



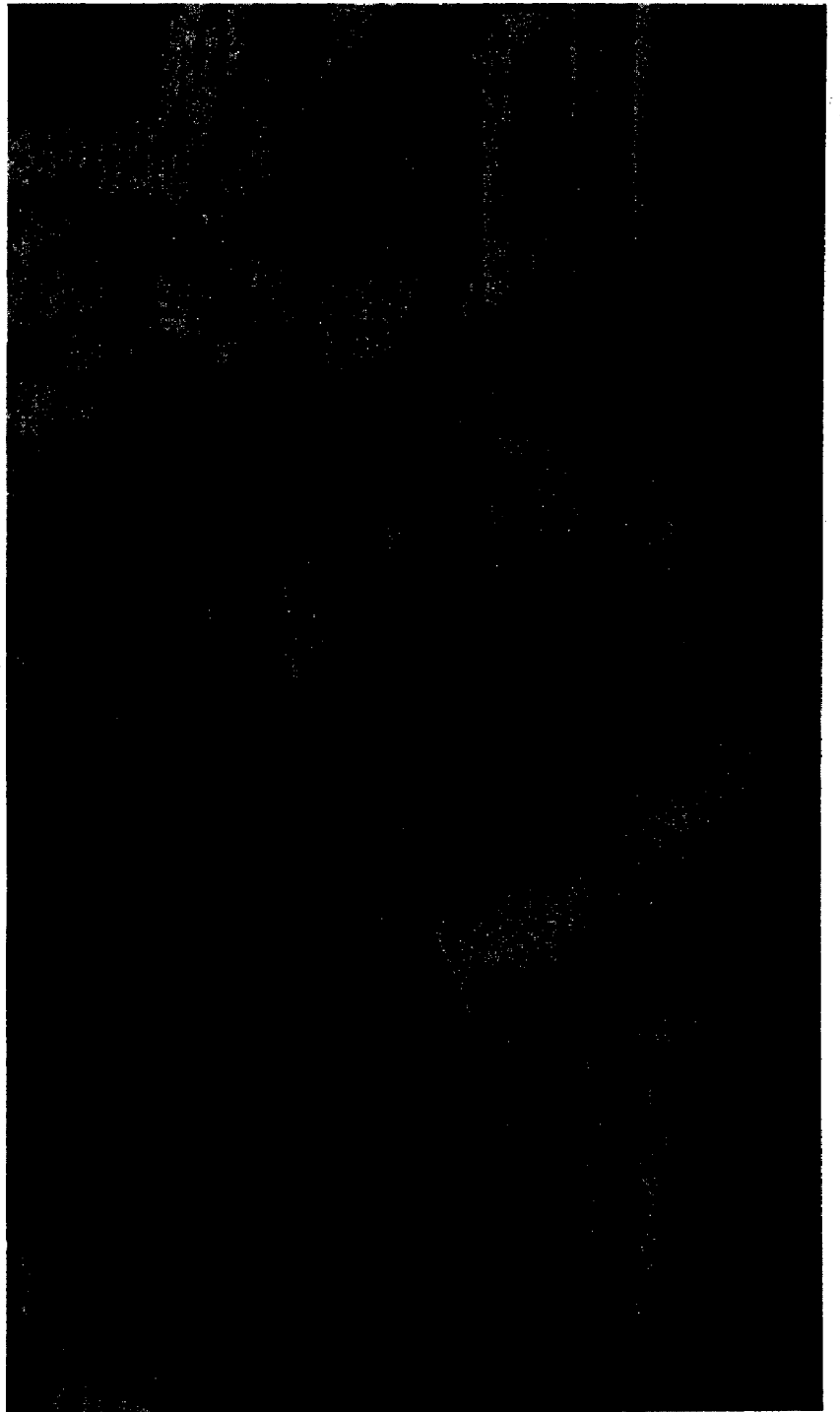
# **1982-83 Catalog**

**Main Campus -  
17800 Co. Rd. 20  
Fort Morgan  
Colorado 80701  
303-867-3081**

# General Studies

College Transfer





# ASSOCIATE OF ARTS DEGREE

Successful completion of a minimum of ninety-six (96) quarter hours\* of credit in transfer course work including the following:

## HUMANITIES ..... 18 credit hours

Required courses:

ENG 108 Basic Writing	3 credits
ENG 109 Intermediate Writing	3 credits
SPE 101 Principles of Speech	3 credits

The remaining nine hours must be drawn from courses listed in the Humanities section of this catalog, having course numbers above 100.

## SCIENCE AND MATHEMATICS ..... 15 credit hours

Required courses:

SCI 114, 115, 116 Introduction to the Physical Sciences	15 credits
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OR

ANY OTHER MATH OR SCIENCE SEQUENCE listed in this catalog having course number above 100 and approved by your advisor.

## SOCIAL SCIENCES ..... 12 credit hours

Required courses:

PSY 113, 114, 115 General Psychology I, II, III	9 credits
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OR

SOC 104, 105, 106 Principles of Sociology I, II and Social Problems	9 credits
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OR

ANY OTHER SOCIAL SCIENCE SEQUENCE having course numbers above 100 and approved by your advisor.

The remaining three hours must be drawn from courses listed in the Social Sciences section of this catalog, having course numbers above 100.

## ELECTIVES. .... See recommended programs of study\*\*

Any courses listed in the General Studies and certain specified courses in the Business and Secretarial Science section are acceptable as electives if approved by the student's advisor.

## PHYSICAL EDUCATION. .... 3 credit hours

\*Of these a minimum of 45 quarter credits must be in courses designated as general education.

\*\*Each program is displayed with recommended course offerings for each quarter, but the student is not required to enroll for the recommended sequence of courses each quarter in order to achieve normal progress in the program.

# ASSOCIATE OF SCIENCE DEGREE

Successful completion of a minimum of ninety-six (96) quarter hours\* of credit in transfer course work including the following:

## HUMANITIES . . . . . 18 credit hours

Required courses:

- ENG 108 Basic Writing 3 credits
- ENG 109 Intermediate Writing 3 credits
- SPE 101 Principles of Speech 3 credits

The remaining nine hours must be drawn from courses listed in the Humanities section of this catalog, having course numbers above 100.

## SCIENCE AND MATH . . . . . 30 credit hours

A minimum of 30 credit hours is required, however, enrollment in 45 hours is recommended for transfer students pursuing this degree. Courses which are recommended are College Chemistry (CHE 121, 122, 123), Biology (BIO 101, 102, 103), College Physics (PHY 104, 105, 106), Algebra, Trigonometry, Elementary Functions (MAT 112, 113, 114), and/or Calculus (MAT 201, 202, 203). Each of these is a one-year course (15 credit hours).

## SOCIAL SCIENCES . . . . . 12 credit hours

Required courses:

- PSY 113, 114, 115 General Psychology I, II, III 9 credits
- OR
- SOC 104, 105, 106 Principles of Sociology I, II and Social Problems 9 credits
- OR

ANY OTHER SOCIAL SCIENCE SEQUENCE having course numbers above 100 and approved by your advisor.

The remaining three hours must be drawn from courses listed in the Social Sciences section of this catalog, having course numbers above 100.

## ELECTIVES . . . . . See recommended programs of study\*\*

Any courses listed in the General Studies section of the catalog having course numbers above 100, and certain specified courses in Business and Secretarial Science section are acceptable as electives if approved by the student's advisor.

## PHYSICAL EDUCATION . . . . . 3 credit hours

\*Of these a minimum of 45 quarter credits must be in courses designated as general education.

\*\*Each program is displayed with recommended course offerings for each quarter, but the student is not required to enroll for the recommended sequence of courses each quarter in order to achieve normal progress in the program.

# ASSOCIATE OF GENERAL STUDIES DEGREE

Successful completion of a minimum of ninety-six (96) quarter hours\* in approved course work including the following.

## HUMANITIES ..... 12 credit hours

Required courses:

Communications and/or English: any course listed in the Humanities section of the 1982-83 General Catalog having ENG or COM course prefixes and course numbers above 100. 6 credit hours

Humanities: any course listed in the Humanities section of the 1982-83 General Catalog having HUM, SPE, JOU, LIT, ART, THE, SPA, GER, or FRE prefixes and course numbers above 100. 6 credit hours

## SCIENCE AND MATHEMATICS ..... 5 credit hours

Required courses:

Science and/or mathematics: any course listed in the 1982-83 General Catalog having MAT, CHE, BIO, PHY, or SCI prefixes and course numbers above 100.

