



# CATALOG 2019-2020



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## Academic Catalog

### Ocean County College Catalog 2019-2020

The information contained herein is for the 2019-2020 academic year. The college reserves the right to change, add or delete courses, policies, fees and procedures. Ocean County College is a public two-year community college funded by Ocean County and the State of New Jersey.

Ocean County College prohibits discrimination on the basis of race, color, creed, sex, national origin, age, religion, marital status, sexual orientation, disability, ancestry, veteran's status, or Vietnam-era veteran status. This institution complies with the provisions of Section 504 of the Rehabilitation Act of 1973.

The Ocean County College 2019-2020 Catalog is published by the Office of College Relations and the Division of Academic Affairs.

College Drive, PO Box 2001  
Toms River, NJ 08754-2001  
*phone*    732-255-0400  
*fax*        732-255-0444  
*web*        www.ocean.edu

### Obligation to Know

Ocean County College students have the responsibility to be fully aware of college policies and regulations. College policies and procedures are listed in the catalog, are available in the student handbook, and are all online on our website at [go.ocean.edu/policies](http://go.ocean.edu/policies).

The college reserves the right to make revisions to publications, policies, and procedures at any point in between yearly publications of the student handbook and other publications. Students will be notified via email when changes are made; once changes are posted online, they are in effect.

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# OCEAN COUNTY COLLEGE BOARD OF TRUSTEES

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Carl V. Thulin, Jr., Chair  
Linda L. Novak, Vice Chair  
Jerry J. Dasti, Treasurer  
Stephan R. Leone, Secretary  
Kevin Ahearn, Ocean County Executive Superintendent of Schools  
Frank J. Dupignac, Jr.  
Robert A. Fall  
Thomas E. Monahan  
Joanne Pehlivanian  
John A. Peterson, Jr.  
Joseph E. Teichman  
Sean Newman, Student/Alumni Rep  
John C. Sahradnik, Counsel

*at the time of publication*

# OCEAN COUNTY BOARD OF CHOSEN FREEHOLDERS

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Virginia E. Haines, Deputy Director and Liaison to Ocean County College  
John P. Kelly, Deputy Director  
Gerry P. Little  
Gary Quinn  
Joseph H. Vicari

*at the time of publication*



# ACADEMIC CALENDAR

## Summer 2019

### First Five-Week & Ten-Week Sessions

Date	Event
Mon., May 20	Classes Begin
Thurs., May 23	No Classes - Commencement
Mon., May 27	No Classes - College Closed
Tues., June 25	Last Day of Classes (1st 5-week)
Thurs., July 4	No Classes - College Closed
Wed., July 31	Last Day of Classes (10-Week)

### Second Five-Week & Six-Week Sessions

Date	Event
Wed., June 26	Classes Begin
Thurs., July 4	No Classes - College Closed
Thurs., August 1	Last Day of Classes (2nd 5-week)
Wed., August 7	Last Day of Classes (6-week)

### Post Session

Date	Event
Mon., August 5	Classes Begin
Wed., August 28	Last Day of Classes

## Fall 2019

Date	Event
Wed., September 4	Classes Begin
Wed., November 27-Fri., November 29	No Classes
Fri., December 20	Last Day of Classes

## Spring 2020

Date	Event
Wed., January 22	Classes Begin
Mon., February 17	No Classes
Mon., March 16-Sun., March 22	No Classes-Spring Break
Wed., May 13	Last Day of Classes
Thurs., May 21	Commencement

# CONTACTING THE COLLEGE

On Matters Concerning: Call:		Number
Academic Affairs	Vice President of Academic Affairs	732-255-0317
Academy for Lifelong Learning	Academy for Lifelong Learning	732-255-0409
Admissions	Admissions Office	732-255-0400 ext. 2960
Advising	Director of Advising	732-255-0300
Alumni Affairs	Director of Alumni & Advancement	732-255-0400 ext. 2355
Athletics	Director of Athletics	732-255-0345
Bookstore	Director of Bookstore/ Barnes & Noble	732-255-0333
Business Education & Training	Director of Business Education & Training	732-255-0510
Career Services	Career Services Coordinator	732-255-0400 ext. 2349
Center for Access & Equity	Director of EOF/C4AE	732-255-0493
Center for Student Success	Dean of Academic Services	732-255-0456
College Readiness	Executive Director of Academic Success	732-255-0400 ext. 2257
Continuing & Professional Education	Director, Continuing & Professional Education and Workforce Development	732-255-0409
Counseling Services	Director of Counseling Services	732-255-0400 ext. 2941
Disability Related Services	Dean of Academic Services	732-255-0456 or TTY/ TDD & Voice: NJ Relay 711
Displaced Homemakers	Community Services Specialist	732-255-0400 ext. 2297
Educational Opportunity Fund Program	Director of EOF/C4AE	732-255-0311
e-Learning	Associate Vice President of e-Learning	732-255-0514
	Dean of e-Learning	732-255-0400 ext. 2176
Evening & Weekend Services	Evening/Weekend Administrator	732-255-0400 ext. 2449
Financial Aid	Director of Financial Aid	732-255-0310
For Adults 65 & Over	Director of the Academy of Lifelong Learning	732-255-0409
Foundation	Executive Director of Foundation	732-255-0492
Global Education Experience	Global Education Coordinator	732-255-0400 ex. 2220
Health Sciences Support Services	Director of Title III	732-255-0400 ext. 2370
Honors Courses	Honors Coordinator	732-255-0400 ext. 2215

The Hub	Director of Enrollment Services	732-255-0482
Library	Director of Library Services	732-255-0392
NJ Stars	NJ Stars Coordinator	732-255-0300
Public Relations	Executive Director of College Relations	732-255-0400 ext. 2071
Registration & Records	Director of Registration & Records	732-255-0304
Southern Education Center	Director of SEC	609-978-2077
Student Affairs	Vice President of Student Services	732-255-0315
Student Life/Student Center	Director of Student Life	732-255-2455
Student Support Services	Director of Student Support Services	732-255-0400 ext. 2352
Testing/Placement	Director of Testing & Adaptive Services	732-255-0420
Title III	Director of Title III	732-255-0400 ext. 2370
Transfer Services	Coordinator of Transfer Services	732-255-0300
Tuition & Fees	Cashier/Billing Office	732-255-0324
Tutoring	Dean of Academic Services	732-255-0456
Veterans Affairs	Veterans Coordinator	732-255-0400 ext. 2080

On matters concerning academic programs in:	Call the office of:	Number
English, Literature, Foreign Languages, Communications, Theater, Performing Arts, Fine Arts, Philosophy, and History	Dean of the School of Arts & Humanities	732-255-0338 or 732-255-0375
Mathematics, Science, Computer Science, and Engineering	Dean of the School of Science, Technology, Engineering, & Mathematics (STEM)	732-255-0368, 732-255-0378, 732-255-0395
Social Science, Criminal Justice, Education, Fire Science, Public Administration, and Business	Dean of the School of Business & Social Science	732-255-0381
Health & Human Performance, Hospitality, Homeland Security		732-255-0390
Nursing & Health Sciences	Dean of the School of Nursing & Health Sciences	732-255-0395

# 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 (<http://www.msche.org>)

## Nursing & Health Services

Accreditation Commission for Education in Nursing (ACEN)  
3343 Peachtree Road  
Suite 850  
Atlanta, GA 30326  
Tel: 404-975-5000  
www.acenursing.org (<http://www.acenursing.org>)

## Addiction Studies

National Addiction Studies Accreditation Commission (NASAC)  
44 Canal Center Plaza  
Suite 301  
Alexandria, VA 22314  
Tel: 703-741-7686  
www.nasacaccreditation.org (<http://www.nasacaccreditation.org>)

## 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 areas.

## Transportation

New Jersey Transit provides bus transportation to the college campus. For specific bus routes and schedules, call 800-772-2222 between 6:00am and midnight or go to NJtransit.com (<http://www.NJtransit.com>)

## E-Learning/Online Classes

Ocean County College Online, OCC's e-Learning division, currently offers 12 fully online degree programs: Business, Business Administration, Business—Paralegal Studies, Liberal Arts, General Studies, Global Studies, Computer Science, Computer Science—Information Technology (AAS and AS degrees), Criminal Justice, Environmental Sciences, and Public Service. Additionally, OCC Online offers 8 fully online certificate programs: Business Studies, Information Technology, Legal Secretary, Teacher Aide, Middle Eastern Studies, Criminal Justice, Paralegal Studies, and Small Business Management. To explore these options, please visit <https://www.ocean.edu/programs-and-courses/online-degree>

CC Online offers over 200 online courses that can be taken as part of a degree program or by themselves, depending on student needs. Courses are available in 15, 10, 7.5, and 5-week semesters throughout the year. Online programs, certificates, and courses follow the same academic rigor as traditional face to face courses, utilizing the same learning objectives and employing a variety of student-centered learning methodologies. Students are able to complete coursework according to their life demands. Students are never required to come to campus and are not required to be "online" on a specific day or time. Online course syllabi inform students of what assignments are required and the due dates.

OCC Online provides 24/7 support to all students, as well as online tutoring in a variety of subjects, to facilitate student success. Online courses are designated by the section name "DL" which stands for Distance Learning. These can be viewed on WebAdvisor or in Student Planning. Students registered for online courses may access them through OCC's Portal: Ocean Connect by clicking on "My Courses." For more information about online degrees, certificates, and courses, please contact an Enrollment Specialist at 732-255-0400, ext. 2960 or on the College's website at <https://www.ocean.edu/programs-and-courses/online-learning/>.

## Southern Education Center (SEC)

The Southern Education Center (SEC) of Ocean County College is an off-campus site located at 195 Cedar Bridge Road, Manahawkin, NJ. . Students complete coursework towards toward an AA, AS, or AAS degree, have available student services, disability services and library services, as well as student life events, while being closer to home and reducing their commute time . Fall, spring, and summer courses are offered at the SEC and are taught by the same faculty who teach at the Toms River location, ensuring students the same quality academic experience without the drive! Visit [go.ocean.edu/SEC](http://go.ocean.edu/SEC) for more information or call 609-978-2077.

# BUSINESS EDUCATION & TRAINING

Business Engagement provides employers professional development training for employees in the areas of basic computer skills, management and supervisory skills, customer service, and language proficiency, including English as a Second Language and Spanish in the Workplace. Training is customized to employer's specific needs. In most instances, workforce development training is grant-funded and local non-profits are eligible to participate.

Instruction is provided by industry-experienced instructors, either at employer's locations or an Ocean County College facility. Participating employees may earn CEUs or training certificates of completion from Ocean County College.

For information, call 732-255-0400 ext. 2157.

# CONTINUING & PROFESSIONAL EDUCATION (CPE)

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The Continuing and Professional Education Department delivers purposeful education in Healthcare, Business, Education, Technology, Specialized Careers, and Customized Training. Programs serve individuals enhancing current skills, pursuing professional development, preparing to enter new careers or returning to the workforce, and those interested in avocational pursuits. in personal growth and enrichment. CPE offers industry-certified instructors and staff to assist you in your career advancement goals.

CPE provides affordable and innovative training programs that prepare and empower adult learners with the knowledge, skills, and competencies needed for employment, while providing a clear pathway to further their education and professional development. Many programs offer the opportunity to earn essential industry certifications and credentials. In addition, CPE has established partnerships with local employers that will provide students real-world experience for in-demand job opportunities upon completion of their training program. Day, evening and online course offerings allow flexibility to meet personal and professional schedules in order to achieve career goals.

CPE is a one-stop shop for continuing education for adults. As such, we encourage prospective students to call us at 732-255-0409, or email [cpeinfo@ocean.edu](mailto:cpeinfo@ocean.edu), for complete details on any of our programs.

# KIDS & TEENS ON CAMPUS

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Kids & Teens on Campus at Ocean County College provides kids and teens with an innovative, diversified, and creative learning experience. Youth will explore new topics, cultivate new skills, make new friends, and have fun! Kids & Teens on campus provides a flexible schedule offering half and full day options, as well as before care and lunch care programs to accommodate working families. Our dynamic camp staff includes certified teachers, special educational professionals, and enthusiastic camp counselors, ensuring summer and school breaks are filled with creative and academic success for everyone! For additional information visit <https://www.ocean.edu/programs-and-courses/kids-teens/> or call 732-255-0409.

# SCHOOL RELATIONS

School Relations responds to the needs of Ocean County educators, school districts, and students by providing a wide range of programs for elementary, middle, and high school teachers. It offers high quality, cost-effective professional development workshops and conferences.

For further information, contact School Relations at 732-255-0400, ext. 2158.

# 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. As a result of the study, the Freeholders recommended that a two-year college for 900 students be established. Subsequently, this recommendation was supported by the New Jersey Department of Education. 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 by public referendum the establishment of a college in Ocean County. Immediately thereafter on January 15, 1964, the Board of Chosen Freeholders adopted a resolution to establish 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 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 1965 to engage in the detailed planning necessary for the opening of the college in the fall of 1966. The college was so well received that 979 students enrolled in fall 1966. Ocean County College has been accredited by the Middle States Commission on Higher Education since May 1969.

Throughout the College's history, student enrollment has grown steadily, from just 979 students in the fall of 1966 to 8,176 in the fall of 2018. The number of students graduating each year has increased substantially as well, from 208 graduates in 1968 to nearly 1,500 in 2018.

OCC offers A.A., A.S., and A.A.S. degrees, along with certificate programs in nearly 50 areas of study. Students can pursue part-time or full-time study with classes available days, evenings, and weekends. Students can also take advantage of online courses as well as have the opportunity to study at OCC’s Southern Education Center in Manahawkin and at 19 off-campus sites located throughout the county.

Additionally, a variety of noncredit continuing and professional education courses, trips, seminars, and summer programs for children are offered. Year-round community activities include art exhibits, lectures, and musical and dramatic productions in the Jay and Linda Grunin Center Theatre and Gallery and planetarium shows in the Robert J. Novins Planetarium.

The Main Campus has seen great growth over the years; through a four-phase construction plan from 1966 to 1974, 11 major buildings were completed. An additional five new buildings were constructed during the 1980s and 1990s, and the H. George Buckwald access road opened in 1988. The campus continued to expand between 2000 and 2011 with another 12 new structures. Most recently, the Gateway Building, representing a joint venture between OCC and Kean University, opened in 2013; in 2016, the Jon and Judith Larson Student Center opened and a

third access road, West College Drive, was added; and the H. Hovnanian Health Sciences Building opened to nursing and allied health students in 2018.

## Mission Statement

Ocean County College, an innovative academic leader, provides affordable, student-centered, high quality educational experiences that prepare and empower diverse learners to contribute to and succeed in global societies. OCC invests in and fosters academic, economic, and cultural excellence and ensures financial strength by generating new revenue streams, engaging in national and international university and corporate partnerships, and cultivating a technologically progressive and entrepreneurial spirit.

## Vision Statement

Ocean County College will be the boldest, most creative, most innovative student-centered college in America and, by pioneering community college education internationally, will be a new prototype for global education.

## Guiding Principles

To assure achievement of its mission, Ocean County College is guided by the organizational principles listed below. They define the high regard the College holds for its employees, students, and other stakeholders. The Guiding Principles were developed and ratified by the Guiding Coalition and President’s Leadership Team. Effecting these principles will require a persistent commitment to organizational development to achieve a challenging, stimulating, and supportive work environment.

### Ocean County College is student-focused:

#### THE SUCCESS OF OUR STUDENTS IS OUR PRIORITY

Proactive: Vigorously seek new opportunities for the students in both existing and new markets using ingenuity and innovative thinking.

Supportive: Guide, coach, and mentor one another to provide the best possible experience for students and enable them to achieve their full potential.

Communicative: Articulate ideas and concerns, practice genuine listening before speaking, and maintain confidentiality when appropriate.

Impartial: Remain open-minded and engage new initiatives with optimism and enthusiasm.

Positive: Remain congenial, practice empathy, and have fun.

Courageous: Act with discipline to maintain accountability while pursuing decisions based on evidence and consensus.

Collaborative: Practice teamwork in all actions and decisions.

Trustworthy: Practice integrity and transparency in all actions.

Accountable: Commit to student success while delivering high performance and presenting results transparently.

## Ocean County College 20/20 Vision

In 2020, Ocean County College has become a new model for higher education in the 21st century. Through a strategy of deep partnering with premier universities and multi-national corporations, the College has achieved broad reach across the United States and globally with joint



bachelor and graduate online degrees. OCC provides affordable access; demonstrates resilience in the face of demographic, economic, and social forces of disruption; maintains continuing performance excellence and financial sustainability; serves as a technology innovator making data-driven decisions; and enhances the civic and financial well-being of all County citizens and students worldwide who take advantage of its offerings.

Established in 1964 as a provider of associate degree learning and continuing and professional education for the citizens of Ocean County, New Jersey, the College has expanded both the scope and richness of its mission. OCC has forged alliances with a wide range of academic institutions, including Kean University, New Jersey Institute of Technology, University of the Sciences in Philadelphia, Sussex County Community College, and the Ocean County Performing Arts Academy. Through these relationships, OCC brokers face-to-face, hybrid, and online learning for the citizens of Ocean County and globally at the baccalaureate, master’s, and doctoral levels. It has refined and increased its continuing professional education and employment-focused certificate offerings.

Ocean County College has become an online learning provider with international reach by leveraging its partnerships with technology vendors, like Pearson Learning Solutions, and a range of U.S. and international universities. As a result, joint degree programs have been developed with institutions in other countries, such as Mexico, Egypt, and other areas in the Middle East and North Africa. In these venues, Ocean offers its freshman and sophomore courses to students already enrolled at these institutions, providing them with more convenient and affordable pathways to high quality bachelor and graduate degree options. These programs yield substantial net revenue, which supports the financial sustainability of the College in a time of declining public funding and traditional enrollments. Additionally, Ocean’s Learning Management System platform is being used by a number of other institutions that are contracting with Ocean County College to offer online learning programs. Ocean County College’s evolution is also clearly reflected in its physical presence. Its main campus has flourished with the construction of a shared-ownership Gateway Building with Kean University; a new Student Center; the STEM Building with the New Jersey Institute of Technology, the Health Sciences Center with a health education university, and a facility with a major medical provider; as well as a regional Performing Arts Center, which serves as the cultural hub of Ocean County. In addition to new construction, there has been significant ongoing renovation and renewal of existing buildings and facilities.

Capitalizing on Ocean County College’s partnerships, students and faculty are deeply engaged with innovative entrepreneurs, graduate school professors, research universities, local businesses, and multi-national corporations. By attracting universities to share its expansive campus, Ocean County College has created a university community in Toms River while retaining its connection to its community college roots: culture, mission, and affordability.

Ocean County College has thoroughly reinvented itself to ensure its sustainability to 2020 and beyond, with enrollment in degree and non-degree programs surpassing 20,000 learners of all kinds. Achieving these outcomes has required an earnest commitment to profound organizational change, which has been facilitated by a solid partnership among the President, the College Administration, the Board of Trustees, and the Ocean County Freeholders, as well as by enthusiastic support from OCC faculty and staff.

The College has extended itself in an unprecedented manner to generate new mission, vision, strategy, and value propositions that focus on performance excellence and innovation. Most importantly, all of the College’s efforts have and will continue to focus on students, both traditional and nontraditional, and their recruitment, retention, and success.

