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CONTACTING THE COLLEGE

On matters concerning:	Call the office of:	
Academic Affairs	Vice President of Academic Affairs	732.255.0317
Academic Technology	Director of Academic Technology	732.255.0403
Academy of Lifelong Learning	Director of Academy for Lifelong Learning	732-255-0468
Admissions	Office of Admissions and Records	732.255.0304
Advising and Transfer	Director of Academic Planning	732.255.0300
Alumni Affairs	Coordinator of Alumni Affairs	732.255.0494
Athletics	Director of Athletics	732.255.0345
Bookstore	Manager of Bookstore	732.255.0333
Business Education and Training	Director of Business Education & Training	732.255.0510
Career, Employment & Counseling Services	Director of Career, Employment & Counseling Services	732.255.0400 ext. 2941
Continuing and Professional Education	Acting Director of Continuing & Professional Education	732.255.0404
Disability Related Services	Dean of Academic Services	732.255.0456 (TTY) 732.255.0424
Educational Opportunity Fund Program	Director of EOF	732.255-0311
English-as-a-Second Language	Coordinator of ESL	732.255.0400 ext. 2217
Evening Services	Evening Administrator	732.255.0400 ext. 2449
Weekend Services	Weekend Administrator	732.255.0400 ext. 2449
Financial Aid	Director of Financial Aid	732.255.0310
Foundation	Executive Director of OCC Foundation	732.255.0492
Health Services	Director of College Health Services	732.255.0364
Honors Program	Coordinator of Honors Program	732.255.0400 ext. 2361
International Education	Coordinator of International Education	732.255.0397
Library	Director of Library Services	732.255.0392
Multicultural Services	Director of Multicultural Services	732.255.0493
Off-Campus Credit Courses	Coordinator of Off-Campus Site Operations	732.255.0319
Public Relations	Director of College Relations	732.255.0326
Registration	Office of Admissions and Records	732.255.0304
Southern Education Center	Administrator of SEC	609.978.2077
Student Affairs	Vice President of Student Affairs	732.255.0315
Student Life/College Center	Coordinator of Student Activities	732.255.2455
Testing/Placement	Coordinator of Articulated Programs and Testing	732.255.0420
Transfer	Director of Academic Planning	732.255.0300
Tuition and Fees	Cashier/Billing Office	732.255.0324
Tutoring	Dean of Academic Services	732.255.0456
Veterans Affairs	Director of Financial Aid	732.255.0310
On matters concerning academic programs in:	Call the office of:	
Business, Economics and Computer Studies	Dean of Business, Economics and Computer Studies	732.255.0390
English and Literature	Dean of English and Literature	732.255.0375
Humanities/Fine Arts/Media Studies	Dean of Humanities/Fine Arts/Media Studies	732.255.0338
Mathematics	Dean of Mathematics	732.255.0368
Nursing and Allied Health	Dean of Health Science and Human Performance	732.255.0395
Science, Engineering, Health and Human Performance		732.255.0378
Social Science, Education and Public Services	Dean of Social Science, Education and Public Services	732.255.0381



GENERAL INFORMATION

GENERAL INFORMATION

APPROVAL

New Jersey Commission on Higher Education

ACCREDITATION

Institutional

Commission on Higher Education,
Middle States Association of Colleges and Schools

Ocean County College is accredited by the Commission on Higher Education, Middle States Association of Colleges & Schools and may be contacted at the following address:

Middle States Commission on Higher Education
3624 Market Street
Philadelphia, PA 191049-2680
Tel: 267.284.5000 • Fax: 215.662.5501
www.msche.org

Nursing & Allied Health

National League for Nursing Accrediting Commission, Inc.

MEMBERSHIP

American Association of Community and Junior Colleges
American Council on Education
American Association for Paralegal Education
Middle States Association of Colleges and Schools
New Jersey Association of Colleges and Universities
New Jersey Council of County Colleges

Documents verifying licensing and accreditation of Ocean County College by the State of New Jersey and by the Middle States Association of Colleges and Schools are available upon request in the Office of the President, Administration Building, second floor.

LOCATION

Located in the demographic center of Ocean County, in Toms River, the college is within 40 minutes commuting distance of all Ocean County citizens.

The relatively close proximity of the county to the metropolitan areas of New York, Philadelphia, Baltimore and Washington, D.C. makes it possible for students to take advantage of cultural offerings in these centers.

TRANSPORTATION

New Jersey Transit provides bus transportation to the college campus. For specific bus routes and schedules, call 1 (800) 772-2222 between 6:00 a.m. and midnight or go to NJtransit.com

OFF-CAMPUS COURSES

The college sponsors off-campus credit courses at various public school sites throughout the county. These classes are usually conducted in the evening hours from Monday through Thursday, during the regular semesters. There is an off-campus site within 20 minutes driving time of any location in Ocean County.

SOUTHERN EDUCATION CENTER (SEC)

Located adjacent to the Ocean County Vocational Technical MATES Building and Southern Regional H.S. at 195 Cedar Bridge Road, Manahawkin, NJ, the SEC is a full service OCC facility. Enrollment Services (Applications and Registrations, Transcripts, Advising/Counseling, Cashier & Financial Aid), Placement Testing, Tutoring, Bookstore Annex, and Student Life are just some of the services offered at the SEC. With day and evening classes year round, the SEC affords residents of Southern Ocean County the opportunity to pursue credit and non-credit courses. The SEC has a state-of-the-art computer lab, classrooms, conference rooms and a student lounge where special events are often held. For more information, call (732) 255-0400 extension 680 or (609) 978-2077.



INTRODUCTION

HISTORY

The interest in establishing a facility for higher education in Ocean County dates back to 1957 when the Ocean County Board of Chosen Freeholders went on record favoring a study of the need for such a facility within the county.

In accordance with the provisions of the New Jersey State Law of 1962 which enabled counties to establish and operate colleges, the Board of Chosen Freeholders authorized an in depth feasibility study. The research indicated a need and recommended that a two-year college for 900 students be established. Subsequently, a study by the State Department of Education supported these findings. Thereafter, the State Board of Education officially approved Ocean County's request to establish a two-year college and substantiated the ability of the county to support it financially.

On November 5, 1963, the citizens of the county approved the establishment of a college in Ocean County by public referendum. Immediately thereafter, on January 15, 1964, the Board of Chosen Freeholders adopted a resolution that established in Ocean County the first county college in the State of New Jersey. On March 4, 1964, the nine members of the Board of Trustees were appointed.

The selection of the college president, the architect and the campus site in fall of 1964 enabled the Board of Trustees and the Administration to plan for the educational programs and facilities to accommodate 900 full-time students. Key members of the administrative staff were appointed in September of 1965 to engage in the detailed planning necessary for the opening of the college in the fall of 1966.

Ocean County College has been accredited by the Middle States Association of Colleges and Secondary Schools since May 1969. In fall 2006, the college had an enrollment of more than 9,300 full- and part-time students. Many take advantage of courses offered in the evenings, on weekends, and at off-campus sites throughout the county.

In the face of continuing expansion of the student body and increasing instructional and service activities, the college continues to expend every effort to maintain the high quality programs that resulted in early accreditation.

CULTURAL STATEMENTS

“AN EXCEPTIONAL EDUCATION AT A PREMIER PUBLIC COLLEGE”

Vision Statement

Ocean County College aspires to be an institution of distinction where an exceptional faculty and staff serve to awaken students to a love of learning. We foster educational innovation through effective teaching-learning strategies to develop and nurture intentional learners who are both empowered and informed. We work to be ever new, offering through education the perpetual hope and promise envisioned by the founders of our nation. We employ sophisticated technology and sound learning assessment, clearly focused on student success. We offer quality cultural events, accessible programs that advance our commitment to learning throughout life, and educational opportunities that arise from our unique seacoast and pineland environments. Our nationally recognized model for planning and resource management, our institutional effectiveness design, and our creation of strategic partnerships for college advancement signify our intention of taking a leadership position in the academic community. Our ultimate and most lasting vision—ensuring that our students have what they need to transfer, to find meaningful career opportunities throughout their lives, and to thrive in an increasingly diverse and complex world—affirms our continuing desire to be, quite simply, the best.

Values

- The freedom of intellectual pursuit
- A commitment to multiple teaching-learning styles
- An open-door environment with accessible faculty and staff
- A respect and an appreciation for cultural diversity
- A climate of civility and courtesy
- A family spirit in an intellectual community
- A collaborative, creative and team-spirited approach to leadership
- The highest personal and institutional integrity
- The highest standards of professional commitment

MISSION STATEMENT

It is the mission of Ocean County College to foster excellence and a caring environment through its commitment to:

- Offer comprehensive educational programs that develop intentional learners of all ages and ensure the full assessment of student learning in these programs;
- Provide broadly-based student support, starting from our initial contact with every individual, regardless of his or her unique needs;
- Measure employee attitudes toward the workplace and student attitudes toward the learning experience and make responsive adjustments in institutional strategies;
- Provide a well-designed campus and facilities with advanced technology;
- Address our human resource needs by recruiting and hiring highly qualified people and continuing to develop the potential of each employee;
- Generate and manage fiscal resources to best serve strategic priorities;
- Organize a leadership team committed to outreach, development, engagement, institutional effectiveness, and a fully realized implementation of the college's vision;
- Reach out to members of the Ocean County community and beyond in order to create meaningful, fulfilling, and mutually beneficial partnerships.

STRATEGIC INITIATIVES 2005-2010

It is the college's goal to include the following strategic initiatives in all its planning, assessment, and resource location activities in order to effect its vision, embrace its values, and achieve its mission. The college will actively promote and assess:

1. Educational excellence that embraces quality teaching, new presentation modes, programs to develop intentional learners, and rigorous educational assessment used to improve teaching and learning;
2. The creation of a campus culture in which students can thrive and reach their fullest potential by receiving increased access to technological support, improved advising and transfer services, the full benefits of financial aid, retention services, and a comprehensive selection of co-curricular activities;
3. Advancement, partnering, and outreach, whereby the college seeks mutually beneficial connections and associations that promote its mission, its programs, and its culture of collaboration;
4. Enhanced facilities and technology that support exceptional teaching and learning, institutional growth, and overall institutional effectiveness;
5. Planning and assessment that are linked to resource management and institutional effectiveness;
6. Human resource development through the continuation of best practices in hiring, bargaining, and conflict resolution and in the continued expansion of employee development and training programs;
7. Continued development of varied events, programs and facilities that engage students and community members in rewarding athletic, artistic, cultural and service-oriented activities.



ADMISSIONS & ACADEMIC INFORMATION

ADMISSIONS

New Jersey's community colleges are "open door" institutions that admit all high school graduates, those holding graduate equivalency diplomas (GED), and all other persons 18 years of age or older who have the ability to benefit from post secondary education. The student applying for admission to Ocean County College is required to submit an application and credentials to the Office of Admissions and Records as early as possible during the 6 months immediately prior to entrance. Applications will be considered when all the necessary steps have been completed.

The candidate is responsible for the completion of all admission requirements. These are listed below.

1. If a student attended a secondary school, an official transcript from the secondary school showing subjects completed and grades earned is requested. If the student is a high school graduate, the transcript must include the date of graduation. A State General Education Diploma (GED) may be submitted as evidence of high school graduation.
2. A completed application for admission. Application forms may be obtained from the high school guidance counselor, from the college Office of Admissions and Records or from the college website.
3. Official transcripts forwarded to the Office of Admissions and Records from any college previously attended.
4. A medical examination by a physician is required only of those individuals accepted into the nursing and medical laboratory technology programs.
5. Proof of residency.

Signing the application after listing the address may be sufficient. All applicants must complete the certificate of residence upon request. A copy of his/her valid New Jersey voter registration, driver's license, county I.D. card or state printed New Jersey Tax Return label from the preceding year may be requested. Proof of residence must be satisfactory to college officials.

In order to qualify as a resident, an adult must have established legal, permanent domicile within the county for 1 year prior to the date of registration. Adjustments to residency status can only be made prior to the first day of class each semester.

6. Applicants for the NURSING PROGRAM are required to take the American College Test (ACT) OR the Scholastic Aptitude Test (SAT). (This requirement is waived if the applicant has a Bachelor's Degree or has a 2.7 college GPA which includes the General Education component of the Nursing Program.)

Those applicants seeking EARLY ADMISSIONS or the HONORS PROGRAM are required to take either the ACT or the SAT. Registration packets for either test battery are available in high school guidance offices.

REGISTERING FOR COURSES

The registration dates and course schedules for each term are available on our website or from the Admissions and Records Office. Registration forms are available in this office as well. Full time students must see an academic advisor before registering for classes, and obtain the advisor's signature on the registration form. Part time students can obtain advising if they choose, but it is not required. Completed registration forms can be processed in the Admissions and Records Office.

WebAdvisor

WebAdvisor is an online service for students that allows students to view semester schedules, check grades, register for courses (if approved), access transcripts, pay bills, and run program evaluations to detail exactly what courses are required for a particular degree. No login is required to view the semester schedules. WebAdvisor is available at <https://webadvisor.ocean.edu>, or through the college website at www.ocean.edu.

STUDENT IMMUNIZATION REQUIREMENTS

New Jersey law requires that all students attending colleges in New Jersey show proof of immunization for measles, mumps, and rubella. This law requires all students born after 1956, who are matriculated in a degree program, and who did not attend an elementary or secondary school in New Jersey, to provide the college with a Certificate of Immunization.

ACADEMIC INFORMATION

Academic Progress

The academic sanctions for failing to maintain satisfactory academic standards/progress may include probation, special probation, academic restriction, and academic suspension. These sanctions will be imposed on students who either fail to earn sufficient grade points or who continue to withdraw excessively from classes. More specifically, any student who has completed 12 or more semester hours with a cumulative grade point average below 2.00 (C average) or who has failed to earn at least 50 percent of all credits registered for on the official day of counting student enrollment for two or more consecutive semesters will have an academic sanction of probation, special probation, academic restriction or academic suspension imposed.

A student placed on special probation, academically restricted or academically suspended may appeal the action to the Academic Standards Committee.

Academic Standing

In order to remain in good standing and become eligible for graduation, the student must maintain a C average or a grade-point average of 2.00. The cumulative grade-point average is computed by dividing the total grade points earned by the total semester hours attempted.

A student will be placed on academic probation if he/she earns a cumulative grade-point average of less than 2.00

If the number of grade points is 12 or more below the points required to maintain a 2.00 average the student will be considered for academic restriction.

Example

	Semester Hours		Letter Grade	Grade Points	Total Points
Course 1	3	x	(A)	4 =	12
Course 2	3	x	(D)	1 =	3
Course 3	4	x	(D)	1 =	4
Course 4	3	x	(F)	0 =	0
Course 5	2	x	(D)	1 =	2
			Total	=	21

This student took 15 semester hours and received 21 grade points, a grade-point average of 1.4. This is below 2.00 so the student is on probation. However, since the total grade points are only 9 grade points short of the 30 required for a 2.00 average, the student is not academically restricted. A comparable report in two consecutive semesters would leave the student 18 points short and eligible for academic restriction. A student may continue on probation as long as the grade-point deficiency does not go below 12, but a 2.00 index is required for graduation.

If a student receives two academic restrictions, not necessarily in succession, a one year suspension may be imposed during which no credit courses may be taken.

Class Attendance

Ocean County College, recognizing that class attendance must be consistent with the objectives of the institution, will develop and maintain student attendance regulations and procedures that are consistent with these objectives.

Attendance at all classes and appointments is expected. Following Policy # 5162, at the beginning of each course, the instructor will state the attendance policy for that course. Individual instructors determine the attendance policies for their courses; however, if an instructor chooses to make absence a component of course grading procedures, grade penalties for absence may be imposed only when a student exceeds a ten-percent absence rate.

A student may withdraw without academic penalty at any time up to mid-course. After mid-course, it will be the instructor's responsibility to assign the appropriate grade of W or F to a student whose absences exceed the limit.

Changes in Schedule

Changes of schedule after classes have started shall be made only with the permission of the student's instructor(s). No registration will be allowed after the attendance census date of the term.

A student may drop a course at any time prior to the first date of classes without incurring a fee or penalty. (See section on refunds concerning drops after the first date of classes.)

A student may add a course or change a schedule only during the designated Drop/Add time period after classes have begun.

A student may withdraw at any time up to mid-semester; a grade of W will be assigned. If the student withdraws after mid-semester, a grade of W or F may be assigned at the instructor's discretion.

Auditing a Course

Students registered for audit are entitled to participate in all course activities but receive no credit. In special circumstances a student may appeal in writing to the Academic Standards Committee for permission to change to audit, if he/she is passing at the time. No student may change from audit to credit. Audit students not fulfilling all course requirements may be required to withdraw from the course. The grade of R (registered for audit) will be recorded.

Any student who is auditing a course will still be financially responsible to the college for all tuition and fees.

Incomplete Work

A grade of I (Incomplete) may be awarded by an instructor if he/she approves a request received from the student no later than the day of the final examination. A valid reason for the request must be offered. Approval of the request will allow 30 days from the beginning of the next regular semester for the work to be completed (five days for prerequisites). If the student is enrolled in a course for which the I grade is a prerequisite however, the work for the incomplete course must be made up by the fifth day of the next regular semester or the student must withdraw from the higher level course. Extensions in both cases may be granted by the instructor with the consent of the Vice President of Academic Affairs. When the work is completed, a change of grade report will be prepared by the instructor and forwarded to the Office of Admissions and Records. If the work is not completed within 30 days of the following semester, the grade of F will automatically be recorded.

Course Changes and Drops

Schedule changes must be initiated on an official Add/Drop form. Instructors cannot accept changes in registration that have not been properly authorized. Add/Drop forms can be obtained from the Admissions and Records Office and must be submitted to Admission and Records prior to the attendance census date.

After a semester begins, students who drop and add courses within the same day, even if done as separate transactions at different times of the day, will have tuition and fees processed on an even exchange concept. If the drop and add are on separate dates, tuition and fees for the drop will be processed according to the Refund Policy. The added courses will be billed at full rate.

Grading System

The student is at all times responsible for his/her own academic progress and standing, for contributing by preparation for and participation in those classes in which he/she is enrolled and for maintaining an academic achievement record commensurate with his/her ability.

Reports showing the grades received by the student will be issued at the end of each semester. These reports will be available on WebAdvisor (<https://webadvisor.ocean.edu>).

The following marks, with their value in grade points per semester hour of credit are used:

Grade Points per semester hour		
A	Excellent	4.0
B+	Very Good	3.5
B	Good	3.0
C+	Above Average	2.5
C	Average	2.0
D	Passing – Below Average	1.0
F	Failure	0
W	Withdrawn/ Non- Payment	None
I	Incomplete	None
R	Audit	None
P	Pass	None
NC	No Credit	None
NR	Not Received	None

Incomplete grades (I) must be resolved prior to 30 days into the following semester (five days for prerequisites). Meanwhile, the initial grade report will indicate the I grade but will not affect the semester and grade point average. If the work is not complete within 30 days into the next regular semester or an extension is not granted by the Vice President of Academic Affairs, the grade of F will be recorded.

Courses in which a grade of D or F is received may be repeated. Note that the second grade received is the one that counts toward the grade point average and the credits earned (even if the second grade is lower than the first).

Nursing Program Requirements

The minimum passing grade for nursing (NURS) courses is “C” (75%). All required courses in the nursing curriculum must also be passed at the “C” level or higher.

Students may not continue or reenter the program upon failure on the second attempt of a required nursing course OR failure of a third required nursing course.

Pass/No Credit Grading

One free elective course outside the major field of study may be taken each semester during the sophomore year on a pass/no credit basis. A part-time student who has earned a minimum of twenty-eight (28) semester hours of credit may register on a pass-no credit basis for one elective course during any succeeding semester for a maximum of three courses. Students so registered shall be expected to complete all course requirements. The grade of P will be recorded for successful completion of each course with semester hours of credit applied toward a degree. A grade of NC - No Credit will be used to indicate unsuccessful completion of the course and will appear on the permanent record. In neither case will the grade point average be affected.

President’s List and Honors

The President’s Honors List is official recognition by the faculty of outstanding academic achievement. A student who has completed a minimum of 12 credits, with no grade lower than C in a given semester, and has achieved a semester grade point average of 3.50 or better qualifies for this honor. The President’s Honors List is compiled each semester. Part-time students are eligible for this honor at the completion of 16, 32, 48 and 64 credit hours respectively, having a cumulative grade point average of 3.50 or better.

A candidate whose final cumulative grade-point average is 3.50 or better will be graduated with honors:

Cum Laude	(3.50-3.79)
Magna Cum Laude	(3.80-3.89)
Summa Cum Laude	(3.90-4.00)

Enrollment on a full-time or part-time basis does not have to be maintained during consecutive semesters to qualify. If a student stops attending for one semester or more, the cumulative average will be the determinant.

Student Classification

In deciding on a credit-hour load, the student must consider the pressures of part-time jobs and other limiting factors. One method is to estimate that each credit hour carried will require two hours of out-of-class preparation.

1. A full-time student is one who is in good academic standing and who carries 12 or more hours of credit. The full-time student will normally carry 15 to 18 credit hours in order to graduate after four semesters. Full-time students must be enrolled as degree candidates.
2. A probationary student is one who has a grade-point deficiency or other academic deficiency and will normally carry no more than 12 hours of credit in a semester.
3. A part-time student is one who carries 11 or fewer semester hours of credit in a semester.
4. A non-degree student is one who has not been admitted to a degree program.
5. A sophomore student is a regular student who has earned a minimum of 30 semester hours. All other degree candidates are considered freshmen.

Withdrawal

A student who wishes to withdraw during a semester must do so on the form provided by the Admissions and Records Office. Failure to do so may result in a grade of F in every course in which the student is enrolled after mid-semester. The student is still financially responsible to the college for all tuition and fees, subject to the applicable refund percentage. (See also Refunds and Changes in Schedule.) Failing to attend class will not relieve you of your financial responsibility, even if you have not paid your bill.

Students receiving financial aid or VA educational benefits must, under the law, notify the Office of Admissions and Records and the Financial Aid Office of their withdrawal from the college or of changing from full-time to part-time status. Failure to do so may result in reimbursing the government agency.

If physically unable to withdraw in person, notify the Office of Admissions and Records immediately by telephone. You will not be officially withdrawn until a follow-up written request is received.

A student may withdraw without academic penalty at any time up to mid-semester. It will be the instructor’s responsibility to assign the appropriate mark of W or F to the student who withdraws after mid-semester.

ACCEPTANCE OF CREDITS

Acceptance of Credits from an Accredited Institution

Credits granted for work completed at other accredited institutions may be applied to a degree student's record at Ocean County College if requested. It is the responsibility of the student if requested to provide the Admissions and Records Office with a catalog of the institution from which the credits are expected to be transferred.

Advanced Standing

Students who have demonstrated outstanding achievement in certain subjects while in high school (e.g., English or foreign language) and who meet specific college departmental criteria, may be considered for advanced placement and/or credit. Advanced placement/credit will be considered on the basis of grades attained in the College Entrance Examination Board Advanced Placement Program examinations.

Challenge Examination

With instructor approval, challenge examinations may be offered to qualified students who apply. This policy may be implemented only for those courses in which objectives can be measured by examination. An examination may not be requested earlier than the end of the third week from the beginning of classes, nor later than three weeks prior to the end of classes. Grading will be on a Pass/Fail basis only. Students who successfully complete the challenge examination will be awarded a Pass grade and credit for the course at the end of the semester.

College Level Examination Program (CLEP)

In accordance with established departmental criteria, credit may be granted for the General Examination or the Subject Examinations of the College Level Examination Program (CLEP). Questions concerning the examinations accepted at this college and minimum scores required are available in the Admissions and Advising offices.

Credit By Examination

Credit from non-accredited institutions and/or credit for work and other experiences may be granted on the basis of credit by examination in accordance with established departmental criteria. The Vice President of Academic Affairs will approve the granting of such credit upon recommendation of the appropriate department administrator in accordance with College policy. This policy applies only to fully matriculated students who have not transferred in the maximum credits acceptable. A fee shall be assessed for each examination. Alternatively, students may earn credits through Thomas Edison College's Examination Program and transfer these to Ocean County College according to College Policy 5128. A grade of Pass/No Credit will be issued for Credit By Examination.

Portfolio Assessment

Students may earn credit through portfolio assessment for experiential learning. The assessments may be done by Thomas Edison College's state-wide Testing and Assessment Centers, and a maximum of 18 semester hours may be transferred into Ocean County College in accordance with College Policy 5128.

ASSESSMENT

College Placement Test

The college tests incoming freshmen in reading, writing and mathematics skills. The results of these tests have no effect on admission to Ocean County College. Their purpose is to help the college place students in courses appropriate to their academic backgrounds and needs. Students who score 500 or higher in math, verbal and/or critical reading on the SAT will be exempt from the corresponding segment of the College Placement Test. A student may challenge (retake) the Placement Test once but must do so before he/she begins the developmental course. Placement Tests are valid for three years.

After students have been accepted by the college, they must call the Testing Center at (732) 255-0420 or 0401 and schedule to take the College Placement Test. The test should be taken as soon as possible, since a delay in testing could result in a delay in the scheduling of courses. Also, early testing will enable students to complete any developmental courses during the summer session.

College Level Math Test

Students who wish to register in the Mathematics course sequence MATH 191 or higher and who have not met the course prerequisites must take the College Level Math Test. This placement test assesses current mathematical ability in areas such as algebra, trigonometry, and functions. For additional details on this test, visit the Mathematics Department page on the OCC website, or stop by the Mathematics Department Office (Russell Building, room 113).

DEVELOPMENTAL POLICY

College policy states that full-time students must take the Placement Test before registering for their first semester. Part-time students must take this test before attempting their 12th credit and before registering for an English or math course. Also, prior to taking the Placement Test, a part-time student may not enroll in more than three courses in a semester.

A student needing developmental reading or writing must enroll in the course(s) immediately. A student needing developmental mathematics must enroll in the course before completing 24 credits. The passing grade for a developmental course is "C".

New full-time students needing both developmental reading and writing are limited to a maximum of 13 credits.

The required courses are:

- Needed developmental reading course (2 - 3 cr.)
- Needed developmental writing course (3 - 4 cr.)
- EXPE-105: Personal & Career Developmental (3 cr.) or
- ACAD-155: Student Success (3 cr.)
- Developmental Math (if needed)
- Courses identified on a limited load course list (if needed for the 12-13 credit maximum)

Part-time students who need both developmental reading and writing and who wish to take additional courses will be restricted to a limited load and must select from the limited load course list.

Students enrolled in developmental courses may need to attend Ocean County College for one or more additional semesters in order to satisfy specific program degree requirements. The college will not award a diploma to any student who has not demonstrated competency in the developmental skills.

Developmental Courses

The developmental courses offered by the college are:

- ENGL 010 Fundamentals of Reading and Study I
 - ENGL 011 Fundamentals of Reading and Study II
 - ENGL 020 English Fundamentals I
 - ENGL 021 English Fundamentals II
 - MATH 011 Introduction to Algebra I
 - MATH 012 Introduction to Algebra II
- The minimum passing grade for a developmental course is C.

Developmental courses cannot be used to satisfy degree requirements but are prerequisites to advanced courses.

Remedial Probation, Restriction and Suspension

A. Remedial Probation

Students failing to attain a minimum grade of "C" in the mathematics developmental courses will be placed on remedial probation.

1. FULL-TIME students are limited to 12 semester hours and must re-enroll immediately in the developmental course.
2. PART-TIME students must include the developmental course as part of their course load in the next semester in which they enroll.

B. Remedial Restriction

Students failing to attain a minimum grade of "C" in English developmental courses will be placed on remedial restriction. (Remedial restriction takes priority over Remedial Probation).

1. FULL-TIME students are reduced to a maximum credit load of six semester hours and must re-enroll in the needed developmental course(s). Non-developmental courses must be selected from the limited load course list.
2. PART-TIME students are limited to a maximum credit load of six semester hours.

C. Remedial Suspension

Students failing to attain a minimum of C on their second attempt of a developmental course will be placed on remedial suspension for one year and only readmitted if they can demonstrate, to the Academic Standards Committee, that they now possess the minimum exit skills normally required for a grade of C in the twice-failed developmental course(s).

DISABILITY ASSISTANCE

Disability Services of the Center for Academic Services

Disability Services were established to provide assistance to college-level students with all types of disabilities. Students need to self-identify in order to be assessed for services. Disability Services will provide program access to all students who are eligible. Disability Services includes students who have learning disabilities through the Project Academic Skills Support (PASS) program as well as students who have physical & psychiatric disabilities. Both full- and part-time students who are in need of such services are encouraged to participate. For more information, please contact Disability Services at (732) 255-0456.

Project Academic Skills Support (PASS)

Learning Disability Program

Project Academic Skills Support (PASS) is a college level program that is designed to assist students who have been classified as perceptually impaired, neurologically impaired, communication handicapped, or have suffered head trauma and/or have been in a resource room setting in high school. It is a comprehensive regional support center which provides skill support courses, diagnosis of learning disabilities, tutoring, course accommodations, counseling, workshops, self-advocacy training, academic advisement, a computer lab, a high school transition program, parent workshops and training, a summer orientation, and other services which enable students with learning disabilities to succeed in a college environment. These services are available to both part and full-time students who are fully admitted to the college.

Regional services offered by Disability Services include diagnostic assessments for students attending other colleges within the state, faculty and staff training and program development assistance for other institutions, workshops for high school faculty members regarding transition issues, a newsletter published on a regular basis and many other services. For information contact the Center for Academic Services at (732) 255-0456.

SPECIALIZED PROGRAMS

English-as-a-Second-Language Program

Students entering Ocean County College who are non-native speakers of English, identified as needing English language training, will be referred to the English-as-a-Second Language (ESL) program for assistance through one or more of the following:

First Level: Low Intermediate (6 credits)

(ENGL 001) ESL-Intermediate Conversational English
(ENGL 004) ESL-Intermediate Listening and Speaking

Second Level: Intermediate (6 credits)

(ENGL 005) ESL-Intermediate Grammar
(ENGL 006) ESL-Intermediate Reading and Writing

Third Level: Advanced (6 credits)

(ENGL 007) ESL-Advanced Grammar
(ENGL 008) ESL-Advanced Reading and Writing

These classes are for institutional credit only, they do not count towards graduation.

The ESL Lab is available by appointment and on a walk-in basis. The lab provides testing, tutoring, and individualized instruction for non-native speakers of English.

Students identified as needing ESL training typically will engage in a combination of these activities. Students required to take ENGL 010/011 and ENGL 020 are governed by the college's developmental policy.

High School Students

Participation in the following programs is arranged through the high school guidance department, and students must be recommended by a high school guidance counselor. Reduced tuition is available for some high school students who are admitted. For more detailed guidelines, contact your high school guidance office or call the Office of Admissions and Records at (732)255-0304.

Early Admission Program

Under the Early Admissions Program policy, high school students who have completed their junior year, whose class rank is at least at the 90th percentile and who meet certain other admissions criteria may, with the concurrence of their high school administration, matriculate as full-time degree students at Ocean County College. Applicants for the Early Admissions Program are also eligible to apply for admission to the Honors Program.

Jump Start Program

With the concurrence of their high school administration, junior or senior high school students may enroll as part-time, non-degree students at Ocean County College in the "Jump Start" Program. Jump Start students attend Ocean County College part-time while attending high school.

Honors Program

The Honors Program provides challenge and stimulation to academically motivated students desiring a broad educational experience in the Liberal Arts. Targeted sections of English and Western Civilization, interdisciplinary seminars, and an independent study project contribute to the development of students' analytical skills and creative abilities, while completing the requirements of the Liberal Arts degree.

Admission into the Honors Program is by invitation of the Honors Committee. Program options are available for full- and part-time students, as well as high school seniors in the Early Admissions Program. Students who have an outstanding record of scholastic achievement as evidenced by their high school transcript and performances on the Scholastic Aptitude Test (SAT) are encouraged to submit an application. The Honors Program Application for Admission is available on the college website and from the program coordinator. Students interested in this program should contact the Honors Program coordinator at (732) 255-0400, extension 2361.

New Jersey Coastal Communiversitiy

Ocean County College participates as a partner in the New Jersey Coastal Communiversitiy. Located in nearby Wall Township, the Communiversitiy makes baccalaureate and graduate degrees from eight NJ higher education partners available close to campus. Students complete the Associate Degree at OCC prior to transfer to a wide variety of upper division programs. Planning for transfer to these programs should begin in the first semester at OCC. The OCC Academic Planning Center has curriculum guides for all programs articulated through the Communiversitiy and extensive information can be found on the NJCC website at www.njcommuniversitiy.org.

Rutgers Dual Degree Program

Ocean County College participates in the Rutgers Dual Degree Program (DDP). Each year Rutgers University selects certain applicants from their freshman admission pool to participate in the DDP, and invites these students to attend a community college in the state of New Jersey. Upon completion of an AA/AS degree, with at least a 3.0 GPA, they are guaranteed admission to Rutgers University. Rutgers expects that students will use NJ Transfer (www.njtransfer.org) to plan their academic program at the community college, based on their intended choice of Rutgers campus/college and major. *You may not self-identify to be a DDP participant.*

Students who are not in the DDP can still transfer to Rutgers University. OCC students planning to transfer to Rutgers will also use NJ Transfer for academic planning.

New Jersey Stars Program

NJ STARS I

The New Jersey Student Tuition Assistance Reward Scholarship Program (NJ STARS) is an initiative created by the State of New Jersey that provides New Jersey's highest achieving students with free tuition and approved fees less any State and/or Federal grants and/or scholarships at **Ocean County College**. New Jersey high school students who are Ocean County residents and graduate in the top 20% of their class are eligible.

The NJ Stars award covers these costs for up to **(5) five consecutive semesters** and for up to 15 credit hours per semester. Students must be enrolled full-time for a minimum of 12 college-level credits and may take up to 3 credits of remedial/developmental coursework per semester.

Students must apply for all forms of State and Federal need-based grants and merit scholarships by completing the Free Application for Federal Student Aid (FAFSA) and submit any requested documentation to complete and verify application data within established deadlines.

Students must achieve a minimum cumulative GPA of 3.0 or higher and maintain continuous full-time enrollment.

NJ STARS II

NJ Stars II is a continuation of NJ Stars that enables successful NJ STARS students to earn a bachelor's degree at a New Jersey four-year public institution of higher education.

Students must:

- Earn an associate's degree from a New Jersey community college
- Graduate with a cumulative grade point average (GPA) of at least 3.0
- Be admitted to a New Jersey four-year public institution of higher education
- Be enrolled in a full time course of study (up to 18 credits per semester) in a baccalaureate degree program during the academic year immediately following graduation from community college
- Students may receive a NJ STARS II scholarship for up to **four (4) semesters**, excluding summer sessions and must apply for all forms of State and Federal need-based grants and merit scholarships by completing the Free Application for Federal Student Aid (FAFSA) within the established deadlines and complete any required verification procedures.

For additional program information and requirements, please visit www.ocean.edu or www.njstars.net. Call 732-255-0525 or email njstars@ocean.edu

Other Joint Admissions and Transfer Opportunities

Information on the following programs is available on the college website: <http://www.ocean.edu>.

Georgian Court College Dual Degree Agreements

NJIT Joint Admissions Program

Fairleigh Dickinson Burgundy and Blue Connection

Fairleigh Dickinson Degree Completion

Richard Stockton College of New Jersey

Thomas Edison Baccalaureate

Albright College (PA) Dual Admissions Agreement

Northwood University (FL) Direct Transfer Agreement

Paul Smith's College (NY)

St. John's University (NY)

SUNY Maritime (NY)

University of Phoenix (AZ)

University of the Arts (PA) Direct Transfer Agreement

Silver Edge Registrants

County residents 62 years of age or more, who are fully retired, may enroll for credit courses on a space available basis with a reduced tuition. Silver Edge eligibility cards are available at the Ocean County Office on Senior Services, located at 1027 Hooper Avenue. For information, call (732)929-2091 or 1-800-929-2091. A reduced tuition rate schedule is included on the list of charges as approved by the Board of Trustees.

Tech Prep

Tech Prep is a partnership between Ocean County College and area high schools to develop highly skilled, performance oriented workers in demand occupations for the future. Students from the participating high schools comprising the 2 + 2 + 2 Tech Prep Consortium can continue their education at OCC with a coordinated curriculum that assures continuity in instruction and eliminates duplication of educational experiences. Many students go on to receive baccalaureate degrees through the 2 + 2 + 2 Tech Prep Program. For information on specific programs call the Ocean County Tech Prep Director at (732) 255-0477.

International Students

In order for an international student to attend Ocean County College, the following requirements must be met prior to acceptance and our issuing an I-20 Student Visa form:

1. Submission of a completed admissions application. While attending Ocean County College, all international students must be registered as a full-time student carrying a minimum of 12 credits each semester.
2. All minors, under 18 years of age, must show proof of a high school diploma or US equivalent and are required to have a sponsor. A notarized affidavit from a United States citizen or an authorized agency attesting to the assumption of responsibility for the international student during the period the individual intends to remain in the United States is also required. A minor's admissions application must be signed by the student and by the sponsor.
3. Satisfactory performance on the Test of English as a Foreign Language (TOEFL) is required as evidence of proficiency in English. If the exam is taken on a computer the passing score is 173 and if paper based, the passing score is 500. TOEFL iBT passing score is a 61. All international student applicants must meet this requirement. For information concerning this test and the location of the nearest testing center contact them online at www.toefl.org. If you don't have access to the web you can write or call the Educational Testing Service, Rosedale Rd., Princeton NJ 08541, 609-921-9000.
4. The cost of tuition for an international student will be the same as that of an out of country student regardless of residency. Documented funds for educational and living expenses must be shown in a bank account or other readily convertible assets excluding real estate and other fixed assets. See budget below.
5. Since Ocean County College is a non-residential institution, the student must make arrangements for room, board and transportation. It is the responsibility of the student to arrange this prior to the start of classes.
6. When applying for the Spring Semester, we must receive all completed paperwork by November 15. When applying for the Fall Semester, we must have it by July 15.
7. OCC abides by Student and Exchange Visitor Information System (SEVIS) regulations regarding the reporting of international student information.

International Student Budget	2007-2008
Tuition & Fees	\$5,000.00
Books & Supplies	\$1,000.00
Room/Board & Utilities	\$10,000.00
Transportation	\$3,000.00
Personal Expenses	<u>\$2,500.00</u>
Total	\$21,500.00

INTERNATIONAL TRAVEL

Students, college faculty and staff, and members of the college community have opportunities to travel to international destinations through The Academy for Lifelong Learning.

These short term programs are usually offered during semester breaks. Recent short term studies abroad have included Theatre in London (England) and The World of the Maya (Central America/Mexico). Some of our travel abroad programs can earn students up to three credits. However, the college can also assist students in locating longer overseas semester programs offered by other institutions.

For information on international travel opportunities offered by Ocean County College, please call The Academy for Lifelong Learning at (732) 255-0469.





EXPENSES & FINANCIAL INFORMATION

TUITION*

The student's tuition and fees are established by the college's Board of Trustees and are subject to change at any time.

Failure to make payment at the time of registration for tuition and fees may cause cancellation of your class schedule. In the event your schedule is canceled for non-payment, you will not be able to attend OCC unless you re-register and pay immediately, provided that registration and courses are still open for selection.

For County Students

At publication, tuition for a certified resident of Ocean County is based on a per credit hour charge of \$86.00.

The total cost for educating each student is determined by dividing the cost of operating the college by the estimated number of full-time equated students attending the college. The state's contribution per student is subtracted. The balance is shared between the county, the student and other miscellaneous sources.

For Eligible Out-of-County Residents

Students attending a county community college outside their county of residence are eligible for the prevailing in-county tuition rate under the following conditions: (1) the county of residence does not sponsor a county college, or (2) the college in the county of residence certifies that it does not offer the particular course or program of study desired by the applicant, or (3) the college in the county of residence certifies that it cannot admit the applicant into a particular course. Under chargeback legislation, the sending county is obligated to contribute toward tuition. For required documentation, contact the Admissions & Records Office at (732)255-0400, extension 2423.

A copy of the student's College Skills Assessment test scores must be submitted before a chargeback can be considered. If eligible, the student should request an "Inability to Admit" form from the college in his/her county of residence and a "Certificate of Residence for the Purpose of Chargeback" form from his/her county fiscal officer. These forms should be presented to the Cashier's Office at Ocean County College immediately following registration. If the forms are not submitted, the student must pay out-of-county tuition rates. Out-of-county students should contact the Office of Admissions and Records for more information concerning the Chargeback Law.

Tuition Schedule

At publication, rates for full-time and part-time students were as listed below (fees not included). A current listing of tuition and fees can be obtained from the cashier's office, located in the Administration building.

County residents: \$115.00/semester hour

Out-of-county N.J. residents: \$148.00/semester hour

Out-of-state residents: \$225.00/semester hour

Jump Start (after applied Trustee Discount): \$49.00/semester hour plus technology fee

Silver Edge: \$38.00/semester hour plus technology fee

Academy for Lifelong Learning: \$38.00/semester hour plus technology fee

Tuition Deposit (Nursing Students Only)

A \$200.00 nonrefundable tuition deposit is required of newly accepted nursing students.

FEES*

College/Student Fee

At publication, full-time and part-time students pay a college/student fee of \$16.00 per credit hour. The fee represents partial subsidy of the following services:

- 1) College Budget
 - Advising
 - Intercollegiate Athletics
 - Student Life Office Administrative Operations
 - Health Services Office
 - Transfer & Placement
 - Financial Aid
 - Admissions & Records
 - Parking
- 2) Student Life Fund
 - Clubs & Organizations
 - College Center Building Fund

In addition, full- and part-time students pay a technology fee of \$11.00 per credit hour.

Graduation, Diploma, and Certificate Fees

A fee of \$25.00 is due at the time of application for graduation. A fee of \$10.00 to cover the cost of printing and lettering is charged students receiving certificates. Applications are available in the Office of Admissions and Records. An additional fee of \$35.00 for a cap and gown is required for students planning to participate in the Commencement ceremony.

Graduation applications should be filed by March for spring graduation and June for summer graduation. Students applying after this date will be reviewed with those graduating the next semester.

Course Fees

The following fees will be required of all students enrolled in certain designated courses. These fees are used to offset laboratory materials, tutoring or other needed costs. Fee categories appear at the conclusion of applicable course descriptions. A special table of fees, not shown here, also exists for International Education courses.

Fee Category	Fee Per Course
1	10.00
2	25.00
3	50.00
4	75.00
5	125.00
6	300.00
7	750.00
8	1,000.00
9	1,500.00 (Nursing only)

Distance Learning (DL) Sections Only - \$100.00 course fee

Note: The DL fee will be applied to a maximum of three courses per term.

In addition to the above, students may be required to purchase materials for their own use in conjunction with certain courses as noted at the end of those course descriptions. These costs will be identified by the course instructor and will not be included on the student's bill prepared by the college.

*At time of publication.

Registration Fees

All students are expected to comply with the schedule of registration as published in the college calendar. **A \$20.00 non-refundable registration fee is charged to all students for each registration term.** Post registration generally will be permitted during the first two days of classes for those who failed to do so during the regular registration period.

Tuition and Fees Payment

All tuition and fees must be paid at the time of registration. Checks or money orders are acceptable when made payable to Ocean County College. A charge of \$25.00 will be assessed for all checks issued to the college and not paid upon presentation to the bank. The college offers a payment plan option to students who cannot pay their entire bill in full at the time of registration. Visa, MasterCard, American Express and Discover are also accepted.

Office of Student Life Emergency Loan Fund Penalty Fees*

The following penalty fees will be assessed to students who are delinquent in payment of their Office of Student Life Emergency Loans:

14-20 days overdue	\$5.00
21 or more days overdue	\$10.00
Return Check Fee	\$25.00

The student shall also be responsible for absorbing all costs involved in collection of any delinquent emergency loans and/or penalty fee.

*At time of publication.

TEXTBOOKS (BOOKSTORE)

For the convenience of the students, faculty, staff, alumni and friends of the college, the college operates a bookstore located in the College Center complex. A full-time student may expect textbooks to be approximately \$450.00 per semester. The figure is only an estimate and can vary significantly depending upon the courses chosen.

In addition to textbooks, the store offers a wide variety of such products as sportswear, school supplies, decals, insignia items, greeting cards, toys, novelty gifts, Starbucks Coffee, etc.

The bookstore is open Monday through Thursday from 8:30 a.m. to 7 p.m. and Friday from 8:30 a.m. to 4 p.m. Hours are extended during the beginning of each semester to include one Saturday from 8:30 a.m. to 12:30 p.m. Special hours are posted at the bookstore. During the summer semester and semester break the bookstore is open Monday through Friday from 8:30 a.m. to 4:00 p.m. On Fridays, mid-June to mid-August, the bookstore closes at 3:00 p.m.

AID & SCHOLARSHIPS

Financial Aid

Ocean County College provides financial assistance to qualified students through various combinations of grants, loans and part-time employment. Eligibility is determined on an individual basis. Recipients are required to meet program guidelines and maintain good academic standing.

Unless otherwise specified, financial aid is awarded on an annual basis and students must reapply each year. The priority service deadline is April 15.

All students applying for financial aid must file a Free Application for Federal Student Aid (FAFSA). The form is available in the Financial Aid Office or any high school Guidance Office. The form can also be completed online at www.fafsa.ed.gov.

Applications for financial aid to attend Ocean County College must be received by the Federal Processor no later than June 1 for Fall semester and November 1 for Spring semester. Applications submitted after the above deadlines are considered late and may result in a loss of state aid. Late applicants should expect to pay for their own tuition, fees and books, but those who establish eligibility for financial aid may receive a refund after processing is completed.

Verification

A student's application may be selected for review in a process called Verification. In this process, a school is required to compare information from the application with signed copies of the Federal Tax Forms, W-2 Forms or other financial documents. The law says the school is required to ask the student for this information before awarding aid. If the student is selected, please be aware of the following document submission deadlines. **NO AID will be awarded until a file is complete. If we do not receive the information in a timely manner, students should expect to pay for their tuition, fees and books until the file is complete and the student is awarded.**

Deadlines

Fall Term:	June 15th - Returning Students July 15th - New Students
Fall Quick Term:	August 15th - All Students
Spring Term:	October 15th - Returning Students November 15th - New Students
Spring Quick Term:	December 15th - All Students

Students must maintain academic progress within parameters defined by the U.S. Department of Education. Generally students must maintain a 2.0 cumulative GPA and complete 70% of classes within a given semester. No distinction is made between F grades, W grades or I grades with regard to Financial Aid Standards of progress. See a financial aid officer for complete details.

Special Circumstances

If a student experiences financial hardships during the current tax year, they may request a special circumstances review of their application. Requests will not be accepted prior to August 15th. The review process on those accepted requests will not begin until October 1st, therefore students should expect to pay their tuition, fees and books until the file is completed and the student is awarded.

Financial Aid Deferments

The Director of Financial Aid is the official responsible for granting financial award or scholarship related deferments. Under most situations there is no additional charge to the student.

Financial Aid Programs Available at OCC

Federal

- Federal Work-Study (FWS)
- Pell Grants (PELL)
- ACG (Academic Competitiveness Grant)
- Supplemental Educational Opportunity Grants (SEOG)
- PLUS loans
- Federal Stafford Loans

State of New Jersey

- Distinguished Scholars Program
- Educational Opportunity Fund (EOF)
- National Guard Tuition Credit Program
- NJ CLASS Loans
- NJ Stars Program
- POW/MIA Tuition-Benefit Program (POW/MIA)
- Public Tuition Benefit Program (PTBP)
- Tuition Aid Grant (TAG)
- Veterans Tuition Credit Program (VTCP)
- Volunteer Tuition Credit Program

Other Programs

Other educational benefits are available to eligible students through the Veterans Administration, New Jersey Rehabilitation Commission and the Ocean County College Foundation. Reserve Officer Training Corps (ROTC) Scholarships are also available.

Applications and additional information can be obtained by contacting the Financial Aid Office, located on the ground floor in the Administration Building.

Veterans

Eligible veterans, dependents and active duty personnel may apply to receive monthly educational assistance from the Veterans Administration while enrolled at Ocean County College. All new students who expect to receive VA educational benefits must schedule an interview in the Financial Aid Office in order to obtain the proper application forms and up-to-date information regarding VA eligibility. Continuing students must request VA certification each semester.

To qualify for VA benefits, students must enroll in a degree program or VA Approved Certificate Program. Certificate programs are limited; please contact the Veterans Advisor to verify that your particular course or program is approved. Students may take certain courses for transfer to a degree at another college if written approval is obtained from the transfer institution. VA benefits are paid only for courses which are required for the completion of the student's degree program. Students must make satisfactory academic progress in order to maintain eligibility for VA assistance.

VA processing takes about six to eight weeks. Advance payment is available upon written request to the Financial Aid Office at least sixty days prior to the first day of class. Veterans should contact the Financial Aid Office regarding other aid available from the State of New Jersey.

Ocean County College Foundation - Scholarship Opportunities

The Ocean County College Foundation is a private nonprofit organization dedicated to the growth and development of the college through scholarships, endowments, and capital and special projects. The Foundation supports the efforts of Ocean County College to make higher education accessible to all Ocean County residents and provides students opportunities to continue higher education while discovering and exploring the wealth of possibilities around them.

The Ocean County College Foundation is celebrating forty years of fund-raising success supporting the efforts of Ocean County College. Since its inception in 1965, the Foundation has awarded nearly 4 million in scholarships, awards and special projects working in alliance with community friends and business leaders.

A volunteer Board of Trustees governs the Ocean County College Foundation, which is composed of members representing Ocean County's business, professional, corporate and community leaders. The Foundation has been granted tax-exempt status by the Internal Revenue Service and is considered a 501(c) 3 organization. For scholarship applications or additional information, call the Foundation office at (732) 255-0492.

METHODS OF PAYMENT

Payment in Full

All tuition and fees must be paid at the time of registration.

Checks or money orders are acceptable if made payable to Ocean County College. Checks or money orders must include the student's name and his or her social security number or student I.D. number. The college also accepts cash payment. VISA, MASTERCARD, AMEX and DISCOVER are also accepted in person, by telephone and on the web.

A charge of \$25.00 will be assessed for all checks issued to the college and not paid upon presentation to the bank. Once a personal check is returned by a bank to the college it will not be re-deposited nor will the college accept another personal check in its place. Instead, payment must be made in cash or by certified check or money order.

Once payment has been made, the check cannot be returned to the student if the student changes his or her mind about attending. Likewise, the student should not process a stop payment order at his or her bank. The college will treat a stop payment as a returned check and will apply the \$25.00 returned check charge. Instead, the student should go to the Office of Admissions and Records and process a drop form. The college will in turn generate a refund check in the appropriate amount.

Monthly Payment Plan

Payment to OCC for tuition and fees is normally required to be paid in full at the time of registration. However, we recognize that making payment in full before the semester begins can cause an economic hardship for many students. To remedy this situation, we provide the OCC Tuition Payment Plan (TPP).

The OCC Tuition Payment Plan offers a financial planning option that allows you a line of credit to pay tuition and fees in equal installments. There are no interest or finance charges, although there is a \$30 (part-time) / \$50 (full-time) contract fee to sign up for the program and there are penalty fees for missed or late payments. To participate, you must be registered for six or more credit hours in the fifteen week Fall or Spring semesters. Register for classes and sign up for the payment plan early to spread your costs out over the maximum number of installments.

Brochures on the payment plan can be obtained from the following offices: Cashiers, Admissions, Advising, Financial Aid, Student Life and are available for download from the web.

REFUNDS

Students who officially withdraw from courses may be eligible for a percentage refund of tuition and certain fees. Students must go to the Admissions & Records Office and complete a drop form, in person. Failing to attend class will not relieve you of your financial obligation to the college, even if you have not yet paid your full tuition bill. Completing the drop form according to the schedule below will eliminate or reduce your financial obligation. Students receiving Financial Aid must complete 60% of the semester in order to be entitled to 100% of their Financial Aid Funds awarded for the semester. Withdrawals occurring prior to 60% completion date will result in the recalculation of aid eligibility and the return of ineligible aid to Federal or State agencies. This may result in the student owing a balance to the school. It is the responsibility of the student to officially withdraw from classes during the appropriate refund periods if the student is to receive a REFUND OR CREDIT.

Percentages are applied against tuition and fee charges for registered courses. The resulting amount will then be compared to any student payments that may have been made with the difference being the amount of the refund due to the student or the balance still owed to the college. No refund will be given for the following fees: Registration, Tuition Deposit, Certificate, Graduation, or Tuition Payment Plan.

Official date of withdrawal will be the date the Admissions and Records Office receives the completed withdrawal form with all required signatures.

Refund percentages are as follows:

Class cancelled by the college	100%
Withdrawal prior to the first official day of the semester or term	100%
Withdrawal between the first official day of the semester or term, up to and including the official attendance census date of the semester or term (10 th day of a semester or approximately the 5 th day of a term; check your bill/schedule or ask the Admissions & Records Office for specific dates)	50%
Withdrawal after the official attendance census date of the semester or term	None

If a student fails to withdraw from a specific Term prior to the beginning of that Term and does not attend classes at all for that Term, all eligibility for that Term is rescinded. Student charges and refunds will be calculated according to the policy as listed under "Refunds".

The exact refund dates for each semester or term are printed on the bill/schedule received by every student at the time of registration.

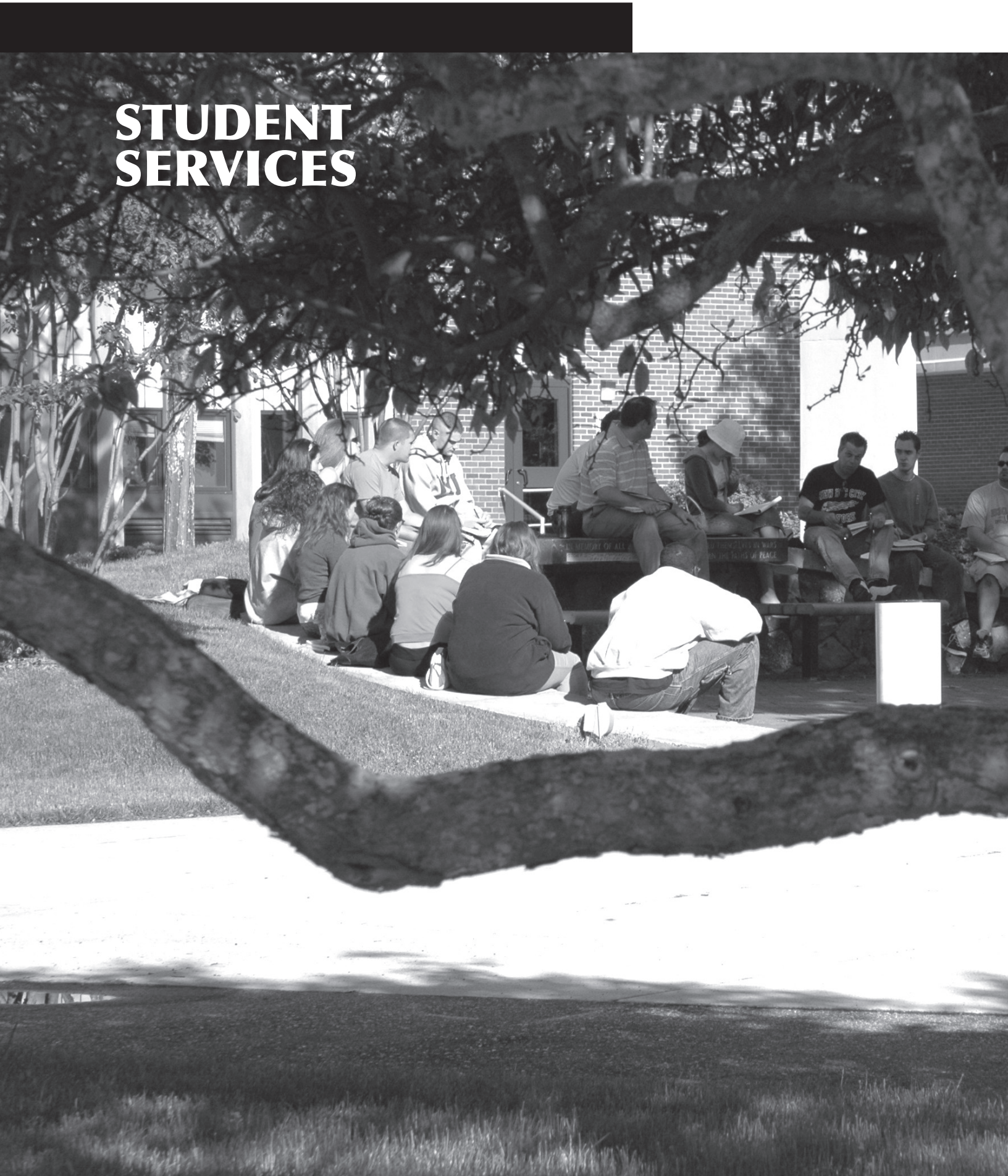
FAILURE TO BE AWARE OF THESE DATES IS NOT GROUNDS FOR A REFUND.

