and theater through an exploration of representative works. The study of the creative arts will enhance self-expression and a better understanding of the human experience. The course meets the Maryland State approved Associate of Arts in Teaching degree.

2118 AR100-1  MW  8am – 9:15am  15-week
2117 AR100-2  MW  12:30pm – 1:45pm  15-week
2119 AR100-3  TTH  12:30pm – 1:45pm  15-week
2116 AR100-4  TTH  2pm – 3:15pm  15-week
2115 AR100-5  SAT  9am – 2:20pm  2nd 7-week
2113 AR100-6  M  5:30pm – 8:05pm  15-week
2114 AR100-ONL1  Online Course  15-week
2140 AR100-ONL2  Online Course  15-week

AR101 - Two Dimensional Art and Design (3)
Gen Ed Arts, Cultural Competence
Prerequisites or Corequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Investigates the concepts and principles of two-dimensional visual design using black and white through a series of design exercises of increasing complexity.

2115 AR101-1  MW  9:30am – 11:30am  15-week
2116 AR101-2  MW  12:30pm – 2:30pm  15-week
2117 AR101-3  TTH  8am – 10am  15-week
2118 AR101-4  TTH  10am – 12pm  15-week
2119 AR101-5  TTH  1pm – 3pm  15-week
2120 AR101-6  T  5:30pm – 9:30pm  15-week
2121 AR101-HYB1  TBA  Note: Students must furnish own supplies.

AR103 - Survey of Non-Western Art (3)
Gen Ed Arts, Cultural Competence
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
An introduction to indigenous visual expressions created in Africa, Asia and the Americas, emphasizing a global perspective and illuminating the historical and artistic interaction of world cultures. A visit to an art museum is required.

2122 AR103-1  MW  9:30am – 10:45am  15-week
2123 AR103-2  MW  2pm – 3:15pm  15-week

AR104 - Survey of Art I (3)
Gen Ed Arts, Cultural Competence
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Surveys the major developments in painting, sculpture and architecture from prehistoric times to the Italian Renaissance. Explores multi-cultural diversity through the study of the history of civilization, religion, myth, literature, politics and the human condition as manifested in the visual arts. A visit to an art museum is required.

2124 AR104-1  MW  9:30am – 10:45am  15-week
2125 AR104-2  TTH  12:30pm – 1:45pm  15-week
2126 AR104-ONL1  Online Course  15-week

AR105 - Survey of Art II (3)
Gen Ed Arts, Cultural Competence
Prerequisites: [(EN 50A or EN 61) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Surveys the major developments in painting, sculpture and architecture from the Italian Renaissance to the present. Explores multi-cultural diversity through the study of the history of civilization, religion, myth, literature, politics and the human condition as manifested in the visual arts. A visit to an art museum is required.

2127 AR105-1  TTH  9:30am – 10:45am  15-week
2128 AR105-ONL1  Online Course  15-week
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### ASLS101 - Visual Gestural Communication (3)
Trains students visual acuity (receptive and expressive) and coordination of body movements. Emphasis is on mime, gestures and facial expressions. Through class activities and movement, students communicate without using the spoken voice. This class is designed to be a foundation for American Sign Language 1-3. It is recommended that ASLS 102 be taken concurrently with ASLS101.

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### ASLS102 - American Sign Language I (3)
Gen Ed Humanities
Presents the basic skills used in American Sign Language. Includes vocabulary and grammar related to the exchange of personal information, introductions and negotiating the environment of sign conversation. Uses workbooks and videotapes. (First of four courses in ASL. Credit by examination is available.)

<table>
<thead>
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<td>MW</td>
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<td>15-week</td>
<td>15-week</td>
</tr>
<tr>
<td>1163</td>
<td>ASLS102-2</td>
<td>MW</td>
<td>9:30am - 10:45am</td>
<td>15-week</td>
<td>15-week</td>
</tr>
<tr>
<td>1164</td>
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<td>MW</td>
<td>11am - 12:15pm</td>
<td>15-week</td>
<td>15-week</td>
</tr>
<tr>
<td>1165</td>
<td>ASLS102-4</td>
<td>MW</td>
<td>12:30pm - 1:45pm</td>
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<td>15-week</td>
</tr>
<tr>
<td>1168</td>
<td>ASLS102-7</td>
<td>TTH</td>
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<td>15-week</td>
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</tr>
<tr>
<td>1167</td>
<td>ASLS102-8</td>
<td>TTH</td>
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<tr>
<td>1169</td>
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<tr>
<td>1170</td>
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<td>SAT</td>
<td>9am - 11:45am</td>
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</tr>
<tr>
<td>1171</td>
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<tr>
<td>1172</td>
<td>ASLS102-12</td>
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<tr>
<td>1173</td>
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<td>TH</td>
<td>6pm - 9pm</td>
<td>13-week</td>
<td></td>
</tr>
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</table>

### ASLS103 - American Sign Language II (ASL II) (3)
Gen Ed Humanities
Prerequisite: ASLS 102
A continuation of American Sign Language I. Further develops communication competencies in sign language above the basic level. Introduces transcription symbols, sentence types, time pronounization, subjects and objects, classifiers, locatives, pluralization and temporal and distributional aspects. Develops receptive/expressive skills. Features additional information about the deaf community and deaf culture.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Start Time - End Time</th>
<th>Credits</th>
<th>Term</th>
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<tr>
<td>1174</td>
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<tr>
<td>1175</td>
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</tr>
<tr>
<td>1176</td>
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<td>W</td>
<td>5pm - 7:30pm</td>
<td>15-week</td>
<td>15-week</td>
</tr>
</tbody>
</table>

### ASLS106 - Introduction to the Deaf Community (3)
Gen Ed Multicultural Perspectives, Cultural Competence
Provides an introduction to the American Deaf Community. The course touches on various topics including: American Sign Language, different modes of communication, laws concerning the Deaf, professions within the Deaf community, education of Deaf children (controversies and approaches), the importance and value of Deaf Culture (including history, family, values, traditions, past and current trends).

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Start Time - End Time</th>
<th>Credits</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1177</td>
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<tr>
<td>1178</td>
<td>ASLS106-ONL1</td>
<td></td>
<td>Online Course</td>
<td>15-week</td>
<td></td>
</tr>
</tbody>
</table>

### ASLS107 - Introduction to Deaf History (3)
Prerequisites: (EN 50A or EN 61) and EN 52 OR (EN 95 and EN 99) OR (EN 79 and EN 80) and ASLS 106
Introduces significant individuals in history who were Deaf or influenced the Deaf culture. Explores the development of the first university for the Deaf and an island that was inhabited primarily by Deaf individuals. Examines how technology and inventions have improved and changed the lives of Deaf Society over time. Explores education of the Deaf and unique issues.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Start Time - End Time</th>
<th>Credits</th>
<th>Term</th>
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<tbody>
<tr>
<td>1184</td>
<td>ASLS107-1</td>
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<tr>
<td>1182</td>
<td>ASLS107-ONL1</td>
<td></td>
<td>Online Course</td>
<td>15-week</td>
<td></td>
</tr>
</tbody>
</table>

### ASLS108 - ASL Number Use (2)
Prerequisite: ASLS 102
Provides an in-depth study of American Sign Language Number Use. Number Use is an important component of American Sign Language. Focuses on developing receptive and expressive skills, proper handshapes and their signing location. This course covers 5 systems in ASL Number Use: cardinal, ordinal, incorporation, unique, and sports system. It is recommended that ASLS 103 be taken concurrently with ASLS 108.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Start Time - End Time</th>
<th>Credits</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1179</td>
<td>ASLS108-1</td>
<td>TTH</td>
<td>5pm - 5:50pm</td>
<td>15-week</td>
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</tr>
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</table>

### ASLS202 - American Sign Language III (ASL III) (3)
Gen Ed Humanities
Prerequisite: ASLS 103
A continuation of American Sign Language II. Emphasizes ASL grammar, vocabulary development and the deaf culture. Expands dialogue, short stories, narratives, short conversations and both receptive and expressive skills. Emphasizes signing techniques as well as signing speed and accuracy.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Start Time - End Time</th>
<th>Credits</th>
<th>Term</th>
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<tbody>
<tr>
<td>1180</td>
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<tr>
<td>1181</td>
<td>ASLS202-2</td>
<td>W</td>
<td>5pm - 7:35pm</td>
<td>15-week</td>
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</table>

### ASLS207 - American Sign Language V (ASL V) (3)
Prerequisites: ASLS 102, ASLS 103, ASLS 202 and ASLS 203 with a grade of "B" or higher
Presents the advanced skills used in American Sign Language. Includes vocabulary and grammar related to the exchange of storytelling, ASL idioms, analyzing ASL concepts, and more complicated ASL skills. This is the last of a five-semester ASL sequence. Skills developed from previous courses allow them to share personal and biographical stories and retell stories with simple plots, such as children's stories. Students will increase their understanding of a competence in using conversational strategies and culturally appropriate interaction skills.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Start Time - End Time</th>
<th>Credits</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
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<td>W</td>
<td>5pm - 7:35pm</td>
<td>15-week</td>
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### BI: Biological Science

#### BI5 - Preparation for Allied Health (0) [3]
Prerequisites: (EN 50 and EN 51) OR (ESL 94 and ESL 97) OR (ESL 70 and ESL 71), and MA 81
Presents basic science concepts and science study skills. A preparatory course for students who have limited science background.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Title</th>
<th>Days</th>
<th>Start Time - End Time</th>
<th>Credits</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1728</td>
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</tr>
<tr>
<td>1729</td>
<td>BI55-2</td>
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<td>8am - 10:35am</td>
<td>15-week</td>
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<tr>
<td>1730</td>
<td>BI55-3</td>
<td>TTH</td>
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<tr>
<td>1731</td>
<td>BI55-4</td>
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<tr>
<td>1732</td>
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<tr>
<td>1733</td>
<td>BI55-6</td>
<td>W</td>
<td>6pm - 8:35pm</td>
<td>15-week</td>
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</table>

### Semester session dates

<table>
<thead>
<tr>
<th>Session</th>
<th>Start Date - End Date</th>
<th>Session Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>15-week session</td>
<td>8/22–12/9</td>
<td>1st 5-week session 8/22–9/26</td>
</tr>
<tr>
<td>14-week Saturday session</td>
<td>8/27–12/10</td>
<td>2nd 5-week session 9/27–10/31</td>
</tr>
<tr>
<td>13-week session</td>
<td>9/6–12/10</td>
<td>2nd 7-week session 10/18–12/10</td>
</tr>
<tr>
<td>10-week session</td>
<td>9/28–12/11</td>
<td>2nd 7-week Saturday 10/22–12/10</td>
</tr>
<tr>
<td>1st 8-week session</td>
<td>8/22–10/17</td>
<td>2nd 8-week session 10/11–12/10</td>
</tr>
<tr>
<td>1st 7-week session</td>
<td>8/22–10/10</td>
<td>3rd 5-week session 11/1–12/10</td>
</tr>
<tr>
<td>1st 7-week Saturday</td>
<td>8/27–10/15</td>
<td>For closings &amp; breaks See page 1</td>
</tr>
</tbody>
</table>
BI100 - Fundamental Concepts of Biology (4)
Gen Ed Science
Prerequisites: (EN 50A or EN 61) and EN 52 OR (EN 95 and ESL 99) OR (ESL 72 and ESL 73); Prerequisite or Corequisite: MA 82 or MA 85 or MA 103A or BU/MA 205A or MA 206A or MA 207A
Explores basic biological concepts involved in understanding the structure, function, and evolution of organisms. Introduces organization of living matter, metabolism, genetics, evolution, and ecology, and their application to everyday life. This one semester laboratory course is intended for non-STEM (science, technology, engineering, and math) majors, and is designed to provide students with an appreciation of biological concepts and their current applications. Meets the requirement for a general education science lab course.

BI102 - General Biology 2 (4)
Gen Ed Science
Prerequisite: BI 101
Continues the comprehensive survey of modern biology begun in BI 101 with an emphasis on mechanisms of evolution, methods of phylogenetic reconstruction and analysis, diversity of life, and ecology. Surveys biological diversity of all eukaryotic domains and kingdoms, including the study of various anatomical, physiological, and behavioral adaptations for life in different habitats. Select vertebrate body systems are studied.

BI103 - Anatomy and Physiology (4)
Gen Ed Science
Prerequisites: (EN 50A or EN 61) and EN 52 OR (EN 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 82 or MA 85
(BI 55 or BI 101 or BI 120 or CH 101)
The first course in a two-semester sequence. Presents a study of physiology according to the body systems approach. Emphasizes relationships between form and function at both the microscopic and gross levels of organization. Includes basic anatomical terminology, concepts of cell biology, histology, integumentary system, skeletal system, muscular system, nervous system, special senses and endocrine system.

BI104 - Anatomy and Physiology (4)
Gen Ed Science
Prerequisite: BI 103
The second course in a two-semester sequence. Includes the cardiovascular system, lymphatic system and immunity, respiratory system, digestive system and metabolism, urinary system, fluid/electrolyte balance, acid/base balance, and reproductive system.

Note: Students must register for lecture (LC) and corresponding lab (LB).
BI117 - Study of the Human Body (3)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]; Prerequisite or Corequisite: MA 82 or MA 85 or MA 103A or BU/MA 205A or MA 206A or MA 207A
Examines the human body and its relationship to health, disease, and the environment. Covers basic concepts of anatomy, physiology, genetics, cancer, disease, immunology, aging, human evolution, and/or other related topics. Incorporates case studies, group work, and information technology. For the non-science major. Students cannot receive credit for both BI 117 and BI 107.

1817 BI117-1 TTH 2pm – 3:15pm 15-week
1818 BI117-2 MW 6pm – 8:35pm 2nd 8-week

BI120 - Microbiology for Allied Health (4)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)], AND (MA 82 or MA 85) AND (BI 55 or BI 101 or BI 103 or CH 101)
For allied health students. Covers the basic principles of cell chemistry and microbiology with respect to human physiology. Includes cell physiology, growth and metabolism of microorganisms, import groups of pathogenic microorganisms, antimicrobial agents, immunology and introductory biochemistry.

1819 BI120-1LC MW 9:30am – 10:45am 15-week
1820 BI120-11LB MW 11am – 12:15pm 15-week
1821 BI120-2LC TTH 9:30am – 10:45am 15-week
1822 BI120-21LB TTH 11am – 12:15pm 15-week
1833 BI120-3LC F 8:30am – 11:05am 15-week
1834 BI120-31LB F 11am – 13:00pm 15-week
1823 BI120-4LC SAT 12pm – 2:45pm 14-week
1824 BI120-41LB SAT 9am – 11:45am 14-week
1825 BI120-5LC MW 6:20pm – 7:35pm 15-week
1826 BI120-51LB MW 5pm – 6:15pm 15-week
1831 BI120-6LC TTH 6pm – 7:15pm 15-week
1832 BI120-61LB TTH 7:20pm – 8:35pm 15-week
1829 BI120-HYBC Online Course 15-week
1830 BI120-HYBB MW 12:30pm – 1:45pm 15-week

Note: Students must register for lecture (LC) and corresponding lab (LB).

BI130 - Forensic Biology (4)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]; Prerequisite or Corequisite: MA 82 or MA 85 or MA 103A or BU/MA 205A or MA 206A or MA 207A
Introduces cellular organization, regulation, energy transport, and division. Discusses gene expression and its role in criminal investigation and human identification using forensic pathology, serology, anthropology, molecular biology, and other specializations.

1835 BI130-1LC M 8am – 10:35am 15-week
1836 BI130-11LB W 8am – 10:30am 15-week
1837 BI130-2LC T 11am – 1:35pm 15-week
1838 BI130-21LB TH 11am – 1:30pm 15-week
1839 BI130-ONL1 Online Course 15-week

Note: Students must register for lecture (LC) and corresponding lab (LB).

BI140 - Biotechnology and Society (3)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)], AND (MA 82 or MA 85) AND (BI 55 or BI 101 or BI 103 or CH 101)
Introduces biotechnology and its scientific foundation through introductory investigations of the cell, protein structure and function, genetics expression, ecological and evolutionary interactions, and technological applications and issues. Introduces how science blends with consumer applications, regulatory information and social issues to provide a detailed perspective of the interrelationship among science, technology and society. May include one or more mandatory field trips, and/or guest lecturers.

1840 BI140-1 M 12:30pm – 3:05pm 15-week
1841 BI140-ONL1 Online Course 15-week

BI201 - General Ecology (4)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)], AND (MA 82 or MA 85) AND (BI 55 or BI 101 or CH 101)
Provides an overview of the interactions among living things and their abiotic environments, emphasizing factors which affect the abundance and distribution of living things. The laboratory will focus on using field experiences to develop topics covered in the lecture. Some Friday, Saturday or overnight field trips.

1842 BI201-1LC TTH 11am – 12:15pm 15-week
1843 BI201-11LB T 12:30pm – 3pm 15-week

Note: Students must register for lecture (LC) and corresponding lab (LB).

BI202 - Human Ecology (3)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]; Prerequisite or Corequisite: MA 82 or MA 85 or MA 103A or BU/MA 205A or MA 206A or MA 207A
Investigates physical environments of human beings and the effect of technologies on the environment. Emphasizes small group investigations of air, water and soil pollution and the rapidly expanding population as it affects the natural ecosystem within Frederick County and the Eastern seaboard. Some Friday or Saturday field trips.

1844 BI202-1 F 9am – 11:35am 15-week
1845 BI202-2 TTH 5pm – 7:35pm 1st 8-week

BI203 - Elements of Microbiology (4)
Prerequisites: CH 101 and BI 101 or BI 103
Introduces microbiology. Includes basic study of morphology, physiology, genetics and ecology of microorganisms, with an introduction to infectious diseases and microbiology.

1846 BI203-1LC TTH 7:20pm – 8:35pm 15-week
1847 BI203-11LB TTH 6pm – 7:15pm 15-week
1848 BI203-HYBC Online Course 15-week
1849 BI203-HYBB MW 2pm – 3:15pm 15-week

Note: Students must register for lecture (LC) and corresponding lab (LB).

BI220 - Cell Biology and Tissue Culture (4)
Prerequisites: BI 101 and CH 101
Introduces cellular organization, regulation, energy transport, and division. Discusses gene expression and interaction in relation to cellular biology. Presents tissue culture in the laboratory setting as a medium for bioprocess manufacturing. May include one or more mandatory field trips and/or guest lecturers.

1850 BI220-HYBC Online Course 15-week
1851 BI220-HYBB M 6pm – 8:30pm 15-week

Note: Students must register for lecture (LC) and corresponding lab (LB).

BLD: Building Trades

BLD101 - Introduction to Building Trades (3)
Prerequisite: EN 51 or ESL 97 or ESL 70
Introduces general aspects of building trades, the building process, and its phases. Emphasizes health and safety issues related to the building trades. Explores print reading, building design, building site planning, site preparation, and estimating as it relates to construction. Includes an overview of applicable equipment and materials required in the building trades.

1553 BLD101-1 T 6pm – 8:30pm 15-week
1552 BLD101-HYB1 W 6pm – 8:30pm 1st 7-week

Note: Ours held at FCCS Monoree Center
**BLD109 - Fundamentals of HVACR (4)**  
* **Building Trades fee per class:** $71.40  
Prerequisites: EN 51 or ESL 97 or ESL 70  
Covers fundamentals of heating, cooling, ventilation, humidity control, and basic refrigeration. Students will receive hands-on experience in a lab setting.

1554 BLD109-HYB1 MW 9am – 12pm 1st 7-week  
1555 BLD109-HYB2 MW 6pm – 9pm 1st 7-week  
Note: Class held at FCC's Monroe Center

**BLD110 - Controls for HVACR (3)**  
* **Building Trades fee per class:** $71.40  
Prerequisite: BLD 109 or permission of program manager  
Covers the topics of controls in HVACR with respect to thermostats; pressure, safety and temperature devices; and valves. In a lab environment students will be able to identify and apply usage of these components.

1557 BLD110-HYB1 MW 9am – 11:30am 2nd 7-week  
1558 BLD110-HYB2 MW 6pm – 8:30pm 2nd 7-week  
Note: Class held at FCC's Monroe Center

**BLD113 - HVAC Installation & Troubleshooting (3)**  
* **Building Trades fee per class:** $71.40  
Prerequisite: BLD 110 or BLD 112 or permission of program manager  
Teaches students basics of troubleshooting, installation, service and preventative maintenance techniques HVAC equipment. Course includes EPA CFC certification. Hands-on experience will be conducted in a lab setting where students will demonstrate and apply these techniques.

1560 BLD141-1 MW 5pm – 6pm 15-week  
Note: Class held at FCC's Monroe Center

**BLD120 - Welding Symbols & Blueprint Reading (2)**  
Prerequisite: EN 51 or ESL 97 or ESL 70  
Introduces various types of prints used in the welding industry. Topics include print reading, measurements, metallurgy, types of welds and joints, and welding symbols.

1560 BLD120-1 MW 5pm – 6pm 15-week  
Note: Class held at FCC's Monroe Center

**BLD121 - Introduction to Welding (4)**  
* **Welding fee per class:** $180  
Prerequisite or Corequisite: BLD 120  
Introduces the basic processes in the welding field. Emphasizes welding safety. Introduces the various types of welding equipment, identification and selection of filler material, types of welds, and the different welding positions.

1561 BLD121-1 MW 9am – 4:30pm 1st 7-week  
1562 BLD121-2 MW 6pm – 9pm 1st 7-week  
Note: Class held at FCC's Monroe Center

**BLD141 - Fundamentals of Structural Wiring (4)**  
* **Building Trades fee per class:** $71.40  
Prerequisite: EN 51 or ESL 97 or ESL 70  
Covers basic principles and fundamentals of electricity and electrical work. Course will include components of schematics and blueprints, importance and role of the National Electrical Code, and safety. Students will receive hands-on experience with tools of the trade, wiring, and installing components of accessory terminations.

1565 BLD141-HYB1 TTH 6pm – 9pm 1st 7-week  
Note: Class held at FCC's Monroe Center

**BLD122 - Advanced Welding: SMAW (4)**  
* **Welding fee per class:** $180  
Prerequisite: BLD 121  
Focuses on Shielded Metal Arc Welding (SMAW). Students will perform a SMAW welding performance qualification test on limited thickness test plates in the 2G and 3G positions on carbon steel in accordance with American Welding Society D1.1 Structural Welding Code; this leads to an in-house certification.

1563 BLD122-1 MW 9am – 4:30pm 2nd 7-week  
Note: Class held at FCC's Monroe Center

**BLD125 - Advanced Welding: GTAW (4)**  
* **Welding fee per class:** $180  
Prerequisite: BLD 121  
Introduces Gas Tungsten Arc Welding (GTAW) on carbon steel, stainless steel, and aluminum. Topics include welding safety, basic machine maintenance, and welding techniques.

1568 BLD146-HYB1 MW 6pm – 8:30pm 2nd 7-week  
Note: Class held at FCC's Monroe Center

**BLD142 - Residential Electric (3)**  
* **Building Trades fee per class:** $71.40  
Prerequisite: BLD 141 or permission of program manager  
Advances student knowledge in the National Electrical Code (NEC) and its application. Topics covered will include NEC calculations, as well as print reading, circuitry, schematics, materials, and circuit testing. Hands-on applications will be conducted in a lab setting.

1567 BLD142-HYB1 TTH 6pm – 8:30pm 2nd 7-week  
Note: Class held at FCC's Monroe Center

**BLD145 - Commercial Electric (3)**  
* **Building Trades fee per class:** $71.40  
Prerequisite: BLD 142 or permission of program manager  
Continues concepts and skills covered in the first two courses of the electrical building trades program. This course covers wiring methods mainly used in commercial construction. Topics covered to include: conduit (bending, installation), commercial lighting (fluorescent, HID), and transformers. Students will also have an overview of the applicable sections of the National Electrical Code (NEC), including box/conduit fill, and load calculations.

1564 BLD145-HYB1 MW 6pm – 8:30pm 1st 7-week  
Note: Class held at FCC's Monroe Center

**BLD146 - Specialized Systems (3)**  
* **Building Trades fee per class:** $71.40  
Prerequisite: BLD 141 or permission of program manager  
Covers topics in the electrical field such as CAT5, CAT6, CATV, fiber optics, fire alarms, photovoltaic, and electric controls. Students will receive hands-on experience working with materials and components in a lab setting. Students will also be introduced to the National Electrical Code (NEC) codes governing these various sub-fields to the electrical industry.

1568 BLD146-HYB1 MW 6pm – 8:30pm 2nd 7-week  
Note: Class held at FCC's Monroe Center
BPM: Bioprocessing Technology

BPM102 - Bioprocessing Environment (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces fundamental concepts of bioprocessing. Provides an overview of the bioprocessing industry, including the role of bioprocess engineering, the design and operation of bioprocess systems, and an introduction to bioprocess modeling.

BPM103 - Laboratory Techniques I (1)
Prerequisites: Completion of high school biology or chemistry is strongly recommended. [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 82 or MA 85
Introduces basic principles and procedures used in all laboratory courses. Includes safety, equipment usage, areas of the lab and testing involved, quality control/quality assurance, lab math, and professionalism.

BU109 - Entrepreneurship & Small Business Enterprise (3)
Explores starting and successfully managing a small business. Includes making the decision for self-employment, getting started (new business, going concern, franchising), marketing the product or service, achieving proactive financial management, a miscellany of management pointers for small businesses (personnel/inventory/control/managing risk) and regulations and taxes.

BU110 - Personal Financial Management (3)
Develops a well-rounded approach to managing personal finances. Includes financial planning, budgeting, financing consumer purchases, risk control, investments, and retirement planning.

BU211 - Business Law I (3)
Prerequisite: EN 101
Introduces basic concepts of business law and its application to business activity. Includes contracts, agency and employment, negotiable instruments and sales.

BU221 - Public Relations (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces basic principles that business and administrative organizations have found to be successful in building and maintaining favorable public relations. Attention to the various tools of public relations such as the broadcast media, newspapers, periodicals, brochures, photographs and exhibits.

BU223 - Human Resource Management (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces basic concepts of Human Resource (HR) Management in organizations. Provides an overview of the primary elements of HR management, including human resource planning, recruitment, selection, training and development, performance management and employee motivation/retention, compensation and benefits, workplace safety, labor relations, and legal/ethical issues.

BU225 - Marketing (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Explores problems and organization of systems that distribute goods and services in the business world. Promotion through retail and wholesale parallels; consumer buying habits; pricing, budgeting, transportation and warehousing; and sources and uses of marketing information.

BU227 - Principles of Management (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Provides an introduction to basic principles of management in business and other organizations. Emphasizes management functions including planning, organizing, staffing, directing, controlling and coordinating. Explores the role leaders play in strategic planning, change management, innovation, decision making, and motivating employees/teams.
BU272 - Supervisory Management (3)
Prerequisites: [GEN SOA or EN 61] and [EN 521 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Prepares the student for the transition from employee to supervisor. The course evaluates styles of leadership and develops skills in human relations management.

1985 BU272-ONL1  Online Course  15-week

BU273 - Business Communications (3)
Prerequisites: [GEN SOA or EN 61] and [EN 521 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Emphasizes the theory and practice of oral, written, and interpersonal communication used in the workplace. Classroom activities and assignments will focus on writing business correspondence and reports, planning and delivering effective presentations, and developing teamwork and collaboration skills.

1986 BU273-1  TTH  11am – 12:15pm  15-week
1987 BU273-ONL1  Online Course  15-week

BU274 - Customer Relations (3)
Prerequisites: [GEN SOA or EN 61] and [EN 521 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Examines the role of customer relations in business and emphasizes the theory and practice of developing, fostering and managing relationships between the company and the customer. The course will focus on those practices that lead to customer loyalty and retention. Value equation applications and a systems approach to service excellence are introduced in the course. The course will also address building excellent customer relations into the mission of the company and committing to customer service as competitive advantage.

1989 BU274-ONL1  Online Course  15-week

BU281 - Global Awareness in the Work Environment (3)
Gen Ed Multicultural Perspectives; Cultural Competence
Prerequisites: [GEN SOA or EN 61] and [EN 521 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]
Promotes student awareness of the cultural diversity in the workplace whether in the US with multicultural coworkers or abroad. Stresses student thinking about the global work environment by analyzing and applying course information. Utilizes a variety of classroom and inter activities and projects to develop an understanding of the workplace cultural surroundings.

1990 BU281-1  TTH  12:30pm – 1:45pm  15-week
1991 BU281-ONL1  Online Course  15-week

Business Notes:
BU 213—Principles of Finance offered fall semester evening hybrid only.
BU 222—Human Resource Management offered fall semester online only.
BU 275—Principles of Leadership offered spring semester online only.