## Strategies for Performance Excellence and Success

Strategy #1: Craft and Execute Transformative Strategies

Strategy #2: Build Resilience through Innovation, Reinvention, and New Programs

Strategy #3: Develop Leadership and Fill Key Positions

Strategy #4: Understand and Meet the Needs of Stakeholders

Strategy #5: Create a Challenging and Supportive Work Environment

Strategy #6: Leverage Collaboration, Partnership, and Sharing

Strategy #7: Continuously Improve Learning Support Processes and Practices

Strategy #8: Leverage Information and Results

# ADMISSIONS AND ACADEMIC INFORMATION

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# ADMISSIONS

New Jersey’s community colleges are “open door” institutions that admit all high school graduates, those holding state-issued high school equivalency diplomas, and all other persons who have the ability to benefit from post secondary education. Ocean County College is a rolling admissions institution. Students may apply online at [www.ocean.edu](http://www.ocean.edu) as early as possible during the six months prior to the start of the semester. Acceptance will be considered when all the necessary steps have been completed.

The candidate is responsible for the completion of all admission requirements:

- File a formal application for admission. Applications are valid for the length of time indicated in Policy #5124. Students who are re-applying must meet the criteria outline in Policy #5124.
- Comply with the requirements of Policy #5165, College Skills Assessment Program (degree-seeking, high school, and gifted elementary school students ONLY).
- Submit a valid Immunization Record Form against measles, mumps, rubella, and hepatitis B as per the New Jersey Administrative Code (all new and continuing fulltime students taking face-to-face classes in the state of NJ only).
- Students meeting the criteria outlined by the New Jersey Administrative Code that do not submit valid immunization records will be considered conditionally accepted for their first semester.

All applicants for admissions should:

- Be able to furnish proof of residency that is properly validated as outlined in Policy #5102, Ocean County Residents, Policy #5104 New Jersey Residents, or Policy #5106, Out-of-State Foreign Students. Proof of residence may be substantiated by such documentary evidence including but not limited to a driver’s license, motor vehicle registration, or voter registration card bearing an Ocean County address.
- Send an official transcript from the secondary school. If the student is a high school graduate, the transcript must include the date of graduation. A state-issued high school equivalency diplomas may be submitted as evidence of high school graduation. Note: Financial aid programs require students to submit a high school transcript.
- Send official transcripts to the Office of Registration and Records from any college previously attended.

Admission to the College does not imply admission to all programs. Admission to specialized programs requiring external clinical experiences or programs bound by contractual regulations may be limited and subject to additional criteria and restrictions. Admission to Early College and Dual Credit Programs will require additional documentation from the student, high school staff, and/or parents.

# REGISTERING FOR COURSES

The registration dates and course schedules for each term are available at [www.ocean](http://www.ocean.edu) (<http://www.ocean.edu>), from the HUB, or from the Registration and Records Office. Students are encouraged to register online. For students unable to register online, registration forms are available from the HUB and the Registration and Records Office. All degree-seeking students are encouraged to meet with their advisor prior to registration each semester. New degree-seeking students can contact the Advising Office or the HUB for assistance with advising, enrollment, and registration for their first semester. Non-degree and Visiting students can contact the HUB for enrollment and registration assistance.

# STUDENT IMMUNIZATION REQUIREMENTS

In accordance with New Jersey law, all new on-campus students carrying 12 or more credits are required to submit a record of immunization against measles, mumps, rubella, and hepatitis B or indicate exemption due to medical reasons or religious beliefs.

## ACADEMIC INFORMATION

### OCC Online Services

There are a variety of online sites and services you will find helpful and/or be required to use while a student at OCC. Some require a login and password.

### College Website

Almost any information a student might need can be found on the website at [www.ocean.edu](http://www.ocean.edu). You can browse the site, use our quick links or search feature to find something specific.

### College Portal – Ocean Connect

Ocean Connect is the college portal and can be accessed via our main web page by clicking, “My Ocean” at the top of the page. Ocean Connect contains a vast amount of information, and it is recommended that students become familiar with the many features this system provides.

To log in to Ocean Connect:

- If you've used Office 365 before, then your Ocean Connect username and password are the same as what you used for Office 365

New Student Users:

- Your username is your first name, followed by an underscore, your last name and @students.ocean.edu.
- Your Student ID number is always 7 digits long, and always starts with a 0.

For more information or if you need help logging in, go to [help.ocean.edu](http://help.ocean.edu).

### Academic Progress

The academic sanctions for failing to maintain satisfactory academic standards/progress may include warning, probation, continued probation, or 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 2.0 (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 warning, probation, continued probation or academic suspension.

A student placed on academic sanction or suspension 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 2.0.

A student will be placed on academic probation if he/she earns a cumulative grade-point average of less than 2.0.

### Class Attendance

Attendance at all class meetings and appointments is expected. Following Policy # 5162, at the beginning of each course, the instructor

will state the attendance requirement for that course. Individual instructors determine the attendance requirements for their courses.

A student may withdraw without academic penalty at any time up to the 60% point of the semester. Withdrawal may have a negative effect on a student's financial aid package. Withdrawal deadline for each dates are published. After that deadline, students cannot withdraw.

### Changes in Schedule

A student may drop a course at any time prior to the first date of the term and receive a full tuition refund. (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. No registration will be allowed after the attendance census date of the term.

Students who have access to register Online can drop online. Students who do not have access to register on line need to submit an official Add/Drop form to the Registration and Records Office. No Instructor signature needed. Add/Drop forms can be obtained from the Registration and Records Office and must be submitted to Registration 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.

A student may withdraw at any time up to the 60% point of the semester; a grade of “W” will be assigned. No withdrawals are allowed after that time. Exact withdrawal deadline dates are available on our website and posted throughout the campus.

### Auditing a Course

Students registered for audit are entitled to participate in all course activities but receive no credit. Permission to Audit forms are due to Registration & Records before the attendance census date of the term. In special circumstances a student may appeal in writing to the Academic Standards Committee for permission to change to audit after the census date, 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 recorded by an instructor if they approve a written request received from the student no later than the last class meeting. The requirements are: the student attended at least 80% of the course, the student can pass the course after the work is completed, the student has a valid reason for the request. Approval of the request will allow 30 days from the beginning of the next regular semester for the work to be completed. However, if the student is enrolled in a course for which the “I” grade is a prerequisite, the work for the incomplete course must be done 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, the instructor will submit the paperwork, obtain the required signatures and forward it to the Office of Registration and Records for processing. If the work is not completed within 30 days of the following semester, the grade of “F” will automatically be recorded.

## 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.

Grade Reports showing the students’ earned semester grades are issued at the end of each semester.

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

Grade	Description	Grade Points
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

Incomplete grades (I) must be resolved prior to 30 days into the following semester (five days for prerequisites). Meanwhile, the grade report with the recorded “I” grade 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, the final grade of “F” will be recorded.

Any course 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 the program upon failure on the second attempt of a required nursing course or failure of a second 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 & 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:

Honor	Required GPA
Cum Laude	3.50-3.79
Magna Cum Laude	3.80-3.89
Summa Cum Laude	3.9-4

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 employment 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 student who has earned a minimum of 30 semester hours. All other degree candidates are considered freshmen.
6. A visiting student is one who is matriculated at another school while enrolled at OCC.

## Course Withdrawal

A student who wishes to withdraw during a semester must process a request online. The student remains 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.

A student may withdraw or be withdrawn from a course without academic penalty at any time up to the 60% point of the semester (exact dates for each semester are available on our website and posted throughout campus). Withdrawal may have a negative effect on a student’s financial aid. If a student stops attending or is administratively withdrawn after this date, an “F” will be assigned. Students wishing to withdraw from courses are responsible for submitting their request by the published deadline. Late withdrawals cannot be accepted.

Students receiving financial aid or VA educational benefits must, under the law, notify the Office of Registration 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.

### Deadlines for Withdrawals

If you come in to Registration and Records to drop a course by <sup>1</sup> :	The result will be:
The day before the first day of the semester	Full tuition refund (minus fees), and course does not appear on the transcript.
The attendance census date of the semester	50% tuition refund (minus fees), and course does not appear on the transcript; if adding a course at the same time, no loss of 50% tuition.
The 60% point of the semester	No refund, instructor signature required, and course with a “W” grade appears on the transcript.
After the 60% point of the semester	No withdrawals of any kind will be accepted. The course, with earned grade, appears on the transcript.

<sup>1</sup> Exact dates for each semester are available on our website and posted in the Registration and Records Office. Failure to be aware of dates is not grounds for a refund.

# ACCEPTANCE OF CREDITS

## Acceptance of Credits from an Accredited Institution

Credits granted for work completed at other regionally 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 Registration and Records Office with a catalog from the institution from which the credits are expected to be transferred. Acceptance of credits is for review and approval by the Registration and Records Office and The Testing Center.

## 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. The college reserves the right to change these scores in accordance with statewide community college procedures.

## College Level Examination Program (CLEP)

In accordance with established departmental criteria, credit may be granted for the College Level Examination Program (CLEP) Subject Examinations. Questions concerning the examinations accepted at this college and minimum scores required are available in the Registration & Records, Advising, and Testing 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. 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 in certain academic programs.

# ASSESSMENT

## College Placement Test

All degree seeking students are required to demonstrate college-level proficiency in English and Mathematics. Therefore, 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. The College Placement Test should be taken as soon as possible after admissions applications are submitted to avoid delays in the scheduling of courses. Also, early testing may enable students needing development courses to complete them during summer sessions. Effective February 28, 2019, students with the following test scores or grade point averages from their high school transcripts will be exempt from the corresponding segments of the Placement Test:

Test	English	Mathematics
Unweighted Overall High School GPA	≥ 3.0 High School GPA	≥ 3.0 High School GPA that includes Algebra II and one Algebra intensive course (Pre-Calculus, Trigonometry, or Calculus)
NEW PSAT (as of Fall 2015)	PSAT Reading Test ≥ 29 Mathematics ≥ 27.5	
OLD PSAT (through Spring 2015)	PSAT Reading Test ≥ 54 Mathematics ≥ 53	
NEW SAT (as of March 2016)	Evidence-Based Reading & Writing ≥ 450	Mathematics ≥ 500
OLD SAT (through Feb. 2016)	Critical Reading ≥ 540	Mathematics ≥ 530
PARCC (as of Fall 2015)	Grade 11 English Language Arts & Literacy ≥ 4	Grade 11 Algebra II ≥ 4
ACT <sup>1</sup>	English/Writing with Essay ≥ 23	Mathematics ≥ 22
High School Equivalency Assessments	TASC: Language Arts Reading 580 and Language Arts. Writing 560 with 6 Essay	TASC: Mathematics > 560
	HISSET: Language Arts Reading 15 and Language Arts Writing 15 with Essay 4	HISSET: Mathematics > 15
	GED Reasoning Through Language Arts 165	GED Mathematics > 165

<sup>1</sup> OCC reserves the right to change these scores and measures at any time.

PSAT, SAT and ACT scores are valid for 5 years.

High School Equivalency Assessment scores are valid for 5 years.

PARCC scores are valid for 18 months beyond graduation date.

\*Students submitting ACT scores must provide a composite English/ Writing score. Students who took the ACT without the essay must take

the Writeplacer essay, and depending on the scores, may also need to take the Accuplacer Reading Comprehension and Sentence Skills Placement Tests.

After students are accepted by the college, they can the College Placement Test. Walk-in testing is available, but appointments are preferred. To schedule an appointment, visit the test registration website at [go.ocean.edu/test](http://go.ocean.edu/test). Please see the Testing Center webpage for hours of operation. This 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 may enable students to complete developmental courses during the summer terms.

Students are permitted to retest as many times as desired, but must wait at least four (4) days between tests for recommended brush-up and practice. Retesting must be completed before beginning any developmental courses. Placement Test scores are valid for three years. For additional information and practice sites, visit the Testing Center on the OCC website at [www.ocean.edu](http://www.ocean.edu); search for “Placement Test”.

## Pre-Calculus/Calculus Placement Test

Students who wish to enroll in , Precalculus I (MATH 191) or higher and who have not met the course prerequisites must take the Pre-Calculus/Calculus Placement Test, (Advanced Algebra and Functions [AAF] Accuplacer Test) or meet the Multiple Measures criteria based on high school transcript review, see College Policy 5161. 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 Office in the Instructional Building, #5, Room 216C.



# 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 registering for a Math or English course or before attempting their 12th credit.

Students needing developmental English must enroll in the course immediately. Students needing developmental mathematics must enroll in the course before completing 15 credits. The passing grade for a developmental course is “C”. New full-time students needing ENGL 091 are limited to a maximum of 14 credits.

The required courses are:

- ENGL 091 Reading and Writing I (4 cr.)
- STSC 150 Student Success Seminar (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 Reading and Writing I (ENGL 091) 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:

Code	Title	Credit Hours
ENGL 091	Reading and Writing I	4
ENGL 095	Reading and Writing II	4
ENGL 098	Writing Skills Development	1
MATH 011	Introduction to Algebra I	3
MATH 012	Introduction to Algebra II	3
MATH 023	Algebra Basics	4

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.

## Developmental Probation, Restriction and Suspension

### 1. Developmental Probation - Math

- Students failing to attain a minimum grade of “C” in the mathematics developmental courses will be placed on remedial probation.
- Full-Time students are limited to 12 semester hours and must re-enroll immediately in the developmental course.
  - Part-Time students must include the developmental course as part of their course load in the next semester in which they enroll.

### 2. Developmental Restriction - English

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

- Students placed on developmental restriction are limited to a maximum credit load of 12-13 credits, which must include the needed developmental course. The remainder of courses must be selected from the limited load list.
- Students placed on developmental restriction who fail to pass the developmental course on the second attempt, are limited to 6-7 credits, which must include the developmental course.
- Students placed on developmental restriction who fail to pass the developmental course after having been limited to 6-7 credits on their third attempt, can only register for that developmental course.

# CENTER FOR STUDENT SUCCESS

## Dedicated to Student Success Focusing on the First Year

The Center for Student Success (CSS) is a bridge between the Academic Division and Student Affairs Division of the college. The CSS collaborates with faculty and student support service professionals to promote excellence in the academic experience of students, with a focus on the first year (30 credits or less). The CSS provides an array of learning opportunities designed to engage faculty and students working together in and out of the classroom. The CSS focuses on practices and programs that promote a foundation for student success: accepting challenge, taking personal responsibility, and becoming active participants in the learning process.  
Office Location: Library Building, Room 124  
Phone: 732-255-0456  
Fax: 732-864-3860  
TTY/TDD & Voice: NJ Relay 711  
Hours: Monday through Friday, 8:00am-4:00pm

## Academic Coaching

Academic Coaching is designed to help build the skills that lead to success in college and life. Coaching sessions focus on topics such as goal setting, time management, critical thinking skills, organizational skills, testing and effective note taking. To make an appointment, please call the Center for Student Success at 732-255-0400 ext. 2957.

## Student Success Seminar - STSC 150

**STSC 150 Student Success Seminar (2 credit course)** is a dynamic, interactive seminar focused on finance, communication, time management, critical thinking skills, information literacy and leadership skill development. Students are exposed to resources to assist them in their academic and career planning while they are becoming familiar with OCC’s vast array of opportunities for success. The course will also enable students to connect to the campus community through a service learning experience.

## Disability Services

Disability Services are located within the Center for Student Success. Our staff work with students with disabilities to develop an Accommodation Plan allowing academic adjustments, which minimize the impact of a disability in a learning environment. Students with documentation of a learning disability, medical/physical disability, visual or hearing impairment, and/or psychological/psychiatric disability must arrange disability services through the Center for Student Success. To arrange for services, a student must:

1. Complete a Student Intake Packet provided by the Center for Student Success
2. Present written documentation of disability
3. Meet with a staff member from the Center for Student Success

## NJ Stars Enrichment Services

New Jersey Stars Enrichment Program, mandated by legislation, is required for all NJ Stars students who do not earn a 3.0 GPA during their first semester. Support is available to NJ STARS students striving to maintain a 3.0 GPA as follows: STSC 150, Student Success Seminar,

academic coaching, academic planning, and information about campus resources.

## Peer Tutors

Peer Tutors are available throughout the fall and spring semesters for various subjects. Peer tutors can help students improve learning, utilize resources, and gain self-confidence. For information on becoming a peer tutor, call the Center for Student Success at 732-255-0400, ext. 2957.

## Testing Center

In addition to Placement testing, the Testing Center also offers high school equivalency exams and partners with Disability Services, Kean-Ocean, Continuing & Professional Education, The School of Nursing, virtual and distance learning institutions, and test vendors to administer and proctor various academic tests, skills- and competency-based tests and professional certifications. It is located on the ground floor of the Library building, Room L014. Hours:

- Mondays & Fridays 8:00am-4:00pm
- Tuesdays & Thursdays 8:00am-5:00pm
- Wednesdays 8:00am-8:00pm
- Saturdays 8:00am-1:00pm

Phone: 732-255-0401  
Fax: 732-255-0496  
Email: OCCTesting@ocean.edu

## The Tutoring Center

The Tutoring Center is located on the 2<sup>nd</sup> floor of the Instructional Building

**The Tutoring Center** provides academic support in a wide variety of subjects to supplement your coursework. Professional and peer tutors are well-trained and committed to helping students become independent, confident learners as they complete their degrees and enter, or continue in, the workforce. Some tutoring engagements are one-on-one and may require appointments, others, may be held in group sessions. A program in which faculty, administrators and staff serve as mentors to students. In a one-on-one relationship, mentors can assist students in achieving both personal and educational goals by offering encouragement, support and guidance. Mentors serve as role models encouraging students to explore their interests and navigate campus resources. To connect with a mentor, students can call the Center for Student Success at 732-255-0400 ext. 2957.

## The Writing Center

The Writing Center is a free resource open to all OCC and Kean@Ocean students looking for assistance with any writing and/or reading for any class. For hours and additional information, visit the college website, or call 732-255-0400 ext. 2341.

## The Mathematics Center

Mathematics Services is located in the Tutoring Center. These services are available for students in all areas of mathematics and in certain courses with a mathematical component. For hours and additional information, visit the college website or call 732-255-0400 ext. 2341.



# SPECIALIZED PROGRAMS

## 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. For more detailed guidelines, contact your high school guidance office or call the Center for Academic Success at 732-255-0400 x2257 or x2000.

## Early College Jump Start Program

With the concurrence of their high school administration, high school students may enroll as full-time or part-time, non-degree students at Ocean County College in the “Early College Jump Start” Program. Early College Jump Start students may register for a maximum of 12 credits per semester at Ocean County College while attending high school. Reduced tuition is available, excluding all online courses. Online learning courses are not recommended for students in the Early College Jump Start Program.

## Early College Embedded Program

Under the Early College Embedded Program high school students have the opportunity to take Ocean County College courses that are embedded in their high school day. With the concurrence of their high school administration, high school students may enroll as full-time or part-time, non-degree students at their high school in the “Early College Embedded” Program. Early College Embedded students may register for a maximum of 12 credits per semester at their high school. Reduced tuition is available, excluding all online courses. Online learning courses are not recommended for students in the Early College Embedded Program.

## College Academy Program

Under the College Academy Program high school students have the opportunity to earn their high school diploma while simultaneously earning an Associate’s Degree from Ocean County College in Liberal Arts. With the concurrence of their high school administration, high school students may enroll as full-time, non-degree College Academy students at Ocean County College. College Academy students may register for a maximum of 12 credits per semester and cannot exceed a maximum of 29 degree credits at their high school. The remaining 31 degree credits must be taken at Ocean County College or online. Reduced tuition is available, excluding all online courses. Online learning courses can be taken as part of the College Academy Program.