Occasionally, extraordinary circumstances require Ocean County College to make an exception to the above refund period policy, in which case a REFUND OR CREDIT toward another semester may be issued. Substitution of faculty is not grounds for a refund. It is the policy of Ocean County College to make these exceptions ONLY under one of the following circumstances:

1. Medical emergency or condition, documented by a medical doctor, which prevents the student from completing the semester.
2. Military orders indicating a student has been called to active duty and will not be able to complete the current semester.
3. Evidence that the student was incorrectly advised or placed in the wrong class by a staff member at Ocean County College.

Additionally, all appeals must be received during the semester in question. Late appeals will not be considered. If your reason for requesting a refund falls into one of these categories, you may write a letter of appeal, including supporting documentation, to Director of Admissions, Refund Appeals Committee, Ocean County College, College Drive, PO Box 2001, Toms River, NJ 08754-2001. You will be notified in writing of the finding of the committee after the merits of your case are reviewed.

STUDENT SERVICES



STUDENT AFFAIRS DIVISION

The central focus of Student Affairs Division is the commitment to student development through the promotion of learning environments that encourage and challenge the full development of the whole student. Fundamental to student development is the belief that students change, grow and move toward self-realization, self-fulfillment and responsible social development.

Student Affairs has developed an extensive array of professional support systems to meet the needs of a diverse student population. The offices of the division are open from 8:00 a.m. to 8:00 p.m., Monday through Thursday and from 8:00 a.m. to 5:00 p.m. on Friday. (Summer hours may vary).

Orientation for New Students

An Orientation Program prior to the beginning of classes for all new students is sponsored by the Division of Student Affairs. This program provides an opportunity for all new first year students to become acquainted with the objectives and physical facilities of the college, the services offered within Student Affairs Division, and to confer with academic advisors.

ACADEMIC PLANNING CENTER

The Advising Office is an integral part of the Ocean County College mission. Our primary purpose is to assist students in accomplishing their academic, career, and lifelong learning goals. Throughout this process, emphasis is placed on the uniqueness of each individual.

Educational decisions are an important part of each student's responsibility. Students are encouraged to utilize their academic departments and academic advisors as well as technology in their educational planning. The Advising Office assists students in developing sound educational plans to suit their short and long term goals. We endeavor to assist students in obtaining accurate information about academic programs that will meet their educational needs. This begins with our comprehensive New Student Orientation Program and is continued with individual and group advising sessions throughout the academic year. Staff is available to provide each student with the opportunity to pursue self-exploration in an atmosphere of support and understanding. Students are actively encouraged to utilize online resources to gather information. We encourage students to become self-directed in researching four-year colleges/universities, graduate and professional schools.

NJ Transfer

Ocean County College is a partner in NJ Transfer, a web-based guide to transfer between two-year and four-year New Jersey colleges. Students can get consistent and reliable information throughout the college planning, enrollment, and transfer decision making process. Access NJ Transfer at <http://njtransfer.org>

CAREER, EMPLOYMENT AND COUNSELING SERVICES

Individual, small group, and online services are offered to students, alumni and community members, designed to help individuals increase their knowledge and understanding to make good career, education and life decisions, and to lead satisfied and productive lives. In addition, an individual needs to consider what the growth occupations are, what education and training are required, and where these jobs are located. Lifestyle issues such as family, children, where to live, and what one desires in life are also considered. All of these issues are explored during discussions with career counselors. Career assessments are offered to supplement the career counseling.

For job seekers, assistance is provided with resumes, interviewing skills, and job search strategies. A listing of part time and full time positions with local employers is maintained both in the Career Center and on our web page. Recruiting employers are on campus throughout the semester. A Job Fair is held at least once a year, featuring a number of recruiting employers. Notices of Internship opportunities with employers are also maintained at the Career Center.

Online services include a seven (7) step career and education decision-making process, career assessment, and resources.

Call (732) 255-0400 x 2945 for more information about career and employment services. For career and employment information and resources, visit our web page at www.ocean.edu/career.htm.

Personal, social and/or emotional concerns often interfere with academic success and learning. Students with many strengths and resources may still experience difficulties that impact their ability to set and achieve goals. These issues may be resolved through confidential counseling sessions, which are provided by trained professional counselors.

Please call Counseling Services at (732) 255-0348 or (732) 255-0400 x 2941 for more information.

BOOKSTORE

The bookstore is open Monday through Thursday from 8:30 a.m. to 7 p.m. and Friday from 8:30 a.m. to 4 p.m. Hours are extended during the beginning of each semester to include one Saturday from 8:30 a.m. to 12:30 p.m. Special hours are posted at the bookstore. During the summer semester and semester break the bookstore is open Monday through Friday from 8:30 a.m. to 4:00 p.m. On Fridays, mid-June to mid-August, the bookstore closes at 3:00 p.m.

In addition to textbooks, the store offers a wide variety of such products as sportswear, school supplies, decals, insignia items, greeting cards, toys, novelty gifts, Starbucks Coffee etc. (See page 19 for estimated costs for textbooks).

EDUCATIONAL OPPORTUNITY FUND PROGRAM

The Educational Opportunity Fund (EOF) is a state funded program designed to assist low-income New Jersey residents who are capable and motivated, but lack adequate preparation for college study. EOF supports a wide array of campus-based outreach and support services at 28 public and many private colleges and universities in New Jersey. Ocean County College is one of 19 participating community colleges.

Students are evaluated for admittance based upon academic readiness, potential, motivation and financial need; an interview is required. Students must register for 12 credits or more, which is considered full-time enrollment. Students must complete a FAFSA (Free Application for Federal Student Aid) and are eligible for additional state and federal assistance.

EOF provides academic, personal and financial support services to strengthen students' skills and performance. The office works closely with students to provide the framework that guides them toward achievement and success. Students must be in regular contact with their EOF Advisor and participate in compulsory workshops and informational sessions.

The EOF's enrollment is determined by state funding; apply early. For additional information, contact the EOF Office at (732) 255-0311.

HEALTH SERVICES

The Health Services Office, located in Room A107 of the Instructional Building, offers the services of a registered professional nurse to all students and employees from 8am-10pm Monday through Friday. The nurse is available on a drop-in basis to provide first aid, dispense nonprescription medication for relief of minor illness, discuss health-related issues and make appropriate referrals to community agencies. All of these services are free. Health Services offers a series of Health Education Programs for day and evening students, faculty and staff on campus and at the Southern Education Center.

The objective of the Health Services Office is to maintain and improve students' and employees' health status and to promote individual optimum wellness. The program includes health supervision, health counseling and health education to empower individuals to make healthy lifestyle choices. Services provided include such topics as: coping with stress, nutrition awareness, stopping cigarette smoking, blood pressure and weight screening, cholesterol management, PMS and menopause, eating disorders, understanding both over-the-counter and prescription medications, substance abuse, getting help for alcohol and drug dependency, help for adult children of alcoholics, and sexual health, including diversity of sexual orientation, abstinence, sexually transmitted infections and condom use.

The Health Services Office coordinates Twelve-Step Recovery Program meetings on campus.

Students are encouraged to call the Health Service Office at (732) 255-0364 to report an anticipated absence of a week or more due to illness, a death in the family or any hospitalization. A family member may also contact the Health Services Office on the student's behalf. Instructors will then be notified. However, this does not excuse the student from work missed.

Students are also advised to contact the instructor personally. The number of absences are at the discretion of the individual instructor as per College policy.

Students, employees and visitors who have a documented physical disability (short term or permanent) may obtain a special parking permit, ramp access and elevator map.

An extensive library of self-help brochures and resources are available to faculty, staff and students.

Student insurance brochures and claim forms are also available in Health Services Office.

INTERCOLLEGIATE & INTRAMURAL ATHLETICS

A broad program of intercollegiate athletics and intramurals are available for men and women at Ocean County College. The college is a member of the NJCAA, (National Junior College Athletic Association) and Region XIX, (which includes 25 junior and community colleges throughout Eastern Pennsylvania, New Jersey, and Delaware). The college is also a member of the GSAC (Garden State Athletic Conference) which is the community college league of New Jersey. The intercollegiate programs available for men include, soccer, swimming, basketball, golf, tennis, and baseball. The women compete in soccer, swimming, basketball, tennis, golf and softball.

Activities offered by the intramural program are set up throughout the semester depending on the season. The scheduled time for the intramural programs will be posted in lobby of HEHP.

(Special tournaments and activities may be at different times.) Presently, intramural activities include: volleyball, flag football, soccer and basketball. Please contact the Athletic Office for more information at (732) 255-0345 or e-mail the Director of Athletics at: icohen@ocean.edu.

OFFICE OF MULTICULTURAL SERVICES (OMS)

At Ocean County College, diversity is everyone's business. Appreciation, celebration, and understanding are key elements of diversity at work; when that happens, everyone benefits.

The Office of Multicultural Services (OMS) coordinates the college's initiatives and implements strategies for the recruitment and retention of students from culturally diverse backgrounds. OMS works in partnership with community organizations, special interest and religious groups, as well as parents' organizations.

OMS supports the college's diverse populations as well as coordinates campus wide multicultural programming through the Multicultural Board. The Board membership includes OCC and community partners committed to inclusive programming and diversity.

The OMS Mentoring Program is designed to give students closer support and guidance, which translates into increased student success, satisfaction, and higher retention. For additional information, contact the OMS Office at (732) 255-0311.

LIBRARY SERVICES

The Ocean County College Library offers personalized assistance and abundant materials to assist members of the college community in locating and evaluating appropriate resources for research projects and assignments and in satisfying their information needs.

The mission of the OCC Library is to provide its users with information pertinent in all formats to each area of instruction; to teach Information Literacy in collaboration with classroom faculty; and to provide access to qualified librarians who can assist students in locating the information they need.

To complement the collection of over 84,000 books and audiovisual materials, the Library subscribes to online databases which allow students to locate appropriate articles and information. The periodicals area maintains print subscriptions of over 375 periodicals. In addition, materials can be requested through inter-library loan to supplement the Library collections.

Borrowing privileges are extended to currently enrolled students, faculty, staff, and active members of the Alumni Association. The College ID card is required for all Library transactions. To access the Library website, go to www.ocean.edu. To access the databases from off campus, use your Ocean Cruiser account.

STUDENT LIFE

The Office of Student Life provides leadership for all students' co-curricular activities at the college, including administrative assistance to the intercollegiate athletic and intramural programs. Student community service projects and volunteerism are also coordinated through the Office of Student Life. Discount services and travel to area recreational, educational, and cultural activities are offered to OCC students. Student Life oversees, along with faculty advisors, more than 50 special interest student organizations reflecting the diversity of the general community and the OCC student population.

Dining Facilities

Full cafeteria and vending services are available in the College Center. Breakfast, lunch and dinner are served daily during the academic year.

Cafeteria Hours:

Monday through Thursday	7:00 a.m. to 8:00 p.m.
Friday	7:00 a.m. to 2:00 p.m.

Vending services are also available in other buildings throughout the campus.

Clubs and Organizations

The goal of the extracurricular program is to help students to assume responsibility for their own behavior via the group process of a club or organization. All student activities are planned and developed by members of the clubs and organizations with the aid of the Coordinator of Student Activities - Operations, the Coordinator of Student Volunteerism and Programming, the Student Life staff and club advisors.

Every official student club or organization privileged to use the college name has a constitution compatible with the philosophy of the college and with local, state and federal laws, as well as a faculty advisor and a stated number of objectives. Each group is responsible for planning its own program and controlling its own budget, within the pattern established through the Student Senate and under the general supervision of the club advisor, the Coordinator of Student Activities and the Coordinator of Student Volunteerism and Programming.

A general program of cultural, social and educational events, developed annually by student organizations, is offered to the student body. This program is coordinated through the Office of Student Life and includes lectures, films, bus trips to entertainment and sporting events, on-campus theatre productions, and other student-oriented programs.

Student Government – ASOCC

The Associated Students of Ocean County College (ASOCC) and its representative body, the Student Senate, exist to further the well-being of the students, to serve as a channel of communication between the students and the administration, and to cooperate closely with the faculty and administration in maintaining academic and social standards of excellence. The senate is authorized by the college to administer, under specified conditions, a number of regulations and procedures relating to student life.

Ocean County College student organizations include the Student Activities Board, Phi Theta Kappa (a national honor society), Circle K International (a service organization), the Organization for Black Unity (O.B.U.), the Student Alliance for Latino Solidarity and Achievement (S.A.L.S.A.), and the Paralegal Club. Other clubs on campus include the Student Nurses Organization, Criminal Justice Association, Student Health Advisory Council, and EOF Alliance. Students may also decide to become involved with Phi Beta Lambda (business club), the Environmental Club, Mathematics Club, Judo Club, Science Club, Women's Network, and InterVarsity Christian Fellowship.

Student publications include the Viking News, a bi-weekly campus newspaper and a literary magazine, Seascape. Students may also join the theatre company, the college chorus, the concert band or participate in WOCC, the campus radio station. A complete list of student clubs and organizations is located in the Student Handbook and is also available from the Office of Student Life.

O.C.E.A.N., INC. KIDS CHILD DEVELOPMENT CENTER (slated to be opened in September 2007)

The Ocean Community Economic Now's Childcare Center located on the Ocean County College campus via Lot 2, next to the tennis courts. This service, available to all OCC students, employees and the surrounding Ocean County community, provides quality childcare with an early childhood development curriculum and Head Start Program. For more information, call O.C.E.A.N., Inc. at 732-244-5333.

ACADEMIC DEGREES & GENERAL EDUCATION REQUIREMENTS



ASSOCIATE DEGREES AND DEGREE PROGRAMS

Ocean County College offers the Associate in Arts (A.A.), the Associate in Science (A.S.), and the Associate in Applied Science (A.A.S) degrees. All degree programs contain a core General Education foundation consistent with the requirements of most New Jersey two- and four-year colleges. This general education core emphasizes the acquisition and comprehension of knowledge, the evaluation of ideas, the ability to think constructively and creatively, and the capacity to communicate effectively. For college students who begin their studies at a community college, A.A. and A.S. programs should transfer in full, with the student bearing some responsibility to make elective choices at the community college that are consistent with the intended major and the requirements of the four-year college or university. The A.A.S. degree prepares students for immediate employment after graduation, although many students who pursue this degree also transfer successfully. Smooth transition into a four-year institution requires early planning.

GENERAL EDUCATION REQUIREMENTS

General education courses are grouped into several major categories:

Communications, defined as courses designed to enhance facility in the use of the English language;

Mathematics, science, and technology, defined as courses designed to enhance mathematics and scientific conceptual understanding and applications, including computer science;

Social sciences, defined as courses designed to promote self awareness, including understanding social, economic, historical, and political problems and the responsibilities of citizenship in an interdependent world; and

Humanities, defined as courses in literary, philosophical, foreign language, aesthetic, or other humanistic studies to promote the understanding and transmission of values to one's own and other cultures.

The minimum general education requirements for each associate degree are as follows:

Associate in Arts (A.A.) degrees require a minimum number of credits in an array of representative courses in each of the following categories: communication, mathematics/science/technology, social sciences, and humanities.

Associate in Science (A.S.) degrees require a minimum number of credits in an array of representative courses in each of the following categories: communication, mathematics/science/technology, social sciences, and humanities.

Associate in Applied Science (A.A.S.) degrees require a minimum number of credits in an array of representative courses from the communication category and at least one course from mathematics/science/technology, social sciences, and humanities.

GRADUATION REQUIREMENTS FOR DEGREE PROGRAMS

A degree signifying graduation from Ocean County College will be awarded to all students completing an approved planned program, provided the following minimum conditions have been filled:

A. Minimum Requirements

1. A student must have earned at least 64 semester hours of credit with a minimum cumulative grade-point average of 2.00.
2. If a student has taken developmental classes, these courses do not count toward meeting graduation requirements for any degree. Sufficient additional credits must be completed to meet the 64 credit minimum for a degree. These semester hours must include the following:

Health and Physical Education.

- a) 2 s.h. HEHP 110 Applied Modern Health or 3 s.h. HEHP 225 Contemporary Health may be used to satisfy the requirement.
- b) Veterans, active duty personnel and those who have completed basic training may apply to receive credit for HEHP 110 from the Veterans Affairs office. A copy of DD Form 214 and a request for HEHP credit must be submitted to the Financial Aid Office.

B. Distribution of Semester Hours of Credit for Degrees

A.A. DEGREE

GENERAL STUDIES PROGRAM

- 6 s.h. Communications
- 6 s.h. Humanities
- 6 s.h. Social Science
- 4 s.h. Laboratory Science
- 3 s.h. Mathematics
- 2-3 s.h. Health and Human Performance
- 18 s.h. Concentration selected from one college department (non-technical courses only)
- 18-19 s.h. Electives (to total 64 or more s.h.)

LIBERAL ARTS PROGRAM

- 9 s.h. Communications
- 6 s.h. Western Civilization I & II or U.S. History I and II*
- 9 s.h. Humanities
- 3 s.h. Diversity
- 3 s.h. Computer Literacy
- 6 s.h. Social Science
- 8 s.h. Laboratory Science
- 6 s.h. Mathematics
- 2-3 s.h. Health requirement
- 11-18 s.h. Electives (to total 64 or more s.h.) (maximum of 6 s.h. of business)

*Choice should be guided by transfer requirements

A.S. DEGREE

GENERAL STUDIES PROGRAM

- 6 s.h. Communications
- 6 s.h. Humanities
- 6 s.h. Social Science
- 4 s.h. Laboratory Science
- 3 s.h. Mathematics
- 2-3 s.h. Health and Human Performance
- 18 s.h. Concentration selected from one college department
- 18-19 s.h. Electives (to total 64 or more s.h.)

A.S. DEGREE - ALL OTHERS

- 6 s.h. Communications
- 6 s.h. Humanities
- 6 s.h. Social Science
- 4 s.h. Laboratory Science
- 3 s.h. Mathematics
- 2-3 s.h. Health and Human Performance
- 18 s.h. Concentration selected from one college department
- 18-19 s.h. Electives (to total 64 or more s.h.)

A.A.S. DEGREE

- 6 s.h. Communications
 - 3 s.h. Humanities
 - 3 s.h. Social Science
 - 4 s.h. Laboratory Science
 - 3 s.h. Mathematics
 - 2-3 s.h. Health requirement
- Additional required courses for a minimum of 64 s.h.

C. Other Requirements

1. Required courses in all programs of study are as stipulated in the catalog at the time the student matriculates in a degree program as long as the student is continuously enrolled.
2. A student must have earned at least 32 semester hours of credit at Ocean County College.
3. Students who complete their degree requirements at the end of the fall semester may, upon filing an application for graduation scheduled the following May, receive an interim Certificate of Completion.
4. Students are required to follow the curriculum as outlined in the catalog at the time of matriculation (degree status). If the student skips a year (a consecutive fall and spring semester), the catalog at the time of reactivation is in effect. The option does exist to update to a more current catalog. If a student changes his/her curriculum, the current catalog at that time is in effect.
5. Students must file a graduation application at the Cashier's office. Applications are available in the Admissions and Records office. The application deadlines are March for spring graduation and June for summer graduation.

NOTES

1. ENGL 020 or ENGL 021 cannot be used to satisfy degree requirements.
2. Students placed in ENGL 020 or ENGL 021 as a result of the College Placement Test scores will be required to complete these courses in addition to the above- stated requirements.
3. It is strongly recommended that writing courses be taken in sequence. ENGL 151 should be taken immediately after completion of ENGL 021.
4. Humanities electives in Literature are: Any 200 level ENGL course. All other programs specifying only humanities elective will be free to select from the full range of English (and other humanities) courses except those taken to fulfill the required freshman English/ Communications sequence. In no case can ENGL 151 or ENGL 152 be used as a humanities elective. ENGL 155 may be used as a humanities elective if it has not been taken as a requirement. This, however, is not encouraged for transfer students.

COURSES SATISFYING GENERAL EDUCATION REQUIREMENTS

The chart below identifies the general education requirements which students must fulfill for graduation from Ocean County College. The prefixes identify course clusters from which students may select specific courses satisfying each requirement. Students transferring to four-year institutions should check with the institutions regarding the transferability of specific courses because there is no guarantee that a give course will transfer to every institution.

For the A.A. in Liberal Arts Degree

Humanities/English	Communication	Social Science	Science
GROUP A ARTS 181, 182, 205 MUSC 190 THTR 195, 196 GROUP B ENGL 235, 236, 240, 251, 252, 253, 254, 255, 256, 257, 258, 260, 261, 280 HUMN 200, 297 PHIL 191, 192 LANGUAGES: ARBC, CHIN, FREN, GRMN, ITAL, LATIN, SPAN	ENGL 151 ENGL 152 COMM 110 COMM 202	ANTH 233 ECON 151, 152 GEOG 161, 162 POLI 183, 261 PSYC 172 SOCI 181	BIOL 161, 162 or higher CHEM 181, 182 or higher PHYS 171, 172 or higher
History	Technology	Math	Diversity
HIST 171 HIST 173 HIST 172 HIST 174	CSIT (except CSIT 120)	MATH 151 OR HIGHER	[See listing under Liberal Arts Degree]

For the A.A. and A.S. in General Studies and All Other A.S. and A.A.S. Degrees

Humanities/English	Communication	Social Science	Science	Math
ARTS FILM COMM MUSIC COPH PHIL DANC THTR ENGL 153 or any 200- level ENGL course LANGUAGES: ARBC, CHIN, FREN, GRMN, ITAL, LATIN, SPAN	ENGL 151 ENGL 152	ANTH ECON GEOG HIST POLI PSYC SOCI	BIOL (except BIOL 120) CHEM ENVI HTEC PHYS SCIE (except SCIE 104 and SCIE 105)	MATH 151 or higher for AA and AS degrees MATH 147 or higher for AAS degrees

OCEAN COUNTY COLLEGE GENERAL EDUCATION GOALS ADDRESSED BY GENERAL EDUCATION REQUIREMENTS

HUMANITIES REQUIREMENT General Education Goals Addressed by Specific Courses in Literature, the Arts, World Languages, Religion, and Philosophy	SOCIAL SCIENCE REQUIREMENT General Education Goals Addressed By Specific Courses in Anthropology, Economics, Geography, Political Science, Psychology, and Sociology	COMMUNICATION REQUIREMENT General Education Goals Addressed by Specific Communication Courses:
Independent Thinking Communication Problem Solving/Info Literacy Ethical Judgment Aesthetic Appreciation Historical Consciousness Diversity Appreciation Global Perspective Civic & Social Responsibility Life Long Learning	Independent Thinking Communication Problem Solving/Info Literacy Ethical Judgment Natural & Social Sciences Historical Consciousness Diversity Appreciation Global Perspective Civic & Social Responsibility Technology Understanding	Communication Problem Solving/Info Literacy Ethical Judgment Aesthetic Appreciation Diversity Appreciation Global Perspective
DIVERSITY REQUIREMENT General Education Goals Addressed By Diverstiy Courses:	HISTORY REQUIREMENT General Education Goals Addressed By Specific History Courses:	SCIENCE REQUIREMENT General Education Goals Addressed By Specific Science Courses:
Communication Problem Solving/Info Literacy Ethical Judgment Historical Consciousness Diversity Appreciation Global Perspective	Independent Thinking Communication Problem Solving/Info Literacy Ethical Judgment Historical Consciousness Diversity Appreciation Global Perspective Civic & Social Responsibility	Independent Thinking Communication Problem Solving/Info Literacy Ethical Judgment Natural & Social Sciences Global Perspective Technology Understanding
MATHEMATICS REQUIREMENT General Education Goals Addressed By Specific Mathematics Courses:	COMPUTER SCIENCE/ TECHNOLOGICAL LITERACY REQUIREMENT General Education Goals Addressed By Specific CSIT Courses:	
Independent Thinking (Mathematical) Problem Solving	Problem Solving/Info Literacy	

PROGRAMS OF STUDY



Programs of Study

Degrees Offered at OCC

OCC offers three degrees: the Associate of Arts (A.A.) degree, the Associate of Science (A.S.) degree, and the Associate of Applied Science (A.A.S.) degree. The A.A. and the A.S. degrees prepare students for transfer to arts and sciences baccalaureate programs at four-year colleges and universities. The A.A.S. degree prepares students for immediate employment after graduation, although many students who pursue this degree transfer successfully to four-year colleges and universities.

Programs of Study (or Majors)

Within each of the three degrees are several choices of programs (or majors). Students should choose a program best suited for their educational objectives. The chart on the following page identifies the programs or majors available within each degree (or major), along with options (or minors) and concentrations (or specializations). Options (or minors) are defined by specific requirements, while concentrations (or specializations) include a set of suggested, but not required, courses. A substantial portion of the Liberal Arts degree and numerous requirements for General Studies and other degrees can be completed through the use of on-line and homestudy courses.

Certificates

Students can also obtain a Certificate of Proficiency or a Certificate of Completion. Certificate programs are designed to equip students with skills for immediate employment in a wide range of job possibilities. Certificates of Proficiency require 30 or more credits, while Certificates of Completion require a fewer number of credits. In general, credits earned through a certificate program may later be applied to an associate degree in a related field or in general education

Additional Programs (see page 64)

OCC also offers the following programs: International Travel; Center for Business Education Training; Continuing and Professional Education; The Academy for Lifelong Learning and The Office of School Relations.

I AM INTERESTED IN THESE FIELDS:	WHAT DEGREES ARE AVAILABLE?	WHAT CERTIFICATES ARE AVAILABLE?	I AM INTERESTED IN THESE FIELDS:	WHAT DEGREES ARE AVAILABLE?	WHAT CERTIFICATES ARE AVAILABLE?
Liberal Arts	A.A. = Associate in Arts • A.A.S. = Associate in Science A.S. = Associate in Science A.A. in Liberal Arts with an option in Honors and 28 areas of concentration	A.A. = Associate in Arts • A.A.S. = Associate in Science A.S. = Associate in Science A.A. in Liberal Arts with an option in Honors and 28 areas of concentration	Criminal Justice	A.S. in Criminal Justice	Certificate of Proficiency in Criminal Justice
General Studies	A.A. in General Studies with an option in Humanities, English, Math, Science, Social Science, or Health/PE A.S. in General Studies with an option in Humanities, English, Math, Science, Social Science, Health & Physical Education, Business, Civil/ Construction Engineering Technology, or Computer Science. Students may enroll in a Joint OCC/NJIT program concentrating in Business Administration or Computer Science.	Certificate of Proficiency in Criminal Justice	Digital Mass Media	A.A. in Digital Mass Media with an option in Journalism A.A. in Digital Mass Media with an option in Broadcast/Production A.S. in Engineering with a concentration in Electrical, Civil, or Computer Engineering A.A.S. in Civil/Construction Technology A.A.S. in Civil/Construction Technology with a concentration in Survey Technology A.S. in General Studies with an option in Civil/Construction Engineering Technology	Certificate of Proficiency in Construction Management Technology
Aviation	A.S. in Aviation	Certificate of Proficiency in Criminal Justice	Engineering	A.S. in Engineering with a concentration in Electrical, Civil, or Computer Engineering A.A.S. in Civil/Construction Technology A.A.S. in Civil/Construction Technology with a concentration in Survey Technology A.S. in General Studies with an option in Civil/Construction Engineering Technology	Certificate of Proficiency in Construction Management Technology
Biotechnology	A.S. in Biotechnology	Certificate of Proficiency in Criminal Justice	Environmental Science	A.S. in Environmental Science A.S. in Environmental Science with an option in Environmental Policy A.A.S. in Environmental Technology A.A.S. in Fire Science	Certificate of Proficiency in AutoCAD Certificate of Completion in AutoCAD
Business	A.S. in Business Administration A.S. in Business Administration with an option in Economics A.A.S. in Business with an option in Accounting, Banking/ Financial Services, Paralegal, Management, Marketing, Marketing/Public Relations	Certificate of Proficiency in Criminal Justice	Fire Science	A.S. in Environmental Science A.S. in Environmental Science with an option in Environmental Policy A.A.S. in Environmental Technology A.A.S. in Fire Science	Certificate of Proficiency in Fire Science
Communications/ Visual Communications	A.A.S. in Visual Communications Technology with an option in Computer Graphics, Electronic Media Technology or Photography A.A.S. in Interpreter Training	Certificate of Proficiency in Criminal Justice	Health & Human Performance	A.A. in Liberal Arts with an option in Health & Human Performance in Exercise Science/Sports Medicine or Health & Human Performance Teacher or Wellness & Health Promotion A.S. in General Studies with an option in Health & Physical Education A.A.S. in Horticulture & Turfgrass Technology A.S. in Human Services Technician	Certificate of Proficiency in Exercise Science
Computer Science	A.S. in Computer Science with an option in Game Development and Design, Information Systems, Information Technology A.A.S. in Computer Science/ Information	Certificate of Proficiency in Criminal Justice	Horticulture	A.S. in General Studies with an option in Health & Physical Education A.A.S. in Horticulture & Turfgrass Technology A.S. in Human Services Technician	Certificate of Completion in Gerontology
Journalism	A.A.S. in Journalism	Certificate of Proficiency in Criminal Justice	Human Services	A.S. in Human Services Technician A.S. in Human Services Technician with an option in Gerontology A.A. in Digital Mass Media A.A.S. in Print Broadcast Journalism A.A.S. in Nursing with a Mobility Track option A.A.S. in Allied Health	Certificate of Completion in Gerontology
Nursing & Allied Health	A.A.S. in Nursing with a Mobility Track option A.A.S. in Allied Health	Certificate of Proficiency in Criminal Justice	Journalism	A.A. in Digital Mass Media A.A.S. in Print Broadcast Journalism A.A.S. in Nursing with a Mobility Track option A.A.S. in Allied Health	Certificate of Proficiency in Construction Management Technology
Teaching Assistant/ Child Care	A.S. in Teaching Assistant/Child Care	Certificate of Proficiency in Criminal Justice	Nursing & Allied Health	A.A.S. in Nursing with a Mobility Track option A.A.S. in Allied Health	Certificate of Proficiency in Construction Management Technology
Teaching Assistant/ Child Care	A.S. in Teaching Assistant/Child Care	Certificate of Proficiency in Criminal Justice	Teaching Assistant/ Child Care	A.S. in Teaching Assistant/Child Care	Certificate of Proficiency in Teaching Assistant/Child Care Certificate of Completion in Teacher Group Teacher and in Teacher Aide

AMERICAN STUDIES

See Liberal Arts Concentrations – page 57

AVIATION

Associate in Science

This program is designed to prepare students for three Federal Aviation Administration certificates (private pilot, instrument rating, and commercial pilot) and for transfer to four-year institutions offering a B.S. in Aviation.

Graduates may be employed as commercial, charter, and military pilots. In corporate aviation, graduates may be employed by regional airlines.

The four flight courses, FLTE 101, 102, 103, and 104, are completed at the Ocean Aire Pilot Training Center at the County Airport – Miller Airpark.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3-6 s.h. College Algebra for Science, Mathematics, Computer Science and Engineering Majors (MATH 161) OR College Algebra (MATH 165) OR Basic Technical Mathematics (MATH 168)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 5 s.h. Introduction to Flight (FLTE 101)
- 13-17 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. General Psychology (PSYC 172)
- 5 s.h. Instrument Flight (FLTE 102)
- 3 s.h. History of Aviation (HIST 170)
- 3 s.h. Social Science Elective
- 17 s.h.

THIRD SEMESTER

- 4 s.h. Physics I (PHYS 171)
- 3 s.h. Macroeconomics (ECON 151)
- 3 s.h. Commercial Flight I (FLTE 103)
- 3 s.h. Humanities/English Elective
- 3 s.h. Social Science Elective
- 16 s.h.

FOURTH SEMESTER

- 4 s.h. Physics II (PHYS 172)
- 3 s.h. Computer Literacy (CSIT 110)
- 3 s.h. Commercial Flight II (FLTE 104)
- 1-5 s.h. Elective (to meet required 64 s.h.)
- 3 s.h. Humanities Elective
- 14-18 s.h.

TOTAL CREDITS 64

BIOTECHNOLOGY

Associate in Science

This degree program is designed to prepare students for careers in the rapidly growing field of biotechnology. The emphasis of this program is on the theoretical and practical applications of the natural sciences, particularly in the areas of cellular and molecular biology. Biotechnology is attractive to students interested in immediately entering the job market as well as to those interested in a transfer program to four-year institutions that offer baccalaureate degrees in biotechnology. Job analysis and discussions with specialists in the field indicate that there is tremendous potential for growth and employment opportunities within the industry and in this region. The biotech industry in New Jersey and nationwide is growing rapidly. Examples of career opportunities include Lab Technician, Quality Control Technician, and Research & Development Technician.

FIRST SEMESTER

- 4 s.h. Biology (BIOL 161)
- 4 s.h. General Chemistry I (CHEM 181)*
- 6 s.h. College Algebra for Science, Mathematics and Engineering Majors (MATH 161)
- 3 s.h. English I (ENGL 151)
- 17 s.h.

SECOND SEMESTER

- 4 s.h. Biology II (BIOL 162)
- 4 s.h. General Chemistry II (CHEM 182)*
- 4 s.h. General Microbiology (BIOL 264)
- 3 s.h. English II (ENGL 152)
- 1 s.h. Biotechnology I Seminar (BTEC 191)
- 16 s.h.

THIRD SEMESTER

- 4 s.h. Biotechnology (BTEC 293)
- 3 s.h. Computer Literacy (CSIT 110)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Humanities Elective**
- 3 s.h. Social Science Elective***
- 15-16 s.h.

FOURTH SEMESTER

- 4 s.h. Biotechnology II (BTEC 294)
- 4 s.h. Biotechnology III (BTEC 295)
- 2 s.h. Internship (BTEC 296)
- 1 s.h. Biotechnology Seminar II (BTEC 298)
- 3 s.h. Humanities Elective**
- 3 s.h. Social Science Elective***
- 17 s.h.

TOTAL CREDITS 65-66

*Students considering transfer to a four-year institution should take Organic Chemistry I and II (CHEM 283 and 284).

**Suggested Electives: Fundamentals of Public Speaking (COMM 154)
Contemporary Ethical Issues (PHIL 192)
Basic Photography (COPH 191)

***Suggested Courses: General Psychology (PSYC 172)
Introduction to Political Science (POLI 183)

BUSINESS

Associate in Applied Science

Accounting Option

The accounting option is intended to prepare students with the theory and skill competencies necessary for such positions as: accounting clerk, accounting paraprofessional, bookkeeper, junior accountant and accounting assistant. This career preparation degree is not intended to be a transfer degree, however, most of the credits will transfer to four-year colleges. The transfer degree for all students seeking a bachelor's degree in any business major is the Associate in Science degree (A.S.) in Business Administration.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Macroeconomic Principles (ECON 151)

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Intermediate Spreadsheets and Database (CSIT 126)
- 3 s.h. Mathematics of Finance (MATH 149) or Introduction to Statistics (MATH 156)
- 3 s.h. Business Communications (BUSN 210)

THIRD SEMESTER

- 3 s.h. Intermediate Accounting I (ACCT 261)
- 3 s.h. Federal Income Tax Accounting (ACCT 266)
- 3 s.h. Business Law I (BUSN 251)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Fundamentals of Public Speaking (COMM 154) or Introduction to Business Ethics (PHIL 198)
- 3 s.h. Business Elective

FOURTH SEMESTER

- 3 s.h. Intermediate Accounting II (ACCT 262)
- 3 s.h. Principles of Finance (BUSN 275)
- 3 s.h. Business Law II (BUSN 252)
- 4 s.h. Lab Science Requirement
- 3 s.h. Business Elective
- 0-1 s.h. Electives (to meet required 64 s.h.)

TOTAL CREDITS 64

Business Electives:

- Principles of Marketing (BUSN 134)
- Cost Accounting (ACCT 263)
- Principles of Management (BUSN 271)
- Federal Corporate Taxation (ACCT 268)
- Accounting for Government & NonProfit Organizations (ACCT 292)

ACCOUNTING

Accounting Certificate of Completion

- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Intermediate Accounting I (ACCT 261)
- 3 s.h. Intermediate Accounting II (ACCT 262)
- 3 s.h. Federal Income Tax Accounting (ACCT 266)
- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3 s.h. Business Communications (BUSN 210)
- 3 s.h. Integrated Office Software (CSIT 123)

TOTAL CREDITS 27

BUSINESS

Associate in Applied Science

Banking/Financial Services Option

(Formal transfer agreements with the American Institute of Banking and Institute of Financial Education.)

The student employed in the banking industry may work toward a degree in this career education sequence of courses by transferring a maximum of 30 credits from AIB and a maximum of 20 credits from IFE. Students should consult with their AIB or IFE advisor. Students should also consult with the OCC Admissions and Records Office or the Business Studies Department for a transfer of credit evaluation.

Ocean County College Requirements:

NOTE: Some of the following requirements, for both core and degree courses, may be met by AIB courses. The department Dean should be consulted regarding such credit.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Business Mathematics (MATH 147)
- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. Macroeconomic Principles (ECON 151)
- 3 s.h. Principles of Marketing (BUSN 134)

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Microeconomic Principles (ECON 152)
- 3 s.h. Integrated Office Software (CSIT 123)
- 4 s.h. Lab Science Requirement

THIRD SEMESTER

- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3 s.h. Humanities/English Requirement
- 6 s.h. Banking Electives*
- 3 s.h. Mathematics of Finance (MATH 149)

FOURTH SEMESTER

- 3 s.h. Principles of Management (BUSN 271)
- 3 s.h. Principles of Finance (BUSN 275)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 0-1 s.h. Elective (to meet required 64 s.h.)
- 6 s.h. Banking Electives*
- 15 s.h.

TOTAL CREDITS 64

*Banking Electives:

- Business Communications (BUSN 210)
- Business Law II (BUSN 252)
- Real Estate Law (BUSN 267)
- Principles of Investments (BUSN 272)
- Real Estate Principles (BUSN 290)
- Estate Administration (LAAW 204)
- Contemporary Economic Issues (ECON 153)

BUSINESS

Associate in Applied Science Management Option

This option to the business degree is planned for students who intend to engage in a career in business or a nonprofit organization upon completion of their two-year course of study. Students currently employed will also benefit from this program. Although this is not a transfer program, nearly all of the courses will transfer.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3 s.h. Business Mathematics (MATH 147) or higher
- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. Management Elective
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 4 s.h. Lab Science Requirement
- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Principles of Marketing (BUSN 134)
- 3 s.h. Business Communication (BUSN 210)
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Principles of Management (BUSN 271)
- 3 s.h. Macroeconomic Principles (ECON 151)
- 3 s.h. Management Elective
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 17-18 s.h.

FOURTH SEMESTER

- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Business Law II (BUSN 252)
- 3 s.h. Principles of Finance (BUSN 275)
- 3 s.h. Microeconomics Principles (ECON 152)
- 3 s.h. Management Elective
- 0-1 s.h. Elective (to meet required 64 s.h.)
- 15-16 s.h.

TOTAL CREDITS 64

Management Electives:

- Supervisory Management (BUSN 140)
- Small Business Management (BUSN 170)
- Principles of Advertising (BUSN 270)
- Salesmanship (BUSN 279)
- Database Applications with VBA (CSIT 153)
- Intermediate Spreadsheet Applications with VBA (CSIT 152)

BUSINESS

Associate in Applied Science Marketing Option

This option prepares students to enter the broad field of marketing as management trainees in retailing, wholesaling, industrial marketing, advertising, food service or allied areas.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3 s.h. Principles of Marketing (BUSN 134)
- 3 s.h. Business Mathematics (MATH 147) or higher
- 3 s.h. General Psychology (PSYC 172)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Fundamentals of Accounting (ACCT 121) or Principles of Accounting I (ACCT 161)
- 3 s.h. Business Communications (BUSN 210)
- 3 s.h. Principles of Management (BUSN 271)
- 3 s.h. Marketing Elective
- 15 s.h.

THIRD SEMESTER

- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Macroeconomic Principles (ECON 151)
- 3 s.h. Salesmanship (BUSN 279)
- 3 s.h. Integrated Office Software (CSIT 123)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 17-18 s.h.

FOURTH SEMESTER

- 3 s.h. Principles of Advertising (BUSN 270)
- 3 s.h. Business Law II (BUSN 252)
- 4 s.h. Lab Science Requirement
- 6 s.h. Marketing Electives*
- 0-1 s.h. Elective (to meet required 64 s.h.)
- 16-17 s.h.

TOTAL CREDITS 64

*Marketing Electives:

- Small Business Management (BUSN 170)
- Database Applications with VBA (CSIT 153)
- Visual Literacy (ARTS 159)
- International Business (BUSN 291)

BUSINESS

Associate in Applied Science Marketing/Public Relations Option

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Business Mathematics (MATH 147)
- 3 s.h. Principles of Marketing (BUSN 134)
- 3 s.h. Business Communications (BUSN 210)
- 3 s.h. Visual Literacy (ARTS 159)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 3 s.h. Basic Photography (COPH 191)
- 3 s.h. Public Relations and Publicity (COMM 272)
- 3 s.h. Principles of Advertising (BUSN 270)
- 0-1 s.h. Elective (to meet required 64 s.h.)
- 15-16 s.h.

THIRD SEMESTER

- 3 s.h. Adobe Illustrator (COCG 164)
- 3 s.h. Communications Law (COMM 172)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 4 s.h. Lab Science Requirement
- 3 s.h. Salesmanship (BUSN 279)
- 15-16 s.h.

FOURTH SEMESTER

- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. Integrated Office Software (CSIT 123)
- 6 s.h. Marketing Electives*
- 3 s.h. General Psychology (PSYC 172)
- 3 s.h. Small Business Management (BUSN 170)
- 18 s.h.

TOTAL CREDITS 64

*Suggested Marketing Electives:

- Business Law I (BUSN 251)
- International Business (BUSN 291)
- Internship (INTR 290)
- Mass Communications (COMM 281)
- Photojournalism and Picture Editing (COPH 217)

BUSINESS

Associate in Applied Science Paralegal Studies Option

PARALEGAL

The Paralegal Associate in Applied Science and the Certificate of Proficiency are programs designed to provide a foundation for a legal assistant (paralegal) career. "The terms legal assistant and paralegal are used interchangeably, which means persons who, although not members of the legal profession, are qualified through education, training, or work experience, are employed or retained by a lawyer, law office, governmental agency, or other entity in a capacity or function that involves the performance, under the direction and supervision of an attorney, of specifically delegated substantive legal work which, for the most part, requires a sufficient knowledge of legal concepts such that, absent that legal assistant, the attorney would perform the task." – American Bar Association. All courses are taught by practicing attorneys who have years of legal experience. The courses stress both the theory of law and paralegal skills.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Law & Legal Assisting (LAAW 101)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Mathematics Requirement
- 3 s.h. Macroeconomic Principles (ECON 151)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Introduction to Litigation (LAAW 104)
- 3 s.h. Business Law II (BUSN 252)
- 3 s.h. Legal Research & Writing for Paralegals (LAAW 201)
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 15 s.h.

THIRD SEMESTER

- 3 s.h. Estate Administration (LAAW 204)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Business Communications (BUSN 210)
- 9 s.h. Electives*
- 17-18 s.h.

FOURTH SEMESTER

- 3 s.h. Real Estate Law (BUSN 267)
- 4 s.h. Lab Science Requirement
- 3 s.h. Integrated Office Software (CSIT 123)
- 9 s.h. Electives*
- 19 s.h.

TOTAL CREDITS 66-67

*Electives:

- 3 s.h. Health Care Law (LAAW 105)
- 3 s.h. Law Office Management (LAAW 203)
- 3 s.h. New Jersey Family Law (LAAW 206)
- 3 s.h. Constitutional Law and Rules of Evidence (CRIM 254)
- 3 s.h. Criminal Law and Procedure (CRIM 255)
- 3 s.h. General Psychology (PSYC 172)
- 3 s.h. American Federal Government (POLI 261) (for Degree only)
- 3 s.h. Principles of Accounting I (ACCT 161)
- 5 s.h. Principles of Real Estate (BUSN 290)
- 3 s.h. Principles of Management (BUSN 271)
- 3 s.h. Internship (INTR 290)
- 3 s.h. Mediation and Conflict Resolution (LAAW 106)
- 3 s.h. Business Law II (BUSN 252)
(for Certificate of Proficiency only)

PARALEGAL STUDIES

Certificate of Proficiency

- 3 s.h. English I (ENGL 151)
- 3 s.h. English II (ENGL 152)
- 3 s.h. Introduction to Law and Legal Assisting (LAAW 101)
- 3 s.h. Introduction to Litigation (LAAW 104)
- 3 s.h. Legal Research and Writing for Paralegals (LAAW 201)
- 3 s.h. Business Law I (BUSN 251)
- 9 s.h. Legal assistant Electives*
- 3 s.h. American Federal Government (POLI 261)
- 3 s.h. Integrated Office Systems (CSIT 123)
- 33 s.h.

TOTAL CREDITS 33

NURSE PARALEGAL

Certificate of Completion

- 3 s.h. English I (ENGL 151)
- 3 s.h. English II (ENGL 152)
- 3 s.h. Introduction to Law and Legal Assisting (LAAW 101)
- 3 s.h. Introduction to Nurse Paralegalism (LAAW 110)
- 3 s.h. Introduction to Litigation (LAAW 104)
- 3 s.h. Mediation and Conflict Resolution (LAAW 106)
- 3 s.h. Legal Research and Writing for Paralegals (LAAW 201)
- 3 s.h. Medical Legal Ethics (LAAW 210)
- 24 s.h.

TOTAL CREDITS 24

LEGAL SECRETARY

Certificate of Completion

This program of study will prepare students to successfully work at law offices. Legal secretaries prepare legal correspondence and documents to assist lawyers in legal research. Legal secretaries are responsible for keeping a detailed calendar and detailed files.

- 3 s.h. Keyboarding/Document Processing I (BUSN 147)
- 2 s.h. Keyboarding II (BUSN 136)
- 1 s.h. Word Processing (BUSN 126)
- 3 s.h. Word Processing Applications (BUSN 214)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Real Estate Law (BUSN 267)
- 3 s.h. Law Office Management (LAAW 203)
- 21 s.h.

TOTAL CREDITS 21

ADMINISTRATIVE OFFICE MANAGEMENT

Associate in Applied Science

The modern office technician is affected by rapid advances in the electronic/automated office. The AOM curriculum is designed for persons seeking administrative assistant/management positions in today's high-tech office. This program provides students with a broad academic background in business and general education, enhanced by high-level skill training in various application software packages, decision-support services, administrative office management and specialized office procedures. Upon completion of the program, students are prepared to embark upon administrative assistant/management positions.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Office Systems (BUSN 125)
- 3 s.h. Keyboarding/Document Processing I (BUSN 147)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Business Mathematics (MATH 147) or higher
- 17-18 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 1 s.h. Word Processing (BUSN 126)
- 3 s.h. Keyboarding/Document Processing II (BUSN 148)
- 3 s.h. Business Calculations (BUSN 132)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Social Science Requirement
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Business Communications (BUSN 210)
- 3 s.h. Word Processing/Machine Transcription (BUSN 211)
- 3 s.h. Word Processing Applications (BUSN 214)
- 3 s.h. Fundamentals of Accounting (ACCT 121)
- 4 s.h. Lab Science Requirement
- 16 s.h.

FOURTH SEMESTER

- 3 s.h. Office Management (BUSN 220)
- 3 s.h. Integrated Software Applications (BUSN 215)
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Business Elective
- 15 s.h.

TOTAL CREDITS 64-65

ADMINISTRATIVE OFFICE MANAGEMENT/WORD PROCESSING

Certificate of Proficiency

The objective of this program is to prepare students for employment in office occupations using word processing technology. The corollary purpose is to update the skills of those currently working in some phase of this technology. It is the student's responsibility to insure that he/she has successfully completed prerequisite studies contained in the course descriptions.

- 3 s.h. English I (ENGL 151)
- 3 s.h. Fundamentals of Accounting (ACCT 121)
- 3 s.h. Introduction to Office Systems (BUSN 125)
- 1 s.h. Word Processing (BUSN 126)
- 2 s.h. Keyboarding II (BUSN 136)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Business Communications (BUSN 210)
- 3 s.h. Word Processing/Machine Transcription (BUSN 211)
- 3 s.h. Integrated Software Applications (BUSN 215)
- 3 s.h. Word Processing Applications (BUSN 214)
- 3 s.h. Office Management (BUSN 220)
- 3 s.h. General Psychology (PSYC 172)
- 33 s.h.

TOTAL CREDITS 33

Students must complete one-half of the total number of semester hours required for this program at OCC.

BUSINESS ADMINISTRATION

Associate in Science

The following program is designed for those students desiring to transfer to a baccalaureate program in business administration. It should be noted that senior institutions accredited by the American Assembly of Collegiate Schools of Business (AACSB) may not accept certain upper level business courses without validation.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3-4 s.h. Mathematics Requirement¹
- 3 s.h. Western Civilization I (HIST 171)
- 3 s.h. Macroeconomic Principles (ECON 151)
- 15-16 s.h.

SECOND SEMESTER

- 3 s.h. Principles of Marketing (BUSN 134)²
- 3 s.h. English II (ENGL 152)
- 3 s.h. Western Civilization II (HIST 172)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Microeconomic Principles (ECON 152)
- 15 s.h.

THIRD SEMESTER

- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. General Psychology (PSYC 172) or Introduction to Sociology (SOC 181)
- 3 s.h. Humanities/English Requirement
- 4 s.h. Lab Science Requirement
- 18-19 s.h.

FOURTH SEMESTER

- 3 s.h. Business Law II (BUSN 252)
- 3 s.h. Principles of Accounting II (ACCT 162)
- 2-4 s.h. Non-Business Elective (to meet required 64 s.h.)
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 3 s.h. Principles of Management (BUSN 271)²
- 14-16 s.h.

TOTAL CREDITS 64-66

¹Mathematics below MATH 149 is not accepted as transfer mathematics; nearly all four-year colleges require MATH 156 Introduction to Statistics for a degree in business.

²Students should check with transfer college for acceptance; most colleges accept BUSN 134 and BUSN 271; some colleges will accept these courses through a validation test. Any substitutes for BUSN 134 and BUSN 271 should be liberal arts courses.

BUSINESS ADMINISTRATION

Associate in Science *Economics Option*

FIRST SEMESTER

- 3 s.h. Macroeconomic Principles (ECON 151)
- 3 s.h. Introduction to Statistics (MATH 156)
- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Introduction to Business Administration (BUSN 131)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. Microeconomic Principles (ECON 152)
- 3 s.h. Mathematics of Finance (MATH 149) or Finite Mathematics (MATH 171)
- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Western Civilization I (HIST 171)
- 3 s.h. English I (ENGL 151)
- 15 s.h.

THIRD SEMESTER

- 3 s.h. Contemporary Economic Issues (ECON 153)
- 3 s.h. Principles of Marketing (BUSN 134)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Western Civilization II (HIST 172)
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 3 s.h. English II (ENGL 152)
- 18 s.h.

FOURTH SEMESTER

- 3 s.h. Principles of Investments (BUSN 272)
- 3 s.h. Principles of Finance (BUSN 275)
- 3 s.h. Humanities/English Requirement
- 4 s.h. Lab Science Requirement
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 0-1 s.h. Elective (to meet required 64 s.h.)
- 16 s.h.

TOTAL CREDITS 64

BUSINESS ADMINISTRATION JOINT ADMISSIONS TO OCC/NJIT

Associate in Science

Students enrolled in this program will transfer all of these credits to New Jersey Institute of Technology. Students will receive the General Studies Associate in Science Degree, with a concentration in Business from OCC, and the Bachelor of Science in Management from NJIT.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Intro. to Business Administration (BUSN 131)
- 4 s.h. Calculus I (MATH 265)
- 3 s.h. Macroeconomics Principles (ECON 151)
- 3 s.h. Western Civilization I (HIST 171)
- 16 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 4 s.h. Calculus II (MATH 266)
- 3 s.h. Introduction to Philosophy (PHIL 191)
- 3 s.h. Microeconomics Principles (ECON 152)
- 3 s.h. Western Civilization II (HIST 172)
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Introduction to Statistics (MATH 156)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Business Law I (BUSN 251)
- 3 s.h. Principles of Accounting I (ACCT 161)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Engineering Elective*
- 17-18 s.h.

FOURTH SEMESTER

- 3 s.h. Business Law II (BUSN 252)
- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Computer Programming I (CSIT 171)
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 4 s.h. Lab Science Requirement
- 16 s.h.

TOTAL CREDITS 65-66

*Engineering Electives

- Engineering Analysis (ENGR 124)
- Computer Aided Graphics: Basic AutoCad (ENGR 180)
- Graphics for Engineers (ENGR 181)

BUSINESS STUDIES

Certificate of Completion

This is a broad program of study that provides students with specific skills as well as a general overview of business. The courses are also related to not-for-profit organizations.

- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3 s.h. Fundamentals of Accounting (ACCT 121) or Principles of Accounting I (ACCT 161)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Business Law (BUSN 251)
- 3 s.h. Principles of Management (BUSN 271)
- 3 s.h. Principles of Marketing (BUSN 134)
- 3 s.h. Electives
- 21 s.h.

TOTAL CREDITS 21

Elective Courses:

- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Small Business Management (BUSN 170)
- 3 s.h. Business Communications (BUSN 210)
- 3 s.h. Business Law II (BUSN 252)
- 3 s.h. Principles of Advertising (BUSN 270)
- 3 s.h. Principles of Investments (BUSN 272)
- 3 s.h. Salesmanship (BUSN 279)

Students must complete one-half of the total number of semester hours required for this program at OCC.

SMALL BUSINESS MANAGEMENT

Certificate of Proficiency

The program of study is a core of business courses, which are designed to prepare the student for ownership and operation of a small enterprise. These specialized courses stress the role of the entrepreneur.