BU/MA: Business/Mathematics

BU/MA205 - Business Statistics with Algebra (3) [5]
Gen Ed Math
BU/MA 205 Prerequisites: (A grade of C or better in MA 82 or MA 85 or MA 103 or MA 103A or MA 206 or MA 206A or MA 207 or MA 207A) and (CIS 101 or CIS 111E or CIS 116E), and placement in EN 51 or ESL 70 or higher on the reading placement test
Introductory non-calculus statistics course for business using spreadsheets. Topics include descriptive analysis and treatment of data, probability, statistical inference, linear regression and correlation, chi-square tests and non-parametric tests. Students can only receive credit for one of the following: BU/MA 205 or BU/MA 205A. Business Administration students must take BU/MA 205 (not BU/MA 205A).

1488 BU/MA205-1  TTH  9:30am – 10:45am  15-week
1491 BU/MA205-2  M  6pm – 8:35pm  15-week
2461 BU/MA205-ONL1  Online Course  15-week
2462 BU/MA205-ONL2  Online Course  15-week
2463 BU/MA205-ONL3  Online Course  15-week

CAD: Computer Aided Design

CAD101 - Introduction to AutoCAD I (3)
Prerequisite: EN 51 or ESL 70
Introduces AutoCAD software and its application as a drawing tool. Students will utilize basic AutoCAD commands to create two-dimensional production and architectural drawings. Students will use templates, layer control, dimensioning, editing, text, symbol creation, and blocks to create and modify geometrical designs and print/plot drawings for presentation.

1994 CAD101-1  TH  5pm – 7:35pm  15-week
1993 CAD101-ONL1  Online Course  15-week

CAD102 - Introduction to AutoCAD II (3)
Prerequisite: CAD 101
Continues the study of AutoCAD at an intermediate level. Students will create pictorial views and three dimensional drawings. Students will be introduced to additional CAD systems (Autodesk Architecture, Revit, Civil 3D, and Microstation).

1995 CAD102-1  T  5pm – 7:35pm  15-week
2484 CAD102-ONL1  Online Course  15-week

CAD130 - Introduction to Revit (BIM) (3)
Prerequisite: EN 51 or ESL 70
Introduces students to Autodesk Revit software, a Building Information Modeling (BIM) program, and its application as a design/drawing tool throughout the design process. Allows students to design structural components in 3D, annotate with 2D drafting elements, and access building information from the building models database.

1996 CAD130-ONL1  Online Course  15-week

CAD200 - Introduction to Architectural Drawing and Design (3)
Prerequisite: CAD 101
Introduces basic principles and concepts of architectural drawing and design, and their application. Develops an understanding of programming and schematic design. Introduces fundamental drawing practices, drawing systems, and presentation techniques. Students will create architectural sketches, drawings, and models.

1997 CAD200-1  TH  5pm – 7:35pm  2nd 7-week

CAD202 - Residential Architecture II (4)
Prerequisite: CAD 201
Introduces the use of AutoCad in preparing construction documents and 3–dimensional models of buildings. Architecture terminology, building techniques, building conventions, building design, and architecture-related information will be introduced. Students will complete a set of plans and work with various disciplines for one house. Plans will be completed using AutoCad.

1998 CAD202-1  W  5pm – 8:45pm  15-week

CAD204 - Introduction to Inventor (3)
Prerequisite: CAD 102
Introduces Autodesk Inventor software and its application as a design/drawing tool. This course covers basic and advanced Autodesk Inventor features used to create, edit, document, and print parts and assemblies.

1999 CAD204-ONL1  Online Course  15-week

Computer Aided Design Notes:
CAD200—Introduction to Architectural Drawing and Design offered fall semester.
CAD201—Residential Architecture I offered spring semester.
CAD202—Residential Architecture II offered fall semester.
CAD205—Civil Drafting with CAD offered spring semester.
CAD207—Civil Drafting II with CAD offered fall semester.

Frederick Community College • Fall 2016 Credit Schedule • www.frederick.edu • 301.846.2400
<table>
<thead>
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<th>Credit Hours</th>
<th>Days</th>
<th>Time</th>
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### CIS: Computer and Information Sciences

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CIS103A - Introductory Keyboarding (3)
Develops typewriting skills and techniques. Covers basic procedures such as typing personal and business letters, envelopes, centering, tabulation and manuscripts. Goal is at least 30 words per minute. Course may be waived upon examination.

2030  CIS103A-HYB1  MW  2pm – 3:15pm  10-week

CIS106 - Object Design and Programming (3)
Gen Ed Computer Literacy
Prerequisites: [EN 50A or EN 61] and EN 521 OR [EIS 95 and EIS 99] OR [EIS 72 and EIS 73], and MA 81
Covers basics of object-oriented programming, fundamentals of computer information systems, impact of information technology on the economic, political and cultural development of society as well as the ethical, societal, and legal aspects of information technology. Students will design, implement, document, and debug object-oriented programs to solve problems by utilizing various data types and algorithms, control structures, encapsulation, and inheritance. Students will participate in structured walkthroughs and discussions, create Unified Modeling Language (UML) diagrams in designing solutions, and debug errors within the designed solutions. Requires no prior programming experience.

2416  CIS106-1  MW  8am – 9:15am  15-week
2031  CIS106-2  MW  9:30am – 10:45am  15-week
2032  CIS106-3  MW  11am – 12:15pm  15-week
2033  CIS106-4  MW  12:30pm – 1:45pm  15-week
2034  CIS106-5  TH  9:30am – 10:45am  15-week
2035  CIS106-6  TH  11am – 12:15pm  15-week
2036  CIS106-7  TH  12:30pm – 1:45pm  15-week
2037  CIS106-8  TH  2pm – 3:15pm  15-week
2038  CIS106-HYB1  M  6:30pm – 9pm  10-week
2039  CIS106-HYB2  T  5pm – 6:30pm  15-week
2040  CIS106-HYB3  W  6:30pm – 9pm  10-week
2041  CIS106-HYB4  TH  5pm – 6:30pm  15-week

CIS111A - Microcomputer Software Applications: Word Processing (3)
Prerequisites or Corequisites: CIS 101 or CIS 106 or CIS 116D
Covers basic, intermediate, and advanced features of word processing. Students create, edit, format and save personal and business documents. Along with data integration, special features such as mail merge, sorting, styles, columns, footnotes, outlines, tables of contents, indexes, and templates are presented.

2042  CIS111A-ONL1  Online Course  10-week

CIS111E - Microcomputer Software Applications: Spreadsheets (3)
Prerequisite or Corequisite: CIS 101 or CIS 106 or CIS 116D or CIS 116F
Covers the basic and intermediate features of a commercial spreadsheet software package. Students design a variety of worksheets and charts; create formulas and functions, work with a spreadsheet's database features; apply ‘what if’ techniques and interchange data with other applications.

2044  CIS111E-HYB1  MW  12:30pm – 1:45pm  2nd 7-week
2045  CIS111E-HYB2  TH  6:30pm – 9pm  2nd 7-week
2046  CIS111E-ONL1  Online Course  13-week

CIS111J - Microcomputer Software Applications: Web Page Development (3)
Prerequisite or Corequisite: CIS 101, CIS 106, or CIS 116D
Introduces modern web development tools for website construction. This course covers the topics relevant to the development of interactive websites, including conceptualization, design, layout, and visual stimulation. Students will learn HTML5, CSS3, and JavaScript.

2417  CIS111J-HYB1  T  7:15pm – 9:15pm  10-week

CIS111K - Microcomputer Software Applications: Practical Structured Cabling (3)
Provides students with the fundamental skills to work with structured cabling systems that make up data and voice systems. This course will cover copper and fiber-optic cable types, installation, testing, and troubleshooting. Students will also learn about OSHA safety standards, applicable building codes, and industry standards. An overview of accrediting associations (e.g., BICE, ETA) will be included.

2476  CIS111K-HYB1  M  7:45pm – 9pm  13-week

CIS111L - UNIX/Linux Operating System (3)
Prerequisite: CIS 101 or CIS 106
Explores the practical use and operation of an open-source operating system (Linux/Unix). Students will learn how to use basic Unix commands, shell scripting, and various system utilities.

2047  CIS111L-HYB1  W  5pm – 6:15pm  15-week
2418  CIS111L-ONL1  Online Course  10-week

CIS111M - PC Operating Systems (3)
Prerequisite or Corequisite: CIS 101, CIS 106, CIS 116D, or CIS 212
Explores the installation, configuration, and operations of operating systems. Students learn to set up, configure, troubleshoot, and maintain hardware devices and software applications on an operating system. Completion of this course will help prepare students for the A+ certification exam. It is recommended that students take this course and CIS 212-PC Repair & Diagnostics in the same semester.

2048  CIS111M-HYL1  M  2:15pm – 3:30pm  15-week
2049  CIS111M-HYL2  T  6:30pm – 7:45pm  15-week
2050  CIS111M-HYL3  W  3:15pm – 4:30pm  15-week
2477  CIS111M-HYL4  W  6pm – 7:15pm  15-week
2051  CIS111M-HYL5  TH  6:30pm – 7:45pm  15-week
2052  CIS111M-ONLK  Online Course  2nd 7-week
Note: Students registering for CIS111M must also register for the corresponding CIS212 section.

CIS111R - Business Software Applications (3)
Emphasizes an integrated approach. Covers different software applications, from spreadsheet to word processor, to graphs, to the file manager, to communication files. Provides numerous hands-on assignments and exercises. Students gain practical experience using a computer to solve problems that arise in the automated office environment.

2053  CIS111R-ONL1  Online Course  10-week

CIS116C - Microcomputer Software Applications: Presentation Graphics (1)
Introduces the basic principles and terminology of presentation graphics software. Topics covered include but are not limited to creating slides, using charts and graphics, customizing information and controlling the design of an electronic presentation. Teaches how to make transparencies, 35mm slides and handout notes for a slide show.

2054  CIS116C-ONL1  Online Course  10-week

CIS116E - Microcomputer Software Applications: Practical Structured Cabling (3)
Provides students with the fundamental skills to work with structured cabling systems that make up data and voice systems. This course will cover copper and fiber-optic cable types, installation, testing, and troubleshooting. Students will also learn about OSHA safety standards, applicable building codes, and industry standards. An overview of accrediting associations (e.g., BICE, ETA) will be included.

2420  CIS116E-1  MW  12:30pm – 1:45pm  1st 5-week
2056  CIS116E-ONL1  Online Course  3rd 5-week
CIS116F - Microcomputer Software Applications: Computer Fundamentals (1)
Surveys computer basics including hardware, applications, operating systems, and communication works. Students learn the components of hardware, applications of software in work place, variety of operating systems, and the basics of communication works.

2421 CIS116F-HYB1 W 2pm – 3:15pm 2nd 5-week
2057 CIS116F-HYB2 TH 5pm – 6:15pm 1st 5-week
2058 CIS116F-ONL1 Online Course 2nd 5-week

CIS140 - Java Programming (3)
Prerequisite: CIS 106
Introduces Java programming language with an emphasis on object-oriented principles. Students utilize library classes in developing Java standalone applications and applets. Topics include Graphical User Interface (GUI) programming, event-driven programming, inheritance, and polymorphism.

2060 CIS140-HYB1 TH 6:45pm – 9pm 13-week

CIS170 - Security Fundamentals (3)
Prerequisite or Corequisite: CIS 180 or CIS 190
Provides students with the knowledge and skills to implement, maintain and secure work services, work devices, and work traffic. Builds on foundational work concepts, computer hardware, and operating systems principles.

2061 CIS170-HYB1 W 9:30am – 11:55am 2nd 7-week
2062 CIS170-HYB2 T 6:30pm – 9pm 2nd 7-week
2063 CIS170-ONL1 Online Course 2nd 7-week

CIS173 - Healthcare Information Technology (3)
Prerequisite or Corequisite: CIS 101 or CIS 106
Prepares students to become healthcare information technology technicians. Topics covered include healthcare-related regulatory requirements, healthcare terminology/acronyms, medical business operations, electronic health records (EHRs), and healthcare specific security best practices. Students will obtain the knowledge and skills required to implement, deploy, and support health IT systems in medical facilities.

2064 CIS173-ONL1 Online Course 2nd 7-week

CIS175 - Game Theory and Design (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Covers game theory and design. Topics include the roles of game designers, game structures and elements as well as game development stages and methods. Students learn about designing, prototyping, and playtesting games.

2065 CIS175-HYB1 T 5pm – 7pm 10-week

CIS176 - Game Creation (3)
Prerequisite or Corequisite: CS 116D or CS 116F (prerequisite only, course no longer offered) or CIS 116P or CS 101 or CS 106 or CS 175
Covers the creation of basic games. This hands-on course guides students step by step through the basics of building interactive games. Students learn to create computer games utilizing current technologies, such as web page design/development languages, animation/simulation software, and game engines.

2066 CIS176-HYB1 T 7:15pm – 9:15pm 10-week

CIS177 - Interactive 3D Technology (3)
Prerequisite or Corequisite: CS 116D or CS 116F (prerequisite only, course no longer offered) or CS 101 or CS 106
Surveys the current 3 dimensional (3D) technologies and introduces the design and creation of virtual interactive 3D models. Covered techniques include mesh modeling, texturing, lighting, rigging, animating, and rendering. Students learn to design and develop computer generated interactive 3D worlds using 3D production tools such as Blender.

2067 CIS177-HYB1 M 5pm – 7:15pm 1st 7-week

CIS178 - 3D Modeling and Animation (3)
Prerequisite or Corequisite: CS 101 or CS 106 or CS 177
Introduces fundamentals of creating and animating 3 dimensional (3D) computer modeling. The industry standard 3D modeling and animation software are surveyed and explored. This course covers Autodesk Maya Certified Professional exam topics and objectives. Topics include 3D modeling concepts and 3D animation process. Students learn to create and animate 3D models using 3D modeling tools.

2068 CIS178-HYB1 M 5pm – 7:15pm 2nd 7-week

CIS179 - Cybersecurity Fundamentals (3)
Prerequisite or Corequisite: CIS 106
Introduces the Essential Body of Knowledge for IT security and the fundamentals of cybersecurity, including the cyber architecture, components of security practices, and cybersecurity-related legislative framework. Students learn to identify risks, threats, and vulnerabilities relevant to information technology resources and to analyze the significance of security models and issues associated with security management. Surveys the software lifecycle and software assurance.

2422 CIS179-HYB1 W 12:30pm – 1:45pm 15-week
2069 CIS179-HYB2 M 5pm – 6:15pm 15-week
2070 CIS179-ONL1 Online Course 2nd 7-week

CIS180 - Networking Fundamentals (3)
Prerequisite: CS 106 or CS 111M
Reviews hardware, operating systems, and other working principles. Includes comprehensive working skill sets necessary for the CompTIA work exam.

2071 CIS180-HYB1 W 9:30am – 11:55am 1st 7-week
2072 CIS180-HYB2 T 6:30pm – 9pm 1st 7-week
2073 CIS180-ONL1 Online Course 1st 7-week

CIS190 - Cisco 1 Network Fundamentals (3)
Prerequisite or Corequisite: CS 106 or CS 212
Covers working fundamentals, Open Systems Interconnection (OSI) work reference model, and Transmission Control Protocol/Inter Protocol (TCP/IP). Topics include work topologies, protocols, IP addressing, sub masks, and Ether. Students will also learn the basic work design and cable installation.

2074 CIS190-ONL1 Online Course 1st 7-week

CIS191 - Cisco 2 Routing Technologies (3)
Prerequisite or Corequisite: CS 190
Introduces the routing protocols and concepts, as well as the fundamentals of Cisco routers. Students learn to install, configure, customize, operate, maintain, and troubleshoot Cisco routers and relevant components.

2075 CIS191-ONL1 Online Course 2nd 7-week

CIS192 - Cisco 3 Switching Technologies (3)
Prerequisite or Corequisite: CS 191
Surveys switching protocols, Local Area works (LANs), and LAN switching. Students will analyze, configure, verify, and troubleshoot routing protocols, including routing for IPv4 and IPv6, EIGRP for IPv4 and IPv6, as well as OSPF for IPv4 and IPv6. This course also covers LAN switch operations and virtual private works.

2076 CIS192-HYB1 M 5pm – 7:30pm 1st 7-week

CIS193 - Cisco 4 WAN Technologies (3)
Prerequisite or Corequisite: CS 192
Introduces the principles and implementation of Wide Area works (WANs). Topics include the traffic control and access control lists (ACLs), services and protocols for wide-area access, Point-to-Point (PPP) protocols and WAN, as well as the concepts and operations of frame relay. Students learn to configure, verify, and troubleshoot WANs.

2077 CIS193-HYB1 M 5pm – 7:30pm 2nd 7-week
CIS200 - IT Support Services (3)
Prerequisite: CIS 101, CIS 106, CIS 111M, or CIS 212
Introduces the fundamentals, operations, roles, and responsibilities of information technology (IT) support services. Students practice problem-solving and communication skills appropriate in the computer user-support environment. Best practices in customer support and professional work habits are emphasized throughout the course. Topics include incident identification, incident management, information collection skills, communication skills, personal skills, technical skills, security skills, troubleshooting skills, training skills, and business skills.

2423 CIS200-ONL1  Online Course  2nd 7-week

CIS201 - Computer Science I (4)
Prerequisites: MA 82 or MA 85 and (CIS 140 (prerequisite or corequisite) or minimum grade of C in CIS 106)
Emphasizes object-oriented design, data abstraction and programming beyond an introductory level. Introduces user interfaces and graphics through the study of object design. Emphasizes object-oriented software engineering including Unified Modeling Language (UML). Investigates fundamental sorting and searching algorithms, introductory dynamic data structures and event-driven programming techniques. Develops programming skills using a language that supports the object-oriented paradigm.

2079 CIS201-HYB1  TTH  11am – 12:15pm  15-week
2079 CIS201-HYB2  T  6:45pm – 9pm  15-week

CIS202 - Computer Science II (4)
Prerequisite: Minimum grade of C in CIS 201
Emphasizes algorithms, data structures, and object-oriented software engineering. Introduces algorithmic analysis including asymptotic notation, empirical performance measurements, and time/space tradeoffs. Covers fundamental computing algorithms including sorting, searching, and manipulating dynamic data structures, such as lists, stacks, queues, trees, graphs and hash tables. Investigates recursion including applications to algorithms and data structures. Integrates further software engineering concepts including data abstraction and participation in team programming projects. Projects will be completed using a language that supports the object-oriented paradigm (Java).

2080 CIS202-HYB1  W  5pm – 7pm  15-week

CIS203 - Systems Analysis & Design (3)
Prerequisite: CIS 106
Presents concepts of structured systems analysis and design techniques such as problem definition, cost analysis, charting and scheduling, implementation planning and documentation. Emphasizes project management, communication and analytical skills.

2081 CIS203-HYB1  W  2pm – 3:15pm  15-week
2424 CIS203-ONL1  Online Course  13-week

CIS204 - Computer & Information Sciences Project (3)
Prerequisite: CIS 203
Student is assigned a project commensurate with their background and training and carries it through from system analysis and design to program preparation and implementation.

2083 CIS204-ONL1  Online Course  13-week

CIS208 - C++ Programming (3)
Prerequisite: CIS 106
Emphasizes object-oriented programming in C++. This course provides a comprehensive coverage of C++ features, including arrays, strings, pointers, references, classes, inheritance, polymorphism, function overloading, function overriding, virtual function, and template. Students learn to design and implement object-oriented programs in C++ programming language.

2084 CIS208-HYB1  TH  5pm – 7pm  13-week

CIS210 - Data Communications and working (3)
Prerequisite or Corequisite: CIS 101 or CIS 106 or CIS 111M or CIS 116F
Introduces Local Area work (LAN) design and management. Emphasizes practical design considerations and hands-on management. Specific design topics include standards, topologies, interconnectivity, comparative implementations, security and electronic messaging. Management topics include installation, resource and user management and software/programming considerations.

2085 CIS210-HYB1  TH  6:30pm – 9pm  1st 7-week

CIS212 - PC Repair & Diagnostics (3)
Prerequisite or Corequisite: CIS 101, CIS 106, CIS 116Q, or CIS 111M
Introduces diagnosis and troubleshooting of personal computers. This course covers the hardware and software troubleshooting techniques, including diagnosis software, board replacement, storage, and memory troubleshooting. Completion of this course will prepare students for the A+ certification exam. It is recommended that students take this course and CIS 111M-PC Operating Systems in the same semester.

2086 CIS212-HYL1  M  3:30pm – 4:45pm  15-week
2087 CIS212-HYL2  T  7:45pm – 9pm  15-week
2088 CIS212-HYL3  W  4:30pm – 5:45pm  15-week
2478 CIS212-HYL4  W  7:15pm – 8:30pm  15-week
2089 CIS212-HYL5  TH  7:45pm – 9pm  15-week
2090 CIS212-ONLK  Online Course  1st 7-week
Note: Students registering for CIS212 must also register for the corresponding CIS111M section.

CIS217 - Cybercrime and Digital Forensics Investigation (3)
Prerequisite: CIS 111L or CIS 111M
Introduces the fundamentals of computer forensics including the techniques and processes involved in identifying, collecting, preserving, and analyzing digital evidence. Surveys the contemporary crime and related legal issues and laws.

2092 CIS217-HYB1  TH  5pm – 6:30pm  15-week
2091 CIS217-ONL1  Online Course  10-week

CIS218 - Information Security & Assurance (3)
Prerequisite or Corequisite: CIS 106
Introduces the fundamentals of information security and assurance. Topics include cryptography, security architecture and controls, risk management and governance, disaster recovery planning and management, as well as security frameworks, standards, and policies. Students learn to protect information systems from unauthorized access in order to ensure confidentiality, integrity, and availability.

2094 CIS218-HYB1  TH  5pm – 7:30pm  2nd 7-week
2095 CIS218-ONL1  Online Course  10-week

CIS219 - Ethical Hacking and Systems Defense (3)
Prerequisite: CIS 106
Introduces the fundamentals of protecting information technology resources from cyber attacks. Students learn the tools and penetration testing methodologies used by ethical hackers, as well as the methods and tools to protect against attacks and vulnerabilities. Surveys computer crime-related laws and regulations.

2096 CIS219-HYB1  W  6:30pm – 7:45pm  15-week
2097 CIS219-HYB2  Online Course  10-week

CIS222 - Computer Organization (4)
Prerequisite: CIS 106
Introduces the organization and essential functions of computer systems. This course surveys the components of computer systems from the architecture point of view and provides an in-depth discussion on topics including central processor unit (CPU) structure, instruction sets, data representation, computer arithmetic, digital logic, memory architectures, and parallel processing. Students will also explore the support of operating systems from programming perspectives.

2098 CIS222-HYB1  W  7:15pm – 8:30pm  10-week
CIS 223 - Cloud Security (3)
Prerequisite or Corequisite: CIS 180 or CIS 190
Introduces the essentials of the cloud security technologies, mechanisms, and standards/frameworks as outlined by Cloud Security Alliance (CSA) and National Institute of Standards and Technology (NIST) Cloud Computing Security Standards. Surveys cloud governance, certification compliance, and accreditation. Students learn to analyze risk in cloud environments and cloud security solutions, create and secure public and private cloud instances, and secure cloud applications.

2099 CIS223-HYB1  W  8pm – 9:15pm  15-week
2425 CIS223-HYB2  Online Course  10-week

CIS 224 - Wireless Communications (3)
Prerequisite or Corequisite: CIS 180 or CIS 190 or CIS 210
Provides comprehensive coverage of wireless communication technology. Surveys characteristics, infrastructures, transmission methods, standards, and protocols of wireless communication systems. Topics include frequency spectrum, wireless work technology, cellular wireless works, mobile applications, and mobile Inter protocol (MIP).

2100 CIS224-HYB1  TH  6:30pm – 9pm  2nd 7-week

CIS 225A - Computer Programming Language: PHP (3)
Prerequisite: CIS 106
Introduces programming using PHP.

2101 CIS225A-HYB1  TH  7:15pm – 9:15pm  10-week

CIS 225C - Computer Programming Language: Mobile Applet Programming (3)
Prerequisite: CIS 106
Introduces applet programming for mobile devices using the Android operating system.

2426 CIS225C-HYB1  M  5pm – 6:15pm  10-week

CIS 227 - Game Programming (4)
Prerequisite: CIS 106
Covers the development of computer games using a high-level programming language. Introduces the game development aspects and techniques through creation of computer programs. Surveys the current game engines. Students learn to develop computer game programs for specific game engines and platforms.

2103 CIS227-HYB1  W  5pm – 7pm  10-week

CIS 230 - Database Management Systems (3)
Prerequisite: CIS 106
Provides an in-depth study of database management systems and the fundamentals of database design and development. Topics include Structured Query Language (SQL), normalization, integrity constraints, data models, and transaction control. Students design and develop databases and database applications utilizing database management systems (DBMS), such as Oracle or Microsoft SQL Server.

2479 CIS230-HYB1  T  5pm – 7pm  10-week

Computer Science Notes:
For advising, contact CIS program manager at ayao@frederick.edu.
CIS 101—For a complete list of technical requirements, contact CIS 101 Coordinator at jhatch@frederick.edu.
CIS 103B—Executive Keyboarding offered spring semester only.
CIS 111M—Personal Computer Operating Systems Concepts—It is recommended that students have a basic understanding of Windows operating system before enrolling in this course. Students should register for CIS 111M and CIS 212 during the same semester—classes meet alternate Tuesdays.
CIS 190–Cisco Internetworking 1 offered fall semester only.
CIS 191–Cisco Internetworking 2 offered fall semester only.
CIS 192–Cisco Internetworking 3 offered spring semester only.
CIS 193–Cisco Internetworking 4 offered spring semester only.
CM 204—Computer & Information Sciences Project limited enrollment.
CM 212–PC Repair & Diagnostics—Students should register for CM 212 and CIS 111M during the same semester—classes meet alternate Tuesdays.
CIS 230—Database Management Systems offered spring semester only.

CJ: Criminal Justice

CJ 101 - Introduction to Criminal Justice (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Presents a history of criminal justice, with emphasis on English antecedents important to the administration of justice in the United States. Introduces the United States Constitution and Supreme Court decisions affecting individual rights and law enforcement practices. Includes career orientation through an analysis of criminal justice agencies.

2167 CJ101-1  MW  2pm – 3:15pm  15-week
2169 CJ101-2  T  6pm – 8:35pm  15-week
2170 CJ101-ONL1  Online Course  13-week

CJ 110 - Criminal Law (3)
Prerequisite: EN 101
Explores the history and purpose of criminal law. Also examines elements of substantive criminal common law as modified by statute. Introduces legal research and a case study review of appellate court decisions relative to selected aspects of criminal law.

2172 CJ110-1  TTH  9:30am – 11:05am  13-week
2173 CJ110-2  TH  6pm – 8:35pm  15-week

CJ 204 - Police Operational Services (3)
Prerequisites: CJ 101, CJ 110
Examines police operational techniques and strategies, incident analysis, patrol deployment, traffic enforcement theory and practice, crime prevention and community relations and the investigative process. Explores the police officer’s role as a manager of community crime prevention resources. Includes analysis of recommended practices for maintaining police officers health and safety.

2180 CJ204-1  MW  2pm – 3:15pm  15-week
2176 CJ204-ONL1  Online Course  13-week

CJ 209 - Introduction to Criminal Investigations (3)
Prerequisite: CJ 101
Introduces modern methods used in detection, investigation, and solution of crimes. Students will be taught basic investigative techniques utilized by law enforcement agencies. Analysis of actual cases will be used to demonstrate practical uses of these techniques.

2471 CJ209-EX1  F  11am-1:30p.m.  15-week

CJ 214 - The Correctional Process (3)
Prerequisites: [(EN 60A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and CJ 101
Surveys the juvenile and adult correctional process from adjudication through probation or parole.

2178 CJ214-1  MW  12:30pm – 1:45pm  15-week
2429 CJ214-ONL1  Online Course  13-week

CJ 220 - Criminal Evidence & Procedure (3)
Prerequisite: CJ 110
Examines the United States Constitutional limitations on law enforcement, emphasizing arrest, use of force and search and seizure. Rules of evidence of particular importance to the law enforcement function including: the hearsay rule and exceptions; documentary, opinion, character and past crimes; evidentiary privileges; jurisdiction and venue; and standards of proof.