## 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 Academic Affairs at 732-255-0423.

## Kean-Ocean

Earn credits toward your Bachelor’s or Master’s degree on the Ocean County College campus with the OCC/Kean University Partnership. Kean University and Ocean County College (Kean-Ocean) have established

a partnership that enables area residents to complete the upper level undergraduate courses required for certain Kean University undergraduate degrees on the campus of OCC. Students can earn degrees in:

- Accounting
- Biology
- Communications
- Communications-Public Relations
- Criminal Justice
- Elementary Education.

### Undergraduate

Kean-Ocean provides undergraduate courses that will lead to a Bachelor’s degree completion program in:

- Accounting
- Biology
- Biology, Teacher Certification Option
- Biology, Teacher Certification Option with Dual Cert. in Special Ed.
- Biology, Environmental Biology
- Biology, Health Professions Option
- Communication
- Communication- Public Relations
- Community Health Education
- Criminal Justice
- Elementary Education, K-6 Certification
- Elementary Education, K-6 and 5-8 Subject Certification
- English, Standard Option
- English, Teacher Certification Option
- English, Teacher Certification Option with Dual Cert. in Special Ed.
- Finance
- History
- History, Teacher Certification Option with Dual Cert. in Special Ed.
- History, Teacher Certification Option
- Management
- Management-Entrepreneurship
- Management-Human Resources
- Marketing
- Mathematical Sciences
- Mathematical Sciences Teacher Certification
- Mathematical Sciences Dual Cert. in Special Education
- Nursing
- Physical Education: Exercise Science
- Physical Education and Health Teacher Certification
- Psychology
- Psychology-Forensic Psychology
- Public Administration
- Recreation Administration - Community Recreation Option
- Recreation Administration - Commercial Recreation (25302)
- Sociology
- Special Education, K-6)
- Special Education K-6 with 5-8 Subject Certification
- Therapeutic Recreation

### Graduate

Courses are being offered at OCC for Kean master’s degrees in the following areas:

- MA Counseling - School Counseling
- MA Counseling - School Counseling and LPC Qualification
- MA Counseling - Clinical Mental Health
- MA Counseling - Alcohol and Drug Abuse Counseling
- School Assistance Coordinator Certification
- MA Educational Administration (Kean Online)
- MS Exercise Science
- MSN Nursing - Clinical Management
- MSN Nursing - Community Health

If you want to apply for a Kean-Ocean program and already have or will soon complete your associate degree, apply directly to Kean University. The application can be accessed through the Kean-Ocean webpage at: [www.kean.edu/keanatocean](http://www.kean.edu/keanatocean) (<http://www.kean.edu/keanatocean>).

## Thomas Edison University

Ocean County College has partnered with Thomas Edison University to deliver one of the most affordable pathways to a baccalaureate degree in NJ. Students will finish their associate degree, and can complete up to 90 credit hours at OCC as part of a 3 + 1 agreement.

The following programs of study are available:

- AS Business Administration to the BABS General Management
- AS Computer Science to BA Computer Science
- AS Computer Science to BS Information Technology
- AS Criminal Justice to BA Criminal Justice
- AA Liberal Arts to BA Psychology
- AA Liberal Arts to BA Liberal Studies

## Articulation and Joint/Dual Admission Agreements

Ocean County College partners with senior institutions in a number of ways to provide our graduates with a smooth transition to baccalaureate degree programs through Articulation Agreements and Joint or Dual Admissions Agreements.

Articulation Agreements are formal agreements between Ocean County College and baccalaureate granting colleges and universities which have been developed to improve the transfer process. These agreements provide a formalized partnerships designed to take the guess work out of how the courses you complete at Ocean County College will apply to your future Bachelor’s degree when you transfer into a baccalaureate program.

Joint Admissions or Dual Enrollment Agreements are also articulation agreements, but ones which are designed to simultaneously admit participating students into both institutions. The benefits of such agreements include:

- access to advising at both schools while at the community college;
- invitation to special events aimed at helping participants build a connection to the senior institution to aid in transition;
- promotes seamless transfer of credits from Ocean County College to the partner institution through advising and curriculum guidance;

- provides full access to student life at both institutions – such as attending athletic events, trips through Student Life, clubs, and the library at both institutions.

Sometimes these types of agreements also offer preferential admission to identified degree programs or specially identified scholarships for participants.

Your advisor can help you select courses that will meet the requirements of your transfer institution, while also fulfilling your Ocean County College graduation requirements.

## Transfer (Articulation) Agreements

Ocean County College has Transfer (Articulation) Agreements with the following colleges and universities:

- Albright College
- Bellevue University
- Colorado State University: Global Campus
- DeVry University
- Excelsior College
- Fairleigh Dickinson University
- Franklin University
- Kaplan University
- Kean at Ocean, Kean University
- Monmouth University
- New Jersey Institute of Technology
- Northwood University
- Norwich University
- Paul Smith’s College
- Richard Stockton University
- Rutgers University
- St. John’s University
- St. Joseph’s University
- Southern New Hampshire University
- Strayer University
- Temple University
- Thomas Edison State College
- United States Sports Academy
- University of the Arts
- University of Maryland University College
- William Paterson University

## Honors by Contract Program

The Honors by Contract Program allows high achieving students the opportunity to work individually with faculty members on directed higher-level educational activities that are related to course objectives while being enrolled in a regular course.

Students complete the regular course assignments in addition to faculty directed higher-level academic assignments. Students completing Honors by Contract courses will have the designation denoted on their transcripts. Students who successfully complete four Honors by Contract courses with a B grade or better and have an overall grade point average of 3.5 or above will graduate from Ocean County College with the designation of Ocean County College Honors Student. This

designation will be noted on the students’ transcripts, diploma, and in the Commencement Program.

All students with a grade point average of 2.5 or above, or its equivalent, from high schools, other higher education institutions, or Ocean County College are eligible to enroll in the Honors by Contract courses. Students may enroll in two Honors by Contract courses per semester. Students enrolled in any remedial courses may not participate in the Program. Faculty members who teach college-level courses (100 level and above) may participate in the Honors by Contract Program; however, STSC 150 is not included.

## New Jersey Stars Program NJ STARS I

The New Jersey Student 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 less any State and/or Federal grants and/or scholarships received at Ocean County College.

- Students must be a resident of Ocean County and rank in the top 15% of their high school class at the end of their junior or senior year.
- Students must show proof of college readiness through SAT, PARCC, or Accuplacer scores.
- Students may receive 4-5 semesters of funding for up to 18 credits per semester.
- Students must apply for all forms of State and Federal Student Aid (FAFSA) and submit any requested documentation to complete and verify application data within the established deadlines.
- Students must maintain continuous full-time enrollment and achieve a minimum cumulative grade point average (GPA) of 3.0.
- Students must earn a 3.25 cumulative GPA upon graduation from community college to be eligible for NJ STARS II.

## NJ STARS II

NJ STARS II is a continuation of NJ STARS I that provides partial scholarships and enables successful NJ STARS students to earn a Bachelor’s degree at a New Jersey four-year institution of higher education.

Students must:

- Complete NJ STARS I at the community college
- Earn an associate degree from a New Jersey community college with a minimum of 3.25 GPA.
- Maintain a 3.25 average GPA in their junior year to receive the scholarship in his/her senior year.
- Be admitted to a New Jersey four-year institution of higher education.
- Be enrolled in a full-time course of study (a minimum of 12 college-level credits per semester) in a baccalaureate degree program during the academic year following graduation from community college.
- Students may receive an 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](http://www.ocean.edu) or [www.njstars.net](http://www.njstars.net) (<http://www.njstars.net>). Call 732-255-0300.

## Global Education Experience

Ocean County College offers exciting travel opportunities, both within and outside the United States, to promote cross-cultural understanding and awareness of global perspectives. OCC faculty members lead our Global Education Experience seminars. The programs are open to all students and community members. Eligible OCC students may apply for a Global Education Experience Scholarship through the OCC Foundation. These travel and educational seminars allow students to earn college credit while they travel. The college can also assist students in locating semester-long overseas programs offered by other institutions. A sampling of our recent and upcoming abroad programs include:

- The Theatre in London, England
- The Battlefields of the World Wars - France
- The Modern Middle East - Rabat, Morocco, North Africa
- Global Science & History and Culture - Ireland
- International Tourism Management - at sea (cruise) and Germany
- Studies in the Humanities - Germany

For more information on international travel opportunities offered by Ocean County College, go to the main website, [www.ocean.edu](http://www.ocean.edu), click the A-Z Index, and search “Study Abroad.”

## Reduced Tuition for Seniors

Ocean County residents, 65 years of age or older, may enroll in credit courses on a space available basis with a reduced tuition (not including textbooks). Registration will only be accepted the day before classes begin for the semester. For more information, please contact the Registration & Records Office at 732-255-0304.

# EXPENSES AND FINANCIAL INFORMATION

- Tuition (p. 31)
- Fees (p. 32)
- Textbooks (Barnes & Noble Bookstore) (p. 34)
- Aid & Scholarships (p. 35)
- Ocean County College Foundation (p. 36)
- Methods of Payment (p. 37)
- Refunds (p. 38)

# TUITION

The student’s tuition and fees are established by the college’s Board of Trustees and are subject to change.

Failure to make payment arrangements 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 must re-register and provide payment.

## For In-County Students

At publication, tuition for a certified resident of Ocean County is based on a per credit hour charge of \$121.00

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 Registration and Records Office at 732-255-0304 or registrar@ocean.edu.

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 Registration 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, (excluding fees). A current listing of tuition and fees can be obtained from the cashier’s office, located in the Administration building or on the website at www.ocean.edu.

Fee Category	Fee
County residents	\$121/semester hour
Out-of-county N.J. residents	\$139/semester hour
Out-of-county E-Learning	\$139/semester hour
Out-of-state residents	\$225/semester hour
Jump Start (after applied Trustee Discount)	\$87/semester hour plus technology fee

Reduced Tuition for Seniors	\$60.50/semester hour plus technology fee
Tuition Deposit (Nursing Students Only)	A \$300 nonrefundable tuition deposit is required of newly accepted nursing students.

# FEES

## College/Student Fees

At publication, full-time and part-time students pay a college/student fee of \$19 per credit hour. The fee represents partial subsidy of the following services:

- 1. College Budget
  - Advising
  - Intercollegiate Athletics
  - Student Life Office Administrative Operations
  - 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 \$12.50 per credit hour.

## Graduation, Diploma, and Certificate Fees

Applications are available in the Office of Registration and Records. A fee of \$45 for a cap and gown is required for students planning to participate in the Commencement ceremony payable to the Barnes and Noble OCC Bookstore.

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	\$20
2	\$30
3	\$40
4	\$55 (Hybrid Courses)
5	\$115
6	\$105
7	\$100 (Online Courses)
8	\$2,600 (Nursing only)

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 the time of publication.

## Instructional Material Fees

The following fees will be required of all students enrolled in certain designated course selections. These fees are used to offset the cost of the required text material delivered in a digital format that is accessed through the LMS (Learning Management System).

Fee Category	Fee Per Course
1	\$50
2	\$75
3	\$95
4	\$120
5	\$150

## Registration Fees

All students are expected to comply with the schedule of registration as published in the college calendar. **A \$20 non-refundable registration fee is charged to all students for each registration term.** Post registration generally will be permitted up through the census date for those who failed to do so during the regular registration period.

## Tuition & Fees Payment

Checks or money orders are acceptable when made payable to Ocean County College. A charge of \$25 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 by the due date. Visa, MasterCard, American Express and Discover are also accepted.

## Office of Student Life Emergency Loan Fund Penalty Fees<sup>1</sup>

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

Fee Category	Fee
14-20 days overdue	\$5
21 or more days overdue	\$10
Returned check fee	\$25

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

<sup>1</sup> At time of publication.

## 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. The address on the application should indicate where the student would be living while attending Ocean County College.
- 2. All minors, under 18 years of age, must show proof of high school diploma or United States equivalent and are required to have a sponsor. A minor’s admissions application must be signed by the student and by the sponsor.
- 3. 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. The affidavit of support must be a completed I-134 found at [www.uscis.gov](http://www.uscis.gov) (<http://www.uscis.gov>).
4. 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 61. Students who currently reside in the United States under some type of visa can submit the following TOEFL scores: a score of 127 or high on a computer based test, 443 or higher on a paper-based test or a passing score of 43 or higher for the TOEFL iBT. An additional test of language skills will be required and students will have to take additional English courses depending on their scores. All international student applicants must meet this requirement. For more information concerning this test and the location of the nearest testing center, contact them online at [www.toefl.org](http://www.toefl.org) (<http://www.toefl.org>). If you don't have access to the web, you can write to the Educational Testing Service or call at 609-771-7714.
- Educational Testing Service  
P.O. Box 6151  
Princeton, NJ 08541-6151, USA
5. The cost of tuition for an international student will be the same as that of an out-of-state or foreign resident, 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.
6. An international address from the student's country of origin, with a photocopy of their current Visa and Passport, is required for identification purposes. Students must also note what type of current Visa they have if they are already in the United States.
7. 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.
8. When applying for the Spring Semester, we must receive all completed paperwork by November 15th. When applying for the Fall Semester, we must receive it by July 15th.
- 9.
- a. Students who are transferring their F-1 Visa into Ocean County College must also complete the Notice of Intention to Transfer form and submit a copy of all I-20s they have received from their current and previous schools.
  - b. Student who will be receiving their first I-20 must pay the SEVIS fee at [www.fmjfee.com](http://www.fmjfee.com) (<http://www.fmjfee.com>).

Ocean County College abides by the Student and Exchange Visitor Information System (SEVIS) regulations regarding the reporting of international students. While attending Ocean County College, all international students must be full time-students. International students are required to register and complete a minimum of 12 credits each semester.

## International Student Budget 2019-2020

*Estimated cost based upon 15 credit semesters:*

Fee Category	Fee
Tuition & Fees	\$7,350
Books & Supplies	\$2,025
Room/Board & Utilities	\$16,340
Transportation	\$3,300

Personal Expenses	\$1,500
Total	\$32,315

## TEXTBOOKS (BARNES & NOBLE BOOKSTORE)

For the convenience of the students, the college operates a bookstore located in the Jon and Judith Larson Student Center. A full-time student may expect textbooks and supplies to be approximately \$800 per semester. This figure is only an estimate and can vary significantly depending upon the courses chosen.

The bookstore offers a wide variety of new, used, and rental textbooks in addition to an array of products such as sportswear, school supplies, tablets, insignia items, novelty gifts, etc.

The bookstore is open Monday through Wednesday from 8:30am to 6:00pm, Thursday 8:30am to 5:00pm and Friday from 8:30am to 2:00pm. Hours are extended during the beginning of each semester. Special hours are posted on the Bookstore website. Students may also use OCC's online bookstore to purchase books, supplies, and apparel.

# 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.

All students applying for financial aid must file a Free Application for Federal Student Aid (FAFSA). The form can be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (<http://www.fafsa.ed.gov>).

**For State aid, FAFSA** applications to attend Ocean County College must be received by the Federal Processor no later than **September 15** for fall semester and **February 15** for spring semester. Applications submitted after the above State 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 copies of the Federal IRS tax returns or tax transcripts, 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 for the State. 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.

Students must maintain academic progress with parameters defined by the U.S. Department of Education. Students must maintain a 2.0 cumulative Federal GPA and complete 67% 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 circumstance review of their application. Students may be required to complete the verification process before their special circumstances are considered. Students should expect to pay their tuition, fees and books until the review is completed and the student is awarded. Students requesting a special circumstance review after January 1st will be required to provide W-2s and an IRS Tax Return Transcript for the current year before the Financial Aid Office will consider a special circumstance review.

## 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 and Scholarships available at OCC:

### Federal

- Federal Work-Study (FWS)
- Pell Grants (PELL)
- Iraq and Afghanistan Service Grants
- Supplemental Educational Opportunity Grants (SEOG)
- PLUS loans
- Federal Direct Loans

### State of New Jersey

- Community College Opportunity Grant (CCOG)
- Governor's Urban Scholarship (GUS)
- Educational Opportunity Fund (EOF) Grant
- Law Enforcement Officer Memorial Scholarship (LEOM)
- NJ CLASS Loans
- NJ Dreamers
- NJ Governor's Industry Vocations Scholarship for Women and Minorities (NJ-GIVS)
- NJ Stars Program
- NJ World Trade Center Scholarships (WTC)
- Survivor Tuition Benefits Program (STB)
- Tuition Aid Grant (TAG)

## Other Programs

Other educational benefits are available to eligible students through the Veterans Administration, New Jersey Rehabilitation Commission and the Ocean County College Foundation. Applications and additional information can be obtained by contacting the Financial Aid Office, located on the first floor in the Administration Building.

## Veterans

Veterans, dependents of veterans, and other military personnel may apply to receive educational assistance from the Veterans Administration while enrolled at Ocean County College. All new students should contact the Financial Aid Office located on the first floor of the Administration building prior to enrolling in classes. The Financial Aid Office also assists with applications to federal and State programs and scholarships. VA processing takes about six to eight weeks.

Once VA eligibility is determined, all new students should contact the Advising Office. Students must enroll in a degree program or Approved Certificate program. Certificate programs are limited and must be verified for benefits. 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 that are required for the completion of the student's degree program. Student must make satisfactory academic progress in order to maintain eligibility for VA educational benefits.

# 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's goal is to make higher education accessible to all Ocean County residents attending OCC.

Since its inception in 1965, the Ocean County College Foundation has raised and awarded millions of dollars in scholarships to students, and has provided financial support to a number of programs benefiting the OCC community. A variety of academic scholarships and awards are available to both new and returning students. Scholarships and awards vary in amounts, and several can be renewed. Recipient applications are reviewed and selected by the Foundation Scholarship Committee. For additional scholarship information and to apply online, please visit [go.ocean.edu/scholarships](http://go.ocean.edu/scholarships).

# METHODS OF PAYMENT

## Payment in Full

Checks or money orders are acceptable if made payable to Ocean County College. Checks or money orders must include the student’s name and 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 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 their mind about attending. Likewise, the student should not process a stop payment order at their bank. The college will treat a stop payment as a returned check and will apply the \$25 returned check charge. Instead, the student should go to the Office of Registration and Records or online and process a drop form. The college will in turn generate a refund check in the appropriate amount.

## Monthly Payment Plan

OCC recognizes 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).

More information regarding the payment plan is available on the web and at the Cashier’s office. Brochures can be obtained from the Cashier’s Office, The Hub, the SEC and are available for download at [www.ocean.edu](http://www.ocean.edu).

# REFUNDS

Students who officially withdraw from courses may be eligible for a percentage refund of tuition and certain fees. Students must go to the Registration & Records Office and complete a drop form, in person or online. 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
- Tuition Payment Plan

Official date of withdrawal will be the date the Registration and Records Office receives the completed withdrawal form with all required signatures. The official date of withdrawal for online requests is the date that the student initiates the request.

### 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 (10th day of a semester or approximately the 5th day of a term; check your bill schedule or ask the Registration & 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 may be issued. Substitution of faculty is not grounds for a

refund. It is the policy of Ocean County College to make these exceptions due to extenuating circumstances with supporting documentation only.