- 3 s.h. Introduction to Business Administration (BUSN 131)
- 3 s.h. Principles of Marketing (BUSN 134)
- 3 s.h. Fundamentals of Accounting (ACCT 121) or Principles of Accounting I (ACCT 161)
- 3 s.h. Small Business Management (BUSN 170)
- 3 s.h. Business Law (BUSN 251)
- 3 s.h. Principles of Management (BUSN 271)
- 3 s.h. Integrated Office Software (CSIT 123)
- 12 s.h. Business Electives*
- 33 s.h.

TOTAL CREDITS 33

*Business Electives:

- 3 s.h. Principles of Accounting II (ACCT 162)
- 3 s.h. Business Communications (BUSN 210)
- 3 s.h. Business Law II (BUSN 252)
- 3 s.h. Salesmanship (BUSN 279)
- 3 s.h. Computer Literacy (CSIT 110)
- 3 s.h. Database Operations with VBA (CSIT 153)
- 3 s.h. Intermediate Spreadsheet Applications VBA (CSIT 152)
- 3 s.h. Principles of Advertising (BUSN 270)

CHILD CARE

See Education – page 58

COMPUTER STUDIES

COMPUTER SCIENCE

Associate in Science

The program outlined here will prepare students for transfer to a four-year college to obtain a Bachelor of Arts degree in computer science. The curriculum follows the model provided by the Association of Computing Machinery in order to assure maximum transferability. Upon graduation, students can expect to transfer to a four-year college with junior status. Effective problem solving is central to good programming; this curriculum provides the necessary foundation. The software development process (composing and coordinating components of a program) requires that students construct algorithms for problem solving with appropriate documentation. This curriculum has been designed to address these needs in preparing the student for a future in computer science. Computer science students have access to five computer labs utilizing contemporary operating systems, located in the Technology Building. The faculty recommend the following minimal criteria for prospective students in the Computer Science A.S. program:

1. High school diploma or equivalent,
2. Cumulative high school grade point average of C or above,
3. Ranked in top half of high school graduating class,
4. No developmental studies requirement.

FIRST SEMESTER

- 3 s.h. Computer Programming I (CSIT 171)
- 3 s.h. Introduction to Computer Organization (CSIT 140)
- 4 s.h. Calculus I (MATH 265)
- 3 s.h. English I (ENGL 151)
- 3 s.h. Social Science Requirement
- 16 s.h.

SECOND SEMESTER

- 3 s.h. Computer Programming II (CSIT 172)
- 3 s.h. Computer Systems (CSIT 174)
- 4 s.h. Calculus II (MATH 266)
- 3 s.h. English II (ENGL 152)
- 3 s.h. Social Science Requirement
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Data Structures and Algorithm Analysis (CSIT 271)
- 4 s.h. Calculus III (MATH 267)
- 4 s.h. General Physics I (PHYS 271)
- 3 s.h. Humanities/English Requirement
- 3 s.h. Elective
- 17 s.h.

FOURTH SEMESTER

- 3 s.h. Computer Science Elective (CSIT 126 or higher)
- 3 s.h. Discrete Mathematics (MATH 270)
- 4 s.h. General Physics II (PHYS 272)
- 3 s.h. Humanities/English Requirement
- 2-3 s.h. Contemporary Health (HEHP 225) or Applied Modern Health I (HEHP 110)
- 15-16 s.h.

TOTAL CREDITS 64-65

COMPUTER SCIENCE

Associate in Science

Game Development and Design Option

The program outlined here will prepare students for transfer to a four-year college to obtain a Bachelor of Arts degree in computer game design. The curriculum follows the model provided by the Association of Computing to assure maximum transferability. Upon graduation, students can expect to transfer to a four-year college with junior status. Effective problem solving is central to good game design and development. The software development process (composing and coordinating components of a program) requires that students construct algorithms for problem solving with appropriate documentation. This curriculum has been designed to prepare the student to work as a team and solve complex computer programming problems. Computer science students have access to five computer labs utilizing contemporary operating systems, located in the Technology Building. The faculty recommends the following minimal criteria for prospective students in the Computer Game Development and Design option:

1. High school diploma or equivalent,
2. Cumulative high school grade point average of C or above,
3. Ranked in top half of high school graduating class,
4. No developmental studies requirement

FIRST SEMESTER

- 3 s.h. Computer Programming I (CSIT 171)
- 3 s.h. Introduction to Computer Organization (CSIT 140)
- 3 s.h. English I (ENGL 151)
- 3 s.h. Social Science Requirement
- 3 s.h. Introduction to Computer Game Development (CSIT 115)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. Computer Programming II (CSIT 172)
- 3 s.h. English II (ENGL 152)
- 3 s.h. Visual Literacy (ARTS 159)
- 3 s.h. Social Science Elective
- 3 s.h. Principles of Marketing (BUSN 134) or Principles of Management (BUSN 271)
- 15 s.h.

THIRD SEMESTER

- 3 s.h. Data Structures and Algorithm Analysis (CSIT 271)
- 3-4 s.h. Elective (to meet required 64 s.h.)
- 4 s.h. Calculus I (MATH 265)
- 4 s.h. Lab Science Requirement
- 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 16-18 s.h.

FOURTH SEMESTER

- 3 s.h. Database Management (CSIT 213)
- 3 s.h. Game Programming with Open GL (CSIT 173)
- 4 s.h. Lab Science (continue original science sequence)
- 3 s.h. Humanities/English Requirement
- 4 s.h. Calculus II (MATH 266)
- 17 s.h.

TOTAL CREDITS 64

COMPUTER SCIENCE

Associate in Science

Information Technology Option

The program outlined here will prepare students for transfer to a four-year college to obtain a Bachelor of Arts degree in computer information systems. The curriculum follows the model provided by the Association of Computing Machinery in order to assure maximum transferability. Upon graduation, students can expect to transfer to a four-year college with junior status. The field of information technology is interdisciplinary, with applications to all aspects of the economy. Information technologists need a balance of software and hardware applications with concentration in specific courses. Effective problem solving is central to this degree; this curriculum provides the necessary foundation. The software development process (composing and coordinating components of a program) requires that students construct algorithms for problem solving with appropriate documentation. This curriculum has been designed to prepare the student to meet the future needs of integration, design, deployment and management of computing, resources and services. Computer science students have access to five computer labs utilizing contemporary operating systems, located in the Technology Building. The faculty recommends the following minimal criteria for prospective students in the Information Technology option:

1. High school diploma or equivalent,
2. Cumulative high school grade point average of C or above,
3. Ranked in top half of high school graduating class,
4. No developmental studies requirement.

FIRST SEMESTER

- 3 s.h. Computer Programming I (CSIT 171)
- 3 s.h. Introduction to Computer Organization (CSIT 140)
- 4 s.h. Calculus I (MATH 265)
- 3 s.h. English I (ENGL 151)
- 3 s.h. Social Science Requirement
- 16 s.h.

SECOND SEMESTER

- 3 s.h. Computer Programming II (CSIT 172)
- 3 s.h. Computer Science Elective (CSIT 115 or higher)
- 4 s.h. Calculus II (MATH 266)
- 3 s.h. English II (ENGL 152)
- 3 s.h. Social Science Requirement
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Data Structures and Algorithm Analysis (CSIT 271)
- 3 s.h. Computer Science Elective (CSIT 115 or higher)
- 4 s.h. Lab Science (BIOL 161, CHEM 181 or PHYS 271)
- 3 s.h. Humanities/English Requirement
- 3-4 s.h. Elective (to meet required 64 s.h.)
- 16-17 s.h.

FOURTH SEMESTER

- 3 s.h. Database Management (CSIT 213)
- 3 s.h. Computer Science Elective (CSIT 115 or higher)
- 4 s.h. Lab Science (BIOL 162, CHEM 182 or PHYS 272)
- 3 s.h. Humanities/English Requirement
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 15-16 s.h.

TOTAL CREDITS 64

INFORMATION TECHNOLOGY

Certificate of Proficiency

This Computer Science/Information Technology certificate program is designed primarily for the student in the work environment seeking to become computer literate through a non-degree course of study. A certificate will be awarded to students completing the courses with a cumulative average of 2.0 or higher. This curriculum provides a basic core of hardware and software courses with 15 additional CSIT elective courses designed to address needs in preparing the student for advancement in the work environment or to the next level of computer science study.

- 3 s.h. Introduction to Visual Basic (CSIT 160) or Computer Programming I (C++)(CSIT 171)
- 3 s.h. Introduction to Computer Organization (CSIT 140)
- 3 s.h. A Survey of Mathematics (MATH 151) or Finite Mathematics (MATH 171) or Introduction to Probability (MATH 181) or higher
- 3 s.h. Computer Programming II (CSIT 172)
- 3 s.h. Database Management (CSIT 213)
- 3 s.h. English I (ENGL 151)
- 3 s.h. 200 Level Computer Science Elective
- 12 s.h. Computer Science Electives (CSIT 115 or higher)
- 33 s.h.

TOTAL CREDITS 33

INFORMATION TECHNOLOGY

Certificate of Completion

This Computer Science/Information Technology certificate program provides a basic core of hardware and software courses with 6 additional CSIT electives to enable students with a specific retraining need to meet that goal within a limited time period. A certificate will be awarded to students completing the courses with a cumulative average of 2.0 or higher.

- 3 s.h. Introduction to Visual Basic (CSIT 160) or Computer Programming I (C++) (CSIT 171)
- 3 s.h. Introduction to Computer Organization (CSIT 140)
- 3 s.h. Computer Programming II (C++) (CSIT 172)
- 3 s.h. Database Management (CSIT 213)
- 6 s.h. Computer Science Electives (CSIT 115) or higher
- 18 s.h.

TOTAL CREDITS 18

COMPUTER SCIENCE

Associate in Science

Information Systems Option

The program outlined here will prepare students for transfer to a four-year college to obtain a Bachelor of Arts degree in computer information systems. The curriculum follows the model provided by the Association of Computing Machinery and the Association for Information Systems professional society in order to assure maximum transferability. Upon graduation, students can expect to transfer to a four-year college with junior status. Effective problem solving is central to good development of applications of computer and communications technology; this curriculum provides the necessary foundation. The software development process (composing and coordinating components of a program) requires that students construct algorithms for problem solving with appropriate documentation. This curriculum has been designed to address these needs in preparing the student for a future in computer applications oriented fields that combine computing, developing applications and understanding how people, organizations, and society use them. Computer science students have access to five computer labs utilizing contemporary operating systems, located in the Technology Building. The faculty recommends the following minimal criteria for prospective students in the Information Systems option:

1. High school diploma or equivalent,
2. Cumulative high school grade point average of C or above,
3. Ranked in top half of high school graduating class,
4. No developmental studies requirement.

FIRST SEMESTER

- 3 s.h. Computer Programming I (CSIT 171)
- 3 s.h. Introduction to Computer Organization (CSIT 140)
- 4 s.h. Calculus I (MATH 265)
- 3 s.h. English I (ENGL 151)
- 3 s.h. Social Science Requirement
- 16 s.h.

SECOND SEMESTER

- 3 s.h. Computer Programming II (CSIT 172)
- 3 s.h. Computer Science Elective (CSIT 115 or higher)
- 4 s.h. Calculus II (MATH 266)
- 3 s.h. English II (ENGL 152)
- 3 s.h. Social Science Requirement
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Data Structures and Algorithm Analysis (CSIT 271)
- 4 s.h. Calculus III (MATH 267)
- 4 s.h. Lab Science (BIOL 161, CHEM 181 or PHYS 271)
- 3 s.h. Humanities/English Requirement
- 3 s.h. Elective
- 17 s.h.

FOURTH SEMESTER

- 3 s.h. Database Management (CSIT 213)
- 3 s.h. Discrete Mathematics (MATH 270)
- 4 s.h. Lab Science (BIOL 162, CHEM 182 or PHYS 272)
- 3 s.h. Humanities/English Requirement
- 2-3 s.h. Contemporary Health (HEHP 225) or Applied Modern Health I (HEHP 110)
- 15-16 s.h.

TOTAL CREDITS 64-65

COMPUTER SCIENCE/ INFORMATION TECHNOLOGY

Associate in Applied Science

This career program prepares students for entry-level positions in a multitude of computer-related jobs. Both computer scientists and information technologists need a balance of software and hardware applications with concentration in specific courses emphasizing effective problem solving. The software development process, (composing and coordinating component of a program) requires that students construct algorithms for problem solving with appropriate documentation. This curriculum has been designed to prepare the student to meet the future needs of integration, design, deployment, and management of computing, resources and services. A graduate of the program will have a firm understanding of modern programming practices and related skills in computer information technology. Computer science students have access to five computer labs utilizing contemporary operating systems, located in the Technology Building. The faculty recommend the following minimal criteria for prospective students in the Computer Science/Information Technology program:

1. High school diploma or equivalent,
2. Cumulative high school grade point average of C or above,
3. Ranked in top half of high school graduating class,
4. No developmental studies requirement.

FIRST SEMESTER

- 3 s.h. Introduction to Visual Basic (CSIT 160) or Computer Programming I (C++)(CSIT 171)
- 3 s.h. Introduction to Computer Organization (CSIT 140)
- 3 s.h. English I (ENGL 151)
- 3 s.h. A Survey of Mathematics (MATH 151) or Finite Mathematics (MATH 171) or Introduction to Probability (MATH 181) or higher
- 3 s.h. Social Science Requirement
- 15 s.h.

SECOND SEMESTER

- 3 s.h. Computer Programming II (C++)(CSIT 172)
- 3 s.h. English II (ENGL 152)
- 4 s.h. Lab Science Requirement
- 6 s.h. Computer Science Electives*
- 16 s.h.

THIRD SEMESTER

- 6 s.h. Computer Science Electives*
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 6-7 s.h. Electives (to meet required 64 s.h.)
- 15-16 s.h.

FOURTH SEMESTER

- 3 s.h. Database Management (CSIT 213)
- 6 s.h. Computer Science Electives*
- 3 s.h. Business Studies Elective
- 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Internship I (INTR 290)
- 17-18 s.h.

TOTAL CREDITS 64

*Any CSIT course (CSIT 120 or higher) including those recommended for the following tracks. Students are not required to select a specific track to complete this degree.

APPLICATION TRACK

Recommended Programming Sequence (CSIT 160/CSIT 162)

SUGGESTED COMPUTER SCIENCE ELECTIVES

- 3 s.h. Internet Essentials (CSIT 120)
- 3 s.h. Integrated Office Software (CSIT 123)
- 3 s.h. Intermediate Spreadsheets and Database (CSIT 126)
- 3 s.h. Database Applications with VBA (CSIT 153)

SUGGESTED BUSINESS STUDIES ELECTIVES

- 3 s.h. Introduction to Business Administration (BUSN 131)

COMPUTER GAME DEVELOPMENT TRACK

Recommended Programming Sequence (CSIT 171/CSIT 172)

SUGGESTED COMPUTER SCIENCE ELECTIVES

- 3 s.h. Introduction to Computer Game Development (CSIT 115)
- 3 s.h. Multimedia for the Web (CSIT 131)
- 3 s.h. Web Development Fundamentals (CSIT 133)
- 3 s.h. Game Programming with OpenGL (CSIT 173)

SUGGESTED BUSINESS STUDIES ELECTIVES

- 3 s.h. Principles of Marketing (BUSN 134)

SUGGESTED FINE ARTS ELECTIVES

- 3 s.h. Introduction to Audio/Visual Design

NETWORKING TRACK

Recommended Programming Sequence (CSIT 171/CSIT 172)

SUGGESTED COMPUTER SCIENCE ELECTIVES

- 3 s.h. Intermediate Spreadsheets and Database (CSIT 126)
- 3 s.h. Networking Essentials (CSIT 184)
- 3 s.h. Computer Systems (CSIT 174)
- 3 s.h. Network Management (CSIT 281)

SUGGESTED BUSINESS STUDIES ELECTIVES

- 3 s.h. Introduction to Business Administration (BUSN 131)

PROGRAMMING TRACK

Recommended Programming Sequence (CSIT 171/CSIT 172)

SUGGESTED COMPUTER SCIENCE ELECTIVES

- 3 s.h. Intermediate Spreadsheets and Database (CSIT 126)
- 3 s.h. Database Applications with VBA (CSIT 153)
- 3 s.h. VB.Net Programming (CSIT 162)
- 3 s.h. Game Programming with OpenGL (CSIT 173)
- 3 s.h. Computer Systems (CSIT 174)
- 3 s.h. Systems Analysis (CSIT 212)
- 3 s.h. Application Programming in C++ (CSIT 260)
- 3 s.h. Programming in Java (CSIT 270)
- 3 s.h. Data Structures and Algorithm Analysis (CSIT 271)

SUGGESTED BUSINESS STUDIES ELECTIVES

- 3 s.h. Principles of Accounting (ACCT 161)

WEB DESIGN TRACK

Recommended Programming Sequence (CSIT 171/CSIT 172)

SUGGESTED COMPUTER SCIENCE ELECTIVES

- 3 s.h. Intermediate Spreadsheets and Database (CSIT 126)
- 3 s.h. Web Site Design (CSIT 130)
- 3 s.h. Multimedia for the Web (CSIT 131)
- 3 s.h. Web Development Fundamentals (CSIT 133)
- 3 s.h. VB.Net Programming (CSIT 162)
- 3 s.h. Programming Dynamic Elements for Web Pages (CSIT 231)
- 3 s.h. Server Programming for the Web (CSIT 232)
- 3 s.h. Programming in Java (CSIT 270)

SUGGESTED BUSINESS STUDIES ELECTIVES

- 3 s.h. Principles of Marketing (BUSN 134)

SUGGESTED FINE ARTS ELECTIVES

- 3 s.h. Introduction to Audio/Visual Design

CRIMINAL JUSTICE

Associate in Science

Students interested in criminal justice as a career will elect this two-year collegiate program. It is designed for those students planning to transfer to a four-year program in criminal justice. The program suggested below is intended to develop professional criminal justice skills and knowledge along with a basic academic background.

Students pursuing this program on a part-time basis should consult the Coordinator of Criminal Justice for an appropriate sequence.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
 - 3 s.h. Introduction to Law Enforcement (CRIM 152)
 - 3 s.h. The Criminal Justice System (CRIM 150)
 - 3 s.h. American Federal Government (POLI 261)
 - 3 s.h. Introduction to Statistics (MATH 156) or Mathematics Requirement (MATH 151 or higher)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
 - 3 s.h. Police Organization and Administration (CRIM 151)
 - 3 s.h. Introduction to Corrections (CRIM 155)
 - 3 s.h. Introduction to Sociology (SOC 181)
 - 3 s.h. State and Local Government (POLI 262)
 - 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 17-18 s.h.

THIRD SEMESTER

- 3 s.h. Social Problems (SOC 231) or Race and Ethnicity (SOC 238)
 - 3 s.h. Fundamentals of Public Speaking (COMM 154)
 - 3 s.h. Constitutional Law and Rules of Evidence (CRIM 254)
 - 3 s.h. Principles of Public Administration (POLI 185)
 - 3-4 s.h. Elective (to meet required 64 s.h.)
- 15-16 s.h.

FOURTH SEMESTER

- 3 s.h. Criminology (CRIM 236)
 - 4 s.h. Forensic Science (SCIE 105)
 - 3 s.h. Criminal Law and Procedure (CRIM 255)
 - 3 s.h. General Psychology (PSYC 172)
 - 3 s.h. Humanities/English Requirement
- 16 s.h.

TOTAL CREDITS 64

CRIMINAL JUSTICE

Certificate of Proficiency

The certificate program in criminal justice includes primarily courses specific to the field with a limited number of general education courses. It represents recognition of the achievement of the criminal justice curriculum for the professional who does not plan to enter a degree program, or it may be considered an important milestone for the in-service student working towards a degree.

- 3 s.h. The Criminal Justice System (CRIM 150)
 - 3 s.h. Police Organization and Administration (CRIM 151)
 - 3 s.h. Introduction to Law Enforcement (CRIM 152)
 - 3 s.h. Introduction to Corrections (CRIM 155)
 - 3 s.h. Introduction to Sociology (SOC 181)
 - 4 s.h. Forensic Science (SCIE 105)
 - 3 s.h. Constitutional Law and Rules of Evidence (CRIM 254)
 - 3 s.h. Criminal Law and Procedure (CRIM 255)
 - 3 s.h. Criminology (CRIM 236)
 - 3 s.h. English I (ENGL 151)
 - 3 s.h. State and Local Government (POLI 262)
- 34 s.h.

TOTAL CREDITS 34

DIGITAL MASS MEDIA

A.A. Degree Program

Broadcast/Production Option

The A.A. degree in Digital Mass Media offers students the first two years of courses and fieldwork leading to transfer into a baccalaureate program and to preparation for a variety of production positions at newspapers and magazines, radio and television stations, cable systems, video production companies, and other production facilities. The curriculum gives students hands-on writing, production, and programming experience at the College radio station, television station, video editing/post production lab, and the college newspaper.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
 - 3 s.h. MATH Requirement (MATH 151 or higher except MATH 168 or MATH 240)
 - 3 s.h. History Requirement (HIST 171 or 173)***
 - 3 s.h. Television Production (COEM 120)
 - 3 s.h. Fundamentals of Public Speaking
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
 - 3 s.h. MATH Requirement (MATH 151 or higher except MATH 168 or MATH 240)
 - 3 s.h. Humanities Requirement (Group A)*
 - 3 s.h. Media Writing I (COMM 151)
 - 3 s.h. Advanced Television Production (COEM 220)
 - 3 s.h. Social Science Requirement*
- 18 s.h.

THIRD SEMESTER

- 3 s.h. History Requirement (HIST 172 or 174)***
 - 3 s.h. Humanities/English Requirement (Group B)*
 - 4 s.h. Lab Science Requirement (BIOL 161, PHYS 171 or CHEM 181)
 - 3 s.h. Communication Law (COMM 172)
 - 2-3 s.h. Applied Modern Health or Contemporary Health (HEHP 110 or HEHP 225)
- 15-16 s.h.

FOURTH SEMESTER

- 0-3 s.h. Computer Literacy (CSIT 110)**
- 4 s.h. Lab Science Requirement
(continue science sequence)
- 3 s.h. Humanities Requirement (Group A or B)*
- 3 s.h. Social Science Requirement*
- 3 s.h. Broadcast News Production (COEM 284)
- 0-3 s.h. ***Elective (to meet required 64 credits)
- 16 s.h.

Total Credits 64-65

*Either a Humanities Requirement or a Social Science Requirement should fulfill the Diversity requirement.

**Students who demonstrate proficiency take an elective.

***Selection should be based upon the requirements of the four-year transfer institution.

***Suggested Electives

- COEM 230 Audio Recording for Electronic Media (3 s.h.)
- COEM 224 Video Editing & Post Production (3 s.h.)
- COMM 281 Mass Communications (3 s.h.)
- COMM 272 Public Relations and Publicity (3 s.h.)
- COMM 283 Introduction to Radio (3 s.h.)
- COMM 290 Communication Internship I (3 s.h.)
- COPH 191 Basic Photography (3 s.h.)
- COPH 217 Photojournalism & Picture Editing (3 s.h.)
- ENGL 153 Creative Writing (3 s.h.)
- FILM 200 Understanding Film (3 s.h.)
- FILM 202 From Literature to Film (3 s.h.)
- PHIL 190 Introduction to Critical Thinking (3 s.h.)

DIGITAL MASS MEDIA

A.A. Degree Program

Journalism Option

The A.A. degree in Digital Mass Media offers students the first two years of courses and fieldwork leading to transfer into a baccalaureate program and to preparation for a variety of production positions at newspapers and magazines, radio and television stations, cable systems, video production companies, and other production facilities. The curriculum gives students hands-on writing, production, and programming experience at the College radio station, television station, video editing/post production lab, and the college newspaper.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. MATH Requirement (MATH 151 or higher except MATH 168 or MATH 240)
- 3 s.h. History Requirement (HIST 171 or 173)**
- 3 s.h. Media Writing I (COMM 151)
- 3 s.h. Fundamentals of Public Speaking (COMM 154)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. MATH Requirement (MATH 151 or higher except MATH 168 or MATH 240)
- 3 s.h. Humanities Requirement (Group A)*
- 3 s.h. Media Writing II (COMM 152)
- 3 s.h. Mass Communications (COMM 281)
- 3 s.h. Social Science Requirement *
- 18 s.h.

THIRD SEMESTER

- 3 s.h. History Requirement (HIST 172 or 174)***
- 3 s.h. Humanities/English Requirement (Group B)*
- 4 s.h. Lab Science Requirement
(BIOL 161, PHYS 171, or CHEM 181)
- 3 s.h. Communication Law (COMM 172)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 15-16 s.h.

FOURTH SEMESTER

- 0-3 s.h. Computer Literacy (CSIT 110)**
- 4 s.h. Lab Science Requirement
(continue science sequence)
- 3 s.h. Humanities Requirement (Group A or B)*
- 3 s.h. Social Science Requirement*
- 3 s.h. Broadcast News Production (COEM 284)
- 0-3 s.h. ***Elective (to meet required 64 credits)
- 16 s.h.

Total Credits 64-65

*Either a Humanities/English Requirement or a Social Science Requirement should fulfill the Diversity requirement.

**Students who demonstrate proficiency take an elective.

***Selection should be based upon the requirements of the four-year institution.

****Suggested Electives

- COEM 120 Television Production (3 s.h.)
- COMM 161 Student Media Workshop I (1 s.h.)
- COMM 283 Introduction to Radio (3 s.h.)
- COMM 272 Public Relations & Publicity (3 s.h.)
- COMM 290 Communication Internship I (3 s.h.)
- COPH 191 Basic Photography (3 s.h.)
- ENGL 153 Creative Writing (3 s.h.)
- FILM 200 Understanding Film (3 s.h.)
- FILM 202 From Literature to Film (3 s.h.)
- PHIL 190 Introduction to Critical Thinking (3 s.h.)

*Humanities (check for prerequisites)

Group A

- ARTS 181 Art History I
- ARTS 182 Art History II
- ARTS 205 Art History III
- MUSC 190 Intro. To Music Appreciation
- THTR 195 Introduction to Theatre
- THTR 196 Contemporary Theatre

Group B

- Any Foreign Language Course
- ENGL 212 Introduction to Drama
- ENGL 235 Myth/Meaning in Lit I
- ENGL 236 Myth/Meaning in Lit II
- ENGL 240 Women in Literature
- ENGL 251 American Lit I
- ENGL 252 American Literature II
- ENGL 253 British Literature I
- ENGL 254 British Literature II
- ENGL 255 World Literature I
- ENGL 256 World Literature II
- ENGL 257 The Short Story
- ENGL 258 The Short Novel
- ENGL 260 Shakespeare Plays I
- ENGL 261 Shakespeare Plays II
- ENGL 280 American Poets
- HUMN 297 Special Topics in Humanities
- PHIL 191 Intro to Philosophy
- PHIL 192 Contemporary Ethical Issues

**Note: Credits must be taken from both groups A and B

***DIVERSITY** (check for prerequisites)

ANTH 233	Intro to Anthropology
ANTH 234	Cultural Anthropology
ANTH 235	Urban Anthropology
CHIN 100	Elementary Chinese
CHIN 102	Elementary Chinese II
CHIN 201	Intermediate Chinese
CHIN 202	Intermediate Chinese II
COMM 202	Intercultural Communications
ENGL 222	Native American Lit
ENGL 223	African American Lit
ENGL 224	Studies in Non-Western Literature
ENGL 225	Chinese Literature in Translation
ENGL 225	Chinese Literature in Translation
ENGL 226	Arabic Literature in Translation
ENGL 242	Women in Film
ENGL 244	Women's Lives
ENGL 255	World Literature I
ENGL 256	World Literature II
HIST 270	Latin America I
HIST 272	History of Russia
HIST 275	History of Culture of China
MUSC 194	Music of the World Peoples
POLI 263	Intro to International Relations
POLI 268	Women and American Politics
PSYC 175	Cross Cultural Psychology
PSYC 270	Psychology of Gender
SOCI 230	Women in Society
SOCI 238	Race and Ethnicity
SOCI 284	Sociology of Sex and Gender

*****Suggested Electives:**

COEM 120	Television Production (3 s.h.)
COMM 272	Public Relations & Publicity (3 s.h.)
COMM 283	Introduction to Radio (3 s.h.)
COMM 290	Communication Internship (3 s.h.)
COPH 191	Basic Photography (3 s.h.)
ENGL 153	Creative Writing (3 s.h.)
FILM 200	Understanding Film (3 s.h.)
FILM 202	From Literature to Film (3 s.h.)
PHIL 190	Introduction to Critical Thinking (3 s.h.)

EDUCATION

ELEMENTARY EDUCATION

See Liberal Arts Concentration – page 58

GROUP TEACHER

Certificate of Completion

This certificate is for students who wish to meet the educational requirements for Group Teacher. Students must complete a minimum of five of the six courses listed below to be eligible for the Ocean County College certificate. Certificate holders who have met state requirements for experience in an early childhood setting may apply to the Bureau of Licensing for state certification as Group Teachers. Courses also may be credited toward the associate degree.

3 s.h.	Child Rearing (PSYC 171)
3 s.h.	Child Psychology (PSYC 173)**
3 s.h.	Introduction to Education of Exceptional Students (EDUC 178)
3 s.h.	Children's Literature (EDUC 241)
3 s.h.	Language Arts in the School Curriculum (EDUC 245)
<u>3 s.h.</u>	Educational Psychology (PSYC 275)
15 s.h.	

TOTAL CREDITS 15

** PSYC 172 General Psychology is a prerequisite for PSYC 173.

HEALTH AND HUMAN PERFORMANCE TEACHER

See Liberal Arts Concentration – page 59

TEACHING ASSISTANT/CHILD CARE

Associate in Science

This program is designed for students planning to work as classroom aides or to assist teaching personnel in public or private nursery schools or day care centers. Students planning to become teachers should choose the Liberal Arts (A.A.) transfer program.

FIRST SEMESTER

3 s.h.	English I (ENGL 151)
3 s.h.	General Psychology (PSYC 172)
3 s.h.	Introduction to Teaching (EDUC 175)
3 s.h.	School and Community (EDUC 177)
3 s.h.	Mathematics Requirement (MATH 151 or higher)
<u>2-3 s.h.</u>	Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
17-18 s.h.	

SECOND SEMESTER

3 s.h.	English II (ENGL 152)
3 s.h.	Child Psychology (PSYC 173)
3 s.h.	Children's Literature (EDUC 241)
<u>4 s.h.</u>	Lab Science Requirement
13 s.h.	

THIRD SEMESTER

3 s.h.	Language Arts in the School Curriculum (EDUC 245)
3 s.h.	Creative Arts for Children (ARTS 174)
3 s.h.	Child Rearing (PSYC 171)
3 s.h.	Introduction to Education of Exceptional Students (EDUC 178)
3 s.h.	Curriculum Development in Early Childhood Education (EDUC 279)
<u>3 s.h.</u>	Elective*
18 s.h.	

FOURTH SEMESTER

3 s.h.	Educational Psychology (PSYC 275)
3 s.h.	Early Childhood Nutrition, Health, and Safety (AHEC 130)
3 s.h.	Internship (EDUC 290)
3 s.h.	Humanities/English Requirement**
<u>3-4 s.h.</u>	Elective* (to meet required 64 s.h.)
15-16 s.h.	

TOTAL CREDITS 64

*For students who plan to transfer, CSIT 110 Computer Literacy is recommended. Otherwise, suggested electives include courses in art, music, dance, psychology, keyboarding, computer science, English, history, physical education or business.

**Select from ARTS 181, ARTS 183, COMM 192, COMM 154, MUSC 190

TEACHING ASSISTANT/CHILD CARE

Certificate of Proficiency

This certificate program is designed for students planning to work as classroom aides or to assist teaching personnel in public or private nursery schools or day care centers.

- 3 s.h. English I (ENGL 151)
- 3 s.h. General Psychology (PSYC 172)
- 3 s.h. School and Community (EDUC 177)
- 3 s.h. Children's Literature (EDUC 241)
- 3 s.h. Language Arts in the School Curriculum (EDU 145)
OR Computer Literacy (CSIT 110)
- 3 s.h. Child Rearing (PSYC 171)
- 3 s.h. Introduction to Education of Exceptional Students (EDUC 178)
- 3 s.h. Curriculum Development in Early Childhood Education (EDUC 279)
- 3 s.h. Educational Psychology (PSYC 275)
- 3 s.h. Early Childhood Nutrition, Health and Safety (AHEC 130)
- 3 s.h. Internship (EDUC 290)
- 33 s.h.

TOTAL CREDITS 33

TEACHER AIDE

Certificate of Completion

The certificate of completion for teacher aides includes courses specific to the field, with a limited number of general education courses. It is designed for students who wish to become teacher aides and for aides already employed within school systems. All courses may be credited toward the associate degree for students wishing to earn an Associate in Science degree in general education. Students completing the A.S. degree could substitute teach and transfer to a four-year college. Students seeking admission must meet all college requirements.

- 3 s.h. General Psychology (PSYC 172)
- 3 s.h. Child Psychology (PSYC 173)
- 3 s.h. Introduction to Teaching (EDUC 175)
- 3 s.h. English I (ENGL 151)
- 3 s.h. A Survey of Mathematics (MATH 151)
- 3 s.h. Introduction to Education of Exceptional Students (EDUC 178)
- 3 s.h. Language Arts in the School Curriculum (EDUC 245) or Computer Literacy (CSIT 110)
- 21 s.h.

TOTAL CREDITS 21

ENGINEERING

ENGINEERING

Associate in Science

Professional opportunities for engineers continue to be strong in today's technological world. The first two years of college work are much the same for all branches of engineering. The program listed below is a good basic program for those who have not yet made their choice of an engineering college. Additional courses in the fields of engineering specialization are advised to achieve junior status in the transfer college of choice. To ensure that the appropriate transfer courses are taken, students should discuss course sequence with a faculty advisor in the Engineering Studies Department during the first semester of study.

FIRST SEMESTER

- 4 s.h. General Chemistry I (CHEM 181)
- 4 s.h. General Physics I (PHYS 281)
- 4 s.h. Calculus I (MATH 265)
- 2 s.h. Graphics for Engineers (ENGR 181)
- 3 s.h. English I (ENGL 151)
- 17 s.h.

SECOND SEMESTER

- 4 s.h. General Chemistry II (CHEM 182)
- 4 s.h. General Physics II (PHYS 282)
- 4 s.h. Calculus II (MATH 266)
- 3 s.h. Engineering Analysis (ENGR 124)
- 3 s.h. English II (ENGL 152)
- 18 s.h.

THIRD SEMESTER

- 4 s.h. Calculus III (MATH 267)
- 3 s.h. Engineering Statistics (ENGR 221)
- 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Humanities/English Requirement
- 4 s.h. General Physics III (PHYS 283)
- 16-17 s.h.

FOURTH SEMESTER

- 3 s.h. Differential Equations (MATH 280)
- 3 s.h. Engineering Dynamics (ENGR 222)
- 3 s.h. Humanities/English Requirement
- 6 s.h. Social Science Elective
- 15 s.h.

TOTAL CREDITS 66-67

It is strongly recommended that students in the engineering program who intend to transfer to a four-year engineering program take eight credits of other recommended courses in their third and fourth semester. Electrical, mechanical and aeronautical engineering majors planning to transfer as juniors into a four-year engineering program should take as their other recommended courses Electrical Engineering I (ENGR 251) and Electrical Engineering II (ENGR 252). These courses are sophomore level courses in the four-year programs cited.

For those students planning to transfer to NJIT under the Joint Admissions Program, the following courses are recommended:

ELECTRICAL ENGINEERING

- 4 s.h. Electrical Engineering I (ENGR 251)
- 4 s.h. Electrical Engineering II (ENGR 252)
- 3 s.h. Logic and Microcomputer (ELET 152)

CHEMICAL ENGINEERING

- 4 s.h. Organic Chemistry I (CHEM 283)
- 3 s.h. Organic Chemistry II (CHEM 284)

CIVIL ENGINEERING

- 3 s.h. Surveying I (CVET 123)
- 3 s.h. Surveying II (CVET 124)
- 3 s.h. Construction Methods and Materials (CVET 161)

COMPUTER ENGINEERING

- 4 s.h. Electrical Engineering I (ENGR 251)
- 4 s.h. Electrical Engineering II (ENGR 252)
- 6 s.h. Computer Programming I (CSIT 171) and Computer Programming II (CSIT 172)

AUTOCAD

Certificate of Proficiency

This is a fundamental program to expand student knowledge for advanced standing in job application knowledge in civil and land development.

- 3 s.h. AutoCAD 2-D Basic I (ENGR 191)
 - 3 s.h. AutoCAD 2-D Basic II (ENGR 192)
 - 3 s.h. AutoCAD 3-D Basic (ENGR 193) or Autodesk Inventor (ENGR 198)
 - 3 s.h. Geographic Information Systems (ENGR 196) or AutoCAD Customization (ENGR 194)
 - 3 s.h. Construction Methods and Materials (CVET 161)
 - 2 s.h. Introduction to Engineering Technology (ELET 155)
 - 3 s.h. Introduction to Public Speaking (COMM 154)
 - 3 s.h. Basic Technical Mathematics (MATH 168)
 - 3 s.h. Macroeconomic Principles (ECON 151) or Microeconomic Principles (ECON 152)
 - 3 s.h. Project Planning and Control (BCET 124)
 - 3 s.h. Construction Methods and Pricing for Estimating (BCET 134)
- 32 s.h.

TOTAL CREDITS 32

AUTOCAD

Certificate of Completion

This is a fundamental program in AutoCAD to prepare students for entry level positions.

- 3 s.h. AutoCAD 2-D Basic I (ENGR 191)
 - 3 s.h. AutoCAD 2-D Basic II (ENGR 192)
 - 3 s.h. AutoCAD 3-D Basic (ENGR 193) or AutoCAD Inventor (ENGR 198)
 - 2 s.h. Introduction to Engineering Technology (ELET 155)
 - 3 s.h. Construction Methods and Materials (CVET 161)
- 14 s.h.

TOTAL CREDITS 14

CONSTRUCTION MANAGEMENT TECHNOLOGY

Certificate of Proficiency

- 3 s.h. English I (ENGL 151)
 - 3 s.h. Graphics for Civil Technicians I (CVET 181)
 - 3 s.h. Construction Methods and Materials (CVET 161)
 - 3 s.h. Basic Technical Mathematics (MATH 168)
 - 2 s.h. Introduction to Engineering Technology (ELET 155)
 - 3 s.h. Project Planning and Control (BCET 124)
 - 3 s.h. Construction Methods and Pricing for Estimating (BCET 134)
 - 3 s.h. Graphics for Civil Technicians II (CVET 182)
 - 3 s.h. Land Development & Site Planning (CVET 256)
 - 3 s.h. Principles of Management (BUSN 271)
 - 3 s.h. Microeconomics Principles (ECON 152)
- 32 s.h.

TOTAL CREDITS 32

CIVIL/CONSTRUCTION TECHNOLOGY

Associate in Applied Science

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
 - 3 s.h. Graphics for Civil Technicians I (CVET 181)
 - 3 s.h. Humanities/English Requirement
 - 3 s.h. Construction Methods and Materials (CVET 161)
 - 3 s.h. Applied Mechanics (CVET 151)
 - 2 s.h. Intro to Engineering Technology (ELET 155)
- 17 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
 - 3 s.h. Basic Technical Mathematics (MATH 168)*
 - 3 s.h. Graphics for Civil Technicians II (CVET 182)
 - 4 s.h. Mechanics of Materials (CVET 152)
 - 3 s.h. Microeconomics Principles (ECON 152)
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Surveying I (CVET 123)
- 4 s.h. Design of Structures (CVET 231)
- 4 s.h. Soil Mechanics and Foundations (CVET 241)
- 4 s.h. Physics I (PHYS 171)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)

17-18 s.h.

FOURTH SEMESTER

- 3 s.h. Surveying II (CVET 124)
 - 4 s.h. Design of Concrete (CVET 232)
 - 4 s.h. Hydrology and Hydraulics (CVET 254)
 - 3 s.h. Land Development and Site Planning (CVET 256)
- 14 s.h.

TOTAL CREDITS 64-65

*Students wishing to transfer for a Bachelor of Science in Engineering Technology (B.S.E.T.) should take Applied Calculus (MATH 241) or Calculus I (MATH 265) in lieu of Technical Mathematics and take Physics II (PHYS 172) in the fourth semester

CIVIL/CONSTRUCTION TECHNOLOGY

Associate in Applied Science *Surveying Technology Option*

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Graphics for Civil Technicians I (CVET 181)
- 3 s.h. Precalculus I (MATH 191)
- 4 s.h. Physics I (PHYS 171)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 15-16 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Precalculus II (MATH 192)
- 3 s.h. Graphics for Civil Technicians II (CVET 182)
- 3 s.h. Business Law I (BUSN 251)
- 4 s.h. Physics II (PHYS 172)
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Legal Research and Writing for Paralegals (LAAW 201)
- 3 s.h. Surveying I (CVET 123)
- 3 s.h. Construction Methods and Materials (CVET 161)
- 3 s.h. Humanities/English Requirement
- 3 s.h. Business Law II (BUSN 252)
- 3 s.h. Macroeconomics (ECON 151) or Macroeconomics (ECON 151)
- 18 s.h.

FOURTH SEMESTER

- 3 s.h. Surveying II (CVET 124)
- 4 s.h. Hydrology and Hydraulics (CVET 254)
- 3 s.h. Engineering Analysis (ENGR 124)
- 3 s.h. Geographic Information Systems (ENGR 196)
- 3-4 s.h. Applied Calculus (MATH 241) or Calculus (MATH 265)
- 16-17 s.h.

TOTAL CREDITS 64-65

ENGLISH

See Liberal Arts Concentrations – page 58

ENVIRONMENTAL SCIENCE

The Associate in Science (A.S.) degree and Associate in Applied Science (A.A.S.) degree programs in Environmental Science are designed to prepare students for careers in the dynamically growing field of environmental science, environmental policy, and environmental technology. The A.S. degree program incorporates two tracks, or options, as follows: 1) The Natural Sciences Option, with a scientific emphasis, provides students with a strong background in the natural sciences; and 2) The Environmental Policy Option allows students to proceed along a more social sciences orientation, i.e., issues of law, economics, or human activities that impact the natural environment. These two options are particularly attractive to four-year institutions that offer baccalaureate or graduate degrees in environmental studies, where our graduates may apply for additional preparation in the field.

The A.A.S. degree program in Environmental Technology is designed to provide an opportunity for students to enter the job market. Upon completing all degree requirements, students will be able to compete for positions in the immediate job market as lab and/or field technologists in local government agencies, but most typically in private industry.

ENVIRONMENTAL SCIENCE

Associate in Science

FIRST SEMESTER

- 4 s.h. Biology I (BIOL 161)
- 4 s.h. General Chemistry I (CHEM 181)
- 3 s.h. English I (ENGL 151)
- 3 s.h. Precalculus I (MATH 191)
- 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 16-17 s.h.

SECOND SEMESTER

- 4 s.h. Environmental Science (ENVI 152)
- 3 s.h. Precalculus II (MATH 192)
- 4 s.h. Biology II (BIOL 162)
- 4 s.h. General Chemistry II (CHEM 182)
- 3 s.h. English II (ENGL 152)
- 18 s.h.

THIRD SEMESTER

- 4 s.h. Organic Chemistry I (CHEM 283)
- 4 s.h. Ecology (BIOL 261)
- 3 s.h. World Physical Geography (GEOG 161)
- 3 s.h. Humanities/English Requirement
- 1-2 s.h. Elective (to meet required 64 s.h.)
- 15-16 s.h.

FOURTH SEMESTER

- 4 s.h. Organic Chemistry II (CHEM 284)
- 4 s.h. Environmental Chemistry (CHEM 285)
- 3 s.h. Contemporary Ethical Issues (PHIL 192)
- 3 s.h. Social Science Requirement
- 14 s.h.

TOTAL CREDITS 64

ENVIRONMENTAL SCIENCE

Associate in Science Environmental Policy Option

FIRST SEMESTER

- 3 s.h. Precalculus I (MATH 191)
 - 4 s.h. Biology I (BIOL 161)
 - 4 s.h. General Chemistry I (CHEM 181)
 - 3 s.h. English I (ENGL 151)
 - 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 16-17 s.h.

SECOND SEMESTER

- 3 s.h. Precalculus II (MATH 192)
 - 4 s.h. Biology II (BIOL 162)
 - 4 s.h. General Chemistry II (CHEM 182)
 - 3 s.h. English II (ENGL 152)
 - 4 s.h. Environmental Science (ENVI 152)
- 18 s.h.

THIRD SEMESTER

- 4 s.h. Ecology (BIOL 261)
 - 3 s.h. Macroeconomic Principles (ECON 151)
 - 4 s.h. Natural Resources Conservation (ENVI 159)
 - 3 s.h. Humanities/English Requirement
 - 2-3 s.h. Elective (to meet required 64 s.h.)
- 16-17 s.h.

FOURTH SEMESTER

- 3 s.h. Contemporary Ethical Issues (PHIL 192)
 - 3 s.h. Social Science Requirement
 - 3 s.h. American State and Local Government (POLI 262)
 - 4 s.h. Environmental Chemistry (CHEM 285)
- 13 s.h.

TOTAL CREDITS 64

ENVIRONMENTAL TECHNOLOGY

Associate in Applied Science

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
 - 4 s.h. Precalculus: Techniques & Applications (MATH 201)
 - 4 s.h. Biology I (BIOL 161)
 - 4 s.h. General Chemistry I (CHEM 181)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
 - 3 s.h. Humanities Elective
 - 4 s.h. Biology II (BIOL 162)
 - 4 s.h. General Chemistry II (CHEM 182)
- 14 s.h.

SUMMER SEMESTER

- 2-3 s.h. Field Experience/Practicum (ENVI 259)

THIRD SEMESTER

- 4 s.h. Organic Chemistry I (CHEM 283)
 - 4 s.h. Environmental Science (ENVI 152)
 - 4 s.h. Hazardous Waste Technology (ENVI 252)
 - 3 s.h. American State & Local Government (POLI 262)
 - 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 17-18 s.h.

FOURTH SEMESTER

- 4 s.h. Organic Chemistry II (CHEM 284)
 - 4 s.h. Water/Wastewater Treatment (ENVI 251)
 - 4 s.h. Air Quality Technology (ENVI 253)
 - 2-4 s.h. Electives (to meet required 64 s.h.)
- 14-16 s.h.

TOTAL CREDITS 64

FILM STUDIES

See Liberal Arts Concentrations – see page 58

FINE ARTS

See Liberal Arts Concentrations – see page 59

FIRE SCIENCE

FIRE SCIENCE

Associate in Applied Science

This program offers a wide variety of opportunities for volunteers and paid members of fire service seeking to upgrade their skills and for students wishing to pursue a career in fire science. Graduates may find opportunities in the insurance field (fire scene investigator, safety inspector, arson investigator), in industry (fire fighter, fire safety inspector), in municipal departments (fire fighter with officer qualifications, code prevention inspector, code enforcement officer) or in the federal service (fire fighter/fire officer, fire education/training specialist).

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
 - 3-5 s.h. College Algebra (MATH 165) or Precalculus I (MATH 191)
 - 3 s.h. Principles of Fire Protection (FIRE 151)
 - 3 s.h. Fire Department Organization and Management (FIRE 153)
 - 4 s.h. Introductory Chemistry (CHEM 180) or Forensic Science (SCIE 105)*
- 16-18 s.h.

*Only with approval of the Fire Science Coordinator

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
 - 3 s.h. General Psychology (PSYC 172)
 - 3 s.h. Fire Service Construction Principles (FIRE 152)
 - 3 s.h. Fire Fighting Tactics and Strategy (FIRE 154)
 - 3 s.h. Hazardous Materials Incident Analysis (FIRE 155)
- 15 s.h.

THIRD SEMESTER

- 3 s.h. Fundamentals of Public Speaking (COMM 154)
 - 3 s.h. Fire Service Hydraulics (FIRE 251)
 - 3 s.h. Fire Prevention and Inspection I (FIRE 255)
 - 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
 - 3 s.h. Computer Science Elective
 - 3 s.h. Humanities/English Requirement
- 17-18 s.h.

FOURTH SEMESTER

- 3 s.h. State and Local Government (POLI 262)
 - 3 s.h. Fire Prevention and Inspection II (FIRE 256)
 - 3 s.h. Elements of Arson Investigation (FIRE 254)
 - 3 s.h. Social Science Requirement
 - 1-4 s.h. Elective (to meet required 64 s.h.)
- 13-16 s.h.

TOTAL CREDITS 64

FIRE SCIENCE

Certificate of Proficiency

The college provides a 30-credit certificate program in fire science that recognizes achievement in a sequence of career courses. This may be completed through part-time studies in a two-year period, with courses carrying full college credit that can be credited later toward the associate degree in fire science. Courses are offered over a two-year cycle, permitting students to enter the cycle at the beginning of any regular semester.

- 3 s.h. Principles of Fire Protection (FIRE 151)
- 3 s.h. Fire Service Construction Principles (FIRE 152)
- 3 s.h. Fire Department Organization and Management (FIRE 153)
- 3 s.h. Fire Fighting Tactics and Strategy (FIRE 154)
- 3 s.h. Fire Service Hydraulics (FIRE 251)
- 3 s.h. Fire Prevention and Inspection I (FIRE 255)
- 3 s.h. Fire Prevention and Inspection II (FIRE 256)
- 3 s.h. Elements of Arson Investigation (FIRE 254)
- 3 s.h. English I (ENGL 151)
- 3-5 s.h. College Algebra I (MATH 165) or
Precalculus I (MATH 191)

30-32 s.h.

TOTAL CREDITS 30-32

GENERAL STUDIES

GENERAL STUDIES

Associate in Arts

This degree offers two years of college-level work for the student seeking broad educational improvement and who is planning to transfer to a four-year institution. The program of study must be carefully structured, however, to give the student a meaningful experience. The requirements for this Associate in Arts degree are as follows:

- a. 18 hours beyond college core curriculum selected from one of the college departments (excluding technical concentrations such as engineering and nursing):
 - Humanities/English
 - Social Science (excluding Criminal Justice, Fire Science, and EXPE courses)
 - Mathematics
 - Science
 - Health and Physical Education
- b. Sufficient additional hours to meet general requirements for the degree outlined in the section on degrees. Students may select a maximum of 6 semester hours of business courses in satisfying the free elective requirements of this degree.

CORE REQUIREMENTS:

COMMUNICATIONS **6 s.h.**
English I / English II

HUMANITIES/ENGLISH **6 s.h.**
Art Music Creative Writing
Philosophy Theatre Dance
Foreign Languages Journalism Literature*
Communications Film Media

SOCIAL SCIENCE **6 s.h.**
Anthropology Psychology Political Science
Sociology Geography
History Economics

SCIENCE (WITH LABORATORY)** **4 s.h.**
Biology Chemistry Horticulture
Science Environmental Science Physics

MATHEMATICS **3 s.h.**
Math 151 or higher

HEALTH AND HUMAN PERFORMANCE **2-3 s.h.**
Applied Modern Health or Contemporary Health

DEPARTMENT CONCENTRATION **18 s.h.**

ELECTIVES (to total 64 s.h.) **18-19 s.h.**
64 s.h.

TOTAL CREDITS 64

*Any 200 level ENGL course

**Any laboratory science class from the above subjects except BIOL 120, SCIE 104 and SCIE 105

GENERAL STUDIES

Associate in Science

This degree is for those students who wish to explore career fields or to build an individualized program to meet special career needs by drawing from components of existing career programs. Students may plan either transfer or career programs to meet the requirements for the Associate in Science degree by completing:

- a. At least 18 hours beyond college core curriculum from one college department,
- b. A minimum of 30 hours of general education courses,
- c. Sufficient additional hours to meet the general requirements for the degree as outlined in the section on degrees.

CORE REQUIREMENTS

COMMUNICATIONS **6 s.h.**
English I / English II

HUMANITIES/ENGLISH **6 s.h.**
Art Music
Creative Writing Philosophy
Theatre Dance
Foreign Languages Journalism
Literature* Communications
Film Media

SOCIAL SCIENCE **6 s.h.**
Anthropology Psychology
Political Science Sociology
Geography History
Economics

SCIENCE (WITH LABORATORY)** **4 s.h.**
Biology Chemistry
Physics Science
Environmental Science Horticulture

MATHEMATICS*** **3 s.h.**
Math 147 or higher

HEALTH AND HUMAN PERFORMANCE **2-3 s.h.**
Applied Modern Health or Contemporary Health

DEPARTMENT CONCENTRATION **18 s.h.**

ELECTIVES (to total 64 or more s.h.) **18-19 s.h.**
64 s.h.

TOTAL CREDITS 64

*Any 200 level ENGL course

**Any laboratory science class from the above subjects except BIOL 120, SCIE 104, and SCIE 105

***Students who are planning to transfer should take Math 151 or higher

GERONTOLOGY

See Human Services –page 55

GRAPHIC DESIGN

VISUAL COMMUNICATIONS TECHNOLOGY

Students completing these programs may elect to enter the field as para-professionals or continue their education at four-year institutions. Career opportunities may be found in the public or private sector with advertising agencies, design and photography studios; with corporate art departments, printing firms, and retail businesses; and with television production facilities. Some students elect to enter the field as free-lance designers, photographers or illustrators; as computer graphics specialists; or as television production technicians. Students interested in transferring to a four-year college should consult the CCT program advisor and/or the catalog of the college of their choice regarding selection.

Associate in Applied Science Computer Graphics Option

The purpose of this program is to prepare students to enter the field of graphic design using the most current software applications.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Visual Literacy (ARTS 159) or Art History I (ARTS 181)*
- 2 s.h. Introduction to Macintosh/Painter (COCG 160)
- 3 s.h. Basic Drawing (ARTS 183)
- 3 s.h. Two Dimensional Design (ARTS 184)
- 3 s.h. Basic Photography (COPH 191)
- 17 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Experimental Photography (COPH 197)
- 2 s.h. Painter/Paintbox Applications (COCG 161)
- 3 s.h. Quark (COCG 162)
- 3 s.h. Social Science Requirement
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 16-17 s.h.

THIRD SEMESTER

- 3 s.h. Humanities/English Requirement
- 3 s.h. Figure Drawing (ARTS 185)
- 3 s.h. Photoshop (COCG 163)
- 3 s.h. Mathematics Requirement
- 3 s.h. Electronic Still Photography (COPH 290)
- 15 s.h.

FOURTH SEMESTER

- 4 s.h. Lab Science Elective
- 3 s.h. Adobe Illustrator (COCG 164)
- 3 s.h. Principles of Advertising (BUSN 270)**
- 3 s.h. Graphics Portfolio (COCG 165)
- 3 s.h. Fine Arts Elective ***
- 16 s.h.