## SOCIAL SCIENCES ..... 6 credit hours

Required courses:

Social Sciences: any course listed in the Social Science section of the 1982-83 General Catalog having PSY, ECO, SOC, ANT, or HIS prefixes and course numbers above 100.

## ELECTIVES ..... 73 credit hours

Required courses:

This requirement may be met by any course listed in the 1982-83 General Catalog or Quarterly Schedule of Courses. Courses may be drawn from any one academic or occupational discipline or any combination of disciplines approved by the student's advisor.

NOTE: This degree is not designed nor intended to be a transfer degree. See your advisor for further information.

# PRE-PROFESSIONAL TRAINING

## pre-dental

Basic requirements for admission to American schools and colleges of dentistry are more or less uniform; however, requirements stated in most dental school bulletins are minimal. In order to be competitive for admission, candidates must have broader credentials than the published requirements. Therefore, pre-dental candidates should complete the following basic science sequences:

- Two full years of biology
- Two full years of chemistry
- One year of mathematics through calculus (this may be accomplished by placement examination)
- One year of physics

In addition, all dental schools require one year of English composition (or equivalent by placement).

Since admissions committees favor broadly educated candidates, it is recommended that the above requirements be liberally supplemented with courses in the humanities and social sciences.

This program closely approximates pre-medicine requirements, providing candidates with a double option.

Exceptional students may complete pre-dental requirements in two or three years; however, the current trend among the better schools is to seek out the superior student with a general education and baccalaureate degree.

## pre-medical

Colleges of medicine select only students of outstanding undergraduate achievement, exceptional ability, and maturity. Most prefer that students concentrate in a natural sciences area along with training in humanities, social sciences, and related natural sciences. Students may select any major that fulfills the requirements of medical schools to which they intend to apply. Usual requirements are one year of

English, two years of chemistry, two years of biology, and one year of physics. Other requirements may include calculus, genetics, literature, or modern foreign language.

Because of the requirements stated above, most students elect an interdepartmental major in either physical or biological science. Chemistry, philosophy, and psychology are also frequent majors.

Although few medical schools require a degree, most require four years of undergraduate work. In exceptional cases, three-year students may be accepted. Students should not take undergraduate courses which are offered in medical school, since this denies them courses not available after they are out of undergraduate college.

## pre-pharmacy

Colleges of pharmacy require five years for the bachelor's degree and certification. Pre-pharmacy students may complete the first two years at MCC by taking basic requirements in biology, chemistry, English, mathematics, and physics under the guidance of a faculty advisor.

## pre-majors in engineering, education, general home economics, and other transfer areas

The requirements for these majors at Colorado four-year institutions are fairly specialized, and require a specially developed program of study during the Freshman and Sophomore years. If your plans call for a degree in any such field, talk with your advisor about developing a program for you designed to transfer to the University of Northern Colorado, Colorado State University, Colorado University, or other Colorado universities and colleges.

# RECOMMENDED PROGRAMS OF STUDY FOR TRANSFER STUDENTS BIOLOGY

This is a recommended program of study in **BIOLOGY**.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF SCIENCE

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate Writing 3	SPE 101 Principles of Speech 3
MAT 112 College Algebra+ 5	MAT 113 College Trigonometry+ 5	MAT 114 Elementary Functions+ 5
BIO 101 Intro. to Biology 5	BIO 102 Principles of Zoology 5	BIO 103 Principles of Botany 5
PED P.E. Elective 1	PED P.E. Elective 1	PED P.E. Elective 1
Elective 3	Elective 3	Elective 1
<u>17</u>	<u>17</u>	<u>14</u>

### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
LIT 216 Survey of English Literature I** 3	LIT 217 Survey of English Literature II** 3	LIT 218 Survey of English Literature III** 3
CHE 121 General Chemistry I 5	CHE 122 General Chemistry II 5	CHE 123 General Chemistry III 5
BIO 201 Population and Community Biology 5	BIO 202 Cellular Biology 5	BIO 203 Cellular and Developmental Biology 5
PSY 113 General Psychology I* 3	PSY 114 General Psychology II* 3	PSY 115 General Psychology III* 3
<u>16</u>	<u>16</u>	<u>16</u>

\*\*or another fine arts class

\*or another social science series

+ sequence may be replaced by MAT 201, 202, 203, Calculus I, II, III if student qualified for advanced placement.



# BUSINESS

This is a recommended program of study in **BUSINESS**.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF ARTS

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate Writing 3	SPE 101 Principles of Speech 3
BUS 107 Introduction to Business 4	SEC 162 Intermediate Typewriting I or 3	BUS 180 Principles of Accounting I 4
SCI 114 Introduction to Physical Science 5	SEC 163 Intermediate Typewriting II 3	PSY 115 General Psychology III* 3
SEC 161 Beginning Typewriting or 3	SCI 115 Introduction to Physical Science II 5	PED P.E. Elective 1
SEC 162 Intermediate Typewriting I 3	PSY 114 General Psychology II* Approved 3	SCI 116 Introduction to Physical Science III 5
PSY 113 General Psychology I* 3		
<u>18</u>	<u>17</u>	<u>16</u>

### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
BUS 181 Principles of Accounting II 4	BUS 188 Business Law II 3	BUS 189 Business Law III 3
BUS 187 Business Law I 3	ECO 102 Economics II 3	ECO 103 Economics III Approved 3
ECO 101 Economics I Approved Humanities 3	BUS 182 Principles of Accounting III 4	Humanities 3
PED P.E. Elective 1	CSC 141 COBOL Phys. Ed. electives 5 1	MAT 130 Elementary Statistics Approved Elective 5 3
CSC 101 Introduction to Microcomputers 2		
<u>16</u>	<u>16</u>	<u>17</u>

Approved Humanities is any course listed in the catalog under the Humanities section with a course number of 101 or higher.

Approved Math/Science is any course listed in the catalog under the Math/Science section with a course number of 101 or higher.

The following courses will be accepted for approved electives:

- Advanced Typewriting
- Gregg Shorthand I, II, and III
- Income Tax I
- Intermediate Accounting
- Business Computations II
- Speed Dictation and Transcription
- Humanities courses 101 and above
- Math/Science courses 101 and above
- Social Science courses 101 and above

\*or another social science series

# CHEMISTRY OR PHYSICS

This is a recommended program of study in CHEMISTRY OR PHYSICS.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF SCIENCE

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate 3	SPE 101 Principles 3
MAT 112 College Algebra + 5	Writing	of Speech
CHE 121 General Chemistry I 5	MAT 113 College Trigonometry+ 5	MAT 201 Calculus I 5
PED P.E. Elective 1	CHE 122 General Chemistry II 5	CHE 123 General Chemistry III 5
Elective 3	PED P.E. Elective 1	PED P.E. Elective 1
	CSC 101 Introduction to Microcomputers 2	
<hr style="width: 50px; margin-left: auto;"/> 17	<hr style="width: 50px; margin-left: auto;"/> 17	<hr style="width: 50px; margin-left: auto;"/> 16

### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
LIT 216 Survey of English Literature I** 3	LIT 217 Survey of English Literature II** 3	LIT 218 Survey of English Literature III** 3
MAT 202 Calculus II 5	MAT 203 Calculus III 5	MAT 204 Calculus IV 3
PSY 113 General Psychology I* 3	PSY 114 General Psychology II* 3	PSY 115 General Psychology III* 3
PHY 104 General Physics I 5	PHY 105 General Physics II 5	PHY 106 General Physics III 5
CSC 110 BASIC Computer Language 3		
<hr style="width: 50px; margin-left: auto;"/> 19	<hr style="width: 50px; margin-left: auto;"/> 16	<hr style="width: 50px; margin-left: auto;"/> 14

\*\*or another fine arts class

\*or another social science series

+ sequence may be replaced by MAT 201, 202, 203, Calculus I, II and III if student qualified for advanced placement in math.