Additionally, all appeals must be received within 12 months of the affected term. Late appeals will not be considered. If you feel that you have a valid refund appeal, you may write a letter of appeal, including supporting documentation, to:

Office of Academic Affairs  
Tuition 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 (p. 40)
- Academic Advising Office (p. 41)
- Counseling Services (p. 42)
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# STUDENT AFFAIRS DIVISION

Student Affairs at Ocean County College is based on a developmental model that fosters professionally guided self-exploration, which encourages the student to assess personal needs, values, interests and skills. Although self-understanding is a lifelong quest, OCC provides a unique opportunity to assist students in generating clear alternatives in academic, career and personal decision-making that will determine the direction of one’s life.

Student Affairs provides many professional support systems to meet the needs of the diverse student population.

- Center for Student Success
- Intercollegiate Athletics
- Displaced Homemakers
- Counseling & Student Development Services
- Career Services
- Registration & Records
- Academic Advising & Transfer
- Financial Aid
- Admissions/Recruitment
- Veterans Services
- Educational Opportunity Fund Program (EOF)
- Center for Access & Equity (C4AE)
- Student Life/Clubs & Organizations
- Student Support Services
- The Hub
- Program Compliance
- Testing Center
- Tutoring
- Disability Services
- Academic Coaching

# ACADEMIC ADVISING OFFICE

## Advising and Transfer Services

The mission of the Advising and Transfer Services Office is to assist students in accomplishing their academic, career and life-long learning goals. The Advising and Transfer Services Office strives to support students at all stages of their academic journey, creating a holistic experience that provides students with:

- An introduction to academic programs and course requirements
- Development of an academic plan, with a focus on short and long-term goals
- Self and career exploration
- Preparation for successful transfer or employment

The Advising and Transfer Services Office is open Monday, Tuesday and Thursday, and 8:00am-6:00pm, Wednesday 8:00am-7:00pm, and Friday, 8:00am-5:00pm. For more information, please contact us at 732-255-0300, email [advisingoffice@ocean.edu](mailto:advisingoffice@ocean.edu), or visit [go.ocean.edu/advising](http://go.ocean.edu/advising).

## Student Planning

Student Planning is an online resource that provides students and advisors with the tools they need to plan and track progress toward degree completion. Students can use Student Planning to review degree requirements, create an academic plan, register for courses and even see how credits would apply to a different degree program. Advisors encourage students to use Student Planning to create short and long-term plans that will help them to fulfill their educational goals. Students can access Student Planning by logging into their Ocean Connect account. For help using Student Planning, students can see their advisor or visit [go.ocean.edu/studentplanning](http://go.ocean.edu/studentplanning).

## Transfer Advising

The majority of OCC graduates transfer to four-year colleges and universities. Advisors assist students in aligning their studies, transfer goals and career aspirations. Students are encouraged to start planning for transfer early! A great place to get started is at [go.ocean.edu/transfer](http://go.ocean.edu/transfer), where students will find information on events such as transfer fairs, instant decision days and transfer workshops; tutorials on NJ Transfer; and a timeline for transfer preparation. For more information, please contact Advising and Transfer Services at 732-255-0300.

## The New Jersey Student Tuition Assistance Reward Scholarship (NJ STARS) Program

The NJ STARS program is an initiative created by the State of New Jersey that provides New Jersey's highest achieving students with free tuition at their home county college. NJ STARS advisors help STARS students get and stay on track through services such as academic coaching; graduation advising; and transfer and career planning. For more information, please visit [go.ocean.edu/njstars](http://go.ocean.edu/njstars) or contact STARS Coordinator Jennifer Kipp at 732-255-0400 ext. 2933 or email [jkipp@ocean.edu](mailto:jkipp@ocean.edu).

# COUNSELING SERVICES

Counseling Services provides comprehensive services to students in a respectful and encouraging environment. The department designs and offers services so they can be successful in setting and achieving life, academic and goals. Individual and group services provide a framework for students to increase their knowledge and understanding so they can make educated decisions, succeed academically and lead satisfying and productive lives.

## Confidential and Personal Counseling

Personal Counseling Sessions are provided by trained and licensed counselors. The focus of counseling services is to assist students with dealing with personal, social, and/or emotional concerns that interfere with academic success and learning. The emphasis of all counseling is on identifying and bolstering strengths and resources and increasing overall well-being. Counselors work with students who are academically at-risk through the academic restoration program.

For more information, contact the office at 732-255-0386, by email at [counselingservices@ocean.edu](mailto:counselingservices@ocean.edu) or our web page [go.ocean.edu/counseling](http://go.ocean.edu/counseling).

## The Displaced Homemakers Program of Ocean County

This state grant funded program provides services to individuals who lost their primary source of income due to separation, divorce, disability or death of the primary family wage earner. All services are designed to help the client become economically self-sufficient.

For more information, contact us at 732-255-0400 ext. 2297 or on our web page. Search for “Displaced Homemakers”.

## EDUCATIONAL OPPORTUNITY FUND (EOF)

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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.

**EOF Mission:** To provide access to higher education

Students are evaluated for admittance based upon academic readiness, potential, motivation and financial need; an interview is required. Students must register full time (12 credits or more) and also complete a Free Application for Federal Student Aid (FAFSA).

**EOF@OCEAN offers:**

- ***First Experience*** to assist your entry into college
- **Tutoring** to help you achieve at the highest levels
- **Seminars/Workshops/Activities** to enrich your experience
- **Advising** to provide individualized academic and personal support
- **Leadership Conference** to develop skills to direct and guide
- **Financial Aid** for summer sessions

All are welcome to apply, regardless of age, race, ethnicity, disability, sexual orientation, gender identity, or expression. EOF enrollment is determined by state funding, apply early. For additional information, contact the EOF Office at 732-255-0400, extension 2026 or at [eof@ocean.edu](mailto:eof@ocean.edu).

## THE HUB

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The HUB, Ocean County College's one stop shop, provides students express enrollment services. Students can apply to the college, register, drop or add classes, and get financial aid information within the lobby of the Administration building. The HUB allows students to complete their enrollment processes in one location, simply and easily. In addition to physical services, the HUB also features 24/7 virtual assistance through our website [go.ocean.edu/hub](http://go.ocean.edu/hub) and our chatbot, Reggie.

# INTERCOLLEGIATE ATHLETICS

We have a wide range of intercollegiate athletics and intramurals available for the students of Ocean County College. The sport programs have been ranked as a member of the National Junior College Athletic Association (NJCAA) and have competed at the 2-year college championships in their sport. Presently, we have Soccer, Tennis, Cross Country, Golf, Basketball, Softball, Lacrosse, Volleyball and Baseball as our certified sport programs. Please check out our website for more information: [www.occvikings.com](http://www.occvikings.com) (<http://www.occvikings.com>). Please check us out on Facebook (Ocean CC Viking Athletics) & on Twitter (@OceanVikings) for times and programs available throughout the year.

For more information, contact the Athletics Office at 732-255-0345.

# LIBRARY SERVICES

The Ocean County College Library offers a wide variety of materials and personalized assistance to members of the college community in locating and evaluating appropriate resources to satisfy their information needs.

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

The Library collection contains over 80,000 books and audiovisual materials, including over 200 print periodicals; and houses both State and Federal government documents. In addition, the Library subscribes to a number of online databases, allowing students access to an even greater variety of articles and information resources; including more than 200,000 eBooks. Supplementary materials can be requested through interlibrary loan.

Borrowing privileges are extended to currently enrolled OCC and Kean-Ocean students, faculty, and staff. The College ID card is required for all Library transactions. To access the library website, go to [www.ocean.edu](http://www.ocean.edu). To access library resources from off campus, use your Ocean Connect account.

# STUDENT LIFE

The Student Life Office is the center of student activity on campus. Our mission is to offer a diversified program of student activities developed by students in consultation with faculty and administration. The co-curricular program is a learning laboratory for the exploration of human relations skills and the development of emotional intelligence. 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 60 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 Jon and Judith Larson Student Center. Breakfast, lunch, and dinner are served daily during the academic year.

### Cafeteria Hours

Days	Hours
Monday through Thursday	8:00am – 6:30pm
Friday	8:00am – 2:00pm

### Coffee Shop

Days	Hours
Monday through Thursday	7:30am – 8:00pm
Friday	7:30am – 3:00pm

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

## Clubs & 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 Director and Assistant Director of Student Life, the Student Life Coordinator, 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 Director of Student Life and/or the Assistant Director.

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 entertainments 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:

- Student Activities Board
- Phi Theta Kappa (a national honor society)
- HOSA (Future Health Professionals)
- Organization for Black Unity (O.B.U.)
- Makers Club
- Paralegal Association

Other clubs on campus include:

- Student Nurses Organization
- Criminal Justice Association
- Campus Crusade for Christ (CRU)
- EOF Alliance

Students may also decide to become involved with:

- Phi Beta Lambda (business club),
- Environmental Club
- Mathematics Club
- Judo Club
- Science Club
- Gamer’s Club

Student publications include the Viking News, the campus newspaper, and a literary magazine, Seascape. Students may also join the Theatre Company, the Viking Video Club, 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

The Ocean Community Economic Now's (O.C.E.A.N.) Childcare Center is located on the Ocean County College campus via Lot 2, next to the tennis courts. This service is available to all OCC students, employees and the surrounding Ocean County community, providing 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.

# TEXTBOOKS (BARNES & NOBLE BOOKSTORE)

For the convenience of the students, the college operates a bookstore located in the Jon and Judith Larson Student Center. A full-time student may expect textbooks and supplies to be approximately \$800 per semester. The figure is only an estimate and can vary significantly depending upon the courses chosen.

The bookstore offers a wide variety of new, used, and rental textbooks in addition to an array of products such as sportswear, school supplies, tablets, insignia items, novelty gifts, etc.

The bookstore is open Monday through Wednesday from 8:30am to 6:00pm, Thursday 8:30am to 5:00pm and Friday from 8:30am to 2:00pm. Hours are extended during the beginning of each semester. Special hours are posted on the Bookstore website. During the summer semester and semester break the bookstore is open Monday through Friday from 8:30am to 4:00pm. Students may also use OCC’s online bookstore to purchase books, supplies, and apparel.

# THE CENTER FOR ACCESS & EQUITY (C4AE)

## Tikkun Olam ~ Repairing the World Philosophy

The Center for Access & Equity (C4AE) works to give the voices of OTHERS opportunity for expression and recognition. We work aspires to develop understanding and appreciation of one another and create a place for coming together. We endeavor to unite the HUMAN RACE.

## Mission

It is the mission of the Center for Access and Equity to promote inclusion and pluralism.

## Goals

- To develop, initiate, promote and support programming in the areas of:
  - inclusion
  - social justice
  - diversity
  - gender equity
  - pluralism
  - access
- To outreach, recruit, and advocate actively to immigrant new comers, LGBTQ2IA2, and communities of color
- To support said communities toward degree completion
- To collaborate with like constituencies to develop, promote and support programs aligned with C4AE’s mission

All are welcome regardless of age, race, ethnicity, disability, sexual orientation, gender identity or expression, class, or country of origin. Contact C4AE at 732-255-0400, ext. 2026 for more information.

### THEORETICAL FRAMEWORK, Adapted from: *What is Pluralism?* by Diana Eck

The Pluralism Project at Harvard University, with permission (Eck)

PLURALISM IS (Eck):

- **Energetic engagement with diversity:** Opening up to experiences with others, with people who may appear different from yourself; being in relationships
- **Active seeking of understanding across lines:** Reaching across boundaries of difference; being curious, communicating with empathy
- **Encountering commitments:** Knowing yourself, being aware of your core values, beliefs, connection to self, and world view
- **Based upon dialogue:** Coming together in an experience of discovery

PLURALISM IS NOT:

- Isolation or silence
- The façade of peace or just *getting along*
- Tolerance without knowing and appreciation
- Ignorance

- Blinding stereotypes
- Fear
- The *Melting Pot*; losing identity and self
- Needing to agree



# THE CENTER FOR STUDENT SUCCESS

## Dedicated to Student Success Focusing on the First Year

The Center for Student Success (CSS) is a bridge between the Academic Division and Student Affairs Division of the college. The CSS collaborates with faculty and student support service professionals to promote excellence in the academic experience of students, with a focus on the first year (30 credits or less). The CSS provides an array of learning opportunities designed to engage faculty and students working together in and out of the classroom. The CSS focuses on practices and programs that promote a foundation for student success: accepting challenge, taking personal responsibility, and becoming active participants in the learning process.

## Academic Coaching

Academic Coaching is designed to help build the skills that lead to success in college and life. Coaching sessions focus on topics such as goal setting, time management, critical thinking skills, organizational skills, testing and effective note taking. To make an appointment, please call the Center for Student Success at 732-255-0400 ext. 2957.

## Student Success Seminar - STSC 150

**STSC 150 Student Success Seminar (2 credit course)** is a dynamic, interactive seminar focused on finance, communication, time management, critical thinking skills, information literacy and leadership skill development. Students are exposed to resources to assist them in their academic and career planning while they are becoming familiar with OCC's vast array of opportunities for success. The course will also enable students to connect to the campus community through a service learning experience.

## Disability Services

Disability Services are located within the Center for Student Success. The staff work with students with disabilities to develop an Accommodation Plan allowing academic adjustments, which minimize the impact of a disability in a learning environment. Students with documentation of a learning disability, medical/physical disability, visual or hearing impairment, and/or psychological/psychiatric disability must arrange disability services through the Center for Student Success. To arrange for services, a student must: 1. Complete a Student Intake Packet provided by the Center for Student Success 2. Present written documentation of disability 3. Meet with a staff member from the Center for Student Success

## NJ Stars Enrichment Services

New Jersey Stars Enrichment Program, mandated by legislation, is required for all NJ Stars students who do not earn a 3.0 GPA during their first semester. Support is available to NJ STARS students striving to maintain a 3.0 GPA as follows: STSC 150 College Success Seminar, academic coaching, academic planning, and information about campus resources.

## Testing Center

In addition to Placement testing, the Testing Center also offers high school equivalency exams and partners with Disability Services, Kean-Ocean, Continuing & Professional Education, The School of Nursing, virtual and distance learning institutions, and test vendors to administer and proctor various academic tests, skills- and competency-based tests and professional certifications. It is located on the ground floor of the Library building, Room L014. Hours: Mondays & Fridays, 8:00am-4:00pm; Tuesdays, , & Thursdays 8:00am-5:00pm; Wednesdays 8:00am-8:00pm; Saturdays 8:00am-1:00pm. Phone: 732-255-0401 Fax: 732-255-0496, email: OCCTesting @Ocean.edu.

## The Tutoring Center

The Tutoring Center, located on the 2<sup>nd</sup> floor of the Instructional Building, provides academic support in a wide variety of subjects to supplement your coursework. Professional and peer tutors are well-trained and committed to helping students become independent, confident learners as they complete their degrees and enter, or continue in, the workforce. Some tutoring engagements are one-on-one and may require appointments, others, may be held in group sessions.

**Writing Services:** Writing Services is located in the Tutoring Center. These services are available to all OCC and Kean@Ocean students looking for assistance with any writing and/or reading for any class. For hours and additional information, visit the college website, or call 732-255-0400 ext. 2341.

**Mathematics Services:** Mathematics Services is located in the Tutoring Center. These services are available for students in all areas of mathematics and in certain courses with a mathematical component. For hours and additional information, visit the college website or call or call 732-255-0400 ext. 2341.

## Peer Tutors

Peer tutors are available throughout the fall and spring semesters for various subjects. Peer tutors help students improve learning, utilize resources, and gain self-confidence. For information on becoming a peer tutor, call the Center for Student Success at 732-255-0400 ext. 2957.

### Office Information Location:

Library Building, Room 124

hone: 732-255-0456 Fax: 732-864-3860

TTY/TDD & Voice: NJ Relay 711

Hours: Monday through Friday, 8:00am-4:00pm

# STUDENT SUPPORT SERVICES

Funded by the U.S. Department of Education, Student Support Services (SSS) is a federal grant funded program dedicated to increasing the retention and graduation rates of eligible students who are first-generation, low-income, and/or disabled, and who have an academic need. To be eligible for the program, applicants must be either a first-generation college student, a low-income college student, and/or a student with a disability, meeting the required criteria of the grant. Academic need is defined as a student needing one or more developmental courses, a cumulative grade point average of less than 2.5, lack of satisfactory academic progress, on academic or financial aid probation, restriction, or suspension, a documented disability, and/or recommendation from a high school guidance office or an OCC faculty or staff member. Students in the SSS program receive one-on-one professional tutoring, intensive advising, academic coaching, financial literacy, assistance applying for financial aid, assistance transferring to a four-year institution, and cultural enrichment.

For more information, please visit our SSS office:

Russell Building (#7)

Room 113

Phone: 732-255-0400 ext. 2135

Email [studentsupportservices@ocean.edu](mailto:studentsupportservices@ocean.edu).

# CAREER SERVICES

Career Services provides students with individualized career guidance based upon their needs and goals. Career Services will educate students to identify career pathways and ensure that their plans align with their chosen vocation. Students will receive the tools they need to explore internships/externships, employment opportunities and careers, as well as their own strengths, passions and goals. Career Services provides assistance with resumes, interview preparation, and job search strategies for career success. For more information, contact Career Services at 732-255-0400 X2349, email: [careerservices@ocean.edu](mailto:careerservices@ocean.edu), or visit [go.ocean.edu/career](http://go.ocean.edu/career)

# VETERAN AFFAIRS

As a proud Military Friendly Campus, OCC Veterans Services provides enhanced services for our veterans, military members, and their families with a dedicated Veterans and Military Resource Center. It houses a study lounge, a social and gaming lounge, and tutoring services. Student veterans and military members are encouraged to participate in the many educational, social, and recreational activities offered to them. The Veterans and Military Resource Center offers exclusive academic advising sessions that promote personal growth through one-on-one academic/transfer planning in the Advising Center, as well as financial aid counseling and VA Program advising in the Financial Aid Office. For any veterans related questions, please visit The Center.

Location: Larson Student Center, Room 225, 2nd floor  
Hours: Monday through Friday, 8:00am - 5:00pm  
Phone number: 732-255-0400, ex. 2371  
Email address: [veterans@ocean.edu](mailto:veterans@ocean.edu)

# GRADUATION REQUIREMENTS BY DEGREE

## Associate Degrees & Degree Programs

Ocean County College offers Associate in Arts (A.A.), Associate in Science (A.S.), and Associate in Applied Science (A.A.S.) degrees. All degree programs contain a core General Education foundation required by all two-year and four-year colleges and universities.

### Associate in Arts Degree

Code	Title	Credit Hours
	Communication	9
	History	6
	Humanities	9
	Social Science	6
	Diversity <sup>1</sup>	3
	Mathematics (3-8 cr.) / Science (3-8 cr.) / Technology (0-4 cr.) <sup>2</sup>	12
	Elective Courses	15
	Total Credit Hours	60

<sup>1</sup> This requirement cannot be satisfied by the same course used to satisfy the categories above.

<sup>2</sup> Students must select one math course, one lab science course, and one technology course, and must complete the 12 cr. requirement with any additional math or science course from the current List of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take additional credits in math or science from the List of Approved General Education Courses.