2181 CJ220-1  MW  3:30pm – 4:45pm  15-week

Semester session dates

<table>
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<tr>
<th>Session Type</th>
<th>Start Date</th>
<th>End Date</th>
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<tr>
<td>15-week session</td>
<td>8/22–12/9</td>
<td>1st 5-week session</td>
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<tr>
<td>14-week Saturday session</td>
<td>8/27–12/10</td>
<td>2nd 5-week session</td>
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<td>8/22–10/10</td>
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<td>1st 7-week Saturday</td>
<td>8/27–10/15</td>
<td>For closings &amp; breaks</td>
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For closings & breaks See page 1.
CMM: Communications Media

CMM101 - Introduction to Electronic Media (3)
Gen Ed Arts
Prerequisites: [EN 50A or EN 61] and EN 52 OR [ESL 95 and ESL 99 OR ESL 72 and ESL 73]
Surveys the functions and effects of the electronic mass media. Emphasis will be placed on researching and analyzing the history of radio and television, including government regulations, audience measurement, advertising and careers in broadcasting.

1186 CMM101-1 MW 8am – 9:15am 15-week
1187 CMM101-2 MW 9:30am – 10:45am 15-week
1188 CMM101-ONL1 Online Course 15-week
1189 CMM101-ONL2 Online Course 2nd 8-week

CMM103 - Introduction to Film (3)
Gen Ed Arts
Provides a basic understanding of photography as technique and craftsmanship, photography in communications, as a method of expression and the scientific basis of photography. Covers the basic techniques with cameras, exposure of film, developing of film, printing, composition, light, action photography, manipulation of the image in the darkroom, basic chemistry of photography, sensistometry and color as it is seen. Students provide cameras and accessory equipment.

1191 CMM103-1 M 1pm – 3:30pm 15-week
1192 CMM103-2 T 6pm – 8:35pm 15-week
1193 CMM103-3 TH 6pm – 8:35pm 15-week
1194 CMM103-ONL1 Online Course 15-week
1195 CMM103-ONL2 Online Course 2nd 8-week

CMM105 - Basic Darkroom to Digital Photography (3)
Gen Ed Arts
Prerequisites: EN 52 or ESL 99 or ESL 72
Explores photography as a medium for artistic expression through analysis of photographic masterworks and other forms of visual art. Examines standards of professional photography and the means by which photographic works of artistic integrity are identified and comprehended. Presents basic principles of camera work in film and digital formats. Black & white and color printing techniques are also studied. For the beginning photographer.

1196 CMM105-1 T 9:30am – 12pm 15-week
1197 CMM105-2 T 12:30pm – 3pm 15-week
1198 CMM105-3 W 3:30pm – 6pm 15-week
1199 CMM105-4 TH 11am – 3:40pm 2nd 8-week

CMM111 - Communications Graphics I (3)
Level one graphic design. Prepares the student for the print design graphic field through the use of the computer as a tool. The student will be introduced to design vocabulary, methods and technology through lecture, examples and hands-on project work. Emphasizes Adobe Illustrator, Adobe Photoshop, and Adobe InDesign.

1200 CMM111-1 MW 9:30am – 10:45am 15-week
1201 CMM111-2 MW 11am – 12:15pm 15-week
1202 CMM111-3 MW 12:30pm – 1:45pm 15-week
1203 CMM111-4 MW 3:30pm – 6:10pm 1st 7-week
1204 CMM111-5 TTH 6pm – 8:50pm 2nd 8-week

CMM112 - Communications Graphics II (3)
Prerequisite: CMM 111
Level two graphic design. Expands on Communications Graphics I. Students will solve a variety of design problems using the computer and contemporary graphics software. Real world design assignments will be given, allowing the student to gain experience in dealing with clients, meetings, project management, cost effectiveness, and color printing prepress. Lectures, demonstrations and class critiques are held to give the student a look at the historical and functional use of design. Emphasizes intermediate design skills using Adobe InDesign, Illustrator, Acrobat, Bridge, and Photoshop.

1205 CMM112-1 MW 3:30pm – 5:50pm 2nd 8-week
1225 CMM112-2 TTH 11am – 12:15pm 15-week

CMM114 - Web Design I (3)
Prerequisite: CMM 111 or CMM 212
Presents beginning level design for the Inter. Taught from a design perspective, students learn software, hardware, and design principles used to produce successful web sites. Assignments include the design and creation of web publications. Lectures cover the study and critique of contemporary web design. Primary Software: HTML, Adobe Dreamweaver, Photoshop and Imageready.

1206 CMM114-1 SAT 1pm – 4:40pm 2nd 8-week
1207 CMM114-2 W 6:30pm – 9:05pm 15-week

CMM115 - Professional and Transfer Portfolio (1)
Prerequisite: CMM 112 or CMM 212
Designed for communications graphics students who are ready to transfer to a Bachelor’s program, or are applying for an internship, or are seeking a job. Students will revise existing portfolios and design self-promotion materials including an effective resume and cover letter for the computer graphics profession.

1208 CMM115-1 TTH 2pm – 3:15pm 2nd 5-week

CMM131 - Darkroom Photography I (4)
Provides a basic understanding of photography as technique and craftsmanship, photography in communications, as a method of expression and the scientific basis of photography. Covers the basic techniques with cameras, exposure of film, developing of film, printing, composition, light, action photography, manipulation of the image in the darkroom, basic chemistry of photography, sensitometry and color as it is seen. Students provide cameras and accessory equipment.

1209 CMM131-1 LC W 12:30pm – 3pm 15-week
1210 CMM131-1 LB M 12:30pm – 3pm 15-week
1226 CMM131-2 LC M 9:30am – 12pm 15-week
1227 CMM131-2 LB W 9:30am – 12pm 15-week
Note: Students must register for corresponding lecture (LC) and lab (LB).

CMM132 - Digital Photography I (3)
Designed for students interested in digital photographic processes. The class will introduce basic concepts for acquiring digital images and the process of manipulating the image through the use of a Macintosh computer with Adobe Photoshop software. Hands-on instruction with Photoshop will include making selections, cropping images, using paint and editing tools and working with color and brush palettes. A portfolio of digital photographic work will be produced by the end of the semester.

1211 CMM132-1 TTH 3:30pm – 4:45pm 15-week
1212 CMM132-2 FSAT 10am – 12:50pm 2nd 8-week

CMM152 - Digital Studio Production (4)
Develops studio production skills pertaining to camera operation, set design, studio lighting, audio recording, and professional crew roles and responsibilities. Extensive hands-on active learning provides an insight into on set studio productions and real world applications. As a member of a production team, students participate in the design and execution of an effective digital studio production.

1213 CMM152-1C MW 9am – 10:40am 15-week
1214 CMM152-2C MW 1pm – 2:40pm 15-week
1215 CMM152-3C TTH 9am – 10:40am 15-week
1216 CMM152-4C TTH 6pm – 7:40pm 15-week

CMM212 - Communications Graphics III (3)
Prerequisite: CMM 112
Level three graphic design. Offers an advanced level approach to graphic design. Expands upon Communications Graphics II. Emphasizes the development of a well-rounded graphic design portfolio, containing professional quality graphic design, photography and illustration. An intensive study using current graphics software to generate print graphics such as corporate identity, advertising, collateral and package designs. Primary software: Adobe InDesign, Adobe Photoshop, and Adobe Illustrator.

1217 CMM212-1 TTH 12:30pm – 1:45pm 15-week
CMSP252 - Digital Film Production (4)
Prerequisite: CMM 152
Develops digital film production skills pertaining to preproduction, production, and post production. Extensive hands-on active learning provides an insight into script writing, budgeting, scheduling, field production, sound design, and non-linear post production. As a member of a production team, students will be required to create a production book, digital film, and DVD as part of their professional portfolio.

1218 CMSP252-1C MW 9am – 10:40am 15-week
1219 CMSP252-2C MW 1pm – 2:40pm 15-week
1220 CMSP252-3C TTH 9am – 10:40am 15-week

CMSP254 - Principles of Film and Video Editing (4)
Prerequisite: CMM 152 or CMSP 252
Develops practical skills in digital editing through a series of demonstrations and intensive hands-on exercises. Students study various editing styles and philosophies while designing and completing assigned editing projects using Final Cut Pro software. Effective media management and post-production processes are emphasized.

1221 CMSP254-1C TTH 1pm – 2:40pm 15-week

CMSP256 - Television Studio Directing and Operations (4)
Prerequisite: CMM 152
Develops managerial and technical skills of directing television productions in a multi-camera studio. Script formats, scene blocking, managing cast and crew and technical aspects required to create successful programming are emphasized in a series of hands-on production sessions.

1222 CMSP256-1 TTH 3:15pm – 4:45pm 15-week
1223 CMSP256-2C TTH 6pm – 7:40pm 15-week

CMSP261 - Digital Post Production (4)
Prerequisite: CMM 254
Students will develop advanced skills in digital post-production through a series of demonstrations and intensive hands-on exercises. By studying various editing styles and philosophies, students will design and complete assigned post-production projects using Final Cut Pro, After Effects, Photoshop and other professional software packages.

1224 CMSP261-1C TTH 1pm – 2:40pm 15-week

CMSP: Communications Speech

CMSP101 - Introduction to Communication Studies (3)
Gen Ed Communications
Prerequisites: (EN 50A or EN 61) and EN 52 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces students to the basic theories and practical applications of human communication as they relate to their communication experiences. These include interpersonal situations, intercultural experiences, small group interactions, and public communication. Students will be given opportunities to develop their effectiveness in the speaking-listening communicative setting as well as develop knowledge of the communication process as a system.

2448 CMSP101-1 MW 12:30pm – 1:45pm 15-week
1267 CMSP101-2 TTH 9:30am – 10:45am 15-week

CMSP103 - Speech Fundamentals (3)
Gen Ed Communications
Prerequisite: EN 52 or ESL 99 or ESL 72
Emphasizes the attainment of understanding and skill in public speaking. Assignments require analyzing the audience, researching, organizing, outlining, supporting and delivering a variety of extemporaneous speeches.

1229 CMSP103-1 MW 8am – 9:15am 15-week
1230 CMSP103-2 MW 9:30am – 10:45am 15-week
1231 CMSP103-3 MW 11am – 12:15pm 15-week
1232 CMSP103-4 MW 2pm – 3:15pm 15-week
1233 CMSP103-5 TTH 8am – 9:15am 15-week
1234 CMSP103-6 TTH 9:30am – 10:45am 15-week
1235 CMSP103-7 TTH 12:30pm – 1:45pm 15-week
1236 CMSP103-8 TTH 2pm – 3:15pm 15-week
1237 CMSP103-9 TTH 3:30pm – 5pm 13-week
1238 CMSP103-10 T 11am – 1:45pm 15-week
1239 CMSP103-11 M 5pm – 7:35pm 15-week
1240 CMSP103-12 T 6pm – 8:35pm 15-week
1241 CMSP103-ONL1* SAT/Online Course 15-week

*Note: Four mandatory on-campus meetings: Saturday, TBD
**Note: open to Catoctin High School students only

CMSP103H - Speech Fundamentals (3)
Gen Ed Communications
Prerequisite: EN 52 or ESL 99 or ESL 72
Emphasizes the attainment of understanding and skill in public speaking. Assignments require analyzing the audience, researching, organizing, outlining, supporting and delivering a variety of extemporaneous speeches.

1242 CMSP103H-1 TTH 11am – 12:15pm 15-week
1244 CMSP103H-2 T 5pm – 7:35pm 15-week

CMSP105 - Small Group Communication (3)
Gen Ed Communications; Cultural Competence
Prerequisite: EN 52 or ESL 99 or ESL 72
Offers skills development in verbal, non-verbal and intercultural communication, listening, observation, leadership, and participation in groups. Emphasizes collaborative learning through researching and analyzing questions of fact and policy, problem solving and decision making, interacting and reaching consensus.

1245 CMSP105-1 MW 9:30am – 10:45am 15-week
1246 CMSP105-2 MW 11am – 12:15pm 15-week
1247 CMSP105-3 MW 11am – 12:15pm 15-week
1248 CMSP105-4 MW 12:30pm – 1:45pm 15-week
1249 CMSP105-5 MW 2pm – 3:15pm 15-week
1250 CMSP105-6 MW 3:30pm – 4:45pm 15-week
1251 CMSP105-7 TTH 8am – 10:20am 2nd 8-week
1252 CMSP105-8 TTH 9:30am – 10:45am 15-week
1253 CMSP105-9 TTH 11am – 12:15pm 15-week
1254 CMSP105-10 TTH 12:30pm – 1:45pm 15-week
1255 CMSP105-11 TTH 2pm – 3:15pm 15-week
1256 CMSP105-12 TTH 3:30pm – 4:45pm 15-week
1257 CMSP105-13 TH 11am – 2pm 13-week
1258 CMSP105-14 F 11am – 2pm 13-week
1259 CMSP105-15 M 6pm – 8:35pm 15-week
1260 CMSP105-16 TH 5pm – 7:35pm 15-week
1261 CMSP105-17 TTH 6pm – 8:35pm 2nd 8-week
2396 CMSP105-HYB1 TH 12:30pm – 3pm 15-week

Semester session dates

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CMSP107 - Career Communication (3)
Gen Ed Communications
Prerequisite: EN 52 or ESL 99 or ESL 72
Offers students knowledge and skills needed to communicate within their prospective professions and with others outside those professions. Assignments in interview, group discussion and extemporaneous speaking are adapted to individual students.

1264 CMSP107-1  MW  9:30am – 10:45am  15-week
1265 CMSP107-2  M  6pm – 8:35pm  15-week
1266 CMSP107-ONL1  Online Course  15-week

Note: Mandatory on-campus session: TBD, 8:30am-12:30pm

CMSP201 - Foundations of Communication Theory (3)
Prerequisite: CMSP 101
Provides students with an understanding of the principle theories related to the field of communication. Specifically, it introduces students to the study of communication theory and provides them with the conceptual and theoretical foundation needed to succeed as a communication scholar. Concepts and theories learned in this course will be studied in greater detail in the upper level courses required of the major.

2397 CMSP201-1  TTH  11am – 12:15pm  15-week

CON: Construction Management

CON101 - Introduction to Construction Management (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Introduces the construction management process, each party's roles and responsibilities, forms of construction management delivery systems, and construction documents. Students will describe the role of the construction manager within the context of ensuring timely, high quality, profitable, and safe construction projects.

2105 CON101-ONL1  Online Course  15-week

CON132 - Materials and Methods of Construction I (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Provides the construction manager with a fundamental understanding of construction materials and methods of construction. Emphasis of the course is on properties of materials, engineering methods, construction methods, testing methods, and related building codes. Part one of two courses, this course focuses on soil, earthwork, foundations, paving, concrete, masonry, thermal products, and roofing.

2106 CON132-1  T  5pm – 7:35pm  15-week

CON200 - Construction Surveying (3)
Prerequisites: CON 140 or CAD 101, and MA 81
Introduces basic principles and concepts of surveying with an emphasis on building construction applications.

2107 CON200-1M  M  5pm – 7:35pm  15-week

CON203 - Principles of Site Management (3)
Prerequisites or Corequisites: CON 101 or BLD101, and CON 133
Examines the principles that apply to planning and managing construction project field operations. Major areas of focus include documentation and recordkeeping, jobsite layout and control, project safety, jobsite labor relations, subcontracting and purchasing, time and cost control, changes and claims, quality management, payments, and project closeout.

2108 CON203-1  TH  5pm – 7:35pm  15-week

CON204 - Construction Project Cost Estimating (3)
Prerequisite: CON 101 or CAD 101, and CON 133; Note: students who do not have experience using spreadsheet software (Excel) should take an introductory course in spreadsheet applications prior to taking this course.
Introduces cost estimating concepts and methodologies that apply to the construction industry. Areas of emphasis include estimating techniques, quantity take-off, pricing, material and labor estimation, estimating by division, bidding, and computer applications.

2109 CON204-1  W  5pm – 7:35pm  15-week

CON210 - BIM & Construction (3)
Introduces Building Information Modeling (BIM) programming into the Construction Management environment. Utilizing text and mock construction scenarios, the student will learn and experience how to utilize BIM technology to aide in the construction and maintenance of facilities.

2111 CON210-1  T  5pm – 7:35pm  15-week

Construction Management Notes:

CON131 - Construction Law offered spring semester only.
CON132 - Materials & Methods of Construction I offered fall semester only.
CON133 - Materials & Methods of Construction II offered spring semester only.
CON140 - Architectural Blueprint Reading offered spring semester only.
CON171 - Green Building (LEED) offered spring semester.
CON200 - Construction Survey offered fall semester only.
CON202 - Mechanical and Electrical Systems offered fall semester.
CON203 - Principles in Site Management offered fall semester only.
CON204 - Construction Cost Estimating offered fall semester only.
CON205 - Construction Accounting and Financial Management offered fall semester.
CON206 - Construction Project Scheduling offered spring semester only.
CON210 - BIM and Construction Management offered fall semester only.

EC: Economics

EC201 - Principles of Economics (3)
Gen Ed Economics
Prerequisite: EN 52 or ESL 99 or ESL 72
Introduces basic concepts, the national accounts, national income analysis, business cycles and the monetary system with an essentially macro-economic approach.

2112 EC201-1  MW  9:30am – 10:45am  15-week
2113 EC201-2  MW  2pm – 3:15pm  15-week
2114 EC201-3  TTH  8am – 9:15am  15-week
2115 EC201-4  TTH  9:30am – 10:45am  15-week
2116 EC201-5  TTH  11am – 12:15pm  15-week
2117 EC201-HYB1  SAT  9am – 11:35am  2nd 7-week S
2118 EC201-HYB2  M  6pm – 8:35pm  1st 7-week
2119 EC201-HYB3  T  6pm – 8:35pm  2nd 7-week
2120 EC201-ONL1  Online Course  15-week

EC201H - Principles of Economics (3)
Gen Ed Economics
Prerequisite: EN 52 or ESL 99 or ESL 72
Introduces basic concepts, the national accounts, national income analysis, business cycles and the monetary system with an essentially macro-economic approach.

2121 EC201H-1  TTH  12:30pm – 1:45pm  15-week

EC202 - Principles of Economics (3)
Gen Ed Economics
Prerequisite: EC 201
Emphasizes price theory, distribution, international trade and economic development with an essentially micro-economic approach.

2122 EC202-1  MW  9:30am – 10:45am  15-week
2123 EC202-2  TTH  8am – 9:15am  15-week
2124 EC202-HYB1  M  6pm – 8:35pm  2nd 7-week
2125 EC202-ONL1  Online Course  15-week
ECD: Early Childhood Development

ECD101 - Introduction to Early Childhood Education (3)
Prerequisites: EN 52 or ESL 99 or ESL 72
Examines conceptual framework for understanding the role of the early childhood education professional. Content focuses on the profession of early childhood education in the context of historical, philosophical, and social influences. Units of study also review contemporary trends, issues and practices in the field of early childhood education.

ECD104 - Activities I for Children (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Designed to teach the methods and proper use of materials in presenting creative learning experiences to young children in the areas of language, creative dramatics, art, music, movement, math, science, emergent literacy, and outdoor activities. This course meets the state requirements for Office of Child Care Licensing & Credentialing. This course is 45 hours of the 90 hours required for Preschool Lead Teacher. Fifteen hours of documented observation are required.

ECD106 - Infants & Toddlers Development and Care (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Examines the best practices designed to meet the needs of infants and toddlers as related to their physical growth and development, mental health, and human relationships. Attention will be given to the family and child’s multicultural customs, gender equity, and children with special needs, while insuring quality program development and implementation in out of home care environments. Content will focus on the caregiver, the child, and the program being provided to meet the learning needs of the infant and toddler. This course meets the state requirements of Office of Child Care Licensing & Credentialing for Infant/Toddler Lead Teacher.

ECD107 - Child Health, Safety and Nutrition (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Presents a survey of the health, safety and nutritional needs of young children. Includes required state and federal codes. Emphasizes the establishment and maintenance of a safe and healthy learning environment.

ECD108 - Activities for the School-Age Child (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Examines developmentally appropriate principles, materials, and methods used with school age children ages 6 to 12. Specific consideration given to planning activities for school age child care. Students plan and present lessons in the areas of physical, cognitive, and social development. This course meets the state requirements of Office of Child Care Licensing and Credentialing for School Age Teacher.

ECD210 - Directed Practicum in Early Childhood (3)
Prerequisites: Successful completion (grade of C or higher) of ED 100, ED 203 or ECD 110, ECD 101, ECD 104, ECD 106 and ECD 213
Offers students an opportunity to conduct structured observation and participate in activities in an early childhood setting. Students will provide assistance to the classroom instructor and may be required to assume major responsibility for the full range of teaching and care giving duties for a group of young children. In addition, students will complete a course portfolio. Students will participate in 60 hours of directed practicum at an assigned site (4 hours per week).

ECD212 - Administration of Child Development Centers (3)
Prerequisites: ED 100 and (ECD 104 or ECD 108)
Designed to provide students with management skills necessary to operate an early childhood center, family child care or before/after school program that serves children from infancy through age twelve. Topics include program policies and procedures, government regulations, finance and budget, facility operation, personnel management, health and safety, accreditation systems, and program evaluation and improvement. This course meets the state requirements of Office of Child Care Licensing and credentialing for School Age and Preschool Director.

ED: Education

ED100 - Child Development & Behavior (3)
Prerequisite: EN 52 or ESL 99 or ESL 72
Introduces basic growth and developmental principles necessary to work with young children from birth to twelve years old. Emphasizes the social, emotional, physical, and cognitive developmental stages of the young child. This course meets the Maryland State Department Office of Child Care Licensing & Credentialing requirements. This course is 45 hours of the 90 hours required for Preschool Lead Teacher.

ED102 - Schools and Society (3)
Gen Ed Education
Prerequisites: (EN 50A or EN 61) and (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
It is strongly recommended that students pass this course prior to ED 202 and ED 203, if applicable.
Examines the historical, philosophical, and social development of American education. Students will learn methods, concepts, and principles of education. They analyze and reflect on the processes of teaching and learning. They explore the interrelationships of education, social institutions, and pluralistic culture. Students will also reflect on ways that values, skills, and experience shape and are shaped by schooling and society. Observations, teaching, and a portfolio are required. Fifteen hours of documented observation are required.

ED202 - Educational Psychology (3)
Prerequisites: EN 50A or EN 61 or ESL 95 or ESL 73, and PS 101
It is strongly recommended that students pass ED 102, if applicable, prior to taking this course.
Introduces the nature and theories of learning processes. Focuses on classroom interaction and its influence upon the learning process and the growth and development of the child. (This course satisfies the Maryland State Department of Education professional education course work in human learning.) Fifteen hours of documented observation are required.

ED203 - Foundations of Special Education (3)
Cultural Competence
Prerequisites: (EN 50A or EN 61) OR (EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
It is strongly recommended that students pass ED 102 or ECD 101, if applicable, prior to taking this course.
Provides an overview of critical issues and strategies related to educating students who have been identified as exceptional. The course content focuses on historical and legal foundations of special education, inclusive education, developmental characteristics of exceptional students, and strategies for accommodating students. (This course satisfies the Maryland State Department of Education professional education course work in inclusion of special populations.) Fifteen hours of documented observation are required.
ED214 - Processes and Acquisition of Reading (3)
Prerequisites: 30 credits including EN 101, PS 101 or teacher certification
Assists pre-service and in-service teachers in understanding the reading acquisition process through observation and analysis of reading and written language development and the study of current issues in reading research. The course is organized around current, accepted, research-based theoretical models that account for individual differences in reading. The course includes an introduction to language structures, including spoken syllables, phonemes, graphemes, and morphemes. Participants will apply knowledge of the core areas of language to reading acquisition in terms of first and second language acquisition, typical development, and exceptionalities. Participants will be introduced to current scientific research related to literacy acquisition.

EG100 - Introductory Engineering Science (3)
Prerequisites: (EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Develops basic concepts of engineering approaches to problem solving and the skills for the design and timely fabrication of the designed product.

EG110 - Engineering Statics (3)
Prerequisite: MA 111
Investigates that branch of physical science called mechanics. Mechanics deals with the state of rest or motion of bodies that are subjected to the action of forces. Statics is one branch of mechanics that deals with the equilibrium of bodies, i.e., those that are at rest or that move with a constant velocity. Includes theory and applications with an emphasis on developing ability to analyze problems.

ED/PS208 - Human Growth and Development (3)
Gen Ed Education
Prerequisites: (EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Presents central concepts related to parameters of human development through the life span. Includes physical, social, emotional and mental development at the various stages of life. Considers the influence of culture as well as individual differences.

EN50 - Writing Skills I (0) [4]
Prerequisite: Placement in EN 51 or higher on reading placement exam
Develops basic writing skills. Emphasizes writing correct sentences and effective paragraphs. Includes English usage, punctuation and spelling. Placement based on the writing placement exam.

EN51 - Effective College Reading I (0) [4]
Prerequisite: Placement in EN 51 or higher on reading placement exam
Promotes the development of active reading approaches for use with a variety of materials. Stresses the development of background knowledge and its role in reader-text interaction. Upon satisfactory completion of EN 51, students will enroll in Effective College Reading II (EN 52). Placement based on the reading placement exam.

EN52 - Effective College Reading II (0) [4]
Prerequisite: EN 51 or appropriate score on reading placement exam
Promotes the development of active reading strategies for the tasks and texts students encounter in college. Stresses the interaction among the reader, the text and the context as applied to a variety of disciplines. Guides students to become independent readers who process information to enhance learning. Placement based on the reading placement exam.
EN60 - Writing Skills II Part 1 (0) [2]
Prerequisite: EN 60 and EN 51 or placement based on the reading and writing placement exams
The first of a two-part sequence that develops writing skills in preparation for EN 61 and EN 101. Emphasizes punctuation and writing development of proofreading and editing skills.

EN60 - Writing Skills II Part 2 (0) [2]
Prerequisite: EN 60 or results of writing placement exam
The second of a two-part sequence that develops writing skills in preparation for EN 61 and EN 101. Emphasizes writing well-organized essays. Includes review of grammar and punctuation and development of proofreading and editing skills.

EN101 - English Composition (3)
Gen Ed English
Prerequisites: (EN 50A or EN 60) and EN 52 (OR ESL 95 and ESL 99) OR (ESL 72 and ESL 73) OR (satisfactory performance on the writing assessment and satisfactory performance on the reading assessment)
Develops students’ ability to use writing, reading, research, and thinking processes to create documented essays that demonstrate the conventions of academic writing.

Note: Students registering for an EN60 linked (LK) section must also register for the corresponding EN61 linked (LK) section.

Note: Students registering for an EN61 linked (LK) section must also register for the corresponding EN101 linked (LK) section.

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EN101H - English Composition (3)
Gen Ed English
Prerequisites: (EN 50A or EN 61) and EN 52 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) OR (satisfactory performance on the writing assessment and satisfactory performance on the reading assessment)
Develops students' ability to use writing, reading, research, and thinking processes to create documented essays that demonstrate the conventions of academic writing.

1681 EN101H-1  MW  9:30am – 10:45am  15-week
1682 EN101H-2  MW  2pm – 3:15pm  15-week
1683 EN101H-3  F  10am – 12:35pm  15-week
1684 EN101H-4  W  5pm – 7:35pm  15-week

EN102 - English Composition and Literature (3)
Gen Ed Humanities, Gen Ed Communications
Prerequisite: EN 101
Reinforces, through an examination of literature, the reading, writing, critical thinking, and information literacy skills introduced in English Composition. By exploring literary texts from fiction, poetry, and drama, students learn to clarify their own values and identities as well as develop a better understanding of ideas and cultures beyond their own experience.

1685 EN102-1  MW  8am – 9:15am  15-week
1686 EN102-2  MW  9:30am – 10:45am  15-week
1687 EN102-3  MW  11am – 12:15pm  15-week
1688 EN102-4  MW  12:30pm – 1:45pm  15-week
1689 EN102-5  MW  2pm – 3:15pm  15-week
1690 EN102-6  MW  2pm – 3:15pm  15-week
1691 EN102-7  MW  3:30pm – 4:45pm  15-week
1692 EN102-8  TTH  9:30am – 10:45am  15-week
1693 EN102-9  TTH  11am – 12:15pm  15-week
1694 EN102-10  TTH  12:30pm – 1:45pm  15-week
1695 EN102-11  TTH  2pm – 3:15pm  15-week
1696 EN102-12  TTH  3:30pm – 4:45pm  15-week
1697 EN102-13  TTH  3:30pm – 5:45pm  1st 8-week
1698 EN102-14  F  9am – 1:40pm  2nd 8-week
1699 EN102-15  M  6pm – 8:30pm  15-week
1700 EN102-16  T  6pm – 8:30pm  15-week
1701 EN102-ONL1  Online Course  15-week
1702 EN102-ONL2  Online Course  15-week
1703 EN102-ONL3  Online Course  1st 8-week

EN115 - Technical Writing (3)
Prerequisite: EN 101
Develops the skills necessary for effective business, scientific and technical communication through situational writing. Includes work in audience analysis, letter and resume writing, and developing the skills necessary for effective business, scientific and technical communication through situational writing.