TOTAL CREDITS 64-65

*CCT students who intend to transfer to a four-year institution are advised to take Art History I (ARTS 181) instead of Visual Literacy (ARTS 159)

**Pre-requisite BUSN 134 not required for students enrolled in this program.

***Any course from subjects ARTS, DANC, MUSC, or THTR.

VISUAL COMMUNICATIONS TECHNOLOGY

Associate in Applied Science Electronic Media Technology Option

This program prepares students for entry-level technical support positions in the arts, entertainment, educational/instructional media, marketing/public relations and for business/industry experience in planning and executing visual programming.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Communications (COMM 110)
- 2 s.h. Introduction to Macintosh/Painter (COCG 160)
- 3 s.h. Basic Drawing (ARTS 183)
- 3 s.h. Two Dimensional Design (ARTS 184)
- 3 s.h. Television Production (COEM 120)
- 17 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Communications Media Workshop (COMM 114)
- 1 s.h. Careers in Communication (COMM 130)
- 2 s.h. Painter/Paintbox Applications (COCG 161)
- 3 s.h. Portable Video Production (COEM 220)
- 3 s.h. Social Science Requirement
- 15 s.h.

THIRD SEMESTER

- 3 s.h. Communications Law (COMM 172)
- 1 s.h. Careers in Communications II (COMM 131)
- 3 s.h. Video Editing & Post Production (COEM 224)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 4 s.h. Lab Science Requirement
- 3 s.h. Career Electives*
- 16-17s.h.

FOURTH SEMESTER

- 3-6 s.h. Internship (COMM 290-91)
- 3 s.h. Mathematics Elective
- 7-10 s.h. Career Electives* (to meet required 64 s.h.)
- 16-19 s.h.

TOTAL CREDITS 64-68

*Sufficient credits from career electives to meet 64 credit requirements. Courses with THTR prefix may also be taken. Students should consult closely with advisor regarding transfer options and appropriate career electives.

Suggested Career Electives:

- 3 s.h. Basic Photography (COPH 191)
- 3 s.h. Principles of Advertising (BUSN 270)
- 3 s.h. Quark (COCG 162)
- 3 s.h. Photoshop (COCG 163)
- 3 s.h. Mass Media and the Public Mind (COMM 278)
- 3 s.h. Public Relations and Publicity (COMM 272)
- 3 s.h. Mass Communications (COMM 281)
- 3 s.h. Photojournalism and Picture Editing (COPH 217)
- 3 s.h. Understanding Film (FILM 200)
- 3 s.h. Voice and Diction (COMM 192)

VISUAL COMMUNICATIONS TECHNOLOGY

Associate in Applied Science Photography Option

The photography option will prepare students for employment in fields such as advertising, photojournalism, and the ever-expanding field of visual communications. The corollary purpose is to update the skills of those currently working on some phase of the professional photography or visual communications industry.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
 - 3 s.h. Basic Photography (COPH 191)
 - 3 s.h. Basic Drawing (ARTS 183)
 - 3 s.h. Two-Dimensional Design (ARTS 184)
 - 2 s.h. Introduction to Macintosh/Painter (COCG 160)
 - 3 s.h. Social Science Requirement
- 17 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
 - 3 s.h. Intermediate Photography (COPH 198)
 - 2 s.h. Painter/Paintbox Applications (COCG 161)
 - 3 s.h. Photoshop (COCG 163)
 - 3 s.h. Mathematics Requirement
 - 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 16-17 s.h.

THIRD SEMESTER

- 3 s.h. Electronic Still Photography (COPH 290)
 - 3 s.h. Photojournalism and Picture Editing (COPH 217)
 - 3 s.h. Public Relations and Publicity (COMM 272)
 - 4 s.h. Lab Science Requirement
 - 3 s.h. Humanities/English Requirement
- 16 s.h.

FOURTH SEMESTER

- 3 s.h. Experimental Photography (COPH 197)
 - 3 s.h. Principles of Advertising (BUSN 270)*
 - 3 s.h. Humanities/English Requirement
 - 6 s.h. Fine Arts Electives**
- 15 s.h.

TOTAL CREDITS 64-65

*Pre-requisite of BUSN 134 not required for students enrolled in this program.

**Any course from subjects ARTS, DANC, MUSC, or THTR.

VISUAL COMMUNICATIONS

Certificate of Proficiency

- 3 s.h. English I (ENGL 151)
 - 3 s.h. Basic Drawing (ARTS 183)
 - 3 s.h. Two-Dimensional Design (ARTS 184)
 - 3 s.h. Basic Photography (COPH 191)
 - 2 s.h. Introduction to Macintosh/Painter (COCG 160)
 - 2 s.h. Painter/Paintbox Applications (COCG 161)
 - 3 s.h. Electronic Still Photography (COPH 290)
 - 3 s.h. Quark (COCG 162)
 - 3 s.h. Photoshop (COCG 163)
 - 3 s.h. Adobe Illustrator (COCG 164)
 - 3 s.h. Graphic Portfolio (COCG 165)
- 31 s.h.

TOTAL CREDITS 31

COMPUTER GRAPHICS

Certificate of Completion

The certificate program is intended for individuals who have already attained a diploma from a professional art school or have the equivalent background. Evidence of appropriate background will be required.

- 2 s.h. Introduction to Macintosh/Painter (COCG 160)
 - 2 s.h. Painter/Paintbox Applications (COCG 161)
 - 3 s.h. Quark (COCG 162)
 - 3 s.h. Photoshop (COCG 163)
 - 3 s.h. Adobe Illustrator (COCG 164)
 - 3 s.h. Graphic Portfolio (COCG 165)*
- 16 s.h.

TOTAL CREDITS 16

*The student will have the option of either preparing a portfolio utilizing multiple applications or developing additional expertise in a given application.

HEALTH & HUMAN PERFORMANCE

EXERCISE SCIENCE

Certificate of Proficiency

This exercise science certificate program is designed to prepare students for entry level positions in the ever-growing area of personal conditioning and wellness as determined by current science and technology. Students transferring to four-year institutions in exercise science curriculums may pursue this certificate as a foundation for their study.

- 3 s.h. English I (ENGL 151)
 - 4 s.h. Introduction to Human Biology (BIOL 120)
 - 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
 - 3 s.h. Community First Aid and Safety (HEHP 160)
 - 3 s.h. Nutrition for Fitness and Sport (HEHP 252)
 - 3 s.h. Management and Rehabilitation of Athletic Injuries (HEHP 238)
 - 3 s.h. Strength and Conditioning Physiology (HEHP 239)
 - 3 s.h. Fitness Measurement (HEHP 182)
 - 3 s.h. Exercise Physiology (HEHP 240)
 - 4 s.h. Electives from HEHP Activity courses*
- 31-32 s.h.

TOTAL CREDITS 31-32

*HEHP ELECTIVES:

- Aerobic Conditioning (HEHP 100)
- Weight Training (HEHP 101)
- Volleyball (HEHP 102)
- Tennis (HEHP 109)
- Swimming I (HEHP 150)
- Swimming II (HEHP 151)
- International Folk Dance I (HEHP 172)
- International Folk Dance II (HEHP 173)
- Karate I (HEHP 210)
- Karate II (HEHP 211)

Exercise Science/Sports Medicine

See Liberal Arts Concentrations – page 58

Health & Human Performance Teacher

See Liberal Arts Concentrations – page 59

Wellness & Health Promotion

See Liberal Arts Concentrations – page 61

HEALTH SCIENCES

ALLIED HEALTH

Associate in Applied Science

This degree is for persons already participating in their health care disciplines and credentialed with certificates. They will receive up to 20 college credits for their previous training and experience. The evaluation of previous training and experience will be conducted by the Dean of Health and Human Performance. The evaluation will be based upon review of transcript(s) from previous educational program(s) and work experience documented on a resume. Students complete the remaining credits as outlined in the curriculum of study and are awarded the AAS degree.

Prerequisite Courses High School Requirements or OCC Course Equivalents:

- Algebra I or 3 s.h. Introduction to Algebra I (MATH 011)
- Algebra II or 3 s.h. Introduction to Algebra II (MATH 012)
- Biology or 4 s.h. Principles of Biological Science (BIOL 114)
- Chemistry or 4 s.h. Introductory Chemistry (CHEM 180)

Developmental Skills Courses

(Based on Entry Test Scores):

Reading, Writing, Algebra:

See course selection for individual student requirements.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. Introduction to Critical Thinking (PHIL 190)
- 4 s.h. Human Anatomy & Physiology I (BIOL 130) or Biology I (BIOL 161)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. General Psychology (PSYC 172)
- 15-16 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Computer Science Elective
- 3 s.h. Biomedical Ethics (PHIL 290)
- 4 s.h. Human Anatomy & Physiology II (BIOL 131) or Biology II (BIOL 162)
- 3 s.h. Abnormal Psychology (PSYC 271)
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Computer Science Elective
- 3 s.h. Humanities/English Requirement
- 3 s.h. Social Science Requirement
- 4 s.h. Microbiology (BIOL 232)
- 3 s.h. Introduction to Statistics (MATH 156)
- 16 s.h.

PROFESSIONAL CORE (UP TO 20 CREDITS)

- 1 s.h. Introduction to Allied Health (AHAH 115)

Students complete up to 20 credits of professional core electives as approved by the Dean of Health and Human Performance based upon professional certification or licensure.

TOTAL CREDITS 65

HISTORY

See Liberal Arts Concentrations – page 59

HONORS

See Liberal Arts – page 59

HORTICULTURE AND TURFGRASS TECHNOLOGY

Associate in Applied Science

This new degree program is designed to provide OCC students with the opportunity to develop a career in the lucrative and growing field of horticulture and turf management technology. The challenges and opportunities for individuals trained in these areas, particularly in turf management, are limitless. Upon completion of the degree requirements, students will be able to compete for positions with a wide variety of commercial enterprises, as well as with State and local parks and recreation facilities. The turfgrass industry in New Jersey and nationwide is growing rapidly. Examples of career opportunities include horticultural services operations and management, landscaping, golf courses, recreation areas, athletic fields, lawn care companies, parks, agrochemical industry, cemeteries, horticulturist, and irrigation specialist.

FIRST SEMESTER

- 4 s.h. Biology I (BIOL 161)
- 3 s.h. Small Business Management (BUSN 170)
- 3-5 s.h. College Algebra (MATH 165) OR higher
- 3 s.h. English I (ENGL 151)
- 13-15 s.h.

SECOND SEMESTER

- 4 s.h. Biology II (BIOL 162)
- 4 s.h. Introductory Botany (HTEC 163)
- 4 s.h. Floral and Plantscaping (HTEC 165)
- 3 s.h. English II (ENGL 152)
- 2-3 s.h. Applied Modern Health I (HEHP 110) or Contemporary Health (HEHP 225)
- 17-18 s.h.

SUMMER SEMESTER

- 2-3 s.h. Field Experience/Practicum (ENVI 259)

THIRD SEMESTER

- 4 s.h. Nursery Operations (HTEC 164)
- 4 s.h. Plant Diseases and Pests (HTEC 238)
- 4 s.h. Horticulture: Greenhouse Plant Cultivation (HTEC 166)
- 3 s.h. Humanities/English Requirement
- 15 s.h.

FOURTH SEMESTER

- 4 s.h. Soil Science (HTEC 236)
- 3 s.h. Turf/Grounds Management (HTEC 237)
- 4 s.h. Introductory Chemistry (CHEM 180)
- 3 s.h. Social Science Requirement
- 0-3 s.h. Elective (to meet required 64 s.h.)
- 17 s.h.

TOTAL CREDITS 64-65

Possible Electives:

- Environment Science (ENVI 152)
- Environmental Problems (ENVI 155)
- Environmental/Natural Resource Conservation (ENVI 157)

HUMANITIES

General Studies – page 51

HUMAN SERVICES

HUMAN SERVICES TECHNICIAN

Associate in Science

The field of Human Services is concerned with helping people resolve their problems and restore their social functioning. Graduates of this program can work as human services technicians, community planners, personnel counselors, mental health aides, and in a variety of other positions. Most graduates of the Human Services Technician Program transfer to Baccalaureate Social Work (BSW) programs accredited by the Council on Social Work Education, entering as juniors. This program is designed for smooth transitions to BSW programs and is desirable, as the BSW is the first degree level recognized by the National Association of Social Workers (NASW) for licensure of social workers in New Jersey. Students enrolled in the Human Services Technician Program also have the opportunity to choose options in specific related careers, including Gerontology, Certified Alcohol and Drug Counseling, and the specialized study of Developmental Disabilities.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. General Psychology (PSYC 172)
- 3 s.h. Human Services as a Social Institution (HSRV 191)
- 3 s.h. Mathematics Requirement (MATH 151 or higher, MATH 156 recommended)
- 3 s.h. Elective
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Interviewing and Communication Techniques (HSRV 194)
- 3 s.h. Introduction to Sociology (SOC1 181)
- 4 s.h. Lab Science Requirement (BIOL 161 recommended)
- 3 s.h. Psychology Elective
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Principles of Social Work (HSRV 291)
- 3 s.h. American Federal Government (POLI 261)
- 3 s.h. Social Problems (SOC1 231)
- 3 s.h. Personality Theory (PSYC 174)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 3 s.h. Humanities/English Requirement
- 17-18 s.h.

FOURTH SEMESTER

- 4 s.h. Field Experience (HSRV 292)
- 3 s.h. Social Psychology (PSYC 274)
- 3 s.h. American State and Local Government (POLI 262)
- 2-3 s.h. Elective (to meet required 64 s.h.)
- 3 s.h. Humanities/English Requirement
- 15-16 s.h.

TOTAL CREDITS 64-65

HUMAN SERVICES TECHNICIAN

Associate in Science *Gerontology Option*

Students planning to work in the field of gerontology should follow this option under the human services technician program. A gerontological setting for HSRV 292 Field Experience in Social Welfare will be arranged with the program coordinator (Refer to Human Services Technician section).

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 3 s.h. General Psychology (PSYC 172)
- 3 s.h. Human Services as a Social Institution (HSRV 191)
- 3 s.h. Gerontology: The Study of Aging (HSRV 200)
- 3 s.h. Mathematics Elective (MATH 151 or higher, MATH 156 recommended)
- 15 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Interviewing and Communication Techniques (HSRV 194)
- 3 s.h. Death and Dying (SOC1 182)
- 3 s.h. Adult Psychology (PSYC 276)
- 4 s.h. Lab Science Requirement (BIOL 161 recommended)
- 16 s.h.

THIRD SEMESTER

- 3 s.h. The Economics of Aging (HSRV 201)
- 3 s.h. American Federal Government (POLI 261)
- 3 s.h. Social Psychology (PSYC 274)
- 3 s.h. Principles of Social Work (HSRV 291)
- 3 s.h. Humanities/English Requirement
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 17-18 s.h.

FOURTH SEMESTER

- 3 s.h. Counseling Older Adults and Their Families (HSRV 204)
- 3 s.h. Aging and Health (HSRV 206)
- 4 s.h. Field Experience (HSRV 292)
- 3 s.h. Humanities/English Requirement
- 2-3 s.h. Elective (to meet required 64 s.h.)
- 15-16 s.h.

TOTAL CREDITS 64-65

GERONTOLOGY

Certificate of Completion

The certificate of completion in gerontology is designed to provide students with a comprehensive background in gerontology in order to fulfill a variety of roles within human service agencies, including family service; hospitals; schools; homes for the aged; community centers; health, rehabilitation, welfare and related institutions. Courses may be credited toward an associate in science degree in general education. Students completing the degree could transfer to a four-year college.

- 3 s.h. General Psychology (PSYC 172)
 - 3 s.h. Death and Dying: Challenge and Change (SOC1 182)
 - 3 s.h. Gerontology: The Study of Aging (HSRV 200)
 - 3 s.h. The Economics of Aging (HSRV 201)
 - 3 s.h. Counseling Older Adults and Their Families (HSRV 204)
 - 3 s.h. Aging and Health (HSRV 206)
 - 3 s.h. Adult Psychology (PSYC 276)
- 21 s.h.

TOTAL CREDITS 21

INTERPRETER TRAINING

Associate of Applied Science

The AAS in Interpreting is designed to prepare students with American Sign Language skills, an understanding of Deaf culture, knowledge of the interpreter's role and responsibility, theoretical skills in interpreting, and practical experience in interactive settings. Various settings in which the interpreter works are examined in addition to ethical decision making in relation to the role of the interpreter.

Students enrolling in this program learn how to interpret English into American Sign Language as well as American Sign Language into English.

SUMMER SEMESTER I

- 3 s.h. American Sign Language (COMM 104)
 - 3 s.h. Fingerspelling (COMM 106)
 - 3 s.h. American Deaf Culture and History (COMM 108)
- 9 s.h.

FALL SEMESTER I

- 3 s.h. American Sign Language II (COMM 105)
 - 3 s.h. English I (ENGL 151)
 - 3 s.h. Introduction to Acting (THTR 193)
 - 3 s.h. MATH Requirement (MATH 151 or higher)
- 12 s.h.

SPRING SEMESTER I

- 3 s.h. American Sign Language III (COMM 107)
 - 3 s.h. ASL Syntax and Grammar (COMM 109)
 - 3 s.h. English II (ENGL 152)
 - 3 s.h. Introduction to the Education of Exceptional Students (EDUC 178)
- 12 s.h.

SUMMER SEMESTER II (12 WEEKS)

- 3 s.h. American Sign Language IV (COMM 112)
 - 3 s.h. Introduction to Interpreting (COMM 113)
- 6 s.h.

FALL SEMESTER II

- 3 s.h. Sign to Voice (COMM 111)
 - 3 s.h. Interpreting II (COMM 115)
 - 3 s.h. Voice to Sign (COMM 116)
 - 4 s.h. Lab Science Elective
- 13 s.h.

SPRING SEMESTER II

- 3 s.h. Interpreting Lab (COMM 117)
 - 1 s.h. Specialized Signs (COMM 118)
 - 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
 - 3 s.h. Humanities Elective
 - 3 s.h. Social Science Elective
- 12-13 s.h.

TOTAL CREDITS 64-65

Certificate of Proficiency

As sign language interpreters, students will possess the necessary skills to sign or voice interpret for myriad of situations. They will acquire a complete understanding of American Sign Language, the deaf community, and deaf culture. Students in this certificate program will take classes in syntax and grammar interpreting, deaf culture and history, American Sign Language and more. Some areas of employment for interpreters include: medical, mental health, law, social services, rehabilitation, corporate sector, and theatre arts. The Interpreter Training Program is typically a two and one half year program.

- 3 s.h. American Sign Language I (COMM 104)
 - 3 s.h. Fingerspelling (COMM 106)
 - 3 s.h. American Sign Language II (COMM 105)
 - 3 s.h. American Deaf Culture and History (COMM 108)
 - 3 s.h. American Sign Language III (COMM 107)
 - 3 s.h. American Sign Language Syntax and Grammar (COMM 109)
 - 3 s.h. American Sign Language IV (COMM 112)
 - 3 s.h. Introduction to Interpreting (COMM 113)
 - 3 s.h. Sign to Voice (COMM 111)
 - 3 s.h. Interpreting II (COMM 115)
 - 3 s.h. Voice to Sign (COMM 116)
 - 3 s.h. Interpreting Lab/Interpreting Practicum (COMM 117)
- 36 s.h.

TOTAL CREDITS 36

JOURNALISM

PRINT & BROADCAST JOURNALISM

Associate in Applied Science

The Print & Broadcast Journalism program is designed to prepare students for professional careers as journalists on weekly or medium-sized daily newspapers. Employment may also include news magazines, online publications, radio or television stations, publicity writers in public relations firms or other businesses and organizations.

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
 - 3 s.h. Media Writing I (COMM 151)
 - 1 s.h. Word Processing for Media Writing (COMM 150)*
 - 1 s.h. Student Media Workshop I (COMM 161)
 - 3 s.h. Communications Law (COMM 172)
 - 3 s.h. Social Science Requirement
 - 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 16-17 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 3 s.h. Media Writing II (COMM 152)
- 1 s.h. Student Media Workshop II (COMM 162)
- 3 s.h. Mathematics Requirement (MATH 151 or higher)
- 3 s.h. Elective
- 3 s.h. Introduction to Radio (COMM 283) or Basic Photography (COPH 191)**
- 16 s.h.

SUMMER SEMESTER (OPTIONAL)

- 3 s.h. Communication Internship I (COMM 290)
- 3 s.h. Communication Internship II (COMM 291)

THIRD SEMESTER

- 3 s.h. Public Relations and Publicity (COMM 272)
- 2 s.h. Student Media Workshop III (COMM 261)
- 3 s.h. Mass Communications (COMM 281)
- 3 s.h. Humanities/English Requirement
- 6 s.h. Career Electives***
- 17 s.h.

FOURTH SEMESTER

- 2 s.h. Student Media Workshop IV (COMM 262)
- 4 s.h. Lab Science Elective
- 3 s.h. Social Science Elective
- 3 s.h. Humanities/English or Social Science Requirement
- 3 s.h. Career Elective
- 15 s.h.

TOTAL CREDITS 64-65

*COMM 150 is a prerequisite or corequisite for COMM 151.

**Students who wish to prepare for a career in broadcasting should take introduction to Radio (COMM 283). Students who wish to prepare for a career in photojournalism should take at least one photography course.

***It is strongly recommended that students who have not taken a summer internship elect one at this time. A second internship also may be possible.

CAREER ELECTIVES:

- Introduction to Communications (COMM 110)
- Careers in Communication I (COMM 130)
- Careers in Communication II (COMM 131)
- Fundamentals of Public Speaking (COMM 154)
- Communications Internship I (COMM 290)

LIBERAL ARTS

Associate in Arts

The liberal arts program affords the student an opportunity to earn a degree while following a recommended pattern designed to fulfill needs in special interest areas.

A student is not required to follow any of these suggested sequences. A general education core is required for an A.A. degree in liberal arts. The core outlined below must be completed, plus elective courses for a minimum total of 64 s.h. Students may select a maximum of 6 semester hours of business courses in satisfying the number of elective courses. Suggested courses beyond the core are listed on the following pages. These sequences emphasize areas of interest and are designed to assist students who have decided to transfer into a four-year program. They are not requirements for an A.A. degree in liberal arts from Ocean County College.

GENERAL EDUCATION CORE (REQUIRED CURRICULUM)

COMMUNICATIONS (3 S.H. EACH)

9 s.h.

- English I (ENGL 151)
- English II (ENGL 152)
- Intercultural Communication (COMM 202) or Introduction to Communication* (COMM 110) or Fundamentals of Public Speaking (COMM 154)
- *Communication Majors Only

HISTORY (3 S.H. EACH)

6 s.h.

- Western Civilization I (HIST 171)
- Western Civilization II (HIST 172) or U.S. History I (HIST 173)
- U.S. History II (HIST 174)
- Choice should be guided by transfer requirements

HUMANITIES (3 S.H. EACH)

9 s.h.**

Group A

- Art History I (ARTS 181)
- Art History II (ARTS 182)
- Art History III - Twentieth Century Art (ARTS 205)
- Understanding Film (FILM 200)
- From Literature to Film (FILM 202)
- Introduction to Music Appreciation (MUSC 190)
- Introduction to Theatre (THTR 195)
- Contemporary Theatre (THTR 196)

Group B

- Any Foreign Language (ARBC, CHIN, FREN, GRMN, ITAL, SPAN)
- Introduction to Philosophy (PHIL 191)
- Contemporary Ethical Issues (PHIL 192)
- The Faces of Modernism (HUMN 200)
- Introduction to Drama (ENGL 212)
- Myth/Meaning in Literature I (ENGL 235)
- Myth/Meaning in Literature II (ENGL 236)
- Women in Literature (ENGL 240)
- American Literature I (ENGL 251)
- American Literature II (ENGL 252)
- British Literature I (ENGL 253)
- British Literature II (ENGL 254)
- World Literature I (ENGL 255)
- World Literature II (ENGL 256)
- The Short Story (ENGL 257)
- The Short Novel (ENGL 258)
- Shakespeare Plays I (ENGL 260)
- Shakespeare Plays II (ENGL 261)
- American Poets: Voices and Visions (ENGL 280)
- Honors Topics in the Humanities (HUMN 297)

**Credits must be taken from both groups A and B

SOCIAL SCIENCE (3 S.H. EACH)

6 s.h.

- Introduction to Anthropology (ANTH 233)
- Macroeconomics Principles (ECON 151)
- Macroeconomics Principles (ECON 152)
- World Physical Geography (GEOG 161)
- Human Geography (GEOG 162)
- Introduction to Political Science (POLI 183)
- American Federal Government (POLI 261)
- General Psychology (PSYC 172)
- Introduction to Sociology (SOC 181)

SCIENCE (4 S.H. EACH)

8 s.h.

- Biology I & II (BIOL 161 & BIOL 162 or higher)
- Physics I & II (PHYS 171 & PHYS 172 or higher)
- Chemistry I & II (CHEM 181 & 182 or higher)

MATHEMATICS

6 s.h.

- 3 s.h. A Survey of Mathematics (MATH 151)
- 3 s.h. Introduction of Statistics (MATH 156)
- 6 s.h. College Algebra for Science, Mathematics, Computer Studies, Engineering Majors (MATH 161)
- 5 s.h. College Algebra (MATH 165)
- 3 s.h. Finite Mathematics (MATH 171)
- 3 s.h. Introduction to Probability (MATH 181)
- 3 s.h. Precalculus I (MATH 191)
- 3 s.h. Precalculus II (MATH 192)
- 6 s.h. Precalculus I and II for Science, Mathematics, Computer Studies, Engineering Majors (MATH 195)
- 3 s.h. Precalculus Techniques and Applications (MATH 201)
- 3 s.h. Applied Calculus (MATH 241)
- 4 s.h. Calculus I (MATH 265 or higher)

COMPUTER SCIENCE OR TECHNOLOGICAL LITERACY

0-3 s.h.

Not required for students who can demonstrate competency

- Computer Literacy (CSIT 110)
- Integrated Office Software (CSIT 123) or any CSIT course except (CSIT 120)

DIVERSITY (3 s.h. EACH)

0-3 s.h.*

- Introduction to Anthropology (ANTH 233)
- Cultural Anthropology (ANTH 234)
- Urban Anthropology (ANTH 235)
- Elementary Arabic I (ARBC 100)
- International Business (BUSN 291)
- Elementary Chinese (CHIN 100)
- Elementary Chinese II (CHIN 102)
- Intermediate Chinese (CHIN 201)
- Intermediate Chinese II (CHIN 202)
- Intercultural Communications (COMM 202)
- Native American Literature (ENGL 222)
- African American Literature (ENGL 223)
- Studies in Non-Western Literature (ENGL 224)
- Chinese Literature in Translation (ENGL 225)
- Arabic Literature in Translation (ENGL 226)
- Women in Literature (ENGL 240)
- Women in Film (ENGL 242)
- Women's Lives (ENGL 244)
- World Literature I (ENGL 255)
- World Literature II (ENGL 256)
- Women's Health (HEHP 226)
- Latin America I (HIST 270)
- History of Russia (HIST 272)
- History and Culture of China (HIST 275)
- Modern History of the Arab World (HIST 278)
- Modern Israel (HIST 282)
- Music of the World's Peoples (MUSC 194)
- World Religions (PHIL 193)
- Religious Experience (PHIL 293)
- Introduction to International Relations (POLI 263)
- Women and American Politics (POLI 268)
- Cross Cultural Psychology (PSYC 175)
- Psychology of Gender (PSYC 270)
- Women in Society (SOCI 230)
- Race and Ethnicity (SOCI 238)
- Sociology of Sex and Gender (SOCI 284)

*NOTE: Not required if course listed above has been taken to fulfill a requirement in another category.

HEALTH AND HUMAN PERFORMANCE 2-3 s.h.

- Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)

ELECTIVES

11-18 s.h.

TOTAL CREDITS 64

SUGGESTED CONCENTRATIONS

The following are a number of suggested concentrations that students may select in fulfilling the elective courses beyond the required core of the associate in arts in liberal arts. Courses should be selected not only to emphasize their area of interest but should also be designed to assist in the transfer process into the junior year of a baccalaureate degree program. Students are not required to follow this sequence of courses.

AMERICAN STUDIES

Students concentrating in American Studies should take the following courses beyond the liberal arts A.A. degree core:
US History I/II (HIST 173/174)
American Literature I/II (ENGL 251/252)

ELEMENTARY EDUCATION

Students planning to seek the New Jersey elementary school teacher certification (N – 8) should consult transfer institutions for specific requirements. All elementary education majors must also have a primary major in liberal arts by the time they complete the baccalaureate. Depending on the transfer institution, selected electives may include:

- Child Psychology (PSYC 173)
- Intro to Teaching (EDUC 175)
- Foundation of American Education (EDUC 176)
- Introduction to the Education of Exceptional Students (EDUC 178)
- Educational Psychology (PSYC 275)

Other suggested electives include one course each in American history, American literature, philosophy, geography, computer science, art history or world literature.

ENGLISH

Students are advised to check degree requirements in the catalogs of transfer institutions. Suggested courses beyond the liberal arts core are:

- Introduction to Drama (ENGL 212)
- American Literature I or II (ENGL 251 or 252)
- British Literature I or II (ENGL 253 or ENGL 254)
- World Literature I or II (ENGL 255 or 256)
- The Short Story (ENGL 257)
- The Short Novel (ENGL 258)

EXERCISE SCIENCE/SPORTS MEDICINE

Students are advised to check degree requirements in the catalogs of transfer institutions and/or consult the transfer institution. Suggested courses beyond the liberal arts core are:

- Community First Aid and Safety (HEHP 160)
- Nutrition for Fitness and Sports (HEHP 252)
- Kinesiology (HEHP 265)
- Exercise Physiology (HEHP 240)
- Care and Prevention of Athletic Injuries (HEHP 228)

FILM STUDIES

Students planning to study film and possibly transfer to a four-year program may take these courses beyond the liberal arts core:

- Understanding Film (FILM 200)
- From Literature to Film (FILM 202)
- Women in Film (ENGL 242)

FINE ARTS

Students who plan to transfer to four-year colleges as Fine Arts majors should take the Fine Arts core courses, in the sequence shown below, beyond the liberal arts A.A. degree core:

- Art History I and II (ARTS 181 and 182)
- Basic Drawing (ARTS 183)
- Two Dimensional Design (ARTS 184)
- Figure Drawing (ARTS 185)
- Introduction to Macintosh/Painter (COCG 160)
- Three Dimensional Design (ARTS 186)

Electives from Humanities (including Fine & Performing Arts) and Social Science.

HEALTH AND HUMAN PERFORMANCE TEACHER

Students are advised to check degree requirements in the catalogs of transfer institutions and/or consult the transfer institution. Suggested courses beyond the liberal arts core are:

- Exercise Physiology (HEHP 240)
- Community First Aid and Safety (HEHP 160)
- Motor Learning (HEHP 222)
- History and Philosophy of Health and Human Performance (HEHP 185)
- Kinesiology (HEHP 265)

HISTORY

Students planning to transfer to a four-year college and major in history should take the following courses beyond the liberal arts A.A. degree core:

- U.S. History I/II (HIST 173/174)
- Introduction to Political Science (POLI 183)
- Geography elective
- History electives
- Literature electives*

*See Educational Programs Graduation Requirements section.

HONORS

The Honors Program is an intensified course of study. A student may begin the program either as an entering freshman in the two-year program or after completing 30 credits (26 credits if part-time student) in the Honors Sophomore Option. It is designed for highly motivated students with above-average achievement records who desire to transfer to a four-year college or professional school. Scholarships may be available. The dominant goal of the Honors program to:

- Permit intensive study in liberal arts and science areas,
- Focus on the student's particular areas of interest,
- Permit independent inquiry into areas of special interest, and
- Encourage an integrated vision of the interrelationships between individual academic areas.

HONORS TWO-YEAR PROGRAM

Entering first-year students who (1) graduated in the top 20% of their high school class and (2) have a minimum combined SAT score of 1100 are encouraged to contact the Honors Program Coordinator, Vicki McMillian, at (732) 255-0400 extension 2361 for an application.

The Honors Program Committee will grant the final approval for entrance into the Honors Program.

Requirements for Graduation:

- Liberal Arts A.A. degree requirements,
- Successful completion of all required Honors sections and seminars,
- Minimum load of 16 credit hours per semester with schedule approval by the Honors Committee,
- Completion and presentation of an Independent Study Project,
- Maintenance of a minimum 3.0 cumulative grade point average (GPA) with no more than one course withdrawal (W), and
- Adherence to all two-year program guidelines.

HONORS – POSSIBLE SEMESTER SCHEDULE LIBERAL ARTS AA DEGREE

FIRST SEMESTER

- 3 s.h. English I Honors (ENGL 151)
- 3 s.h. Humanities Group A Elective
- 3 s.h. Mathematics (MATH 171 or higher)
- 3 s.h. Social Science Requirement
- 3 s.h. Western Civilization I Honors (HIST 171)
- 1 s.h. Honors Experience I (HONR 150)
- 16 s.h.

SECOND SEMESTER

- 3 s.h. English II Honors (ENGL 152)
- 3 s.h. Computer Literacy/Elective
- 3 s.h. Mathematics (MATH 171 or higher)
- 3 s.h. Social Science Requirement
- 3 s.h. Western Civilization II Honors (HIST 172)
- 1 s.h. Honors Experience II (HONR 250)
- 16 s.h.

THIRD SEMESTER

- 3 s.h. Honors Topics in the Humanities (HUMN 297)
- 3 s.h. Honors Independent Study (HONR 293)
- 3 s.h. Communications (COMM 154 or COMM 202)
- 4 s.h. Science (BIOL 161, CHEM 181 or PHYS 171)
- 3 s.h. Elective
- 16 s.h.

FOURTH SEMESTER

- 3 s.h. Honors Seminar II (HONR 292)
- 3 s.h. Humanities/English Group B Requirement
- 3 s.h. Diversity Requirement
- 2-3 s.h. Health Requirement (HEHP 110 or HEHP 225)
- 4 s.h. Science (continuation of previous semester)
- 0-1 s.h. Elective (to meet required 64 s.h.)
- 16 s.h.

TOTAL CREDITS 64-65

HONORS SOPHOMORE OPTION

The Honors Program also offers a Sophomore Option open to both full and part-time students who meet the following criteria:

- Completion of a minimum of 30 s.h. toward graduation requirements, or 26 s.h. for part-time students, with no more than one course withdrawal,
- Completion of ENGL 151 and ENGL 152, with a grade of B or higher, and
- A minimum 3.5 cumulative GPA.

Interested students are invited to submit an application to the Honors Coordinator. Requirements for Graduation:

- Liberal Arts A.A. degree requirements,
- Completion of both Honors Seminar courses with a minimum grade of "B,"
- Scheduled approval by the Honors Committee,
- Completion and presentation of an Independent study Project with a grade of B or higher,
- Maintenance of a minimum 3.4 cumulative grade point average (GPA) with a maximum of one course withdrawal (W) after entering the Sophomore Option program, and
- Adherence to all Sophomore Option guidelines.

MATHEMATICS

Students who plan to transfer to four-year colleges as mathematics majors should take these courses beyond the liberal arts A.A. degree core:

- Calculus I (MATH 265)
- Calculus II (MATH 266)
- Calculus III (MATH 267)
- Differential Equations (MATH 280)
- Discrete Mathematics (MATH 270)
- Linear Algebra (MATH 275)
- Biology I (BIOL 161)
- Biology II (BIOL 162)
- Physics I/II (PHYS 171/172)
- General Physics I/II (PHYS 281/282)
- General Chemistry I (CHEM 181)
- General Chemistry II (CHEM 182)

The following courses will usually not transfer as mathematics credit for a mathematics major leading to a B.A. degree in mathematics. They may be taken, however, for the associate degree at Ocean County College:

- Introduction to Statistics (MATH 156)
- Introduction to Probability (MATH 181)
- Finite Mathematics (MATH 171)
- Precalculus (MATH 191/192)
- Precalculus for Specific Majors (MATH 195)
- Precalculus: Techniques and Applications (MATH 201)

MODERN LANGUAGE

(Chinese, French, German, and/or Spanish)

Students who plan to transfer to four-year colleges as modern language majors should take these courses beyond the liberal arts A.A. degree core:

- Art History I/II (ARTS 181/182)
- Modern language at 100 or 200 level as appropriate
- Modern language continuation of option above
- Modern language electives in option above or in a second language at the 100 or 200 level as appropriate
- Electives from literature, philosophy and social science.

MUSIC EDUCATION-PIANO

Students seeking certification to teach piano in public schools should consult New Jersey State Department of Education Regulations and Standards for Certification. Suggested courses beyond the liberal arts A.A. degree core are:

- Introduction to Keyboard Instruction I/II (MUSC 150/151)
- Theory of Music II (MUSC 182)
- Introduction to Music Appreciation (MUSC 190)
- Intermediate Keyboard Instruction I/II (MUSC 250/251)
- Harmony I (MUSC 282)
- Electives from music (Group Voice, College Choir, Independent Study, foreign language (6 s.h. of one language is preferred) and social science.

MUSIC EDUCATION-VOCAL

Students seeking certification to teach vocal music in public schools should consult New Jersey State Department of Education Regulations and Standards for Certification. Suggested courses beyond the liberal arts A.A. degree core are:

- Introduction to Keyboard Instruction I (MUSC 150)
- College Choir I/II/III/IV (MUSC 160/161/260/261)
- Group Voice I/II (MUSC 164/165)
- Theory of Music I/II (MUSC 181/182)
- Introduction to Music Appreciation (MUSC 190)
- Electives from music (Independent Study), foreign language (6 s.h. of one language is preferred)
- Fundamentals of Public Speaking (COMM 154)

POLITICAL SCIENCE

Students who plan to transfer to a four-year college and major in political science or government should take these courses beyond the liberal arts A.A. degree core:

- U.S. History I/II (HIST 173/174)
- American Federal Government (POLI 261)
- American State and Local Government (POLI 262)
- Introduction to Statistics (MATH 156)
- Geography
- Electives from history, sociology, psychology and philosophy

PRINT AND BROADCAST JOURNALISM

Students planning to transfer to four-year Journalism programs should select from the following electives:

- Communications Law (COMM 172)
- Public Relations & Publicity (COMM 272)
- Mass Communications (COMM 281)
- Media Writing I/II (COMM 151/152)
- Introduction to Radio (COMM 283)
- General Education Electives in political science, film, literature, history, and government are also recommended.

PSYCHOLOGY

Students who plan to transfer to a four-year college and major in psychology should take the following courses beyond the liberal arts A.A. degree core:

- Child Psychology (PSYC 173) or
- Life Span Development (PSYC 278)
- Social Psychology (PSYC 274)
- Psychology Electives
- Electives from sociology, philosophy, science and literature

SCIENCE

Students planning to major in any of the science disciplines (biology, chemistry, physics, environmental) should discuss their program with a member of the Science Department faculty as soon as possible. This particularly applies to students planning to transfer to four-year colleges, as requirements vary considerably. The Science Department also offers a number of courses that are of interest to those who intend to major in another discipline. These vary from courses required for nursing and allied health (anatomy & physiology and microbiology) or engineering (physics), to those of general interest.

SCIENCE-BIOLOGY

Students who plan to transfer to a four-year college and major in biology, should take these courses beyond the liberal arts-A.A. degree core. The list below includes science and math core courses:

- General Chemistry I/II (CHEM 181/182)
- Biology I/II (BIOL 161/162)
- Organic Chemistry I/II (CHEM 283/284)
- Calculus I/II (MATH 265/266)
- General Microbiology (BIOL 264)
- Biology elective

SCIENCE-CHEMISTRY

Students who plan to transfer to a four-year college and major in chemistry should take these courses beyond the liberal arts A.A. degree core. The list below includes science and math core courses:

- General Chemistry I/II (CHEM 181/182)
- Organic Chemistry I/II (CHEM 283/284)
- General Physics I/II (PHYS 281/282)
- General Physics III (PHYS 283)
- Calculus I/II/III (MATH 265/266/267)

SCIENCE-PHYSICS

Students who plan to transfer to a four-year college and major in physics should take these courses beyond the liberal arts A.A. degree core. The list below includes science and math core courses:

- General Physics I/II (PHYS 281/282)
- General Physics III (PHYS 283)
- General Chemistry I/II (CHEM 181/182)
- Calculus I/II/III (MATH 265/266/267)
- Differential Equations (MATH 280)
- Science elective (i.e., Astronomy, Celestial Navigation)

SCIENCE-PRE-ENVIRONMENTAL SCIENCE AND FORESTRY

The Science Department at Ocean County College is part of a Pre-Environmental Science and Forestry Program (ESF) in cooperation with the State University of New York (S.U.N.Y.) in Syracuse, New York.

SCIENCE-PRE-CHIROPRACTIC

Ocean County College has a direct transfer agreement with National College of Chiropractic, Palmer College of Chiropractic, Sherman College of Straight Chiropractic and Texas Chiropractic College, that is designed to facilitate transfer for OCC graduates who follow a pre-chiropractic curriculum. The curriculum is in accordance with the mandate of the Council of Chiropractic Education (CCE).

SOCIAL STUDIES

Students are advised to check degree requirements in the catalog of transfer institutions. Some suggested courses beyond the liberal arts A.A. degree core are:

- U.S. History I/II (HIST 173/174)
- History of American Education (HIST 177)
- Social Problems (SOC 231) or Race and Ethnicity (SOC 238)
- Geography
- Electives from American history, political science, and sociology

SOCIOLOGY

Students who plan to transfer to a four-year college as sociology majors should take these courses beyond the liberal arts A.A. degree core:

- U.S. History I/II (HIST 173/174)
- Introduction to Sociology (SOC 181)
- Women in Society: Social Issues (SOC 230)
- Social Problems (SOC 231)
- Social Psychology (PSYC 274)
- Sociology of the Family (SOC 282)
- Electives from psychology, philosophy, literature and political science

SPEECH AND THEATRE

Students who plan to transfer to four-year colleges as speech and theatre majors should take these courses beyond the liberal arts A.A. degree core:

- Introduction to Acting I (THTR 193) or Introduction to Acting II (THTR 194) or Oral Interpretation (THTR 290)
- Introduction to Theatre (THTR 195)
- Stagecraft I (THTR 197)
- Stagecraft II (THTR 198) or Voice and Diction (COMM 192)
- Electives from fine and performing arts, (including THTR 196/THTR 199), modern languages (6 s.h. of one language is preferred), philosophy, social science, film or literature especially ENGL 212, ENGL 260, ENGL 261

WELLNESS AND HEALTH PROMOTION

Students are advised to check degree requirements in the catalogs of transfer institutions and/or consult the transfer institution. Suggested courses beyond the liberal arts core are:

- First Aid and Safety (HEHP 160)
- Instructor Community First Aid and Safety (HEHP 261)
- Health Promotion at the Worksite (HEHP 250)
- Nutrition for Fitness and Sports (HEHP 252)
- Kinesiology (HEHP 265)

WOMEN'S STUDIES

Students who wish to concentrate in women's studies and possibly transfer to a four-year program may take these courses beyond the liberal arts core:

- Women in Society (SOC 230)
- Psychology of Gender (PSYC 270)
- Sociology of Sex and Gender (SOC 284)
- Women in Literature (ENGL 240)
- Women in Film (ENGL 242)
- Women and American Politics (POLI 268)
- Additional courses that have significant emphasis on gender studies include:
 - Sociology of the Family (SOC 282)

MATHEMATICS

See Liberal Arts Concentrations – page 60

MODERN LANGUAGES

See Liberal Arts Concentrations – page 60

MUSIC

Piano/Vocal; See Liberal Arts Concentrations – page 60

NURSING

NURSING

Associate in Applied Science

Ocean County College's nursing program is a planned, two-year curriculum of classroom study and clinical experience that prepares graduates for employment in the hospital and various health care settings. Successful completion of the program leads to the Associate in Applied Science (A.A.S.) degree and eligibility to take the licensure examination for Registered Nurses in New Jersey.

ACCREDITATION

The OCC nursing program has full accreditation from the National League for Nursing Accrediting Commission (NLNAC), 61 Broadway, 33rd Floor, New York, N.Y. 10006, 1-800-669-1656, ext. 153, and by the New Jersey Board of Nursing.

ADMISSION TO THE NURSING PROGRAM

For acceptance into the Nursing Program a candidate must meet:

1. Possess a high school diploma or General Equivalency Diploma (GED),
2. Have completed high school algebra, biology and chemistry with a minimum grade of C or college equivalent, and
3. Complete the general education requirements with a minimum grade of C and a cumulative college G.P.A. of 2.7 or better. All previous colleges are considered.

OR

4. An applicant can be accepted into the Nursing Program without previous completion of the general education requirements if the applicant has either:
 - a. a minimal SAT I score of 1100 or ACE score of 24
 - b. a bachelor's degree from a regionally accredited college or university
5. Academic Skills (TEAS) composite percentage score of 40% or greater, and
6. Successful completion of a criminal background check.

TRADITIONAL DAY OR EVENING NURSING PROGRAM

The traditional Nursing Program currently features a combination of classroom study and clinical experiences that can be completed in two years. Students may apply for admission to the Fall or Spring class schedule. In the Fall, lectures are during the day and in the Spring, lectures are in the evening. Clinical assignments for Fall and Spring classes are based upon providing maximal clinical experiences for the students to attain clinical objectives. Students must be willing to travel during the day or evening to a number of clinical facilities in Ocean, Monmouth and Burlington counties.

ONE DAY PER WEEK NURSING PROGRAM

This unique Nursing Program allows individuals to complete the program by attending clinical/colloquium with the faculty member one day per week. The didactics are provided through web-assisted instruction. Preference is given to applicants who are currently employed in health care.

CAREER MOBILITY NURSING PROGRAM

Career mobility is an option for the qualified licensed practical nurse (LPN) who meet established criteria. Individuals will be assessed for eligibility.

NURSING GENERAL EDUCATION REQUIREMENTS

Minimum grade of C in the following courses.

- English Requirements (ENGL 151 & 152)
- General Psychology (PSYC 152)
- Mathematics Requirement: (MATH 151 or higher, MATH 156 or MATH 165 recommended)
- Health and Human Performance requirement (HEHP 225 or HEHP 110)
- One three credit Humanities elective
- Human Anatomy and Physiology 1 & 2 (BIOL 130 & 131)
- Microbiology (BIOL 232)

ADDITIONAL REQUIREMENTS:

1. Completion of a health record to include:
 - a. Laboratory tests.
 - b. Rubella screening titer with appropriate follow-up; vaccine may be indicated.
 - c. A Mantoux test with the results every 12 months; a chest x-ray may be necessary if the Mantoux test is positive, with appropriate follow-up/treatment.
 - d. Varicella screening titer with appropriate follow-up.
 - e. Hepatitis B vaccinations and follow-up blood work indicating immunity.

The student will not be admitted to class, clinical or lab until the health record is complete and on file in the College Nurse's office. These health requirements may change as a direct result of health care delivery system mandates. The cost of these health requirements is borne by the student.

It is the student's responsibility to see that these records are complete and are in the College Nurse's office before the beginning of the semester. New students' records must be in the College Nurse's office by August 15 or January 15 for the first Nursing semester.

2. CPR certification from the American Red Cross (Professional Rescuer) or the American Heart Association (Health Care Provider).
3. Purchase of required uniforms, name pins and equipment in sufficient time to be properly attired when entering the clinical experience.
4. Students must provide independent transportation to and from the college and clinical experience. Agencies in Ocean, Monmouth and Burlington counties are utilized.
5. Maintain a grade of "C" in all required courses.
6. A cumulative grade of 75% is necessary to pass each NURS course as determined by individual course requirements AND satisfactory clinical performance.
7. Students may not continue, re-enter or be readmitted to the program following failure on the second attempt of a required NURS course.
8. Ocean County College reserves the right to assess the nursing student for fitness for class/lab or clinical.
9. Students must complete clinical facility orientations, confidentiality forms, and computer orientations every semester as required for clinical placement.
10. The completion of an Affidavit of NO Change in relation to the criminal background check must be submitted every semester.

11. The New Jersey Board of Nursing requires a criminal background check from graduates who are applying for a RN licensure. The candidate for admission to the OCC Nursing Program may consider the following questions prior to applying for admission to the program:

- a. Have you ever been an abuser or habitual user of a chemical substance?
- b. Have you ever stolen or distributed any chemical substance?
- c. Have you ever been treated for alcoholism?
- d. Have you been indicted or convicted of any crime within the last ten years?

If you can answer “yes” to any of the questions, it is strongly recommended that you contact the Board of Nursing prior to entering the nursing program.

OCC reserves the right to endorse a candidate for licensure. The privilege is awarded at the completion of the nursing program. When the candidate is recommended and the application has been approved, the student will be notified of eligibility to sit for the licensing examination by the New Jersey Board of Nursing.

ASSOCIATE IN APPLIED SCIENCE

FIRST SEMESTER

- 3 s.h. English I (ENGL 151)
- 4 s.h. Human Anatomy & Physiology I (BIOL 130)
- 3 s.h. General Psychology (PSYC 172)
- 9 s.h. Nursing I (NURS 175)
- 19 s.h.

SECOND SEMESTER

- 3 s.h. English II (ENGL 152)
- 4 s.h. Human Anatomy & Physiology II (BIOL 131)
- 9 s.h. Nursing II (NURS 176)
- 3 s.h. Nutrition (NURS 174)
- 19 s.h.

THIRD SEMESTER

- 3 s.h. Mathematics Elective (MATH 151 or higher)
- 4 s.h. Microbiology (BIOL 232)
- 2-3 s.h. Applied Modern Health (HEHP 110) or Contemporary Health (HEHP 225)
- 9 s.h. Nursing III (NURS 273)
- 18 -19 s.h.

FOURTH SEMESTER

- 3 s.h. Humanities Elective
- 10 s.h. Nursing IV (NURS 275)
- 2 s.h. Contemporary Nursing (NURS 274)
- 15 s.h.

TOTAL CREDITS 71-72

ONE DAY PER WEEK NURSING PROGRAM

This unique program allows committed, motivated individuals who are currently employed in the health care field to complete our A.A.S. Degree in Nursing program by attending class/clinical only one day per week supplemented by web-assisted instruction. The program is designed so that all classroom, laboratory and clinical face-to-face learning experiences are delivered in a single day of the week and within an existing hospital, allowing the students to keep their employment in healthcare. Online components to the didactic (classroom) portions of the entire nursing curriculum allow significant portions of the courses to be taught in a web-assisted manner, giving students major improvements in access and learning. The student must allow extra time during the day, evening or Saturday mornings to practice their nursing skills at the nursing laboratory at OCC or at the host hospital nursing laboratory. The student must also allow time for clinical preparation prior to the One Day clinical experience.

ADMISSION

Applicants must meet all of the requirements for admission to the nursing program. (See Admission to the Nursing Program, page 64). In addition, the applicant must submit 3 typed essays with the application addressing the following issues:

- a. Why the applicant would like to be admitted to the One Day per Week Nursing Program.
- b. A detailed description of the applicant’s computer literacy.
- c. A detailed description of the applicant’s experience in a health care workplace.

Applicants who have met all requirements will have their applications forwarded for consideration for admission via a Nursing Admissions Committee. The decision of the Nursing Admissions Committee is final. Priority is given to in-county residents. Students are admitted to the program option in the spring semester.

Students accepted without completing their nursing general education requirements must take those required courses concurrent with the other nursing courses. These additional classes would require an additional time commitment beyond the day required for the One day per Week Nursing Program.

Career Mobility Option

Career mobility is an alternate track for nursing students who are qualified licensed practical nurses (LPN). The full general education component of the nursing program, as well as nutrition and microbiology, must be completed prior to beginning studies in the career mobility track.

CRITERIA FOR ADMISSION

1. Admission requirements for the college must be met.
2. Admission requirements to the Nursing Program must be met.
3. LPN students must be graduates of State Board of Nursing approved practical nursing programs. A current and valid license to practice nursing and current LPN practice are required.
4. Successful completion of the ACE 1 Exam at 75% or higher as administered at OCC. This exam may be taken only once.
5. Completion of all prerequisite and corequisite courses is required.

PHOTOGRAPHY

See Graphic Design Concentrations

POLITICAL SCIENCE

See Liberal Arts Concentrations

PSYCHOLOGY

See Liberal Arts Concentrations

SCIENCE

See Liberal Arts Concentrations

SOCIAL STUDIES

See Liberal Arts Concentrations

SOCIOLOGY

See Liberal Arts Concentrations

SPEECH AND

THEATRE

See Liberal Arts Concentrations

TECHNICAL STUDIES

See Information Technology Option

See Industrial/Technical Option

WOMEN'S STUDIES

See Liberal Arts

Additional Programs

THE CENTER FOR BUSINESS EDUCATION AND TRAINING

The Center for Business Education and Training provides comprehensive training and education programs designed to help businesses and organizations remain successful and competitive in today's ever-changing and complex world. The center's staff will identify performance gaps and develop customized training programs to meet your organization's needs. Training services are delivered by industry-experienced instructors either on-site or at an Ocean County College facility.

If you need to:

- Increase the quality of your products and services
- Maintain a competitive edge
- Enhance your customers' satisfaction
- Increase your productivity
- Upgrade job skills
- Promote employee development
- Master today's computers and technology

...the Center for Business Education and Training has the resources to assist you.

To meet your objectives, we provide:

Customized programs-problem identification, needs assessment; quality instruction; flexible scheduling; cost-effective programs; convenient locations-our facility or yours; employee recognition-CEU certificates; affiliation with Ocean County College. There is no obligation, so call us for a free Training Assessment at (732) 255-0510. The center is located at 150 Brick Boulevard, Brick, NJ 08723.

CONTINUING AND PROFESSIONAL EDUCATION

Ocean County College has a rich tradition of offering noncredit public service programs emphasizing practical value and personal enhancement. The courses offered by the Department of Continuing and Professional Education reflect the interests, activities and aspirations of the people of Ocean County. The college's community education effort incorporates programs to serve the community in many ways. Program areas include business/industry, small business, management training, customized training, nursing and allied health, career and personal development, computer technologies, office skills, American Management Association programs for business and industry, and other professional development programs. Offerings are available for young children, teens, adults and senior citizens. They serve individuals with special needs and interests; for example, those enhancing current skills, those pursuing professional development, those preparing to enter new careers or return to the workforce, and those interested in avocational pursuits.

Courses are run on the college campus or at off-campus locations; they are held in the early morning, during the day or evening, on weekdays or weekends.

Noncredit courses differ from credit courses in a number of ways. Noncredit courses vary in length from 2 to 334 hours and are generally skill-oriented with minimal emphasis on theoretical concepts. While some noncredit courses are avocational in nature (career exploration, personal enrichment, recreation, music and art), many are vocational and award Continuing Education Units (CEUs) based on course attendance and other requirements.

While noncredit courses do have stated goals and objectives, the level of achievement is generally left to the individual, and courses do not award academic credit.

All Continuing and Professional Education courses are designed to meet the life-long learning and cultural needs of a dynamic community.

SCHOOL RELATIONS

School Relations responds to the needs of Ocean County school districts by providing high quality, cost effective professional development through workshops, conferences, training sessions, seminars, joint faculty collaborations, student contests and bridge programs. In addition, School Relations provides opportunities for teachers to achieve certification or advanced degrees on the OCC campus through partnerships with Kean University in Educational Administration and New Jersey City University for New Pathways to Teaching in NJ (NPTNJ), the Alternate Route to teacher certification, as well as several Masters Degrees. Advanced Placement Summer Institutes are also offered.

For further information, contact School Relations at 732-255-0477.