### Associate in Science Degree

Code	Title	Credit Hours
	Communication	6
	Humanities	3
	Social Science	3
	Additional Humanities or Social Science	3
	Mathematics (3-8 cr.) / Science (3-8 cr.) / Technology (0-4 cr.) <sup>1</sup>	9
	Additional General Education Credit (from the categories above)	6
	Department Concentration / Program Specific Requirements	18
	Elective Courses	12
	Total Credit Hours	60

<sup>1</sup> Students must select one math course, one lab science course, and one technology course from the current List of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take additional credits in math or science from the List of Approved General Education Courses.

### Associate in Applied Science Degree

Code	Title	Credit Hours
	Communication	6
	Humanities or Social Science	3
	Mathematics – Science – Technology <sup>1</sup>	3
	Additional General Education Credit (from the categories above)	8
	Program Specific Requirements	37
	Elective Courses	3
	Total Credit Hours	60

<sup>1</sup> Students must select any math, science, or technology course from the current List of Approved General Education Courses.

## General Education Requirements

General education courses are grouped into several major categories:

- Communication
- Mathematics
- Science
- Technology
- Social Science
- Humanities
- History
- Diversity/Global and Cultural Awareness
- Information Literacy
- Ethical Reasoning

## 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:

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.
  - a. Veterans, active duty personnel and those who have completed basic training may apply to receive credit 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

### Additional Graduation 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. Ocean County College officially graduates students in January, and confers degrees three times per year: January, May and August. We will still have only one Commencement Ceremony in May, and all applicants for that academic year are eligible to participate. For

- example, students who graduate in January are eligible to participate in the Commencement Ceremony the following May.
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 free graduation application at the Cashier’s Office. Applications are available in the Registration and Records office. The application deadlines are posted on our website.

### Notes

1. ENGL 091 or ENGL 095, MATH 011, MATH 012, and MATH 023 cannot be used to satisfy degree requirements.
2. Students placed in ENGL 091 or ENGL 095, MATH 011, MATH 012, and MATH 023 as a result of the College Placement Test scores will be required to complete these courses in addition to the general education requirements.
3. It is strongly recommended that writing courses be taken in sequence. For example, ENGL 151 should be taken immediately after completion of ENGL 095.

# APPROVED GENERAL EDUCATION COURSES

## Communication (GCOM)

Code	Title	Credit Hours
COMM 154	Fundamentals of Public Speaking	3
ENGL 151	English I	3
ENGL 152	English II	3

## Diversity (GDIV)

Code	Title	Credit Hours
ANTH 133	Introduction to Anthropology	3
ANTH 134	Cultural Anthropology	3
ANTH 237	Indians of North America	3
ARTS 191	The Arts of the Islamic World	3
COMM 202	Intercultural Communication	3
ENGL 222	Indigenous American Literature	3
ENGL 223	African American Literature	3
ENGL 226	Arabic Literature in Translation	3
ENGL 235	Literature and Myth	3
ENGL 237	Multicultural Fairy and Folk Tales	3
ENGL 240	Women in Literature	3
ENGL 244	Women's Lives	3
ENGL 255	World Literature Ancient through 1600	3
ENGL 256	World Literature 1600 to Present	3
FILM 190	World Cinema	3
FILM 242	Women in Film	3
GEOG 162	Human Geography	3
HIST 181	World Civilization to 1660	3
HIST 182	World Civilization From 1660	3
HIST 191	African-American History	3
HIST 272	History of Russia	3
HIST 275	History and Culture of China	3
HIST 278	History of the Arab World Since World War I	3
HIST 280	Modern Latin American History	3
HUMN 201	Postmodernism and the Arts	3
MUSC 194	Introduction to World Music	3
POLI 101	Global Issues	3
POLI 265	Comparative Politics and Government	3
POLI 268	Women and Politics	3
PSYC 175	Cross-Cultural Psychology	3
PSYC 270	Psychology of Gender	3
RELG 193	World Religions	3
RELG 293	Religious Experiences	3
SOCI 230	Women in Society	3
SOCI 238	Race and Ethnicity	3

## History (GHIS)

Code	Title	Credit Hours
HIST 171	Western Civilization to 1650	3
HIST 172	Western Civilization from 1650	3
HIST 173	United States History to 1877	3
HIST 174	United States History from 1877	3
HIST 181	World Civilization to 1660	3
HIST 182	World Civilization From 1660	3
HIST 191	African-American History	3
HIST 230	America and the West After World War II	3
HIST 280	Modern Latin American History	3

## Humanities (GHUM)

Code	Title	Credit Hours
ARBC 100	Elementary Arabic I	3
ARBC 102	Elementary Arabic II	3
ARBC 201	Intermediate Arabic I	3
ARBC 202	Intermediate Arabic II	3
ARTS 181	Art From Prehistory to Middle Ages	3
ARTS 182	Art From Renaissance to Modern World	3
ARTS 205	Modern Art	3
ARTS 206	American Art	3
ASLN 100	American Sign Language I	3
ASLN 103	American Sign Language II	3
CHIN 100	Elementary Chinese I	3
CHIN 102	Elementary Chinese II	3
CHIN 201	Intermediate Chinese I	3
DANC 145	Dance Appreciation	3
ENGL 211	Introduction to Poetry	3
ENGL 212	Introduction to Drama	3
ENGL 223	African American Literature	3
ENGL 240	Women in Literature	3
ENGL 251	American Literature Through the Civil War	3
ENGL 252	American Literature Post Civil War	3
ENGL 253	British Literature Through 1785	3
ENGL 254	British Literature 1785 to Present	3
ENGL 255	World Literature Ancient through 1600	3
ENGL 256	World Literature 1600 to Present	3
ENGL 257	The Short Story	3
ENGL 258	The Short Novel	3
ENGL 260	The Shakespeare Plays I	3
FILM 190	World Cinema	3
FILM 192	Introduction to Film Genres	3
FILM 200	Understanding Film	3
FILM 202	From Literature to Film	3
FREN 191	Elementary French I	3
FREN 192	Elementary French II	3
FREN 291	Intermediate French I	3
GREK 100	Greek I	3
GREK 102	Greek II	3

GRMN 191	Elementary German I	3
GRMN 192	Elementary German II	3
GRMN 291	Intermediate German I	3
GRMN 292	Intermediate German II	3
HEBR 151	Elementary Modern Hebrew I	3
HEBR 152	Elementary Modern Hebrew II	3
HEBR 251	Intermediate Modern Hebrew I	3
HIST 171	Western Civilization to 1650	3
HIST 172	Western Civilization from 1650	3
HIST 173	United States History to 1877	3
HIST 174	United States History from 1877	3
HIST 181	World Civilization to 1660	3
HIST 182	World Civilization From 1660	3
HIST 191	African-American History	3
HIST 230	America and the West After World War II	3
HUMN 200	Modernism and the Arts	3
HUMN 201	Postmodernism and the Arts	3
IRSH 101	Elementary Irish I	3
IRSH 102	Elementary Irish II	3
ITAL 100	Elementary Italian I	3
ITAL 102	Elementary Italian II	3
ITAL 200	Intermediate Italian I	3
ITAL 202	Intermediate Italian II	3
JAPN 101	Elementary Japanese I	3
JAPN 102	Elementary Japanese II	3
LATN 100	Elementary Latin I	3
LATN 102	Elementary Latin II	3
MUSC 185	Introduction to Jazz History	3
MUSC 190	Introduction to Music Appreciation	3
MUSC 193	Music History 1750-1920	3
MUSC 194	Introduction to World Music	3
PHIL 190	Introduction to Critical Thinking	3
PHIL 191	Introduction to Philosophy	3
PHIL 192	Contemporary Ethical Issues	3
PORT 101	Elementary Portuguese I	3
PORT 102	Elementary Portuguese II	3
RELG 193	World Religions	3
RELG 293	Religious Experiences	3
RUSS 101	Elementary Russian I	3
RUSS 102	Elementary Russian II	3
SPAN 151	Elementary Spanish I	3
SPAN 152	Elementary Spanish II	3
SPAN 251	Intermediate Spanish I	3
SPAN 252	Intermediate Spanish II	3
THTR 195	Theatre Appreciation	3
THTR 196	Contemporary Theatre	3

## Mathematics (GMAT)

Code	Title	Credit Hours
MATH 151	A Survey of Mathematics	3
MATH 156	Introduction to Statistics	3

MATH 158	Algebraic Modeling	4
MATH 161	College Algebra	6
MATH 165	College Algebra (Accelerated)	5
MATH 171	Finite Mathematics	3
MATH 181	Introduction to Probability	3
MATH 191	Precalculus I	3
MATH 192	Precalculus II	3
MATH 195	Precalculus (Accelerated)	6
MATH 201	Precalculus Techniques and Applications	4
MATH 265	Calculus I	4
MATH 266	Calculus II	4
MATH 267	Calculus III	4
MATH 270	Discrete Mathematics	3
MATH 275	Linear Algebra	3
MATH 280	Differential Equations	3
MATH 281	Differential Equations	4

## Lab Science (GSCL)

Code	Title	Credit Hours
BIOL 114	Principles of Biological Science	4
BIOL 119	Science and the Human Body	4
BIOL 130	Human Anatomy and Physiology I	4
BIOL 131	Human Anatomy & Physiology II	4
BIOL 161	General Biology I	4
BIOL 162	General Biology II	4
BIOL 163	Introductory Botany	4
BIOL 232	Microbiology	4
BIOL 261	Ecology	4
BIOL 264	General Microbiology	4
BIOL 265	Marine Biology	4
CHEM 180	Introductory Chemistry	4
CHEM 181	General Chemistry I	4
CHEM 182	General Chemistry II	4
CHEM 283	Organic Chemistry I	4
CHEM 284	Organic Chemistry II	4
ENVI 152	Environmental Sci	4
PHYS 171	Physics I	4
PHYS 172	Physics II	4
PHYS 180	Introduction to Astronomy	4
PHYS 181	Astronomy of the Solar System	4
PHYS 182	Astronomy of Stars and Galaxies	4
PHYS 281	General Physics I	4
PHYS 282	General Physics II	4
PHYS 283	General Physics III	4
SCIE 105	Forensic Science	4

## Social Science (GSOC)

Code	Title	Credit Hours
ANTH 133	Introduction to Anthropology	3
ANTH 134	Cultural Anthropology	3

ECON 151	Macroeconomic Principles	3
ECON 152	Microeconomics Principles	3
GEOG 161	World Physical Geography	3
GEOG 162	Human Geography	3
POLI 161	American Federal Government	3
POLI 162	American State and Local Government	3
POLI 183	Introduction to Political Science	3
POLI 263	Introduction to International Relations	3
POLI 265	Comparative Politics and Government	3
PSYC 172	General Psychology	3
PSYC 173	Child Psychology	3
PSYC 273	Adolescent Psychology	3
PSYC 278	Life Span Development	3
SOCI 181	Introduction to Sociology	3

### Technological Competency or Information Literacy (GTEC)

Code	Title	Credit Hours
CSIT 110	Introduction to Computers and Computer Applications	3
CSIT 123	Integrated Office Software	3
CSIT 165	Programming I	4
INFO 110	Library Research Skills and Information Literacy	3

## OCC GENERAL EDUCATION GOALS & OBJECTIVES

**Based on the NJ Community Colleges/AOA General Education Foundation**  
New Jersey Community College General Educational Philosophy:  
Students are empowered to meet twenty-first century challenges through learning processes that lead to knowledge acquisition, skills mastery, critical thinking, and the exercise of personal, social, and civic responsibilities.

The Colleges maintain responsibility for offering a general education program, whose learning outcomes facilitate attainment of all NJCC Gen. Ed. Learning Goals. Course-level learning outcomes must be consistent with the College-Wide Learning Outcomes that fulfill the NJCC Gen Ed Learning Goals. (Local general education courses must also be consistent with NJCC GE Course Criteria for satisfying requirements).

- Written & Oral Communication (Communication)**
  - Students will communicate effectively in both speech and writing.
    - Students will explain and evaluate what they read, hear, and see.
    - Students will state and evaluate the views and findings of others.
    - Students will logically and persuasively state and support orally and in writing their points of view or findings.
    - Students will evaluate, revise, and edit their communication.
- Quantitative Knowledge & Skills (Mathematics)**
  - Students will use appropriate mathematical and statistical concepts and operations to interpret data and to solve problems.
    - Students will construct graphs and charts, interpret them, and draw appropriate conclusions.
    - Students will translate quantifiable problems into mathematical terms and solve these problems using mathematical or statistical operations.
- Scientific Knowledge & Reasoning (Science)**
  - Students will use the scientific method of inquiry, through the acquisition of scientific knowledge.
    - Applying the scientific method, students will analyze a problem and draw conclusions from data and evidence.
    - Students will distinguish between scientific theory and scientific discovery, and between science and its scientific technological applications, and they will explain the impact of each on society.
- Technological Competency (Technology)**
  - Students will use computer systems or other appropriate forms of technology to achieve educational and personal goals.
    - Students will use computer systems and/or other appropriate forms of technology to present information.
    - Students will use appropriate forms of technology to identify, collect, and process info.
    - Students will use appropriate library/learning resource tools such as cataloging systems to access information in reference publications, periodicals, bibliographies, and data bases.
    - Students will recognize when information is needed and be able to locate, evaluate, and use information.
- Society & Human Behavior (Social Science)**

- Students will use social science theories and concepts to analyze human behavior and social, economic, and political institutions and to act as responsible citizens.
    - Students will analyze and discuss behavioral or societal issues using theories and concepts from a social science perspective.
    - Students will explain how social institutions and organizations influence individual behavior.
    - Students will describe and demonstrate how social scientists gather and analyze data and draw conclusions.
    - Students will apply civic knowledge both locally and globally and engage in activities that exercise personal, social, and civic responsibility.
- Humanistic Perspective (Humanities)**
    - Students will analyze works in the fields of art, music, or theater; literature; philosophy and/or religious studies; and/or will gain competence in the use of a foreign language.
      - Students will describe commonly used approaches and criteria for analyzing works<sup>1</sup>.
      - Students will analyze works<sup>1</sup> applying commonly used approaches and criteria.
      - Students will demonstrate proficiency in the production and comprehension of a foreign language.
  - Historical Perspective (History)**
    - Students will understand historical events and movements in World, Western, non-Western or American societies and assess their subsequent significance.
      - Students will state the causes of a major historical event and analyze the impact of that event on a nation or civilization.
      - Students will discuss a major idea, movement, invention or discovery, and how it affected the world or American society.
      - Students will demonstrate how writers’ interpretations of historical events are influenced by their time, culture, and perspective.
  - Global & Cultural Awareness**
    - Students will understand the importance of a global perspective and culturally diverse peoples.
      - Students will link cultural practices and perspectives with geographic and/or historical conditions from which they arose and evaluate the contributions of people from various nations and/or cultures.
      - Students will explain why an understanding of differences in people’s backgrounds is particularly important to American society.
      - Students will recognize and explain the possible consequences of prejudicial attitudes and discriminatory actions.
      - Students will be exposed to global linkages in economics, politics, business, health, and other shared cultural concerns.
  - Ethical Reasoning & Action**
    - Students will understand ethical issues and situations.
      - Students will analyze and evaluate the strengths and weaknesses of different perspectives on an ethical issue or a situation.
      - Students will take a position on an ethical issue or a situation and defend it.
  - Information Literacy**
    - Students will address an information need by locating, evaluating, and effectively using information.



- i. Students will identify and address an information need.
- ii. Students will access information effectively and efficiently.
- iii. Students will evaluate and think critically about information.
- iv. Students will use information effectively for a specific purpose.
- v. Students will use information ethically and legally.

11. **Independent/Critical Thinking**

- a. Students will demonstrate independent/critical thinking in the humanities, natural sciences, and social sciences
  - i. Students will interpret and evaluate literary and visual art based on stylistic and contextual analysis.
  - ii. Students will arrive at solutions through hypothesis, inquiry, analysis, and interpretation in studying the natural sciences.
  - iii. Students will synthesize diverse ideas and information and draw valid inferences in studying the social sciences.

<sup>1</sup> In the fields of art, music, or theater; literature; philosophy and/or religious studies and possibly within the context of studying and using a language other than English.

*Note: This document should be used in conjunction with the General Education Foundation (8-15-2007) and the NJCC GE Course Criteria (8-15-2007).*

*Board of Trustees Approval Dates: June 22, 2009; December 9, 2011.*

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## A

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- Addictions Counseling, Certificate of Completion (p. 64)
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## B

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- Business Studies, Certificate of Completion (p. 69)
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## C

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- Computer Science with Game Development & Design Option, Associate in Science (p. 84)
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- Computer Science, Associate in Science (p. 72)
- Computer Science/Information Technology, Associate in Applied Science (p. 100)
- Criminal Justice, Associate in Science (p. 73)
- Criminal Justice, Certificate of Proficiency (p. 73)

## D

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## E

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## F

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- Fire Science, Certificate of Proficiency (p. 83)
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## G

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- General Studies, Associate in Science - Science Concentration (p. 88)
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- Global Studies, Associate in Arts (p. 90)
- Graphic Arts, Design, & Media, Associate in Science (p. 92)

H

- Holistic Health & Wellness, Certificate of Completion (p. 94)
- Hospitality, Recreation, and Tourism Management, Associate in Science (p. 98)

I

- Information Technology, Certificate of Completion (p. 103)
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L

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M

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N

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O

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P

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- Public Service, Associate in Science (p. 117)

S

- Small Business Management, Certificate of Proficiency (p. 71)
- Social Work, Associate in Science (p. 121)
- Sports Management, Certificate of Proficiency (p. 95)

T

- Technical Studies with Computer Technology Option, Associate in Applied Science (p. 123)

- Technical Studies with Industrial/Technical Option, Associate in Applied Science (p. 123)
- Theatre Production, Certificate of Proficiency (p. 125)

V

- Video Production, Certificate of Completion (p. 93)

W

- Web Marketing, Associate in Applied Science (p. 127)

Degrees Offered at OCC

OCC offers three degrees:

1. the Associate in Arts (A.A.) degree
2. the Associate in Science (A.S.) degree
3. the Associate in 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

Within each of the three degrees are several choices of programs. Students should choose a program best suited for their educational objectives. The chart on the following page identifies the programs available within each degree, along with options and concentrations. Options are defined by specific requirements, while concentrations 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 online 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.

ADDICTIONS COUNSELING

Students who pursue coursework in Alcohol and Drug Counseling through Ocean County College are eligible to receive credit for licensure as a Certified Alcohol and Drug Counselor in the State of New Jersey. In order to practice without supervision and beyond the intake and referral level, students will need to pursue at least a Bachelor’s degree, usually in a related field such as Social Work, Sociology, Psychology, or Public Service. It is recommended that students meet with an advisor to discuss the best degree program and coursework for their transfer and career goals.

Degrees

- Public Service, Associate in Science (p. 117)
- Social Work, Associate in Science (p. 121)

Certificates

- Addictions Counseling, Certificate of Completion (p. 64)

Addictions Counseling, Certificate of Completion

This program of study is the mandatory core of alcohol and drug counseling courses designed to prepare the student for becoming credentialed in New Jersey as a Certified Alcohol and Drug Counselor. These specialized courses are approved by the State of New Jersey Board of Marriage and Family Therapy Examiner’s Alcohol and Drug Counseling Committee and by the Addictions Professional Certification Board of New Jersey for the required 270 education hours.