1704 EN115-ONL1  Online Course  15-week

EN203 - American Literature (3)
Gen Ed Humanities
Prerequisite: EN 101
Surveys the literature of the United States from the Colonial period to the Civil War.

1705 EN203-1C  MW  12:30pm – 1:45pm  15-week

EN203H - American Literature (3)
Gen Ed Humanities
Prerequisite: EN 101
Surveys the literature of the United States from the Colonial period to the Civil War.

1706 EN203H-1C  MW  12:30pm – 1:45pm  15-week

EN206 - World Literature (3)
Gen Ed Humanities, Cultural Competence
Prerequisite: EN 101
Surveys major world writers from 1650 CE through the present.

1707 EN206-1  MW  3:30pm – 4:45pm  15-week

EN210 - Creative Writing I (A, B, etc) (3)
Prerequisite: EN 101
Introduces skills of writing narrative fiction and/or poetry and/or drama. The complexities of creative writing as a craft and an art are explored through analysis of representative works, study of techniques and extensive practice.

1708 EN210-1  MW  2pm – 3:15pm  15-week

EN212 - Journalism I (3)
Prerequisite: EN 101
Introduces principles of good reporting.

1709 EN212-1C  TTH  11am – 12:15pm  15-week

EN212H - Journalism I (3)
Prerequisite: EN 101
Introduces principles of good reporting.

1710 EN212H-1C  TTH  11am – 12:15pm  15-week

EN216 - The Short Story (3)
Gen Ed Humanities
Prerequisite: EN 101
Surveys a wide variety of short stories that explore themes relevant to life experiences. Analyzes the elements of the short story with emphasis on thematic development and relevance of the stories to life experiences in a variety of cultures and nations.

2419 EN216-ONL1  Online Course  15-week

EN223 - Classical Mythology (3)
Gen Ed Humanities
Prerequisite: EN 101
Surveys Greek and Roman mythology, emphasizing the impact it has had on Western literature, art, music and human culture throughout the ages. Attention will also be paid to the sites of the ancient world that have gained special significance through these myths.

1712 EN223-1  W  6pm – 8:30pm  15-week

EN227 - Literature: Multicultural Perspectives (3)
Gen Ed Humanities, Cultural Competence, Gen Ed Multicultural Perspectives
Prerequisite: EN 101
Examines the diverse views of humankind and the human condition through the reading of selected works from a variety of cultures, both Western and Non-Western.

1713 EN227-1C  TTH  12:30pm – 1:45pm  15-week

EN227H - Literature: Multicultural Perspectives (3)
Gen Ed Humanities, Cultural Competence, Gen Ed Multicultural Perspectives
Prerequisite: EN 101
Examines the diverse views of humankind and the human condition through the reading of selected works from a variety of cultures, both Western and Non-Western.

1714 EN227H-1C  TTH  12:30pm – 1:45pm  15-week
EN231 - English Language Studies (3)
Gen Ed Humanities
Prerequisite: EN 101
Introduces English language studies through a linguistics perspective, promoting a systematic approach to the study of language. Focuses on prescriptive versus descriptive approaches to grammar and syntax; sub-disciplines of linguistics: phonology, morphology, semantics, stylistics, discourse analysis, and sociolinguistics; English language variation, change, and development; and the role of English language in a multicultural society.

EN231H - English Language Studies (3)
Gen Ed Humanities
Prerequisite: EN 101
Introduces English language studies through a linguistics perspective, promoting a systematic approach to the study of language. Focuses on prescriptive versus descriptive approaches to grammar and syntax; sub-disciplines of linguistics: phonology, morphology, semantics, stylistics, discourse analysis, and sociolinguistics; English language variation, change, and development; and the role of English language in a multicultural society.

ESL: ESL (English as a Second Language)

ESL70 - Academic Reading I (0) [4]
Prerequisite: Placement on the college’s ESL assessment (LOEP)
Designed for students whose native language is not English, but who have a working knowledge of the English language. This course focuses on developing the strategies, vocabulary, and fluency necessary for comprehension of academic texts.

ESL71 - Academic Grammar & Writing I (0) [4]
Prerequisite: Placement on the college’s ESL assessment (LOEP)
Designed for students whose native language is not English, but who have a working knowledge and understanding of the English Language. Includes integrated instruction in grammar and writing with emphasis on developing the grammar proficiency for academic writing necessary for success in subsequent ESL courses.

ESL72 - Academic Reading II (0) [4]
Prerequisites: ESL 70 and ESL 71 or (ESL 98 and ESL 95) or placement on the college's ESL assessment (LOEP); Corequisite: ESL 73
Designed for students whose native language is not English, but who have advanced knowledge of the English language. This course focuses on developing proficiency in the employment of reading strategies and usage, and comprehension of college-level vocabulary necessary for success in credit courses. Placement is based upon students’ performance on the college's ESL assessment.

ESL73 - Academic Grammar & Writing II (0) [4]
Prerequisites: ESL 70 and ESL 71 or (ESL 98 and ESL 95) or placement on the college's ESL assessment (LOEP); Corequisite: ESL 72
Designed for students whose native language is not English, but who have advanced knowledge and understanding of the English language. Includes integrated instruction in grammar and writing with an emphasis on developing grammatical variety and sophistication for academic communication as well as an introduction to integrating sources in academic essay writing.

FSA: Fire Service Administration

FSA101 - Fire Protection Systems (3)
Prerequisite or Corequisite: EN 101
Provides information relating to the design features and operation of fire alarm systems. Design principles involved in structural fire protection and automatic suppression systems, including fire resistance and endurance, flame spread evaluation, smoke control, special hazard fire suppression systems, water supply for fire protection, and evaluation of sprinkler system designs will be examined.

FSA103 - Fire Investigation and Analysis (3)
Prerequisite or Corequisite: EN 101
Examines technical, investigative, legal, and managerial approaches to arson. Includes the fundamentals needed for proper fire science interpretation, recognition of origin and cause, preservation and documentation of evidence, scene security, motives of the fire setter, and types of fire causes.
HE102 - Nutrition in a Changing World (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the principles of nutrition for the maintenance of good health throughout the life-cycle. Applications of nutritional principles are presented via the connection between diet and the prevention and treatment of disease. Investigates the socioeconomic, ecological and political factors that shape national nutritional policy and ultimately affect personal health.

HE100 - Nutrition Basics (1)
Applies a basic knowledge of nutrition to enable the students to make good dietary decisions. Provides a basis for discerning healthy diets.

HE110 - Nutrition Basics (1)
Applies a basic knowledge of nutrition to enable the students to make good dietary decisions. Provides a basis for discerning healthy diets.

HE115 - Stress Management Techniques (1)
Introduces the basic concepts of stress management and focuses on coping strategies and techniques to reduce stress.

HE115 - Stress Management Techniques (1)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the basic concepts of stress management and focuses on coping strategies and techniques to reduce stress. Students successfully completing this course will receive the American Heart Association (AHA) HeartSaver certification in First Aid, Cardio Pulmonary Resuscitation (CPR), and Automated External Defibrillator (AED).

HE120 - CPR/AED and Basic First Aid (1)
Prerequisites: [EN 50A or EN 61] and EN 52 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the basics of emergency first aid treatment and safety. Students successfully completing this course will receive the American Heart Association (AHA) HeartSaver certification in First Aid, Cardio Pulmonary Resuscitation (CPR), and Automated External Defibrillator (AED).

HE130 - Tai Chi: A Cultural Perspective (3)
Cultural Competence
Introduces the traditional Chinese meditative exercise known as Tai Chi. While participating in the low intensity physical skills that comprise Tai Chi, students will be introduced to the culture, philosophy, history, and practice of the exercise.

HE200 - Principles and Application of Nutrition (3)
Gen Ed Wellness
Prerequisites: One semester of college biology either BI 100, BI 101, BI 103 or BI 107
Introduces the principles of nutrition for the maintenance of good health throughout the life-cycle. Applications of nutritional principles are presented via the connection between diet and the prevention and treatment of disease. Investigates the socioeconomic, ecological and political factors that shape national nutritional policy and ultimately affect personal health.

HE200 - Principles and Application of Nutrition (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.

HE201 - Stress Management (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the traditional Chinese meditative exercise known as Tai Chi. While participating in the low intensity physical skills that comprise Tai Chi, students will be introduced to the culture, philosophy, history, and practice of the exercise.

HE204 - Health Education (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.

HE204 - Health Education (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.

HE204 - Health Education (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.

HE204 - Health Education (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.

HE204 - Health Education (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.

HE204 - Health Education (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.

HE204 - Health Education (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. New technologies, changing organizational structures, personnel and equipment, municipal fire protection planning, manpower and training, and financial management are examined. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer. Note: If student is not an active firefighter, they must establish a mentor who is a FD Chief Officer.
HI: History

HI101 - History of Western Civilization (3)
Gen Ed History
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Surveys the development of Western civilization from ancient times to 1500.

2243 HI101-1 MW 8am – 9:15am 15-week
2244 HI101-2 MW 3:30pm – 4:45pm 15-week
2245 HI101-3 TTH 11am – 12:15pm 15-week
2246 HI101-4 TTH 12:30pm – 1:45pm 15-week
2247 HI101-ONL1 🏢 Online Course 13-week

HI102 - History of Western Civilization (3)
Gen Ed History
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Covers Western history from 1500 to the present.

2248 HI102-1 TTH 11am – 12:15pm 15-week
2249 HI102-2 T 6pm – 8:35pm 13-week
2250 HI102-3 TTH 2pm – 3:15pm 15-week

HI201 - History of the United States (3)
Gen Ed History
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Examines the economic, political and social forces that have shaped the patterns of life, institutions and thought in the United States through the Civil War.

2252 HI201-1 MW 9:30am – 10:45am 15-week
2253 HI201-2 MW 12:30pm – 1:45pm 15-week
2264 HI201-3 W 6pm – 8:35pm 15-week
2255 HI201-ONL1 🏢 Online Course 13-week

HI201H - History of the United States (3)
Gen Ed History
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Examines the economic, political and social forces that have shaped the patterns of life, institutions and thought in the United States through the Civil War.

2436 HI201H-1 TTH 9:30am – 10:45am 15-week

HI202 - History of the United States (3)
Gen Ed History
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Covers United States history from Reconstruction to the present.

2257 HI202-1 MW 11am – 12:15pm 15-week
2259 HI202-2 TTH 3:30pm – 4:45pm 15-week
2258 HI202-3 TTH 6pm – 8:35pm 15-week
2261 HI202-ONL1 🏢 Online Course 13-week

HI212 - Civil War (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Examines the causes of the Civil War, the constitutional crisis confronting the Union, the conduct of the war by both the Union and Confederacy, the economic and social conditions of the homefront, the status and condition of African Americans and the wartime origins of Reconstruction.

2437 HI212-1 M 6pm – 8:35pm 15-week

HI217 - African-American History (3)
Gen Ed Multicultural Perspectives; Cultural Competence; Gen Ed History
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Surveys African-American history from the arrival of the first Africans in 1619 to the present. Includes the major economic, political, and social forces that have helped shape the role of the African American in the history of America.

2438 HI217-1 TTH 9:30am – 10:45am 15-week

HOS: Hospitality

HOS110 - Introduction to Hospitality Management (3)
Prerequisites: EN 52 or ESL 99; Corequisite: HOS 112
Develops an understanding of the hospitality industry and introduces the student to the career opportunities available. Provides a basic understanding of the organizational structure and departmental functions within hotel and foodservice establishments. Examines the forces and issues that are shaping the current and future hospitality industry. Develops an understanding of competition and the role of management in providing product and service excellence. Various types of operations will be discussed emphasizing value chain analysis and defining service as competitive advantage.

2126 HOS110-1 T 6pm – 8:35pm 1st 7-week

HOS111 - Culinary Fundamentals (1)
Prerequisite: EN 52 or ESL 99; Corequisite: HOS 112
Examines the basic concepts related to the preparation of food and introduces culinary terms. Demonstrates skills in knife usage, equipment identification and handling. Reviews issues related to menu planning, recipe development and cost control. Identifies skills and attributes needed to fill entry level culinary and food service positions. Discusses careers in restaurants and food/beverage operations. Students learn resume writing and job interviewing techniques.

2127 HOS111-1 W 10am – 10:50am 15-week
2480 HOS111-2 F 10am – 10:50am 15-week

HOS112 - Culinary I (3)
*Culinary fee per class: $121
Prerequisite: EN 52 or ESL 99; Corequisites: (HOS 109 or HOS 111) and HOS 121
Introduces the fundamental concepts, skills, and techniques involved in basic food preparation and cookery. Emphasis is placed on recipe conversion, measurements, terminology, knife skills, safe food handling, cooking methods, flavorings, seasonings, stocks, sauces, soups, vegetables and stashes. Extra fees required.
Note: Students are required to have a proper chef uniform and basic knife kit. Both may be purchased at the FCC Bookstore on campus.

2128 HOS112-1 M 9am – 2pm 15-week
2481 HOS112-2 M 2pm – 7pm 15-week

HOS114 - Culinary Baking (3)
*Culinary fee per class: $121
Prerequisite: EN 52 or ESL 99; Corequisite: HOS 121
Applies the fundamentals of baking science to the preparation of a variety of products. Examines the use and care for equipment normally found in the bake shop or baking area.
Note: Students are required to have a proper chef uniform and basic knife kit. Both may be purchased at the FCC Bookstore on campus.

2130 HOS114-1 T 9am – 2pm 15-week
2482 HOS114-2 T 2pm – 7pm 15-week

HOS121 - Sanitation and Food Safety (2)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Develops an understanding of basic principles of sanitation and safety in hospitality operations. The course focuses on prevention of foodborne illnesses and introduces the student to HACCP planning and implementation. Successful passing of the National Restaurant Association exam provides certification as a ‘ServSafe Food Protection Manager.’
Students will develop a HACCP plan.

2131 HOS121-1 TH 6pm – 7:40pm 15-week
HOS210 - Garde Manager (4)
Prerequisite: HOS 113 or permission of program manager
Provides students with skills and knowledge of the organization, equipment, and responsibilities of the 'cold kitchen.' Students prepare appetizers, canapés, hors d'oeuvres, cold sauces, and salads. Introduces preparation of basic butchery and charcuterie items while focusing on the total utilization of product. Introduces modern culinary techniques and cooking methods. Extra fees required.

2483 HOS210-1 TH 9am – 4pm 15-week

HOS215 - Catering and Event Management (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Provides both practical knowledge and a comprehensive understanding of the catering and event management industry. Equips students with the knowledge to advance in the field if you are currently working in the field or will prepare you to enter the profession with an understanding of the industry. Provides the foundation for which students can build their careers in catering and special events or start their own business, and will examine the complex role of catering in the event management process. Topics include planning and development for special events such as weddings and anniversaries, menu planning, service planning, room selection, setup and operation, and coordination and management of the event from the inception phase to the post-evaluation of the event.

2132 HOS215-HYB1 TH 6pm – 8:35pm 1st 7-week

HOS216 - Food and Beverage Operations (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Provides an analysis of different types of food service operations, beginning with an overview of the food service segment of the hospitality industry. Detailed consideration is given to food and beverage operations, food service marketing, menu planning, nutrition concerns, menu cost and pricing strategies, production, service, beverage management, sanitation and safety issues, facility design and equipment, accounting and food service automation.

2133 HOS216-HYB1 T 6pm – 8:35pm 2nd 7-week

HOS218 - Hospitality Information Systems (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73); Prerequisite or Corequisite: CS 101
Provides an overview of the information needs of lodging properties and food service establishments; addresses essential aspects of computer systems, such as hardware, software, and generic applications; focuses on computer-based property management systems for both front office and back office functions; examines features of computerized restaurant management systems; describes hotel sales computer applications; revenue management strategies, and accounting applications; addresses the selection and implementation of computer systems; focuses on managing information systems; and examines the impact of the Inter and private intranets on the hospitality industry.

2134 HOS218-1 TTH 9am – 10:15am 15-week

HOS230 - Applied Culinary Nutrition (3)
Prerequisite: HOS 113 or permission of program manager
Applies basic nutrition concepts to the development of recipe modification and menu planning for special diets and healthy cooking. Emphasizes the role of the foodservice professional in providing nutritious foods that meet the needs of today's diverse customer groups. Note: Students are required to have a proper chef uniform and basic knife kit. Both may be purchased at the FCC Bookstore on campus.

2135 HOS230-1 W 9am – 2pm 15-week

H: Honors College

Many courses available at Frederick Community College (FCC) are offered in an honors format. The courses have the same approved core learning outcomes and content requirements as regular courses. Honors courses are smaller, emphasize critical thinking/research projects, and typically stress a high level of reading, writing, and discussion. In addition to prerequisites listed for individual honors courses, prerequisites for all honors courses include testing placement or the recommendation of a faculty member or the student's advisor. Course descriptions and prerequisites for courses being offered in a given semester are listed under their academic area in this catalog.
IS: Honors Independent Study

IS900H - Independent Study - Biology Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2381 IS900H-1 TBA 15-week

IS901H - Independent Study - Communication Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2382 IS901H-1 TBA 15-week

IS902H - Independent Study - English Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2383 IS902H-1 TBA 15-week

IS903H - Independent Study - Mathematics Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2384 IS903H-1 TBA 15-week

IS904H - Independent Study - Psychology Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2385 IS904H-1 TBA 15-week

IS905H - Independent Study - Sociology Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2386 IS905H-1 TBA 15-week

IS909H - Independent Study - Art Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2387 IS909H-1 TBA 15-week

IS910H - Independent Study - Physical Science Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2388 IS910H-1 TBA 15-week

IS911H - Independent Study - History Honors (3)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2389 IS911H-1 TBA 15-week

IS912H - Honors Forum (1)
Prerequisites: Completion of honors course in discipline of independent study and completion of 15 credits at FCC.

2390 IS912H-1 TBA 2nd 7-week
2391 IS912H-2 TBA 2nd 7-week

HS: Human Services

HS102 - Human Relations (3)
Gen Ed Human Services; Cultural Competence
Prerequisite: EN 52 or ESL 99 or ESL 72
Introduces students to the fundamentals of interpersonal communication and examines such communication in the context of culture, ethnicity, gender, age, and race in particular. As an experiential course, it seeks to increase the skills and sensitivity necessary for successful human relationships in a diverse global, national and local community. The impact of the increasing use of interactive technologies is also examined.

2269 HS102-1 MW 9:30am – 10:45am 15-week
2270 HS102-2 MW 12:30pm – 1:45pm 15-week
2271 HS102-3 MW 3:30pm – 4:45pm 15-week
2272 HS102-4 TTH 8am – 9:15am 15-week
2273 HS102-5 TTH 9:30am – 10:45am 15-week
2274 HS102-6 TTH 12:30pm – 1:45pm 15-week
2275 HS102-7 TTH 2pm – 3:15pm 15-week
2277 HS102-8 SAT 9am – 1:40pm 2nd 8-week
2278 HS102-9 M 7:45pm – 10:20pm 15-week
2279 HS102-10 T 5pm – 7:35pm 15-week
2280 HS102-ONL1 Online Course 15-week

HS103 - Introduction to Social Work and the Human Services (4)
Prerequisite: EN 52 or ESL 99 or ESL 72
Surveys the philosophies of the field of social work and all of the human services. Examines the historical and theoretical approaches to the understanding of social work and the agencies that deal with delivery of services to members of society. Includes the interrelationship of human services and examines the knowledge, values and skills of the helping process. Particular emphasis is placed on the concept of human diversity and the impact of oppression and discrimination. This course will highlight the human needs that social workers address across the life span with particular emphasis on the needs of older adults.

2281 HS103-1 MW 12:30pm – 1:45pm 15-week
2282 HS103-2 M 5pm – 7:35pm 15-week

HS203 - Introduction to Counseling and Interviewing (3)
Prerequisite: PS 101
Presents an overview of counseling theory, with focus on the development of specific helping behaviors.

2283 HS203-1 TTH 9:30am – 10:45am 15-week

HS204 - Ethics & Practice Issues in the Human Services (1)
Prerequisite: HS 203; Corequisite: INTR 102
Integrates a study of ethical and practice issues in the human service field with the student's experience in the internship education practicum. Special attention will be given to the special ethical issues in the addictions field.

2284 HS204-HYB1 F 1:30pm – 3:30pm 15-week

HS205 - Fundamentals of Addictions (3)
Prerequisite: HS 203
Presents major theoretical approaches to the field of addictions, and introduces the twelve core functions of the alcohol and drug abuse counselor. This course will include skill development training for the beginning alcohol and drug counselor.

2285 HS205-1 TH 5pm – 7:35pm 15-week

Semester session dates

<table>
<thead>
<tr>
<th>Session Type</th>
<th>Dates</th>
<th>Week(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>15-week session</td>
<td>8/22–12/9</td>
<td></td>
</tr>
<tr>
<td>14-week Saturday session</td>
<td>8/27–12/10</td>
<td></td>
</tr>
<tr>
<td>13-week session</td>
<td>9/6–12/10</td>
<td></td>
</tr>
<tr>
<td>10-week session</td>
<td>9/28–12/11</td>
<td></td>
</tr>
<tr>
<td>1st 8-week session</td>
<td>8/22–10/17</td>
<td>11/1–12/10</td>
</tr>
<tr>
<td>1st 7-week Saturday</td>
<td>8/27–10/15</td>
<td></td>
</tr>
<tr>
<td>For closings &amp; breaks</td>
<td>See page 1</td>
<td></td>
</tr>
</tbody>
</table>
### HU: Humanities

**HU104 - Introduction to Digital Humanities (3)**  
**P**rerequisites: [(EN 50A or EN 61) and EN 52] OR [(ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]  
Introduces the student to the digital tools that are transforming the study of the humanities as well as the processes for planning, managing, and evaluating digital humanities projects.  
Equips the student to apply digital tools and techniques to a variety of disciplines including English, History, Philosophy, and Social Sciences.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2449</td>
<td>HU104-1</td>
<td>MW</td>
<td>12:30pm – 1:45pm</td>
<td>15-week</td>
</tr>
</tbody>
</table>

### ID: Interdisciplinary Studies

**ID113 - Introduction to Leadership (3)**  
**G**en Ed Interdisciplinary  
**P**rerequisites: [(EN 50A or EN 61) and EN 52] OR [(ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]  
Examines leadership through an analysis of various leadership qualities and styles in the fields of business, government, the military. By utilizing a wide variety of sources, including readings, films, and experiential exercises, students will explore the concept of leadership as well as developing/improving their own leadership.skills.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2287</td>
<td>ID113-1</td>
<td>F</td>
<td>11am – 1:30pm</td>
<td>15-week</td>
</tr>
</tbody>
</table>

**ID209 - Ethnic Diversity (3)**  
**G**en Ed Interdisciplinary; **C**ultural Competence  
**P**rerequisite: EN 52 or ESL 99 or ESL 72  
A survey of the status and treatment of ethnic groups in the United States; patterns of dominant and subordinate relations, prejudice and discrimination; historical and current problems, demographic and social background, political and social policies.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2289</td>
<td>ID209-1</td>
<td>TTH</td>
<td>2pm – 3:15pm</td>
<td>15-week</td>
</tr>
<tr>
<td>2290</td>
<td>ID209-ONL1</td>
<td></td>
<td>Online Course</td>
<td>15-week</td>
</tr>
</tbody>
</table>

**ID222 - The Sixties (3)**  
**G**en Ed Interdisciplinary  
**P**rerequisites: [(EN 50A or EN 61) and EN 52] OR [(ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]  
Examines one of America's most turbulent decades: the 1960s. This course explores the Civil Rights Movement, the Vietnam War, the Anti-War Movement, and changing cultural and social mores. Emphasis will include an examination of the history, politics, literature, and music of the era.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
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</thead>
<tbody>
<tr>
<td>2439</td>
<td>ID222-1</td>
<td>T</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
</tbody>
</table>

**ID225 - Disaster, Crisis and Emergency Management (3)**  
**G**en Ed Interdisciplinary  
**P**rerequisites: [(EN 50A or EN 61) and EN 52] OR [(ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]  
Introduces students to the dynamic and relevant world of disaster, crisis and emergency management. Through the review of the history, social, political, and economic implications of disasters, students have the opportunity to explore the world of Emergency Management and experience the thrill of serving and the heartache of devastation. Students gain experience with effective writing, critical thinking skills, and historical and social awareness as they travel through the emergencies of past, present and future.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2377</td>
<td>ID225-1</td>
<td>TTH</td>
<td>11am – 12:15pm</td>
<td>1st-8 week</td>
</tr>
<tr>
<td>2378</td>
<td>ID225-ONL1</td>
<td></td>
<td>Online Course</td>
<td>1st-8 week</td>
</tr>
</tbody>
</table>

**ID250 - Global Scholar Experience (3)**  
**G**en Ed Multicultural Perspectives, **G**en Ed Interdisciplinary  
**P**rerequisite or **C**o-requisite: EN 101  
Develops cultural competency through short-term study abroad using a "learn, travel, teach" model. The pre-trip component will introduce the concept of cultural competency, elements of culture, and an overview of the destination country’s/ies’ culture(s). During the study abroad portion, daily journaling or blogging will record and analyze the travel experience.  
Post-trip, a multimedia cultural competency project will be completed with faculty supervision and presented to an audience. Students who successfully complete all course requirements will be awarded a Global Scholar Certificate.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2292</td>
<td>ID250-ONL1</td>
<td></td>
<td>Online Course</td>
<td>15-week</td>
</tr>
</tbody>
</table>

**ID260 - The Language of Hip Hop (3)**  
**G**en Ed Interdisciplinary; **C**ultural Competence  
**P**rerequisite or **C**o-requisite: EN 101  
Examines the role of language, both verbal and non-verbal, in the aesthetics, intercultural communication, and cultural practices of hip hop through the study of the origins and evolution of the culture, moving on to key topics including authenticity, class, and language ideology. Students will identify current and historical elements of hip hop culture in the US. Through multimedia analysis, critical reading and listening, and student led discussion, students will develop skills necessary to critically analyze and explore the language of hip hop and survey its historical development, political significance, and social influence.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2450</td>
<td>ID260-1</td>
<td>TTH</td>
<td>12:30pm – 1:45pm</td>
<td>15-week</td>
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</table>

### INTR: Internship

**INTR101 - Internship (1)**  
**P**rovides the student with an opportunity to gain knowledge and skills from a planned work experience in the student’s chosen career field. In addition to meeting Core Learning Outcomes, jointly developed Specific Learning Outcomes are selected and evaluated by the Faculty Internship Advisor, Work-Site Supervisor, and the student. Internship placements are directly related to the student’s program of study and provide learning experiences not available in the classroom setting. Internships provide entry-level, career-related experiences, and workplace competencies that employers value when hiring new employees. Internships may also be used as an opportunity to explore career fields. Students must meet with the Internship Coordinator prior to registering.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2392</td>
<td>INTR101-1</td>
<td>TBA</td>
<td></td>
<td>15-week</td>
</tr>
</tbody>
</table>

**INTR102 - Internship (2)**  
**P**rovides the student with an opportunity to gain knowledge and skills from a planned work experience in the student’s chosen career field. In addition to meeting Core Learning Outcomes, jointly developed Specific Learning Outcomes are selected and evaluated by the Faculty Internship Advisor, Work-Site Supervisor, and the student. Internship placements are directly related to the student’s program of study and provide learning experiences not available in the classroom setting. Internships provide entry-level, career-related experiences, and workplace competencies that employers value when hiring new employees. Internships may also be used as an opportunity to explore career fields. Students must meet with the Internship Coordinator prior to registering.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2393</td>
<td>INTR102-1</td>
<td>TBA</td>
<td></td>
<td>15-week</td>
</tr>
</tbody>
</table>

**INTR103 - Internship (3)**  
**P**rovides the student with an opportunity to gain knowledge and skills from a planned work experience in the student’s chosen career field. In addition to meeting Core Learning Outcomes, jointly developed Specific Learning Outcomes are selected and evaluated by the Faculty Internship Advisor, Work-Site Supervisor, and the student. Internship placements are directly related to the student’s program of study and provide learning experiences not available in the classroom setting. Internships provide entry-level, career-related experiences, and workplace competencies that employers value when hiring new employees. Internships may also be used as an opportunity to explore career fields. Students must meet with the Internship Coordinator prior to registering.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
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<tbody>
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<td>2394</td>
<td>INTR103-1</td>
<td>TBA</td>
<td></td>
<td>15-week</td>
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</table>

### LA: Paralegal

**LA100 - Introduction to Law (3)**  
**P**rerequisites: [(EN 50A or EN 61) and EN 52] OR [(ESL 95 and ESL 99) OR (ESL 72 and ESL 73)]  
Provides an overview of the legal profession. Covers responsibilities of the legal assistant professional. Includes structure of the American Legal System, law office management, standard operating procedures, office automation and computerization, interviewing and investigation, and basic legal theories, concepts, research and writing.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2293</td>
<td>LA100-HYB1</td>
<td>SAT</td>
<td>9am – 1:15pm</td>
<td>1st-7 week S</td>
</tr>
</tbody>
</table>
## LF: French

### LF101 - Introductory French I (3)
- **Department:** Gen Ed Humanities
- **Description:** Presents study of French grammar and vocabulary with selected readings in contemporary literature. Develops competence in and knowledge of French language and culture.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Term</th>
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</thead>
<tbody>
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<td>15-week</td>
</tr>
<tr>
<td>1274</td>
<td>LF101-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

### LF201 - Intermediate French I (3)
- **Department:** Gen Ed Humanities, Cultural Competence
- **Description:** Covers advanced grammar and composition with selected readings.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>2452</td>
<td>LF201-1</td>
<td>MW</td>
<td>2pm – 3:15pm</td>
<td>15-week</td>
</tr>
</tbody>
</table>

## LG: German

### LG101 - Introductory German I (3)
- **Department:** Gen Ed Humanities
- **Description:** Introduces German grammar and vocabulary. Develops oral and reading skills in the language and competence in answering basic questions. Through the reading of lifelike dialogs, students gain insight into German culture, thought and expression.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Term</th>
</tr>
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<tbody>
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<td>1275</td>
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<td>TTH</td>
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<td>15-week</td>
</tr>
</tbody>
</table>

**Note:** Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

### LG102 - Introductory German II (3)
- **Department:** Gen Ed Humanities
- **Description:** Continuation of LG 101. Introduces more complicated readings.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1277</td>
<td>LG102-1</td>
<td>TTH</td>
<td>9:30am – 10:45am</td>
<td>15-week</td>
</tr>
</tbody>
</table>

## LI: Italian

### LI101 - Introductory Italian I (3)
- **Department:** Gen Ed Humanities
- **Description:** Presents the fundamentals of the Italian written and spoken language. Develops a firm foundation in the language with emphasis on the development of vocabulary, grammar, reading and conversational skills. Offers insight into Italian culture and customs.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1278</td>
<td>LI101-1</td>
<td>TTH</td>
<td>3:30pm – 4:45pm</td>
<td>15-week</td>
</tr>
</tbody>
</table>

**Note:** Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

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**LL: Latin**

**LL101 - Introductory Latin I (3)**  
Gen Ed Humanities  
Introduces classical Latin language. Presents the study of Latin grammar and vocabulary with the goal of developing reading skills in the language. Offers insight into Roman literature, thought and expression through the reading of Latin sentences and passages derived from ancient authors.