# COMPUTER SCIENCE

This is a recommended program of study in **COMPUTER SCIENCE**.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF SCIENCE

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate Writing 3	SPE 101 Speech 3
MAT 112 College Algebra 5	MAT 113 College Trigonometry 5	MAT 201 Calculus I 5
CSC 101 Intro. to Micro-computers 2	CSC 121 FORTRAN 3	CSC 122 Advanced FORTRAN 3
CSC 110 BASIC Computer Language 3	CSC 131 PASCAL 3	CSC 132 Adv. PASCAL 3
PSY 113 General Psychology I 3	PSY 114 General Psychology II 3	PSY 115 General Psychology III 3
PED Phys. Ed. elective 1	elective 1	PED Phys. Ed. elective 1
<hr style="width: 50px; margin-left: auto; margin-right: 0;"/> 17	<hr style="width: 50px; margin-left: auto; margin-right: 0;"/> 18	<hr style="width: 50px; margin-left: auto; margin-right: 0;"/> 18

### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
PHY 104 College Physics I 5	PHY 105 College Physics II 5	PHY 106 College Physics III 5
MAT 202 Calculus II 5	MAT 203 Calculus III 5	MAT 204 Calculus IV 3
CSC 201 Assembler Language 5	CSC 205 Data Structures 5	CSC 215 Operating Systems 4
HUM201 Coord. Humanities I 3	HUM202 Coord. Humanities II 3	HUM203 Coord. Humanities III 3
		Social Science elective 3
<hr style="width: 50px; margin-left: auto; margin-right: 0;"/> 18	<hr style="width: 50px; margin-left: auto; margin-right: 0;"/> 18	<hr style="width: 50px; margin-left: auto; margin-right: 0;"/> 18

# HISTORY

This is a recommended program of study in **HISTORY**.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF ARTS

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate Writing 3	SPE 101 Principles of Speech 3
SOC 104 Principles of Sociology I 3	SOC 105 Principles of Sociology II 3	SOC 106 Social Problems 3
HIS 103 Western Civilization I 3	HIS 104 Western Civilization II 3	HIS 105 Western Civilization III 3
SCI 114 Introduction to Physical Science 5	SCI 115 Introduction to Physical Science II 5	SCI 116 Introduction to Physical Science III 5
PED P.E. Elective 1	PED P.E. Elective 1	PED P.E. Elective 1
<u>15</u>	<u>15</u>	<u>15</u>

### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
LIT 216 Survey of English Literature I 3	LIT 217 Survey of English Literature II 3	LIT 218 Survey of English Literature III 3
HIS 201 U.S. History I 3	HIS 202 U.S. History II 3	HIS 203 U.S. History III 3
MAT 130 Elementary Statistics 5	HIS 275 Special Studies in History 6	ANT 121 Anthropology 5
SPA 101 Spanish I* 5	SPA 102 Spanish II* 5	SPA 103 Spanish III* 5
<u>2</u>	<u>5</u>	<u>5</u>
<u>18</u>	<u>17</u>	<u>16</u>

\*or another social science series

# INFORMATION MANAGEMENT

This is a recommended program of study in INFORMATION MANAGEMENT.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF ARTS

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate Writing 3	SPE 101 Speech 3
MAT 112 College Algebra 5	BUS 180 Princ. of Accounting I 4	BUS 181 Princ. of Accounting II 4
CSC 101 Intro. to Micro-computers 2	CSC 141 COBOL 5	CSC 142 Adv. COBOL 5
CSC 110 BASIC computer Language 3	CSC 121 FORTRAN 3	MAT 130 Elementary Statistics 5
BUS 107 Intro. to Business 4	CSC 115 Flowcharting and Structured Design 3	PED Phys. Ed. elective 1
BUS 170 Fund. of Accounting I <u>4</u>		
21	<u>18</u>	<u>18</u>

### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
BUS 187 Business Law I 3	BUS 188 Business Law II 3	BUS 189 Business Law III 3
HUM201 Coord. Humanities I 3	HUM202 Coord. Humanities II 3	HUM203 Coord. Humanities III 3
CSC 201 Assembler Language 5	CSC 205 Data Structures 5	CSC 209 Systems Analysis & Design 4
BUS 182 Princ. of Accounting III 4	CSC 131 PASCAL 3	PED Phys. Ed. elective 1
SEC 161 Beginning Typewriting or 4	CSC 208 Operating Systems & JCL 3	Social Science elective 3
SEC 162 Inter. Typewriting I <u>3</u>	PED Phys. Ed. elective 1	Elective in CSC
18	<u>18</u>	<u>17</u>

# JOURNALISM

This is a recommended program of study in JOURNALISM.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF ARTS

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate Writing 3	SPE 101 Principles of Speech 3
JOU 121 Newswriting 4	JOU 122 Advanced Newswriting 4	JOU 123 Feature & In-Depth Writing for Newspapers 3
MAT 101 College Mathematics 5	SEC 161 Typewriting I (or) 3	ANT 121 Anthropology 5
SCI 114 Introduction to Physical Science I 5	SEC 162 Intermediate Typewriting I)* 5	SCI 116 Introduction to Physical Science III 5
PED P.E. Elective 1	SCI 115 Introduction to Physical Science II 5	PED P.E. Elective 1
18	PED P.E. Elective 1 16	17

### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
JOU 221 Journalism Practicum 2	JOU 222 Journalism Practicum 2	JOU 223 Journalism Practicum 2
JOU 225 Introduction to Photography 3	BUS 292 Advertising 3	MAT 130 Elementary Statistics 5
HUM201 Coordinated Humanities I** 3	HUM202 Coordinated Humanities II** 3	HUM203 Coordinated Humanities III** 3
LIT 225 Survey of American Literature I 3	LIT 226 Survey of American Literature II 3	SOC 106 Social Problems*** Elective 3
SOC 104 Principles of Sociology I*** Elective 3	SOC 105 Principles of Sociology II*** Elective 3	
17	17	16

\*or Chemistry

\*\*or another fine arts class

\*\*\*or Psychology, Economics, U.S. History, Political Science, Western Civilization

# LITERATURE

This is a recommended program of study in **LITERATURE**.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF ARTS

### Year 1

<i>Quarter 1</i>			<i>Quarter 2</i>			<i>Quarter 3</i>		
ENG 108	Basic Writing	3	ENG 109	Intermediate Writing	3	SPE 101	Principles of Speech	3
LIT 130	Introduction to Poetry	4	LIT 145	Introduction to Fiction	4	LIT 150	Introduction to Drama	4
MAT 101	College Mathematics	5	LIT 225	Survey of American Literature I	3	LIT 226	Survey of American Literature II	3
SCI 114	Introduction to Physical Science I	5	SCI 115	Introduction to Physical Science II	5	SCI 116	Introduction to Physical Science III	5
PED	P.E. Elective	1	PED	P.E. Elective	1	PED	P.E. Elective	1
<hr style="width: 100%;"/>			<hr style="width: 100%;"/>			<hr style="width: 100%;"/>		
18			16			16		

### Year 2

<i>Quarter 4</i>			<i>Quarter 5</i>			<i>Quarter 6</i>		
HIS 201	U.S. History I**	3	HIS 202	U.S. History II**	3	HIS 203	U.S. History III**	3
LIT 216	Survey of English Literature I	3	LIT 217	Survey of English Literature II	3	LIT 217	Survey of English Literature III	3
HUM201	Coordinated Humanities I	3	HUM202	Coordinated Humanities II	3	HUM203	Coordinated Humanities III	3
PSY 113	General Psychology I***	3	PSY 114	General Psychology II***	3	PSY 115	General Psychology III***	3
	Elective	6		Elective	6		Elective	6
<hr style="width: 100%;"/>			<hr style="width: 100%;"/>			<hr style="width: 100%;"/>		
18			18			18		

\*or Biology

\*\*or Western Civilization

\*\*\*or Sociology, Economics

# MATHEMATICS

This is a recommended program of study in **MATHEMATICS**.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF SCIENCE

### Year 1

<i>Quarter 1</i>		<i>Quarter 2</i>		<i>Quarter 3</i>	
ENG 108	Basic Writing 3	ENG 109	Intermediate 3	SPE 101	Principles 3
MAT 112	College Algebra + 5		Writing		of Speech
CHE 121	General 5	MAT 113	College 5	MAT 201	Calculus I 5
	Chemistry + +		Trigonometry +	CHE 123	General 5
PED	P.E. Elective 1	CHE 122	General 5		Chemistry
CSC 101	Intro. to Micro-computers 2		Chemistry II + +		III + +
		PED	P.E. Elective 1	PED	P.E. Elective 1
			Elective 3		Elective 3
	<u>16</u>		<u>17</u>		<u>17</u>

### Year 2

<i>Quarter 4</i>		<i>Quarter 5</i>		<i>Quarter 6</i>	
LIT 216	Survey of English Literature I* 3	LIT 217	Survey of English Literature II* 3	LIT 218	Survey of English Literature III* 3
MAT 202	Calculus II 5	MAT 203	Calculus III 5	MAT 204	Calculus IV 3
PSY 113	General Psychology I** 3	PSY 114	General Psychology II** 3	PSY 115	General Psychology III** 3
	Elective 3		Elective 3		Elective 3
CSC 110	BASIC computer Language 3	CSC 121	FORTRAN 3	CSC 122	Advanced FORTRAN 3
	<u>17</u>		<u>17</u>		<u>15</u>

\*or another fine arts class

\*\*or another social science series

+ sequence may be replaced by MAT 201, 202, 203; Calculus I, II, III if student qualifies for advanced placement in math. Additional higher math courses will be offered on demand.