Code	Title	Credit Hours
ENGL 151	English I	3
PSYC 172 or SOCI 181	General Psychology Introduction to Sociology	3
ALDC 101	Addictions Disorders and Recovery Supports	3
ALDC 102	Addictions Counseling: Professional Responsibilities	3
ALDC 105	Addiction Counseling Skills <sup>1</sup>	3
ALDC 106	Assessing Addictive Disorders <sup>1</sup>	3
ALDC 107	Addiction Counseling Methodolgy <sup>2</sup>	3
ALDC 108	Addiction Counseling Client Education <sup>2</sup>	3
Total Credit Hours		24

- 1 ALDC 105 and ALDC 106 must both be taken to substitute for the 6 credit ALDC 103 course.
- 2 ALDC 107 and ALDC 108 must both be taken to substitute for the 6 credit ALDC 104 course.

# AMERICAN SIGN LANGUAGE

## Degrees

- American Sign Language - English Interpreting, Associate in Applied Science (p. 65)

## American Sign Language - English Interpreting, Associate in Applied Science

The AAS in American Sign Language-English Interpreting program prepares students to interpret English into ASL and ASL into English. The program promotes 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.

This program attracts applicants coming from various backgrounds:

- graduates of two and four year ASL programs,
- individuals with no degree but with prior knowledge and skills in ASL, and
- beginning students.

Students who successfully complete ASLN 100: American Sign Language I and ASLN 103: American Sign Language II will be admitted into the program. Students who transfer into the program from other institutions must first meet with the Program Chair for skills assessment in order to determine placement.

Students within the program will need to achieve a “C” or higher in each course in order to continue in the program. In the event a student receives a “D,” it will be up to the Program Chair to allow the student to continue in the program on program probation.

## Transfer Information

Students who complete the AAS in American Sign Language – English Interpreting can transfer seamlessly to NJIT in the BA program in Communications. However, without an approved articulation agreement, The NJ Statewide Transfer Agreement does not guarantee the transfer of credit/coursework when a student earns an AAS degree and continues on to a four-year institution to complete a bachelor's degree. Associate of Applied Science (AAS) degrees are intended to prepare students for immediate entry into the workforce. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore “Transfer Programs” on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Applied Science Degrees are designed to provide students with the knowledge and skills necessary to start employment upon graduation. Several of the A.A.S. degrees provide the opportunity for the student to gain work experience by offering internship credit. These degrees are usually technical in nature and prepare the student for certification and licensing exams necessary to work in their field of choice. Students are strongly encouraged to consult with OCC

faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to help students explore degree programs and corresponding careers [ocean.emsicareercoach.com](http://ocean.emsicareercoach.com) (<http://ocean.emsicareercoach.com>)

**Students are encouraged to keep track of degree requirements by using the “My Progress” screen on Student Planning. Student Planning can be accessed via logging into Ocean Connect.**

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
ASLN 112	American Sign Language III	3
ASLN 115	ASL Grammar and Syntax	3
ASLN 125	Visual Gestural Communication	3
Credit Hours		12
<b>Second Semester</b>		
ENGL 152	English II	3
ASLN 105	Deaf Culture and History	3
ASLN 121	Interpreting Theory	3
ASLN 201	American Sign Language IV	3
COMM 154	Fundamentals of Public Speaking	3
Credit Hours		15
<b>Summer 10 Week</b>		
ASLN 162	Translating from ASL into English	3
ASLN 165	Translating from English to ASL	3
Credit Hours		6
<b>Third Semester</b>		
ASLN 225	Deaf-Blind Interpreting	3
ASLN 230	ASL-to-English Interpreting	3
ASLN 235	English-to-ASL Interpreting	3
Mathematics Gen. Ed. Requirement (p. 58)		3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Credit Hours		15
<b>Fourth Semester</b>		
ASLN 260	Interactive Interpreting	5
Humanities Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		12
Total Credit Hours		60

# ARTS ADMINISTRATION

## Degrees

- Performing Arts with Arts Administration Option, Associate in Arts (p. 66)

## Certificates

- Theatre Production, Certificate of Proficiency (p. 125)

## Performing Arts with Arts Administration Option, Associate in Arts

Students interested in the business side of the performing arts, Arts Administration, can complete the first two years of courses and gain performance and business experience that will prepare them to transfer to a baccalaureate program and pursue a career in Arts Administration. The focus of the program is on business administration with an emphasis on accounting, marketing, and economics. The curriculum is designed to promote academic and business-related student development in the performing arts. Students may gain experience through participation in Ocean County College Theatre productions.

## Transfer Information

Students pursuing the Performing Arts degree with an Arts Administration Option can transfer into majors such as Arts Administration or Arts Management. A combination of business and arts coursework, such as music, theater, or dance, is necessary for transfer. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts Degree is designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor's degree. The curriculum provides students with the knowledge and skills needed to pursue various pathways in arts management, facilities management, and stage production, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
ECON 151	Macroeconomic Principles	3
THTR 195	Theatre Appreciation	3
Humanities Gen. Ed. Requirement (p. 57)		3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3

Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
BUSN 134	Principles of Marketing	3
COMM 154	Fundamentals of Public Speaking	3
Diversity Gen. Ed. Requirement (p. 57)		3
Credit Hours		15
<b>Third Semester</b>		
ACCT 161	Principles of Accounting I	3
Performing Arts Elective <sup>2</sup>		3
History Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4
Credit Hours		16
<b>Fourth Semester</b>		
Performing Arts Elective <sup>2</sup>		3
History Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3-4
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Elective to meet 60 credits		0-1
Credit Hours		15-17
Total Credit Hours		60-62

- <sup>1</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course in math or science from the List of Approved General Education Courses.
- <sup>2</sup> Performing Arts Program Electives: Any course in DANC, MUSC, or THTR. Students selecting courses which are less than 3 credits must take additional courses from the lists provided in order to complete a total of 6 credits in Dance and/or Music and/or Theatre.

# BROADCAST/PRODUCTION

## Degrees

- Digital Mass Media with Broadcast/Production Option, Associate in Arts (p. 67)

## Digital Mass Media with Broadcast/Production Option, Associate in Arts

The A.A. degree in Digital Mass Media offers students the first two years of courses and fieldwork which allow students to transfer into a baccalaureate program or to seek immediate employment. The program prepares for a variety of production or writing positions at newspapers and magazines (print and online), radio and television stations (and their associated Web sites), cable systems, video production companies and other production facilities. The program also prepares students for careers as publicity writers for public relations firms, advertising agencies, businesses, and organizations. The curriculum gives students hands-on writing, production, and programming experience at the College radio station, television station, video editing/post production lab, literary magazine, and the print and online versions of the college newspaper. Students also gain experience in blogs, podcasts and other new media used by both professional and citizen journalists.

## Transfer Information

Students pursuing the Broadcast Production degree can transfer into majors such as communications, broadcast, and radio & television production. Admission to these majors is often competitive and usually requires a portfolio and interview. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a fouryear institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
COEM 120	Television Studio Production	3
COMM 151	Media Writing I	3
COMM 154	Fundamentals of Public Speaking	3
STSC 150	Student Success Seminar	2
Credit Hours		17
<b>Second Semester</b>		
ENGL 152	English II	3
COEM 220	Video Location Production	3

History Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Humanities Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4
Credit Hours		16
<b>Third Semester</b>		
Diversity Gen. Ed. Requirement (p. 57)		3
History Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Humanities Gen. Ed. Requirement (p. 57)		3
Mathematics or lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3-4
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		15-16
<b>Fourth Semester</b>		
COEM 284	Broadcast News Production	3
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Elective credits to total 60 cr.		0-1
Credit Hours		12-13
Total Credit Hours		60-62

- Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course in math or science from the List of Approved General Education Courses.
- Selection should be based upon the requirements of the four-year transfer institution

# BUSINESS

Degrees in business include majors such as business administration, accounting, finance, management, marketing/sales, human resources, sports management, manufacturing/supply chain management, and entrepreneurship. Students interested in transferring to a four-year college/university are encouraged to pursue an associate of science degree in order to prepare for upper-level coursework in their major. Certificates and Associate of Applied Science degrees are for students entering directly into a career field such as legal secretary or paralegal. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degrees

- Business Administration, Associate in Science (p. 69)
- Business, Associate in Applied Science (p. 69)
- Business Administration, Associate in Science - Health Administration Option (p. 96)
- Business Administration, Associate in Science - Sports Administration Option (p. 122)
- General Studies, Associate in Science - Business Concentration (p. 85)
- Hospitality, Recreation, and Tourism Management, Associate in Science (p. 98)
- Web Marketing, Associate in Applied Science (p. 127)

## Certificates

- Accounting, Certificate of Proficiency (p. 68)
- Administrative Office Management/Bookkeeping, Certificate of Proficiency (p. 68)
- Business Studies, Certificate of Completion (p. 69)
- Financial Market Analysis, Certificate of Completion (p. 70)
- Forensic Accounting, Certificate of Completion (p. 70)
- Legal Secretary, Certificate of Proficiency (p. 70)
- Paralegal Studies, Certificate of Proficiency (p. 71)
- Small Business Management, Certificate of Proficiency (p. 71)

## Career Certificates

- Administrative Office Management/Bookkeeping, Certificate of Proficiency (p. 68)
- Financial Market Analysis, Certificate of Completion (p. 70)
- Forensic Accounting, Certificate of Completion (p. 70)
- Legal Secretary, Certificate of Proficiency (p. 70)
- Paralegal Studies, Certificate of Proficiency (p. 71)
- Small Business Management, Certificate of Proficiency (p. 71)

## Accounting, Certificate of Proficiency

The certificate program in accounting is designed to provide students with detailed and robust courses offered in the profession of accounting. This certificate is designed for students who may be required to learn new fields in accounting for their job or need updates on current procedures. It can also help students with non-business baccalaureate degrees in meeting the New Jersey requirements for licensure as Certified Public Accountants (CPA). More information regarding additional

educational requirements to complete licensure as a CPA can be obtained through the New Jersey Society of CPAs (<https://www.njcpa.org>).

Code	Title	Credit Hours
ENGL 151	English I	3
ECON 151	Macroeconomic Principles	3
ACCT 161	Principles of Accounting I	3
ACCT 162	Principles of Accounting II	3
ACCT 261	Intermediate Accounting I <sup>1</sup>	3
ACCT 262	Intermediate Accounting II <sup>1</sup>	3
ACCT 263	Cost Accounting <sup>1</sup>	3
ACCT 265	Auditing <sup>1</sup>	3
ACCT 266	Federal Income Tax Accounting <sup>1</sup>	3
BUSN 210	Business Communications	3
BUSN 275	Principles of Finance <sup>1</sup>	3
Total Credit Hours		33

<sup>1</sup> These courses are only offered through Distance Learning

## Administrative Office Management/Bookkeeping, Certificate of Proficiency

The objective of this program is to prepare students for employment in entry-level positions in business, nonprofit, and government organizations. Students who complete this certificate can expect to find employment as a bookkeeper, management trainee, office manager, bank teller/loan officer trainee, or sales/marketing professional. To further advance in this career area, completion of QuickBooks certification and/or American Institute of Professional Bookkeepers (AIPB) licensing is recommended. All of the courses in this certificate curriculum can apply to the Associate in Applied Science Degree in Business.

Code	Title	Credit Hours
ENGL 151	English I	3
ACCT 121	Fundamentals of Accounting	3
ACCT 161	Principles of Accounting I	3
ACCT 162	Principles of Accounting II	3
CSIT 123	Integrated Office Software	3
CSIT 126	Intermediate Spreadsheets and Database	3
BUSN 210	Business Communications	3
BUSN 220	Career Management and Professional Behavior	3
AOM-Bookkeeping Certificate Course Selection (p. 68)		3
AOM-Bookkeeping Certificate Course Selection (p. 68)		3
Total Credit Hours		30

## AOM-Bookkeeping Certificate Course Selections

Code	Title	Credit Hours
BUSN 131	Introduction to Business Administration	3
BUSN 151	Introduction to Human Resource Management	3



BUSN 170	Small Business Management	3
BUSN 251	Business Law I	3
BUSN 271	Principles of Management	3
Completion of QuickBooks certification and/or American Institute of Professional Bookkeepers (AIPB) licensing may be substituted for one AOM- Bookkeeping Certificate Course Selection elective.		

## Business Administration, Associate in Science

The AS in Business Administration is designed for those students desiring to transfer to a baccalaureate program in business. This degree is a broad program of study that provides students with specific skills as well as a general overview of business topics.

## Transfer Information

Students pursuing the Business Administration degree can transfer into majors such as Accounting, Finance, Management, Marketing and Global/International Business. Many colleges offer opportunities for transfer both in and out of state. Admission is competitive and may require specific coursework to be completed prior to applying. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer. [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>)

## Career Information

The Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor's degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC business faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Business Studies, Certificate of Completion (p. 69)
- Small Business Management, Certificate of Proficiency (p. 71)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 161 or Higher		3-6
ECON 151	Macroeconomic Principles	3
Humanities Gen. Ed. Requirement (p. 57)		3
STSC 150	Student Success Seminar	2
Credit Hours		14-17
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 191 or Higher		3
BUSN 134	Principles of Marketing	3
CSIT 123	Integrated Office Software	3
ECON 152	Microeconomics Principles	3
Credit Hours		15

<b>Third Semester</b>		
ACCT 161	Principles of Accounting I	3
BUSN 251	Business Law I	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Elective <sup>2</sup>		3
Credit Hours		16
<b>Fourth Semester</b>		
ACCT 162	Principles of Accounting II	3
BUSN 271	Principles of Management	3
COMM 154	Fundamentals of Public Speaking	3
Social Science Gen. Ed. Requirement (p. 58)		3
Elective to meet 60 credits <sup>2</sup>		0-3
Credit Hours		12-15
Total Credit Hours		57-63

- Most four-year business degree programs require Business Calculus or Calculus as the entry-level math course. Please discuss your course choices with your assigned advisor. Two math courses are required in order to complete this program.
- BUSN 131 is a recommended elective.

## 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.

Code	Title	Credit Hours
CSIT 123	Integrated Office Software	3
ACCT 161	Principles of Accounting I	3
BUSN 131	Introduction to Business Administration	3
BUSN 170	Small Business Management	3
BUSN 251	Business Law I	3
BUSN 272	Principles of Investments	3
Total Credit Hours		18

## Business, Associate in Applied Science

This general business career preparation curriculum is designed to qualify students for entry-level positions in business, nonprofit organizations, and government organizations. Graduates can expect to find employment as a bookkeeper, retail manager, office manager, bank teller/loan officer trainee, sales/marketing person, and small business owner.

The A.A.S. Business degree is designed as a career, not transfer, program.

## Transfer Information

Associate of Applied Science (AAS) degrees are intended to prepare students for immediate entry into the workforce. The NJ Statewide Transfer Agreement does not guarantee the transfer of credit/coursework when a student earns an AAS degree and continues on to a four-year institution to complete a bachelor's degree. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore

the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Applied Science Degrees are designed to provide students with the knowledge and skills necessary to start employment upon graduation. Several of the A.A.S. degrees provide the opportunity for the student to gain work experience by offering internship credit. These degrees are usually technical in nature and prepare the student for certification and licensing exams necessary to work in their field of choice. Students are strongly encouraged to consult with OCC business faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to help students explore degree programs and corresponding careers [ocean.emsicareercoach.com](http://ocean.emsicareercoach.com) (<http://ocean.emsicareercoach.com>)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58)		3
BUSN 131	Introduction to Business Administration	3
COMM 154 or COMM 110	Fundamentals of Public Speaking or Introduction to Communications	3
CSIT 123	Integrated Office Software	3
Credit Hours		15
<b>Second Semester</b>		
ENGL 152	English II	3
BUSN 134	Principles of Marketing	3
BUSN 210	Business Communications	3
ECON 151	Macroeconomic Principles	3
Business Program Elective (p. 70)		3
Credit Hours		15
<b>Third Semester</b>		
ACCT 161	Principles of Accounting I	3
BUSN 151	Introduction to Human Resource Management	3
BUSN 251	Business Law I	3
BUSN 271	Principles of Management	3
ECON 152	Microeconomics Principles	3
Credit Hours		15
<b>Fourth Semester</b>		
ACCT 162	Principles of Accounting II	3
BUSN 220	Career Management and Professional Behavior	3
BUSN 252	Business Law II	3
Business Program Electives (p. 70)		2
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		15
Total Credit Hours		60

### Business Program Electives

Code	Title	Credit Hours
ACCT 121	Fundamentals of Accounting	3
BUSN 133	Microcomputer Keyboard	1
BUSN 157	Introduction to Financial Software	1
BUSN 170	Small Business Management	3
BUSN 270	Principles of Advertising	3
BUSN 272	Principles of Investments	3

BUSN 275	Principles of Finance	3
CSIT 126	Intermediate Spreadsheets and Database	3

## Financial Market Analysis, Certificate of Completion

The Financial Market Analysis Certificate of Completion is designed to prepare students for a career in the financial field or to enhance the knowledge and skills of individuals already working in the profession. This certificate can help in preparation for the Certified Financial Planners (CFP's) or Certified Financial Analysts (CFA's) exam. This certificate is designed as a career or transfer program. It is intended for students with a strong interest in accounting and economics.

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
ACCT 162	Principles of Accounting II	3
ECON 151	Macroeconomic Principles	3
BUSN 157	Introduction to Financial Software	1
BUSN 272	Principles of Investments	3
Total Credit Hours		13

## Forensic Accounting, Certificate of Completion

The Forensic Accounting and Fraud Examination Certificate of Completion is designed to prepare students for a career in the forensic accounting field or to enhance the knowledge and skills of individuals already working in accounting or in a related profession. This certificate can help in preparation for the Certified Fraud Examiner Exam. This certificate is designed as a career, not transfer, program. It is intended for students with a background in accounting.

Code	Title	Credit Hours
COMM 154	Fundamentals of Public Speaking	3
ACCT 261	Intermediate Accounting I <sup>1</sup>	3
ACCT 262	Intermediate Accounting II	3
ACCT 265	Auditing	3
ACCT 271	Forensic Accounting	3
ACCT 273	Legal Aspects of Financial Fraud	3
ACCT 275	Fraud Examination	3
ACCT 277	Digital Forensic Analysis	3
Total Credit Hours		24

<sup>1</sup> This course has a prerequisite of ACCT 162.

## Legal Secretary, Certificate of Proficiency

The Legal Secretary Certificate of Proficiency will prepare students to work in law offices and other related business settings. Legal secretaries prepare legal correspondence and documents to assist lawyers in handling all administrative duties within law offices. Courses in this program will provide a background for these responsibilities.

Code	Title	Credit Hours
ENGL 151	English I	3
CSIT 123	Integrated Office Software	3
INFO 110	Library Research Skills and Information Literacy	3
ACCT 121	Fundamentals of Accounting	3
BUSN 151	Introduction to Human Resource Management	3
BUSN 170	Small Business Management	3
BUSN 210	Business Communications	3
BUSN 251	Business Law I	3
BUSN 252	Business Law II	3
BUSN 267	Real Estate Law	3
LAAW 203	Law Office Management	3
Total Credit Hours		33

## Paralegal Studies, Certificate of Proficiency

This curriculum prepares students for the position of paralegal/legal assistant. Students will study law and acquire practical legal skills that are necessary for entry-level employment in a law office. Persons currently working in a law office or in a related environment can upgrade their skills and increase their general and specific knowledge of law. All of the courses in this certificate curriculum can apply to the Associate in Applied Science Degree in Business - Paralegal Studies Option.