ACADEMY FOR LIFELONG LEARNING

The Academy for Lifelong Learning provides quality educational programs for adults 55 and over to enhance their intellectual, physical, and personal well being in a friendly and flexible environment. We offer educational programs in art, computers, finance and legal issues, history, creative writing, film studies, music, psychology, health and fitness, and science. Special interest programs, lectures, and day trips are also held throughout the year. In addition, The Academy offers itineraries for domestic and international travel that include an invaluable educational component. Most programs are offered at Ocean County College's Brick Campus at 150 Brick Boulevard and can also be brought to any group or adult community. For an annual membership fee of \$10.00 members can take advantage of the following benefits:

- Discounts on credit courses
- Discounts of \$5 on most non-credit courses
- Discounts on Ocean County College Bookstore purchases and Student Life Activities
- Discounts for OCC Fine Arts Theater and Garden State Philharmonic performances
- Free admission to OCC sports events
- Use of the OCC Library
- Pool privileges during the "open swim" sessions at the OCC Gymnasium
- Free financial planning courses and other programs
- Invitations to special "Academy Members Only" events
- The Academy for Lifelong Learning Newsletter

For additional information, call the Academy for Lifelong Learning at 732-255-0469.

INTERNATIONAL TRAVEL

Students, college faculty and staff, and members of the college community have opportunities to travel to international destinations through The Academy for Lifelong Learning.

These short term programs are usually offered during semester breaks. Recent short term studies abroad experiences have included Theatre in London (England) and The World of the Maya (Central America/Mexico). Some of our travel abroad programs can earn students up to three credits. However, the college can also assist students in locating longer overseas semester programs offered by other institutions.

For information on international travel opportunities offered by Ocean County College, please call The Academy for Lifelong Learning at (732) 255-0469.

COURSE DESCRIPTIONS



IDENTIFICATION CODE

All Ocean County College course descriptions begin with an identification code consisting of letters and numbers. The letters stand for the discipline area of the course, while the three numbers designate the level of the course as follows:

001 to 009 – Service/developmental courses – given at a precollege improvement level, do not carry degree credit.

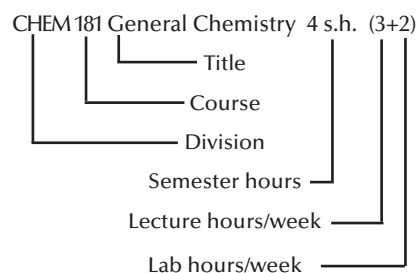
100 to 199 – First-year-level courses for associate and/or transfer program.

200 to 299 – Second-year-level courses for associate and/or transfer program.

900 to 999 – Service courses – given in adult education and community service programs. Not for degree credit.

After the identification code, the course title is given, followed by the number of semester hours the course carries. Next, in parentheses, are the number of class hours and laboratory hours per week for each course. Certain courses offered but not for college credit carry the designation n.c.

–EXAMPLE–



A first year science course in which student earns 4 semester hour credits. Meets 3 lecture hours and 2 lab hours per week. If no notation, meets 3 lecture hours per week.

PREREQUISITES

Prerequisite study must be successfully completed before the student enters certain courses. It is the student's responsibility to ensure that he/she has successfully completed the prerequisite course(s) prior to studying on the higher level. Failure to complete prerequisites successfully will necessitate rescheduling. Course descriptions contain the necessary information.

COREQUISITES

A course corequisite, if not required to be taken simultaneously, may be taken either before or during the semester in which the course is taken. If a student has completed a higher-level course than the corequisite, the requirement has been met.

ACADEMIC SKILLS

ACAD 095

Academic Skills Support I 3 s.h.

Formerly AS 095 – This is the first in a sequence of courses designed for students with disabilities who are participating in the DRC. The curriculum focuses on developing learning strategies to enhance learning efficiency and foster independence, increasing one's knowledge of his/her own learning style, learning strengths and weaknesses, strategies for conferencing (self-advocacy), time management, study skills, goal setting, memory and note taking. Prerequisite: Permission from DRC staff and concurrent enrollment in at least one other course.

ACAD 096

Academic Skills Support II 3 s.h.

Formerly AS 096 – This is the second in a sequence of courses designed for students with disabilities who are participating in the DRC. The curriculum focuses on self-actualization techniques, test-taking strategies, paraphrasing and reading strategies, conferencing strategies, and development of effective writing skills through implementation of various writing strategies. Prerequisite: ACAD 095, permission from DRC staff and concurrent enrollment in at least one other course.

ACAD 097

Academic Skills Support III 2 s.h.

Formerly AS 097 – This is the third in a sequence of courses designed for students with disabilities who are participating in the DRC. The curriculum focuses on assisting students in the application and generalization of learning strategies. Critical thinking, reading and writing skills, as well as decision-making skills, are emphasized. Prerequisite: ACAD 095, ACAD 096, permission from DRC staff and concurrent enrollment in at least one other course.

ACAD 098

Academic Skills Support IV 1 s.h.

Formerly AS 098 – This is the fourth in a sequence of courses designed for students with disabilities who are participating in the DRC. The focus of this course will be to work on transitional issues pertaining to the academic/work environment. The issues will include resume writing, interview techniques, self-advocacy in the workplace, and other issues pertinent to the individual student's specific needs. Prerequisite: ACAD 095, 096 & 097; permission from DRC staff and concurrent enrollment in at least one other course; prerequisite: Prior evidence of a disability. Assessment available per recommendation of the DRC.

ACAD 155

Student Success 3 s.h.

This course will assist students to build a solid foundation for a successful college experience through development of critical thinking, goal-setting, information literacy, interpersonal communication, time management, effective reading, note-taking, test-taking, communication in an academic environment, and resource acquisition, and memory enhancement skills. The course will help students become engaged in the college experience as intentional learners who are empowered, informed, and responsible. Code 1 course fee.

ACCOUNTING

ACCT 121

Fundamentals of Accounting 3 s.h.

Formerly BU 121 – An introduction to fundamental accounting concepts, bank reconciliation statements, payroll accounting, notes and interest, completion of accounting cycle and financial statements.

ACCT 161

Principles of Accounting I 3 s.h.

Formerly BU 161 – This course starts with the accounting cycle of a service operation. It continues with topics concerning merchandising operations, inventory; cash; property, plant, equipment and intangible asset acquisition, allocation, and disposal. Code 1 course fee. CSIT 123 recommended as a corequisite.

ACCT 162

Principles of Accounting II 3 s.h.

Formerly BU 162 – Continuation of ACCT 161. The formation, operation, and dissolution of partnerships. Accounting for stock transactions and dividends of corporations, long-term liabilities and investments, statement of cash flows, analysis of financial statements, and cost-volume-profit analysis. Code 1 course fee. Prerequisite: ACCT 161.

ACCT 261**Intermediate Accounting I 3 s.h.**

Formerly BU 261 – This course covers, in depth, the topics introduced in ACCT 161 and includes the theoretical basis for these accounting principles as regulated by the accounting industry. Prerequisite: ACCT 162. Code 1 course fee.

ACCT 262**Intermediate Accounting II 3 s.h.**

Formerly BU 262 – A continuation of ACCT 261. The topics covered in this course include current and long-term liabilities, stock transactions, earnings per share, revenue recognition, income taxes, pensions, leases, and statement of cash flows. Prerequisite: ACCT 261. Code 1 course fee.

ACCT 263 Cost Accounting 3 s.h.

Formerly BU 263 – A course designed to give the student an overview of cost accounting. The topics covered include analysis of types of costs of a manufacturing firm; types of costing systems including process costing, standard, and direct budgeting; and costs, cost-volume-profit analysis, inventory planning, regression and correlation analysis, and PERT. Prerequisite: ACCT 162.

ACCT 264 Advanced Accounting 3 s.h.

This course will analyze financial accounting and reporting in the following areas: business combinations, consolidated financial statements, equity method of reporting investments, foreign currency transactions, translation of financial statements of foreign affiliates, segment and interim reporting, partnerships, fund accounting and accounting for governmental units. Prerequisites: ACCT 262

ACCT 265 Auditing 3 s.h.

Formerly BU 265 – This course should help the student prepare for the CPA exam. Topics covered include: the nature and economic purpose of auditing, auditing standards, professional conduct, legal liability of auditors, the auditor's consideration of internal control, audit sampling, the nature of audit evidence, the auditor's reporting responsibilities, and other attestation and accounting services such as compilations and reviews of financial statements and reports on prospective financial statements. Prerequisite: ACCT 262.

ACCT 266 Federal Income Tax Accounting 3 s.h.

A study of federal income tax law as it applies to the individual. Recognition of items of income and deductions including capital gains, losses and tax allowances. Prerequisites: ACCT 162

ACCT 268**Federal Corporate Taxation 3 s.h.**

A study of federal income tax law as it applies to the individual. Recognition of items of income and deductions including capital gains, losses and tax allowances. Prerequisites: ACCT 266. Code 1 course fee.

ACCT 292 Accounting for Government and Nonprofit Organizations 3 s.h.

Formerly BU 292 – Students will study the principles and concepts of fund accounting as it relates to government and not-for-profit organizations. Specific topics include: budgeting, fiscal controls, governmental, proprietary and fiduciary funds, reporting, auditing, Government Accounting Standards Board, and the Federal Accounting Standards Advisory Board. Prerequisite: ACCT 162. Code 1 course fee.

ALCOHOL AND DRUG COUNSELING**ALDC 101****Addictions Counseling I 3 s.h.**

This course will introduce the fundamentals of addictions counseling while reinforcing the importance of knowing and using community resources, through lectures, class role-playing exercises and theoretical exploration. Another facet to be examined thoroughly will be consultation and the importance of seeking guidance in obtaining the needed collaboration of resources, such as medical aspects and positive HIV resources in a wide range of communities.

ALDC 102**Addictions Counseling II 3 s.h.**

This course enhances students' understanding of Addictions Counseling I while introducing the importance of documentation and of ethical aspects of addiction counseling. The course also emphasizes the need for cultural competency, personal growth, and professional growth. Prerequisites: ALDC 101: Addictions Counseling I

ALLIED HEALTH**AHAC 145 Animal Control Officers Training 3 s.h.**

Formerly HT 145 – This course is designed to prepare students for State Certification as animal control Officers, for entry level into the field. Topics include: legal authority for animal control, procedures for court action, animal behavior and handling, disease recognition and prevention, community relations and health, shelter operations, and field trips. Code 2 course fee (covers manual).

AHAH 115 Introduction to Allied Health 1 s.h.

Formerly HT 115 – A course designed to provide the allied health student with beginning knowledge of the academic and accreditation requirements for successful completion of the allied health programs. Topics will include introduction to various allied health roles and their interrelationships within the health care system professional organizations are presented. Principles of communication and professionalism related to the health care consumers are discussed. This is a prerequisite course to enter the allied health programs. Prerequisites and/or corequisites: Preference will be given to those with prior permission of the department.

AHEC 130 Early Childhood Nutrition, Health and Safety 3 s.h.

Formerly HT 130 – This course is designed to present a comprehensive overview of the nutritional, health needs, and safety concepts that are the basis for facilitating physical growth and development of the infant/preschool child. Content will include identification of common childhood illnesses, control of illness and screening for health problems within child care centers. Safety implementation and nutritional requirement adaptations for this population group is a major content focus. Code 2 course fee.

AHMT 110**Medical Terminology 3 s.h.**

Formerly HT 110 – This course will serve as a basis for students in understanding the specialized language used in fields related to medicine and health care technologies. Content will range from the origin and breakdown of words to a correlation of word elements with basic anatomy, physiology and disease processes of the human. A systems approach will be used to focus learning and provide the student with an organizing framework for analysis and application.

AHMT 210 Advanced Medical Terminology 3 s.h.

Formerly HT 210 – This course will serve as a continuation for students who have been successful in completing a basic medical terminology course and have mastered concepts in understanding the language of medicine. It will build upon previously learned techniques analysis of terms and expand into specialty areas related to the health technologies. Content will be organized around a systems approach with correlation of terms to the basic anatomy, physiology and disease processes that occur in humans. Prerequisite: AHMT 110.

ANTHROPOLOGY

ANTH 233 Introduction to Anthropology 3 s.h.

This course presents concepts, principles and major areas of anthropology, including the concept of culture as viewed by the anthropologist. Specific areas of study are physical anthropology (evolution of humans, racial classification), archeology (characteristics and development of early cultures) and language as it relates to the biological and social evolution of humans. This course satisfies the Liberal Arts Diversity Requirement.

ANTH 234 Cultural Anthropology 3 s.h.

Formerly SS 234 – This course begins with an overview of cultures and how they are studied by the anthropologist. Topics examined are subsistence patterns, language, communication, culture and personality, family patterns, ways of organizing societies, economics and political organizations, social control, religion and magic, the arts and cultural change. Emphasis is placed upon evaluation of other culture in terms of their respective values and norms. This course satisfies the Liberal Arts Diversity Requirement.

ANTH 235 Urban Anthropology 3 s.h.

Formerly SS 235 – Urban anthropology is the study of human beings and their cultural institutions in cities. Students will gain a sense of the general theoretical approaches as well as the research methods used in urban anthropology. Topics will include the emergence of cities in human history, their ecological foundations and their cross-cultural differences. This course satisfies the Liberal Arts Diversity Requirement.

ANTH 237 Indians of North America 3 s.h.

This course demonstrates the continuum of indigenous cultures in North America from pre-Columbian times to the present using anthropological, archaeological, historical, and ecological data to study cultural processes and changes and the ways they affect interethnic and interracial interaction in the United States. The emphasis is on the cultures, adaptations, and problems faced by various Native American Indian groups, both pre-contact and today.

ANTH 238 Native American Travel Seminar 3 s.h.

This course centers on the Native American nations and cultures of the U.S. and Canada, combines traditional classroom lecture and research paper writing with on-site visits to prehistoric archaeological sites and living American Indian cultures. The course is repeatable for credit if the seminar location has changed.

ANTH 239 Study Abroad Seminar - World of the Maya: Anthropology, Archaeology and Ecology 3 s.h.

This course focuses on the indigenous Maya people of Mexico and Central America and utilizes the International Education Program to provide direct personal contact with the culture. The course explores major Maya archaeological sites, contemporary Maya villages, Spanish colonial towns and cities, and the local ecological settings.

ARABIC

ARBC 100 Elementary Arabic I 3 s.h.

This is an elementary college-level course in Modern Standard Arabic (MSA). This course will introduce students to the listening, speaking, reading, and writing skills that are the standard means of communication in the Arab world.

ART

ARTS 159 Visual Literacy 3 s.h.

Formerly ART 159 – To acquaint the student with the contemporary trends in mass visual media, both print and electronic and to further build an awareness of the aesthetic, esoteric and communicative quality of the visual image, its meaning and quality, as it appears in advertising, journalism, still and motion picture photography, television and computer graphics. Code 2 course fee.

ARTS 170 Ceramics I 3 s.h. (2 + 2)

Formerly ART 170 – Basic constructions and designs of clay pottery and sculpture are explored. Methods of making and applying glazes will be demonstrated. Additional laboratory time required outside of class hours. Code 2 course fee. See relevant section for additional costs.

ARTS 174 Creative Arts for Children 3 s.h.

Formerly ART 174 – This course deals with the methods and materials appropriate for basic arts experiences in early childhood education. Students will develop strategies and procedures for introducing children to experiences and environments based on cumulative, developmental and diverse learning situations. Projects in visual arts, music, dance and theater will be explored both in class and on site with opportunity and methods for class management and self-assessment. Code 2 course fee.

ARTS 181 Art History I 3 s.h.

Formerly ART 181 – A survey of the development of the visual arts from the Prehistoric through the Gothic periods, the course will explore the physical, philosophical, political and sociological means through which cultures define themselves in art works. Emphasis will be on identifying characteristics inherent to works of art and how they relate to former and future work. Code 2 course fee.

ARTS 182 Art History II 3 s.h.

Formerly ART 182 – As a survey from the development of the visual arts from the Renaissance through the Impressionist periods, the course will continue the exploration of artistic development through the works of representative artists as they emerge after the 14th Century. Emphasis will be on defining styles associated with particular artists and their time period. Code 2 course fee.

ARTS 183 Basic Drawing 3 s.h. (2 + 2)

Formerly ART 183 – Introduction to drawing from still life. Methods of handling charcoal, ink and various drawing materials will be discussed and applied. See relevant section for additional course costs. Code 2 course fee.

ARTS 184 Two-Dimensional Design 3 s.h. (2 + 2)

Formerly ART 184 – Course exposes students to two-dimensional elements as they appear on the surface of paper. The shape of objects, color, space and texture in relation to self-expression will be of primary importance. Code 2 course fee. See relevant section for additional costs.

ARTS 185 Figure Drawing 3 s.h. (2 + 2)

Formerly ART 185 – Disciplined drawing approach to anatomy with emphasis on bone structure, musculature and its influence on surface of the figure. Involvement in creative composition. Prerequisite: ARTS 183. Code 3 course fee. See relevant section for additional costs.

ARTS 186 Three-Dimensional Design 3 s.h. (2+2)

Formerly ART 186 – Three-dimensional design is learned through demonstrations and student studio projects. The elements of design such as shape, line, space, texture and light are studied in applicable fields such as architecture and interior design. The course also explores the area of non-objective and abstract sculpture with ramifications for its universal use. See relevant section for additional course costs. Code 2 course fee.

ARTS 205 Art History III - Twentieth Century Art 3 s.h.

Formerly ART 205 – A survey of art from the emergency of a new direction of art in the late 19th century through its various transformations to the present period. Close attention is paid to the sociological, political and economical context from which the work has materialized. Code 2 course fee.

ARTS 270 Ceramics II 3 s.h. (2 + 2)

Formerly ART 270 – Ceramics II is designed to provide advanced study in clay sculpture and pottery. Demonstration and discussion will center around wheel throwing, hand-built sculpture and glaze development. Additional laboratory time required outside of class hours. Prerequisite: ARTS 170 or portfolio equivalent. Code 2 course fee. See relevant section for additional costs.

ARTS 271 Ceramics III 3 s.h. (2+2)

Formerly ART 271 – Ceramics III will emphasize advanced techniques in ceramic construction, glaze and clay formulation and studio management. Students will be encouraged to develop and focus their skills in the creative and technical process, while researching historical and contemporary ceramics. Prerequisites and/ or corequisites: ARTS 170, ARTS 270, or permission of instructor. Code 2 course fee. Additional laboratory time required outside of class hours.

ARTS 272 Ceramics IV 3 s.h. (2+2)

Formerly ART 272 – Ceramics IV will utilize the students' acquired skills to focus on a technically advanced, portfolio quality, body of work. Emphasis will be made on the personal aesthetics and creative direction so that the student will develop an independent approach to the Ceramic Arts. Prerequisites and/or corequisites: ARTS 170, 270, 271 or permission of instructor. Code 2 course fee.

ARTS 282 Art Seminar in Italy 3 s.h.

Formerly ART 282 – The Art Seminar in Italy will provide participants with an overview of the diverse art forms and cultural forces responsible for molding Italy as a preeminent influence in the History of Art. Commencing with a study of the art of Ancient Rome, the survey will progress through Medieval, Renaissance and Baroque styles in such important cities as Rome, Florence and Venice. A brief introduction to Twentieth Century Italian art will conclude the survey. Visits to major museums and historical sites will be enhanced by lectures by both resident experts and OCC faculty.

ARTS 286 Painting I 3 s.h. (1 + 4)

Formerly ART 286 – A primary studio course in oil and acrylic painting with instructions in the preparation of canvas and the use of brush and palette knife. Individual demonstrations will be given in relation to still life, landscape, figure and abstract subjects. Code 2 course fee. See relevant section for additional costs.

ARTS 287 Painting II 3 s.h. (1 + 4)

Formerly ART 287 – Advanced problems in conceptualization and design of the painting are discussed. Technical process is emphasized. Students will complete oversized canvasses. Group critiques will be conducted and films and day trips to artists' studios and galleries will further broaden the students' experience. Prerequisite: ARTS 286 or permission of instructor. Code 2 course fee. See relevant section for additional costs.

AVIATION

See Flight, Page 88

BIOLOGY**BIOL 114 Principles of Biological Science 4 s.h. (3 + 2)**

Formerly SC 114 – A one-semester laboratory course designed for those who have not had a high school science background, or for those who have graduated from high school ten or more years ago. Includes a study of the cell, its physiology and relationship to the more complicated organism. A study of genetics and heredity as well as evolution is included. This course may not be taken concurrently with or after a science course with a higher course number. Code 3 course fee.

BIOL 119 The Nature of Science and the Human Body 4 s.h. (3 + 2)

A one semester laboratory course for non-science majors focused on the nature of Science as a field of inquiry. Emphasis is on the scientific method as a natural outcome of human curiosity. The human body acts as a vehicle to explore the unity of life. Critical thinking is stressed as preparation to fully enjoy a society shaped largely by science and technology. Current trends and/or news articles are incorporated for their topics and exploration of methods used to obtain conclusions. Prerequisites: high school biology and high school chemistry are recommended. Code 3 course fee.

BIOL 120 Introduction to Human Biology 4 s.h. (3 + 2)

Formerly SC 120 – This course is designed to provide students enrolled in the General Education A.A., A.S. and Allied Health A.A.S. degrees, along with the Electrology and Exercise Science Certificate Programs with a basic understanding of the structure and function of the human body. There is an emphasis on how the body's internal environment remains relatively constant, within physiology limits. Using the genetic basis of life, DNA, an understanding of how all living organisms use the genes to pass the information necessary to sustain life will be included. This course does not fulfill the general education requirement for laboratory science course. Code 3 course fee.

BIOL 130 Human Anatomy & Physiology I 4 s.h. (3 + 2)

Formerly SC 130 – This course studies basic biochemistry and physiology of the cell, histology, the integumentary system, the musculoskeletal system, and the neuro-endocrine system. Dissection and laboratory instrumentation reinforce all lecture material. A non-dissection option is available for part of the course. Prerequisites: High school biology or BIOL 114 required. High school chemistry is required. Code 3 course fee.

BIOL 131 Human Anatomy & Physiology II 4 s.h. (3 + 2)

Formerly SC 131 – This course studies the cardiovascular system; the immune system; respiratory, digestive, urinary system; fluid and electrolyte balance; and reproduction. Dissection and instrumentation reinforce all lecture materials. A non-dissection option is available for part of the course. Prerequisite: BIOL 130. Code 3 course fee.

BIOL 161 Biology I 4 s.h. (3 + 2)

Formerly SC 161 – Major concepts discussed include cell structure, bio-chemical reactions, energy relationships, evolution and the dynamics of plant functions. High School Biology or BIOL 114 required. High School Chemistry recommended. Code 3 course fee.

BIOL 162 Biology II 4 s.h. (3 + 2)

Formerly SC 162 – This course is a continuation of BIOL 161, with emphasis on animal diversity, heredity, development and physiology of various systems. Prerequisite: BIOL 161. Code 3 course fee.

BIOL 232 Microbiology 4 s.h. (3 + 2)

Formerly SC 232 – A course concerned primarily with microorganisms as they pertain to human welfare. Laboratory activities relate to isolation, culture, identification and control of microorganisms. Intended for students in allied health programs. Prerequisite: BIOL 120 or BIOL 131 or BIOL 162. Code 3 course fee.

BIOL 261 Ecology 4 s.h. (3 + 2)
Formerly SC 261 – An introduction to ecology emphasizing the physical and biological factors affecting distribution, abundance and adaptations of organisms. Statistical analyses of population, community and ecosystem structure and function are performed. Fundamental concepts of behavioral ecology and evolutionary processes in ecology are stressed. Consideration of ecological principles are emphasized by field study in natural habitats and in the laboratory. Prerequisites: BIOL 162. Code 2 course fee.

BIOL 264 General Microbiology 4 s.h. (3 + 2)
Formerly 264 – This course is a study of the various groups of microorganisms, their morphology, physiology, biochemistry, genetics and importance to man and all other life forms. The course will emphasize the major microbial model systems, laboratory techniques of growth, control, research utilization, and safety. Current DNA recombinant technology, immunology and biotechnology will also be included. Prerequisite: BIOL 161, 162 or BIOL 161 and CHEM 181. Code 3 course fee.

BIOL 265 Marine Biology 4 s.h. (3 + 2)
Formerly SC 265 – A field and laboratory approach to the understanding of the complexity of marine organisms; to include the study of ecological principles that act to structure marine associations with emphasis on local coastal and estuarine communities. Prerequisites: BIOL 162. Code 3 course fee.

BIOTECHNOLOGY

BTEC 191 Biotechnology Seminar I 1 s.h. (1 + 0)
The definition of biotechnology and the implications of the field on society will be investigated. Current applications and controversial issues in general, plant, and industrial biotechnology will be explored. Presentations will be made by students, faculty and visiting scientists. Prerequisite: Permission of the instructor.

BTEC 293 Biotechnology I: Nucleic Acids 4 s.h. (2 + 4)
A laboratory course dealing with the theoretical and practical applications of cellular and molecular biology. Particular attention will be given to nucleic acids and DNA technology. The primary model systems utilized will be prokaryotic cells. Major emphasis will be on: solution chemistry, micropipettors, DNA extractions, restriction enzyme fragmentation, electrophoresis, fragment analyses, mapping, gene splicing (ligation), polymerase chain reaction (PCR) and sequencing. Prerequisite: BIOL 264. Code 3 course fee.

BTEC 294 Biotechnology II: Protein and Tissue Culture 4 s.h. (2 + 4)
A laboratory course dealing with the theoretical and practical applications of the cellular and molecular biology of protein molecules and tissue culture. The course will also include an in-depth study of bioinformatics. Prerequisites: BIOL 264, BTEC 293. Code 3 course fee.

BTEC 295 Biotechnology III: Fermentation and Immunology 4 s.h. (2 + 4)
A laboratory course dealing with the theoretical and practical applications of fermentation and immunology. Major emphases will be on: preparation and proper handling of microbial cultures, experimental design of fermentation, screening, purification and characterization of fermentation products, ELISA, and monoclonal antibodies. Prerequisites: BIOL 264, BTEC 293. Code 3 course fee.

BTEC 296 Internship 2 s.h. (0 + 4)
This will include special activities in which the student will expand his/her bench experience in real situations. Special emphasis will be placed on preparation of: working solutions; stains; media preparation and sterilization for microbial forms; maintenance of bacterial, fungal, tissue culture and other microbial lines; and an introduction to greenhouse plant propagation. Prerequisites: BIOL 162, CHEM 182 and BIOL 264.

BTEC 298 Biotechnology Seminar II 1 s.h. (1 + 0)
A continuation of Biotechnology Seminar I, in which current applications and controversial issues in the pharmaceutical, agricultural and food industries will be explored. The use of biostatistical analyses will also be investigated. Presentation will be made by students, faculty and visiting scientists. Prerequisites and Corequisites: BTEC 191, MATH 161 and BTEC 293.

BUSINESS STUDIES

BUSN 125 Introduction to Office Systems 3 s.h.
Formerly BU 125 – A foundation course designed to familiarize the student with the fundamental responsibilities of an administrative office manager in a modern technological office. Introductory computer concepts are covered in various software packages including Windows operating system, word processing, spreadsheet, database, presentation calendar and email. In addition to technical skill application, students will develop competency in time management, interpersonal communication skills, file management, reprographics, travel preparations, telephone techniques and records management. Code 1 course fee.

BUSN 126 Word Processing 1 s.h.
Formerly BU 126 – An introduction to word processing to include entering, editing, printing, saving, and retrieving text. Basic formatting features such as print enhancement, size and style of font adjustments, tabulation, margin manipulation and indent features will be demonstrated and applied. Liberal application practice through hands-on experience. Prerequisite: Basic keyboarding skills. Code 1 course fee.

BUSN 127 Shorthand I 3 s.h.
Formerly BU 127 – Principles of Speedwriting Shorthand. Includes theory, brief forms and abbreviations, exercises in word construction and word development, and reading and writing practice for speed and accuracy. Upon completion, the student should be able to take dictation at a minimum rate of 60 words per minute and transcribe manually. This course does not teach the Gregg Method.

BUSN 131 Introduction to Business Administration 3 s.h.
Formerly BU 131 – A thorough survey of the activities that make up the field of business. Emphasis is placed on such topics as ownership management, organization, purchasing, marketing, production, personnel, finance and government regulations. Industry's societal responsibilities relating to pollution, minorities and ethical practices are explored. Code 2 course fee applies to home study only.

BUSN 132 Business Calculations 3 s.h.
Formerly BU 132 – The student will gain a working acquaintance with printing and electronic display calculators. The student will learn basic operations and apply this knowledge to processing typical business data. Heavy emphasis is placed on percentage, interest, discount, merchandising, proration and depreciation problems. Code 1 course fee.

BUSN 133 Microcomputer Keyboarding 1 s.h.
Mastery of the mechanics of the computer keyboard. Emphasis is placed on correct typewriting techniques to develop accuracy and speed presented in a computer-assisted instruction mode. Code 1 course fee.

BUSN 134 Principles of Marketing 3 s.h.
Formerly BU 134 – A comprehensive study of the functions and institutions involved in the flow of goods and services from production to consumption. Topics included are: marketing environment and process, consumer behavior, distribution, industrial users, retailing innovations, wholesaling practices, product planning, packaging, selling, advertising, sales promotion and pricing.

BUSN 147 Keyboarding/Document Processing I 3 s.h.

Beginning level Keyboarding/Document Processing I is a comprehensive course that trains the student in keyboarding functional skills, Windows management, computing concepts, and word processing. Students will be able to design and produce professional documents utilizing the most current version of word processing software in a state of the art office simulation laboratory. In addition to document preparation and computing skills, the student will be able to key accurately at 30 wpm. Students may not receive credit for BUSN 135 and BUSN 147. Code 1 course fee.

BUSN 148 Keyboarding/Document Processing II 3 s.h.

This advanced level keyboarding and word processing course combines continued practice on correct keyboarding techniques and accuracy with the ability to process a wide range of documents on a personal computer. Practical application of business correspondence, business reports, statistical application, tabulation, employment ready documentation and integrated skills application will be covered utilizing a word processing software program. Upon completion, students should be able to key at a minimum rate of 45 wpm for five minutes with no more than five errors. Prerequisites: BUSN 147

BUSN 151 Introduction to Human Resource Management 3 s.h.

An introduction to the basic functions of human resource management, including the relationship between operating managers and the human resources department, human resources planning, recruitment and selection, legal issues, compensation, benefits, safety, and collective bargaining.

BUSN 170 Small Business Management 3 s.h.

An entrepreneurial approach to small business management with emphasis on the importance of management skills, industry knowledge, and strategic planning. Specific topics will include small business creation, business plan development, marketing, operations, personnel, finance, business law, and community responsibility. The primary course objective is to provide students with a realistic formula for successfully operating a small business. Code 2 course fee applies to home study only.

BUSN 210 Business Communications 3 s.h.

Formerly BU 210 – A study of the principles underlying effective written communications in business. The use of correct and forceful English is stressed in various types of business correspondence. Presented in computer-assisted mode. Prerequisite: ENGL 151. Code 1 course fee.

BUSN 211 Word Processing/Machine Transcription 3 s.h.

A study of the principles underlying effective written communications in business. The use of correct and forceful English is stressed in various types of business correspondence. Presented in computer-assisted mode. Prerequisites: BUSN 125, BUSN 126, BUSN 148. Code 1 course fee.

BUSN 214 Word Processing Applications 3 s.h.

A realistic approach to the study of office management and related careers. Assuming the role of the intern, the student will acquire the mastery of modern electronic communication and advanced word processing/text editing skills. Strong emphasis is placed on organizational structure of the administrative position, span of management, interpersonal awareness, leadership in an organization, and the managerial decision-making process. Prerequisites: BUSN 126, BUSN 148. Code 1 course fee.

BUSN 215 Integrated Software Applications 3 s.h.

Formerly BU 215 – Emphasis will be placed on office productivity and the development of a high level of competence in processing documents, preparing presentations, creating and manipulating worksheets, managing and sorting data, and importing and exporting data from one program to another. Ultimately, the student will hold a position in a simulated office environment that requires proficiency in the use of varied application software. Prerequisites: BUSN 148, CSIT 123. Code 1 course fee.

BUSN 220 Office Management 3 s.h.

Office Management is an interactive course designed to instill effective communication, leadership, flexibility, willingness to accept and conquer new challenges, and the ability to be an effective member and manager of the office team. Emphasis is placed on choosing a suitable career, preparing and effective cover letter and specialized job resume, and learning how to present yourself effectively in a job interview. Due to the nature of the content of the course, class attendance is mandatory to provide effective inter-group activities. Through the use of role playing, video tapes, class speakers, and on-site business environment visits, the student will develop the skills and characteristics necessary for growth and advancement in the Administrative Office Management field. Prerequisites: BUSN 210, BUSN 211, BUSN 214. Code 1 course fee.

BUSN 251 Business Law I 3 s.h.

Formerly BU 251 – A study of the law as it applies to business and consumers. This course covers the structure of the legal system, torts, administrative agencies, the law of contracts, and property.

BUSN 252 Business Law II 3 s.h.

Formerly BU 252 – This course is the study of law related to: employment agency, partnership, corporation, sale of goods, and commercial paper. Prerequisite: BUSN 251.

BUSN 267 Real Estate Law 3 s.h.

A study of the law of real property. The course deals with laws governing title and title transfer. It also deals with the concept of mortgages. The obligations of those who participate and assist in the transfer of real property is also discussed. Prerequisites: BUSN 251 or BUSN 290 or LAWW 101 or NJ Real Estate License.

BUSN 270 Principles of Advertising 3 s.h.

A study of various types of advertising including: newspapers, magazines, direct mail, radio, television, outdoor advertising, and internet advertising. Current practices of advertising preparation, appeal, copy selection and layout techniques are analyzed. Prerequisites: BUSN 134 or consent of instructor.

BUSN 271 Principles of Management 3 s.h.

Formerly BU 271 – A comprehensive study of the various functions of management to assist students in understanding the interrelationships among the functional areas of a business enterprise, and to see with whom these functional areas interact in organizational decision-making. Designed to develop an ability to objectively analyze and solve management problems. Prerequisite: BUSN 131 or ELET 155 or consent of instructor. Code 2 course fee applies to home study only.

BUSN 272 Principles of Investments 3 s.h.

Formerly BU 272 – Business and personal investments. The theory and operation of the stock market. Investments and their timing with respect to the business cycle. Actual analysis of certain stocks, insurance and real estate.

BUSN 275 Principles of Finance 3 s.h.

The field of Finance integrates concepts from economics, accounting, and a number of other areas. Finance links economic theory with the numbers of accounting, and all corporate managers – whether in production, sales, research, marketing, management, or long-run strategic planning -- must know what it means to assess the financial performance of the firm. Prerequisites: BUSN 131, ACCT 161 or consent of instructor.

BUSN 279 Salesmanship 3 s.h.

Formerly BU 279 – Techniques of successful selling. Topics include: selection of prospects, the approach, need analysis, sales presentation, overcoming objections, closing the sale and organization of the sales force and its management. Develops persuasive ability and positive attitudes. Prerequisite: BUSN 134 or consent of instructor. Code 2 course fee for home study only.

BUSN 290**Real Estate Principles 5 s.h.**

Formerly BU 290 – Approved by the NJ Real Estate Commission to prepare for real estate sales licensing. A certificate is granted for satisfactory completion (a grade of C is required). Includes: property rights, contracts, mortgages, agency, appraising, NJ Real Estate Law, and other required material. NJ law requires licensees to be high school graduates or hold G.E.D. equivalency.

BUSN 291 International Business: A Cultural Perspective 3 s.h.

Formerly BU 291 – This course will detail practical terminology, concepts, associations, relationships and issues that are unique to business operations in international markets. It will focus on the impact that cultural diversity has on global business operations. Emphasis will be given to China and other Pacific Rim nations. This course satisfies the Liberal Arts Diversity Requirement. Prerequisites: BUSN 131 or consent of instructor.

CHEMISTRY**CHEM 180 Introductory Chemistry 4 s.h. (3 + 2)**

Formerly SC 180 – A one semester laboratory course designed for those who have not had a high-school science background or for those who have graduated from high school ten or more years ago. This course may be especially useful for those students preparing to enter the paramedical training programs or those wishing to prepare for college chemistry. The following are covered in this course: Measurement, matter and energy, elements and compounds, atomic structure, periodic law, nomenclature, equation-writing, stoichiometry, pneumatics, solutions, acids, bases, salts, and oxidation-reduction. High school algebra or MATH 011 recommended. Code 2 course fee.

CHEM 181 General**Chemistry I 4 s.h. (3 + 2)**

Formerly SC 181 – This course, intended for science majors, is the first course of a two-course sequence. Course topics include stoichiometry, inorganic nomenclature, solutions, gas laws, thermochemistry, atomic structure, and chemical bonding. The laboratory work includes basic laboratory techniques and is intended to support lecture topics. Prerequisite: high school chemistry or CHEM 180 and high school Algebra II OR high school chemistry or CHEM 180 and corequisite of MATH 165. Code 3 course fee.

CHEM 182 General**Chemistry II 4 s.h. (3 + 2)**

Formerly SC 182 – This course, intended for science majors, is the second of a two-course sequence. Course topics include colligative properties, chemical equilibrium, acid-base chemistry, kinetics, thermodynamics, electrochemistry, and nuclear chemistry. The laboratory work involves analytical and spectrophotometric techniques relating to lecture topics. Prerequisite: CHEM 181. Code 3 course fee.

CHEM 283 Organic**Chemistry I 4 s.h. (3 + 3)**

Formerly SC 283 – This is the first course in a two-course sequence exploring the structure-activity relationships of functional groups. Course topics include nature of the covalent bond, alkanes, alkenes, stereochemistry, reaction mechanisms, and functional group chemistry. The laboratory work consists of basic separation and purification, and synthetic organic laboratory techniques. Prerequisites: CHEM 181 and CHEM 182. Code 3 course fee.

CHEM 284 Organic**Chemistry II 4 s.h. (3 + 3)**

Formerly SC 284 – This is the second in a two-course sequence exploring the structure-activity relationship of functional groups. Course topics include the structure and reactions of aromatic compounds, the carbonyl, and nitrogen containing functional groups. Molecular structure determination using infrared and nuclear magnetic resonance is also discussed. The laboratory work includes organic synthesis and qualitative organic analysis. Prerequisite: CHEM 283. Code 3 course fee.

CHINESE**CHIN 100****Elementary Chinese I 3 s.h.**

Formerly CHI 100 – This course, designed for absolute beginners with no previous knowledge of the language, introduces students to spoken Mandarin Chinese with the aid of Pinyin system and elementary level of reading and writing Chinese characters. This course satisfies the Liberal Arts Diversity Requirement.

CHIN 102**Elementary Chinese II 3 s.h.**

Formerly CHI 102 – This course, a continuation of Elementary Chinese I, is designed for students who have successfully completed CHIN 100. It introduces students to spoken Mandarin Chinese with the aid of Pinyin system and elementary level of reading and writing Chinese characters (simplified). This course satisfies the Liberal Arts Diversity Requirement. Prerequisite: CHIN 100.

CHIN 201**Intermediate Chinese I 3 s.h.**

Formerly CHI 201 – This course is designed for students who have successfully completed two elementary Chinese courses. Apart from reinforcing pronunciation and tone accuracy, the course will emphasize the basic syntax and grammar as well as build up a working vocabulary around daily situational Chinese. Students will begin to read and write Chinese characters without the aid of the Pinyin system. This course satisfies the Liberal Arts Diversity Requirement. Prerequisite: CHIN 102.

CHIN 202**Intermediate Chinese II 3 s.h.**

Formerly CHI 201 – This course, a continuation of Intermediate Chinese I, is designed to advance students' skills in both written and conversational Chinese. With spoken Chinese, students are expected to have longer conversations on a wide range of topics. With around 600 commonly used words accumulated in CHIN 100, 102, and 201, students will be trained to write paragraphs in Chinese with the help of a dictionary. In addition, web-based teaching materials will supplement regular classroom instruction. This course satisfies the Liberal Arts Diversity Requirement. Prerequisite: CHIN 201.

COLLEGE EXPERIENCE

- Students will be expected to demonstrate proficiency in information literacy. Internet access may be required.

EXPE 105 Personal and Career Development 3 s.h.

Formerly SS 105 – This course provides an opportunity for the student to examine and apply the dynamics of personal development, personality theory, self concept and their interrelationships to the stages of career development. This course may not be used to fulfill the minimum social science general degree requirement, but it may be used as a free elective. Code 1 course fee.

COMMUNICATION

(JOURNALISM/SIGN LANGUAGE)

COMM 100 Basic American Sign Language I 3 s.h.

This course is designed to introduce students to American Sign Language (ASL), to the visual-gestural language of the Deaf, to Deaf Culture, and to develop receptive and expressive communications skills. Students will be exposed to the basics of ASL transcription symbols, non-manual behaviors, time, classifiers, locatives, temporal and distributional aspects. Information about the Deaf Community and its culture will also be featured throughout the course. Code 2 course fee.

COMM 102 Basic American Sign Language II 3 s.h.

This course is designed to develop and deepen the skills acquired in COMM 100. Students will move beyond the basic transcription symbols, non-manual behaviors, time, classifiers, locatives, temporal and distributional aspects into more detailed and complex forms of expression. Prerequisite: COMM 100. Code 2 course fee.

COMM 104 American Sign Language I 3 s.h.

ASL I will introduce to the student to major language functions of American Sign Language. By learning language functions in interactive contexts, the student will develop conversational skills on a basic level. This course requires 15 contact hours with the Deaf community.

COMM 105 American Sign Language II 3 s.h.

This course is a continuation of ASL I. Training in this course is designed to further develop competency in ASL above the basic level. Focus is on receptive and expressive sign language communication skills. This course requires 15 contact hours with the Deaf community. Prerequisites: COMM 104, COMM 106, COMM 108

COMM 106 Fingerspelling 3 s.h.

This course is designed to advance students on the skill development of hand configuration, basic word patterns, rhythm, comprehension of finger spelled words, phrases, and numbers.

COMM 107 American Sign Language III 3 s.h.

This course is a continuation of ASL II. This course will expand the emphasis on ASL grammar and vocabulary development. Students will experience additional in-depth receptive and expressive skill development. Dialogues, short stories, narratives, and conversations will be presented throughout this course. This course requires 15 contact hours with the Deaf community. Prerequisite: COMM 105

COMM 108 American Deaf Culture and History 3 s.h.

This course introduces the culture of the Deaf. This course will discuss the values, norms, identities, traditions, and subcultures within the larger culture. This course raises questions of the nature of sign language, the education of the Deaf, and the historical treatment of deafness.

COMM 109 American Sign Language Syntax and Grammar 3 s.h.

This course is designed to introduce to the student the grammar and structure of ASL. Students will learn about ASL transcription symbols, sentence types, classifiers, non-manual behaviors, time pronominalization, locatives, pluralization, subjects and objects, verbs, and temporal and distributional aspects. Prerequisites: COMM 105

COMM 110 Introduction to Communications 3 s.h.

An introduction to the field of communication studies. Topics include forms and processes of human communication; communication as social organization; ways of understanding, analyzing, and evaluating messages; communication technologies; and social, political and ethical issues. Code 2 course fee.

COMM 111 Sign to Voice 3 s.h.

This course introduces the students to the theory and practice of processing a signed message into spoken English. This course will emphasize appropriate vocabulary selection; use of syntactically correct English sentences, and appropriate voicing register. Skill development application will be conducted in class. This course requires 10 hours of field observation on specific aspects of sign to voice interpreting. Prerequisites: COMM 112, COMM 113

COMM 112 American Sign Language IV 3 s.h.

This course is a continuation of ASL III. Students will learn advanced conversational skills in ASL. This course will introduce poetry, folklore, and storytelling in ASL. Students must present short stories, narratives, and poetry, at the advanced level, to the class. Students will also learn idiomatic expressions in ASL. This course requires 15 contact hours with the Deaf community. Prerequisites: COMM 107, COMM 109

COMM 113 Introduction to Interpreting 3 s.h.

This course provides an introduction to interpreting history, ethics, and interpreting in a variety of specialized settings. This course will cover ethics, interpreting process, attitudes, and the role of the interpreter. The student will learn about the Registry of Interpreters for the Deaf (RID) certification process and fees and the New Jersey State Screening process that will enable students, who pass the screening, to be placed on their registry. Various devices used by the Deaf community that help them to meet the daily needs of life such as telephones, alarm clocks, smoke detectors, and beepers will also be covered. Students will be required to go on field observations to observe various interpreting situations. Prerequisites: COMM 107, COMM 109

COMM 115 Interpreting II 3 s.h.

This course is a continuation of Interpreting I. Students will continue to improve on the skills needed to render professional interpreting focusing on the skills necessary for the simultaneous interpreting tasks; such as determining lag time, shadowing, focusing on production by modulating delivery, and developing a perceptive ability in their target language through exercises. Students will be taught techniques they can use to maintain and improve their skills on a daily basis. Overuse Syndrome and common treatments, preventative tips and specially designed exercises utilized to avert this affliction will be covered. This course requires 10 hours of field observation on specific aspects of sign to voice interpreting. Prerequisites: COMM 112, COMM 113

COMM 116 Voice to Sign 3 s.h.

This course will review ideological components, principles, and practices of interpreting for Deaf people. Strategies for effective listening skills, text analysis, conceptual accuracy and linguistic factors of sign language will be discussed and applied. Classroom exercises will be conducted. This course requires 10 hours of field observation. Prerequisites: COMM 112, COMM 113.

COMM 117 Interpreting Lab 3 s.h.

This course allows the student the opportunity to strengthen interpreting skills through a controlled environment. Students will interpret in a variety of scenarios during mock interpreting situations with Deaf people participating and will be videotaped for evaluation. This lab is designed to maximize strength and minimize weaknesses during the student's practicum. Students will do fieldwork for a minimum of 9 hours per week for a total of 125 hours. Log reports and weekly meetings will focus on situations that arise during the student's practicum. A video portfolio is required for this course. Prerequisites: COMM 111, COMM 115, COMM 116.

COMM 118: Specialty Sign Language Class 1 s.h.
This course is designed to provide a broad range of signs for many different avenues in the interpreting field. Signs taught include educational, legal, medical, religious, mental health, social work, theatrical technical, sexual and drug related signs. Special emphasis will be placed on production of signs in correct ASL format and spoken English. Prerequisites: COMM 111, COMM 115, COMM 116

COMM 130 Careers in Communication I 1 s.h.
An overview of career opportunities in communications media. Designed to help each student develop realistic career goals for employment in the media. Code 2 course fee.

COMM 131 Careers in Communication II 1 s.h.
This course assists students with portfolio preparation, resume development, and effective self-promotion. Students will limit and target appropriate sources for internships and eventual employment. Prerequisite: COMM 130. Code 2 course fee.

COMM 150 Word Processing for Media Writing 1 s.h.
A mini-course for journalism majors only to acquaint them with word processing terminology and to give hands-on experience in entering, editing and printing text on the Macintosh. Corequisite: COMM 151

COMM 151 Media Writing I 3 s.h.
Media Writing I is designed to teach students the basics of writing for mass media, including news style; good leads and simple, basic news stories; evaluating and selecting news for publication in print and on the air; gathering information and developing a news story from it and the responsibilities connected with the press and the news reporter and writer in a free society. The modern news story is emphasized. The course also teaches the techniques of editing (copy reading) materials intended for publication or airing. Effective use of references and style guides; correct use of editing symbols; and instilling high regard for accuracy, adequacy and fairness are emphasized. Code 2 course fee.

COMM 152 Media Writing II 3 s.h.
Media Writing II is designed to give the student experience in covering specialized areas of reporting. The course will further develop the skills taught in COMM 151, with special emphasis on developing interviewing skills and the ability to practice in-depth, interpretative, investigative and, possibly, team reporting. Feature writing will be introduced, as will the copy-flow functions of the newsroom. Sensitivity and speed in editing and headline writing will be developed. Prerequisite or corequisite: COMM 150. Code 2 course fee.

COMM 154 Fundamentals of Public Speaking 3 s.h.
Development and improvement of public speaking skills. Practice in organizing, outlining and delivering brief talks. Code 2 course fee.

COMM 161 Student Media Workshop I 1 s.h.
Student Media Workshops I, II, III and IV are designed to provide practical experiences in journalism. Many students enrolled in these workshops are staff members of the campus newspaper, the Viking News. Student Media Workshop I emphasizes training in reporting or photography, with individualized instruction and attention to the details of information gathering and modern news-story and feature-story writing. Students also may work on Reflections, the campus yearbook, or Seascope, the campus literary magazine.

COMM 162 Student Media Workshop II 1 s.h.
A continuation of COMM 161. The course provides the student with an opportunity to develop in depth the skills learned in COMM 161.

COMM 172 Communication Law 3 s.h.
This course is a study of the rights and responsibilities of the press in the United States from origins to applications in modern society. Emphasis is placed on the constitutional and statutory laws and regulatory agencies affecting the operations of the press and special attention is given to recent Supreme Court rulings. Codes of ethics and other extra-legal considerations of the role of the press are studied.

COMM 192 Voice and Diction 3 s.h.
This course is designed to develop good speech. Careful individual analysis of each student's voice is provided. Included are drills and speech exercises to improve voice quality and articulation based on an understanding of the speaking mechanism and of elementary phonetics.

COMM 202 Intercultural Communication 3 s.h.
Exploring the influence of culture on perception and identity, student gain an understanding of the communication challenges in cross-cultural encounters, and they acquire effective strategies for enhancing intercultural communication competence. This course satisfies the Liberal Arts Diversity Requirement. Prerequisite or corequisite: ENGL 151.

COMM 209 Introduction to Language 3 s.h.
This course examines some of the fundamental concepts of language with emphasis on the social functions of language. The major areas discussed are language and gender, language variation, language and culture, and language change. Prerequisite: ENGL 151.

COMM 261 Student Media Workshop III 2 s.h.
Student Media Workshop III emphasizes training in editing, headlining, proofreading, photography, business management, makeup and general newspaper production, with individualized instruction in these areas for the student whose major interest is newspaper work. The course also provides an opportunity for some students to pursue interests in magazine, yearbook or broadcast journalism. Arrangements have been established for editors of the campus literary magazine, Seascope; the editor of the college yearbook, Reflections, and the executive board and persons who hold supervisory positions on the campus radio station, WOCC to enroll in this course and receive academic credit for and letter-grade evaluation of specified tasks. Individualized instruction is the cornerstone of this course.

COMM 262 Student Media Workshop IV 2 s.h.
Student Media Workshop IV is a continuation of COMM 261 and provides an opportunity for the student to develop in depth the skills learned in COMM 261.

COMM 272 Public Relations and Publicity 3 s.h.
This course is a study of the methods, tools and media used in the planning and development of public relations programs for business, industries, non-profit institutions and community organizations. In particular, publicity and promotional techniques, copy preparation, news releases, the theory and practice of arranging publicity materials in campaigns to promote and interpret personal, institutional and organizational objectives and activities and the relationship of public relations to the media are emphasized. Prerequisite: ENGL 151 or permission of instructor.

COMM 278 Mass Media and the Public Mind 3 s.h.
This course encourages the student to investigate and evaluate the methods and impact of mass media (advertising, cartoons, graffiti, journalism, popular literature, contemporary music, photography, motion pictures, radio and television). Recognizing the various ways these media are utilized daily to influence individuals is emphasized. Prerequisite: ENGL 151.

COMM 281**Mass Communications 3 s.h.**

This course is designed to help the student understand the roles played by various media in the United States; develop an understanding of various theories relating to press freedom; develop some knowledge of the history of journalism in the United States; gain some understanding of current criticism and challenges facing various branches of mass media; develop some understanding of the role of mass media in relation to society as a whole; cover the role, characteristics, interactions and major problems of newspapers, radio, television, magazines, films, books, advertising and public relations; and deal with basic theories of communication and mass communication, the major developments in the evolution of the mass media in the United States and the nature of press freedom and its conditions in different areas of the world. Field trips to a newspaper, a radio station and a cable television station may be included if feasible.

COMM 283**Introduction to Radio 3 s.h.**

This course is designed to initiate the student into the operation of a local radio station and to provide a working knowledge of the methods and procedures of reporting for the electronic medium and of the planning and editing of radio news programs. Students will be prepared to become disc jockeys or radio announcers for basic radio control-room operation. Audio-console operation, patching, studio setup, audio-tape splicing and basic program production (writing, producing and directing of radio dramas, news documentaries, public affairs programs and commercials) will be taught. Studio time is required.

COMM 290 Communications**Internship I 3 s.h.**

This course offers students the opportunity to gain practical experience in technical support positions in the arts, educational/instructional media, or for business/industry in-house productions. Students will apply academic knowledge to the workplace. Prerequisites: Permission of instructor.

COMM 291 Communications**Internship II 3 s.h.**

This course offers students the opportunity for increased practical experience in technical support positions in the arts, educational/instructional media, or for business/industry in-house productions. Students will apply academic knowledge to the workplace. Prerequisites and/or corequisites: Permission of instructor.

COMPUTER STUDIES

For Computer Systems Engineering, see page 82.

CSIT 110 Computer Literacy 3 s.h.

An introductory course designed to provide students with a fundamental understanding of computers and information. The course familiarizes students with the interaction of computer hardware and software. Emphasis is placed on the application of microcomputers, the use of productivity software (word processing, spreadsheet management, file and database management, search tools) to gather, analyze, organize and present information, and the social and ethical aspects of the impact of computers on society. Students may not enroll for credit in this course if they have earned credit for a higher-level computer science course. Open lab time required. Code 2 course fee.

CSIT 115**Introduction to Computer Game Development 3 s.h.**

This course is an overview of game development. Students will analyze games and gameplay elements, examine genres and trends in games and formulate their own proposal for an original game. The course will also discuss the history of videogames, the current state of electronic gaming, as well as possible future developments. This course is a required course in the AS Computer Game Development and Design Option and an elective in the AAS degree. Open lab time required. Code 2 course fee.

CSIT 120**Internet Essential/HTML 3 s.h.**

This course will provide an introduction to the Internet World Wide Web (WWW) for the novice. The course will cover getting on the Internet, and using the Internet as a research tool including search engines, databases and correct citations. The course also introduces HTML and the creation of web sites. Open lab time required. Prerequisite: Working knowledge of Microsoft™ Windows. Code 2 course fee.

CSIT 123**Integrated Office Software 3 s.h.**

This course is designed to teach the skills necessary to design, produce and integrate documents, worksheets, databases and professional presentations. The course will emphasize a hands-on project oriented approach to problem solving. The student will be using the microcomputer in a Windows environment with a modern integrated office software package (Microsoft™ Office). Students may not receive credit for both CSIT 123 and CSIT 125. Working knowledge of Microsoft™ Windows suggested. Open lab time required. Code 2 course fee.

CSIT 126 Intermediate**Spreadsheets and Database 3 s.h.**

This course expands on the introductory spreadsheet and database concepts presented in Integrated Office Software. Applications include the use of personal computers and integrated software (Microsoft™ Excel, Access and Visual Basic) to solve contemporary non-discipline specific information processing problems. Students may not receive credit for both CSIT 125 and CSIT 126. Open lab time required. Prerequisite: CSIT 123 or permission of the instructor. Code 2 course fee.

CSIT 130 Web Site Design 3 s.h.

Students will learn how to plan and implement a fully functional web site. Topics will include planning, information design and delivery concepts, navigational structure, graphics, and continuing maintenance. Web designers who complete this course will have a fuller understanding of web site "style" and the importance of good design in creating an effective web site. Students should have a basic knowledge of HTML and some experience producing web pages. Open lab time required. Prerequisite: CSIT 120 or demonstrated home page design or consent of instructor. Code 2 course fee.