+ + or PHY 104, 105, 106; General Physics I, II, and III. This is a highly recommended elective.



# SOCIAL SCIENCES

## Psychology, Sociology, or Economics

This is a recommended program of study in SOCIAL SCIENCES.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

### ASSOCIATE OF ARTS

#### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate Writing 3	SPE 101 Principles of Speech 3
PSY 113 General Psychology I 3	PSY 114 General Psychology II 3	PSY 115 General Psychology III 3
SOC 104 Principles of Sociology I 3	SOC 105 Principles of Sociology II 3	SOC 106 Social Problems 3
SCI 114 Introduction to Physical Science I 5	SCI 115 Introduction to Physical Science II 5	SCI 116 Introduction to Physical Science III 5
PED P.E. Elective 1	PED P.E. Elective Approved Elective 3	PED P.E. Elective 1
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#### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
LIT 216 Survey of English Literature I 3	LIT 217 Survey of English Literature II 3	LIT 218 Survey of English Literature III 3
ECO 101 Economics I 3	ECO 102 Economics II 3	ECO 103 Economics III 3
HIS 103 Western Civilization I 3	HIS 104 Western Civilization II 3	HIS 104 Western Civilization III 3
MAT 130 Elementary Statistics Approved Elective 3	PSY 275 Special Studies in Social Science Approved Elective 4	PSY 275 Special Studies in Social Science Approved Elective 3
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# SPANISH

This is a recommended program of study in SPANISH.

Students intending to transfer should plan their programs in consultation with their advisor. Degree awarded upon completion of the program below:

## ASSOCIATE OF ARTS

### Year 1

<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>
ENG 108 Basic Writing 3	ENG 109 Intermediate 3	SPE 101 Principles 3
SPA 101 Spanish I 5	Writing	of Speech
PSY 113 General 3	SPA 102 Spanish II 5	SPA 103 Spanish III 5
Psychology I	PSY 114 General 3	PSY 115 General 3
SCI 114 Introduction 5	Psychology II	Psychology III
to Physical	SCI 115 Introduction 5	SCI 116 Introduction 5
Science I	to Physical	to Physical
PED P.E. Elective 1	SCI 115 Introduction 5	SCI 116 Introduction 5
PED P.E. Elective 1	Science II	Science III
<u>17</u>	PED P.E. Elective <u>1</u>	PED P.E. Elective <u>1</u>
	17	17

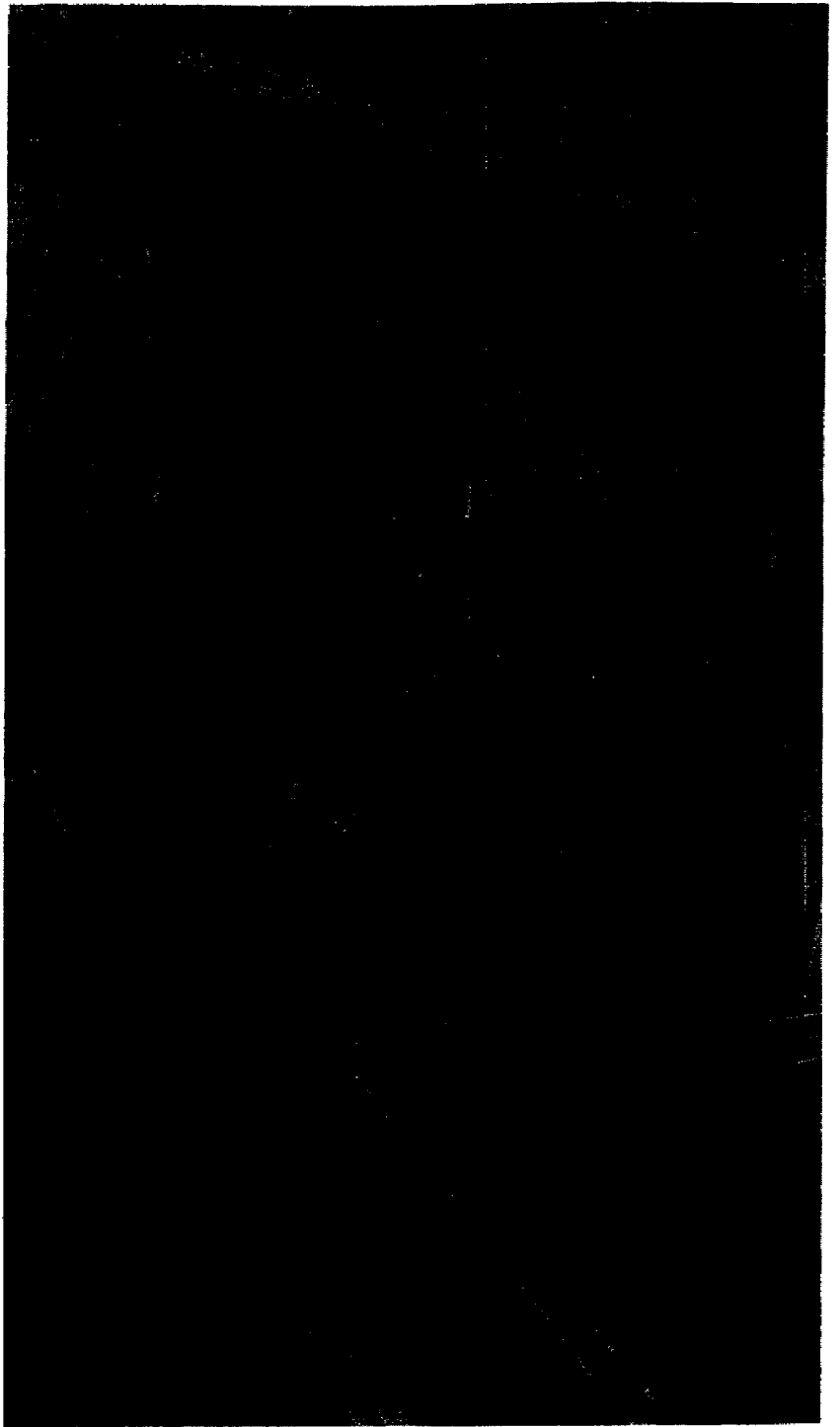
### Year 2

<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
LIT 216 Survey 3	LIT 217 Survey 3	LIT 218 Survey 3
of English	of English	of English
Literature I	Literature II	Literature III
SPA 201 Advanced 5	SPA 202 Advanced 5	SPA 203 Advanced 5
Spanish I	Spanish II	Spanish III
MAT 101 College 5	SOC 105 Principles of 3	ANT 125 Mexico-An 3
Mathematics	Sociology II	Overview
SOC 104 Principles of 3	ENG 275 Special 4	SOC 106 Social 3
Sociology I	Studies in	Problems
<u>16</u>	Communications	<u>14</u>
	& Arts**	
	<u>15</u>	

\*Special Studies in Communications could be developed into teacher-aide work in bi-lingual classroom.

# Occupational Studies





# GENERAL INFORMATION

The following curricula are vocational programs designed to prepare students with job entry skills. Each curriculum is displayed with recommended course offerings for each quarter, but the student is not required to enroll for the recommended course offerings each quarter in order to achieve normal progress in the program.