1280 LL101-1  
T  5pm – 7:35pm  15-week  
Note: Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

**LL201 - Intermediate Latin I (3)**  
Gen Ed Humanities  
Prerequisite: LL 102  
Presents Latin grammar through lecture, practice, review and the reading of ancient authors. Includes medieval Latin and the Vulgate Roman and Greek culture appropriate to the readings. Increases English vocabulary by recognition of English words derived through Latin.

1279 LL201-1  
T  7:45pm – 10:20pm  15-week

**LP: Portuguese**

**LP101 - Introductory Portuguense I (3)**  
Introduces Portuguese grammar and vocabulary. Develops oral and reading skills in the language and competence in answering basic questions. Through the reading of lifelike dialogues, students gain insight into Portuguese and Brazilian cultures, thoughts, and expressions.

1282 LP101-EX1  
MW  3:30pm – 4:45pm  15-week  
Note: Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

**LR: Russian**

**LR101 - Introductory Russian I (3)**  
Gen Ed Humanities  
Introduces the fundamentals of the Russian handwritten cursive alphabet and basic pronunciation. A strong foundation in the Russian cursive script and sound system will be developed through basic vocabulary, pronunciation, reading, and conversational proficiencies. Study of the written script will offer the student insight into Russian culture and customs.

1283 LR101-1  
MW  5pm – 6:15pm  15-week  
Note: Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

**LR111 - Russian Alphabet Cursive Script and Sound System (3)**  
Introduces the fundamentals of the Russian handwritten cursive alphabet and basic pronunciation. A strong foundation in the Russian cursive script and sound system will be developed through basic vocabulary, pronunciation, reading, and conversational proficiencies. Study of the written script will offer the student insight into Russian culture and customs.

1284 LR111-EX1  
T  5:30pm – 8:05pm  15-week

**LS: Spanish**

**LS101 - Introductory Spanish I (3)**  
Gen Ed Humanities  
Introduces Spanish grammar and vocabulary. Develops oral and reading skills in the language and competence in answering basic questions. Through the reading of lifelike dialogues, students gain insight into Spanish culture, thought and expression.

1296 LS101-1  
MTWT  9:30am – 10:45am  1st 7-week

1285 LS101-2  
MW  9:30am – 10:45am  15-week

1286 LS101-3  
MW  11am – 12:15pm  15-week

2399 LS101-4  
MW  2pm – 3:15pm  15-week

2397 LS101-5  
TTH  11am – 12:15pm  15-week

2387 LS101-6  
TTH  12:30pm – 1:45pm  15-week

2389 LS101-7  
SAT  9am – 11:45am  14-week

2390 LS101-8  
TTH  6pm – 8:40pm  1st 7-week

2398 LS101-9  
T  6pm – 8:35pm  15-week

1292 LS101-ONL1  
Online Course  15-week

Note: Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

**LS102 - Introductory Spanish II (3)**  
Gen Ed Humanities  
A continuation of LS 101. Introduces more complicated readings.

1292 LS102-1  
MTWT  9:30am – 10:45am  2nd 7-week

1293 LS102-2  
MW  11am – 12:15pm  15-week

1294 LS102-3  
TTH  11am – 12:15pm  15-week

1295 LS102-4  
TTH  6pm – 8:35pm  2nd 8-week

**LS110 - Spanish for Heritage Speakers and Bilinguals (3)**  
Prerequisite: LS 01  
Develops and promotes bilingual heritage students’ knowledge of Spanish by creating opportunities to advance and improve basic language skills in an academic setting. Explores the cultural Hispanic heritage in the United States. Bilingual students whose native language is Spanish and other linguistically qualified students who wish to continue to improve their development of writing and reading skills may register for this class.

2453 LS110-1  
MW  3:30pm – 4:45pm  13-week

**LS201 - Intermediate Spanish I (3)**  
Gen Ed Humanities; Cultural Competence  
Prerequisite: LS 102  
Presents advanced grammar and composition with selected readings pertinent to the intermediate level. Group discussions in Spanish.

1298 LS201-1  
MW  11am – 12:15pm  15-week

**LS211 - Spanish Conversation I (3)**  
Gen Ed Humanities; Cultural Competence  
Prerequisite: LS 102  
Develops oral fluency and language skills through interpretation and discussion of select readings, videos, songs and cultural experiences.

1299 LS211-1  
TTH  12:30pm – 1:45pm  15-week

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**Semester session dates**

<table>
<thead>
<tr>
<th>Session Type</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>15-week session</td>
<td>8/22–12/9</td>
</tr>
<tr>
<td>14-week Saturday session</td>
<td>8/27–12/10</td>
</tr>
<tr>
<td>13-week session</td>
<td>9/6–12/10</td>
</tr>
<tr>
<td>10-week session</td>
<td>9/28–12/11</td>
</tr>
<tr>
<td>1st 8-week session</td>
<td>8/22–10/17</td>
</tr>
<tr>
<td>1st 7-week session</td>
<td>8/22–10/15</td>
</tr>
<tr>
<td>1st 7-week Saturday</td>
<td>8/27–10/15</td>
</tr>
</tbody>
</table>
MA: Mathematics

MAA - Instruction with Algebra (2)

1516 MAA-1 ASG 15-week
Note: Students registering for MA 103A, MA 206A, or MA 207A must also register for MA A.

MA80 - Pre-Algebra (0) [1]
Prerequisite: Placement into EN 51 or ESL 70 or higher on the reading placement test
Develops foundational math skills needed for Algebra. Topics include whole numbers, factors, fractions, signed numbers, and basic Algebra skills such as working with variables and solving one step equations. Technology is integrated with traditional skill practice throughout the course.

1404 MA80-A1 MW 9:30am – 10:45pm 1st 5-week
Note: Students registering for MA80-A1 must also register for MA81-A1CW.

MA81 - Introductory Algebra (0) [4]
Prerequisites: Placement in EN 51 or ESL 70 or higher on the reading placement test AND a grade of B or better in MA 80 or Accuplacer placement score of 30 or greater on the Beginning Algebra section
Develops introductory algebra skills. Topics include variables and algebraic expressions, order of operations, graphing and solving linear equations, like terms, the distributive law, applications of linear equations, systems of linear equations, polynomials, factoring, and rational expressions. Technology is integrated with traditional skills practice throughout the course.

1406 MA81-1 MTWT 8am – 9:15am 10-week
1407 MA81-2 MW 9am – 10:40am 15-week
1408 MA81-3 MW 11am – 12:40pm 15-week
1409 MA81-4 MW 11am – 12:40pm 15-week
1410 MA81-5 MTWT 11am – 12:15pm 10-week
1411 MA81-6 MTWT 12:30pm – 1:45pm 10-week
1412 MA81-7 MW 1pm – 2:40pm 15-week
1413 MA81-8 MTWT 2pm – 3:15pm 10-week
1414 MA81-9 TTH 9am – 10:40am 15-week
1415 MA81-10 TTH 9am – 10:40am 15-week
1416 MA81-11 TTH 11am – 12:40pm 15-week
1417 MA81-12 TTH 1pm – 2:40pm 15-week
1418 MA81-13 TTH 3pm – 4:40pm 15-week
1419 MA81-14 F 8am – 11:20am 15-week
1420 MA81-15 SAT 9am – 12:45pm 14-week
1421 MA81-16 MW 6pm – 7:40pm 15-week
1422 MA81-17 TTH 6:30pm – 8:10pm 15-week
1423 MA81-A1CW MTWT 9:30am – 10:45am 10-week
Note: Students registering for MA81-A1CW must also register for MA80-A1.

MA82 - Intermediate Algebra (0) [4]
Prerequisites: A grade of B or better in MA 81 or appropriate score on mathematics placement test, and placement in EN 51 or ESL 70 or higher on the reading placement test
Develops intermediate algebra skills with a graphing approach. Topics include linear equations, systems of equations, quadratic equations, functions, exponents, radical functions, exponential functions, logarithmic functions, polynomial functions, and rational functions. Technology is integrated with traditional skill practice throughout the course.

1425 MA82-1 MW 9am – 10:40am 15-week
1426 MA82-2 MW 11am – 12:40pm 15-week
1427 MA82-3 MW 1pm – 2:40pm 15-week
1428 MA82-4 MW 3pm – 4:40pm 15-week
1429 MA82-5 TTH 9am – 10:40am 15-week
1430 MA82-6 TTH 11am – 12:40pm 15-week
1431 MA82-7 TTH 1pm – 2:40pm 15-week
1432 MA82-8 TTH 3pm – 4:40pm 15-week
1433 MA82-9 F 8am – 11:20am 15-week
1434 MA82-10 SAT 9am – 12:45pm 14-week
1435 MA82-11 MW 6pm – 7:40pm 15-week
1436 MA82-12 MW 6pm – 7:40pm 15-week
1437 MA82-13 TTH 6pm – 7:40pm 15-week
1438 MA82-HYB1 W 1pm – 2:40pm 15-week

MA85 - Introductory and Intermediate Algebra (0) [6]
Prerequisites: Placement in EN 51 or ESL 70 or higher on the reading placement test AND a grade of B or better in MA 80 or Accuplacer placement score of 30 or greater on the Beginning Algebra section
Develops introductory and intermediate algebra skills. Topics include algebraic expressions, linear equations and equations, exponents, polynomials, factoring, rational expressions, and equations, graphing and solving linear, quadratic, radical, exponential, and logarithmic functions. Technology is integrated with traditional skill practice throughout the course.

1440 MA85-1 MTWT 9:30am – 10:45am 15-week
1442 MA85-2 MTWT 12:30pm – 1:45pm 15-week
1445 MA85-3 MTWT 6pm – 7:45pm 15-week

MA103 - Foundations of Mathematics (3)
Gen Ed Math
MA 103 Prerequisites: MA 82 or MA 85 or BU/MA 205 or BU/MA 205A or MA 206 or MA 206A or MA 207 or MA 207A or appropriate score on mathematics placement test
Covers various topics within mathematics for those who need a survey of mathematical principles rather than the in-depth analysis required for a mathematics or science-related program. Areas covered may include problem-solving strategies, logic, number systems, set theory, classification of numbers, algebra, financial management, geometry, measurement, and right triangle trigonometry, probability, statistics, graphs, systems of equations, linear programming, graph theory, and voting theory. Students cannot receive credit for both MA 103 and MA 103A.

1516 MA103-1 MW 8am – 9:15am 15-week
1457 MA103-2 MW 11am – 12:15pm 15-week
1458 MA103-3 TTH 11am – 12:15pm 15-week
1459 MA103-4 TTH 12:30pm – 1:45pm 15-week
1460 MA103-5 TTH 2pm – 3:15pm 15-week
1461 MA103-6 F 8am – 10:35am 15-week
1462 MA103-7 M 6pm – 8:35pm 15-week
1453 MA103-ONL1 Online Course 15-week
1453 MA103-ONL2 Online Course 15-week

MA103A - Foundations of Mathematics with Algebra (3) [5]
Gen Ed Math
MA 103A Prerequisites: MA 82 or MA 85 or BU/MA 205 or BU/MA 205A or MA 206 or MA 206A or MA 207 or MA 207A or appropriate score on mathematics placement test
Covers various topics within mathematics for those who need a survey of mathematical principles rather than the in-depth analysis required for a mathematics or science-related program. Areas covered may include problem-solving strategies, logic, number systems, set theory, classification of numbers, algebra, financial management, geometry, measurement, and right triangle trigonometry, probability, statistics, graphs, systems of equations, linear programming, graph theory, and voting theory. Students cannot receive credit for both MA 103 and MA 103A.

1454 MA103A-1 MTWT 8am – 9:05am 15-week
1455 MA103A-2 MTWT 11am – 12:05pm 15-week
1456 MA103A-3 MTWT 2pm – 3:05pm 15-week
1457 MA103A-4 MTWT 3:30pm – 4:35pm 15-week
1458 MA103A-5 MW 6pm – 8:10pm 15-week
Note: Students registering for MA 103A must also register for MA A - Instruction with Algebra.

MA105 - Fundamental Concepts of Mathematics (4)
Prerequisite: A grade of B or better in MA 81 or appropriate score on mathematics placement test
A study of the real number system for early childhood education and elementary education students. Provides a comprehensive conceptually based background in elementary mathematics. Topics include historical development of numeration systems, decimal notation, arithmetic algorithms in decimal and other bases, elementary set theory and number theory. Emphasizes problem-solving strategies. Note: MA 105 is designed and recommended for Education majors in the Early Childhood Education and Elementary Education A.A.T. degrees only.

1460 MA105-1 TTH 9am – 10:40am 15-week
1461 MA105-2 TTH 5pm – 6:40pm 15-week
MA106 - Fundamental Concepts of Mathematics II (4)
Prerequisite: A grade of B or better in MA 81 or appropriate score on mathematics placement test. It is recommended that students pass MA 105 before taking this course.
A study of the fundamentals of geometry for early childhood education and elementary education students. Provides a conceptually based background in geometry including plane and solid, metric and non-metric, dimensional analysis, congruence and similarity, coordinate and transformational geometry. Emphasizes problem-solving skills and the appropriate use of technology including calculators and computers. Note: MA 106 is designed and recommended for Education majors in the Early Childhood Education and Elementary Education A.A.T. degrees only.

MA111 - Precalculus (4)
Gen Ed Math
Prerequisite: Minimum grade of B in MA 82 or MA 85
Includes topics from college algebra and trigonometry with a graphing approach such as right triangle trigonometry, circular trigonometric functions, inverse trigonometric functions, exponential functions, power functions, logarithmic functions, and polynomial functions and their zeros.

MA130 - College Algebra (3)
Gen Ed Math
Prerequisite: A grade of C or better in MA 82 or MA 85 or appropriate score on mathematics placement test.
This class can be taken as a single semester course in College Algebra or as the first part of a two semester sequence (MA 130 and MA 131) to prepare for Calculus. Topics covered include a study of function behavior, composition, and inverse using linear, polynomial, rational and radical functions; definition and analysis of exponential and logarithmic functions, complex numbers, formulae of midpoint, distance and average rate of change, and right triangle trigonometry. Two of the following courses: MA 111, MA 130 and MA 131 may be taken for a maximum of 7 credits.

MA201 - Applied Calculus (3)
Gen Ed Math
Prerequisite: A grade of B or better in MA 82 or MA 85 or appropriate score on the mathematics placement test.
A one-semester course for students in business, biology, social sciences, electronics and technical programs. Covers methods for finding the derivatives and integrals of algebraic and transcendental functions with applications in each program.

MA202 - Introduction to Discrete Mathematics (3)
Gen Ed Math
Prerequisite: A grade of B or better in MA 82 or MA 85 or appropriate score on the mathematics placement test.
For the mathematics and computer science student. Develops problem solving skills. Topics include sets and logic, elementary number theory, graph theory, matrices, algorithm design, mathematical induction and recursion.

MA206 - Elementary Statistics (3)
Gen Ed Math
MA 206 Prerequisite: MA 82 or MA 85 or MA 103A or BU/MA 205 or BU/MA 205A or MA 207 or MA 207A or appropriate score on mathematics placement test
An introductory non-calculus statistics course. Topics include descriptive analysis and treatment of data, probability, statistical inference, linear regression and correlation, chi-square tests and non-parametric tests. Students can only receive credit for one of the following: MA 206 or MA 206A.
MA207 - Elementary Statistics with Probability (4)
Gen Ed Math
MA 207 Prerequisite: A grade of C or better in MA 82 or MA 85 or MA 103 or MA 103A or BU/MA 205 or BU/MA 205A or MA 206 or MA 206A or appropriate score on mathematics placement test
An introductory non-calculus statistics course with additional topics in elementary probability. Statistical topics include descriptive analysis and treatment of data, statistical inference, linear regression and correlation, and chi-square tests. Topics from Elementary Probability include basic event and outcome concepts, fundamental rules of probability, random variables and their distributions, and expectation. Practical applications of the course concepts are explored through team projects. Students may not take both MA 206 and MA 207 for credit. Students can only receive credit for one of the following: MA 207 or MA 207A.
Early Childhood Education and Elementary Education majors should take MA 207 (not MA 207A).

<table>
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<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Type</th>
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<tbody>
<tr>
<td>MA207-1</td>
<td>MW</td>
<td>11am – 12:40pm</td>
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<tr>
<td>MA207-2</td>
<td>TTH</td>
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<tr>
<td>MA207-HYB1</td>
<td>M</td>
<td>5pm – 6:40pm</td>
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<td>15-week</td>
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</table>

MA207A - Elementary Statistics with Probability with Algebra (4) [6]
Gen Ed Math
MA 207 Prerequisite: A grade of C or better in MA 81 or appropriate score on mathematics placement test AND placement in EN 51 or ESL 70 or higher on the reading placement test.
An introductory non-calculus statistics course with additional topics in elementary probability. Statistical topics include descriptive analysis and treatment of data, statistical inference, linear regression and correlation, and chi-square tests. Topics from Elementary Probability include basic event and outcome concepts, fundamental rules of probability, random variables and their distributions, and expectation. Practical applications of the course concepts are explored through team projects. Students may not take both MA 206 and MA 207 for credit. Students can only receive credit for one of the following: MA 207 or MA 207A.
Early Childhood Education and Elementary Education majors should take MA 207 (not MA 207A).

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<th>Course</th>
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<td>15-week</td>
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</tbody>
</table>

Note: Students registering for MA 207A must also register for MA A - Instruction with Algebra.

MA210 - Calculus I (4)
Gen Ed Math
Prerequisite: Grade of C or better in MA 111 or grades of C or better in both MA 130 and MA 131.
Presents the first course in the three-semester calculus sequence (MA 210, MA 211, MA 212). Designed for students in mathematics, science, engineering, medical and other technical programs. Topics covered include: functions, limits, continuity, the derivative concept, differentiation techniques (including produce rule, quotient rule, chain rule and implicit differentiation), applications of the derivative, and definite and indefinite integral concepts. The Fundamental Theorem of Calculus is discussed and used in the context of introductory integration.

<table>
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<tr>
<th>Course</th>
<th>Days</th>
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<th>Type</th>
<th>Week(s)</th>
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<tr>
<td>MA210-1</td>
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<td>MA210-2</td>
<td>TTH</td>
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<td>15-week</td>
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<td>MA210-3</td>
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<td>MA210-4</td>
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<td>MA210-ONL1</td>
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<td>Online Course</td>
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<td>15-week</td>
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MA211 - Calculus II (4)
Gen Ed Math
Prerequisite: MA 210
Presents the second of three courses in the calculus sequence. Topics include methods and applications of integration, improper integrals, sequences and series, Taylor approximations, polar functions, introduction to differential equations.

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<td>15-week</td>
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<tr>
<td>MA211-2</td>
<td>TTH</td>
<td>11am – 12:40pm</td>
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<td>15-week</td>
</tr>
<tr>
<td>MA211-3</td>
<td>TTH</td>
<td>5pm – 6:40pm</td>
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<td>15-week</td>
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<tr>
<td>MA211-ONL1</td>
<td></td>
<td>Online Course</td>
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<td>15-week</td>
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MA212 - Calculus III (4)
Prerequisite: MA 211
Presents the final course in the three-semester calculus sequence. Topics include functions of several variables and their graphs, vectors, parametric equations, partial derivatives, multiple integrals and applications, Green's Theorem, Stokes Theorem and the fundamental theorem of line integrals.

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<tr>
<th>Course</th>
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<th>Type</th>
<th>Week(s)</th>
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<td>MA212-1</td>
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<td>15-week</td>
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<tr>
<td>MA212-2</td>
<td>TTH</td>
<td>11am – 12:40pm</td>
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<td>15-week</td>
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</table>

MA213 - Differential Equations (3)
Prerequisite: MA 211; Prerequisite or Corequisite: MA 214
Presents differential equations of order one; linear differential equations with constant coefficients; non-homogeneous equations with undetermined coefficients; variation of parameters; inverse differential operators; Laplace Transform; systems of differential equations; nonlinear equations; elementary applications.

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<th>Course</th>
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<th>Type</th>
<th>Week(s)</th>
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<tbody>
<tr>
<td>MA213-1</td>
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<td>15-week</td>
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<tr>
<td>MA213-2</td>
<td>TTH</td>
<td>5pm – 6:15pm</td>
<td></td>
<td>15-week</td>
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</table>

MA214 - Introduction to MatLab (1)
Prerequisite or Corequisite: MA 210
Provides an introduction to MatLab. It is designed to give students fluency in MatLab, including popular toolboxes. The course consists of interactive workshops with students doing sample MatLab problems in real time. Problem-based MatLab assignments are given which require significant time on MatLab.

<table>
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<th>Course</th>
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<th>Type</th>
<th>Week(s)</th>
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<tr>
<td>MA214-ONL1</td>
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<td>Online Course</td>
<td>1st 5-week</td>
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<tr>
<td>MA214-ONL2</td>
<td></td>
<td>Online Course</td>
<td>1st 5-week</td>
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MA218 - Linear Algebra (3)
Prerequisite: MA 210
Includes systems of linear equations, determinants, vectors in 2- and 3-space, vector spaces, linear transformations, eigenvalues and eigenvectors and applications.

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<tbody>
<tr>
<td>MA218-1</td>
<td>MW</td>
<td>9:30am – 10:45am</td>
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<td>15-week</td>
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MDA: Medical Assisting

MDA101 - Foundations of Medical Assisting I (3)
Prerequisite or Corequisite: MDA 109
Introduces the professional responsibilities of the administrative and clinical medical assistant. Emphasizes interpersonal communication, records management, administrative responsibilities, financial administration and patient care activities for the physician’s office.

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<th>Type</th>
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<tbody>
<tr>
<td>MDA101-1</td>
<td>F</td>
<td>8am – 1:20pm</td>
<td></td>
<td>1st 7-week</td>
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</tbody>
</table>

MDA102 - Foundations of Medical Assisting II (3)
Prerequisite: MDA 101; Prerequisite or Corequisite: MDA 109
Introduces the theory and skills necessary for a clinical medical assistant. Skills include (but are not limited to): medical asepsis, knowledge and/or performance of blood borne pathogens/OSHA regulations, general patient care, assisting with patient care activities, position and measurement of vital signs, health histories.

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<th>Days</th>
<th>Time</th>
<th>Type</th>
<th>Week(s)</th>
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<tr>
<td>MDA102-1</td>
<td>F</td>
<td>8am – 1:20pm</td>
<td></td>
<td>2nd 7-week</td>
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</table>

MDA107 - Phlebotomy for Allied Health Professionals (1)
Prerequisite: EN 52 or ESL 99
Develops skills in blood collection procedures using vacuum collection devices, syringes, capillary skin puncture, butterfly needles, blood culture, and syringe and IV collection. Collection of specimens from adults, children, and infants is discussed.

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<tr>
<td>MDA107-HYB1</td>
<td>M</td>
<td>6pm – 7:15pm</td>
<td></td>
<td>1st 7-week</td>
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</tbody>
</table>
MDA108 - Basic Medical Terminology (1)
Prerequisite or Corequisite: EN 52 or ESL 99
Provides students with the basic medical terminology framework needed before advancing to a more comprehensive medical terminology or anatomy and physiology based course.

2139 MDA108-HYB1 M 1:30pm – 2:45pm 2nd 7-week
2141 MDA108-HYB2 M 7:45pm – 9pm 2nd 7-week
2140 MDA108-ONL1 Online Course 1st 7-week

MDA109 - Medical Terminology (3)
Prerequisite: EN 52 or ESL 99
Teaches the basic principles of building and defining medical words. Students use techniques learned to develop an extensive medical terminology vocabulary. No previous knowledge of anatomy, physiology or pathology is necessary.

2142 MDA109-HYB1 TH 11am – 12:15pm 15-week
2143 MDA109-HYB2 TH 2pm – 3:15pm 15-week
2144 MDA109-HYB3 M 7:45pm – 10:15pm 1st 7-week
2145 MDA109-ONL1 Online Course 15-week
2146 MDA109-ONL2 Online Course 2nd 7-week

MDA110 - Pharmacology for Medical Office Practice (3)
Prerequisite: EN 52 or ESL 99
Introduces students interested in medical office practices to the field of pharmacology. Students will be completing clinical and multimedia applications encountered in a clinical setting. Applications include the study of drug action, drug classes, drug uses, and side effects. Emphasis will be placed on infection prevention, patient identification, specimen labeling, and quality assurance.

2147 MDA110-HYB1 TH 11am – 1:30pm 1st 7-week
2148 MDA110-ONL1 Online Course 15-week

MDA112 - Medical/ Administrative Office Applications (3)
Prerequisite or Corequisite: MDA 109
Covers the general flow of information in a medical office and the role that computers play in administrative tasks. Simulation software is used to reflect today’s office environment such as varied office settings, patient scheduling, and office hour organization. Students will perform additional office procedures including insurance claims and financial tasks.

2149 MDA112-HYB1 W 6:30pm – 8:30pm 2nd 7-week
2150 MDA112-ONL1 Online Course 1st 7-week

MDA115 - Phlebotomy Skills (3)
Prerequisite: EN 52 or ESL 99
Develops skills in a variety of blood collection methods using proper techniques and standard precautions. Blood collection procedures performed include vacuum collection devices, syringes, capillary blood puncture, butterfly needles and blood culture, and specimen collection on adults. Collection of specimens from children and infants is discussed. Emphasis will be placed on infection prevention, patient identification, specimen labeling, quality assurance, specimen handling, processing, accessioning, professionalism, ethics, and medical terminology.