Code	Title	Credit Hours
ENGL 151	English I	3
ENGL 152	English II	3
LAAW 101	Introduction to Law and Legal Assisting	3
LAAW 104	Introduction to Litigation	3
LAAW 201	Legal Research and Writing for Paralegals	3
LAAW 203	Law Office Management	3
BUSN 251	Business Law I	3
BUSN 252	Business Law II	3
CSIT 123	Integrated Office Software	3
Paralegal Certificate Elective (p. 71)		3
Paralegal Certificate Elective (p. 71)		3
Total Credit Hours		33

### Paralegal Certificate Course Selections

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
BUSN 210	Business Communications	3
BUSN 267	Real Estate Law	3
BUSN 271	Principles of Management	3
CRIM 254	Constitutional Law and Rules of Evidence	3
CRIM 255	Criminal Law and Procedures	3
INTR 290	Internship	3
LAAW 106	Mediation and Conflict Resolution	3
LAAW 204	Estate Administration	3
LAAW 206	New Jersey Family Law	3

POLI 161	American Federal Government	3
PSYC 172	General Psychology	3

## 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.

Code	Title	Credit Hours
ENGL 151	English I	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3
ACCT 121	Fundamentals of Accounting	3
or ACCT 161	Principles of Accounting I	
BUSN 170	Small Business Management	3
BUSN 251	Business Law I	3
BUSN 271	Principles of Management	3
CSIT 123	Integrated Office Software	3
Small Business Management Certificate Electives (p. 71)		3
Small Business Management Certificate Electives (p. 71)		3
Small Business Management Certificate Electives (p. 71)		3
Total Credit Hours		36

### Small Business Management Certificate Electives

Code	Title	Credit Hours
ACCT 162	Principles of Accounting II	3
BUSN 210	Business Communications	3
BUSN 220	Career Management and Professional Behavior	3
BUSN 252	Business Law II	3
BUSN 270	Principles of Advertising	3
CSIT 126	Intermediate Spreadsheets and Database	3
MATH 156	Introduction to Statistics	3

# COMPUTER SCIENCE

Degrees in computer science include majors such as computer programming, information technology, cybersecurity, and game design and development. Students interested in transferring to a four-year college/university are encouraged to pursue an associate of science degree in order to prepare for upper-level coursework in their major. Certificates and Associate of Applied Science degrees are for students entering directly into a career field such as web development or computer support specialist. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degrees

- Computer Science, Associate in Science (p. 72)
- General Studies, Associate in Science - Computer Studies (p. 85)
- Computer Science, Associate in Science - Cyber Information Security Options (p. 75)
- Computer Science, Associate in Science - Game Development and Design Option (p. 84)
- Computer Science, Associate in Science - Information Technology Option (p. 100)
- Computer Science/Information Technology, Associate in Applied Science (Concentrations in Cloud Computing, Data Management, Networking, and Programming (p. 100))

## Certificates

- Information Technology, Certificate in Completion (p. 103)
- Information technology, Certificate of Proficiency (p. 103)

## Computer Science, Associate in Science

The program outlined here will prepare students for transfer to a four-year college to obtain a Bachelor of Science degree in computer science. The curriculum follows the model provided by the Association of Computing Machinery and the Institute of Electrical and Electronic Engineers Computer Society in order to assure maximum transferability. This curriculum has been designed to address these needs in preparing the student for a future in computer science.

## Transfer Information

Students pursuing the Computer Science degree can transfer into a Computer Science major. Many colleges offer opportunities for transfer both in and out of state. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize

Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>.

## Certificates

Information Technology, Certificate of Completion (p. 103)

Information Technology, Certificate of Proficiency (p. 103)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 265	Calculus I	4
CSIT 165	Programming I	4
Humanities Gen. Ed. (p. 57)		3
STSC 150	Student Success Seminar	2
Credit Hours		16
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 266	Calculus II	4
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Credit Hours		17
<b>Third Semester</b>		
MATH 267	Calculus III	4
CSIT 212	Systems Analysis	3
or CSIT 213	or Database Management	
CSIT 265	Data Structures and Analysis	4
PHYS 281	General Physics I	4
Credit Hours		15
<b>Fourth Semester</b>		
MATH 270	Discrete Mathematics	3
PHYS 282	General Physics II	4
Social Science Gen. Ed. Requirement (p. 58)		3
Elective to meet 60 credits		2
Credit Hours		12
Total Credit Hours		60

# CRIMINAL JUSTICE

## Degrees

- Criminal Justice, Associate in Science (p. 73)

## Certificates

- Criminal Justice, Certificate of Proficiency (p. 73)

## 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 an academic advisor for an appropriate sequence.

## Transfer Information

Students pursuing the Criminal Justice degree can transfer into majors such as Criminal Justice or Law and Justice Studies. Many colleges offer opportunities for transfer both in and out of state. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Criminal Justice, Certificate of Proficiency (p. 73)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58)		3
CRIM 150	The Criminal Justice System	3
CRIM 152	Introduction to Law Enforcement	3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
CRIM 155	Introduction to Corrections	3
CRIM 255	Criminal Law and Procedures	3
SOCI 181	Introduction to Sociology	3

Elective <sup>1</sup>		3
Credit Hours		15
<b>Third Semester</b>		
CRIM 254	Constitutional Law and Rules of Evidence	3
SCIE 105	Forensic Science	4
SOCI 231	Social Problems	3
or SOCI 238	or Race and Ethnicity	
Technology Gen. Ed. Requirement (p. 59) <sup>2</sup>		3
Elective to meet 60 credits <sup>1</sup>		3
Credit Hours		16
<b>Fourth Semester</b>		
CRIM 280	Criminal Investigation	3
or CRIM 281	or Criminal Investigation Theory	
POLI 161	American Federal Government	3
or POLI 162	or American State and Local Government	
COMM 154	Fundamentals of Public Speaking	3
PSYC 172	General Psychology	3
Humanities Gen. Ed. Requirement (p. 57)		3
Credit Hours		15
Total Credit Hours		60

- <sup>1</sup> **Recommended Electives:**  
**Criminal Justice Electives:**  
CRIM 151 Police Organization and Administration  
POLI 185 Principles of Public Administration  
CRIM 236 Criminology  
CRIM 237 Juvenile Justice  
**Homeland Security Electives:**  
HLSC 170 Introduction to Homeland Security  
HLSC 172 Domestic & International Terrorism  
HLSC 174 Introduction to the Intelligence Function  
HLSC 210 Risk Management & Analysis
- <sup>2</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math, science, or technology from the List of Approved General Education Courses.

## 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.

Code	Title	Credit Hours
ENGL 151	English I	3
SCIE 105	Forensic Science	4
SOCI 181	Introduction to Sociology	3
CRIM 150	The Criminal Justice System	3
CRIM 151	Police Organization and Administration	3
CRIM 152	Introduction to Law Enforcement	3
CRIM 155	Introduction to Corrections	3
CRIM 254	Constitutional Law and Rules of Evidence	3
CRIM 255	Criminal Law and Procedures	3

CRIM 236	Criminology	3
POLI 162	American State and Local Government	3
Total Credit Hours		34



# CYBER SECURITY

## Degrees

- Computer Science with Cyber-Information Security Option, Associate in Science (p. 75)

# Computer Science with Cyber-Information Security Option, Associate in Science

The Cyber/Information Security option to the A.S. in Computer Science is designed for those who major in computer science with plans to be in the information security field. This degree is a broad program of study that covers basics of cyber security and focuses on information security.

## Transfer Information

Students pursuing the Computer Science degree can transfer into a Computer Science major. Many colleges offer opportunities for transfer both in and out of state. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 265	Calculus I	4
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement (p. 57)		3
STSC 150	Student Success Seminar	2
Credit Hours		16
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 266	Calculus II	4
CSIT 144	Introduction to Operating System Using Unix	3
CSIT 185 or CSIT 184	Networking I or Networking Essentials	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Credit Hours		16
<b>Third Semester</b>		
MATH 270	Discrete Mathematics	3
CSIT 200	Information Security Fundamentals	3
CSIT 212	Systems Analysis	3
Select one of the following to fulfill the Lab Science Gen. Ed. Requirement:		4
BIOL 161	General Biology I	

CHEM 181	General Chemistry I	
PHYS 281	General Physics I	
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		16
<b>Fourth Semester</b>		
CSIT 213	Database Management	3
Computer Science (CSIT) or Criminal Justice (CRIM) Elective		3
Select one of the following to fulfill the Lab Science Gen. Ed. Requirement:		4
BIOL 162	General Biology II	
CHEM 182	General Chemistry II	
PHYS 282	General Physics II	
Elective to meet 60 credits		2
Credit Hours		12
Total Credit Hours		60

# DANCE

## Degrees

- Performing Arts with Dance Option, Associate in Arts (p. 76)

# Performing Arts with Dance Option, Associate in Arts

Students interested in dance can complete the first two years of courses and gain performance experience which will prepare them to transfer to a baccalaureate program and pursue a career in dance.#The focus of the program is on artistic development and technical training.#The curriculum is designed to promote students’ development of their academic and artistic potential.#Students will gain experience in dance production and onstage performance through participation in Ocean County College dance concerts.

## Transfer Information

Students pursuing the Performing Arts degree can transfer into majors such as music, dance, acting, and music/theater production & design. Admission for these majors is often competitive and usually requires an audition and testing of fundamental knowledge of theory. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
DANC 130	Ballet I	2
DANC 145	Dance Appreciation	3
Social Science Gen. Ed. Requirement (p. 58)		3
STSC 150	Student Success Seminar	2
Credit Hours		13
<b>Second Semester</b>		
ENGL 152	English II	3
Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
DANC 120	Modern Dance I	2
DANC 150	Jazz Dance	2
COMM 154	Fundamentals of Public Speaking	3
History Gen. Ed. Requirement (p. 57)		3
Credit Hours		16
<b>Third Semester</b>		
DANC 131	Ballet II	2
History Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4

Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		15
<b>Fourth Semester</b>		
DANC 121	Modern Dance II	2
Select from the following:		2
DANC 241	Dance Repertory I	
DANC 242	Dance Repertory II	
DANC 243	Dance Repertory III	
DANC 244	Dance Repertory IV	
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3-4
Diversity Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Elective to meet 60 credits		0-1
Credit Hours		16-18
Total Credit Hours		60-62

<sup>1</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to "test out" of the technology requirement. If they succeed, they must take an additional course in math or science from the List of Approved General Education Courses.



# EDUCATION

## Degree

- Education, Associate in Arts - An Option to Liberal Arts (p. 77)

## Education, Associate in Arts

The Associate of Arts (AA) in Liberal Arts with an option in Education will offer students the first two years of coursework for acceptance into a four-year Teacher Preparation Program. The program will provide a specialized degree focusing on teaching in the elementary school (K-6) as a generalist. Emphasis will be placed on preparing students for passing the CORE Praxis test of Reading, Writing and Mathematics for acceptance into a College of Education. Embedded in the Education courses, students will be introduced to the rigors of the required edTPA for eventual New Jersey state licensure.

## Transfer Information

Students pursuing the Liberal Arts-Option in Education can transfer into majors/content areas such as History and Liberal Studies with Elementary Education (K-6) for teacher’s certification. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts degree is designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree for an education program in NJ. The curriculum provides students with the knowledge and skills needed to pursue a pathway to teaching. Other career options may include admission/recruitment, corporate training, school counseling, activities director, and community health education. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com>

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3
<b>History</b>		
HIST 173	United States History to 1877	3
HIST 174	United States History from 1877	3
<b>Humanities</b>		
ENGL 255	World Literature Ancient through 1600	3
or ENGL 256	World Literature 1600 to Present	
HIST 181	World Civilization to 1660	3
HIST 182	World Civilization From 1660	3
<b>Social Science</b>		
POLI 161	American Federal Government	3
or POLI 162	American State and Local Government	

GEOG 161	World Physical Geography	3
<b>Diversity</b>		
GEOG 162	Human Geography	3
<b>Math-Science-Tech</b>		
MATH 151 or Higher		3
BIOL 161	General Biology I	4
CSIT 110	Introduction to Computers and Computer Applications <sup>1</sup>	3
MATH 156	Introduction to Statistics	3
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Education Program Courses</b>		
Choose from the following: <sup>2</sup>		12
EDUC 140	Mathematics for the Professional Educator	
EDUC 178	Introduction to the Education of Exceptional Students	
EDUC 261	Development of the Learner	
EDUC 277	The Teaching Profession in America	
EDUC 278	Teaching Profession Practicum	
Total Credit Hours		60

- <sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.
- <sup>2</sup> Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.

# ENGINEERING

Degrees in engineering include majors such as aerospace, bioenvironmental, biomechanical, chemical engineering, civil, construction management, engineering technology, mechanical engineering, electrical and computers engineering, industrial engineering, and materials science. Students interested in transferring to a four-year college/university are encouraged to pursue an associate of science degree in order to prepare for upper-level coursework in their specific major. Certificates and Associate of Applied Science degrees are for students entering directly into a career field such as mechatronics. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degree

- Engineering, Associate in Science (p. 78)

## Certificate

- Advanced Manufacturing and Mechatronics, Certificate of Completion (p. 78)

## Advanced Manufacturing and Mechatronics, Certificate of Completion

The Advanced Manufacturing and Mechatronics Certificate of Completion program is designed for those students planning to work in a manufacturing industry. The Mechatronics Certificate of Completion program will prepare students to enter the workforce with the ability to operate and maintain equipment found in a modern manufacturing environment.

As manufacturing advances into a more automated production system, a higher level of technical expertise is required of the labor force. The certificate holders will have experience with the operation and maintenance of computer numeric controlled (CNC) machines and programmable logic controllers (PLCs), as well as a working knowledge of basic electronics, pneumatic, and mechanical systems.

Course	Title	Credit Hours
<b>Freshman</b>		
<b>First Semester</b>		
MATH 161 or higher (not MATH 171 or MATH 181)		3-6
ELET 144	DC/AC Electric Circuits	4
ENGR 191	Autocad 2-D Basics I	3
MNFG 102	Manufacturing Processes	3
Credit Hours		13-16
<b>Second Semester</b>		
ELET 150	Automated Control Systems	4
MECH 150	Introduction to Hydraulics and Pneumatics	4
MNFG 114	Principles of Quality Control In Manufacturing	3
MNFG 140	Introduction to Computer Numeric Controlled (CNC) Machines	3
Credit Hours		14
Total Credit Hours		27-30

## Engineering, Associate in Science

The Associate in Science Engineering degree program is designed to prepare beginning engineering students to successfully transfer to baccalaureate engineering programs. Participants in the associate program will enroll in science, mathematics, and engineering courses that provide serious students with the knowledge and background necessary to take upper level courses in their chosen field of study.

## Transfer Information

Students pursuing the Engineering degree can transfer into majors such as Civil/Environmental, Bioenvironmental, Mechanical, Electrical & Computing, Chemical, Biomedical, Industrial, and Materials Sciences Engineering. Many colleges offer opportunities for transfer both in and out of state. Admission is competitive and may require specific coursework to be completed prior to applying. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
ENGR 181	Graphics for Engineers	2
CSIT 165	Programming I	4
or CSIT 163	or Introduction to C++	
Social Science Gen. Ed. Requirement (p. 58)		3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 265	Calculus I	4
CHEM 181	General Chemistry I	4
Humanities Gen. Ed. Requirement (p. 57)		3
Credit Hours		14
<b>Third Semester</b>		
MATH 266	Calculus II	4
ENGR 124	Engineering Analysis	3
Engineering Program Elective (p. 79)		3
PHYS 281	General Physics I	4
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Credit Hours		17
<b>Fourth Semester</b>		
MATH 267	Calculus III	4
Engineering Program Electives (p. 79)		7

PHYS 282	General Physics II	4
	Credit Hours	15
	Total Credit Hours	60

Engineering Program Electives

Code	Title	Credit Hours
CSIT 176	Computer Organization & Architecture	3
CVET 123	Surveying I	3
CVET 151	Applied Mechanics	3
CVET 161	Construction Methods and Materials	3
ELET 144	DC/AC Electric Circuits	4
ELET 150	Automated Control Systems	4
ENGR 198	Autodesk Inventor	3
ENGR 221	Engineering Statics	3
ENGR 222	Engineering Dynamics	3
ENGR 225	Design of Material Structures	3
ENGR 251	Electrical Engineering I	4
MECH 150	Introduction to Hydraulics and Pneumatics	4
MNFG 102	Manufacturing Processes	3
MNFG 114	Principles of Quality Control In Manufacturing	3
MNFG 140	Introduction to Computer Numeric Controlled (CNC) Machines	3

Students should select electives relevant to the Engineering Bachelor’s Degree concentration. Substitution courses for Engineering Electives may be granted with permission from the Program Chair.

ENGLISH

Degree

- English, Associate in Arts (p. 80)

English, Associate in Arts

The Associate of Liberal Arts (AA) with an option in English provides the first two years of foundational courses that allow students to transfer into a baccalaureate program in English, which prepares them for careers in education, business, law, or publishing.

Course	Title	Credit Hours
First Semester		
Communications		
ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3
History		
History Gen. Ed. Requirement (p. 57) <sup>1</sup>		3
History Gen. Ed. Requirement (p. 57) <sup>1</sup>		3
Humanities		
ENGL 260	The Shakespeare Plays I	3
Humanities Gen. Ed. Requirement (p. 57) <sup>1</sup>		3
Humanities Gen. Ed. Requirement (p. 57) <sup>1</sup>		3
Social Science		
Social Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
Social Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
Diversity		
ENGL 255 or ENGL 256 <sup>1</sup>		3
Math-Science-Tech		
Mathematics, Lab Science, Technology Gen. Ed. Requirement (p. 58) <sup>1 &amp; 2</sup>		12
Program Requirement		
STSC 150	Student Success Seminar	2
English Program Elective Courses		
ENGL 142	The History and Grammar of English	3
ENGL 211, 212, 257, or 258 <sup>1</sup>		3
ENGL 251 or ENGL 252 <sup>1</sup>		3
English Program Elective (p. 80) <sup>1</sup>		3
Elective		
Elective to meet 60 credits <sup>1</sup>		1
Credit Hours		60
Total Credit Hours		60

Elective Program Electives

Code	Title	Credit Hours
ENGL 153	Creative Writing	3
ENGL 211	Introduction to Poetry	3
ENGL 212	Introduction to Drama	3
ENGL 215	The Graphic Novel	3
ENGL 222	Indigenous American Literature	3
ENGL 223	African American Literature	3
ENGL 225	Chinese Literature in Translation	3
ENGL 226	Arabic Literature in Translation	3
ENGL 231	Classic American and British Detective Fiction	3
ENGL 234	Science Fiction and Fantasy Literature	3
ENGL 235	Literature and Myth	3

ENGL 237	Multicultural Fairy and Folk Tales	3
ENGL 240	Women in Literature	3
ENGL 251	American Literature Through the Civil War	3
ENGL 252	American Literature Post Civil War	3
ENGL 253	British Literature Through 1785	3
ENGL 254	British Literature 1785 to Present	3
ENGL 255	World Literature Ancient through 1600	3
ENGL 256	World Literature 1600 to Present	3
ENGL 259	Advanced Creative Writing	3

- <sup>1</sup> Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.
- <sup>2</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 cr. requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.