The following Occupational Degree Programs are approved for VA benefits to eligible veterans and other eligible persons:

- A.A.S. - Business Management
- A.A.S. - Accounting
- A.A.S. - Electronics Technology
- A.A.S. - Secretarial Science

Other vocational programs, for which VA benefits are not currently available, are:

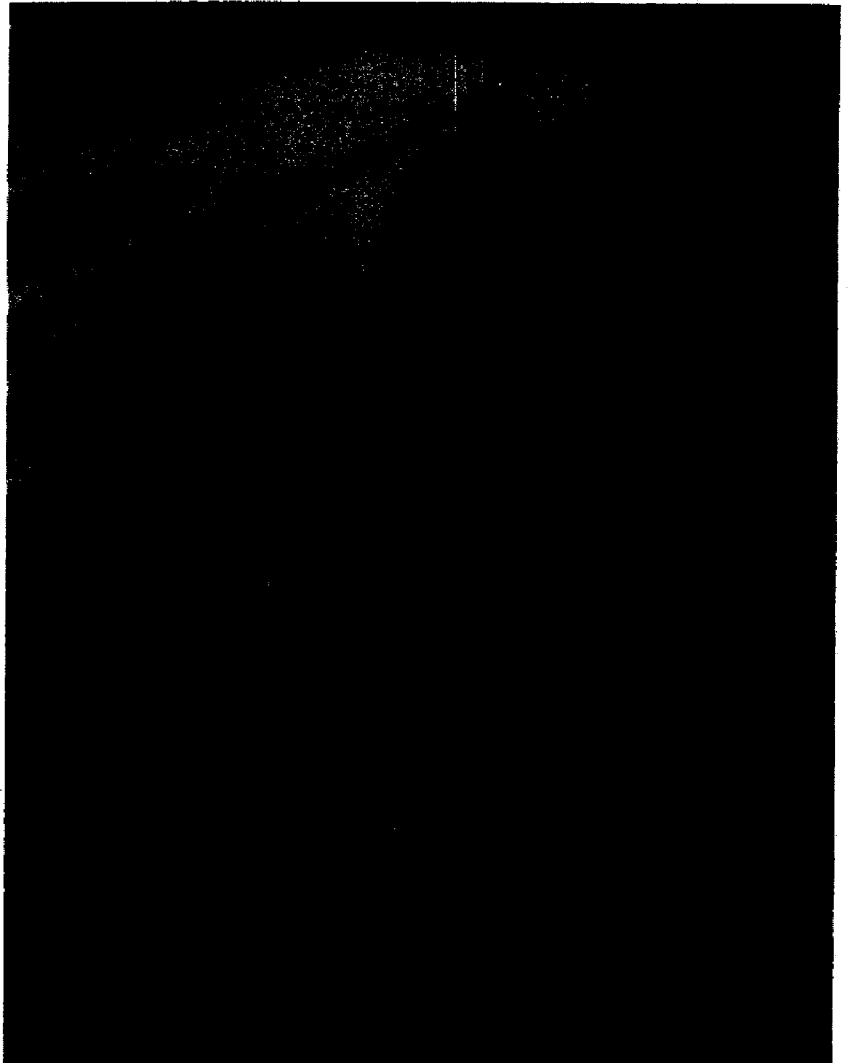
- Certificate - Automobile Refinishing
- Certificate - Automobile Mechanics
- Certificate - Basic Law Enforcement
- Certificate - Bookkeeping Clerk
- Certificate - Word Processing
- Certificate - Stenographer
- Certificate - Construction Carpenter
- Certificate - Construction Electrician
- Certificate - Construction Welding
- Certificate - L.P. Gas Operations
- Certificate - Swine Production

# AUTOMOBILE PROGRAMS

The Automobile Programs are designed to offer study and training in two major areas. The curricula are: a nine-month Certificate in Automobile Refinishing and a nine-month Certificate in Automobile Maintenance and Service. The following pages show these curricula.

In general, graduates of the Automobile Refinishing Program will be prepared for jobs such as: auto body painter, frame repairperson, and metal repairperson. Graduates of the Automobile Maintenance and Service program will be prepared for jobs such as: automobile mechanic, garage mechanic, service mechanic, and tune-up mechanic.

These programs are all offered in the morning. This allows for full or part-time employment during remainder of the day.



# AUTOMOBILE REFINISHING Certificate

## *Quarter I*

AUB 100 Minor Body Repair	15
LRC 040 Basic Skills	<u>3</u>
	18

## *Quarter II*

AUB 110 Auto Repair and Painting I	15
PED 119 First Aid	<u>3</u>
	18

## *Quarter III*

AUB 120 Auto Repair and Painting II	18
	<u>18</u>

## *Quarter IV*

AUB 130 Auto Repair and Painting III	15
PSY 102 Psychology of Employment	<u>3</u>
	18

TOTAL CREDITS      72





# BASIC LAW ENFORCEMENT

The Basic Law Enforcement program is designed to provide basic training required of all employed law enforcement officers.

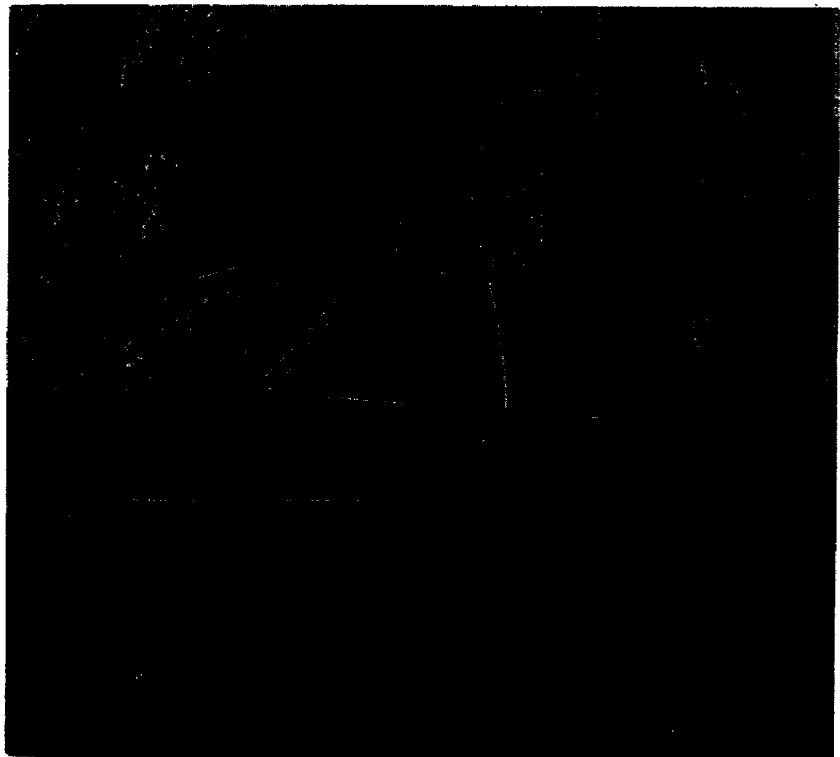
It is designed for both preemployment training and for employed law enforcement officers, such as city police personnel, highway patrol personnel, sheriff's office personnel, constables and the like.

The Morgan Community College Basic Law Enforcement Academy and the program it offers is approved by the Colorado Law Enforcement Training Academy.