CSIT 131**Multimedia for the Web 3 s.h.**

This course is designed to provide an overview of multimedia concepts and applications using the most prevalent software for multimedia design. This course will concentrate on creating graphics and small animations for use in conjunction with web design and other applications (such as Excel and PowerPoint). Discussion of vector versus raster graphic will be stressed. File types such as GIF, BMP, JPG among others will be compared and contrasted in order to provide the student with the skills needed to ascertain the best method for file; and which type to use in order to minimize the file size and save in the download process. Students will work in both 2-D and 3-D space, building on previous lessons to gain insight into the new dimension graphics. The course will improve the skills and knowledge of current, as well as aspiring publishers and web designers. Open lab time is required. Prerequisites: Students must have a working knowledge of Windows, Web Page Design and Microsoft™ Office software. Code 2 course fee.

CSIT 133 Web Development Fundamentals 3 s.h.

This course is designed to meet the needs of students who wish to enter the field of Internet Development. It will provide a rigorous treatment of Hypertext Markup Language (HTML) using the current XHTML standards. Cascading style sheets (CSS) will be covered including external as well as embedded Style. Both CSS1 and CSS2 will be discussed and used. A study of JavaScript will give the students an introduction to Dynamic HTML (DHTML), and form a foundation for more advanced study of DHTML and JavaScript. Students will complete hands on projects as part of the requirements for the course. Students shall not receive credit for both CSIT 120 and CSIT 133. Open lab time required. Working knowledge of Microsoft™ Windows.

CSIT 140 Introduction to Computer Organization 3 s.h.

An introduction to the organization of computer hardware. Topics include data representation within the computer, number systems, the instruction set, basic logical structures and operating systems. Open lab time required. Fall semester day and evening sections; spring semester day sections only. Code 2 course fee.

CSIT 144 UNIX 3 s.h.

A course designed to enable the student to use the UNIX operating system. Topics include basic commands, compilers, editors, text processors, shell and awk programming, file system organization and basic system administration. Students will have access to the computers housed in the Technology Building. Open lab time required. Prerequisites: Prior programming experience suggested. Code 2 course fee.

CSIT 153 Database Applications with VBA 3 s.h.

A course designed to teach database management systems through the use of a widely used applications software package (Microsoft™ Access). Students will design and implement a realistic professional-looking relational database project. Students will have hands-on access to an IBM compatible computer using Windows. Open lab time required. Prerequisite: Prior database knowledge. Fall semester evening sections only. Code 2 course fee.

CSIT 160 Introduction to Visual Basic 3 s.h.

An introduction to structured procedural and object oriented/event driven programming using Visual Basic. Students will gain hands-on experience with microcomputers while completing programming assignments. Working knowledge of Microsoft™ Windows required. Open lab time is required. Code 2 course fee.

CSIT 161 Advanced Visual Basic 3 s.h.

This course presents the Rapid Application Development (RAD) approach to Windows programming using a modern object oriented language (Visual Basic). The course will emphasize the design, development and implementation of event driven programs. The programs will utilize the Windows graphical user interface as well as dynamic interaction with other Windows applications using OLE. Students may elect to use the department's computer facilities to develop all programming assignments. Working knowledge of Microsoft™ Windows required. Open lab time required. Prerequisite: CSIT 160 or CSIT 171 or permission of the instructor. Code 2 course fee.

CSIT 171 Computer Programming I 3 s.h.

This course introduces the student to the software development process and programming. Topics include the structure and design of algorithms, data types, function modularity, documentation and an introduction to object oriented programming. Students will develop programs using the department's computer facilities and a modern structured procedural and object oriented programming language (C++). This is the first course in a two-semester sequence designed for computer science majors. Working knowledge of Microsoft™ Windows required. Open lab time required. Prerequisites: Basic typing skills. Corequisites: CSIT 140. Code 2 course fee.

CSIT 172 Computer Programming II 3 s.h.

This course continues the study of the software development process begun in CSIT 171. Additional topics include object oriented modeling, inheritance, polymorphism, dynamic memory allocation, files, arrays, sorting, searching, string manipulation, stacks, queues, linked lists and the software life cycle. Students continue working with the department's computer facilities and a modern structured procedural and object oriented programming language C++. Open lab time required. Prerequisite: CSIT 171 or permission of the instructor. Spring semester day and evening sections. Code 2 course fee.

CSIT 173 Game Programming with Open GL 3 s.h.

This course is a required course in the AS Computer Game Development and Design Option, and an elective in the Computer Science AAS Degree. This course will build on the topics learned in CSIT 171 Computer Programming I, providing both theory and practice in game programming supported by the graphical structures in the Open Graphic Library (GL). This course will provide students with a comprehensive introductory background in interactive computer game programming. It will explore programming options not offered in traditional programming courses, thus widening the scope of student knowledge, adding to the diversity in the programming sector and enhancing their opportunities within the field of programming. Open lab time required. Prerequisite: CSIT 171 or permission of instructor. Code 2 course fee.

CSIT 174 Computer Systems 3 s.h.

This course will present the basic concepts of computer systems, architecture and Assembly Language Programming. The student will implement high level language constructs, macros and subroutines in Intel 80x86 based assembly language under a modern operating system. Open lab time required. Prerequisites: CSIT 140 or permission of instructor. Code 2 course fee.

CSIT 184 Networking Essentials 3 s.h.

This course will examine the conceptual and physical structure of industry-wide computer networking standards. The concepts covered in this course will aid the perspective networking professional in a practical understanding of the implementation and fundamentals of a viable network. LANs, WANs, Inter and Intra net, among other topics will be extensively covered within this course. Fall semester evening sections only. Prerequisites: Familiarity with MS DOS or Permission of Instructor. Code 2 course fee.

CSIT 212 Systems Analysis 3 s.h.

The focus of this course is the problem solving, communication and design skills utilized in systems analysis. Case studies are used to illustrate the system analysis, design and development activities used in the initial automation and revision of computerized applications. File and database structures are discussed and applied. In addition, documentation techniques are discussed and illustrated. The student will complete a system analysis project. Working knowledge of Microsoft™ Windows required. Prerequisite: CSIT 160 or CSIT 171 or permission of the instructor. Code 2 course fee.

**CSIT 213
Database Management 3 s.h.**

A course emphasizing the concepts and structure necessary to design and implement database management systems. Hierarchical network and relational models will be evaluated. The student will design and implement a project using a modern relational database package, report generator and SQL. Open lab time required. Prerequisites:

CSIT 160 or CSIT 171. Fall semester evening sections only. Code 2 course fee.

CSIT 231 Programming Dynamic Elements for Web Pages 3 s.h.

This course provides an overview of dynamic and interactive web pages. This course concentrates on client side and object-oriented core technologies, such as, JavaScript, ActiveX, DHTML, and VBScript. The course improves the skills of current and aspiring website authors and Internet/Intranet developers. Open lab time required. Prerequisite: Programming (CSIT 161 or CSIT 172) and CSIT 130 or permission of the instructor. Code 2 course fee.

CSIT 232 Server Programming for the Web 3 s.h.

This course is designed to provide an overview of the most common languages, tools and protocols used in creating and maintaining applications for use on the World Wide Web. This course concentrates on server side core technologies, such as, CGL, Perl, Active Server Pages and XML. The course improves the skills of current and aspiring website authors and Internet/Intranet developers. CSIT 231 or permission of the instructor. Code 2 course fee.

CSIT 260 Application Programming in C++ 3 s.h.

This course uses an applied approach to teach the C++ programming language to solve a wide range of application problems. All examples will emphasize external modules (functions), parameter passing and use of appropriate objects. The student will develop a final comprehensive project, utilizing various file access techniques. Prior programming experience is required. Students may elect to use the department's computer facilities to develop programming assignments. Open lab time required. Prerequisite: C++ programming experience. Code 2 course fee.

**CSIT 270
Programming in Java 3 s.h.**

This course provides an introduction to platform independent object-oriented programming using Java™. The course is intended to enable students to design and implement Internet World Wide Web, stand-alone and thread-based concurrent applications. Java™ facilities addressed include applets, exception handling, security, GUI (the abstract window toolkit), file system interface, network interface and threads. Effective uses of Java™ for Object Oriented Programming are demonstrated with realistic examples using Java class libraries. Open lab time required. Prerequisite: CSIT 172 or Object-Oriented Programming or permission of the instructor. Code 2 course fee.

CSIT 271 Data Structures and Algorithm Analysis 3 s.h.

This course examines the representation, implementation and application of data structures. The data structures include arrays, stacks, queues, linked lists, trees, graphs, networks and databases. Algorithms are developed to operate upon these structures. All assignments will be programmed in a modern structured procedural and object oriented programming language (C++). Open lab time required. Prerequisite: CSIT 172 or permission of instructor. Code 2 course fee.

**CSIT 281
Network Management 3 s.h.**

This course is designed to focus on the tasks and issues involved in the administration of several industry-standard network operating systems. Students will further their knowledge of network management through hands-on laboratory exercises in which they configure and manage network resources, create and maintain user logons, trouble shoot performance restrictions and perform security auditing procedures. Open lab time required. Prerequisites: CSIT 184 and Programming Experience or permission of the instructor. Code 2 course fee.

**CIVIL ENGINEERING
TECHNOLOGY**

See page 80.

CRIMINAL JUSTICE

- Many Criminal Justice courses are writing intensive. Students will be expected to use the skills they have acquired or are acquiring in college English classes.
- Students will be expected to demonstrate proficiency in information literacy. Internet access may be required.
- Some Criminal Justice classes have a required field visit and/or service learning component.
- Some sections of these classes are available as Home Study or Distance Learning (internet) courses.
- Note: Graduates of the Ocean County Police Academy and students with field experience in law enforcement may receive college credit for prior learning and/or experience with the approval of the Criminal Justice Coordinator.

**CRIM 150
The Criminal Justice System 3 s.h.**

Formerly CJ 150 – An introduction to the philosophy of justice, identification of the various subsystems and the significance of their interrelationships; analysis of past, present and future expectations in law enforcement; judicial and corrections discipline; role expectation; ethics and the need for professionalism.

CRIM 151 Police Organization and Administration 3 s.h.

Formerly CJ 151 – This course examines the organizational framework, authority structures and major function of representative police agencies. Analysis is made of the administrative problems of allocating responsibility and support functions and of coordinating many large and small area commands. Recruitment, career advancement and selection of leadership are areas of special comment.

CRIM 152 Introduction to Law Enforcement 3 s.h.

Formerly CJ 152 – This is a comprehensive analysis of the development of law enforcement in America from the origin in England to modern day policing. It examines all aspects of law enforcement from patrol to investigations. Current police practices, policies, and enforcement methodology are explored with an emphasis on the role of the police officer in society.

**CRIM 154
Criminal Investigation 3 s.h.**

Formerly CJ 154 – This course is an introduction to criminal investigation as a timeless and dynamic field of scientific study. It examines all aspects and fundamentals of criminal investigation as practiced by police officers. An underlying theme of the course is the responsibility of conducting investigations within the framework of the constitution and the practices of a dynamic society.

CRIM 155

Introduction to Corrections 3 s.h.
Formerly CJ 155 – Students will gain an overview and conduct critical analyses of contemporary correctional theory and practice. Comparisons of mainline American corrections with historical, cross-cultural, philosophical and non-traditional views of corrections will be made. Students will examine the various components of the system including prisons, jails, probation, parole and community corrections as well as controversial issues in contemporary corrections, such as prisoner rights, victimization, the death penalty and institutional corrections.

CRIM 236 Criminology 3 s.h.

Formerly SS 236 – An analysis of the scientific study of crime and an examination of the varied and changing theories and methods of dealing with its perpetrators. Consideration is given to the social, environmental and economic factors in crime and the basic ideas of English and American criminology. Prerequisite: SOCI 181 or equivalent.

CRIM 237 Juvenile Justice 3 s.h.

Formerly SS 237 – This course examines the philosophy, structure and procedure of the juvenile justice system. Major perspectives on the control, care and treatment of juvenile offenders will be explored. Prerequisite: SOCI 181 or equivalent.

CRIM 254 Constitutional Law and Rules of Evidence 3 s.h.

Formerly CJ 254 – An analysis of the historical development of the constitutional relationship between the individual, the states and the Federal government; and the application of the Bill of Rights to the states through a study of the leading Supreme Court decisions. The second half of the course is devoted to a study of the rules of evidence with particular emphasis upon judicial notice, presumptions, the nature of real and circumstantial evidence, burden of proof, province of court and jury, documentary evidence, hearsay evidence, confessions, admissions and witnesses.

CRIM 255 Criminal Law and Procedure 3 s.h.

Formerly CJ 255 – A comprehensive analysis of the New Jersey criminal statutes as to classification, elements of proof, intent, conspiracy, responsibility, parties and defense. The second half of the course deals with the machinery by which justice is administered. Typical criminal proceedings from institution to enforcement of judgment are examined in detail, including the jurisdiction, organization and constitution of the several tribunals, administrative as well as judicial.

DANCE**DANC 160 Modern Dance 3 s.h. (2 + 2)**

Formerly DA 160 – This study treats the body as a unity, combining the techniques of modern dance and ballet to train the torso and extremities simultaneously. The modern dance components consist of basic floor sequences proceeding from an understanding of the principles of contraction and release of abdominal and back muscles. Ballet bar exercises are included for the purpose of developing feet, legs and arms to enable the student to perform competently in space, off the floor. Recommended for dance-oriented students who need to round out their dance education; for actors who seek an understanding of how their bodies can function most effectively in dramatic expression as well as in ordinary, but controlled, stage movement; and for students generally who are interested in self-improvement and assuring their physical well-being. Code 2 course fee.

DANC 170 Ballet I 3 s.h. (1 + 3)

Formerly DA 170 – The dancer is both the performer and the performing instrument. This course concentrates on forging the instrument through an intellectual as well as a physical approach. An economy of effort for maximum achievement can only be realized through an educated understanding of the musculature into a strong, controlled, flexible and enduring organism capable of meeting the special demands requisite to artistic expression through dance. Code 2 course fee.

DANC 171 Ballet II 3 s.h. (1 + 3)

Formerly DA 171 – An extension and amplification of DANC 170 which involves intensive application of the principles learned there. The student is provided an opportunity to a full bar sequence, adagio and basic coordination, thereby increasing the potential for development in muscle-toning, and proficiency in performing the various ballet exercises. Code 2 course fee.

DANC 180 Jazz Dance 3 s.h. (2 + 2)

Formerly DA 180 – This is an introductory course in jazz dance technique, basic to theatrical dance. Students will develop skills in standard jazz movement—extensions, isolations, and contractions, and perform actual jazz dance routines in class. Jazz dance's history, movement principles and relationship to music will be presented. The course will enhance appreciation of jazz dance as a part of American culture and as a theatre art. Code 2 course fee.

DANC 270 Ballet III 3 s.h. (2 + 2)

Formerly DA 270 – This course is designed to meet the needs of the student who has mastered the initial phase of ballet study and is now physically capable of proceeding to the secondary level of training. Prerequisites: DANC 170, DANC 171 or comparable achievement in outside study (to be evaluated by audition). Code 2 course fee.

ECONOMICS**ECON 151****Macroeconomic Principles 3 s.h.**

Formerly SS 151 – A study of the American economic system, including private enterprise, the role of government in the economy, supply and demand, national income measurement and theory and fiscal and monetary policy.

ECON 152**Microeconomic Principles 3 s.h.**

Formerly SS 152 – An intensive study of supply and demand analysis. Theories and principles of market behavior are examined and applied to economic issues related to production, consumption and distribution.

ECON 153 Contemporary Economic Issues 3 s.h.

This course is an examination of major economic issues and problems confronting society today. Topics will include the economics of poverty, pollution, education, crime, professional sports, unemployment, free trade, and social security.

EDUCATION

- Some sections of these classes are available as Home Study or Distance Learning (internet) courses.
- Students are expected to utilize the analytical reading and writing skills acquired in the College English program. These skills are especially helpful in the completion of EDUC 176, 178, and 245.
- Field experiences and observations are often a part of courses in Education.

EDUC 175 Introduction to Teaching 3 s.h. (2 + 2)

Survey of historical, social, political, philosophical, cultural, legal, and economic forces that shape the American public K-12 school system, including teaching as a profession, current issues in educational reform, and the challenges of information technology and diversity. This course also has a field experience component.

EDUC 176 Foundations of American Education 3 s.h.
Formerly SS 176 – Students will learn and demonstrate knowledge of five foundations of American education: history; philosophies of education; administration, economics and support of education; the interrelationship of school and society; and organization for learning.

EDUC 177 School and Community 3 s.h.
Formerly SS 177 – This course examines current trends and issues in education stressing the dynamics of school and community partnerships. Participants will analyze the various groups and social forces that influence what children are taught in today's schools. Emphasis will be in today's schools. The effective utilization of community resources will be highlighted. This course is for students preparing for a career in the public schools or in human services. Topics will include the etiology and nature of physical, sensory, motor, mental and emotional exceptionalities. Legislation concerned with the exceptional individuals, the role of parent organizations, the diagnosis of educational needs, the role of the Child Study Team and prescriptive teaching models will be reviewed. Field surveys of education programs for exceptional children, preschool through secondary will be conducted.

EDUC 178 Introduction to the Education of Exceptional Students 3 s.h.
Formerly SS 178 – For students preparing for a career in working with children or in human services. Topics will include the etiology and nature of physical, sensory, motor, mental and emotional exceptionalities, legislation concerned with exceptional individuals, the role of parent organizations, diagnosis of educational needs, the role of the Child Study Team, prescriptive teaching and field survey of educational programs for exceptional children pre-school through secondary school age.

EDUC 241 Children's Literature 3 s.h.
Formerly SS 241 – Children's literature is a course which surveys a broad range of literature for children pre-school through the elementary grades. Picture books, poetry, folk tales, fantasy, realistic fiction and non-fiction will be read, discussed and evaluated. Students will explore the production and marketing of juvenile books; they will compare current trends in illustration and will practice the evaluation of children's books as literature. Story-telling techniques, reading aloud and the use of trade books in the classroom will be emphasized throughout the course.

EDUC 245 Language Arts in the School Curriculum 3 s.h.
Formerly SS 245 – This course is designed for teacher aides who will be working with children in the area of language arts at the direction of a certified teacher. Students will be introduced to a broad overview of the language arts curriculum, preschool through grade 12, emphasis on integrated and differentiated language instruction. The development of practical skills and strategies for conducting enrichment and remedial language arts activities in speaking, writing, reading, and listening will be stressed. Prerequisite: ENGL 151.

EDUC 279 Curriculum Development in Early Childhood Education 3 s.h.
Formerly SS 279 – The objective of the course is to teach the basic principles and concepts of early childhood curriculum that focuses on the needs and interests of children between the ages of 2 and 6. The organization of the course emphasizes the needs, interest and abilities of toddlers. The meaning of various kinds of play and the importance of social skills utilizing culturally valued content are emphasized as well. Ten hours of classroom observation of preschoolers is a requirement of the course. Prerequisites and/or corequisites: Twelve hours in Psychology and Education courses completed or permission of the instructor.

EDUC 290 Internship in Education 3 s.h.
Formerly SS 290 – Students in the last semester of the Teaching Assistant/Child Care Program will work in licensed nursery schools or day care centers. Students will volunteer at least 120 hours at the work site.

ELECTRONIC MEDIA

COEM 120 Television Production 3 s.h.
Basic television production techniques, including use of camera, switchers, audio board, and producing/directing studio programs. Code 3 course fee.

COEM 220 Advanced Television Production 3 s.h. (2 + 2)
Students will learn to plan, execute, and edit videotaped projects for documentary, informational, and educational use. Prerequisites: COEM 120 Code 3 course fee.

COEM 224 Video Editing and Post Production 3 s.h.
This course teaches advanced principles of professional video editing. It combines theory and methodology with practical experience in assembling and shaping a story into a production. Prerequisites: COEM 220. Code 3 course fee.

COEM 230 Audio Recording for Electronic Media 3 s.h. (2 + 2)
An introduction to the basics of audio recording technology. Students working in the studio environment will develop skills with microphone selection and use, multi-track recorders, recording consoles and digital and analog processors. Prerequisite: COEM 220. Code 2 course fee.

COEM 231 Audio Production Techniques 3 s.h. (2 + 2)
The study and practical application of audio production techniques in a digital multi-track recording environment. Students will develop production skills through a hands on engineering of recording, overdubbing and mix-down sessions. Prerequisite and/or corequisite: COEM 230. Code 2 course fee.

COEM 232 Advanced Audio Mixing Techniques 3 s.h. (2 + 2)
An in depth study of audio mixing and using the studio medium itself as a creative art form. The development of skills necessary to produce master quality mixes for multiple media applications. Prerequisite: COEM 231. Code 2 course fee.

COEM 284: Broadcast News Production 3 s.h. (2 + 2)
Students will develop the techniques for gathering and producing news for radio and television. This course focuses on the combination of writing accurate and informative copy with audio and video to tell the complete news story. In-class discussion and demonstrations will be combined with practical experience on Channel 20 and WOCC Radio. Students will receive constructive critique of their work, with an eye towards regular improvement. Prerequisites: Students must obtain the permission of the instructor. Code 4 course fee.

ENGINEERING

CIVIL ENGINEERING TECHNOLOGY

CVET 123 Surveying I 3 s.h. (2 + 3)
Formerly CET 123 – Elementary surveying including measurements, leveling, transit surveys and computations. Practical field problems stressing use of tape, compass, transit and level. Prerequisite: MATH 168 or higher. Code 2 course fee.

CVET 124 Surveying II 3 s.h. (2 + 3)
Formerly CET 124 – A continuation of basic surveying including methods of stadia, topographic mapping, earthwork, horizontal and vertical curves, construction and surveys. Practical field problems in stadia, topographic mapping and construction surveys and CAD mapping software from field data. Prerequisite: CVET 123. Code 2 course fee.

**CVET 151
Applied Mechanics 3 s.h.**
Formerly CET 151 – Introduction to the basic principles of engineering mechanics including fundamentals of force systems and resultants, moments and couples, equilibrium, trusses and frames, centroids and moments of inertia. Prerequisite of MATH 012 or algebra placement of no remediation. Corequisite: ELET 155.

**CVET 152 Mechanics of
Materials 4 s.h. (3 + 3)**
Formerly CET 152 – Analysis of stresses and strains, mechanical properties of engineering materials, introduction to shear and bending moment diagram, stresses and deflections in beams, combined loading. Laboratory includes experimental study of above topics using testing machines and a variety of load deformation measuring devices. Prerequisite: CVET 151. Code 2 course fee.

**CVET 161 Construction
Methods and Materials 3 s.h.**
Formerly CET 161 – A basic course covering materials, equipment and procedures used in the construction industry. Topics include basic construction materials, aggregates, concrete, masonry, wood, metals and manufactured building products.

**CVET 181 Graphics for
Civil Technicians I 3 s.h. (2 + 3)**
Formerly CET 181 – This is a basic course in the fundamentals of construction drawing. The course is presented using a microcomputer based computer-aided drafting (CAD) system. Topics include basic drafting concepts, CAD drawing principles and vocabulary, system management and principles of light frame construction. Code 2 course fee.

**CVET 182 Graphics for
Civil Technicians II 3 s.h. (2 + 3)**
Formerly CET 182 – This course is a continuation of CVET 181. Construction drawings for a small project are developed from design sketches. Topics include production of working drawings, building systems, and structural calculations. CAD drafting system will be used. Prerequisite CVET 181. Code 2 course fee.

**CVET 231
Design of Structures 4 s.h. (3 + 3)**
Formerly CET 231 – Shear and bending moment diagram, analysis of static load, stresses, strains and deflections of determinate structural members built up sections. Steel design of basic beams. Columns, connections of structural elements. Detailing of beam, columns, product section, plans and specifications. Prerequisite: CVET 151 and CVET 152. Code 2 course fee.

**CVET 232 Design
of Concrete 4 s.h. (3 + 3)**
Formerly CET 232 – Analysis and design of basic reinforced concrete beams, slabs, columns and shear design in beams. Development, splices, and simple-span bar cutoffs. Continuous construction design considerations. Laboratory: physical and mechanical tests of cements, mortar and aggregates, concrete mix design, beam experiments and test reports. Prerequisite: CVET 231. Code 2 course fee.

**CVET 241 Soil Mechanics
and Foundations 4 s.h. (3 + 3)**
Formerly CET 241 – Formation of natural soil deposits, engineering properties of soils, soil exploration, stress distribution in soil, consolidation of soil and settlement of structures, shear strength of soil, shallow foundations, pile foundations. The application of this information to the design of shallow and deep (piles) foundations. Lateral earth pressure and soil compaction. Prerequisite: CVET 152. Code 2 course fee.

**CVET 254 Hydrology and
Hydraulics 4 s.h. (3 + 3)**
Formerly CET 254 – Topics will explore the hydrologic cycle phenomena of precipitation, surface runoff and stream flow. Groundwater flow and well hydraulics are covered through a study of aquifers, recharge and safe yield. Open and closed channel flow principles through the use of energy and momentum equations to account for head losses and hydraulic jumps are discussed. Laboratory experiments demonstrating laminar and turbulent flow, orifice and weir parameters as means to measure fluid flow will reinforce theory. Prerequisites: PHYS 171, CVET 161. Code 2 course fee.

**CVET 256 Land Development
and Site Planning 3 s.h.**
Formerly CET 256 – This course will examine the process of land development. The concepts of land planning, master plan and land use regulation (zoning) will be discussed. Site planning and design topics will include environmental assessment issues of geology and soils, vegetation, hydrology, and climate. Site development issues of earthwork and grading, drainage and erosion, streets and roads, utilities, parking, and building construction will be covered.

CONSTRUCTION MANAGEMENT TECHNOLOGY

BCET 101 Interpretation of Plans and Specifications 3 s.h.

Formerly BCT 101 – A course to familiarize the student with the basic knowledge of how to read and interpret building plans and specifications. The student studies in detail the site plan, floor plans, elevations, sections, detail symbols, notations and abbreviations of a standard set of contract plans. The related specifications for wood, steel and concrete construction and electrical and mechanical systems are covered.

BCET 124 Project Planning and Control 3 s.h.

Formerly BCT 124 – Discusses project management policies, life cycle, organizational structures and models. Students will investigate budgeting, scheduling, resource allocation through the utilization of project networking such as PERT and CPM. Monitoring and information procedures are analyzed as fundamental elements for control and maintaining balance in meeting project objectives. Utilization of computer methods is covered to plan and monitor projects. Prerequisites: BCET 134, CVET 161 or field experience. Code 1 course fee.

BCET 134 Construction Methods and Pricing for Estimating 3 s.h.

Formerly BCT 134 – A course designed to introduce the student to the task of estimating as applied to a construction project. The estimating of material and labor costs will be studied, as well as intangibles such as taxes, insurance, bonding, overhead and profit. Each student will use P.C. driven spread sheets to track the various parts of a class project. The procedures of bidding, opening bids, awarding of contract and related items are covered. Prerequisites: Field experience.

COMPUTER SYSTEMS ENGINEERING TECHNOLOGY

ELET 152 Logic and the Microcomputer 3 s.h. (2 + 3)

Formerly ET 152 – This course is the second in a sequence of computer courses for electronic technicians. It contains basic concepts of codes, Boolean algebra, Karnaugh maps, computer arithmetic and logic. Various computer components studied include counters, registers, memories, microprocessors, ALUs and bus structure. The student shall develop these principles into a modern computer. Assembly language shall be used in some of the logic design portions of this course. The practical applications shall consist of experiments in combinational logic and programming of microcomputers. Code 2 course fee.

ELET 155 Introduction to Engineering Technology 2 s.h.

Formerly ET 155 – This course will examine career skills in engineering technology while teaching basic techniques utilized in technology. Students will gain proficiency in the use of software programs to organize field data, solve formulas, graph data, and report results. Problems will be drawn from practical applications experienced in the field. Prerequisite: MATH 011. Code 2 course fee.

ENGINEERING SCIENCE

ENGR 124 Engineering Analysis 3 s.h.

Formerly E 124 – Application of the methods of mathematical analysis to the solution of engineering problems using microcomputers. Programs to solve real-life engineering problems will be written using the FORTRAN language. Additional software packages will be investigated for use in problem solving. Corequisite: MATH 241 or MATH 256 or permission of instructor. Code 2 course fee.

ENGR 180 Computer-Aided Graphics: Basic Auto CAD 2 s.h. (1 + 3)

Formerly E 180 – A basic course in the fundamentals of computer-aided drafting/design (CADD). The course provides the student with an understanding of the concepts, features and limitations of a micro-computer based CAD system. Students will gain hands-on experience using the latest release of "AutoCAD" 2D software, the computer, digitizer and plotter. The majority of the course time consists of laboratory exercises.

ENGR 181 Graphics for Engineers 2 s.h. (1 + 3)

Formerly E 181 – This course presents the fundamentals of engineering graphics and includes coverage of elementary projection, lines and planes, auxiliary views, edge views, oblique projection, angle between planes, angle between lines and planes, intersections and revolution. Drawing will stress solution of elementary graphic problems. The drawings will be completed in both the drafting laboratory and using CAD software in the computer laboratory. Code 2 course fee.

ENGR 191 AutoCAD 2-D Basics I 3 s.h. (1 + 4)

Formerly E 191 – This is the first part of a basic program in the fundamentals of computer aided drafting/design (CAD). The course provides the student with an understanding of the concepts, features, and limitations of a microcomputer based CAD system. The course shows how to use AutoCAD to set up drawings and add lines, circles, arcs, other shapes, geometric constructions and text. Code 2 course fee.

ENGR 192 AutoCAD 2-D Basics II 3 s.h. (1 + 4)

Formerly E 192 – This is the second part of a basic program in the fundamentals of computer aided drafting/design (CAD). The course continues from the prerequisite course with diminishing, blocks, attributes, section views, and an introduction to three-dimensional drawing. The course shows how to use AutoCAD to draw and edit polylines; set layers, linetypes and create colors; create section lines and graphic patterns. Prerequisite: ENGR 191. Code 2 course fee.

ENGR 193 AutoCAD 3-D Basic 3 s.h. (1 + 4)

Formerly E 193 – This is the third part of a basic program in the fundamentals of computer aided drafting/design (CAD). The course explores the three dimensional viewing and construction capabilities of AutoCAD. Topics covered include a review of point coordinate entry; X, Y, and Z filters; spherical and cylindrical coordinate entry; 3-D viewing techniques; 3-D geometry construction; surface meshes; regions and solid modeling. Prerequisite: ENGR 192. Code 2 course fee.

ENGR 194 AutoCAD Customization 3 s.h. (1 + 4)

Formerly E 194 – This is the final part of a basic program in the fundamentals of computer aided drafting/design (CAD). The course covers the techniques for customizing AutoCAD user environment and the AutoCAD menu system. Some of the course topics include creating and modifying toolbars, screen menus, toolbar buttons and flyouts. Other topics include creating macros for automating repetitive tasks and managing symbol libraries. This course also introduces AutoLISP and Dialog Control Language (DCL). Prerequisite: ENGR 192 or CVET 182 or permission of instructor.

ENGR 196 Geographic Information Systems 3 s.h. (1 + 4)
 Geographic Information Systems (GIS) deal with the development and utilization of maps and data. GIS integrates the display capabilities of a computerized map with the information management tools of a spreadsheet. This course will include an overview of maps and computer systems, a look at models for attribute and spatial data, the organization of data in a GIS, and how a GIS can be utilized. Prerequisites: ENGR 192 or CVET 182 or permission of the instructor. Code 2 course fee.

ENGR 198 AutoDesk Inventor 3 s.h. (1 + 4)
 This course will introduce the aspects of Solid Modeling and Parametric Modeling, using AutoDesk Inventor. The student starts with constructing basic shapes to building intelligent solid models, creating multi-view drawings and assembly models. Prerequisites: ENGR 192 or CVET 182 or permission of instructor. Code 2 course fee

ENGR 221 Engineering Statics 3 s.h.
 Formerly E 221 – A quantitative study of forces that act on engineering structures in equilibrium. Force system classification, resultant forces and conditions for equilibrium of rigid bodies in two and three dimensions are covered. Mathematical principles of vectors and calculus are applied to trusses, frames, and simple machines. Centroids (center of mass) are developed and used in the analysis of stresses on beams. Special engineering topics discussed will include dry friction with an introduction to virtual work. The concept of moment of inertia included in discussion will establish the link between statics and solid mechanics. Prerequisites: MATH 266, PHYS 271.

ENGR 222 Engineering Dynamics 3 s.h.
 Formerly E 222 – A study of the motion of bodies without reference to the forces which cause the motion and the action of forces on acting the bodies to their resulting motions. Rectilinear and curvilinear motion in two and three dimensions using rectangular, normal/tangential and polar coordinate system are investigated in kinematics. Kinetics includes discussions on work, potential and kinetic energy. Pulse and momentum are analyzed from a special treatment of Newton's second law along with the concept of conservation of energy and momentum. Prerequisite: MATH 266, PHYS 271.

ENGR 251 Electrical Engineering I 4 s.h. (3 + 3)
 Formerly E 251 – Circuits are studied using the analytical tools of the engineer. The required theorems and techniques are derived first using resistive circuits, and then applied to RC, RL, and RLC networks. Transient analysis of these networks is then studied, followed by sinusoidal steady-state analysis, and sinusoidal power calculations. Laboratory work is correlated with the lectures. Prerequisites: MATH 266, PHYS 272. Code 2 course fee.

ENGR 252 Electrical Engineering II 4 s.h. (3 + 3)
 Formerly E 252 – A continuation of ENGR 251 beginning with mutual inductance, and series and parallel resonance. The Laplace transform is introduced, and its use in circuit analysis is thoroughly studied. Other topics include: Fourier series and the Fourier transform, two-port networks, and transfer functions. Laboratory work is correlated with the lectures. Prerequisite: ENGR 251. Corequisite: MATH 280. Code 2 course fee.

ENGLISH

High school transcripts are required for appropriate placement in mathematics and language courses.

ENGL 001 ESL Intermediate Conversational English 3 n.c.
 Formerly ENG 001 – This course is designed for nonnative speakers of English identified as needing English language instruction at the intermediate level. Instruction will focus on the conversational skills needed for effective verbal communication. This course cannot be used to satisfy degree requirements. Prerequisite: Identification of need by the appropriate score on the Accuplacer Test and the Michigan English Placement Test (MEPT) or recommendation of instructor. Corequisite: ENGL 004

ENGL 004 ESL Intermediate Listening and Speaking 3 n.c. (3 + 0)
 Formerly ENG 004 – This course is designed for nonnative speakers of English identified as needing English language instruction at the intermediate level. Instruction will focus on the development of accuracy in the production of spoken English: stress, intonation, and rhythm; as well as the development of listening skills needed to undertake academic work and to understand colloquial speech. The foreign language lab will be utilized to enhance the accuracy of these skills. This course cannot be used to satisfy degree requirements. Prerequisites: Identification of need by appropriate score on the Accuplacer Test and the Michigan English Placement Test (MEPT) or recommendation of the instructor. Corequisites: ENGL 001.

ENGL 005 ESL Intermediate Grammar 3 n.c. (3 + 0)
 Formerly ENG 005 – This course is designed for nonnative speakers of English identified as needing English language instruction at the intermediate level. Using a communicative approach, this course will provide practice, development and internalization of the fundamental structures of English grammar needed for effective spoken and written communication. This course cannot be used to satisfy degree requirements. Prerequisites: Identification of need by appropriate score on the Accuplacer Test and the Michigan English Placement Test (MEPT) or recommendation of the instructor. Corequisite: ENGL 006.

ENGL 006 ESL Intermediate Reading and Writing 3 n.c. (3 + 0)
 This course is designed for nonnative speakers of English identified as needing English language instruction at the intermediate level. Work will focus on the improvement of skills and vocabulary needed to read with greater speed and comprehension and to generate written responses to readings of intermediate difficulty. The function and structural elements of a paragraph will be carefully analyzed. This course cannot be used to satisfy degree requirements. Prerequisites: Identification of need by appropriate score on the Accuplacer Test and the Michigan English Placement Test (MEPT) or recommendation of the instructor. Corequisite: ENGL 005.

ENGL 007 ESL Advanced Grammar 3 n.c. (3 + 0)
 Formerly ENG 007 – This course is designed for nonnative speakers of English identified as needing English language instruction at the advanced level. This course will provide an intensive study of English grammar and usage and the mechanics of punctuation, capitalization and spelling. Particular attention will be paid to the most common grammatical problem areas generated by ESL learners when writing compositions. This course cannot be used to satisfy degree requirements. Prerequisites: Identification of need by appropriate score on the Accuplacer Test and the Michigan English Placement Test (MEPT) or recommendation of the instructor. Corequisite: ENGL 008. Code 2 course fee.

ENGL 008 ESL Advanced Reading and Writing 3 n.c. (3 + 0)

This course is designed for nonnative speakers of English identified as needing English language instruction at the advanced level. Work will focus on the skills and vocabulary needed to read college-level texts and to generate written responses that demonstrate a basic mastery of grammar, sentence structure, and paragraph formation. This course cannot be used to satisfy degree requirements. Prerequisites: Identification of need by appropriate score on the Accuplacer Test and Michigan English Placement Test (MEPT) or recommendation of the instructor. Corequisite: ENGL 007

ENGL 010 Fundamentals of Reading and Study I 3 n.c. (3 + 0)

This course is designed to enable students to improve fundamental reading and study skills essential to a meaningful college experience. It is required for students identified by the Accuplacer Test as needing development in college-level reading strategies. The course will be integrated with opportunities to improve comprehension, vocabulary, reading rate, and study skills. A minimum grade of C must be earned to progress to the next course in the reading sequence. This course cannot be used to satisfy degree requirements. Prerequisites: Identification of need by scores on the Accuplacer test.

ENGL 011 Fundamentals of Reading and Study II 2 n.c.

This course is designed for students identified as needing a second-level developmental reading course on the basis of Accuplacer Test results or successful completion of ENGL 010. Instruction will expand upon the fundamental reading and study skills taught in ENGL 010 through an increased emphasis on analysis, synthesis, and evaluation of ideas (critical reading and thinking skills). A minimum grade of C must be earned to complete this course successfully. This course cannot be used to satisfy degree requirements. Prerequisites (one of the following): Identification of need as determined by appropriate score on the Accuplacer Test or completion of ENGL 010: Fundamentals of Reading and Study I with a grade of C or better.

ENGL 020 English Fundamentals I 3 n.c.

This course is designed for students whose Accuplacer test results demonstrate insufficient mastery of the writing skills needed for enrollment in college composition. Personal and expository writing assignments totaling a minimum of 1500-2000 words of finished writing will be assigned. Students will receive a thorough grounding in the basics of the English language, including the related language areas of reading, listening, speaking, and critical thinking. A grade of C must be earned to progress to the next course in the composition sequence. This course cannot be used to satisfy degree requirements. Prerequisite (one of the following): Identification of need by appropriate score on the Accuplacer test or recommendation of instructor. Recommended Corequisite: Students should take ENGL 010 concurrently if Accuplacer scores indicate a need for that course.

ENGL 021 English Fundamentals II 4 n.c. (4 + 0)

This course is required for students identified on the Accuplacer Test as needing some remediation in writing skills. The instructional focus is on expository paragraph and short essay composition. A minimum of 2500 words of finished writing will be assigned, supported by intensive study and practice in idiom, sentence structure, grammar, punctuation, and style. Students will learn to use the computer to compose and edit writing assignments and to locate appropriate electronic sources. A grade of C must be earned to progress to the next course in the composition sequence. This course cannot be used to satisfy degree requirements. Prerequisite (one of the following): Identification of need by appropriate score on the Accuplacer Test or completion of English 020 with a grade of C or better or recommendation of instructor.

ENGL 142 The History and Grammar of English 3 s.h.

This course is an overview of the historical development and grammatical structure of the English language. It will provide intensive study of grammar, usage, and the mechanics of punctuation, capitalization, and spelling. Emphasis will be directed to practical application of traditional grammar rules in oral and written communication. The course will also provide a foundation for an English major and for foreign language or ESL studies. This course may not be substituted for English courses required for OCC degrees. Prerequisites: ENGL 021 or ENGL 151 or permission of the instructor.

ENGL 151 English I 3 s.h.

In ENGL 151 students will compose and revise expository essays totaling 3500 words minimum. Through a series of primarily text-based writing assignments, the course reinforces and stresses the further development of critical reading and thinking, the writing process, and information literacy. Prerequisites: Satisfactory placement test score/or successful completion of required developmental courses.

ENGL 151 English I Honors 3 s.h.**ENGL 152 English II 3 s.h.**

This course introduces students to the study of fiction, poetry and drama, and requires written assignments (totaling 3500 words, minimum), including at least one documented essay, that build on the writing and research skills developed in ENGL 151. With ENGL 151, this course fulfills the 6 credit graduation requirement in English Communication. Prerequisites: ENGL 151

ENGL 152 English II Honors 3 s.h.**ENGL 153 Creative Writing 3 s.h.**

This course provides opportunities for students to write creatively in several genres: creative non-fiction, short stories, poems, and one-act plays. It is flexibly organized to permit emphasis on the area of major interest to the individual writer. The course introduces terms and structures related to the different literary genres, demonstrated through selections from significant literary texts. Although student work is presented in class regularly, and other students respond to it, the instructor evaluates student accomplishment in the course. Prerequisites: ENGL 151

ENGL 212**Introduction to Drama 3 s.h.**

In this course, students learn about dramatic traditions throughout history by studying dramatic literature from ancient to modern times. Students will analyze dramatic works through a historical, political, cultural, and social context, as well as explore elements of drama and presentation. Prerequisites: ENGL 151.

ENGL 222**Native American Literature 3 s.h.**

This course traces the evolution of Native American writing from its origins in the oral tradition to its varied expression in modern fiction, poetry, and non-fiction. The course will examine the ways in which world view, cosmology, myth and symbol are interwoven to create the rich fabric of Native American storytelling. The writings will be studied in their cultural context as well as for elements of content, structure, style, and meaning. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisites: ENGL 151.

ENGL 223 African American Literature 3 s.h.

The course includes short stories, slave narratives, poetry, drama, and the novel, beginning with writings from the 1700s to the 1900s, exploring the struggles, dreams, artistry, wit, conceptions, and perceptions of authors and of voices too long silenced. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisites: ENGL 151.

ENGL 224 Studies in**Non-Western Literature 3 s.h.**

Students will have the opportunity in this course to read and discuss representative writers from Non-Western nations or cultures in the Middle East, Africa, the Indian Subcontinent, East Asia, the Americas, and the Caribbean. The writings will be studied both as literary texts and as representatives of their respective cultures. Course content will be team taught in three complementary instructional units. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisites: ENGL 151.

ENGL 225 Chinese Literature in Translation 3 s.h.

An introduction to the major genres and themes of Chinese literature from approximately 720 BC to the Twentieth-century. Students will gain insights into the Chinese culture and society through the English translation of selected samples of poetry, short stories, novels, essays, and drama. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisites: ENGL 151.

ENGL 226 Arabic Literature in Translation 3 s.h.

Introduction to Arabic literature in translation and Arab diasporic literature written in English. Students will gain insights into Arabic culture and literature from the classical period to the present and into contemporary Arab diasporic cultures in the United States and England through readings from novels, short stories, drama, poetry, and essays. Prerequisites: ENGL 151.

ENGL 235 Myth and Meanings in Literature I 3 s.h.

Myth and Meanings I explores the ways that myth and symbol organize the world of human action, history, and culture to provide a totality of meaning. Focusing on Middle Eastern Neolithic-era, Native American and Far Eastern mythologies, the course applies concepts developed by Joseph Campbell to selected works of world literature. Prerequisites: ENGL 151. Code 2 course fee (applies to Home Study only).

ENGL 236 Myth and Meanings in Literature II 3 s.h.

Myth and Meanings II explores the ways that myth and symbol have shaped Western culture. The course applies the mythic insights of Joseph Campbell to interpretations of selected ancient, medieval, and modern literary texts. Specific units include the relationship of myth and metaphor, cultural initiation rituals, the Greek mystery religions, early Christian philosophy, the Arthurian myth cycle, and the origins and development of the Grail legend. Prerequisites: ENGL 151. Myth and Meanings I is not a prerequisite. Code 2 course fee.

ENGL 240 Women in Literature 3 s.h.

A study of the development of women's literary history from the Middle Ages to the present with an emphasis on the works of the nineteenth, twentieth, and twenty-first centuries. The course examines the variety of literature that English-speaking women have produced between the 14th century and the present, paying special attention to the evolution of the female literary tradition and the changing definitions of the woman writer. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisites: ENGL 151

ENGL 242 Women in Film 3 s.h.

Formerly ENG 242 – This course studies gender concerns in the art of cinema. It focuses on female images, icons, cultural change and role definition, what has been lost and found at the movies, and the various contributions of women to films and filmmaking. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisite: ENGL 151.

ENGL 244 Women's Lives 3 s.h.

This course will examine the genre of biography as it is used to tell of literary women's lives. Biographies of women writers will be read and discussed in terms of biographical styles, gender issues, and social contexts. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisites: English 151 .

ENGL 251 American Literature I 3 s.h.

Formerly ENG 251 – A study of literary works and their backgrounds from the beginning of American literature to approximately 1865. Students will read, discuss and write about significant works. Prerequisite: ENGL 151

ENGL 252 American Literature II 3 s.h.

Formerly ENG 252 – A study of American literary works and their backgrounds from approximately 1865 to the current day. Students will read, discuss and write about significant works. Prerequisite: ENGL 151.

ENGL 253 British Literature I 3 s.h. (3 + 0)

An introduction to British Literature that provides a broad overview of literary and cultural development through the eighteenth century, with focus on major writers of the Anglo-Saxon period, the ages of Chaucer, Shakespeare, Milton, and Pope, and Neo-Classic writers of the late seventeenth century. Prerequisite: ENGL 151

ENGL 254 British Literature II 3 s.h. (3 + 0)

An introduction to British Literature that provides a broad overview of literary and cultural development from 1785 through the current day, with focus on major writers of the Romantic, Victorian, Modern, Mid-Twentieth Century, and Post-Colonial eras. Prerequisite: ENGL 151

ENGL 255 World Literature I 3 s.h.

Formerly ENG 255 – Reading and discussion of some of the great works of world literature, specifically those not likely to be covered in courses on American, British and contemporary literature. ENGL 255 considers literature of the Ancient, Medieval, and Renaissance periods. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisite: ENGL 151.

**ENGL 256
World Literature II 3 s.h.**

Formerly ENG 256 – A study of some of the world's great authors (by non-English writers), from the neoclassicism of the seventeenth century through works of the twentieth century. An emphasis is placed on a diversity of ideas, nations and genres. This course satisfies the diversity requirement for the A.A. Liberal Arts degree. Prerequisite: ENGL 151.

ENGL 257 The Short Story 3 s.h.

A study of the short story as a literary genre, with a focus on its techniques and historical development. Works by modern and contemporary fiction writers will be emphasized. Prerequisites: ENGL 151

ENGL 258 The Short Novel 3 s.h.

Students will read, discuss, and write about a number of representative short novels written from 1700 to the present. These novels will be analyzed according to varying methods of modern literary evaluation. Texts will be considered in relation to the authors' perceptions of human experience, reactions to modern society, and statements of value. Prerequisites: ENGL 151.

**ENGL 259 Advanced
Creative Writing 3 s.h.**

Formerly ENG 259 – This course provides the opportunity for students to continue work in the creative writing genres - creative non-fiction, poetry, and short fiction - begun in ENGL 153. Flexible organization and group criticism as well as searching for outside vehicles for recognition and/or publication of student work will contribute to the course's instructional format. Prerequisites: ENGL 151, ENGL 153 or permission of the Department.

**ENGL 260
The Shakespeare Plays I 3 s.h.**

This course examines representative plays from Shakespeare's comedies, histories, tragedies, and later romances. Students will read selected plays and will view filmed performances of the plays. Literary, cultural, and performance considerations of the plays will be examined. Students may repeat the course once for credit as ENGL 261 when new plays are offered. Prerequisites: ENGL 151.

**ENGL 261
The Shakespeare Plays II 3 s.h.**

Formerly ENG 261 – A continuation of ENGL 260 with additional plays in the television series being viewed and studied. Prerequisite: ENGL 151 & ENGL 260.

**ENGL 270 The Works
of F. Scott Fitzgerald 3 s.h.**

This course explores the artistic and social milieu of the United States in the "Roaring Twenties" and the depressed Thirties through the writings of F. Scott Fitzgerald. Reading and writing assignments, accompanied by filmed versions of Fitzgerald's fiction, provide a broad range of experiences with the life and literature of the two decades. Prerequisites: ENGL 151.

**ENGL 274 The World
of Ernest Hemingway 3 s.h.**

Formerly ENG 274 – A study of the short fiction and major novels of Ernest Hemingway, beginning in Paris in the 1920s as a spokesman for the lost generation, continuing through his next four decades of artistic growth, and focusing on his major contributions to twentieth-century narrative style. Prerequisite: ENGL 151.

**ENGL 280 American Poets:
Voices and Visions 3 s.h.**

Formerly ENG 280 – Based on the recent PBS television series, this course offers students the opportunity to study the distinctive voices and visions of eight American poets from Walt Whitman through Robert Frost to Sylvia Plath. Prerequisites: ENGL 151. Home study course. Code 2 course fee.

ENVIRONMENTAL SCIENCE

**ENVI 152 Environmental
Science 4 s.h. (3 + 2)**

Formerly SC 152 – An introduction to current environmental problems and the processes used to analyze them from perspectives of the biological, geological, and social sciences. Field and laboratory experiences incorporated into the course. Prerequisites: high school biology and chemistry. Code 3 course fee.

**ENVI 154 Introduction to
Oceanography 4 s.h. (3 + 2)**

Formerly SC 154 – An introduction to the study of Oceanography, the study of the major processes that control the world's oceans. This course provides the basic concepts utilized in marine study: biology, chemistry, geology, and physics. Related topics include atmospheric science, microbiology, and meteorology. Field and laboratory study will include marine study along the shore. Prerequisites: High school biology, chemistry, advanced algebra, or BIOL 114 and no remedial placement in algebra. Code 3 course fee.

**ENVI 159 Natural Resources
Conservation 4 s.h. (3 + 2)**

Provides in-depth coverage on the importance of the natural environment and how to protect its many resources for future generations. Outlines many of the national and international environmental problems associated with resource management and conservation, and reviews legislative, technological and methodological solutions to these problems. Field trips to natural preserves and to other appropriate sites will be an integral component of this course. Prerequisites: High school biology and high school chemistry. Code 3 course fee.

**ENVI 251 Water/Wastewater
Treatment 4 s.h. (3 + 2)**

Formerly SC 251 – This course provides the necessary knowledge and techniques to operate both water treatment filtration facilities and those without filtration capacity. It also provides fundamental knowledge and techniques employed in most primary and secondary wastewater treatment facilities. It will include the operation of settling tanks, activated sludge, sand filters, trickling filters, and general laboratory techniques used in wastewater treatment. Prerequisites: CHEM 182. Code 2 course fee.

**ENVI 252 Hazardous Wastes
Technology 4 s.h. (3 + 2)**

Formerly SC 252 – This course provides the necessary knowledge relative to federal and state regulations pertaining to hazardous waste classification, record keeping and training requirements. Includes health and safety topics, functions and selection of personal protective equipment and sampling protocols. Relevant topics in chemistry are reviewed. Prerequisites: CHEM 182. Code 2 course fee.

**ENVI 253 Air Quality
Technology 4 s.h. (3 + 2)**

Formerly SC 253 – A quantitative and qualitative evaluation of the atmospheric environment. Fundamentals of air pollution, measurement and control, legal enforcement, major sources of atmospheric emissions, air quality monitoring and sampling systems. Also included are operation and calibration of air monitoring instruments, and physical and chemical analyses of particulate and gaseous samples. Prerequisites: CHEM 182. Code 2 course fee.

**ENVI 257
Seminar/Current Issue 1 s.h.**

Formerly SC 257 – This is a capstone course in environmental science with presentations describing original research in the field, conducted by students, faculty and invited speakers. Sessions may be used to debate controversial issues, films or other published materials. Prerequisite: 15 s.h. in environmental science degree program.

**ENVI 259 Field Experience/
Practicum 2-3 s.h. (1 + 4)**

Formerly SC 259 – Required of all environmental science majors. This course is intended to provide an off-campus work-study experience that is planned and conducted under the supervision of an environmental science faculty member. Arrangements must be made well in advance before the course is to be taken. Prerequisite: At least 25 s.h. in environmental science degree program.

FILM

FILM 200 Understanding Film 3 s.h.

This course will expose students to the genre of film as a contemporary form of literary expression. Course components will include studying the relation of film to literary texts, analyzing the elements of cinema, examining film archetypes and stereotypes, and exploring film's realistic and expressionistic traditions. Prerequisites: ENGL 151

FILM 202 From Literature to Film 3 s.h.

The study of film technique, film production, and narrative fiction are combined in this course. Emphasis is placed on studying the process of adapting short stories, a play, and a novel to the screen by reading the original texts and viewing the films. Students will also adapt a brief excerpt of a piece of fiction to a short screenplay and have the option of developing this screenplay into a short film. Prerequisites: ENGL 151

FILM 220 Italian Film 3 s.h.

This course traces the development of cinema in Italy following two decades of fascist domination and the chaos of World War II. The emergence of Neo-Realism made Italian cinema one of the most influential movements of contemporary cinema and made the directors associated with the movement, e.g. Rossellini, De Sica, Fellini, Scola, and Taviani, world figures in cinema. Code 3 course fee.

FIRE SCIENCE

- Fire Science courses conform to the regulations established by the State of New Jersey and may be applied toward certification as a Certified Fire Inspector/Fire Official.
- Graduates of the Ocean County Fire Academy and students with field experience in fire fighting may receive credit for prior learning and/or experience with the approval of the Fire Science Coordinator.

FIRE 151 Principles of Fire Protection 3 s.h.

Formerly FS 151 – The student will describe, analyze and evaluate basic principles in the field of fire protection. Topics include fire behavior, codes and standards, safety, building design and construction, extinguishing agents and systems, alarm and detection devices and fire department organization and administration.

FIRE 152 Fire Service Construction Principles 3 s.h.

Formerly FS 152 – The student will gain a knowledge of construction principles of basic concern to the fire service. Various types of construction (wood, ordinary, mill, concrete, steel) building design criteria and material behavior will be related to expected outcomes in fire service operations. Prerequisite: FIRE 151 or permission of instructor.

FIRE 153 Fire Department Organization and Management 3 s.h.

Formerly FS 153 – The student will describe, analyze and evaluate basic management concepts as they apply to the structure and processes of the modern fire service organization. Emphasis will be placed upon fire service organizational structure, processes and behaviors, records, management information systems, communications, leadership, public relations and the planning, organizing, directing, coordinating and controlling functions. Prerequisite or corequisite: FIRE 151.

FIRE 154 Fire Fighting Tactics and Strategy 3 s.h.

Formerly FS 154 – The student will describe, analyze and evaluate fire fighting strategy and tactics. Topics to be covered include the action plan, control and coordination, company control considerations and systems planning. Prerequisite: FIRE 151 or permission of instructor.

FIRE 155 Hazardous Materials Incident Analysis 3 s.h.