2151 MDA115-HYB1 T 1pm – 3:15pm 2nd 7-week

MDA202 - Medical Assisting Clinical Skills (3)
Prerequisite or Corequisite: MDA 201
Introduces the basic routine clinical skills and techniques required for assisting with patients in the medical office. Presents proper clinical techniques and theory behind each technique. Skills include (but are not limited to) collecting, handling, and examining laboratory specimens and using phlebotomy procedures according to OSHA regulations. Demonstrating use of clinical equipment including centrifuge and audiometer.

2152 MDA202-1 TTH 6:30pm – 8:45pm 1st 7-week
MU103 - Fundamentals of Music (3)
Gen Ed Arts
Prerequisites or Corequisites: {EN 50A or EN 61} and {EN 52} or {ESL 95 and ESL 99} or {ESL 72 and ESL 73}
Covers the basic elements of music for the interested student or prospective classroom teacher. Includes study of musical notation, terminology, major and minor scales, simple and compound meters, familiarity with the piano keyboard, intervals, triads, sight-singing, ear-training and simple dictation.

1303 MU103-1 MW 11am – 12:15pm 15-week
1304 MU103-2 TTH 12:30pm – 1:45pm 15-week
1305 MU103-3 M 6pm – 8:35pm 15-week
1315 MU103-ONL1 Online Course 15-week

MU106 - Aural and Keyboard Skills I (1)
Prerequisite: MU 103
Converts theoretical knowledge into practical application through sight-singing, ear-training, keyboard work and rhythmic exercises. Study concepts are derived from material introduced in Music Theory I, including major and minor scales, intervals, sequential patterns and simple melodies, rhythmic patterns, tempos, cadences, harmonization and figured bass.

1306 MU106-1 TTH 2:30pm – 3:20pm 15-week
1316 MU106-ONL1 Online Course 15-week

MU108 - Survey of World Music (3)
Gen Ed Arts, Cultural Competence; Gen Ed Multicultural Perspectives
Prerequisites: {EN 50A or EN 61} and {EN 52} or {ESL 95 and ESL 99} or {ESL 72 and ESL 73}
Provides an introduction to the indigenous musical expressions of countries around the world, including African, Asian, Latin American, native North American and the Caribbean, emphasizing a global perspective and artistic interaction of world cultures. Considers origins, unique instruments, significant genres, notable artists, and cultural functions. Selected pieces are examined in detail through directed listening. Topical writing assignments are required. Music reading skills unnecessary.

1307 MU108-1 TTH 2pm – 3:15pm 15-week
1316 MU108-ONL1 Online Course 15-week

MU109 - History of American Popular Music (3)
Gen Ed Arts
Prerequisites: {EN 50A or EN 61} and {EN 52} or {ESL 95 and ESL 99} or {ESL 72 and ESL 73}
Surveys the development of American popular music in the 20th and 21st centuries, including the origins of both pop/rock styles, significant artists, cross-pollination with other genres, and impact on American culture. Selected pieces are examined in detail through directed listening. Topical writing assignments are required. Music reading skills unnecessary.

1308 MU109-1 TTH 9:30am – 10:45am 15-week
1317 MU109-ONL1 Online Course 15-week

MU111 - Music Theory I (3)
Prerequisite: MU 103
A study of diatonic harmony through four-part writing and analysis of music. Includes sight-singing, rhythmic and melodic dictation. Private instruction is recommended concurrently.

1309 MU111-1 TTH 3:30pm – 4:45pm 15-week

MU117 - Choral Ensemble I (1)
Prerequisite: MU 103
A study of choral literature as the basis for study and presentation. Students participate as members of the Choral Arts Society of Frederick. Three rehearsal hours weekly. Open to all students.

1310 MU117-1C T 7:45pm – 10pm 15-week

MU119 - Jazz Ensemble I (1)
Prerequisite: Permission of instructor
Presents great jazz literature as the basis for study and presentation. Three rehearsal hours weekly. Applied music in chosen instrument recommended concurrently.

1311 MU119-1 M 5pm – 7:15pm 15-week
1312 MU119-2C W 7:45pm – 10pm 15-week

MU121 - Orchestral Ensemble I (1)
Prerequisite: Permission of instructor
Presents great orchestral music of the Baroque, Classical, Romantic and/or Contemporary musical eras. Applied music in chosen instrument recommended concurrently. Students participate as members of the Frederick Orchestra. Two rehearsal hours weekly.

1313 MU121-1C TH 7:30pm – 9:30pm 15-week

MU123 - Wind Ensemble I (1)
Prerequisite: Permission of instructor
Presents a variety of wind ensemble literature as the basis for further study and presentation. Three rehearsal hours weekly. Applied music instruction in chosen instrument recommended concurrently.

1314 MU123-1C W 6:30pm – 9pm 15-week

MU130 - Foundations of Audio Technology (3)
Prerequisites or Corequisite: EN 52 or ESL 99 or ESL 72
Examines music publishing, licensing, and copyright procedures used by the professional musician, music administrator, and music producer.

1377 MU145-1 MW 12:30pm – 1:45pm 15-week

MU151 - Class Piano I (1)
Offers beginning piano study in a classroom-lab setting. An electronic piano is available for class use. Introduces basic keyboard and musicianship skills, including selected elementary pieces. Enrollment is limited to ten people.

1319 MU151-1C M 12:30pm – 1:20pm 15-week
1320 MU151-2C W 12:30pm – 1:20pm 15-week

MU152 - Class Piano II (1)
Prerequisite: MU 151
A continuation of the material presented in Class Piano I. Explores elements of theory, technique and improvisation. Topics include major and minor scale building, harmonizing scale degrees, accompaniment patterns, cadences and more. Includes solo and ensemble pieces and standard scale fingerings.

1321 MU152-1C M 12:30pm – 1:20pm 15-week
1322 MU152-2C W 12:30pm – 1:20pm 15-week

MU171 - Class Strings I (1)
Offered first semester for beginning students. One hour weekly.
Offered first semester for beginning students. One hour weekly.

1323 MU171-1 TH 7:45pm – 8:45pm 15-week

MU206 - Aural and Keyboarding Skills III (1)
Prerequisite: MU 107; Corequisite: MU 211
A continuation of Aural and Keyboard Skills II, coordinated with material presented in Music Theory III, including secondary dominants, Neapolitan sixth chords, augmented sixth chords, ensemble work, conducting and more complex chord progressions.

1347 MU206-1 MW 3:30pm – 4:20pm 15-week
MU211 - Music Theory III (3)
Prerequisite: MU 112; Corequisite: MU 206
A continuation of Music Theory II, with further work on modulations, dominant relationships, cadential identifications, extended part-writing procedures, four-part chorale analysis and writing, leading tone triads and diatonic seventh chords. Includes binary and ternary forms, characteristics of instrumental writing, the Neapolitan sixth chord and augmented sixth chords, harmonizations with all types of chords and figured bass symbols.

1348 MU211-1
MW 2pm – 3:15pm 15-week

MU217 - Choral Ensemble II (1)
Prerequisite: MU 117-118. Three rehearsal hours weekly.
Continuation of MU 117-118. Three rehearsal hours weekly.

1349 MU217-1C
T 7:45pm – 10pm 15-week

MU219 - Jazz Ensemble II (1)
Prerequisite: MU 119 or MU 120
Continuation of MU 119-120. Three rehearsal hours weekly.

1350 MU219-1
M 7:30pm – 9:30pm 15-week
1351 MU219-2C
W 7:45pm – 10pm 15-week

MU221 - Orchestral Ensemble II (1)
Prerequisite: MU 121 or MU 122
A continuation of MU 121-122. Three rehearsal hours weekly.

1352 MU221-1C
TH 7:30pm – 9:30pm 15-week

MU223 - Wind Ensemble II (1)
Prerequisite: MU 123 or MU 124
A continuation of Wind Ensemble I. Three rehearsal hours weekly. Applied instruction in chosen instrument recommended concurrently.

1353 MU223-1C
W 6:30pm – 9pm 15-week

MU230 - Studio Recording Techniques (3)
Prerequisite: MU 135
Focuses on contemporary recording techniques associated with popular music production. Topics include multi-track recording, overdubbing, MIDI, and project management.

2455 MU230-1
TH 3:30pm – 4:45pm 15-week

MU240 - MIDI Music Production Techniques (3)
Prerequisite or Corequisite: MU 103
Explores electronic music production. Students will produce electronic music using a variety of software and techniques. Topics will include notation, MIDI and controller programming, sampling, sequencing, virtual instruments, synthesizers, and production techniques.

1378 MU240-1
TH 6pm – 7:15pm 15-week

MU251 - Class Piano III (1)
Prerequisite: MU 152
A continuation of the material presented in Class Piano II. Students will work on greater hand independence and facility, arpeggios, chord progressions, new types of scales and secondary dominants. Includes a study of easy classics.

1354 MU251-2C
W 12:30pm – 1:20pm 15-week

MU252 - Class Piano IV (1)
Prerequisite: MU 251
A continuation of Class Piano III, emphasizing development of a greater repertoire and enhancement of performance skills. Students become more fluent in hand control, rhythmic ability and accompaniment patterns. Includes a study of standard national and holiday pieces, as well as additional drills in functional piano playing.

1355 MU252-2C
W 12:30pm – 1:20pm 15-week

MU: Applied Music Courses

Additional fees: $490
Thirteen one-hour lessons of instruction that encompasses technique, theory, style, interpretation and performance of selected literature. Additional required repertoire and performance classes. Specific dates for these classes are announced at the beginning of the semester. A jury examination is held at the end of the semester and is to be regarded as the final exam.

Instructor Contact List
Lynn Fleming–bass.............................301.922.0398....................vfleming@frederick.edu
Adam Gonzalez–cello........................301.219.4826....................agonzalez@frederick.edu
Laura Armstrong–clarinet/
saxophone/oboe...............................443.615.1529....................larstrong@frederick.edu
Jennifer Rundlett–flute........................240.675.0866....................jrundlett@frederick.edu
Mark Edwards–guitar........................334.538.0254....................medwards@frederick.edu
Michael Raitzyk–guitar........................410.905.3149....................mraitzyk@frederick.edu
Aaron Lovely–low brass........................703.401.8971....................alovely@frederick.edu
Greg Herron–percussion......................443.621.8694....................gherron@frederick.edu
Alice Lee–piano...............................202.270.1667....................alee@frederick.edu
John Wickelgren–piano......................301.668.0355....................jwickelgren@frederick.edu
Lynn Staineringe–piano/voice...............240.405.7382....................lstainering@frederick.edu
Suk–Yi Hyun–piano............................240.421.7188....................shyun@frederick.edu
Howard Burns–saxophone....................301.788.3274....................hburns@frederick.edu
Jonathan Cresci–trumpet....................301.624.2844....................jcresci@frederick.edu
Fred Wilcox–violin/viola.....................240.504.6974....................fwilcox@frederick.edu
Maryory Serrano–violin/viola...............540.664.4068....................mserrano@frederick.edu
David Loy–voice..............................301.791.7730....................dloy@frederick.edu
Mary Gesock–voice...........................301.879.2069....................mgesock@frederick.edu
Sterling Scroggins–voice....................202.966.4975....................sscroggins@frederick.edu

1st & 2nd Year Applied Music Courses

MU172 - First Year Piano (1)
1324 MU172-1
John Wickelgren 15-week
1325 MU172-2
Lynn Staineringer 15-week
1326 MU172-3
Alice Lee 15-week
1327 MU172-4
Suk-Yi Hyun 15-week

MU174 - First Year Voice (1)
1329 MU174-1
Sterling Scroggins 15-week
1330 MU174-2
William Loy 15-week
1331 MU174-3
Mary Gesock 15-week
1332 MU174-4
Lynn Staineringer 15-week

MU178 - First Year Brass (1)
1333 MU178-1
Aaron Lovely 15-week
1334 MU178-2
Jonathan Cresci 15-week

MU180 - First Year Woodwinds (1)
1336 MU180-1
Jennifer Rundlett 15-week
1337 MU180-2
Laura Armstrong 15-week

MU182 - First Year Strings (1)
1340 MU182-1
Fred Wilcox 15-week
1341 MU182-2
Flor Maryory Serrano Prada 15-week
1342 MU182-3
Adam Gonzalez 15-week
1343 MU182-4
Vivian Lynn Fleming 15-week

MU184 - First Year Guitar (1)
1344 MU184-1
Michael Raitzyk 15-week
1345 MU184-2
Mark Edwards 15-week

MU186 - First Year Percussion (1)
1346 MU186-1
Gregory Herron 15-week
MU272 - Second Year Piano (1)
1356 MU272-1 John Wickelgren 15-week
1357 MU272-2 Lynn Staininger 15-week
1358 MU272-3 Alice Lee 15-week
1359 MU272-4 Suk-Hi Hyun 15-week

MU274 - Second Year Voice (1)
1361 MU274-1 Sterling Scroggins 15-week
1362 MU274-2 William Loy 15-week
1363 MU274-3 Mary Gresock 15-week
1364 MU274-4 Lynn Staininger 15-week

MU278 - Second Year Brass (1)
1365 MU278-1 Jonathan Cresci 15-week
1366 MU278-2 Aaron Lovely 15-week

MU280 - Second Year Woodwinds (1)
1368 MU280-1 Jennifer Rundlett 15-week
1369 MU280-2 Laura Armstrong 15-week

MU282 - Second Year Strings (1)
2400 MU282-1 Fred Wilcox 15-week
2401 MU282-2 Flor Maryory Serrano Prada 15-week
2402 MU282-3 Adam Gonzalez 15-week
2403 MU282-4 Vivian Lynn Fleming 15-week

MU284 - Second Year Guitar (1)
1371 MU284-1 Michael Raitzyk 15-week
1372 MU284-2 Mark Edwards 15-week

MU286 - Second Year Percussion (1)
1375 MU286-1 Gregory Herron 15-week

NM: Nuclear Medicine

NM100 - Physics and Radiation Safety in Nuclear Medicine Technology (5)
Prerequisite: acceptance into the clinical program
Introduces the atom and its structure within the context of Nuclear Medicine focusing on nuclear structure, stabilities, radioactive series, radioactive decay, and conversion laws and decay schemes. Radioactivity will be studied in terms of the exponential decay law, calculation of the mass of a radioactive sample, specific activity, half-life, and statistics of radioactive decay. The production of radionuclides will be presented with emphasis on methods of production and principles of a generator. Include regulations, principles and practices of radiation protection, and information particular to each radiologic specialty and/or modality.

1031 NM100-1 W 9am – 1pm 15-week

NM102 - Nuclear Medicine Technology (3)
Prerequisites: acceptance into the clinical program
Orientation to clinical nuclear medicine, includes medical terminology, professional ethics and conduct, patient care, radiation safety, and effect of radiation on living organisms.

1032 NM102-1 M 4:30pm – 7pm 15-week

NM103 - Nuclear Medicine Techniques I (4)
Prerequisites: acceptance into the clinical program
Introduces all aspects of nuclear imaging related to skeletal, cardiac, respiratory, gastrointestinal, genitourinary, endocrine system, nervous system, and hematopoietic system as well as therapy procedures, oncology imaging, and infection imaging procedures. The procedures, protocols, instrumentation, and radiopharmaceuticals used in nuclear medicine imaging of these systems will be studied in detail. Some of the pathologic conditions imaged in Nuclear Medicine will also be presented.

1033 NM103-1 W 1:45pm – 5pm 15-week

NM104 - Clinical Nuclear Medicine Technology I (1)
Prerequisite: acceptance into clinical program
Directed practice in a clinical affiliate hospital. Emphasizes routine diagnostic and therapeutic procedures. Daily image critiques by a licensed/certified technologist. On-site lectures by board certified nuclear medicine physicians supplement clinical experience.

1034 NM104-1 MF 8am – 4:30pm 15-week

NM220 - CT Principles & Instrumentation (3)
Prerequisites: NM 204 and NM 205 OR grade of NM program
Provides in-depth study of the physical principles and instrumentation in computed tomography. Covers the production of x-rays and their interactions with matter. Provides information on data acquisition and image reconstruction, processing, and quality. Addresses CT scanner components and operation, scanning factors, and their applications.

1035 NM220-1 T 5:30pm – 7:30pm 15-week

NM222 - Cross-sectional Anatomy (3)
Prerequisites: NM 204 and NM 205 OR graduate of NM program
Provides in-depth coverage of cross-sectional anatomy to include the head, neck, chest, abdomen, pelvis, spine, and extremities. Students will become accustomed to viewing anatomy of regions of the body in the different anatomical planes typically produced in cross-sectional imaging. In addition, pathology will be covered as it relates to its presentation on axial images. Special emphasis will be placed upon correlating and recognizing anatomical structures as they appear on medical images produced with CT, MRI, nuclear medicine, and ultrasound.

1036 NM222-1 M 9am – 11am 15-week

NM224 - CT Protocols & Applications (3)
Prerequisites: NM 204 and NM 205 OR graduate of NM program
Covers the various imaging protocols utilized to produce anatomy and pathology on CT images specific to the central nervous system, neck musculoskeletal system, abdomen and pelvis, musculoskeletal system, thorax, and intervention and special procedures. The student will also become familiar with contrast administration guidelines and timing issues related to dynamic imaging. Spiral CT, 3D reconstruction procedures, and vascular imaging are discussed and compared with routine imaging of the same anatomical regions.

1037 NM224-1 Th 5:30pm – 7:30pm 15-week

NU: Nursing

NU101 - Introduction to Clinical Nursing (6)
Cultural Competence
Prerequisites: BI 103, BI 104, BI 120, passing score on the Math for Medication Safety test
Introduces concepts of professional nursing. Emphasis is on the acquisition and application of basic knowledge, skills, and professional behaviors needed for the delivery of comprehensive care to the adult client.

1537 NU101-1LC TW 8am – 11am 15-week
Note: NU101-1LC meets on Tuesday for the first 7 weeks and meets on Wednesday for 15 weeks.

1538 NU101-2LC WTH 12pm – 3pm 15-week
Note: NU101-2LC meets on Thursday for the first 7 weeks and meets on Wednesday for 15 weeks.

1539 NU101-11LB ASG 15-week
Note: Students must register for one lecture (LC) and the lab (LB).

NU105 - Pharmacology for Nurses (2)
Prerequisite: Passing score on the Math for Medication Safety test
Provides instruction in basic pharmacology necessary for providing safe and effective medication administration. Content includes essential drug knowledge needed to adequately assess, administer, and evaluate drug effects in clients. Emphasis is on the acquisition and application of basic knowledge needed for the delivery of comprehensive care to clients in all healthcare settings.

2414 NU105-1 W 10am – 12pm 15-week
2415 NU105-2 W 2pm – 4pm 15-week
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Days</th>
<th>Start Time</th>
<th>End Time</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td>PC103-1</td>
<td>PC103 - Elements of Physical Science (3)</td>
<td>3</td>
<td>MW</td>
<td>8am - 9:15am</td>
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</table>
| PC103-2     | PC103
| PC104-ONL1  | PC104 - The Water Planet: Introduction to Oceanography (3) | 3       | W        | 12:30pm - 3:05pm |     | Online Course |
| PC105-1     | PC105 - Introduction to the Science of Weather (3) | 3       | TTH      | 8am - 9:15am |          |       |
| PC106-ONL1  | PC106 - Introduction to Meteorology (4)           | 4       | W        | 12:30pm - 3:05pm |     | Online Course |
| PC107-1LC   | PC107 - Introductory Astronomy (4)                | 4       | T         | 6pm - 8:30pm |          |       |
| PC107-2LB   | PC107 - Introductory Astronomy (4)                | 4       | T         | 6pm - 8:30pm |          |       |
| PC107-2LB   | PC107 - Introductory Astronomy (4)                | 4       | TH        | 6pm - 8:30pm |          |       |
| PC108-ONL1  | PC108 - Historical Geology (4)                    | 4       | W        | 12:30pm - 3:05pm |     | Online Course |

**PC: Physical Science**

**PC103 - Elements of Physical Science (3)**

- **Prerequisites:** (EN 50A or EN 61) and EN 52 OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 82 or MA 85
- Covers selected aspects of earth science, physics, chemistry and the quantitative relationships involved in the behavior of matter. Uses simple experiments to introduce scientific topics as needed. Restricted to non-science majors. Students cannot receive credit for both PC 103 and PC 114.

- **PC103-1**
  - MW
  - Start Time: 8am - 9:15am
  - End Time: 9:15am - 10:15am
  - Notes: Students must register for corresponding lecture (LC) and lab (LB).

- **PC103-2**
  - TTH
  - Start Time: 6pm - 8:35pm
  - End Time: 8:35pm - 10:45pm
  - Notes: Students must register for corresponding lecture (LC) and lab (LB).

- **PC103-ONL1**
  - Online Course
  - Start Time: 10:00am
  - End Time: 11:15am
  - Notes: Students must register for corresponding lecture (LC) and lab (LB).
PC109 - Physical Geology (4)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 82 or MA 85
Presents an introduction to the physical and chemical processes that occur along the surface of the earth and within the earth’s interior. Topics include plate tectonics, earthquakes, volcanoes, the rock cycle, and the origin and continual modification of surface features. Laboratory investigations include rock and mineral identification, data analysis, and map interpretation.

1038 PE108-1 M W 9:30am – 12:05pm 15-week
1039 PE108-2 M W 9:30am – 12:05pm 15-week

Note: Students must register for corresponding lab (LB).

PC114 - Contemporary Physical Science (4)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 82 or MA 85
Presents basic principles of physics and chemistry as they relate to our modern technological society. An activities-oriented approach is used that focuses on model building. These models are developed as a method of building both conceptual and quantitative understandings of the physical world. Students cannot receive credit for both PC 114 and PC 103.

1917 PC114-1LC T 11am – 1:35pm 15-week
1918 PC114-1LLB TH 11am – 1:35pm 15-week
1919 PC114-2LC W 5pm – 7:35pm 15-week
1920 PC114-2LLB M 5pm – 7:30pm 15-week

Note: Students must register for lecture (LC) and corresponding lab (LB).

PC115 - Introduction to Geoscience (4)
Gen Ed Science
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73); Prerequisite or Corequisite: MA 82 or MA 85 or MA 103A or BU/MA 205A or MA 206A or MA 207A
Presents an overview of the solid and fluid parts of the earth system and investigates their interactions with human culture and society. An inquiry-based, activities-oriented approach is used in the course.

1921 PC115-1LC M 12:30pm – 3:05pm 15-week
1922 PC115-1LLB W 12:30pm – 3pm 15-week
1923 PC115-ONL1 TTH 8am – 12pm 15-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

PE: Physical Education

PE108 - Body Mechanics (1)
Examines the application of physical laws to the human body at rest or in motion, including concepts of effective, efficient and aesthetic postures, both static and dynamic. Emphasizes joint motions, care of the back and components of fitness including body compositions, flexibility, strength, muscular endurance and cardiovascular endurance.

1038 PE108-1 T 6pm – 8:30pm 1st 7-week
1039 PE108-2 T 6pm – 8:30pm 2nd 7-week

PE131 - Aerobics (1)
Offers muscular and cardiovascular endurance exercises performed to music.

1041 PE131-1 T 1pm – 2pm 15-week

PE153 - Introduction to Health and Exercise Sciences (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Theory course for physical education majors. Includes an orientation to the profession, including the relationship of physical education to education, current trends and practices, career opportunities and areas of research.

1042 PE153-1 TTH 12:30pm – 1:45pm 15-week

Note: Offered in the fall semester only.

PE154 - Fitness for Living (3)
Gen Ed Wellness
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Covers the components of physical fitness, stress, care of the back, nutrition and weight control. Evaluations in all areas included through laboratory experiences.

1043 PE154-1 MW 11am – 12:15pm 15-week
1044 PE154-2 MW 12:30pm – 1:45pm 15-week
1045 PE154-3 MW 2pm – 3:15pm 15-week
1046 PE154-4 TTH 9:30am – 10:45am 15-week
1047 PE154-5 TTH 11am – 12:15pm 15-week
1048 PE154-6 TTH 5pm – 6:30pm 15-week
1081 PE154-4 TTH 8am – 9:30am 15-week

PE160 - Elementary Fencing (1)
Introduces the history, safety, rules and etiquette of fencing. Teaches basic skills required to participate in a fencing match, as well as skills in directing and scoring a match.

1050 PE160-1 W 1pm – 3pm 2nd 7-week

PE161 - Psychology of Sport (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
An exploration of the personality factors, including, but not limited to, motivation, aggression and emotion as they affect sports participation and motor skill performance.

1051 PE161-1 M 5pm – 7:35pm 15-week

PE165 - Volleyball (1)
Includes orientation, instruction and participation in specific skills, rules and etiquette of the sport.

1052 PE165-1 M 8:30am – 10:30am 2nd 7-week

PE166 - Weight Training (1)
Provides orientation, instruction and participation in specific weight training skills, rules, safety and etiquette of the sport.

1053 PE166-1 MW 11am – 12:15pm 2nd 7-week
1054 PE166-2 W 2pm – 3pm 15-week
1055 PE166-3 W 2pm – 3pm 15-week
1056 PE166-4 M 5pm – 7pm 2nd 7-week

PE179 - Tennis I (1)
Introduces the basic skills of tennis, including the basic grips, forehand and backhand ground strokes, volleys and serves; covers the rules and etiquette of the sport.

1057 PE179-1 MW 11am – 12:15pm 1st 7-week

Note: After first day, class will meet at the tennis courts.

PE181 - Golf I (1)
Introduces the basic skills of golf, including the grip, stance, addressing the ball, aiming, putting, chipping, pitching and the basic full swing; covers the rules and etiquette of the sport.

1058 PE181-1 T 5pm – 7pm 1st 7-week

Note: After first day, class held offsite at Liberty Road Golf Center. $8 fee per class ($32 total) paid at site.

PE187 - Social Dance (1)
Provides instruction in the basic partner dance forms including such dances as the waltz, swing, two-step, cha-cha, polka and fox-trot. Other contemporary dances may be included.

1059 PE187-1 F 5pm – 7pm 1st 7-week

Note: Class held at Ballroom Dance in Frederick located at 7313 Grove Rd Suite R, Frederick, MD 21704. In addition to Friday classes, two Saturday evening and two Tuesday evening practice parties are required, both held at Ballroom Dance. There is no additional charge for the practice parties.
### PE188 - Yoga (3)
Provides a holistic approach to understanding some of the fundamental principles and philosophies of yoga while also providing a weekly experiential Hatha (physical) practice.

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<tr>
<th>Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
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<th>Start-End</th>
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<td>PE188-1</td>
<td></td>
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<td>PE188-2</td>
<td></td>
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<td>9:30am – 12pm</td>
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<td>15-week</td>
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<td>PE188-3</td>
<td></td>
<td>TTH</td>
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<td>PE188-4</td>
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<td>W</td>
<td>5pm – 7pm</td>
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<td>1st 7-week</td>
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### PE190 - Pilates (1)
Introduces the history of Pilates and describes the physiological basis of exercises that promote core body strength. Includes demonstration and active student participation of Pilates movements.

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<th>Code</th>
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<tbody>
<tr>
<td>PE190-1</td>
<td></td>
<td>TTH</td>
<td>9:30am – 10:45am</td>
<td>1</td>
<td>2nd 7-week</td>
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### PE191 - Body Sculpting (1)
Offers muscular strength and endurance exercises through the use of free weights, balls, and resistance tubes.

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<th>Units</th>
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<tbody>
<tr>
<td>PE191-1</td>
<td></td>
<td>M</td>
<td>12pm – 1pm</td>
<td>1</td>
<td>15-week</td>
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</table>

### PE193 - Social Dance II (1)
Prerequisite: PE 187 or permission of instructor
Social Dance II builds on the dance rhythms learned in Social Dance. The patterns to be learned will incorporate the body mechanics and technique that enable creation of body swing in the Waltz, and smoothness and polish in all the dances: Fox Trot, Swing, Cha-Cha, Rumba and Tango.

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Units</th>
<th>Start-End</th>
<th>Notes</th>
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<tbody>
<tr>
<td>PE193-1</td>
<td></td>
<td>F</td>
<td>5pm – 7pm</td>
<td>1</td>
<td>2nd 7-week</td>
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</table>

### PE194 - Social Dance I (1)
Note: Class held at Ballroom Dance in Frederick located at 7311 Grove Rd Suite R, Frederick, MD 21704. In addition to Friday classes, two Saturday evening and two Tuesday evening practice parties are required, both held at Ballroom Dance. There is no additional charge for the practice parties.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<th>Time</th>
<th>Units</th>
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<td></td>
<td>TTH</td>
<td>2pm – 3:15pm</td>
<td>1</td>
<td>3rd 5-week</td>
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### PE195 - Tai Chi (1)
Tai Chi is an unique and traditional Chinese exercise. The benefits of practice include strengthening health, preventing illness, and slowing the effects of aging. The class is designed to provide students with a basic knowledge and history of Tai Chi, and to provide an opportunity to learn and master Tai Chi skills.