## LAW ENFORCEMENT TECHNOLOGY

### Certification

<i>QUARTER I</i>		<i>QUARTER II</i>	
BLE 101 Administration of Justice	2	BLE 125 Patrol procedures	7
BLE 105 Basic Law	8	BLE 130 Investigations	6
BLE 110 Arrest Tactics	2	BLE 135 Human Relations	2
BLE 115 Traffic Control	3	BLE 140 Firearms	2
BLE 120 Report Writing	2	BLE 150 Driving	2
	<u>17</u>		<u>19</u>
<b>TOTAL CREDITS</b>	<b>36</b>		

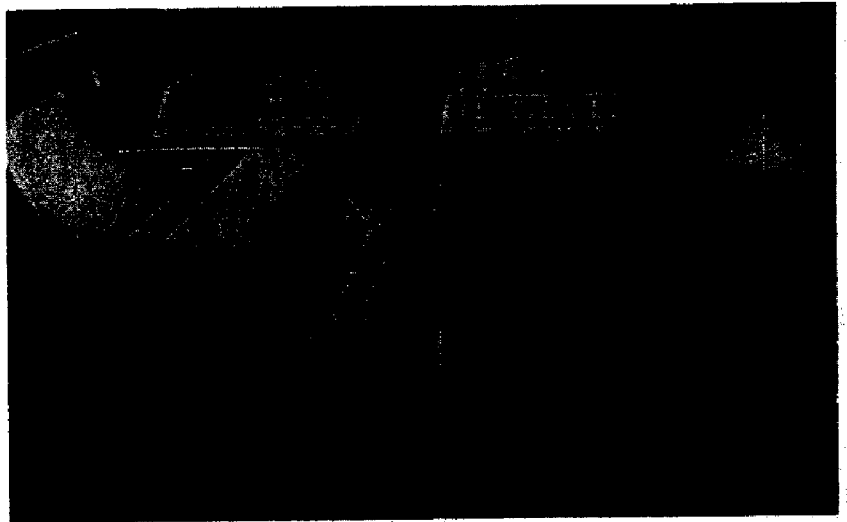


# BUSINESS PROGRAMS

The Business Programs are designed to offer a broad opportunity for study and specialization. The curricula are: 1) a two-year Associate of Applied Science degree program in Business Management; 2) a two-year Associate of Applied Science degree program in Accounting; and 3) a nine month Certificate program in Bookkeeping Clerk. The following pages show these curricula.

In general, graduates of the Business Management program will be prepared for jobs such as: supervisory assistant, department manager trainee, administrative assistant, chief clerk, and management staff. Graduates of the Accounting program will be prepared for jobs such as: billing clerk, bookkeeper, calculating machine operator, payroll/time clerk, accountant, head clerk trainee, and financial assistant. Graduates of the Bookkeeping Clerk program will be prepared for jobs such as: billing clerk, bookkeeper, calculating machine operator, and payroll/time clerk.

These programs are offered as full-time daytime programs as well as evening classes.



## BUSINESS MANAGEMENT

### Associate of Applied Science Degree

<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
BUS 135 Business Correspondence-English Usage 3	BUS 136 Business Correspondence Style and Tone 3	BUS 181 Principles of Accounting II 4
SEC 161 Beginning Typewriting 3	SEC 162 Intermediate Typewriting I 3	SPE 101 Principles of Speech 3
BUS 143 Business Computations I 3	BUS 144 Business Computations II 3	BUS 292 Advertising 3
BUS 060 Business Leadership Development I 1	BUS 180 Principles of Accounting I 4	BUS 129 Principles of Insurance 3
BUS 107 Introduction to Business 4	BUS 183 Accounting Simulation I 3	BUS 184 Accounting Simulation II 3
BUS 170 Fundamentals of Accounting I 4	CSC 101 Introduction to Micro Computers 2	
<hr style="width: 100%; border: 0.5px solid black; margin: 0;"/> 18	<hr style="width: 100%; border: 0.5px solid black; margin: 0;"/> 18	<hr style="width: 100%; border: 0.5px solid black; margin: 0;"/> 18
<i>Quarter IV</i>	<i>Quarter V</i>	<i>Quarter VI</i>
BUS 187 Business Law I 3	BUS 188 Business Law II 3	PSY 102 Psychology of Employment 3
BUS 061 Business Leadership Development II 1	BUS 262 Business Management & Organization 3	BUS 189 Business Law III 3
BUS 182 Principles of Accounting III 4	ECO 102 Economics II 3	BUS 274 Management 3
ECO 101 Economics I 3	BUS 272 Office Management 3	BUS 129 Simulation 3
BUS 264 Records Management 3	PSY 112 How to Deal with Stress 2	ECO 103 Economics III 3
BUS 185 Accounting Simulation III 3	BUS 113 Income Tax 4	BUS 263 Principles of Finance 3
<hr style="width: 100%; border: 0.5px solid black; margin: 0;"/> 17	<hr style="width: 100%; border: 0.5px solid black; margin: 0;"/> 18	<hr style="width: 100%; border: 0.5px solid black; margin: 0;"/> 15
<b>TOTAL CREDITS</b>	<b>102</b>	

# ACCOUNTING

## Associate of Applied Science Degree

<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
BUS 135 Business Correspondence-English Usage 3	BUS 136 Business Correspondence-Style & Tone 3	PSY 102 Psychology of Employment 3
SEC 161 Beginning Typewriting 3	SEC 162 Intermediate Typewriting I 3	BUS 181 Principles of Accounting II 4
BUS 143 Business Computations I 3	BUS 144 Business Computations II 3	SPE 101 Principles of Speech 3
BUS 060 Business Leadership Development I 1	BUS 180 Principles of Accounting I 4	BUS 184 Accounting Simulation II 3
BUS 107 Introduction to Business 4	BUS 183 Accounting Simulation I 3	BUS 129 Principles of Insurance 3
BUS 170 Fundamentals of Accounting I 4	CSC 101 Introduction to Micro Computers 2	
<u>18</u>	<u>18</u>	<u>16</u>

<i>Quarter IV</i>	<i>Quarter V</i>	<i>Quarter VI</i>
BUS 187 Business Law I 3	BUS 188 Business Law II 3	BUS 189 Business Law III 3
BUS 061 Business Leadership Development II 1	BUS 262 Business Management & Organization 3	ECO 103 Economic III 3
BUS 182 Principles of Accounting III 4	ECO 102 Economics II 3	BUS 205 Cost Accounting 5
ECO 101 Economics I 3	PSY 112 How to Deal with Stress 2	BUS 206 Cost Accounting Simulation 3
BUS 264 Records Management 3	BUS 113 Income Tax Elective 3	BUS 263 Principles of Finance 3
BUS 185 Accounting Simulation III 3		
<u>17</u>	<u>18</u>	<u>17</u>

TOTAL CREDITS 104

# BOOKKEEPING CLERK Certificate

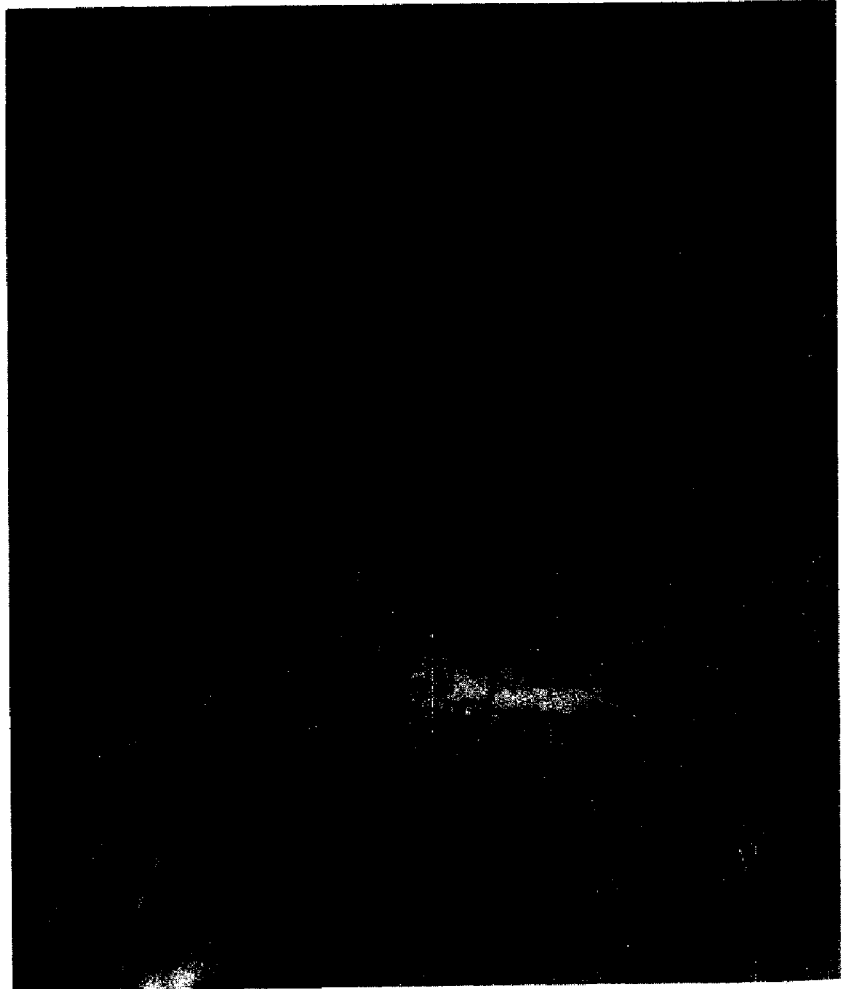
<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
BUS 135 Business 3 Correspondence- English Usage	SEC 161 Beginning 3 Typewriting	SEC 162 Intermediate 3 Typewriting I
BUS 143 Business 3 Computations I	BUS 136 Business 3 Correspondence- Style & Tone	BUS 171 Fundamen- 4 tals of Accounting II
BUS 060 Business 1 Leadership Development 1	BUS 144 Business 3 Computations II	PSY 102 Psychology 3 Employment
BUS 107 Introduction 4 to Business	BUS 170 Fundamentals 4 of Account- ing I	BUS 129 Principles 3 of Insurance
BUS 187 Business 3 Law I	BUS 188 Business 3 Law II	BUS 183 Accounting 3 Simulation
BUS 264 Records 3 Management	CSC 101 Introduction to 2 Micro Com- puters	
<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 17	<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 18	<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 16
<b>TOTAL CREDITS</b>	<b>51</b>	