Formerly FS 155 – The student will receive a basic foundation in the fundamentals of hazardous materials incident analysis as it relates to fire service operations. Students will be taught to recognize and to evaluate the hazard potential of commonly used flammable, explosive and toxic hazardous materials and to apply their knowledge of catastrophic situation adjustment to fire fighting operations commonly used to hazardous materials incidents. Prerequisite: CHEM 180 or one year of high school chemistry.

FIRE 251 Fire Service Hydraulics 3 s.h.

Formerly FS 251 – The student will describe, evaluate and apply the basic principles of fire service hydraulics. Topics presented include fire pumps, velocity distribution systems, fire streams, friction loss, insulated devices, alarm systems and automatic sprinkler operations. Prerequisite: MATH 165 or MATH 191.

FIRE 254 Elements of Arson Investigation 3 s.h.

Formerly FS 254 – The student will conduct a comprehensive examination of the field of arson investigation and evaluate its implications for the fire service. Topics include combustion processes, fuels and accelerants, pyrolysis, investigation procedures and the legal aspects of arson.

FIRE 255 Fire Prevention and Inspection I 3 s.h.

Formerly FS 255 – The student will analyze, evaluate and apply methodology utilized in the field of fire prevention and inspection. Topics included are inspection procedures, common and special fire hazards, occupancy problems and life safety requirements. Students completing this course, which is recognized by the N.J. Bureau of Fire Safety, may obtain licensure as a Fire Official/Inspector. Prerequisite FIRE 151.

FIRE 256 Fire Prevention and Inspection II 3 s.h.

Formerly FS 256 – The student will identify, analyze, evaluate and apply concepts utilized in the administration and enforcement of fire codes and related laws and ordinances. Students completing this course, which is recognized by the N.J. Bureau of Fire Safety, may obtain licensure as a Fire Official. Prerequisites: FIRE 151 and FIRE 255.

FIRE 257 Administration for Fire Officials 3 s.h.

The New Jersey Department of Community Affairs (NJAC 5:18-7.72) requires this course for all fire officials to be certified. The course is a continuation of the Fire Science curriculum, and will prepare the student to be competent in the administrative portion of the Uniform Fire Code. The student will be able to manage a fire prevention and inspection unit. The student will be able to apply modern management principles and concepts required for managing a fire prevention unit.

FLIGHT

FLTE 101 Introduction to Flight 5 s.h. (3 + 4)

This course is designed to provide students with the basic principles of flight, air traffic control, navigational procedures and regulation. Also, provides basic knowledge pertaining to visual flight in the national airspace system, principles of navigational equipment, communications, safety of flight, aeronautical charts and other publications. Upon completion of the course the students will have acquired sufficient knowledge to pass the FAA Private Pilot written exam and the Proficiency to pass the FAA Private Pilot Practical Flight Test. (Students must meet with a representative of the Ocean Aire Pilot Center to review flight instruction policies and procedures, FAA requirements and flight instruction fees prior to registration.) Flight instruction fees vary according to the number of flight hours necessary for students to master essential flight skills. Students pay flight instruction fees directly to the Ocean Aire Pilot Center.

FLTE 102 Instrument Flight 5 s.h. (3 + 4)

This course provides coverage about the principles of instrument flight, including more in-depth review of navigational and communications equipment, charts, approach plates and safety of flight. Upon completion of the course, students will have acquired sufficient knowledge to pass the FAA Instrument exam and proficiency to pass the FAA Practical Flight Test. Prerequisite: FLTE 101. (Students must meet with a representative of the Ocean Aire Pilot Center to review flight instruction policies and procedures, FAA requirements and flight instruction fees prior to registration.) Flight instruction fees vary according to the number of flight hours necessary for students to master essential flight skills. Students pay flight instruction fees directly to the Ocean Aire Pilot Center.

FLTE 103 Commercial Flight I 3 s.h. (2 + 2)

This course will permit the student to improve their efficiency and accumulate the flight hours required for the commercial rating. Upon completion students will have acquired sufficient knowledge to pass the FAA Commercial written exam. Prerequisite: FLTE 102. (Students must meet with a representative of the Ocean Aire Pilot Center to review flight instruction policies and procedures, FAA requirements and flight instruction fees prior to registration.) Flight instruction fees vary according to the number of flight hours necessary for students to master essential flight skills. Students pay flight instruction fees directly to the Ocean Aire Pilot Center.

FLTE 104 Commercial Flight II 3 s.h. (2 + 2)

This course will provide students with hands-on experience at the controls of a complex aircraft. Upon completion of this course students will meet the flight hour requirement, have mastered the complex aircraft and be able to satisfactorily perform the required maneuvers to FAA test standards and pass the FAA Commercial Practical Flight test. Prerequisite: FLTE 103. (Students must meet with a representative of the Ocean Aire Pilot Center to review flight instruction policies and procedures, FAA requirements and flight instruction fees prior to registration.) Flight instruction fees vary according to the number of flight hours necessary for students to master essential flight skills. Students pay flight instruction fees directly to the Ocean Aire Pilot Center.

FRENCH

Students who have had four years of French in high school should enroll in FREN 291: Intermediate French I.

Students who have had three years of French in high school should enroll in FREN 192: Elementary French II.

Students who have had two years or less, or no previous classes in French should enroll in FREN 191: Elementary French I.

FREN 191 Elementary French I 3 s.h.

Formerly FR 191 – This course is designed for the beginner who has had no previous study of French or students who feel that because of their background or past experience, they would profit from beginning their study of French at the elementary level. No prerequisites.

FREN 192 Elementary French II 3 s.h.

Formerly FR 192 – A continuation of FREN 191, stressing the use of conversational dialogues, a comprehensive study of grammar, and readings of French literature chosen to increase the student's ability to read French. Prerequisite: FREN 191 or equivalent or consent of the instructor.

FREN 291 Intermediate French I 3 s.h.

Formerly FR 291 – This is an intermediate course designed to further the four basic skills of speaking, reading, writing, and listening begun in FREN 191 and FREN 192. This course is designed for the student who has successfully completed at least one year of college French (FREN 191 and FREN 192) or two years of secondary French or the equivalent. Prerequisite: FREN 192 or satisfactory score on language placement test.

FREN 292 Intermediate French II 3 s.h.

Formerly FR 292 – A continuation of FREN 291, and the advancement of the student's ability to read fluently from French literature and express him/herself clearly and concisely in both oral and written situations. Prerequisite: FREN 291.

GEOGRAPHY

GEOG 161 World Physical Geography 3 s.h.

Formerly SS 161 – Students will gain an understanding of the physical processes which shape the earth's geographic landscape. Physical elements of the earth's systems to be studied include seasons, weather, climate, plant and animal distribution, and landforms and their formation. Effects of human activities on the environment will be stressed. This course satisfies the Liberal Arts diversity requirement.

GEOG 162 Human Geography 3 s.h.

Formerly SS 162 – Students will study the relationships between society and space, and the effects of these relationships on the surface of the earth. The goal is for the student to leave the classroom at the end of the semester with some understanding of why in the world things are where they are. This course satisfies the Liberal Arts diversity requirement.

GERMAN

Students who have had four years of German in high school should enroll in GRMN 291: Intermediate German I. Students who have had three years of German in high school should enroll in GRMN 192: Elementary German II. Students who have had two years or less, or no previous classes in German should enroll in GRMN 191: Elementary German I.

GRMN 191 Elementary German I 3 s.h.

Formerly GER 191 – This course is designed for the student without any previous knowledge of the language and for those wishing to refresh and further develop the four basic skills of speaking, listening, reading, and writing. Progressing from simple vocabulary and sentence structure, the student is encouraged to speak the language in simple conversational patterns. An introduction to German customs, including food and beverages, culture and civilization is a fringe benefit of the course. Prerequisite: Curiosity and good will.

GRMN 192

Elementary German II 3 s.h.
Formerly GER 192 – This course is a continuation of oral practice combined with reading of interesting and thought-provoking texts. Additional exposure to the four language skills of speaking, listening, reading, and writing will contribute to the student's overall confidence in handling a foreign language. Further exposure to German customs, culture, and civilization is part of the course. Prerequisite: GRMN 191, or appropriate high school or life experience, or consent of the instructor.

GRMN 291

Intermediate German I 3 s.h.
Formerly GER 291 – The conversational approach to language learning is emphasized and coupled with the development of advanced language skills of speaking, listening, reading, and writing. The student is carefully guided through a structured review of elementary language skills achieved by means of explanation, conversation and group discussion based on current events and texts dealing with politics, sports, history, and literature. Selected texts and musical samples will enable the student to appreciate the time and life of Bach, Beethoven, Goethe and other features of German art and culture. Prerequisite: GRMN 192, or appropriate high school or life experience, or consent of the instructor.

GRMN 292

Intermediate German II 3 s.h.
Formerly GER 292 – Continuation of a carefully guided and structured review of language skills acquired earlier with an emphasis on oral practice and written exercises. Material of increasing difficulty and covering areas of special interest will be used to fine-tune and refine advanced language skills. Prerequisite: GRMN 291, or appropriate high school or life experience, or consent of the instructor.

GERONTOLOGY

See Human Services, page 94.

GRAPHIC DESIGN**COCG 160 Introduction to Macintosh/Painter** 2 s.h. (1 + 3)

An introductory course which will familiarize students with basic MAC operations. This course also provides students with the fundamentals of Paintbox, photo retouching and image manipulation on the computer. No computer graphics experience is needed. Code 2 course fee.

COCG 161 Painter/Paintbox Applications 2 s.h. (1 + 3)

This course is designed to explore the intricacies of, and to develop an expertise in the Painter program. The student will develop advanced computer graphic techniques for use in illustration, advertising, photo manipulation, animation and T.V. graphics. Prerequisite: COCG 160 or MAC proficiency, ARTS 183, ARTS 184. Code 2 course fee.

COCG 162 Quark 3 s.h. (1 + 4)

Fundamentals of layout and typography will be addressed through the use of QuarkXPress. The history of type, type as a design element and layout fundamentals will be emphasized. Non-Art majors should consult with the Fine Arts coordinator. Code 2 course fee. See relevant section for additional costs. Prerequisite: COCG 160 or MAC proficiency.

COCG 163**Photoshop** 3 s.h. (1 + 4)

Photographic manipulation and applied illustrative techniques for the photographer/illustrator/designer will be explored in this course. The course stresses the compositional and aesthetic aspects of the photographer/artist through the use of electronic manipulation in the production of the artistic product. Prerequisites: COCG 160, COPH 191. Code 2 course fee. ARTS 184 recommended. See relevant section for additional costs.

COCG 164**Adobe Illustrator** 3 s.h. (1 + 4)

An industry-level course to familiarize students with Adobe Illustrator, a PostScript drawing program used to generate and edit illustrations in various digital formats. Prerequisite: COCG 160 or MAC proficiency and COCG 161. Code 2 course fee. See relevant section for additional costs.

COCG 165**Graphics Portfolio** 3 s.h. (1 + 4)

Formerly COCG 165 – A course utilizing specific assignments from Quark, Photoshop and Adobe Illustrator to create a complete presentation package for a potential client. The student will be responsible for the development of a project from initial client interview through roughs, comps, mechanicals and dummies. Assignments identified in previous classes will be incorporated into this class so the student will develop a sense of continuity and will become familiar with all the ramifications inherent to production graphics. Prerequisites: COCG 162, COCG 163, COCG 164. Code 2 course fee. See relevant section for additional costs.

HEALTH AND HUMAN PERFORMANCE**HEHP 100 Aerobic**

Conditioning 1 s.h. (0 + 2)
An aerobic conditioning program that utilizes jogging, power walking, stationery, steppers, elliptical, treadmills, rhythmic exercise and calisthenics. Code 1 course fee.

HEHP 101 Weight Training and Body Building 1 s.h. (0 + 2)

This course is designed for students whose primary interest is learning the principles of strength and body shaping. Code 1 course fee.

HEHP 102 Volleyball 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Code 1 course fee.

HEHP 103 Track and Field 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Course 1 course fee.

HEHP 104 Badminton 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Course 1 course fee.

HEHP 105 Soccer 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Course 1 course fee.

HEHP 106 Basketball 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Course 1 course fee.

HEHP 107 Softball 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Course 1 course fee.

HEHP 108 Golf 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Course 1 course fee.

HEHP 109 Tennis 1 s.h. (0 + 2)

A study of the fundamental rules and etiquette of play, including the progression from simple to complex skills. Code 1 course fee.

HEHP 110 Applied Modern Health 2 s.h. (1 + 2)

Formerly HPE 110 – A critical scientific study of efficient movement based on experimental evidence and the application of physiological and physical laws. The relationship between health and the functional capacity of the cardio-respiratory, digestive and neuromuscular systems is emphasized. Laboratory work will include evaluation of each student's motor ability and personal fitness needs. Will fulfill General Education Requirements. Code 2 course fee.

HEHP 150**Swimming I****1 s.h. (0 + 2)**

Formerly PE 150 – For the student who has no knowledge of swimming techniques. Designed to assist in overcoming the fear of water. An elective course designed to orient the student to the water and instruct in propulsion across and through the water. Instruction in elementary forms of rescue, flotation and buoyancy, body position, artificial respiration, pool orientation and safety, ocean swimming (tides, currents), lake and river swimming (polluted water, submerged objects, currents), care of eyes, ears and skin, diving and simple games. Code 1 course fee.

HEHP 151**Swimming II****1 s.h. (0 + 2)**

Formerly PE 151 – For the student who can swim at least twenty-five yards comfortably in deep water. An elective course designed to instruct the student in the four basic strokes: elementary backstroke, sidestroke, breast-stroke and American crawl. Included is instruction in elementary forms of rescue, body position, artificial respiration, pool orientation and safety, care of eyes, ears and skin, diving and simple games. Code 1 course fee.

HEHP 152 Lifesaving 2 s.h. (1 + 2)

Formerly PE 152 – Designed to develop skill in personal safety as well as rescue procedures, with achievement of the following: 1) Perform standing front dive, with reasonably good form. 2) Swim 400 yards continuously using American crawl. 3) Dive from surface to minimum depth of six feet and swim two body lengths under water. 4) Tread water one minute. 5) Float motionless or rest in a floating position with minimum movements of arms and legs for five minutes. Code 2 course fee.

HEHP 153 Open Water**Scuba Diving****3 s.h. (2 + 2)**

Formerly PE 153 – An elective course for students interested in exploring the undersea world. Students will be taught theory and practice of diving with self-contained underwater breathing apparatus. Each two hours of class instruction will be supplemented by two hours of pool work in the safe use of mask, snorkel, fins, tanks, regulators and related equipment. The class culminates in a series of open water dives. Successful completion of all course requirements will result in an open water scuba certification through the Professional Association of diving instructors (P.A.D.I.) Participants must demonstrate the following watermanship skills at first pool session. 1) A 400 yard swim in 10 minutes of less; 2) Surface dive to 13 ft. and recover a 6 lb. weight; 3) Swim 75 ft. underwater on one breath; 4) 15-minute survival water tread and drown proofing. A physician's medical approval is required by session number five. Prerequisites: Watermanship test, approval of personal physician. Code 5 course fee.

HEHP 160 Community**First Aid and Safety 3 s.h. (2 + 2)**

Formerly HE 160 – A course designed to prepare the student in basic first aid care to the sick or injured. Classroom drills and practice will prepare the student to react properly in accident situations, plan his/her actions and exercise good judgement in adapting his/her classroom training to the accident scene. Students successfully completing the course will be eligible for American Red Cross Community First Aid and Safety Certification. Certification is based on Red Cross requirements. Code 2 course fee.

HEHP 172 International**Folk Dance I****1 s.h. (0 + 2)**

Formerly PE 172 – International Folk Dance has become a popular and fun recreational activity. The dances included in this course were chosen because they are enjoyable, exotic, cultural, interesting and provide a variety of basic steps. They come from many countries including, the Balkans, Macedonia, Greece, Israel, France, England, Scotland, Ireland, Russia, Poland, Syria, Bolivia, Turkey, Africa, and the United States. Code 1 course fee.

HEHP 173 International**Folk Dance II****1 s.h. (0 + 2)**

International Folk Dance has become a popular and fun recreational activity. The dances included in this course were chosen because they are enjoyable, exotic, cultural, interesting and provide a variety of basic steps. They come from many countries, including the Balkans, Macedonia, Greece, Israel, France, England, Scotland, Ireland, Russia, Poland, Syria, Bolivia, Turkey, Africa and the United States. Code 1 course fee.

HEHP 182**Fitness Measurement****3 s.h.**

Formerly PE 182 – Introduction to measurement, evaluation, test construction, and elementary statistical computation techniques in the Health and Human Performance professions. Interpreting test results and findings through the elements of scientific authenticity and basic statistical techniques. Prerequisites: MATH 156 or background in Statistics.

HEHP 185 History and**Philosophy of Health and Human****Performance****3 s.h.**

This course examines the history and philosophy of Health, Kinesiology and Sport. It surveys cultural heritage, with a broad overview of the history of human performance, and studies philosophical development and ethical implications and their application in these disciplines. Finally, HEHP 185 examines possible career opportunities within these disciplines, including: coaching, teaching, research, health and fitness career options in both the field of Schools/Education (and outside the field of Education, in businesses or as private entrepreneurs). Code 2 course fee.

HEHP 210 Karate I 2 s.h. (1 + 2)

Formerly PE 210 – An elective course designed for students and adults of the community who wish to learn the mechanics and techniques of karate as a means of self-defense. This course will be offered through the evening division. Code 2 course fee.

HEHP 211 Karate II 2 s.h. (1 + 2)

Formerly PE 211 – An elective course where the student will be given an opportunity to develop proficiency in advanced karate techniques including combinations, advanced kata (form exercises) and semi-free kumite (sparring). During course time exploration will expose students to advanced and tournament level martial arts techniques. Prerequisite: HEHP 210 or consent of instructor. Code 2 course fee.

HEHP 212 Martial Arts for**Advanced Students 2 s.h. (1 + 2)**

Formerly PE 212 – The student will be given an opportunity to further develop his or her proficiency in advanced Karate technique including combinations using hands, feet, elbows and knees. The student will practice these combinations in target impact sessions to develop form, power, balance and delivery distance. The course will adapt the advanced katas (sparring form exercise) in the opposite direction thus doubling the students sparring flexibility. These techniques will be used in single attack free sparring and multi-attack semi-free sparring. The class will develop not only the students physical conditioning and skills, but will positively aid self-confidence and self-image while providing a lifetime activity of proven aerobic and cardio-respiratory benefit. Prerequisite: HEHP 210 or consent of instructor. Code 2 course fee.

HEHP 222**Motor Learning****3 s.h. (3 + 0)**

This course offers comprehensive information which examines physical and psychological factors related to motor skills and can be applied to teaching progressions needed in the Human Performance and Physical Education curricula. Analysis of the many aspects of movement, including: sensory integration, properties of vision and perception, closed and open loop motor control theories, the role of practice and feedback, and transfer of motor learning. Code 2 course fee.

HEHP 225**Contemporary Health 3 s.h.**

Students will develop skills needed to meet challenges to their health and optimize their physical and psychological well-being. Topics to be examined include consumer education, fitness, family living, nutrition, mental health, dependency, substance abuse, and infectious and chronic diseases. The focus of the course will be on the importance of critical thinking emphasizing self-empowerment, prevention and understanding the health impact on human diversity. Code 2 course fee.

HEHP 226 Women's Health 3 s.h.

Formerly HE 226 – Health care needs of women including promoting health, maintaining wellness, and common physical and psychological conditions pertinent to health are identified. Historical, political, economic and social influences will be examined for their impact on women as consumers and providers of health care. Strategies to empower women to change their outlook of how they deal with the present health care system will be explained. This course satisfies the Liberal Arts Diversity Requirement. Code 2 course fee.

HEHP 227 – Introduction to Public Health 3 s.h.

This course introduces the student to the current issues in public health today from a local perspective to a global perspective. It includes such areas as community health problems, communicable disease control and the roles of public health professionals including nursing.

HEHP 228 Care and Prevention of Athletic Injuries 3 s.h. (2 + 2)

An introductory course designed to instruct the student in the care and prevention of athletic injuries. This course is essential for the future physical education teacher, coach or athletic trainer. Instruction in first aid, injury identification, taping techniques, hot and cold therapy, and situational practices will be included. Code 2 course fee.

HEHP 237 Sports**Officiating 3 s.h. (3 + 1)**

Formerly PE 237 – An elective course designed for students and adults of the community who wish to learn the mechanics and techniques of officiating involved in many sports peculiar to this country. Code 2 course fee.

HEHP 238 Management and Rehabilitation of**Athletic Injuries 3 s.h. (2 + 2)**

Formerly PE 238 – An elective course designed to present information and techniques in the use of therapeutic modalities and exercise. This information will be used to relate theory to practice in order to effectively rehabilitate the injured athlete. The student will not only participate in the classroom, but he/she will also gain valuable field experience. Code 2 course fee.

HEHP 239**Strength and Conditioning Physiology 3 s.h. (2+2)**

Formerly PE 239 – An elective course designed to present information and techniques associated with the physiological effects of movement and exercise on the human body. The student will also gain valuable knowledge in basic human anatomy, along with the movements that various musculature is responsible for. This information will be used to train athletes to reach their greatest level of fitness, as well as prevent athletic injury. Code 2 course fee.

HEHP 240**Exercise Physiology 3 s.h.**

Formerly PE 240 – An elective course intended for students interested in a career in exercise science; physiologists; physical educators; coaches; sports medicine/physical therapists. The student will gain knowledge in the theory and application of exercise physiology, cardiac rehabilitation, sports performance, and fitness. In addition, this course will include information on training for improvements, exercise metabolism, neuromuscular function, and health related fitness. Prerequisite: high school biology or HEHP 239. Code 2 course fee.

HEHP 250 Health Promotion at the Work Site 3 s.h. (2 + 2)

Formerly HE 250 – This course is designed to acquaint the student with the process of developing, implementing, and evaluating a health promotion program. The course will include such concepts as how to develop health promotion plans for a worksite, how to set realistic goals and expectations, and how to critique health education material on the market. Code 2 course fee.

HEHP 252 Nutrition for Fitness and Sport 3 s.h.

Formerly HE 252 – A course on how to improve the performance and health of participants in vigorous exercise. It will examine the role of nutrition, fluid intake, and body composition in physical performance and detail some of the special considerations for the younger, older, diabetic and female participant. Code 2 course fee.

HEHP 255**Nutrition and Health 3 s.h.**

Formerly HE 255 – An introduction to nutrition, nutrients and their function, and effects in the human body throughout the life cycle. Prerequisite and/or corequisite: high school biology and chemistry or college biology and chemistry recommended. Code 2 course fee.

HEHP 265 Kinesiology 3 s.h.

HEHP 265 is an overview of the study of human motion, structure and function. Principles governing movements related to the muscles, bones, and joints are emphasized. This information will be used to analyze performance and motor skills. Code 2 course fee.

HEHP 266 Principles of Exercise Prescription 3 s.h.

A personal trainer certification course designed to develop and enhance clinical and practical fitness assessment and performance skill. The student will learn to properly screen and evaluate individuals for safe participation in an exercise program; design and implement exercise prescriptions for multiple populations; and apply principles of exercise in a personal training environment. A personal training certification is available through the National Council of Strength and Fitness upon successful completion of course requirements. Prerequisite: HEHP 160 or proof of current CPR and First Aid certification. Corequisite: HEHP 239. Code 1 course fee.

HEHP 267**Sports Management 3 s.h.**

This course will provide students with an introduction to the planning, organizing and management of sports organizations and facilities. This course provides the student with an overview of the sports industry, as well as issues encountered by managers. The course will emphasize how management techniques can be applied to effectively address these issues.

HEHP 290 Internship I 3 s.h.

This course offers students the opportunity to apply the academic knowledge gained in the classroom to a work environment. By completing internships, students will be involved in emerging workplace trends and enhance their employability. Internships will be directly related to career goals in the areas of health, fitness, and sports medicine. Prerequisites and/or Corequisites; a minimum of 2.5 cumulative grade point average, HEHP 160, HEHP 239, accepted for internship by the department dean and internship supervisor.

HISTORY

- Many History courses are writing intensive. Students will be expected to use the skills they have acquired or are acquiring in college English classes.
- Some sections of these classes are available as Home Study or Distance Learning (internet) courses.

HIST 170

History of Aviation 3 s.h.

This course reviews the evolution and key historical events related to commercial aviation. Topics covered include the heritage of flight, the airline environment, types of aerospace system vehicles and their application in the aviation industry, and federal legislation that have impacted aviation.

HIST 171

Western Civilization I 3 s.h.

Formerly H 171 – A survey of Western history from the earliest civilizations to the beginning of the modern era. Emphasis is placed on the changes through time in political, social and religious institutions as well as on intellectual and cultural achievements. The course is designed to help the student to better understand self and society by becoming acquainted with the past history of the Western world.

HIST 171 Western

Civilization I-Honors 3 s.h.

HIST 172

Western Civilization II 3 s.h.

Formerly H 172 – The survey of Western history is continued from the early modern period to the present. The political, social and industrial revolutions of the 18th and 19th centuries are studied as a prelude to the military conflicts, social changes and intellectual currents of the twentieth century. The course is designed to help students understand the world of today by studying the recent history of their own society.

HIST 172 Western

Civilization II Honors 3 s.h.

HIST 173 United States

History I (to 1877) 3 s.h.

Formerly H 173 – A survey of the history of the United States from the discovery of the Western Hemisphere to the end of the Reconstruction period (1877). The course includes political, social and economic factors important in the foundation of America.

HIST 174 United States

History II (since 1877) 3 s.h.

Formerly H 174 – A survey of United States history from the end of the Reconstruction period to the present. Emphasis is placed on twentieth-century American history. From an in-depth study of political, social and cultural factors the intent is to assist the student in developing an intensified interest in and understanding of present-day America.

HIST 175

History of New Jersey 3 s.h.

Formerly H 175 – This course is designed to teach the development of New Jersey, from Lenni-Lenape to the cultural pluralism of today. It will deal with all aspects of life in the State; social, religious, economic, educational and political.

HIST 176 United States Military

History (Colonial-1975) 3 s.h.

Formerly H 176 – A study of U.S. Military history from the Colonial times to the 20th Century. Special emphasis is placed on the causes and results of wars, leaders and battles, and the impact U.S. Military History has had in the world. Prerequisites None, though U.S. History I and II and/or comprehensive knowledge of American history is highly recommended.

HIST 179

America in the 1960s 3 s.h.

Formerly H 179 – This course investigates one of the seminal decades in modern American history. In this ten-year period, events and movements of particular importance occurred which continue to impact in contemporary life. Some of the topics to be examined include the civil rights movement, the assassinations of several prominent leaders, the moon landing, the Vietnam War and the new significance of popular culture in American life.

HIST 180 Twentieth Century

World History 3 s.h.

Formerly H 180 – A survey of the major political, intellectual, cultural, and religious movements of the Twentieth Century World. Emphasis is placed on the non-western countries including: Africa, India, China, Japan, Russia, Latin America, and the Middle East. This course satisfies the Liberal Arts Diversity requirement.

HIST 270 Latin America I 3 s.h.

Formerly H 270 – A general historical survey of pre-Colonial and colonial Latin America (ca. AD 250 - early 1800s). Emphasis will be placed on the major pre-Columbian cultures (Maya, Inca, Toltec-Aztec), the Spanish conquest, colonial administration, culture and society, missionary activity, and the stirrings of revolution in Latin America. Prerequisites and/or corequisites: HIST 171 or HIST 172 or permission of instructor. This course satisfies the Liberal Arts Diversity Requirement.

HIST 272 History of Russia 3 s.h.

Formerly H 272 – The course traces the evolution of Russian society and the Russian state from its inception more than one thousand years ago to the present. Special attention will be given to the abrupt and radical changes that mark the transition from one epoch to another, especially from the Kievan to the Tartar period, from the Muscovite to the Imperial and from the Imperial to the Soviet. Singled out will also be the reforms in the Russian empire from the emancipation of the serfs to the First World War. In the Soviet period the course will stress the development of the Soviet system and the development of the international communist movement. This course satisfies the Liberal Arts Diversity Requirement.

HIST 275 History and

Culture of China 3 s.h.

Formerly H 275 – A survey of Chinese civilization from prehistoric times to the People's Republic of China. This course covers the following aspects of Chinese culture: art, literature, religion, science, and political, economic, social and intellectual history. The role of Confucianism in the development of Chinese culture will receive special emphasis. This course satisfies the Liberal Arts Diversity Requirement.

HIST 278

Modern History of the Arab World Post World War I 3 s.h.

A survey of the modern political states in the Arab World, and of the social, cultural, and religious forces that have shaped these states since World War 1. This course considers, among other issues, the geo-political and economic significance of the area, on-going interstate and intrastate conflicts in the region, and the American interests and involvement within the Arab World. Prerequisites: Sophomore standing or permission of the instructor. This course satisfies the Liberal Arts Diversity Requirement.

HIST 279 The Age of Exploration and Discovery 1450-1650 3 s.h.

An analysis of western civilization from the mid-fifteenth to the mid-seventeenth centuries, when Europeans made important discoveries and underwent changes that transformed the modern world. A sampling of contemporary writings will be discussed. Prerequisites and/or corequisites: HIST 171 or HIST 172 or permission of instructor.

HIST 282 Modern Israel 3 s.h.

An introduction to contemporary Israel from the inception of Zionism to the modern state, including historical, social, religious, military, diplomatic, and political developments. This course satisfies the Liberal Arts Diversity Requirement.

HONORS**HONR 150
Honors Experience I 1 s.h.**

Formerly EXPE 150 – In this course, first-semester students will receive a basic foundation of college survival skills which emphasize their adjustment to college and college life. Students will learn fundamental skills, techniques, and resources which will increase their capacity to succeed in college courses. Additionally, an overview of the advisement process will be stressed which will assist students in outlining their educational program at OCC and in developing their course schedule for the upcoming semester. The structure for this course encourages group participation and interaction. (This course may not be used to fulfill the minimum social science degree requirement, but it may be used as a free elective.) It is required for students who are enrolled in the Honors Program during their first-semester at OCC.

**HONR 250
Honors Experience II 1 s.h.**

Formerly EXPE 295 – This course is designed to help the Honors Program student select, research, and write a proposal for an Independent Study project. Fundamentals of research and proper scholarly citation will be examined. The student will submit the proposal for Independent Study to the Honors Committee for final approval. At the discretion of the Committee, the student will meet to discuss his/her proposal with the Committee. Prerequisites: HONR 150 (Honors) and/or Honors Program student.

**HONR 292
Honors Seminar II 3 s.h.**

Formerly HON 292 – Through various modes of instruction and learning, honors students are afforded an opportunity to explore questions of identity and reality as these questions have been examined in literature of all ages, genres and languages. Observations and commentary from the social science disciplines and the humanities are integrated into the literary orientation of the course. Four-year colleges and universities transfer this course as a literature course. Prerequisite: Permission of instructor.

**HONR 293
Honors Independent Study 3 s.h.**

**HONR 294
Honors Independent Study 3 s.h.**
Formerly HON 293/294 – Honors students will pursue, through independent scholarly investigation, questions related to their particular area or areas of interest. They will work under the supervision of one of the four departments: mathematics, science, social science or humanities. They will be required to produce a paper based on their research that will be subject to the approval of the specific department and the Honors Program Committee. Prerequisite: First year of the honors program.

HORTICULTURE**HTEC 163
Introductory Botany 4 s.h. (3 + 2)**

Presents beginning botany students with an appreciation of the diverse organisms we call plants. Discusses the role that plants have in the biosphere, the environmental issues involved, and a basic understanding of plant diversity and their biology. Botany as a scientific process is stressed throughout the course. Code 2 course fee.

**HTEC 164
Nursery Operations 4 s.h. (3 + 2)**

Students will learn how to propagate, grow and maintain large stocks of plants. Attention is given to the understanding of the irrigation and lighting requirements of the different varieties of common and exotic plants (shrubs, floral, cacti, trees, turf grass) that make up the inventory of successful nurseries. Best business practices regarding the owning and operation of commercial nurseries are reviewed. Prerequisite: HTEC 163, BUSN 170. Code 2 course fee.

**HTEC 165 Floral and
Landscaping 4 s.h. (3 + 2)**

This course provides basic instruction in the techniques of floral design. Includes current information on floral products, practices and trends in both floral and landscaping commercial industry. Information is also given regarding the selection of plants for particular needs and designing effects. Corequisite: HTEC 163 Code 2 course fee.

**HTEC 166
Horticulture: Greenhouse and
Plant Cultivation 4 s.h. (3 + 2)**

This course emphasizes the basic principles and practices of horticulture. Horticulture is presented as a science, an art, and a business. Students are introduced to the four general areas of horticulture: ornamental horticulture, fruit culture, vegetable culture, and landscape architecture. Prerequisite: HTEC 163 Code 2 course fee.

**HTEC 236
Soil Science 4 s.h. (3 + 2)**

Reviews the components that make up soils—mineral particles, organic matter, organisms, pores, water—and explains how they relate to one another to form soil, and with plants and microbes to form an ecosystem. The course discusses origins and types of soils, along with soil formation, soil classification and soil series. Prerequisite: BIOL 162 Code 2 course fee.

**HTEC 237 Turf and Grounds
Management 4 s.h. (3 + 2)**

Covers the important features of turfgrass systems, interactions between and among system components, and principles of turfgrass management. The course discusses turfgrass quality and how it can be sustained, and the types of equipment used. Botanic descriptions, environmental adaptations, cultural requirements, and use of turfgrass species are central topics, as are discussions on the use of pesticides for weed, nematode and insect pest controls. Prerequisite: HTEC 163, BUSN 170 Code 2 course fee

**HTEC 238 Plant Diseases
and Pests 4 s.h. (3 + 2)**

Plant pathogens such as fungi, bacteria, viruses, and mycoplasma-like organisms and other plant pests are studied in detail with the aim of understanding their control. Technical and practical information needed for decision-making and day-to-day operation in all areas of horticulture and turfgrass management will be reviewed. Prerequisite: BIOL 162, HTEC 163 Code 2 course fee.

**HTEC 239 Field Experience/
Practicum 3 s.h. (1 + 4)**

Required of all horticulture and turf management majors. This course is intended to provide an off-campus work-study experience (e.g. golf course maintenance, sod producer, lawn and landscape maintenance, or nursery) that is planned and conducted under the supervision of a Science faculty member. It is desirable to require that all students be placed in a paid summer intern placement (two and a half to three month period). Arrangements must be made well in advance before the course is to be taken. Prerequisite: At least 35 s.h. in horticulture and turf management courses.

HUMANITIES**HUMN 200
The Faces of Modernism 3 s.h.**

Formerly HU 200 – The artistic movement known as Modernism produced the most comprehensive change in Western culture since Romanticism. This course enables the student to see connections among literature, art, and music from a Modernistic, multiculturally diverse perspective. Students will collaboratively study, discuss and make use of journals to write about a variety of modernist works. Prerequisites and/or corequisites: ENGL 151 or permission of instructor.

HUMN 297 Honors Topics in the Humanities 3 s.h.

Formerly HU 297 – This course is designed for Honors Students to study, in a seminar format, interdisciplinary topics in the Humanities. The course will vary in content, but will retain the consistent objective of integrating two or more Humanities disciplines (art, music, theater, literature, philosophy) in the analysis of culture and its artifacts. The course will be mindful of contemporary cultural theory in its approach to selected topics. Prerequisite: ENGL 151 and placement in the Honors Program.

HUMAN SERVICES

- All Human Services classes have a required field visit and/or service learning component.

HSRV 100 Introduction to Developmental Disabilities 3 s.h.

This course is designed (1) to provide direct support to professionals in the field of developmental disabilities with an in-depth understanding of the many ways that developmental disabilities affect the lives of individuals and families and (2) to prepare direct support to professionals for a variety of roles in the field. The history of developmental disabilities and support systems will also be addressed in this course.

HSRV 191 Human Services as a Social Institution 3 s.h.

Formerly SS 191 – A survey course for students who are interested in exploring social problems and how the field of human services responds through organized social programs. The course will examine welfare reform in America and will explore poverty, services to families and children, violence, addictions, delinquency, crime, emotional problems, racism, sexism and other timely issues facing our society.

HSRV 193 Crisis Intervention 3 s.h.

Formerly SS 193 – This course introduces the student to crisis intervention. It is designed specifically for students entering or employed in the law enforcement and social work professions who have frontline responsibility for providing preventive mental health care or crisis management. Students will study crisis intervention theory, learn to make assessments and referrals to appropriate community agencies and develop skills in crisis intervention and crisis management through role playing and other experiential exercises. Prerequisite or corequisite: PSYC 172.

HSRV 194 Interviewing and Communication Techniques 3 s.h.

Formerly SS 194 – This course focuses on the development of personal insight into the process of human communications through examination of theory, discussions and experiential laboratory exercises. Its major goal is to develop an understanding of the processes of human communication and to provide an opportunity for each student to experiment with his or her own personal communicative behavior. The course will also include theories of interpersonal relationships, and verbal and nonverbal skills necessary for effectiveness in the human services field. Prerequisite: PSYC 172.

HSRV 200 Gerontology The Study of Aging 3 s.h.

Formerly SS 200 – This course is geared toward introducing the student to an understanding of the scope of gerontology with an opportunity to examine the socio-cultural, psychologic-biological factors in aging. Consideration will be given to an overall perspective of the past, the present and the prospective roles for older people within the context of a post-industrial society marked by change and complexity.

HSRV 201 The Economics of Aging 3 s.h.

Formerly SS 201 – This course will explore the major economic aspects of the graying of America. The economic status of specific subgroups of the elderly as well as of the aged as a whole will be examined. The effectiveness of Social Security, pension and health programs for the elderly will be evaluated. Finally, implications for the future of the economics of aging will be explored. Prerequisite: HSRV 200.

HSRV 204 Counseling Older Adults and Their Families 3 s.h.

Formerly SS 204 – This course is designed to increase students' awareness of the transitions, crises, challenges and counseling needs that are unique to older adults. Upon consideration of such relevant factors as cohort experiences, ethnicity, cultural values and potential communication problems, students will apply appropriate counseling and intervention techniques. A systems approach will be emphasized, i.e., providing assistance within the context of the social environment. The course will also focus on ways to enhance the independence of older people through family counseling and support groups. Prerequisites: HSRV 200 Gerontology; The Study of Aging. PSYC 194 recommended.

HSRV 206 Aging and Health 3 s.h.

Formerly SS 206 – This course focuses on normal age-related changes and their impact on human functioning and behavior. In addition, the effects of chronic disease on the independence and quality of life of older persons will be examined. Finally, problems in the medical treatment of the elderly as well as strategies for health promotion will be explored. Prerequisite: HSRV 200.

HSRV 291 Principles of Social Work 3 s.h.

Formerly SS 291 – This course is designed to introduce the student to various practices and principles in the field of social work. Generic assumptions, values and philosophy will be examined. The role of the social worker in relation to clients and the other helping professions and as an agency and societal representative will be considered. The helping process and specific interventive skills will be illustrated by materials drawn from case work, group work and community organization methods. Prerequisite: HSRV 191 or permission of instructor.

HSRV 292 Field Experience in Social Welfare 4 s.h. (2 + 6)

Formerly SS 292 – Course will consist of a one-day-a-week internship in an approved helping services setting and a weekly seminar. The internship will provide experiential learning through involvement in the daily operation of the agency and permit the student to apply principles and concepts to working with clients. In the seminar, experiences can be shared and related to the goals, responsibilities and philosophy of the helping services. Prerequisite: HSRV 191 or permission of human services technician coordinator. HSRV 292 is offered only in the spring semester and should be taken in the student's final spring semester.

INTERNSHIPS**INTR 290**

Formerly INT 290 INTERNSHIP I – This course offers students the opportunity to apply the academic knowledge gained from the classroom and gain practical experience in the work environment. Students completing an internship observe emerging workplace trends and enhance their employability. Internships may be paid or unpaid and must be directly related to career goals. Internships are available in Journalism, Legal Assistant, Teaching Assistant/Child Care, Human Services, Criminal Justice and Electronic Media programs. Prerequisites: minimum 2.5 GPA, minimum of two full-time semesters equivalent in the intended program, permission of department dean and internship supervisor.

ITALIAN**ITAL 100 Elementary Italian I 3 s.h.**

This is an elementary college-level course that focuses on the development of basic conversation, reading, and writing skills. Equal attention will be given to grammar structures and to the development of a vocabulary that will enable students to have simple but useful everyday conversations.

LATIN**LATN 201****Intermediate Latin I 3 s.h.**

This course studies the works of Cicero and the prose writings of other Latin authors, including Pliny and Allust. Prerequisites: Two years of high school Latin and the permission of the instructor

LATN 202**Intermediate Latin II 3 s.h.**

This course promotes the skill areas of translating, reading and scansion of Virgil. The complexities of translation and of the accurate pronunciation of Roman poetry in dactylic hexameter are emphasized. Special attention is paid to the influence of Virgil's AENEID. Prerequisites: LATN 201 Intermediate Latin I.

LEGAL**LAAW 101 Introduction to Law and Legal Assisting 3 s.h.**

Formerly LA 101 – A survey of the philosophical and historical background of the Federal and state systems of jurisprudence. An introduction to the nature and functions of the agencies responsible for administration of the state law. Develops and examines the role of the paralegal in relationship to the supervising attorney both as to ethical and professional concerns.

LAAW 104 Introduction to Litigation 3 s.h.

Formerly LA 104 – An analysis of the common types of litigation, premises of litigation, sources of law, the court systems, attorneys, types of suits, usual defenses, New Jersey civil procedure, discovery procedures, court procedures, trial, post-trial motion, appeal, enforcement of judgment. Particular attention to the role of the legal assistant in preparation of documents and assistance to attorneys in matters of litigation. Prerequisite: LAAW 101.

LAAW 105 Health Care Law 3 s.h.

Formerly LA 105 – This course is designed for the legal assistant or health care professional who wants to further understand the legal requirements and legal influence in the delivery of health care services. Regulatory law, statutory law, and case law will be presented and studied.

LAAW 106 Mediation and Conflict Resolution 3 s.h.

Formerly LA 106 – A study of the emerging field of conflict resolution as it relates to the paralegal. The course emphasizes alternative methods of resolving legal conflicts. The philosophy of the course embodies the idea that alternative methods of conflict resolution improve the quality of decision making, develop a greater capacity for avoiding protracted disputes and create a culture of cooperation. These are skills necessary for the paralegal as the field of law evolves from confrontation to cooperation.

LAAW 110 Introduction to Nurse Paralegalism 3 s.h.

An introduction to the Legal Nurse profession including an examination of the history and evolution of legal nurse and the role of the legal nurse and the areas of legal analysis, legal research and writing, review and analysis of medical records, litigation procedures, medical/legal ethics and personal injury law. The business and marketing plan and the role of an independent legal nurse practitioner will also be examined.

LAAW 201 Legal Research and Writing for Paralegals 3 s.h.

Formerly LA 201 – An introduction to legal research and writing designed for the legal assistant. The student will become familiar with the law library and the various legal reference material needed in determining the applicable law. Students will write memoranda presenting the results of the research. The course will contain several problems requiring legal research and memorandum writing utilizing statutes, case reports, citators, encyclopedias and other reference material. Prerequisites: ENGL 151 and LAAW 101.

LAAW 203 Law Office Management 3 s.h.

Formerly LA 203 – A course designed to prepare the paralegal to manage a law office. The functions of planning, organizing, controlling and directing a law office are explored. Prerequisite: LAAW 101 or consent of instructor.

LAAW 204 Estate Administration 3 s.h.

Formerly LA 204 – A study of the common forms of wills and trusts. A survey of the principles of law applying to each and of the specific statutes and codes relating to each. The matter of intestacy is also studied. Deals with the organization and jurisdiction of probate court. Concerns the planning and administration of estates and tax implications thereof. Specifically relates the role of the paralegal in preparing research and documentation for trust and estate matters.

LAAW 206 New Jersey Family Law 3 s.h.

This course is the study of the legal and practical application of Family Law as it applies to the paralegal. The course covers the law as it applies to matrimonial and custody issues, Juvenile Court and Adoption, etc.

LAAW 210 Medical Legal Ethics 3 s.h.

An examination of the major ethical codes of the medical and legal professions as set forth by the American Bar Association, the American Medical Association, the American Nurses Association, The American Association of Legal Nurse Consultants, the National Association of Legal Assistants, and the National Federation of Paralegal Associations. Also an examination of the application of the principles of these codes to contemporary medical and legal issues, emphasizing the role of the legal nurse. Prerequisite: LAAW 110

MATHEMATICS

High school transcripts are required for appropriate placement in mathematics and language courses. Graphing calculators and computers will be used as learning devices in all appropriate courses.

MATH 001 Basic Mathematics 3 s.h.

Formerly M 001 – For students who need to remediate their arithmetic deficiencies, MATH 001 reviews computations with whole numbers, fractions, decimals and percents. Emphasis is placed on practical applications requiring computational skills. This course cannot be used to satisfy degree requirements. Code 1 course fee.

MATH 011 Introduction to Algebra I**3 n.c.**

Formerly M 011 – A course designed for those students who do not have the necessary background in basic algebra or are in need of a thorough review of basic algebra. Topics include: operations and real numbers, solution of linear equations and linear inequalities with mathematical modeling of real life applications, graphing linear equations and inequalities, solving systems of linear equations with mathematical modeling of applications and operations with polynomials. This course may also be offered on a home study basis. This course cannot be used to satisfy degree requirements. Code 1 course fee.

MATH 012 Introduction to Algebra II**3 n.c.**

Formerly M 012 – A continuation of MATH 011. Topics include factoring a polynomial, solving quadratic and cubic equations, rational expressions, equations of straight lines, radical expressions and the application of algebraic techniques to problem solving. This course may also be offered on a home study basis. This course cannot be used to satisfy degree requirements. Prerequisite: MATH 011 or algebra placement of MATH 012. Code 1 course fee.

MATH 147**Business Mathematics****3 s.h.**

Formerly M 147 – Topics include simple interest, bank discount, depreciation, amortization, and annuities with applications. Prerequisite: MATH 012 or algebra placement of no remediation.

MATH 149**Mathematics of Finance****3 s.h.**

Formerly M 149 – The mathematics related to loans and investments are presented in depth. Topics discussed include simple and compound interest, annuities and perpetuities, amortization and sinking funds, stocks and bonds, and life insurance. Prerequisite: MATH 012 or algebra placement requiring no remediation. Code 1 course fee.

MATH 151**A Survey of Mathematics****3 s.h.**

Formerly M 151 – A mathematical course for liberal arts students. Topics include sets probability, logic systems of numeration, groups, and mathematical systems. This course may also be offered on a home study basis and online as a distance learning course. Prerequisite: MATH 012 or algebra placement of no remediation. Code 1 course fee.

MATH 156 Introduction to Statistics**3 s.h.**

Formerly M 152 – An introductory level course for non-mathematics majors who need or desire a working knowledge of statistics. This course is oriented toward all fields in which statistics find applications. Topics include: summarizing data, probability, normal and binomial distributions, hypothesis testing, confidence intervals and correlation. This course may also be offered on a home study basis and online as a distance learning course. Prerequisite: MATH 012 or algebra placement of no remediation. Students must complete all required reading remediation before enrolling in this course. Code 2 course fee.

MATH 161**College Algebra for Science, Mathematics, Computer Science, and Engineering Majors****6 s.h.**

Formerly M 157 – This course is for Science, Mathematics, Computer Science and engineering Majors only. The course will cover functions, equation solving, mathematical modeling and problem solving, polynomial, rational and irrational expressions, systems of equations, conic sections, parametric equations and complex numbers. Technology will be used throughout the course. The course is specifically designed as an accelerated sequence and when combined with MATH 195 (a course that combines Precalculus I and II) will enable a serious science, mathematics, computer science, or engineering student to start calculus at the beginning of the sophomore year. Students cannot earn graduation credits for both MATH 161 and MATH 165. Prerequisite: MATH 011 or algebra placement of MATH 012 and permission of advisor or instructor. Code 1 course fee.

MATH 165 College Algebra**5 s.h.**

Formerly M 155 – This course will provide a thorough understanding of the more difficult algebraic concepts necessary for MATH 191 and MATH 192. Topics will include the following presented beyond the elementary level: polynomials, linear and quadratic equations and inequalities, rational expressions and equations, exponents and radicals, graphing techniques; systems of equations, conic sections, relations and functions. This course may also be offered on a home study basis. Students cannot earn graduation credits for both MATH 161 and MATH 165. Prerequisite: MATH 012 or algebra placement of no remediation. Code 1 course fee.

MATH 168 Basic Technical Mathematics**3 s.h.**

This course is for students in technology careers, including civil engineering and aviation. It covers basic algebra operations, algebraic functions and graphs, basic concepts for geometry, right angle trigonometry, and vectors. This course is not a substitute for MATH 165 (College Algebra) and is not a prerequisite for MATH 265 (Calculus I). Prerequisites: MATH 012 or placement score of no remediation needed. Code 2 course fee.

MATH 171 Finite Mathematics**3 s.h.**

Formerly M 153 – A mathematics course for liberal arts students. The topics covered are linear graphing, matrices with applications, and linear programming including the Simplex Method. Computers and graphing calculators will be utilized by the students. This course may also be offered on a Home Study basis. Prerequisite: MATH 012 or algebra placement of no remediation. No reading remediation strongly recommended. Code 2 course fee.

MATH 181 Introduction to Probability**3 s.h.**

Formerly M 154 – A mathematics course for liberal arts Students. Topics presented are selected from set theory, probability, binomial distributions, Markov chains, game theory, graphs and trees. Prerequisite: MATH 012 or algebra placement of no remediation. No reading remediation strongly recommended.

For registration in all of the following mathematics courses, the appropriate placement test is the college level math test if the course prerequisite has not been met.

MATH 191 Precalculus I**3 s.h.**

Polynomial, rational, exponential and logarithmic functions are studied from an algebraic, analytic, and graphical perspective. Functions, the Fundamental Theorem of Algebra, complex numbers, mathematical modeling and other algebraic concepts are studied. Students cannot earn more than a total of six (6) graduation credits for any combination of MATH 191, MATH 192, and MATH 195. Prerequisites: MATH 165 or MATH 161 with a minimum grade of C or appropriate placement score.

MATH 192 Precalculus II**3 s.h.**

This is a continuation of MATH 191. It includes the study of trigonometric identities and equations, complex numbers from an algebraic, analytical, and graphical perspective. Additional topics include determinants, sequences and series, analytic geometry, and mathematical induction. Prerequisite: MATH 191 with a minimum grade of C or appropriate placement score.

MATH 195 Precalculus I and II for Science, Math, Computer Science, and Engineering Majors 6 s.h.

Formerly M 167 – This accelerated course is designed for Mathematics, Science, Computer Science and/or Engineering majors or any student who wishes to be ready for Calculus I in one semester. It will cover equations and inequalities including absolute value, polynomial rational, radical, trigonometric, inverse trigonometric, logarithmic and exponential functions, analytic trigonometry, analytic geometry, polar coordinates and parametric equations. It cannot be combined with MATH 191 and or MATH 192. Prerequisite: MATH 161 or MATH 165 with a minimum grade of C or appropriate placement score. Code 1 course fee.

MATH 201 Precalculus Techniques and Applications 4 s.h.

Formerly M 261 – This is an accelerated review of algebraic, geometric, and trigonometric topics for the highly motivated student. Critical thinking skills will be developed through the study of polynomial, rational, trigonometric, logarithmic, and exponential functions and their graphs from several perspectives. Other topics to be studied are systems of equations, and inequalities, matrices and determinants, sequences and series, and mathematical induction. Technology and mathematical modeling will be utilized throughout the course. Prerequisite: Appropriate placement score and a minimum of three years of high school algebra including trigonometry with a minimum grade of B.

MATH 240 Business Calculus 4 s.h.

The topics of limits, continuity, derivatives, anti derivatives, definite and indefinite integrals, and area between curves will be discussed with applications of these topics to business concepts. Technology will be used with all applications, and interpretations will be emphasized. This course is designed to fulfill the calculus requirements for a BS in Business and an AAS in Engineering Technology and is not a substitute for MATH 265. Prerequisite: MATH 191 with a minimum grade of C or appropriate placement score. Code 2 course fee.

MATH 241 Applied Calculus 3 s.h.

Formerly M 264 – This course is a survey of the major topics in calculus and their applications without an emphasis on theory. The course topics include limits, derivatives, integrals and their applications. It is designed for the student needing calculus as a tool in other areas of study. Technology will be employed throughout the course. This course does not fulfill the calculus requirement for business, engineering, mathematics, or science majors. Prerequisite: MATH 192 or MATH 195 or MATH 201 with a grade of C or higher.

MATH 265 Calculus I 4 s.h.

Formerly M 265 – A study of limits and continuity, differentiation formulas for algebraic trigonometric, inverse trigonometric, exponential and logarithmic functions, higher order derivatives, mean value theorem, applications of the derivative including related rates, maximum-minimum; graphing L'Hospital's Rule; antiderivates; the definite integral; integration using substitution; applications of the integral to evaluation of area; alternate definition of the natural logarithmic function. Prerequisite: MATH 192 or MATH 195 or MATH 201 with a minimum grade of C or appropriate placement score and four years of high school algebra including trigonometry with a minimum grade of B.

MATH 266 Calculus II 4 s.h.

Formerly M 266 – A study of applications of the integral including area, volume, arc length, surface area, work; techniques of integration; improper integrals; infinite sequences and series; Taylor and Maclaurin series with applications; parametric equations; polar coordinates. Prerequisite: MATH 265 with a minimum grade of C.

MATH 267 Calculus III 4 s.h.

Formerly M 267 – A study of three-dimensional analytic geometry, vectors and vector functions; derivatives with applications; multiple integrals with applications; vector calculus including Greens Theorem and Stokes Theorem. Prerequisite: MATH 266 with a grade of C or higher recommended.

MATH 270 Discrete Mathematics 3 s.h.

Formerly M 270 – This course is recommended for computer science and mathematics majors. The topics include: sets, logic, mathematical induction, recursion, combinatorics, probability, graph theory and Boolean algebra. Prerequisite: MATH 265. Corequisite: MATH 266 or permission of the instructor.

MATH 275 Linear Algebra 3 s.h.

This course is recommended for computer science and mathematics majors. The topics include: sets, logic, mathematical induction, recursion, combinatorics, probability, graph theory and Boolean algebra. Prerequisites: MATH 266

MATH 280 Differential Equations 3 s.h.

Formerly M 268 – Topics include modeling and solving first-order differential equations, modeling and solving higher-order differential equations, both linear and non-linear, solution of differential equations by power series and Laplace transforms, matrices and determinants. Technology will be utilized. Prerequisite: MATH 267 with a grade of C or higher recommended.

MUSIC**MUSC 140 Jazz Ensemble Studies I 3 s.h. (2 + 2)****MUSC 141 Jazz Ensemble Studies II 3 s.h. (2 + 2)****MUSC 240 Jazz Ensemble Studies III 3 s.h. (2 + 2)****MUSC 241 Jazz Ensemble Studies IV 3 s.h. (2 + 2)**

Formerly MU 140/141/240/241 – A study of jazz styles, techniques, and the history and literature of American jazz. For students who wish to develop their practical musicianship in innovative performing jazz ensemble studies. Prerequisites: Instructor approval based on prior jazz ensemble experience and audition; concurrent enrollment in Concert Band MUSC 173, 174, 273, 274 is desirable. Possession of the appropriate musical instrument is required. Code 2 course fee.