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>PE195-1</td>
<td></td>
<td>W</td>
<td>5pm – 7pm</td>
<td>1</td>
<td>1st 7-week</td>
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### PE196 - Kickboxing (1)
Provides basic fundamentals of Lethwei (Burmese Kickboxing). Basic principles, history, and styles and linguistics of the fighter will be covered. This course emphasizes safety for the student and the instructor. There will be no competitive fights or hard physical contact between students during this course. Mental and physical control as well as proper training etiquette will always be maintained.

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<tr>
<th>Code</th>
<th>Title</th>
<th>Days</th>
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<td>1st 7-week</td>
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<tr>
<td>PE196-2</td>
<td></td>
<td>W</td>
<td>5pm – 7pm</td>
<td>1</td>
<td>2nd 7-week</td>
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### PE198C - Fitness: Zumba (1)
Zumba Fitness is a Latin-inspired, high-energy, cardio-dance workout that uses music and various easy-to-follow choreographed steps. Along with music styles such as Latin, Hip-Hop, Jazz, Pop, and other genres, Zumba incorporates interval training, alternating fast and slow rhythms, and resistance training.

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<th>Code</th>
<th>Title</th>
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<td>11am – 12:15pm</td>
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### PE237 - Exercise Psychology (1)
Introduces the psychological factors that affect exercise participation and performance.

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<tr>
<th>Code</th>
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<td>Online Course</td>
<td>1</td>
<td>2nd 7-week</td>
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</table>

### PE241 - Methods of Fitness and Conditioning (1)
Designed for those who will be assisting others with exercise. Integrates fitness research and application, and emphasizes teaching methodologies employed in training programs that focus on group exercise. Students will apply teaching methodologies through individual and group training.

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<th>Code</th>
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<th>Days</th>
<th>Time</th>
<th>Units</th>
<th>Start-End</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td>PE241-1</td>
<td></td>
<td>TTH</td>
<td>11am – 12:15pm</td>
<td>1</td>
<td>2nd 7-week</td>
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</table>

### PE247 - Methods of Strength Training (1)
Designed for those who will be assisting others in a training program emphasizing muscular fitness. Emphasizes teaching methodologies employed in training programs that focus on muscular fitness. Students will apply teaching methodologies as they practice training with individuals or small groups.

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<tr>
<th>Code</th>
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<tr>
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<td>11am – 12:15pm</td>
<td>1</td>
<td>1st 7-week</td>
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### PE249 - Fitness Assessment and Business Practices (3)
Prerequisite or Corequisite: BI 103 or BI 107 or BI 117
Investigates the various modes and protocols used in fitness assessment and the relationship of assessment to the Personal Training business.

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<tr>
<th>Code</th>
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<th>Time</th>
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<td>TTH</td>
<td>2pm – 3:15pm</td>
<td>1</td>
<td>15-week</td>
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</table>

### PE250 - Care and Prevention of Athletic Injuries (3)
Prerequisite or Corequisite: EN 52 or ESL 99 or ESL 72
Introduces the basic principles for care and prevention of athletic injuries. Emphasis will be placed on scientific applications for recognition, diagnosis, classification, treatment and rehabilitation of body.

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<th>Code</th>
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### PH: Philosophy

#### PH101 - Introduction to Philosophy (3)
Gen Ed Humanities
Prerequisites: (EN 50A or EN 61) and EN 52
Surveys the major intellectual problems faced by great philosophers of all ages.

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<tr>
<th>Code</th>
<th>Title</th>
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<th>Time</th>
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<th>Start-End</th>
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<th>Code</th>
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<td>PH101-3</td>
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<th>Code</th>
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<td>2</td>
<td>2nd 8-week</td>
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</table>
**PH204 - World Religions (3)**  
Gen Ed Humanities; Cultural Competence  
Prerequisites: [(EN 50A or EN 61) or EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Introduces the historical background, beliefs, scriptures and practices of the world's major religious traditions including Hinduism, Jainism, Buddhism, Sikhism, Taoism, Confucianism, Shintoism, Judaism, Zoroastrianism, Christianity and Islam.

1382 PH204-1  
MW 9:30am – 10:45pm  
15-week

1383 PH204-2  
MW 2pm – 3:15pm  
15-week

1384 PH204-ONL1  
Online Course  
15-week

**PH205 - Ethics (3)**  
Gen Ed Humanities  
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Introduces the problems and possibilities of moral philosophy and ethical decision making.

1385 PH205-1  
TTH 12:30pm – 1:45pm  
15-week

**PH206 - Logic (3)**  
Gen Ed Humanities  
Prerequisite: EN 52 or ESL 99 or ESL 72  
Introduces basic problems in the use of logic and language. Improves the use of language and sound principles of reasoning.

1386 PH206-1  
TTH 11am – 12:15pm  
15-week

**PH207 - Biomedical Ethics (3)**  
Gen Ed Humanities  
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Explores some of the most troubling problems that health care professionals, physicians and lawyers as well as individual patients and their families are called upon to solve. Examines principles in biomedical ethics, as well as general ethical theories in major problem areas, including euthanasia and prolongation of life, genetics intervention, behavior control, neuroscience, perceptual processes, consciousness, intelligence, personality and psychological disorders.

2458 PH207-1  
TTH 11am – 12:15pm  
15-week

1387 PH207-ONL1  
Online Course  
15-week

**PH208 - Business Ethics (3)**  
Gen Ed Humanities  
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Introduces business ethics. Clarifies moral obligations and ethical dilemmas for managers who make business decisions.

1388 PH208-1  
M 5:30pm – 8:05pm  
15-week

1389 PH208-ONL1  
Online Course  
15-week

**PH210 - Ethics and Film (3)**  
Gen Ed Humanities  
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Introduces philosophical reasoning through classic literature and film about morality (what one should do or be), ethics (why), the meanings of moral terms (called meta-ethics) in a variety of applied ethical issues (good character, global health, justice, neocolonialism, genocide, environmentalism, war, consumerism) and disciplines (bioethics, business ethics).

1390 PH210-1  
W 12:30pm – 3:05pm  
15-week

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**PI: Political Science**

**PI104 - American Government: National (3)**  
Gen Ed Political Science  
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Covers basic principles of the national government: structure, powers and operations of Congress; the presidency and the Supreme Court; citizenship, elections, political parties and pressure groups.

2301 PI104-1  
TTH 12:30pm – 1:45pm  
15-week

2302 PI104-2  
M 6pm – 8:15pm  
15-week

2303 PI104-ONL1  
Online Course  
13-week

**PI206 - Civil Liberties (3)**  
Prerequisite: EN 52 or ESL 99 or ESL 72  
Provides historical background, social and political issues and leading cases establishing the present rules regarding civil liberties today.

2304 PI206-1  
TTH 2pm – 3:15pm  
15-week

**PS: Psychology**

**PS101 - General Psychology (3)**  
Gen Ed Psychology  
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Emphasizes the major factors that influence human behavior, including behavioral neuroscience, perceptual processes, consciousness, intelligence, personality and psychological disorders.

2305 PS101-1  
MW 8am – 9:15am  
15-week

2306 PS101-2  
MW 9:30am – 10:45am  
15-week

2307 PS101-3  
MW 11am – 12:15pm  
15-week

2308 PS101-4  
MW 12:30pm – 1:45pm  
15-week

2309 PS101-5  
MW 2pm – 3:15pm  
15-week

2311 PS101-6  
TTH 8am – 9:15am  
15-week

2312 PS101-7  
TTH 9:30am – 10:45am  
15-week

2313 PS101-8  
TTH 11am – 12:15pm  
15-week

2314 PS101-9  
TTH 12:30pm – 1:45pm  
15-week

2315 PS101-10  
TTH 2pm – 3:15pm  
15-week

2317 PS101-11  
TTH 2pm – 3:45pm  
13-week

2318 PS101-12  
TTH 3:30pm – 4:35pm  
13-week

2319 PS101-13  
F 8am – 10:35am  
15-week

2321 PS101-14  
W 6pm – 9:05pm  
13-week

2322 PS101-15  
TH 6pm – 8:35pm  
15-week

2323 PS101-ONL1  
Online Course  
15-week

2324 PS101-ONL2  
Online Course  
15-week

2345 PS101-ONL3  
Online Course  
15-week

2325 PS101-ONL4  
Online Course  
13-week

2344 PS101-ONL5  
Online Course  
2nd 8-week

**PS101H - General Psychology (3)**  
Gen Ed Psychology  
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)  
Emphasizes the major factors that influence human behavior, including behavioral neuroscience, perceptual processes, consciousness, intelligence, personality and psychological disorders.

2446 PS101H-1  
MW 11am – 12:15pm  
15-week
PS104 - Issues of Drug/Alcohol Use (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the use of legal and illegal drugs; an analysis of the addictive and recovery process for individuals and families; a study of treatment modalities and 12-step groups; a study of the physiological and legal consequences of substance use and abuse.

2328  PS104-1  TTH  9:30am – 10:45am  15-week
2329  PS104-ONL1  Online Course  13-week

PS202 - Social Psychology (3)
Gen Ed Psychology
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Explores the effects of the social environment upon the human organism through the study of interpersonal relationships, and the social influences on cognitive processes such as social perception, attribution, persuasion, prejudice and discrimination, aggression, prosocial behavior and group interaction.

2330  PS202-1  MW  9:30am – 10:45am  15-week
2331  PS202-2  TTH  3:30pm – 4:45pm  15-week
2332  PS202-3  M  6pm – 8:35pm  15-week
2333  PS202-ONL1  Online Course  13-week

PS204 - Psychology of Adolescence (3)
Prerequisite: PS 101
Explores physiological, psychological and social dilemmas of the adolescent. Considers relevant contemporary research and behavioral determinants.

2336  PS204-1  MW  11am – 12:15pm  15-week

PS205 - Psychology of Aging (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the normal physiological, psychological and sociological changes that occur during the life span. Emphasis on consequent behavior patterns and changing needs of the elderly. Includes study of adaptive processes, intervention techniques, strategies and availability of services.

2337  PS205-ONL1  Online Course  15-week

PS206 - Abnormal Psychology (3)
Prerequisite: PS 101
Explores the nature, etiology, diagnosis, prognosis, treatment and possible prevention of the major classifications of psychological disorders including anxiety, mood, eating, substance-related, schizophrenic, dissociative, personality and childhood disorders.

2338  PS206-1  TTH  12:30pm – 1:45pm  15-week
2339  PS206-2  W  6pm – 8:35pm  15-week
2340  PS206-ONL1  Online Course  13-week

PS207 - Death and Dying (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the origins and development of death attitudes and behavior. Topics include euthanasia; suicide; grief and mourning processes; the funeral system; legal rights; and coping strategies. Emphasis on death as a normal developmental event.

2341  PS207-1  TTH  11pm – 12:15pm  15-week

PS209 - Women's Studies: A Multicultural Perspective on the Psychology & Sociology of Women (3)
Gen Ed Multicultural Perspectives, Cultural Competence
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Introduces the scientific study of women as a multicultural group. Reviews material from the fields of psychology, sociology, anthropology, and medicine as it related to women. Particular effort will be made to address the experiences of women of varied races, ethnic groups, classes, national origins, and sexual orientations so that the whole concept of gender may be broadened to take these different experiences and different concerns into account.

2475  PS209-1  MW  11am – 12:15pm  15-week
2342  PS209-2  MW  12:30pm – 1:45pm  15-week
2343  PS209-3  TTH  9:30am – 10:45am  15-week

PY: Physics

PY201 - Fundamentals of Physics (4)
Gen Ed Science
Prerequisites: Completion of high school physics or PY 101 strongly recommended, and [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 111 or (MA 130 and MA 131)
Provides an introductory study of physics, with the fundamental principles of mechanics, dynamics and mechanical waves. Emphasizes problemsolving and modeling of physical systems.

1924  PY201-1LC  T  5pm – 7:35pm  15-week
1925  PY201-1LB  TH  5pm – 7:30pm  15-week
Note: Students must register for lecture (LC) and corresponding lab (LB).

PY203 - Introductory Physics I (4)
Gen Ed Science
Prerequisites: Completion of high school physics or PY 101 strongly recommended, and [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 210
Presents an introductory study of physics covering the fundamental principles of mechanics, dynamics and mechanical waves. Emphasizes problem solving and modeling of physical systems. Physical laws and theories are developed by the application of calculus. Prepares students for advanced work in the physical sciences. An analytical course primarily for majors in science or mathematics.

1926  PY203-1LC  T  8am – 10:35am  15-week
1927  PY203-1LB  TH  8am – 10:30am  15-week
1928  PY203-2LC  M  5pm – 7:35pm  15-week
1929  PY203-2LB  W  5pm – 7:30pm  15-week
Note: Students must register for lecture (LC) and corresponding lab (LB).

PY204 - Introductory Physics II (4)
Gen Ed Science
Prerequisites: PY 203, MA 211
Continues the study of fundamental principles of physics. Topics include thermodynamics, electricity and magnetism, optics and modern physics. The theoretical approach and use of calculus are continued.

1930  PY204-1LC  TH  5pm – 7:35pm  15-week
1931  PY204-1LB  T  5pm – 7:30pm  15-week
Note: Students must register for lecture (LC) and corresponding lab (LB).

Physics Notes:
PY201-Fundamentals of Physics offered fall semester only.
PY202-Fundamentals of Physics offered spring semester only.
PY205-Modern Physics offered spring semester only.

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RC: Respiratory Care

RC100 - Introduction to Respiratory Care (2)
Prerequisite: BI 103
Introduces respiratory care as a profession, including the healthcare environment and the respiratory care practitioner's role on the healthcare team. Specific topics include the holistic concept of patient care, psychosocial issues with particular attention to death and dying, medicolegal and ethical considerations of respiratory care, and professional interpersonal relationships. Topics also include medical terminology, infection control techniques, and physical assessment methods.

1084 RC100-1 MW 8am – 8:50am 15-week

RC102 - Fundamentals of Respiratory Care (4)
Prerequisite: BI 103
Introduces basic respiratory care modalities, including medical gas therapy, aerosol and humidity therapy, hyperinflation therapy, and bronchial hygiene therapy. Laboratory portion of the course provides practical experience performing procedures presented in the didactic portion of the course in a controlled laboratory setting.

1085 RC102-1LC MW 9:30am – 10:45am 15-week
1086 RC102-11LB T 2pm – 5pm 15-week
1087 RC102-12LB TH 2pm – 5pm 15-week
Note: Students must register for the lecture (LC) and one lab (LB).

RC104 - Gas Exchange Physiology (2)
Prerequisite: BI 103
Focuses on the structure and function of the lung as related to gas exchange, diffusion, perfusion and ventilation-perfusion relationships. Emphasizes oxygen and carbon dioxide transport abnormalities in the gas exchange mechanisms. This will lead to and be integrated with clinical applications and interpretations of arterial blood-gas analysis.

1088 RC104-1 T 12pm – 1:40pm 15-week

RC202 - Neonatal and Pediatric Respiratory Care (3)
Prerequisites: RC 103, RC 105, RC 107, RC 110
Provides an in-depth perspective of pediatric and neonatal respiratory care. Includes high-risk deliveries, abnormalities and diseases, and the interventions used. Discusses mechanical ventilation for the neonatal and pediatric patient. Students must satisfactorily complete competency tests on the operation of neonatal and pediatric ventilators.

1089 RC202-1LC W 8am – 9:40am 15-week
1090 RC202-11LB W 10am – 12pm 15-week
1091 RC202-12LB W 12pm – 2pm 15-week
Note: Students must register for the lecture (LC) and one lab (LB).

RC204 - Cardiac Monitoring and Diagnostics (4)
Prerequisites: RC 103, RC 105, RC 107, RC 110
Presents the theory, equipment, and techniques involved in cardiac monitoring. Recognition of normal values and normal waveforms will be emphasized as a reference for identifying abnormal and life threatening changes. Students will satisfactorily complete competency tests, including EKG monitoring and assembly of fluid filled monitoring systems.

1092 RC204-1LC M 9:30am – 12pm 15-week
1093 RC204-11LB M 12pm – 2pm 15-week
1094 RC204-12LB M 2pm – 4pm 15-week
Note: Students must register for the lecture (LC) and one lab (LB).

RC206 - Pulmonary Diagnostics (2)
Prerequisites: RC 103, RC 105, RC 107, RC 110
Includes a detailed analysis of all major parameters of ventilatory measurement as well as diagnostic significance of deviations from predicted normal values.

1095 RC206-1 W 2pm – 3:40pm 15-week

RC208 - Clinical Practicum III (2)
Prerequisites: RC 103, RC 105, RC 107, RC 110
Develops advanced skills in the critical care environment regarding management of the patient dependent upon mechanical ventilation. Practical experiences gained in hemodynamic monitoring. Students will rotate through operating rooms to observe thoracic and cardiovascular surgeries and intubations.

1096 RC208-1 TH 7am – 2pm 15-week
Note: Held at hospital

SO: Sociology

SO101 - Introduction to Sociology (3)
Gen Ed Sociology
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 71)
Introduces the student to the study of society and the impact of society upon the individual. Examplifies social processes in cultural patterns and institutions. Examines group values at various levels of human relationship.

2352 SO101-1 MW 9:30am – 10:45am 15-week
2353 SO101-2 MW 11am – 12:15pm 15-week
2354 SO101-3 MW 12:30pm – 1:45pm 15-week
2355 SO101-4 MW 2pm – 3:15pm 15-week
2356 SO101-5 TTH 8am – 9:15am 15-week
2357 SO101-6 TTH 11am – 12:15pm 15-week
2358 SO101-7 TTH 12:30pm – 1:45pm 15-week
2359 SO101-8 TTH 3:30pm – 4:45pm 15-week
2360 SO101-9 F 10:50am – 1:25pm 13-week
2361 SO101-10 T 6pm – 9:05pm 13-week
2372 SO101-11 W 6pm – 8:35pm 15-week
2363 SO101-ONL1 Online Course 15-week
2364 SO101-ONL2 Online Course 15-week
2375 SO101-ONL3 Online Course 13-week

SO102 - Social Problems (3)
Gen Ed Sociology; Cultural Competence
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 71)
Offers the study of community problems and sociological processes involved in the analysis of universal and local sociological phenomena.

2366 SO102-1 MW 9:30am – 10:45am 15-week
2447 SO102-2 MW 2pm – 3:15pm 15-week
2365 SO102-3 TTH 2pm – 3:15pm 15-week
2367 SO102-ONL1 Online Course 13-week

SO201 - Criminology (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 71)
Explores criminal behavior and the methods of its study, causation, types of criminal acts and offenders, punishment, correction and incarceration and prevention of crime.

2368 SO201-1 TTH 2pm – 3:15pm 15-week
2369 SO201-2 TH 6pm – 8:35pm 15-week
2370 SO201-ONL1 Online Course 13-week

SO202 - Marriage and Family (3)
Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 71)
Presents a comparative analysis of family organization in different societies, with reference to the urban family of Western society. Explores basic causes of change and trends in family structure and function. Topics include mate selections, marriage vows, marital prediction and child-rearing practices.

2371 SO202-1 M 6pm – 8:35pm 15-week
**ST: Surgical Technology**

**ST100 - Fundamentals of Surgical Technology I (6)**  
*Additional fee: $250*  
*Prerequisite: ST 100*  
Develops concepts, skills and attitudes needed by students to perform as members of a surgical team. Demonstration of competence in basic skills is essential. Simulated practice time in FCC’s lab and in operating room settings along with didactic instruction prepare the student for the clinical practicum component of this course.

<table>
<thead>
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<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
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<tr>
<td>1099 ST100-1LC</td>
<td>MT</td>
<td>8am – 3pm</td>
<td>10-week</td>
<td>1st 5-week session 8/22–9/26</td>
</tr>
<tr>
<td>1100 ST100-11LB</td>
<td>WTH</td>
<td>8am – 8pm</td>
<td>10-week</td>
<td>1st 5-week session 8/22–9/26</td>
</tr>
<tr>
<td>1101 ST100-12LB</td>
<td>WTHF</td>
<td>6:45am – 3pm</td>
<td>10-week</td>
<td>1st 5-week session 8/22–9/26</td>
</tr>
</tbody>
</table>

*Note: Students must register for the lecture (LC) and both labs (LB).*

**ST101 - Introduction to Surgical Technology (6)**  
*Cultural Competence*  
Provides an overview of the functions of the surgical technologist in the perioperative environment. Develops the fundamental concepts and principles of microbiology, asepsis, pharmacology, anesthesia, ethical and legal considerations, patient care, all-hazards preparation, and teamwork.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
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<tbody>
<tr>
<td>1102 ST101-1LC</td>
<td>T</td>
<td>8am – 2pm</td>
<td>10-week</td>
<td>1st 5-week session 8/22–9/26</td>
</tr>
<tr>
<td>1103 ST101-11LB</td>
<td>T</td>
<td>2pm – 4pm</td>
<td>10-week</td>
<td>1st 5-week session 8/22–9/26</td>
</tr>
</tbody>
</table>

*Note: Students must register for the lecture (LC) and lab (LB).*

**ST120 - Surgery Essentials (3)**  
*Additional fee: $425*  
*Prerequisites: MDA 109 or MDA 108, BI 103 and BI 104*  
Provides an introduction to the surgical environment and to the essential skills required of a surgical technologist. Emphasizes the fundamental concepts of sterile technique, critical thinking, and professionalism. Application and demonstration of essential surgical technology skills and concepts are required to advance in the program.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
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<tbody>
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<td>8am – 3pm</td>
<td>1-week</td>
<td>1st 5-week session 8/22–9/26</td>
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<tr>
<td>1098 ST120-11LB</td>
<td>WTH</td>
<td>8am – 8pm</td>
<td>1-week</td>
<td>1st 5-week session 8/22–9/26</td>
</tr>
</tbody>
</table>

*Note: Students must register for the lecture (LC) and lab (LB).*

**ST200 - Fundamentals of Surgical Technology II (12)**  
*Additional fee: $250*  
*Prerequisite: ST 100*  
Provides the student with theory and practice related to the dynamic role of the surgical technologist in the operating room. Preceptored clinical experiences focus on participation during complex surgical procedures, advancement of skill level, and critical thinking.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1104 ST200-1LC</td>
<td>M</td>
<td>3pm – 7pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
<tr>
<td>1106 ST200-12LB</td>
<td>THF</td>
<td>8am – 2pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

*Note: Students must register for the lecture (LC) and both labs (LB).*

**THR: Theater**

**THR101 - Introduction to Theatre (3)**  
*Gen Ed Arts*  
*Prerequisites: ([EN 50A or EN 61] and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)*  
Introduces the history of drama and the theatre through reading, viewing and discussing plays.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1391 THR101-1</td>
<td>MW</td>
<td>9:30am – 10:45am</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
<tr>
<td>1392 THR101-2</td>
<td>TTH</td>
<td>11am – 12:15pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

**THR102 - Introduction to Acting (3)**  
Offers a basic study of acting, through both a historical perspective and in-depth exercises.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1393 THR102-1</td>
<td>MW</td>
<td>11am – 12:15pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

**THR104 - Improvisation I (3)**  
Provides students with a basic overview of modern improvisation techniques. Emphasis will be placed on techniques used to build an actor’s confidence, creativity, critical thinking, and team building. Course offers an introduction of improvisation as a tool for professional auditions and performances.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1394 THR104-EX1</td>
<td>TTH</td>
<td>2pm – 3:15pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

**THR121 - Stagecraft (3)**  
Explores all technical aspects of play production, with emphasis on set construction, scene painting, properties and stage lighting. Provides laboratory experience in conjunction with campus theater productions.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
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</thead>
<tbody>
<tr>
<td>1395 THR121-1</td>
<td>TH</td>
<td>3:30pm – 6:05pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

**THR203 - Fundamentals of Directing (3)**  
Addresses problems in playwriting, directing and acting. Students work on scenes and/or one-act plays.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1398 THR203-1C</td>
<td>MW</td>
<td>12:30pm – 1:45pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

**THR204 - Production Survey (1)**  
Students participate in a campus theater production as a member of the production crew. May be taken for credit three times.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1396 THR204-1</td>
<td>TBA</td>
<td></td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

**THR205 - Acting Survey (1)**  
Students participate in a campus theater production as a member of the cast. May be taken for credit three times.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1397 THR205-1</td>
<td>TBA</td>
<td></td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
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</tbody>
</table>

**THR206 - Advanced Acting (3)**  
Concentrates on characterization and dramatic improvisation.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
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</thead>
<tbody>
<tr>
<td>1399 THR206-1C</td>
<td>MW</td>
<td>12:30pm – 1:45pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>

**THR207 - Improvisation II (3)**  
*Prerequisite: THR 104*  
Provides students with an advanced overview of modern improvisation techniques. Emphasis will be placed on techniques used to build confidence, creativity, critical thinking, and team building skills. Course offers an in-depth exploration of improvisation as a tool for professional auditions, performance, and character building.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1400 THR207-EX1</td>
<td>TTH</td>
<td>2pm – 3:15pm</td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
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</tbody>
</table>

**THR212 - Theatre Internship (3)**  
Offers an intensive study of theatrical performance, including both acting and stagecraft assignments. Students prepare a theatrical production for presentation during the summer.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Credit</th>
<th>Session Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1401 THR212-1</td>
<td>TBA</td>
<td></td>
<td>15-week</td>
<td>15-week session 8/22–12/9</td>
</tr>
</tbody>
</table>
Our new Learning Commons gives students a state-of-the-art facility where they can collaborate and work toward their future.
Online & Hybrid Courses

Please read the following requirements before registering for an online or hybrid course.

Frederick Community College offers two types of courses over the Internet: hybrid courses and online courses. Hybrid courses require the student to attend some class sessions on campus; online courses do not. Any course section with the letters “HYB” indicates a hybrid course. The mouse icon ( ) indicates online courses.

Both online and hybrid courses are taught on Blackboard™ and require that students:

• Have internet access through broadband connection or Wi-Fi (wireless)
• Have access to a Windows, Mac, or Linux computer
• Have Windows 7 or higher, Mac OS X, or Linux with Ubuntu 14 or higher
• Have Internet Explorer 8 or higher, or the most recent version of Mozilla Firefox or Google Chrome, all with the most recent Java and Flash updates applied
• Establish a myFCC e-mail account;
• Have basic computer skills in word processing, e-mail procedures, web-browsing, and handling features such as pop-up blockers;
• Are responsible for maintaining appropriate security and virus protection when using the student’s own personal computer(s).

Students should expect to spend as much time on an Internet course as they would on a traditional on-campus course.

Access to Blackboard: http://frederick.blackboard.com. User name Wxxxxxx (where xxxxxxx is the seven digit student ID number); first time login password is first 2 letters of last name and last five digits of Student ID number. If one does not work, try the other.

Textbooks: Purchase textbooks from the FCC Bookstore. Make sure you select books for the online section of the course as they may differ from textbooks used in on-campus sections. Some instructors require the corresponding access code for web resources.

Email Advising (emailadvising@frederick.edu): If you are unable to come on campus for advising services, Email Advising is available to all current FCC students using their http://myfcc.frederick.edu email accounts. Please provide your full name and Student ID number. Typical response time is 24-48 hours depending on the information requested.

Online and Hybrid Orientation

August 18 at 7:00 pm
Room E-126
No registration necessary.

Learn about the special demands of online learning, meet with faculty, and preview an actual online course. Students will need to contact the Distributed Learning office for permission to register in an online section after the third day of courses.
See complete course descriptions and prerequisites and/or corequisites in the main course section of this schedule.

Note: All course sections require access to Blackboard at https://frederick.blackboard.com. Students are expected to be able to access Blackboard via the Internet using personal, public or appropriate college-available computers. Blackboard access is also required to complete course evaluations.