# CONSTRUCTION TRADES

The Construction Trades programs are designed to offer study in three areas. The curricula are: 1) a nine month Certificate in Construction Carpenter; 2) a nine month Certificate in Construction Electrician; and, 3) a nine month Certificate in Construction Welder. These programs complete in the spring of each year to provide optimum employment opportunities to the graduates. The following pages show these curricula.

In general, graduates of the Construction Carpenter program will be prepared for jobs such as: carpenter's helper and carpenter. Graduates of the Construction Electrician program will be prepared for jobs such as electrician's helper and electrician (State license exams may be taken only after the required amount of work experience is obtained). Graduates of the Construction Welder program will be prepared for jobs such as welder's helper and welder.

These programs are offered in the morning and are scheduled for five hours per day, five days a week.



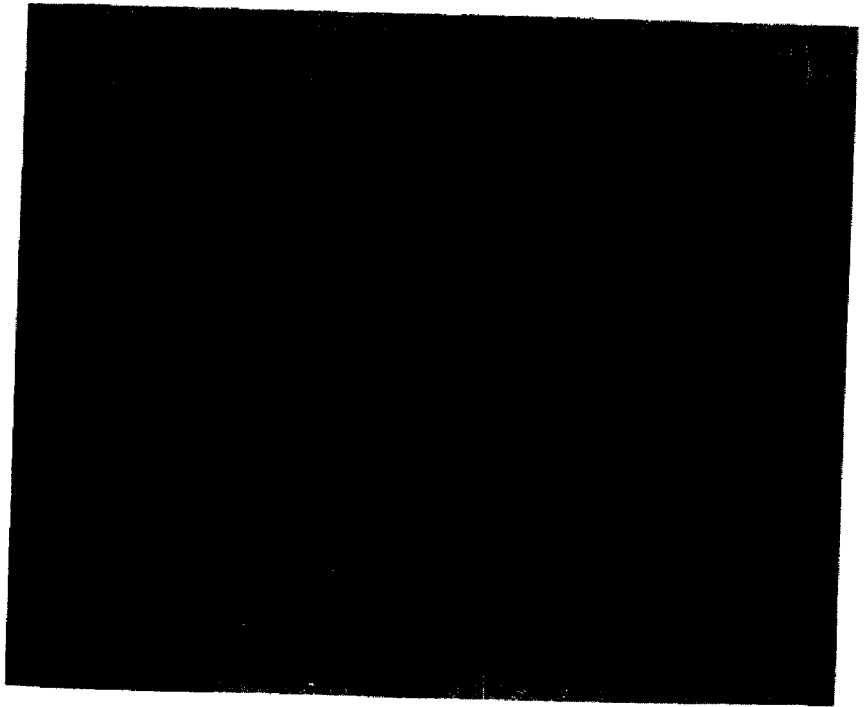
# CONSTRUCTION CARPENTER Certificate

<i>Quarter I</i>		<i>Quarter II</i>		<i>Quarter III</i>	
CRP 101 Tools, Materials, and Job Sites	15	CRP 102 Foundations, Floors & Wall Framing	15	CRP 103 Roof Framing, Exterior Finishes and Trim	18
LRC 040 Basic Skills I	3	PED 119 First Aid	3		
	<u>18</u>		<u>18</u>		<u>18</u>

### *Quarter IV*

CRP 104 Interior Trim and Finish	15
PSY 102 Psychology of Employment	3
	<u>18</u>

TOTAL CREDITS 72



# CONSTRUCTION ELECTRICIAN Certificate

	<i>Quarter I</i>		<i>Quarter II</i>		<i>Quarter III</i>	
ELC 101 Basic Electricity and Residential Wiring	15		ELC 102 Commercial Wiring I	15	ELC 103 Commercial Wiring II	18
			PED 119 First Aid	3		
LRC 040 Basic Skills I	3					
	<u>18</u>			<u>18</u>		<u>18</u>
<i>Quarter IV</i>						
ELC 104 Power Supplies, Transformers and Motor Controls	15					
PSY 102 Psychology of Employment	3					
	<u>18</u>					
TOTAL CREDITS						72



# CONSTRUCTION WELDER Certificate

<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
WLD 111 Oxyacetylene and Basic Shielded Metal Arc Welding 15 LRC 040 Basic Skills I 3 <hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 18	WLD 112 Advanced Shielded Metal Arc Welding—Structural and Pipe 15 PED 119 First Aid 3 <hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 18	WLD 113 Gas Tungston Arc Welding—Structural and Pipe 18 <hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 18

### *Quarter IV*

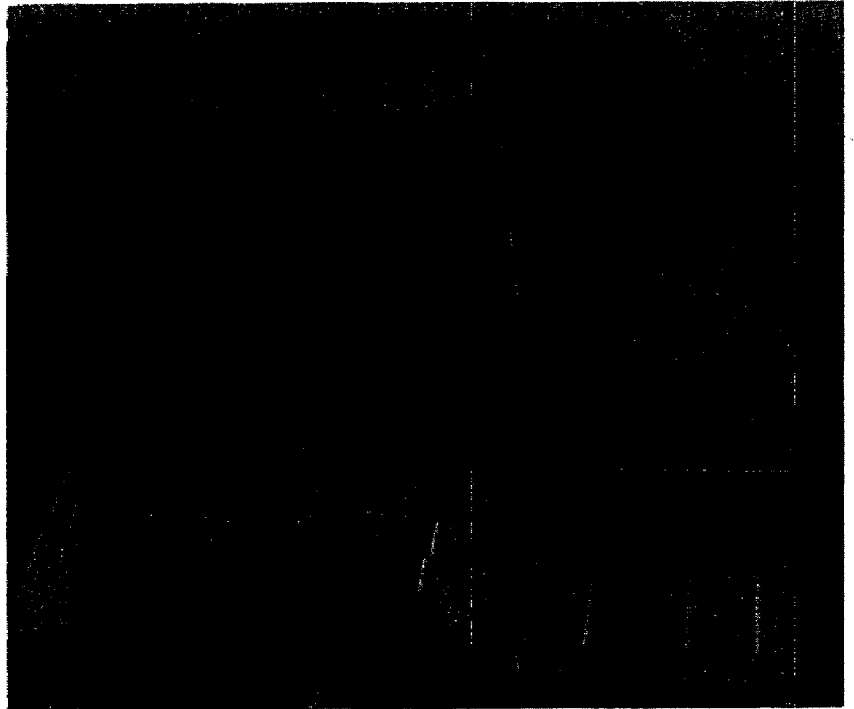
WLD 114 Gas Metal Arc Welding—Structural and Pipe 15 PSY 102 Psychology of Employment 3 <hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 18 TOTAL CREDITS 72
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# **ELECTRONICS TECHNOLOGY PROGRAM**

**The Electronics Technology program is a basic and thorough coverage of fundamental theory with an emphasis in digital, logic circuit, and computer applications. The curriculum is a two-year Associate of Applied Science degree program in Electronics Technology.**

**In general, graduates of the Electronics Technology program will be prepared for jobs such as: electronics technician, industrial control technician, field technician, service technician, and production repair/control technician.**

**This program is offered in the daytime (early morning for Freshmen and early afternoon for Sophmores). There will be classes offered in the evening if there is demand.**