MUSC 150 Introduction to Keyboard Instruction I 3 s.h. (2 + 2)

Formerly MU 150 – This course is designed as an introduction to piano playing for students with no prior music experience. In addition to sight reading, transposition and improvisation, this is a very practical way of introducing the materials of music to students who plan to study music further or just play for their own enjoyment. Code 2 course fee.

MUSC 151 Introduction to Keyboard Instruction II 3 s.h. (2 + 2)

Formerly MU 151 – This course is designed for students who have a basic knowledge of piano playing. In addition to continuing and expanding the topics of MUSC 150, the course will enable students to learn harmonization of tunes and basic elements of interpretation. Forms and styles of traditional music will be presented and supplemented with examples of students and instructor. Code 2 course fee.

MUSC 160 College Choir I 1 s.h.**MUSC 161 College Choir II 1 s.h.****MUSC 260 College Choir III 1 s.h.****MUSC 261 College Choir IV 1 s.h.**

Formerly MU 160/161/260/261 – The aim of the choir is to develop and perpetuate a high standard of choral-ensemble singing. Open on a noncredit basis to interested students and others who do not wish to take the course for credit (Tone test required).

MUSC 164 Group Voice I 2 s.h. (1 + 2)**MUSC 165 Group Voice II 2 s.h. (1 + 2)****MUSC 264 Group Voice III 2 s.h. (1 + 2)****MUSC 265 Group Voice IV 2 s.h. (1 + 2)**

Formerly MU 164/165/264/265 – This course is designed to develop the range and quality of the singing voice. Fundamentals of vocal technique and introduction to vocal repertory are emphasized. The ability to read music would be helpful.

MUSC 173 Concert Band I 1 s.h.**MUSC 174 Concert Band II 1 s.h.****MUSC 273 Concert Band III 1 s.h.****MUSC 274 Concert Band IV 1 s.h.**

Formerly MU 173/174/273/274 – For music students who wish to perform in innovative instrumental performing groups and develop their practical musicianship. Students will demonstrate further proficiency on their instruments and in ensemble performance. Code 2 course fee.

MUSC 181**Theory of Music I 3 s.h.**

Formerly MU 181 – An introduction to the theory of music including ear training, dictation and sight reading.

MUSC 182**Theory of Music II 3 s.h.**

Formerly MU 182 – A continuation of MUSC 181 with instruction in musical analysis, techniques of composition and student projects of a creative nature. Prerequisite: MUSC 181 or permission of the instructor.

MUSC 190 Introduction to**Music Appreciation 3 s.h.**

Formerly MU 190 – This course is planned primarily for students without previous training. The most important styles and types of music will be studied through the examination of representative examples drawn from the different eras of music history. Recorded and visual materials will be utilized to stimulate a discriminating understanding and enjoyment of the various styles and types of music.

MUSC 194 Music of the**World's Peoples 3 s.h.**

Formerly MU 192 – This course is primarily for students without previous musical training. Through case studies, the music of various cultures is studied in the context of human life. Recorded visual materials and a student-selected "field study" stimulate understanding and appreciation for various types of music in our world. This course satisfies the Liberal Arts Diversity Requirement.

MUSC 250 Intermediate Keyboard**Instruction I 3 s.h. (2 + 2)**

Formerly MU 250 – This course is for students with a background in the fundamentals of music and basic keyboard skills. Improvisation and creating accompaniments for melodies are taught as well as works from the standard keyboard repertoire. Prerequisite: MUSC 151 or equivalent. Code 2 course fee.

MUSC 251 Intermediate Keyboard**Instruction II 3 s.h. (2 + 2)**

Formerly MU 251 – A continuation of MUSC 250 with instruction in accompanying, choral and instrumental score reading and contemporary idioms. Prerequisite: MUSC 250. Code 2 course fee.

MUSC 282 Harmony I 3 s.h.

Formerly MU 282 – Diatonic harmony. A study in chord structure and chord relationships. Harmonization of melodies and analysis of four-part writing. The course will provide the student with harmonic materials to compose in traditional music styles. Prerequisites: MUSC 181-182 or MUSC 150-151. Code 2 course fee.

MUSC 283 Harmony II 3 s.h.

Formerly MU 283 – Chromatic harmony. A continuation of MUSC 282 with concentration and chromatic harmonization, modulation and figured bass. The course will provide students with advanced harmonic materials for composition and analysis of music. Prerequisite: MUSC 282.

**MUSC 910 Ocean County College
Community Chorus n.c.**

Formerly MU 910 – The Ocean County College Community Chorus is a service of the college affording citizens of the county the opportunity to meet weekly for instruction and rehearsals and to prepare for performances of major choral works. The aim of the chorus is to develop and perpetuate high musical standards (Audition Required).

NURSING**NURS 165 Career****Mobility Track 4 s.h. (1 + 6)**

Formerly NURS 160 & NURS 161- This seminar includes select topics from NURS 175. Prerequisite: Acceptance into the Career Mobility Track Program. General education courses must be taken prior to entering the Career Mobility Track Program. Code 6 course fee.

NURS 166 Career**Mobility Track II 7 s.h. (4 + 6)**

This seminar includes select topics from NURS 176. Prerequisites: NURS 165. Corequisites: NURS 174. Code 6 course fee.

NURS 174 Nutrition 3 s.h. (3 + 0)

Formerly NU 174 – A broad introductory course that emphasizes basic principles of nutrition. The role of nutrients and fluids in the maintenance of life in individuals of all ages is explored. The effect of nutrition and diet on the promotion and maintenance of health and wellness and in the prevention and management of various diseases, illnesses and disorders in individuals of all ages is addressed. Additionally, the nurse's role in the application of principles of nutrition in the care of patients of all ages and in multiple settings is discussed. Cultural diversity is discussed when appropriate. Open to non-nursing students by permission of instructor. Prerequisite: BIOL 130 with grade of C or better. Pre- or corequisite: BIOL 131 with grade of C or better. Code 3 course fee.

NURS 175**Nursing I 9 s.h. (6 + 9)**

A course designed to introduce the nursing student to nursing as a profession and practice discipline. The role of the Associate Degree nurse is explored as provider of care, manager of care and member of the discipline of nursing. The core components of nursing practice are introduced as an organizing framework with the focus on provider of care and introduction to critical thinking. Categories reflecting human needs and the nursing process formulate a holistic patient assessment incorporating therapeutic, caring interventions for patients across the life span. Prerequisites: All accompanying requirements listed in the student manual (such as health requirements and CPR certification). Corequisites: Courses as listed in the main portion of the catalog. General education courses may be taken prior to entering the nursing program. The evening program option is designed for students who have completed the general education courses. Code 9 course fee.

NURS 176**Nursing II 9 s.h. (6 + 9)**

A course designed to investigate health alterations that affect the essential activities of daily living and human needs. Discussion will focus on the application of the nursing process to the care of adults with disorders of the endocrine, gastrointestinal, musculoskeletal systems as well as psychosocial needs. Prerequisites: NURS 175, BIOL 130. Corequisites: NURS 174. Code 9 course fee.

NURS 270**Nursing III 8 s.h. (5 + 9)**

Formerly NU 270 – This course is designed to focus on nursing care of the client with any of the following system disorders: nervous/sensory, endocrine, renal or cardiac disorders. The focus is on synthesis of previous content with integration of advanced medical-surgical nursing considerations. Clinical experiences will be in acute care, community health and rehabilitation. Prerequisites: NURS 169, NURS 170, NURS 171, NURS 172, NURS 173, NURS 174. Pre- or corequisite: BIOL 232. Code 9 course fee.

NURS 271 Nursing IV 8 s.h. (5 + 9)

Formerly NU 271 – This final course expresses application of the nursing process to the care of clients with complex health care needs across the life span with a focus on several major nursing care specialties the graduate nurse will encounter in practice. These specialties are: maternal-child nursing (traditionally known as obstetrics and pediatrics), psychiatric nursing (care of the mentally ill) and nursing care of the critically ill client. Prerequisites: NURS 169, NURS 170, NURS 171, NURS 172, NURS 173, NURS 174, NURS 270. Corequisite: NURS 272. Code 9 course fee.

NURS 272 Contemporary Nursing 4 s.h. (2 + 6)

Formerly NU 272—This course is concerned with the issues facing the nursing professional today. Special emphasis on material necessary for a smooth transition from the role of nursing student toward that of practicing nurse. Literature inside and outside the profession will be included to encourage the student to think critically about important issues. Historical perspectives, sociological/financial perspectives, legal, ethical, management, leadership and political issues will be discussed. Prerequisites: NURS 169, NURS 170, NURS 171, NURS 172, NURS 173, NURS 174, NURS 270. Corequisite: NURS 271. Code 3 course fee.

NURS 273 Nursing III 9 s.h. (6 + 9)

A course designed to address the health care needs of childbearing and childrearing families and to investigate health alterations that affect essential activities of daily living and human needs. Discussion will focus on the application of the nursing process to the care of adults with disorders of the respiratory, hematological, and immunological and systems and to childbearing families. Prerequisites: NURS 174, NURS 176. Corequisites: BIOL 232. Code 9 course fee.

NURS 274 Nursing IV 10 s.h. (5 + 9 + 6)

This course addresses application of the nursing process to the care of clients with disorders of the cardiovascular, renal/urinary, and neurosensory systems as well as clients with complex health care needs. The roles of the nurse as provider of care, as manager of care and as leader of the health care team are also emphasized. Beginning management/leadership concepts are introduced and implemented in the clinical setting. The student will be teamed with an experienced RN mentor to work a concentrated clinical rotation. Prerequisites: NURS 273, BIOL 232. Corequisites: NURS 275. Code 9 course fee.

NURS 275 Contemporary Nursing 2 s.h.

This course is concerned with issues facing the nursing professional today. Special emphasis will be placed on material necessary for a smooth transition from the role of nursing student toward that of practicing nurses. Literature inside and outside the profession will be included to encourage the student to think critically about important issues. Historical perspectives, sociological/financial perspectives, legal, ethical, management, leadership and political issues will be discussed. Prerequisites: NURS 273. Corequisites: NURS 274. Code 3 course fee.

PHILOSOPHY**PHIL 190 Introduction to Critical Thinking 3 s.h.**

This course presents critical thinking as a set of conceptual tools and analytical skills used for better understanding and evaluating the world around us. Classroom time is divided between (1) the development of basic concepts and evaluative frameworks used in critical thinking and (2) practice in applying these concepts and frameworks. Topics covered include the nature of argument, inductive and deductive reasoning, language and rhetoric, theory of knowledge, interpretation theory, problem solving, and informal fallacies.

PHIL 191 Introduction to Philosophy 3 s.h.

This course is an introduction to Western philosophy through exploration of significant historical eras within philosophy: Ancient, Medieval, Modern, Enlightenment, 19th Century, and Contemporary. Attention may also be given to non-Western philosophy. Within each historical era, certain continuing philosophical problems and themes will be stressed: metaphysics, theory of knowledge, ethics, political philosophy and philosophy of religion. The relevance of philosophy will be shown in current conditions and contemporary problems. Prerequisites: Placement test score or successful completion of required developmental English courses with a grade of "C" or higher.

PHIL 192 Contemporary Ethical Issues 3 s.h.

This course considers some of the major unresolved moral issues of our time. The approach is non-theoretical. The major areas discussed are sex and society, crime and punishment, racial discrimination, the values of a business society and alienation in the modern world. No prerequisite, although PHIL 191 would be helpful.

PHIL 193 World Religions 3 s.h.

The course examines the historical evolution, the fundamental doctrines and beliefs, the practices, institutions and cultural expressions of religious traditions with an emphasis on some of the essential differences and similarities which exist among each religious tradition, and points to the uniqueness of each of them. The major religions covered are Hinduism, Buddhism, Taoism, Judaism, Christianity, Islam, and traditional African beliefs. Primal or "oral" religions will also be studied, and contrasted with "historical" religions. Prerequisites: Placement test score or successful completion of required developmental English courses with a grade of "C" or higher. This course satisfies the Liberal Arts Diversity Requirement.

PHIL 198 Introduction to Business Ethics 3 s.h.

This course explores major ethical issues facing the business community today, such as bribery, whistle blowing, environmentalism, employee rights, businesses' social responsibility, affirmative action programs and the political responsibility of multinationals. The emphasis of this course will be on teaching students to use critical thinking to arrive at informed moral judgments. Home study.

PHIL 290 Biomedical Ethics 3 s.h.

This course analyzes the ethical dimension of some of the following topics: the concepts of health and disease, concepts of mental health, concepts of personhood, patients' rights and professional responsibilities, the disclosure of information, abortion, genetics, fetal research and human reproduction, euthanasia and the definition of death, ethical issues in human experimentation, and the allocation of medical resources.

PHIL 293 Religious Experiences 3 s.h.

This course is a study of the varieties of religious experience that individuals and groups use to transform their lives from a problematic state of existence to an existence that is shaped through ultimate reality and values that are based in religious beliefs. The problem of existence, the means of transformation, and the nature of ultimate reality or ultimate values are understood differently by culturally diverse individuals and groups, yet the transformative process itself is central to any expression of religious life. Diverse means of transformation are found in more than one religious tradition; therefore, elements of some of the world's major religious practices, i.e., Hinduism, Buddhism, Confucianism, Taoism, Shintoism, Judaism, Christianity and Islam, permeate the course. This course satisfies the Liberal Arts Diversity Requirement.

PHOTOGRAPHY

COPH 191

Basic Photography 3 s.h. (2 + 2)

Students learn how to use the camera, study its individual media quality and participate in related laboratory experiences. Portfolios of photography are produced by the students. Code 3 course fee. See relevant section for additional costs.

COPH 197 Experimental

Photography I 3 s.h. (2 + 2)

To acquaint the student with a series of camera and darkroom techniques, to explore, manipulate and abstract the photographic image. Included is the tone line image, local print coloration, posterization, solarization, the photogram, reticulation as well as the use of specialized camera and picture-taking techniques. Students will learn these unique techniques in relation to the still black and white photograph and participate in related laboratory experiences. Portfolio of photographic work are produced by the students in the class. Limited enrollment. Prerequisite or corequisite: COPH 191 or equivalent or permission of the instructor. Code 3 course fee. See relevant section for additional course costs. (Offered in Spring only)

COPH 198 Intermediate

Photography 3 s.h. (2 + 2)

This course is a continuation of Basic Photography COPH 191. Students will learn advanced techniques in camera handling and picture taking while exploring sophisticated methods in monochrome continuous-tone printing. The course will further encourage the development of creative expression within the student. Using the photography medium, the student will explore the photographic image as design, communication, advertising and art. Portfolios of enlarged black and white continuous-tone prints are produced by each student. Prerequisite: COPH 191. Code 3 course fee. See relevant section for additional costs.

COPH 217 Photojournalism

and Picture Editing 3 s.h. (2 + 2)

Photojournalism is designed to teach the principles of photographic reportage and documentation. Students will be given a historic background of photojournalism with special emphasis on the impact of photography on the reporting of world, state, and local events. Students will further develop basic skills in researching information pertaining to a current news event, collecting information for appropriate caption writing, picture editing and editorial layout. The course stresses the ability to reach the proper location, take the photographs, process the film, and produce the print within time constraints which duplicate the expected performance on a daily newspaper, magazine or broader media coverage and print publication. A 35mm camera with built-in metering system or a hand-held light meter is required for this course. An electronic flash unit for the camera is also required. Code 2 course fee.

COPH 290 Electronic

Still Photography 3 s.h. (2 + 2)

This course is intended to introduce the student to the use of various types of electronic digital cameras and related photographic equipment. In addition, students will learn to download the images for computer enhancement. Emphasis will be placed on both field and studio work. Prerequisite: COPH 191 and COCG 160 or permission of the instructor. Code 3 course fee.

PHYSICS

PHYS 171 Physics I 4 s.h. (3 + 2)

Formerly SC 171 – A laboratory course dealing with the major areas of physics. These include measurement, mechanics, heat and sound. The basic principles of these topics are studied in terms of their applications. High school physics not required. Prerequisite: High school algebra II or MATH 165. Code 3 course fee.

PHYS 172 Physics II 4 s.h. (3 + 2)

Formerly SC 172 – Continuation of PHYS 171. This includes a study of electricity and magnetism, sound, light and modern physics. Prerequisite: PHYS 171. Code 3 course fee.

PHYS 271

General Physics I 4 s.h. (3 + 2)

Formerly SC 271 – Deals with composition of vectors, equilibrium, moments, Newton's laws, work and energy. Required for engineers and physics majors. Prerequisites: Four years high school mathematics, one year physics. Corequisite: MATH 265. Code 3 course fee.

PHYS 272

General Physics II 4 s.h. (3 + 2)

Formerly SC 272 – A continuation of PHYS 271, dealing with elasticity, harmonic motion, wave motion, the laws of thermodynamics, the kinetic theory. Prerequisites: PHYS 271, MATH 265. Corequisite: MATH 266. Code 3 course fee.

PHYS 273

General Physics III 4 s.h. (3 + 2)

Formerly SC 273 – Continuation of PHYS 272. Concerned with electric fields, potential capacitance, AC and DC currents, magnetic field and electromagnetic waves. Prerequisites: PHYS 272, MATH 265 and MATH 266. Code 3 course fee.

PHYS 274

General Physics IV 4 s.h. (3 + 2)

Formerly SC 274 – Continuation of PHYS 273. Introduces physical and geometric optics, the quantum theory, atomic models, relativity, radioactivity and nuclear energy. Prerequisite: PHYS 273. Code 3 course fee.

PHYS 281

General Physics I 4 s.h. (3 + 2)

Deals with composition of vectors, linear motion, kinematics, Newton's laws, work and energy, momentum, and rotation motion. In addition, equilibrium, gravitation, simple harmonic motion, heat and kinetic theory, and the 1st and 2nd laws of thermodynamics are covered. This course is recommended for students planning to transfer to four-year institutions as engineering, physical science, pre-med, and computer science majors. Four years of high school mathematics and one year of high school physics are highly recommended for students enrolling in this course. Prerequisites: No Corequisite: MATH 265. Code 3 course fee.

PHYS 282

General Physics II 4 s.h. (3 + 2)

A continuation of PHYS 281 dealing with waves, electric fields, potential, capacitance, AC and DC circuits, magnetic fields, electromagnetic waves, geometric optics, and interference and diffraction. This course is required for all students planning to transfer to four-year institutions as engineering, physical science, pre-med, and computer science majors. Prerequisites: PHYS 281, MATH 265. Corequisite: MATH 266. Code 3 course fee.

PHYS 283

General Physics III 4 s.h. (3 + 2)

A continuation of calculus-based PHYS 281/PHYS 282 (General Physics I and II) dealing with modern physics. Topics covered include relativity, quantum mechanics, and atomic, nuclear, and particle physics. This course is highly recommended for all students planning to transfer to four-year institutions as engineering or physical science majors and is also recommended for pre-med and computer science majors. Prerequisites: PHYS 282, MATH 266. Corequisites: MATH 267. Code 3 course fee.

POLITICAL SCIENCE

- POLI 183/185/261/262/268 are writing intensive courses. Students will be expected to use the skills they have acquired or are acquiring in their college English classes.
- Some sections of these classes are available as Home Study or Distance Learning (internet) courses.

POLI 183 Introduction to Political Science 3 s.h.

Formerly SS 183 – A survey of the foundations of political theory and its relationship to government, political parties and pressure groups and modern political thought.

POLI 185 Principles of Public Administration 3 s.h.

Formerly SS 185 – A survey of the principle philosophic and operational factors of public administration with emphasis on the major concepts involved in the science and art of government. The course considers such topics as organizational theory and practice, decision making, executive leadership and the political aspects of administration.

POLI 261 American Federal Government 3 s.h.

Formerly SS 261 – A survey of the origins and development of our national government and political system in theory and practice. Code 2 course fee applies to home study only.

POLI 262 American State and Local Government 3 s.h.

Formerly SS 262 – A study of the common features of state and local governments in the United States under existing and ideal conditions. Some attention is given to New Jersey and local areas.

POLI 263 Introduction to International Relations 3 s.h.

Formerly SS 263 – Students will examine the international political system, analyze the causes of war and the various approaches to world peace through a study of balance of power theories, disarmament, diplomacy, and international organizations. Also, students will examine economic forms of power and the increasing importance of international political economy. This course fulfills the Liberal Arts Diversity Requirement.

POLI 268 Women and American Politics 3 s.h.

The course examines the role of women in American politics in relation to: (1) gender and the history of American politics, (2) the emergence of women as political players as voters, candidates and officeholders and (3) public policies that directly effect women. This course fulfills the Liberal Arts Diversity Requirement.

PSYCHOLOGY

- Many Psychology courses are writing intensive. Students will be expected to use the skills they have acquired or are acquiring in college English classes.
- Students will be expected to demonstrate proficiency in information literacy. Internet access may be required.
- Some Psychology classes have a required field visit and /or service learning component.
- Some sections of these classes are available as Home Study or Distance Learning (internet) courses.

PSYC 171 Child Rearing 3 s.h.

Formerly SS 171 – This is a course about living with children in the day-to-day world. It will help you communicate more effectively with your children and learn to present discipline in a context of love and support. Creating an atmosphere of cooperation is therapeutic for the whole family. Issues involving divorce, single parenting and blended families will be explored, as well as some typical problems in infancy, toddlerhood, preschool, school years and adolescence.

PSYC 172 General Psychology 3 s.h.

Formerly SS 172 – A study of the behavior of the individual in terms of maturation, learning, emotion, motivation, perception, thinking and individual differences; basic to all other courses in psychology. Code 2 course fee (for Home Study only).

PSYC 173 Child Psychology 3 s.h.

Formerly SS 173 – The emphasis of the course will be the intellectual, emotional, social and physiological development of the human being. Child development will be followed from the preconception period through young adulthood. Research methods will be stressed and reading from anthropology, psychology, genetics, sociology and physiology will be required. Prerequisite: PSYC 172 or equivalent.

PSYC 174 Personality Theory 3 s.h.

Formerly SS 174 – A study of adult personality focusing on representative theories from the major schools of personality theory (psychoanalytic, social learning, humanistic, and cognitive) and methods of studying personality (e.g., case studies, personality tests, empirical research, etc.). Prerequisite: PSYC 172.

PSYC 175 Cross Cultural Psychology 3 s.h.

This course deals with a cross-cultural study of human behavior based on research findings of the world's culturally heterogeneous population. The goal is to discover how culture and individual behaviors are related, based on the more than 200 definitions of culture in the social science literature. Prerequisite: PSYC 172 or its equivalent. This course fulfills the Liberal Arts Diversity Requirement.

PSYC 270 Psychology of Gender 3 s.h.

Formerly SS 270 – This course will present current theory and research on gender differences in the physiological, cognitive and social domains. An analysis of the implications for developmental patterns, role evolution and differential treatment of men and women will include consideration of the social and biological roots of gender and the contribution of both individual and gender differences. Prerequisite: PSYC 172. This course fulfills the Liberal Arts Diversity Requirement.

PSYC 271 Abnormal Psychology 3 s.h.

Formerly SS 271 – The study of abnormal behavior from five different major theoretical approaches: physiological, psychoanalytic, behavioral, cognitive and humanistic/existential. Students will learn the descriptions (symptoms), causes (etiology) and various types of treatments of disorders. Prerequisite: PSYC 172.

PSYC 273 Adolescent Psychology 3 s.h.

Formerly SS 273 – This course presents an in-depth study of human development between the ages 11 and 25, stressing growth in cognitive and personality processes and the social changes experienced by adolescents. Students will also explore the diversity of adolescence in individual or group projects. Prerequisite: PSYC 172.

PSYC 274 Social Psychology 3 s.h.

Formerly SS 274 – A study of how social forces impact on individual attitudes and behavior. The course will include topics such as social cognition and attribution theory, interpersonal relationships, group dynamics, social influence, and prejudice. Research and methodology will be stressed. Prerequisite: PSYC 172.

PSYC 275 Educational Psychology 3 s.h.

Formerly SS 275 – A course designed for social science and education students interested in educational processes. The course investigates research findings, theories, concepts and principles as they apply to various learning situations. Ten hours of classroom observation of students pre-school through secondary school age is a requirement of the course. Prerequisite: PSYC 172 or equivalent.

PSYC 276**Adult Psychology****3 s.h.**

Formerly SS 276 – This course will present a life span approach to adult development. It will begin with a consideration of the criteria for maturity and the transition from adolescence to young adulthood. Physical, cognitive, personality and social developmental changes in young adulthood, middle age and old age will be examined. This course will also focus on problems of special interest at each stage. Prerequisite: PSYC 172.

SCIENCE**SCIE 103 Introduction to Astronomy****4 s.h. (3 + 2)**

Formerly SC 202 – A course concerned with the investigative tools of the astronomer and the implications of modern astronomical findings. The course begins by examining the nature of the scientific method and by applying that method to a number of key problems from the history of astronomy. It then proceeds to cover the most recent findings as to the nature, origin, and evolution of the planets, stars, galaxies, and the Universe itself. Laboratory work includes observations with the unaided eye and the telescope, and analysis of more complex observations. Code 2 course fee.

SCIE 104 Celestial Navigation**4 s.h. (3 + 2)**

Formerly SC 241 – An introduction to celestial navigation, including basic Earth-sky relationships, identification of navigation stars, use of a sextant, and use of the Nautical Almanac and standard sight reduction tables to obtain a navigational fix. Course includes classroom instruction and practical exercises in the planetarium and in the field. Prerequisite: MATH 165 or Equivalent and approval of instructor. Code 2 course fee.

SCIE 105 Forensic Science**4 s.h. (3 + 2)**

Formerly SC 151 – A laboratory approach to the understanding of the importance of securing evidence which shall be physical, chemical or biological in nature. The methods of collection and evaluation, utilizing laboratory instrumentation will be involved. To include field activities. This course fulfills the general education lab science requirement for criminal justice students only. Code 3 course fee.

SOCIOLOGY

- All 200 level Sociology courses are writing intensive. Students will be expected to use the skills they have acquired or are acquiring in college English classes.
- Some Sociology classes have a required service learning component.
- Some sections of these classes are available as Home Study or Distance Learning (internet) courses.

SOCI 181 Introduction to Sociology**3 s.h.**

Formerly SS 181 – This course presents the fundamental concepts, perspectives, and methods of sociology. Course topics include culture and society, socialization and the life cycle, social interaction and everyday life, social power and inequality, work and economic life, marriage and the family, gender and sexuality, social change and social movements, and the natural environment and our ecological fate.

SOCI 182 Death & Dying: Challenge and Change**3 s.h.**

Formerly SS 182 – This course is designed to examine the phenomena of death and dying from the historical, cultural, psychological and ethical perspectives. It investigates the research and literature regarding attitudes toward death, past and present, changing definitions of death and their ethical implications, the process of grief and grief therapy and new ways of dealing with the dying and with death.

SOCI 230 Women in Society: Social Issues**3 s.h.**

Formerly SS 230 – This course examines women's place in society from historical, legal and social perspectives. Included for consideration are theories of social change, recent laws relating to women, contemporary issues (such as domestic violence, employment, education, politics, sexual assault) and agencies for change. This course fulfills the Liberal Arts Diversity Requirement

SOCI 231 Social Problems**3 s.h.**

Formerly SS 231 – This course explores the ways that some situations are defined as social problems, and it looks at some of the consequences of those definitions. Students will identify and analyze a wide range of social problems, and they will develop tentative solutions to those problems. A typical list of problems addressed would include power, economy, and social class, our natural environment, race, poverty, gender and sexuality, media, the criminal justice system, illness and health care, war, and other international conflicts. Prerequisite: SOCI 181.

SOCI 238**Race and Ethnicity****3 s.h.**

Formerly SS 238 – This course will deal with the major concepts and issues of race and ethnic relations: race, racism, ethnicity, group inequality, prejudice, discrimination, assimilation and pluralism. The major focus will be on the United States, but the course will also examine other multi-ethnic societies as a way of situating American ethnic patterns within a comparative framework. Prerequisite: SOCI 181 or equivalent. This course fulfills the Liberal Arts Diversity Requirement.

SOCI 282**Sociology of the Family****3 s.h.**

Formerly SS 282 – This course is an introduction to the sociological literature on the family. The course explores the changing expectations and practices of contemporary American family life, and it places these changes in historical, cultural, ethnic, and racial contexts. Course topics include the American tradition of family diversity, theories of the family, and globalization and American families. Prerequisite: PSYC 172 or SOCI 181.

SOCI 284 Sociology of Sex & Gender**3 s.h.**

Formerly SS 284 – An exploration of the socially constructed category of gender and its relationship to the biological category of sex. The social, cultural, and political implications of gender in society are discussed. A wide range of topics are covered from gender, sexual identity, and intimacy to broader issues of social change such as gender equality and the politics of sex. Prerequisite: SOCI 181 or equivalent. This course fulfills the Liberal Arts Diversity Requirement.

SOCI 285**Drugs and Society****3 s.h.**

Formerly SS 285 – An introduction to the social scientific literature on drugs, drug use and drug policy. The course seeks to dispel myths and misinformation surrounding drugs - from the definition of the term to the extent and nature of drug use in the United States. Topics of discussion will include the history of drug use and the role politics has played historically in the use and control of drugs worldwide. Proposed and implemented solutions and legislation will also be discussed. Prerequisites: SOCI 181 or PSYC 172 or permission of instructor.

SPANISH

Students who have had four years of Spanish in high school should enroll in SPAN 251: Intermediate Spanish I.

Students who have had two or three years of Spanish in high school should enroll in SPAN 152: Elementary Spanish II.

Students who have had one year or less or no previous classes in Spanish should enroll in SPAN 151: Elementary Spanish I.

SPAN 151 Elementary Spanish I 3 s.h.

Formerly SP 151 – The conversational approach to language learning is used to develop the beginning skills. Students are provided with a basic vocabulary to enable them to enjoy simple conversational exchanges. Audio as well as possibly some computer-based material is used to reinforce and expand the skills program in the classroom. This course is for beginners or those with inadequate background for the SPAN 152 level course. Code 2 course fee.

SPAN 152 Elementary Spanish II 3 s.h.

Formerly SP 152 – Continuation of SPAN 151. Prerequisite: SPAN 151 or equivalent. Code 2 course fee.

SPAN 153 Elementary Spanish for Teachers 3 s.h.

Formerly SP 153 – This course is designed to help teachers respond to the goals of the New Jersey World Languages Content Standards K-12. It will focus on the development of basic language skills for beginners as well as the enhancement of language capabilities among those teachers with minimum Spanish language skills. The course will also address some areas of concern for beginning level teachers. Code 2 course fee.

SPAN 251 Intermediate Spanish I 3 s.h.

Formerly SP 251 – The conversational approach continues to be stressed. The course emphasizes the review of structure while providing the material to develop the four basic skills. Review is achieved by the use of drills, explanation, conversation, reading and graded writing activities. Culture and civilization are briefly explored through reading, lecture and non-print media. Prerequisite: SPAN 152 or equivalent. Code 2 course fee.

SPAN 252 Intermediate Spanish II 3 s.h.

Formerly SP 252 – SPAN 252 is the second level, second semester Spanish course. Study will include the development of the language skills through conversation, composition, and reading. Opportunities for advanced levels of communication are provided. Prerequisite: SPAN 251 or equivalent. Code 2 course fee.

SPAN 253 Intermediate Spanish for Teachers 3 s.h.

Formerly SP 253 – This course is designed to help teachers respond to the goals of the New Jersey World Languages Content Standards K-12. The course emphasizes the development of four basic language skills at an intermediate level. The course will also consider several teaching methodologies. Code 2 course fee.

SPAN 270 Topics in Hispanic Literature and/or Film 3 s.h.

Formerly SP 270 – Students will have the opportunity in this course to read and discuss representative writers and works from different literary periods of Spanish and/or Latin-American tradition and/or the Hispanic writers in the United States. The writings will be studied in their cultural context as well as for elements of structure and style. (The course will be conducted in English). Prerequisite: ENGL 152 or consent of the instructor. Code 2 course fee.

SPAN 280 Topics in Hispanic Cultures and Civilizations 3 s.h.

Formerly SP 280 – This course is designed to offer a multiple perspective view of culture and civilization of Spain and the Americas before and after the conquest. This course is an introduction to the social, political, economic, and psychological forces that have shaped thousands of years old history and cultures of Spanish speaking people. We shall examine Spain's multicultural roots and the most pivotal aspects of peoples and cultures that existed before the conquest and those that evolved during the conquest of the "New" world utilizing film, music, history, architecture, and literature. This course is taught in English. Prerequisite: ENGL 152 or consent of the instructor. Code 2 course fee.

THEATRE

THTR 193 Introduction to Acting I 3 s.h.

Formerly TH 193 – A basic course in improvisation and movement. Experiences and imagination in creating character and situations will be primary focus of this course. Code 2 course fee.

THTR 194 Introduction to Acting II 3 s.h.

Formerly TH 194 – A basic course in character and scene study. Student actors develop and create a wide variety of roles from current and classical drama. Emphasis is in gaining experience in becoming a character. Student actors analyze and act out scenes from a variety of plays establishing character relationships and physical action in production. Prerequisite: THTR 193 or consent of instructor. Code 2 course fee.

THTR 195 Introduction to the Theatre 3 s.h.

Formerly TH 195 – An introductory survey of historical and current theatrical practice. Code 2 course fee.

THTR 196 Contemporary Theatre 3 s.h.

Formerly TH 196 – A study of the current trends in the Broadway, off-Broadway, regional, European and underground theatre. This course is designed to help the student investigate, evaluate and appreciate these trends and to spur a desire for current theatre. Field trips to Broadway, off-Broadway, and off-off-Broadway productions will be an important part of the course.

THTR 197 Stagecraft I 3 s.h. (2 + 2)

Formerly TH 197 – This course covers basic theory and practice of building, painting, rigging and shifting scenery. For theatre majors only. Code 2 course fee.

THTR 198 Stagecraft II 3 s.h. (2 + 2)

Formerly TH 198 – This course covers basic theory and practice of lighting and its control, as well as lighting design. For theatre majors only. Code 2 course fee.

THTR 199 Theatre Workshop 1 s.h.

Formerly TH 199 – Special projects in theatre production. Flexible scheduling for day and evening. Assignments vary with theatre production schedule. May be taken four times for credit. Prerequisite: consent of instructor.

THTR 290 Oral Interpretation 3 s.h.

Formerly TH 290 – Fundamental principles of the performance of literature. Practice in analysis, phrasing, pacing, vocal techniques and bodily gestures. Projects include the study of prose, poetry, drama and related material. Recommended for drama, speech and broadcast journalism majors. Pre- or corequisite: Completion of freshman English requirement. Code 2 course fee.

THTR 296 Theatre in London 3 s.h.

Formerly TH 296 – Theatre in London is rich and varied. From the experimental Fringe (comparable to the U.S. Off-Broadway) on through to the major productions of The National Theatre and The Royal Shakespeare Company, the diversity and quality provide both a provoking and entertaining selection of one of the world's most exciting theatrical centers. Participants in the course will spend two weeks seeing and discussing plays presented by the National Theatre, The Royal Shakespeare Company (both at the new Barbican in London and at The Royal Shakespeare Theatre at Stratford-Upon-Avon) several West End theatres and some of the experimental companies on the Fringe. Participants will also meet in seminar and have the opportunity to discuss productions with guests from these companies: directors, actors, playwrights, designers.

DIRECTORY OF PERSONNEL



ADMINISTRATIVE, PROFESSIONAL STAFF AND FULL-TIME FACULTY

Joseph R. Adelizzi, Part-Time Director of Student Media

Bernadette Amato, Career Coordinator; B.A., Kutztown State University; M.A., The College of New Jersey

Torris Andersen, Jr., Reference Services Librarian/Assistant Professor; B.A., Richard Stockton College of New Jersey; M.L.S., Rutgers School of Communication; J.D., Rutgers School of Law

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Connie Bello, Assistant to the President; Taylor Business Institute

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Ivan Lugo, Physical Plant Evening Administrator/Custodial, Building Services

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James J. McGinty, Vice President of Media Technology and Instructional Support Services; B.S., Villanova University; M.S., Ed.D., Indiana University

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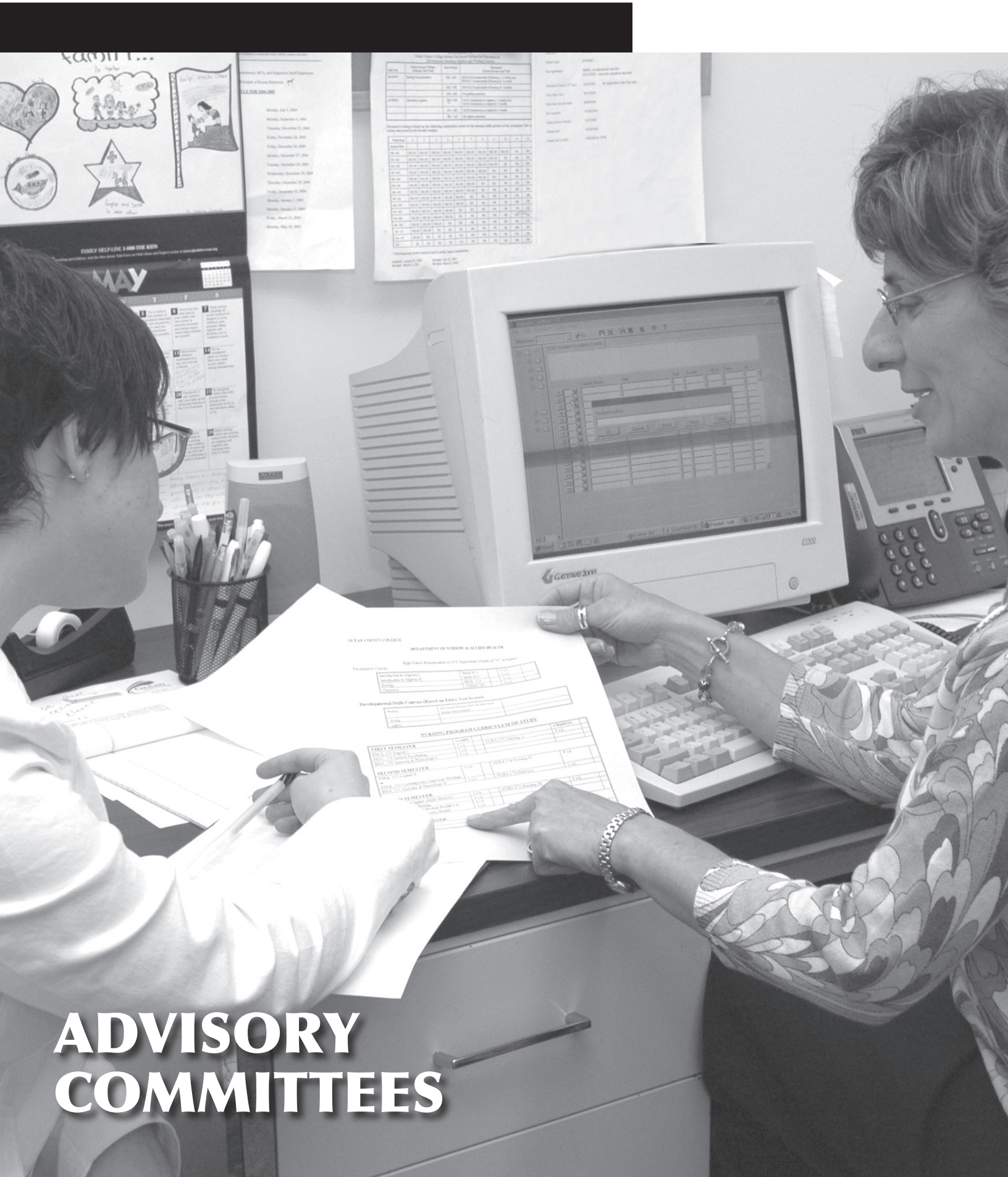
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CAMPUS BUILDINGS



THE COLLEGE CAMPUS

The focal point of the college campus, which embraces 275 acres of gently rising wooded land, is a pedestrian mall 900 feet in length. Designed in the form of an arc, it serves as the main artery of traffic between the present campus buildings.

Close observation of the natural beauty of the campus has been made possible by a two-mile nature trail that runs through the woods behind the entrance lake. The area contains many items of botanical interest, including some species that have become almost extinct. The nature trail was developed by students under a professor's guidance, as was the nearby nature amphitheater. The Richard S. Sambol-Joseph A. Citta Arboretum was dedicated on May 22, 1983 and continues to be developed.

The major buildings are as follows:

ADMINISTRATION BUILDING (1974)

Offices of the President and the Vice Presidents of Academic Affairs, Student Affairs, and Business and Finance are housed in the Administration Building.

ARBORETUM

(RICHARD S. SAMBOL - JOSEPH A. CITTA ARBORETUM) (1980)

Sponsored by Mr. Sambol and Mr. Citta, this part of the campus was established to display plants and trees indigenous to the state of New Jersey.

COLLEGE CENTER

(1967 - EXPANDED 1970 AND 1992)

Student Life activities are housed in the College Center that includes a cafeteria with a display area, snack bar, student lounge, recreation area, faculty dining room, administrative and student government offices, and meeting rooms. The College Center is also the location of the college bookstore.

O.C.E.A.N., INC. KIDS CHILD DEVELOPMENT CENTER

(Slated to open in September 2007)

The Ocean Community Economic Now's childcare center (located next to the tennis courts) provides quality child care with an early childhood development curriculum and Head Start for the Ocean County community.

OFFICE OF INFORMATION TECHNOLOGY (1971)

West of the TV Studio is the OIT, which houses computer and related equipment and staff that service the college's administrative functions.

INSTRUCTIONAL COMPUTER CENTER (1982)

Next to OIT is the Instructional Computer Center, which contains classrooms, a micro laboratory, and a computer laboratory. This building is the instructional base for the college's computer studies program.

FINE ARTS CENTER (1972)

The Fine Arts Center houses a 600 seat theatre, necessary backstage activity areas, a music rehearsal room, ceramics, sculpture and painting studios, a printing technique studio, galleries, classrooms and offices.

HEALTH AND PHYSICAL EDUCATION CENTER

(1967 - EXPANDED 1974)

The Health and Physical Education Center, providing instructional areas for men and women, contains a regulation intercollegiate basketball court, a six-lane swimming pool, a small multi-purpose room, classrooms, and offices. Shower and locker facilities and outdoor athletic fields permit the inclusion of a complete health and physical education program in the curriculum.

INSTRUCTIONAL BUILDING (1967)

A three-story structure, the Instructional Building, embraces 37,000 square feet of space for classrooms and faculty offices.

LIBRARY (1967 - EXPANDED AND RENOVATED 1995)

The newly renovated building now houses the library's various collections, reading areas and study rooms, a personal computer lab, a media viewing area, a reference collection and government documents as well as office areas for the college's Human Resources, Academic Support Services, Disability Resource Center, Testing Center, ESL Laboratory, Ocean County Tech Prep Program, and the main Switchboard/Reception area.

A special feature of the library is the Harry D. Sussna Carillon Tower. The 100-foot tall carillon tower contains expansive reading areas, large windows providing far-reaching views of the campus, and two clocks.

MAINTENANCE BUILDING

(1971 - EXPANDED 1981)

In a wooded area to the east of College Drive directly behind the Facilities Management Building and the Purchasing Building is a one-story Maintenance Building. This 5500 square foot building has storage rooms and physical plant offices and locker facilities, in addition to painting, plumbing, carpentry, electrical, and auto repair shops.

NURSING ARTS BUILDING (1970)

Between the Library and the Instructional Building is the one-story Nursing Arts Building that contains offices, storage, classrooms, and various labs (skills, computer and multimedia). It is connected to the Instructional Building by an arcade.

ROBERT J. NOVINS PLANETARIUM (1974)

The Robert J. Novins Planetarium, made possible through the interest and generosity of the late chairman of the Ocean County College Foundation, provides seating for 119 beneath a dome of 40 feet in diameter. At the center of the theatre is a Viewlex/Minolta, Mark IIB planetarium projector. The building also contains a classroom, offices and workrooms.

W. KABLE RUSSELL ACADEMIC BUILDING (1990)

The two-story W. Kable Russell Academic Building is located between the Lecture Hall and the College Center. Its 28,200 square feet are devoted to well-designed classrooms, laboratories, faculty offices, seminar rooms, a faculty lounge, conference room, and storage and media rooms.

WILLIAM T. HIERING SCIENCE BUILDING (2000)

Built into the hillside near the College Center, this building houses state-of-the-art laboratories, lecture halls, classrooms and offices.

SOUTHERN EDUCATION CENTER - SEC (2000)

The Southern Education Center is located at 195 Cedar Bridge Road in Manahawkin. Credit and Continuing and Professional Education courses are held in this building, which has five classrooms, a computer classroom, four offices and a student lounge.

TECHNOLOGY BUILDING (2004)

The two-story Technology Building located behind the Russell Building is a 26,156 square foot structure which houses five teaching computer labs, Media Services, two computer graphics labs, an ITV classroom, a video post-production studio, a 72-seat stepped seminar room, an executive conference room, and faculty and support staff offices.

TV STUDIO (2005)

To the north of the Instructional Building is a one-story TV Studio with a high tech classroom for 35. It is equipped with a projection system and screen as well as audio-visual aids.

COLLEGE POLICIES

AFFIRMATIVE ACTION POLICY

Ocean County College is an Affirmative Action/Equal Opportunity/ADA institution and employer dedicated to equality of opportunity for all persons in all areas of its operations. The college is committed to nondiscrimination and has in effect an Affirmative Action Program, including compliance with provision of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

The Affirmative Action Program at Ocean County College has been assigned to the Department of Human Resources and the Director of Human Resources has been designated College Compliance Officer. The Director of Human Resources is located on the ground floor of the Administration Building. While the Director of Human Resources will provide college-wide supervision over Affirmative Action, the Vice President of Student Affairs will be primarily responsible for Affirmative Action compliance in all matters pertaining to students and student life. The Vice President of Student Affairs is located on the first floor of the Administration Building.

The Affirmative Action Program and related policy statements are available for review by any interested person during regular office hours in the Department of Human Resources located on the ground floor of the Administration Building.

SEXUAL HARASSMENT POLICY

Ocean County College will not tolerate any unwanted or unwelcome attention of a sexual nature, whether verbal or physical, of any employee or student. Any student who believes he/she has been subject to possible harassment on the basis of sex should contact the Director of College Health Services, Room A106, who will put the student in contact with a facilitator. A student may file a formal complaint with the Vice President of Student Affairs after or instead of utilizing this informal procedure.

GRIEVANCE POLICY

Any student who believes he or she has been subject to possible discriminatory treatment on the basis of race, handicap, etc., may file a complaint through the Vice President of Student Affairs. All complaints will be handled in accordance with the college's Grievance Policy, #5230, available in the Office of the Vice President of Student Affairs.

In conducting any investigation or review, the right to confidentiality, both of the complainant and the accused, will be respected. The review will be conducted as quickly as possible.

DRUG POLICY

Ocean County College is an educational institution committed to maintaining an environment which allows students to enjoy the full benefits of their learning experience and to understand the negative consequences of the illicit use of alcohol and drugs on their lives. In accordance with Policy #5246.1, approved by the Board of Trustees of Ocean County College, and in accordance with Public Law 101-226, the college declares that it will make every effort to provide its students with an environment that is free of the problems associated with the unauthorized use and abuse of alcohol and illegal drugs.

The college is committed to promoting the wellness and positive self-development of its students. The unauthorized use and abuse of alcohol and the illegal use and abuse of drugs inhibit students from attaining the benefit of their learning experience, expose them to serious illnesses and health risks, and therefore are prohibited. Counseling Services and Health Services Office provide direct assistance and confidential referral services for students seeking help with a substance abuse problem. Copies of the policy are available from the Student Health Office, Counseling Services, The Advising Center and the Office of the Vice President of Student Affairs.

STUDENT OBLIGATION TO KNOW

All Ocean County College students have the responsibility for being fully aware of college policies and regulations affecting students. In addition to this catalog, students should consult the Student Handbook and the Ocean County College policy book (a copy is kept in the Vice President of Student Affairs Office) for current policies and practices of the college.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

The Family Educational Rights and Privacy Act of 1974 sets out requirements designed to protect the privacy of students. Specifically, the statute governs (1) access to records and (2) the release of such records.

Ocean County College has developed policies and procedures which comply fully with the intent of this legislation, thereby ensuring students access to their educational records and protecting such individuals' rights to privacy by limiting the transferability of their records without their consent.

The other major aspect of the Privacy Act of 1974 refers to the release of information concerning students. Other than the information listed below, hereafter referred to as directory information, the written consent of the student must be obtained before data can be released about that student. This applies to potential employers, schools where students may wish to transfer, reference checks, etc. Directory information, on the other hand, is information which will be released by the college unless a student notifies the Admissions and Records Office that such information in part or in whole is not to be released. Directory information includes the following: student's name; student's address; student's telephone listing; date and place of birth; major field of study; participation in officially recognized activities and sports; weight and height, if a member of an athletic team; dates of attendance; degrees and awards received; and most recent previous educational agency or institution attended by the student.

It is the student's responsibility to notify the Admissions and Records Office if he or she does not wish to have any or all of the above information released.

All inquiries regarding established policy and procedures relative to this act should be directed to Director of Admissions and Records. The Office of Admissions and Records is located on the mall level of the Administration Building.

Additionally the following information is available for the privileged use of the members of the Vice President of Student Affairs' staff and the faculty of Ocean County College. This information may not be released to any other parties without the written consent of the student and is considered confidential.

1. Test results (standardized intelligence tests, aptitude tests, interest inventory tests, etc.)
2. Health data
3. Faculty evaluations including mid-term reports and attendance reports
4. Counseling reports and evaluations
5. Disciplinary reports, including disciplinary actions
6. Any and all information maintained in a student's permanent education record

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TRAVEL DIRECTIONS TO THE DEPARTMENT OF CONTINUING AND PROFESSIONAL EDUCATION, ACADEMY FOR LIFELONG LEARNING AND THE OCC CENTER FOR BUSINESS EDUCATION AND TRAINING

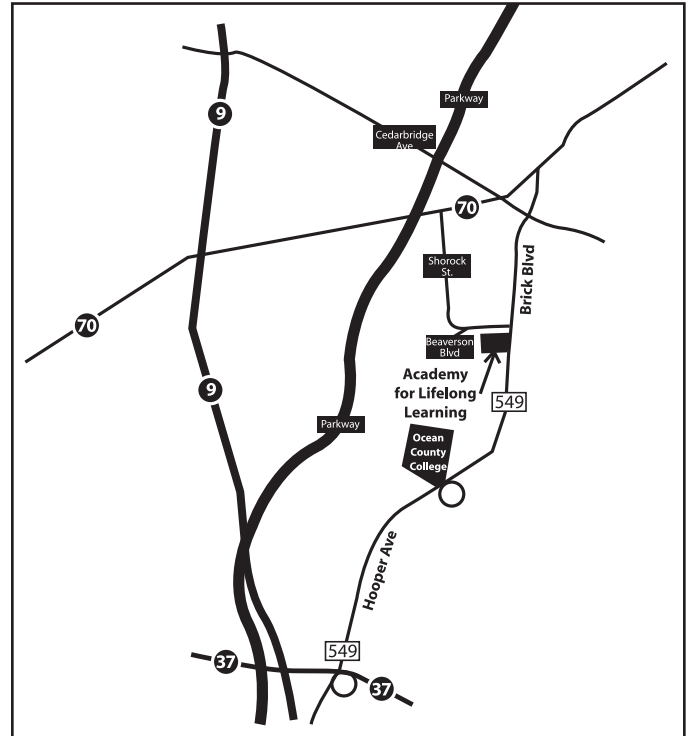
150 Brick Boulevard (also called Route 549) • Brick, NJ
The building is located at the Beaverson Blvd. jughandle

Directions from the South:

Garden State Parkway to Exit 82. Proceed east on Route 37 towards Toms River/Seaside Heights. Go about one mile (2 traffic lights). Turn at jughandle to Route 549 North (Hooper Avenue). Proceed north on Hooper Avenue pass Ocean County College. As you travel north, Hooper Ave. becomes Brick Blvd. Make a left at Beaverson Blvd. intersection and go to next light and make a left. Make left into Lions Head Office Park. Upon entering complex stay to your left until you reach the Academy Office at 150 Brick Blvd.

Directions from the North and the West:

Garden State Parkway to Exit 88. Make a left at light onto Route 70. Proceed on Route 70 pass Home Depot, make a right at the light onto Shorrock Street. Continue on Shorrock Street (turns into Beaverson Boulevard) and make a right into second entrance to Lions Head Office Park. Upon entering complex stay to your left until you reach the Academy Office at 150 Brick Blvd.



TRAVEL DIRECTIONS TO SOUTHERN EDUCATION CENTER

195 Cedar Bridge Road • Manahawkin, NJ

From West:

Take Route 72 East

From Philadelphia Area:

Route 95 South to Walt Whitman Bridge

Walt Whitman Bridge to 295 North

Route 295 North to exit 34B, Route 70 East

Route 70 East to Route 72 East

From North or South:

Garden State Parkway to Exit 63, Manahawkin,

Long Beach Island, Route 72 East

Follow Route 72 East directions

Route 72 East Directions:

Take Route 72 East past the Stafford Square Shopping Center. Just east of the shopping center you will see signs for Route 9. Take Route 9 North. After you come around the jug handle, you will be heading north on 9. Turn left at the second traffic light onto Cedar Bridge Road. Continue past the Southern Regional School District School Buildings; follow road to SEC.

TRAVEL DIRECTIONS TO OCEAN COUNTY COLLEGE MAIN CAMPUS • COLLEGE DRIVE • TOMS RIVER, NEW JERSEY

Directions from the North

Coming from the north on the Garden State Parkway, take exit 88. Immediately turn left onto Route 70 and go about one-third mile to the first traffic light, by the Home Depot. Turn right at the light onto Shorrock Street and go about one and a half miles. At this point Shorrock curves to the left and becomes Beaverson Boulevard. Follow Beaverson for one more mile to the end. Turn right onto Route 549 south, and go about two and a half miles to College Drive. As you approach College Drive, you will see a lake on your right with the College monument standing in the water. The exit to College Drive is immediately after the lake. Turn right onto College Drive to enter the Ocean County College campus.

Directions from the South

Coming from the south on the Garden State Parkway, take exit 82 to Route 37 east. Follow Route 37 about one mile east to Route 549 (Hooper Avenue). Use the jughandle at the intersection to turn left onto Route 549 north. Go north about three miles to College Drive. You will pass the Ocean County Mall on your right after about one mile. Shortly before you reach College Drive, you will pass two schools on your right. Keep to the right from this point on. As you approach the intersection with College Drive, you will see a lake on the far left with the College monument standing in the water. At the intersection, use the jughandle to turn left onto College Drive and enter the Ocean County College campus.

Directions from the West

Coming from the west, follow Route 70 eastward through Lakewood until it passes under the Garden State Parkway. Continue east on Route 70 another one-third mile to the first traffic light after the Parkway. There is a Home Depot at the corner. Turn right at the light onto Shorrock Street and go about one and a half miles. At this point Shorrock curves to the left and becomes Beaverson Boulevard. Follow Beaverson for one more mile to the end. Turn right onto Route 549 south, and go about two and a half miles to College Drive. As you approach College Drive, you will see a lake on your right with the College monument standing in the water. The exit to College Drive is immediately after the lake. Turn right onto College Drive to enter the Ocean County College campus.