### ACCT: Accounting

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Notes</th>
<th>Type</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT100-HYB1</td>
<td>Business Accounting (3)</td>
<td>SAT 8:30am – 12:30pm</td>
<td>1st 7-week</td>
<td></td>
</tr>
<tr>
<td>ACCT101-HYB1</td>
<td>Principles of Accounting I (3)</td>
<td>T 6pm – 8:35pm</td>
<td>1st 7-week</td>
<td></td>
</tr>
<tr>
<td>ACCT102-HYB1</td>
<td>Principles of Accounting II (3)</td>
<td>T 6pm – 8:35pm</td>
<td>2nd 7-week</td>
<td></td>
</tr>
<tr>
<td>ACCT111-HYB1</td>
<td>Microcomputer Software Applications: Computerized Accounting (3)</td>
<td>SAT 9am – 12pm</td>
<td>2nd 7-week</td>
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</table>

### ACE: Academic and Career Engagement

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Notes</th>
<th>Type</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACE111A-ONL1</td>
<td>Introduction to Career Planning (1)</td>
<td>Online Course</td>
<td>1st 8-week</td>
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### AN: Anthropology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Notes</th>
<th>Type</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN101-ONL1</td>
<td>Introduction to Anthropology (3)</td>
<td>Online Course</td>
<td>13-week</td>
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### AR: Art

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
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<th>Duration</th>
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<tbody>
<tr>
<td>AR100-ONL1</td>
<td>Introduction to the Creative Arts (3)</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>AR101-HYB1</td>
<td>Two Dimensional Art and Design (3)</td>
<td>TBA</td>
<td>15-week</td>
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<tr>
<td>AR104-ONL1</td>
<td>Survey of Art I (3)</td>
<td>Online Course</td>
<td>15-week</td>
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</table>

### BI: Biological Science

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Notes</th>
<th>Type</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>BI100-HYBB</td>
<td>Fundamental Concepts of Biology (4)</td>
<td>M 6pm – 8:30pm</td>
<td>15-week</td>
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</tr>
<tr>
<td>BI120-HYBC</td>
<td>Microbiology for Allied Health (4)</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>BI130-ONL1</td>
<td>Forensic Biology (4)</td>
<td>Online Course</td>
<td>15-week</td>
<td></td>
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<tr>
<td>BI140-ONL1</td>
<td>Biotechnology and Society (3)</td>
<td>Online Course</td>
<td>15-week</td>
<td></td>
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</tbody>
</table>

### BLD: Building Trades

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Notes</th>
<th>Type</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>BLD101-HYB1</td>
<td>Introduction to Building Trades (3)</td>
<td>W 6pm – 8:30pm</td>
<td>1st 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD109-HYB1</td>
<td>Fundamentals of HVACR (4)</td>
<td>MW 9am – 12pm</td>
<td>1st 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD110-HYB1</td>
<td>Controls for HVACR (3)</td>
<td>MW 6pm – 9pm</td>
<td>2nd 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD113-HYB1</td>
<td>HVAC Installation &amp; Troubleshooting (3)</td>
<td>TTH 6pm – 8:30pm</td>
<td>1st 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD114-HYB1</td>
<td>Fossil Fuels &amp; Hydronic Heating (3)</td>
<td>TTH 6pm – 8:30pm</td>
<td>2nd 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD141-HYB1</td>
<td>Fundamentals of Structural Wiring (4)</td>
<td>TTH 6pm – 9pm</td>
<td>1st 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD142-HYB1</td>
<td>Residential Electric (3)</td>
<td>TTH 6pm – 8:30pm</td>
<td>2nd 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD145-HYB1</td>
<td>Commercial Electric (3)</td>
<td>MW 6pm – 8:30pm</td>
<td>1st 7-week</td>
<td></td>
</tr>
<tr>
<td>BLD146-ONL1</td>
<td>Specialized Systems (3)</td>
<td>MW 6pm – 8:30pm</td>
<td>2nd 7-week</td>
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</table>
**BPM: Bioprocessing Technology**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Days</th>
<th>Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPM102-ONL1</td>
<td>102 - Bioprocessing Environment</td>
<td>F</td>
<td>9:30am – 12:05pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BPM110-HYBC</td>
<td>110 - Bioprocessing Measurements</td>
<td>T</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BPM110-HYBB</td>
<td>110 - Bioprocessing Measurements</td>
<td>TH</td>
<td>10:30am – 1:15pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BPM214-HYBC</td>
<td>214 - Techniques in Bioproduction</td>
<td>T</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BPM214-HYBB</td>
<td>214 - Techniques in Bioproduction</td>
<td>W</td>
<td>6pm – 8:30pm</td>
<td>15-week</td>
</tr>
</tbody>
</table>

**BU: Business Studies**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Days</th>
<th>Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>BU103-HYB1</td>
<td>103 - Introduction to Business</td>
<td>F</td>
<td>9:30am – 12:05pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU103-HYB2</td>
<td>103 - Introduction to Business</td>
<td>T</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU109-HYBC</td>
<td>109 - Entrepreneurship &amp; Small Business Enterprise</td>
<td>M</td>
<td>2pm – 3:15pm</td>
<td>10-week</td>
</tr>
<tr>
<td>BU110-ONL1</td>
<td>110 - Personal Financial Management</td>
<td>MW</td>
<td>12pm – 2pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU211-HYB1</td>
<td>211 - Business Law I</td>
<td>TH</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU221-ONL1</td>
<td>221 - Public Relations</td>
<td>W</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU222-ONL1</td>
<td>222 - Human Resource Management</td>
<td>W</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU227-HYB1</td>
<td>227 - Principles of Management</td>
<td>M</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU227-ONL1</td>
<td>227 - Principles of Management</td>
<td>MW</td>
<td>12pm – 2pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU272-ONL1</td>
<td>272 - Supervisory Management</td>
<td>W</td>
<td>6pm – 8:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU274-ONL1</td>
<td>274 - Customer Relations</td>
<td>W</td>
<td>6pm – 8:30pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU281-ONL1</td>
<td>281 - Global Awareness in the Work Environment</td>
<td>M</td>
<td>5pm – 7:30pm</td>
<td>15-week</td>
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</table>

**BU/MA: Business/Mathematics**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Days</th>
<th>Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>BU/MA205-ONL1</td>
<td>205 - Business/Marketing</td>
<td>W</td>
<td>5pm – 6:15pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU/MA205-ONL2</td>
<td>205 - Business/Marketing</td>
<td>M</td>
<td>5pm – 7:30pm</td>
<td>15-week</td>
</tr>
<tr>
<td>BU/MA205-ONL3</td>
<td>205 - Business/Marketing</td>
<td>T</td>
<td>6pm – 8:30pm</td>
<td>15-week</td>
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</tbody>
</table>

**CAD: Computer Aided Design**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Days</th>
<th>Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD101-HYB1</td>
<td>101 - Introduction to AutoCAD I</td>
<td>M</td>
<td>5pm – 7:35pm</td>
<td>1st 7-week</td>
</tr>
<tr>
<td>CAD102-HYB1</td>
<td>102 - Introduction to AutoCAD II</td>
<td>M</td>
<td>5pm – 7:35pm</td>
<td>2nd 7-week</td>
</tr>
<tr>
<td>CAD130-HYB1</td>
<td>130 - Introduction to Revit (BIM)</td>
<td>TH</td>
<td>5pm – 7:35pm</td>
<td>1st-week</td>
</tr>
<tr>
<td>CAD204-HYB1</td>
<td>204 - Introduction to Inventor</td>
<td>W</td>
<td>5pm – 7:35pm</td>
<td>2nd-week</td>
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**CH: Chemistry**

<table>
<thead>
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<th>Course Name</th>
<th>Days</th>
<th>Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH101-HYBB</td>
<td>101 - General Chemistry</td>
<td>TH</td>
<td>5pm – 7:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>CH101-HYBB</td>
<td>101 - General Chemistry</td>
<td>W</td>
<td>5pm – 7:35pm</td>
<td>15-week</td>
</tr>
<tr>
<td>CH101-ONL1</td>
<td>101 - General Chemistry</td>
<td>M</td>
<td>5pm – 7:35pm</td>
<td>15-week</td>
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**CIS: Computer and Information Sciences**

<table>
<thead>
<tr>
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<th>Course Name</th>
<th>Days</th>
<th>Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS101-HYB1</td>
<td>101 - Information Systems and Technology</td>
<td>F</td>
<td>12pm – 2pm</td>
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**CIS103A-HYB1 | 103A - Introductory Keyboarding | MW | 2pm – 3:15pm | 10-week |

**CIS106-HYB1 | 106 - Object Design and Programming | M | 6:30pm – 9pm | 10-week |
| CIS106-HYB2 | 106 - Object Design and Programming | T | 5pm – 6:30pm | 15-week |
| CIS106-HYB3 | 106 - Object Design and Programming | W | 6:30pm – 9pm | 10-week |
| CIS106-HYB4 | 106 - Object Design and Programming | TH | 5pm – 6:30pm | 15-week |

**CIS111A-HYB1 | 111A - Microcomputer Software Applications: Word Processing | M | 5pm – 7:30pm | 15-week |
| CIS111A-ONL1 | 111A - Microcomputer Software Applications: Word Processing | M | 5pm – 7:30pm | 15-week |

**CIS111E-HYB1 | 111E - Microcomputer Software Applications: Spreadsheets | MW | 12:30pm – 1:45pm | 10-week |
| CIS111E-HYB2 | 111E - Microcomputer Software Applications: Spreadsheets | TH | 6:30pm – 9pm | 2nd-week |
| CIS111E-ONL1 | 111E - Microcomputer Software Applications: Spreadsheets | TH | 6:30pm – 9pm | 2nd-week |

**CIS111J-HYB1 | 111J - Microcomputer Software Applications: Web Page Development | T | 7:15pm – 9:15pm | 10-week |
| CIS111K-HYB1 | 111K - Microcomputer Software Applications: Practical Structured Cabling | M | 7:45pm – 9pm | 13-week |

**CIS111L-HYB1 | 111L - UNIX/Linux Operating System | W | 5pm – 6:15pm | 15-week |
<p>| CIS111L-ONL1 | 111L - UNIX/Linux Operating System | W | 5pm – 6:15pm | 10-week |</p>
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### CIS230 - Database Management Systems (3)
2479  CIS230-HYB1  T  5pm – 7pm  10-week

### CJ: Criminal Justice

**CJ101 - Introduction to Criminal Justice (3)**
2170  CJ101-ONL1  Online Course  13-week

**CJ204 - Police Operational Services (3)**
2176  CJ204-ONL1  Online Course  13-week

**CJ214 - The Correctional Process (3)**
2429  CJ214-ONL1  Online Course  13-week

### CMM: Communications Media

**CMM101 - Introduction to Electronic Media (3)**
1188  CMM101-ONL1  Online Course  15-week
1189  CMM101-ONL2  Online Course  2nd 8-week

**CMM103 - Introduction to Film (3)**
1194  CMM103-ONL1  Online Course  15-week
1195  CMM103-ONL2  Online Course  2nd 8-week

### CMSP: Communications Speech

**CMSP103 - Speech Fundamentals (3)**
1241  CMSP103-ONL1*  SAT/Online Course  15-week

*Note: Four mandatory on-campus meetings: Saturday, TBD

**CMSP105 - Small Group Communication (3)**
2396  CMSP105-HYB1  TH  12:30pm – 3pm  15-week

**CMSP107 - Career Communication (3)**
1266  CMSP107-ONL1  Online Course  15-week

### CON: Construction Management

2105  CON101-ONL1  Online Course  15-week

### EC: Economics

**EC201 - Principles of Economics (3)**
2117  EC201-HYB1  SAT  9am – 11:35am  2nd 7-week S
2118  EC201-HYB2  M  6pm – 8:35pm  1st 7-week
2119  EC201-HYB3  T  6pm – 8:35pm  2nd 7-week
2120  EC201-ONL1  Online Course  15-week

**EC202 - Principles of Economics (3)**
2124  EC202-HYB1  M  6pm – 8:35pm  2nd 7-week
2125  EC202-ONL1  Online Course  15-week

### ECD108 - Activities for the School-Age Child (3)
2203  ECD108-HYB1  M  6pm – 8:30pm  1st 7-week

### ECD212 - Administration of Child Development Centers (3)
2199  ECD212-HYB1  SAT  9am – 1:15pm  2nd 7-week S

### ED: Education

**ED100 - Child Development & Behavior (3)**
2220  ED100-ONL1  Online Course  15-week

**ED102 - Schools and Society (3)**
2210  ED102-ONL1  Online Course  15-week

**ED202 - Educational Psychology (3)**
2213  ED202-ONL1  Online Course  15-week

**ED203 - Foundations of Special Education (3)**
2215  ED203-ONL1  Online Course  15-week

**ED214 - Processes and Acquisition of Reading (3)**
2218  ED214-ONL1  Online Course  15-week

### ED/PS: Education/Psychology

**ED/PS208 - Human Growth and Development (3)**
2230  ED/PS208-ONL1  Online Course  15-week
2231  ED/PS208-ONL2  Online Course  15-week
2233  ED/PS208-ONL3  Online Course  2nd 8-week
2237  ED/PS208-ONL4  Online Course  2nd 8-week

### EM: Emergency Management

**EM120 - Homeland Security (3)**
2376  EM120-ONL1  Online Course  2nd 8-week

### EN: English

**EN101 - English Composition (3)**
1657  EN101-ONL1  Online Course  15-week
1658  EN101-ONL2  Online Course  15-week
1659  EN101-ONL3  Online Course  1st 8-week
1660  EN101-ONL4  Online Course  2nd 8-week

**EN102 - English Composition and Literature (3)**
1701  EN102-ONL1  Online Course  15-week
1702  EN102-ONL2  Online Course  15-week
1703  EN102-ONL3  Online Course  1st 8-week

**EN115 - Technical Writing (3)**
1704  EN115-ONL1  Online Course  15-week

**EN216 - The Short Story (3)**
2419  EN216-ONL1  Online Course  15-week

**EN231 - English Language Studies (3)**
1715  EN231-ONLC  Online Course  15-week

**EN231H - English Language Studies (3)**
1716  EN231H-ONLC  Online Course  15-week
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<td>Ethics &amp; Practice Issues in the Human Services (1)</td>
<td>2284</td>
<td>HS204-HYB1</td>
<td>F 1:30pm – 3:30pm</td>
<td>15-week</td>
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<tr>
<td>ID209</td>
<td>Ethnic Diversity (3)</td>
<td>2290</td>
<td>ID209-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<td>ID225</td>
<td>Disaster, Crisis and Emergency Management (3)</td>
<td>2378</td>
<td>ID225-ONL1</td>
<td>Online Course</td>
<td>1st 8-week</td>
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<td>ID250</td>
<td>Global Scholar Experience (3)</td>
<td>2292</td>
<td>ID250-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>LA100</td>
<td>Introduction to Law (3)</td>
<td>2293</td>
<td>LA100-HYB1</td>
<td>SAT 9am – 1:15pm</td>
<td>1st 7-week S</td>
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<td>LA103</td>
<td>Ethics for the Legal Professional (3)</td>
<td>2440</td>
<td>LA103-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>LA104</td>
<td>Contracts (3)</td>
<td>2441</td>
<td>LA104-HYB1</td>
<td>T 12:30pm – 1:45pm</td>
<td>15-week</td>
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<tr>
<td>LA104</td>
<td>Contracts (3)</td>
<td>2442</td>
<td>LA104-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<td>LA106</td>
<td>Law &amp; Technology (3)</td>
<td>2443</td>
<td>LA106-ONL1</td>
<td>Online Course</td>
<td>2nd 8-week</td>
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<tr>
<td>LA110</td>
<td>Legal Research (3)</td>
<td>2444</td>
<td>LA110-HYB1</td>
<td>W 6pm – 8:30pm</td>
<td>15-week</td>
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<tr>
<td>LF101</td>
<td>Introductory French I (3)</td>
<td>1274</td>
<td>LF101-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>LS101</td>
<td>Introductory Spanish I (3)</td>
<td>1291</td>
<td>LS101-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>MA82</td>
<td>Intermediate Algebra (0)</td>
<td>1438</td>
<td>MA82-HYB1</td>
<td>W 1pm – 2:40pm</td>
<td>15-week</td>
<td></td>
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<tr>
<td>MA103</td>
<td>Foundations of Mathematics (3)</td>
<td>1452</td>
<td>MA103-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<td>MA103</td>
<td>Foundations of Mathematics (3)</td>
<td>1453</td>
<td>MA103-ONL2</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>MA111</td>
<td>Precalculus (4)</td>
<td>1470</td>
<td>MA111-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<td>MA206</td>
<td>Elementary Statistics (3)</td>
<td>1507</td>
<td>MA206-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<td>MA206</td>
<td>Elementary Statistics (3)</td>
<td>1508</td>
<td>MA206-ONL2</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>MA207</td>
<td>Elementary Statistics with Probability (4)</td>
<td>1518</td>
<td>MA207-HYB1</td>
<td>M 5pm – 6:40pm</td>
<td>15-week</td>
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<td>MA210</td>
<td>Calculus I (4)</td>
<td>1525</td>
<td>MA210-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>MA211</td>
<td>Calculus II (4)</td>
<td>1529</td>
<td>MA211-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<td>MA214</td>
<td>Introduction to MatLab (1)</td>
<td>1534</td>
<td>MA214-ONL1</td>
<td>Online Course</td>
<td>15-week</td>
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<tr>
<td>MDA107</td>
<td>Phlebotomy for Allied Health Professionals (1)</td>
<td>2138</td>
<td>MDA107-HYB1</td>
<td>M 6pm – 7:15pm</td>
<td>1st 7-week</td>
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<tr>
<td>MDA108</td>
<td>Basic Medical Terminology (1)</td>
<td>2139</td>
<td>MDA108-HYB1</td>
<td>M 1:30pm – 2:45pm</td>
<td>2nd 7-week</td>
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<tr>
<td>MDA108</td>
<td>Basic Medical Terminology (1)</td>
<td>2141</td>
<td>MDA108-HYB2</td>
<td>M 7:45pm – 9pm</td>
<td>2nd 7-week</td>
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<tr>
<td>MDA108</td>
<td>Basic Medical Terminology (1)</td>
<td>2140</td>
<td>MDA108-ONL1</td>
<td>Online Course</td>
<td>1st 7-week</td>
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</table>
MDA109 - Medical Terminology (3)
2142 MDA109-HYB1  T  11am – 12:15pm  15-week
2143 MDA109-HYB2  TH  2pm – 3:15pm  15-week
2144 MDA109-HYB3  M  7:45pm – 10:15pm  1st 7-week
2145 MDA109-ONL1  Online Course  15-week
2146 MDA109-ONL2  Online Course  2nd 7-week

MDA110 - Pharmacology for Medical Office Practice (3)
2147 MDA110-HYB1  TH  11am – 1:30pm  1st 7-week
2148 MDA110-ONL1  Online Course  15-week

MDA112 - Medical/Administrative Office Applications (3)
2149 MDA112-HYB1  W  6:30pm – 8:30pm  2nd 7-week
2150 MDA112-ONL1  Online Course  1st 7-week

MDA115 - Phlebotomy Skills (3)
2151 MDA115-HYB1  T  1pm – 3:15pm  2nd 7-week

MDA216 - Medical Coding Basics (3)
2155 MDA216-HYB1  TH  6:30pm – 8:30pm  1st 7-week
2154 MDA216-ONL1  Online Course  15-week

MDA218 - Health Insurance Billing and Reimbursement (3)
2157 MDA218-HYB1  TH  6:30pm – 8:30pm  2nd 7-week
2156 MDA218-ONL1  Online Course  1st 7-week

MDA220 - Electronic Health Records (3)
2158 MDA220-ONL1  Online Course  1st 7-week
2159 MDA220-ONL2  Online Course  2nd 7-week

MDA222 - Introduction to Federal Healthcare Programs and Laws (3)
2160 MDA222-ONL1  Online Course  15-week

MU: Music

MU101 - Introduction to Music History and Appreciation (3)
1302 MU101-ONL1  Online Course  15-week

MU103 - Fundamentals of Music (3)
1315 MU103-ONL1  Online Course  15-week

MU108 - Survey of World Music (3)
1316 MU108-ONL1  Online Course  15-week

MU109 - History of American Popular Music (3)
1317 MU109-ONL1  Online Course  15-week

PC: Physical Science

PC103 - Elements of Physical Science (3)
1904 PC103-ONL1  Online Course  15-week

PC104 - The Water Planet: Introduction to Oceanography (3)
1905 PC104-ONL1  Online Course  15-week

PC106 - Introduction to Meteorology (4)
1908 PC106-ONL1  Online Course  15-week

PC107 - Introductory Astronomy (4)
1913 PC107-ONL1  Online Course  15-week

PC108 - Historical Geology (4)
1914 PC108-ONL1  Online Course  15-week

PC115 - Introduction to Geoscience (4)
1923 PC115-ONL1  Online Course  15-week

PE: Physical Education

PE188 - Yoga (3)
1064 PE188-HYB1  TH  6pm – 8:35pm  2nd 7-week

PE237 - Exercise Psychology (1)
1076 PE237-ONL1  Online Course  2nd 7-week

PH: Philosophy

PH101 - Introduction to Philosophy (3)
1381 PH101-ONL1  Online Course  1st 8-week
2457 PH101-ONL2  Online Course  2nd 8-week

PH204 - World Religions (3)
1384 PH204-ONL1  Online Course  15-week

PH207 - Biomedical Ethics (3)
1387 PH207-ONL1  Online Course  15-week

PH208 - Business Ethics (3)
1389 PH208-ONL1  Online Course  15-week

PI: Political Science

PI104 - American Government: National (3)
2303 PI104-ONL1  Online Course  13-week

PS: Psychology

PS101 - General Psychology (3)
2323 PS101-ONL1  Online Course  15-week
2324 PS101-ONL2  Online Course  15-week
2445 PS101-ONL3  Online Course  15-week
2325 PS101-ONL4  Online Course  13-week
2344 PS101-ONL5  Online Course  2nd 8-week

PS104 - Issues of Drug/Alcohol Use (3)
2329 PS104-ONL1  Online Course  13-week

PS202 - Social Psychology (3)
2333 PS202-ONL1  Online Course  13-week

PS205 - Psychology of Aging (3)
2337 PS205-ONL1  Online Course  15-week

PS206 - Abnormal Psychology (3)
2340 PS206-ONL1  Online Course  13-week

SO: Sociology

SO101 - Introduction to Sociology (3)
2363 SO101-ONL1  Online Course  15-week
2364 SO101-ONL2  Online Course  15-week
2375 SO101-ONL3  Online Course  13-week

SO102 - Social Problems (3)
2367 SO102-ONL1  Online Course  13-week

SO201 - Criminology (3)
2370 SO201-ONL1  Online Course  13-week
Location Key

FCC classes are held on the college's main campus, at the Monroe Center, online, and offsite at various locations throughout the county.

Campus Locations
- FCC/A–Annapolis Hall
- FCC/B–Braddock Hall
- FCC/C–Catoctin Hall
- FCC/D–Athletics Center
- FCC/E–Conference Center
- FCC/F–Visual & Performing Arts Center
- FCC/G–Gambrill Hall
- FCC/H–Student Center
- FCC/J–Jefferson Hall
- FCC/L–Linganore Hall
- FCC/P–Plant Operations
- FCC/SH–Sweadner Hall
- FCC/K–Mercer-Akre Kiln

Motorcycle Range–the Visual & Performing Arts Center (building F) parking lot.

Off Campus Location
- Monroe Center
  200 Monroe Avenue • Frederick, MD 21701
  240.629.7900

Visit frederick.edu for complete directions.
Explore the Music in Fall 2016

There are many music ensembles available. This is a great way to make new friends and connect with a community of music makers. Join one of these groups to improve your skills or just unwind. View continuing education classes below and check the schedule for credit classes. For specific inquiries call the FCC music department at 301.846.2642.

MUS129 FCC Jazz Workshop Introduction & Advanced
Be part of the FCC jazz workshop and discover the language of jazz and improvisation. Learn jazz harmony and rhythms and put them together in an ensemble setting. All instrumentalists welcome. (Contact the instructor for placement at athomas@frederick.edu)
Monday evenings Introduction 5:00-7:30 p.m. & Advanced 7:45-10:10 pm  Instructor: Anita Thomas

MUS100 FCC Jazz Ensemble
Join FCC's Jazz Ensemble and perform the best in big-band jazz. Course includes an on-campus concert. Prior experience in ensemble playing necessary. (Contact the instructor for placement at hburns@frederick.edu)
Wednesday evenings 7:45-10:10 p.m.  Instructor: Howard Burns

MUS128 String Ensemble
FCC String Ensemble for beginning and returning music lovers; exploring music from the 1600's to present. Participants of all ages are welcome, should have had at least a year of study on their instrument. Music performed is designed to strengthen technique in a variety of areas, including bow placement, and development, intonation and rhythm studies. (Contact instructor at vlfleming@frederick.edu or 301.922.0398 for further information)
Thursday evenings 7:45-9:15 p.m.  Instructor: Lynn Fleming

MUS118 FCC Flute Ensemble
Join fellow flutists for casual music-making in a non-competitive setting. The class is open to both young and adult musicians at intermediate to advanced levels and includes participation in an on-campus recital. (Contact the instructor at jrudlett@frederick.edu or 240.675.0866 for eligibility.)
Wednesday evenings 7:45-9:15 p.m.  Instructor: Jennifer Rundlett

MUS123 FCC Wind Ensemble
Join FCC’s Wind Ensemble and play original concert band music by leading composers, and transcriptions of classics and standards. Classes are open to college and community musicians with previous experience in college/university bands, and high school band players, with the director’s permission. Join the band and improve along with us! (Contact the instructor at alovely@frederick.edu or 703.401.8971 for eligibility and section placement.)
Wednesday evenings 6:30-9 p.m.  Instructor: Aaron Lovely

MUS126 FCC Percussion Ensemble
FCC's Percussion Ensemble is open to college and community musicians with a love of percussion. In addition to performing standard repertoire and transcriptions of rock, jazz, and popular music, the group explores percussion music from around the world. (Contact the instructor Greg Herron at gherron@frederick.edu or 443.621.8694 for more information.)
Monday evenings 6:30-8:30 p.m.  Instructor: Gregory Herron

MUS 132 FCC Handbell Choir
Experience the joys of a Handbell Choir. Open to adult and student musicians of all ages with no prior ringing experience. They will explore a mixture of bell and choir chime techniques through a wide variety of music from different time periods. (Contact the instructor at bscheffter@frederick.edu or 301.512.8066 for information.)
Wednesday evenings 5:30-7:00 p.m.  Instructor Barbara Scheffter

MUS 131 FCC Guitar Ensemble
Join the fun of playing in a variety of size groups ranging from duets, trios, quartets, and larger groups of mixed guitar. This course will culminate with a public performance at the end of the semester. (Contact the instructor at medwards@frederick.edu or 334.538.0254 for information.)
Friday evenings 5:30-7:00 p.m.  Instructor Mark Edwards

Explore the Visual Arts in Fall 2016

For additional information, contact the Art Program Manager, Wendell Poindexter, at 301.846.2513.

AR 100–Introduction to the Creative Arts (3)
Introduces students to the areas of visual arts, dance, music, and theater through an exploration of representative works.

AR 101–Two Dimensional Art and Design (3)
Investigates the concepts and principles of two-dimensional visual design.

AR 102–Three Dimensional Art and Design (3)
Explores the principles of visual organization and communication using color and three dimensional form.

AR 103–Survey of Non-Western Art (3)
An introduction to indigenous visual expressions created in Africa, Asia and the Americas.

AR 104–Survey of Art I (3)
Surveys the major developments in painting, sculpture and architecture from prehistoric times to the Italian Renaissance.

AR 105–Survey of Art II (3)
Surveys the major developments in painting, sculpture and architecture from the Italian Renaissance to the present.

AR 106–Drawing I (3)
Develops skills in using different drawing mediums and approaches.

AR 108–Painting I (3)
Introduces the fundamental concepts and techniques of painting in oils or acrylic.

AR 109–Painting II (3)
A studio course in analysis of solutions to problems involved in oil or acrylic painting.

AR 113–Pottery I (3)
Explores clay as a medium for the expression of art.

AR 114–Pottery II (3)
An advanced study into the nature of ceramic art.

AR 115–Introduction to Color Theory and Design (3)
Introduces students to the basic principles and elements of color theory.

AR 203–Sculpture (3)
Introduces the three-dimensional processes of carving, modeling, casting and constructing sculptures.

AR 204–Illustration I (3)
Concentrates on the development of hand skills and concepts which are an important part of the technique and magic of picture making.

AR 205–Illustration II (3)
Develops individual style and interpretation.

AR 206–Drawing II (3)
Develops skills in using different drawing mediums and approaches.
Classes for Everyone
• 4-year college students
• Current FCC students
• Working professionals
• Lifelong learners
• High school graduates

Affordable:
The cost of one class at FCC is about $1,000 less than similar classes at 4-year schools.

Convenient:
• Earn credits fast
• Most classes transfer
• Small class sizes
• Online & on campus
• No application fee
• Free parking

Summer Classes Begin June 6
View schedule at frederick.edu and register today