# ELECTRONICS TECHNOLOGY

## Associate of Applied Science Degree

<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
ELE 101 D.C. Circuits 11	ELE 102 A.C. Circuits 10	ELE 103 Semiconductor Circuits 12
MAT 053 Elementary Algebra 5	ELE 104 Mathematics for Technicians 6	ELE 106 Soldering and Circuit Repair 2
PED 119 First Aid 3		SPE 101 Principles of Speech 3
<u>19</u>	<u>16</u>	<u>17</u>
<i>Quarter IV</i>	<i>Quarter V</i>	<i>Quarter VI</i>
ELE 201 Digital Logic Circuits 12	ELE 202 Advanced Logic Circuits 11	ELE 203 Linear Devices and Circuits 10
ELE 250 Boolean Algebra 3	ELE 210 Microprocessors & Computers I 4	ELE 211 Microprocessors & Computers II 3
COM 101 Communications I 3	COM 102 Communications II 3	ELE 251 BASIC Computer Language for Electronics 3
		PSY 102 Psychology of Employment 3
<u>18</u>	<u>18</u>	<u>19</u>
TOTAL CREDITS		107

# L-P GAS PROGRAM

The L-P Gas program is designed to offer a broad coverage of the various jobs performed in a liquified petroleum wholesale/retail/service/operation. The curriculum is a seven-month Certificate in L-P Gas Operations. This program completes in late August of each year to provide optimum employment opportunities to the graduates.

In general, graduates of the L-P Gas Operations program will be prepared for jobs such as: bulk delivery or cylinder delivery truck driver, bulk plant operator/repairperson, equipment installer, and equipment serviceperson.

This program is an intensive full-time daytime program and is scheduled for seven hours per day, five days a week.

## L-P GAS OPERATIONS Certificate

<i>Quarter I</i>		<i>Quarter II</i>		<i>Quarter III</i>	
LPG 100 L-P Basics	6	LPG 130 L-P Containers	9	LPG 120 L-P Transfers	15
LPG 105 L-P Gauges & Devices	7	& Installation		& Delivery	
LPG 110 Vehicle Care	2	LPG 135 Regulators	9	PED 119 First Aid	3
LRC 040 Basic Skills I	3	& Pipe Installation	—		—
	—		18		18
	18				
 <i>Quarter IV</i>					
LPG 140 Safety & Emergency Procedures	6				
LPG 150 Basic Appliances	9				
PSY 102 Psychology of Employment	3				
	—				
	18				
TOTAL CREDITS		72			

# SECRETARIAL SCIENCE PROGRAMS

The Secretarial Science programs are designed to offer a broad opportunity for study and specialization. The curricula are: 1) a two-year Associate of Applied Science degree program in Secretarial Science; 2) a nine month Certificate program in Word Processing; and, 3) a nine month Certificate in Stenographer. The following pages show these curricula.

The programs provide students with the background necessary to attain the standards of proficiency needed in secretarial or general office employment. In general, graduates of the Secretarial Science program will be prepared for jobs such as: administrative secretary, stenographer, secretary and clerk-typist. Graduates of the Word Processing program will be prepared for jobs such as: secretary, word processor technician, and clerk-typist. Graduates of the Stenographer program will be prepared for jobs such as: secretary, stenographer, and clerk-tyist.

These programs are offered as full-time daytime programs as well as evening classes.

## SECRETARIAL SCIENCE Associate of Applied Science Degree

<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
BUS 135 Business Correspondence-English Usage 3	BUS 136 Business Correspondence-Style & Tone 3	SEC 163 Intermediate Typewriting II 3
SEC 161 Beginning Typewriting 3	SEC 162 Intermediate Typewriting I 3	SEC 254 Secretarial Procedures 5
BUS 143 Business Computations I 3	BUS 144 Business Computations II 3	BUS 171 Fundamentals of Accounting II 4
BUS 060 Business Leadership Development I 1	BUS 170 Fundamentals of Accounting I 4	SEC 153 Gregg Shorthand III 5
SEC 100 Secretarial Vocabulary Skills 1	SEC 152 Gregg Shorthand II 5	ENG 106 College Reading & Study Skills 2
SEC 151 Gregg Shorthand I 5		
ENG 104 College Reading & Study Skills 2		
18	18	19

<i>Quarter IV</i>		<i>Quarter V</i>		<i>Quarter VI</i>						
SEC 240	Speed Dictation & Transcription I	5		SEC 241	Speed Dictation & Transcription II	5		SPE 101	Principles of Speech	3
BUS 187	Business Law I	3		BUS 188	Business Law II	3		PSY 102	Psychology of Employment	3
BUS 061	Business Leadership Development II	1		BUS 262	Business Management & Organization	3		SEC 238	Machine Transcription	3
BUS 264	Records Management	3		BUS 272	Office Management	3		SEC 181	Word Processing Operations	7
CSC 101	Introduction to Micro Computers Electives	2		PSY 112	How to Deal with Stress	2				
		4		SEC 180	Word Processing Concepts	2				
		<u>18</u>				<u>18</u>				<u>16</u>
<b>TOTAL CREDITS</b>		<b>107</b>								

Electives in general education are selected with consent of the advisor.

# WORD PROCESSING TECHNICIAN Certificate

<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
BUS 135 Business Correspondence-English Usage 3	BUS 136 Business Correspondence-Style & Tone 3	SEC 163 Intermediate Typewriting II 3
SEC 161 Beginning Typewriting 3	SEC 162 Intermediate Typewriting I 3	SEC 254 Secretarial Procedures 5
BUS 143 Business Computations I 3	BUS 144 Business Computations II 3	SEC 238 Machine Transcription 3
BUS 060 Business Leadership Development I 1	BUS 170 Fundamentals of Accounting I 4	SEC 181 Word Processing Operations 7
SEC 100 Secretarial Vocabulary Skills 1	PSY 112 How to Deal with Stress 2	
BUS 264 Records Management 3	SEC 180 Word Processing Concepts 2	
BUS 107 Introduction to Business 4		
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18	17	18
TOTAL CREDITS 53		

# STENOGRAPHER Certificate

<i>Quarter I</i>	<i>Quarter II</i>	<i>Quarter III</i>
BUS 135 Business 3 Correspondence- English Usage	BUS 136 Business 3 Correspondence- Style & Tone	SEC 163 Intermediate 3 Typewriting II
SEC 161 Beginning 3 Typewriting	SEC 162 Intermediate 3 Typewriting I	SEC 254 Secretarial 5 Procedures
BUS 143 Business 3 Computations I	BUS 144 Business 3 Computations II	SEC 153 Gregg 5 Shorthand III
BUS 060 Business 1 Leadership Development I	SEC 152 Gregg 5 Shorthand II	SEC 181 Word 7 Processing Operations
SEC 100 Secretarial 1 Vocabulary Skills	SEC 180 Word 2 Processing Concepts	
BUS 264 Records 3 Management		
SEC 151 Gregg 5 Shorthand I		
<u>19</u>	<u>16</u>	<u>20</u>
TOTAL CREDITS	55	



# SWINE PROGRAM

The Swine program is designed to allow students to pursue a course of study to meet their individual needs. The curriculum is a nine month Certificate program in Swine Production.

Graduates of the Swine Production program will be prepared for jobs such as: swine herdsmen/attendant, swine farrower, swine nurseryman/attendant, and swine finisher.

This program is offered as a full-time daytime program as well as evening classes.

## SWINE PRODUCTION Certificate

<i>Quarter I</i>		<i>Quarter II</i>		<i>Quarter III</i>	
SWM 100 Farrowing & Nursery Procedures	7	SWM 140 Swine Breeding and Gestation	7	SWM 105 Growing & Finishing Procedures	7
AGR 103 Disease Prevention	3	SWM 135 Swine Nutrition	3	SWM 150 Swine Diseases II	6
AGR 130 Basic Nutrition	3	SWM 103 Swine Diseases I	3	SWM 101 Swine Conformation	3
AGR 105 Building Maintenance	5			AGR 100 Basic Welding	2
	<u>18</u>		<u>18</u>		<u>18</u>
QUARTER IV					
SWM 160 Swine Production Management	7				
SWM 165 Swine Facilities and Equipment	3				
SWM 170 Swine Products and Management	3				
AGR 115 Equipment Maintenance	2				
PED 119 First Aid	<u>3</u>				
	18				
TOTAL CREDITS		72			