# ENVIRONMENTAL SCIENCE

## Degrees

- Environmental Studies, Associate in Science (p. 81)

## Environmental Studies, Associate in Science

This program is designed to prepare students for careers in the dynamic field of environmental science, which is concerned with monitoring humanity’s impact on the Earth and solving environmental problems. Students graduating from this program might work in environmental education centers, public relations firms, testing labs, environmental research organizations, travel/tourism (ecotourism companies), food manufacturers, waste management companies or government agencies. The program provides students with a strong background in the natural sciences.

## Transfer Information

Students pursuing the Environmental Studies degree can transfer into majors such as Environmental Studies or Environmental Science. Many colleges offer opportunities for transfer both in and out of state. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
BIOL 161	General Biology I	4
MATH 165 or Higher <sup>1</sup>		5
ENVI 152	Environmental Sci	4
STSC 150	Student Success Seminar	2
Credit Hours		18
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 156	Introduction to Statistics	3
BIOL 162	General Biology II	4
CHEM 181	General Chemistry I	4
Credit Hours		14
<b>Third Semester</b>		
CHEM 182	General Chemistry II	4
Environmental Studies Program Elective(s) (p. 81)		7
Humanities Gen. Ed. Requirement (p. 57)		3
Credit Hours		14

<b>Fourth Semester</b>	
Environmental Studies Program Elective (p. 81)	4
Humanities Gen. Ed. Requirement (p. 57)	3
Social Science Gen. Ed. Requirement (p. 58)	3
Technology Gen. Ed. Requirement (p. 59) <sup>2</sup>	3
Elective to meet 60 credits	1
Credit Hours	14
Total Credit Hours	60

- Note regarding math requirement: Some bachelor’s degree programs in science require Calculus; completion of at least MATH 191 Precalculus I & MATH 192 Precalculus II is recommended to transfer. MATH 156 Introduction to Statistics and MATH 165 College Algebra are recommended for transfer to programs that do not require Calculus.
- Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.

### Environmental Studies Program Electives

Code	Title	Credit Hours
BIOL 101	The Pine Barrens	3
BIOL 261	Ecology	4
BIOL 265	Marine Biology	4
ENVI 232	Environmental Policy	3
ENVI 259	Field Experience/Practicum	3
CHEM 283	Organic Chemistry I	4
CHEM 284	Organic Chemistry II	4

# FINE ARTS

## Degrees

- Fine Arts, Associate in Arts (p. 82)

## Fine Arts, Associate in Arts

This program offers students the first two years of two-dimensional and three-dimensional design courses which prepare students to transfer to baccalaureate programs and to pursue careers in art and design.¶The focus of the program is on artistic development and technical training.¶The curriculum is designed to promote students’ development of their academic and artistic potential.

## Transfer Information

Students pursuing the Fine Arts degree can transfer into majors such as fine art, studio art, visual arts, and art education. Many colleges offer concentrations in photography, art therapy, graphic design, animation, and multimedia. Admission is competitive and usually requires a portfolio and interview. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
ARTS 183	Basic Drawing	3
Social Science Gen. Ed. Requirement (p. 58)		3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
ARTS 184	Two-Dimensional Design	3
COMM 154	Fundamentals of Public Speaking	3
Humanities Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Credit Hours		15
<b>Third Semester</b>		
Fine Arts Program Elective (p. 82)		3
History Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Social Science Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4
Credit Hours		16

<b>Fourth Semester</b>	
Fine Arts Program Elective (p. 82)	3
Diversity Gen. Ed. Requirement (p. 57)	3
History Gen. Ed. Requirement (p. 57)	3
Humanities Gen. Ed. Requirement (p. 57) <sup>2</sup>	3
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>	3-4
Elective to meet 60 credits	0-1
Credit Hours	15-17
Total Credit Hours	60-62

- Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or lab science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take additional credits in math or lab science from the List of Approved General Education Courses.
- It is recommended that students take any Art History course (such as ARTS 181, ARTS 182, ARTS 205 or ARTS 206) to fulfill Humanities General Education Requirements.*

### Fine Arts Program Electives

Code	Title	Credit Hours
ARTS 170	Ceramics I	3
ARTS 185	Figure Drawing	3
ARTS 186	Three-Dimensional Design	3
ARTS 270	Ceramics II	3
ARTS 271	Ceramics III	3
ARTS 286	Painting I	3
ARTS 287	Painting II	3
ARTS 296	Painting III	3
ARTS 297	Painting IV	3
PHOT 181	Basic Digital Photography	3
PHOT 187	Experimental Digital Photography	3
PHOT 188	Intermediate Digital Photography	3

# FIRE SCIENCE

Students who pursue coursework in Fire Science through Ocean County College are eligible receive credit for a degree in Public Service in order to pursue a bachelor’s degree for career advancement. Fire Science includes the specialty career areas of fire prevention, fire suppression, and leadership. It is recommended students meet with an advisor to discuss the best degree program and coursework for their transfer and career goals.

## Degrees

- Public Service, Associate in Science (p. 117)

## Certificates/Career Certificates

- Fire Science, Certificate of Proficiency (p. 83)

# Fire Science, Certificate of Proficiency

The Fire Science Certificate is designed to prepare students for a career in the fire service or to enhance the knowledge and skills of individuals already working or volunteering as fire fighters. All courses in this certificate can be applied toward the AS in Public Service degree program.

Code	Title	Credit Hours
ENGL 151	English I	3
MATH 165 or MATH 191	College Algebra (Accelerated) Precalculus I	3-5
FIRE 162	Principles of Emergency Services	3
FIRE 165	Bldg Construction for Fire Protection	3
FIRE 166	Fire Behavior and Combustion	3
FIRE 255	Fire Inspector I	3
FIRE 256	Fire Inspector II	3
FIRE 261	Principles of Fire and Emergency Services Safety and Survival	3
FIRE 266	Fire Prevention	3
FIRE 268	Fire Protection Systems	3
Total Credit Hours		30-32

# GAME DEVELOPMENT AND DESIGN

## Degrees

- Computer Science with Game Development & Design Option, Associate in Science (p. 84)

## Computer Science with Game Development & Design Option, Associate in Science

This program will prepare students for transfer to a four-year college to obtain a Bachelor of Science degree in computer game design. The curriculum follows the model provided by the Association of Computing Machinery and the Institute of Electrical and Electronics Engineers Computer Society 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. The department recommends the following minimal criteria for prospective students in the Computer Game Development and Design option:

- High school diploma or equivalent
- Cumulative high school grade point average of C or above
- Ranked in top half of high school graduating class
- No developmental studies requirement

## Transfer Information

Students pursuing the Computer Science – Game Development and Design degree can transfer into majors such as Computer Science or Information Technology with a concentration/ specialization in Game Development and Design. Many colleges offer opportunities for transfer both in and out of state. Admission is competitive and may require specific coursework to be completed as well as a portfolio of artwork. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
CSIT 115	Introduction to Computer Game Development	3
CSIT 165	Programming I	4
Social Science Gen. Ed. Requirement (p. 58)		3
STSC 150	Student Success Seminar	2
Credit Hours		15
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 265	Calculus I	4
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Credit Hours		17
<b>Third Semester</b>		
MATH 266	Calculus II	4
CSIT 265	Data Structures and Analysis	4
Select one of the following to fulfill the Lab Science Gen. Ed. Requirement:		4
BIOL 161	General Biology I	
CHEM 181	General Chemistry I	
PHYS 281	General Physics I	
Humanities Gen. Ed. Requirement (p. 57)		3
Credit Hours		15
<b>Fourth Semester</b>		
BUSN 134 or BUSN 271	Principles of Marketing or Principles of Management	3
CSIT 173	Game Programming With Open GL	3
CSIT 213	Database Management	3
Select one of the following to fulfill the Lab Science Gen. Ed. Requirement:		4
BIOL 162	General Biology II	
CHEM 182	General Chemistry II	
PHYS 282	General Physics II	
Credit Hours		13
Total Credit Hours		60



# GENERAL STUDIES

## Degrees

- General Studies, Associate in Science - Business Concentration (p. 85)
- General Studies, Associate in Science - Computer Studies Concentration (p. 85)
- General Studies, Associate in Science - Health and Physical Education Concentration (p. 86)
- General Studies, Associate in Science - Humanities Concentration (p. 87)
- General Studies, Associate in Science - Mathematics Concentration (p. 87)
- General Studies, Associate in Science - Science Concentration (p. 88)
- General Studies, Associate in Science - Social Science Concentration (p. 89)

## General Studies, Associate in Science - Business Concentration

The Associate in Science (A.S.) degree is designed for students who wish to create an individualized program in a specific academic area. Students may explore career fields while selecting courses that will facilitate their goal of transferring to a four-year college/university or beginning a career. Students must complete the following:

- a. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment.
- b. A minimum of 30 credits from the list of Approved General Education Courses.
- c. At least 18 credits from the academic area of Business to satisfy the Department Concentration.
- d. Additional elective credits to meet the requirements for the degree (minimum of 60 credits).

## Transfer Information

Students pursuing the General Studies Business degree can build a comprehensive concentration in the area in order to transfer into a wide range of programs, such as Management, Marketing, Accounting, Finance, Sports Studies, and Hospitality Recreation & Tourism. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC business faculty and Career Services as they begin to explore career options. Students can

also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Business Studies, Certificate of Completion (p. 69)
- Forensic Accounting, Certificate of Completion (p. 70)
- Financial Market Analysis, Certificate of Completion (p. 70)
- Accounting, Certificate of Proficiency (p. 68)
- Administrative Office Management/Bookkeeping, Certificate of Proficiency (p. 68)
- Small Business Management, Certificate of Proficiency (p. 71)

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		3
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		3
<b>Additional Humanities or Social Science Credit</b>		
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
<b>Mathematics-Science-Technology</b>		
Mathematics Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
<b>Additional General Education Credit</b>		
Any Course(s) from Gen. Ed. Course List (p. 57)		6
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Department Concentration</b>		
To satisfy the department concentration, students must earn 18 credits from the academic area of Business. Course prefixes for the Business concentration are: ACCT, BUSN, CSIT, HRTM, LAAW <sup>2</sup>		18
<b>Elective Courses</b>		
Electives to meet 60 credits		9
Total Credit Hours		60

- <sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science or technology from the List of Approved General Education Courses.
- <sup>2</sup> CSIT 110, CSIT 123, and CSIT 165 cannot be applied to this concentration.

## General Studies, Associate in Science - Computer Studies Concentration

The Associate in Science (A.S.) degree is designed for students who wish to create an individualized program in a specific academic area. Students may explore career fields while selecting courses that will facilitate their goal of transferring to a four-year college/university or beginning a career. Students must complete the following:

- a. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment.
- b. A minimum of 30 credits from the list of Approved General Education Courses.
- c. At least 18 credits from the academic area of Computer Studies to satisfy the Department Concentration.
- d. Additional elective credits to meet the requirements for the degree (minimum of 60 credits).

## Transfer Information

Students pursuing the General Studies Computer Studies degree can build a comprehensive concentration in the area of Computer Science in order to transfer into a wide range of programs, such as Computer Science, Cyber Security, Information Technology, Information Systems, Web Development, and Software Engineering. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		3
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		3
<b>Additional Humanities or Social Science Credit</b>		
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
<b>Mathematics-Science-Technology</b>		
Mathematics Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
<b>Additional General Education Credit</b>		
Any course(s) from the Gen. Ed. Course list (p. 57)		6
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Department Concentration</b>		
To satisfy the department concentration, students must earn 18 credits from the academic area of Computer Studies. The course prefix for the Computer Studies concentration is CSIT. <sup>2</sup>		18
<b>Elective Courses</b>		

Electives to meet 60 credits	9
Total Credit Hours	60

- <sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science or technology from the List of Approved General Education Courses.
- <sup>2</sup> CSIT 110, CSIT 123, and CSIT 165 cannot be applied to this concentration.

## General Studies, Associate in Science - Health and Physical Education Concentration

The Associate in Science (A.S.) degree is designed for students who wish to create an individualized program in a specific academic area. Students may explore career fields while selecting courses that will facilitate their goal of transferring to a four-year college/university or beginning a career. Students must complete the following:

- a. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment.
- b. A minimum of 30 credits from the list of Approved General Education Courses.
- c. At least 18 credits from the academic area of Health and Physical Education to satisfy the Department Concentration.
- d. Additional elective credits to meet the requirements for the degree (minimum of 60 credits).

## Transfer Information

Students pursuing the General Studies Health & Physical Education degree can build a comprehensive concentration in the area of Health & Human Performance in order to transfer into a wide range of programs, such as Global Fitness and Physical Education with Teacher’s Certification. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Holistic Health & Wellness, Certificate of Completion (p. 94)
- Exercise Science, Certificate of Proficiency (p. 94)
- Nutrition, Certificate of Proficiency (p. 94)
- Personal Training, Certificate of Proficiency (p. 95)

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		
<b>Additional Humanities or Social Science Credit</b>		
Humanities or Social Science Gen. Ed. Requirement (p. 57)		
<b>Mathematics-Science-Technology</b>		
Mathematics Gen. Ed. Requirement (p. 58)		
Lab Science Gen. Ed. Requirement (p. 58)		
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		
<b>Additional General Education Credit</b>		
Any course(s) from the Gen. Ed. Course list (p. 57)		
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Department Concentration</b>		
To satisfy the department concentration, students must earn 18 credits from the academic area of Health and Physical Education. Course prefixes for the Health and Physical Education concentration are: HEHP and HHAW		
<b>Elective Courses</b>		
Electives to meet 60 credits		
Total Credit Hours		

<sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science or technology from the List of Approved General Education Courses.

## General Studies, Associate in Science - Humanities Concentration

The Associate in Science (A.S.) degree is designed for students who wish to create an individualized program in a specific academic area. Students may explore career fields while selecting courses that will facilitate their goal of transferring to a four-year college/university or beginning a career. Students must complete the following:

- a. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment.
- b. A minimum of 30 credits from the list of Approved General Education Courses.
- c. At least 18 credits from the academic area of Humanities to satisfy the Department Concentration.
- d. Additional elective credits to meet the requirements for the degree (minimum of 60 credits).

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3

ENGL 152	English II	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		
<b>Additional Humanities or Social Science Credit</b>		
Humanities or Social Science Gen. Ed. Requirement (p. 57)		
<b>Mathematics-Science-Technology</b>		
Mathematics Gen. Ed. Requirement (p. 58)		
Lab Science Gen. Ed. Requirement (p. 58)		
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		
<b>Additional General Education Credit</b>		
Any Course(s) from the Gen. Ed. Course List (p. 57)		
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Department Concentration</b>		
To satisfy the department concentration, students must earn 18 credits from the academic area of Humanities. Course prefixes for the Humanities concentration are: ARTS, ASLN, COEM, COCG, COMM, DANC, ENGL, FILM, HIST, HUMN, MUSC, PHIL, PHOT, RELG, THTR, or any foreign language.		
<b>Elective Courses</b>		
Electives to meet 60 credits		
Total Credit Hours		

<sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science or technology from the List of Approved General Education Courses.

## General Studies, Associate in Science - Mathematics Concentration

The Associate in Science (A.S.) degree is designed for students who wish to create an individualized program in a specific academic area. Students may explore career fields while selecting courses that will facilitate their goal of transferring to a four-year college/university or beginning a career. Students must complete the following:

- a. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment.
- b. A minimum of 30 credits from the list of Approved General Education Courses.
- c. At least 18 credits from the academic area of Mathematics to satisfy the Department Concentration.
- d. Additional elective credits to meet the requirements for the degree (minimum of 60 credits).

## Transfer Information

Students pursuing the General Studies Math degree can build a comprehensive concentration in the area of Mathematics in order to transfer into a wide range of programs, such as Mathematics, Actuarial Science, Finance, Physics, Computer Science, and Engineering. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution

in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		
<b>Additional Humanities or Social Science Credit</b>		
Humanities or Social Science Gen. Ed. Requirement (p. 57)		
<b>Mathematics-Science-Technology</b>		
Mathematics Gen. Ed. Requirement (p. 58)		
Lab Science Gen. Ed. Requirement (p. 58)		
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		
<b>Additional General Education Credit</b>		
Any Course(s) from the Gen. Ed. Course List (p. 57)		
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Department Concentration</b>		
To satisfy the department concentration, students must earn 18 credits from the academic area of Mathematics. Course prefixes for the Mathematics concentration are: MATH and PHYS		
<b>Elective Courses</b>		
Electives to meet 60 credits		
Total Credit Hours		

<sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science or technology from the List of Approved General Education Courses.

## General Studies, Associate in Science - Science Concentration

The Associate in Science (A.S.) degree is designed for students who wish to create an individualized program in a specific academic area. Students may explore career fields while selecting courses that will facilitate their goal of transferring to a four-year college/university or beginning a career. Students must complete the following:

- a. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment.
- b. A minimum of 30 credits from the list of Approved General Education Courses.
- c. At least 18 credits from the academic area of Science to satisfy the Department Concentration.
- d. Additional elective credits to meet the requirements for the degree (minimum of 60 credits).

## Transfer Information

Students pursuing the General Studies Science degree can build a comprehensive concentration in the area of Science in order to transfer into a wide range of programs, such as Biology (Pre-Med), Chemistry, Exercise Science (Pre-PT), Environmental Science, and Animal Science (Pre-Vet). Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		
<b>Additional Humanities or Social Science Credit</b>		
Humanities or Social Science Gen. Ed. Requirement (p. 57)		
<b>Mathematics-Science-Technology</b>		
Mathematics Gen. Ed. Requirement (p. 58)		
Lab Science Gen. Ed. Requirement (p. 58)		
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		
<b>Additional General Education Credit</b>		
Any Course(s) from the Gen. Ed. Course List (p. 57)		
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Department Concentration</b>		
To satisfy the department concentration, students must earn 18 credits from the academic area of Science. Course prefixes for the Science concentration are: BIOL, CHEM, ENVI, PHYS, SCIE		
<b>Elective Courses</b>		



Electives to meet 60 credits	9
Total Credit Hours	60

<sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science or technology from the List of Approved General Education Courses.

## General Studies, Associate in Science - Social Science Concentration

The Associate in Science (A.S.) degree is designed for students who wish to create an individualized program in a specific academic area. Students may explore career fields while selecting courses that will facilitate their goal of transferring to a four-year college/university or beginning a career. Students must complete the following:

- a. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment.
- b. A minimum of 30 credits from the list of Approved General Education Courses.
- c. At least 18 credits from the academic area of Social Science to satisfy the Department Concentration.
- d. Additional elective credits to meet the requirements for the degree (minimum of 60 credits).

## Transfer Information

Students pursuing the General Studies Social Science degree can build a comprehensive concentration in the area of Social Science in order to transfer into a wide range of programs, such as Addictions, Education, Criminal Justice, and Public Services. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a fouryear institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

Code	Title	Credit Hours
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		3
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		3

<b>Additional Humanities or Social Science Credit</b>		
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
<b>Mathematics-Science-Technology</b>		
Mathematics Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
<b>Additional General Education Credit</b>		
Any Course(s) from the Gen. Ed. Course list (p. 57)		6
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Department Concentration</b>		
To satisfy the department concentration, students must earn 18 credits from the academic area of Social Science. Course prefixes for the Social Science concentration are: STSC, ALDC, ANTH, CRIM, ECON, EDUC, FIRE, GEOG, HLSC, POLI, PSYC, SOCI, SOWK		18
<b>Elective Courses</b>		
Electives to meet 60 credits		9
Total Credit Hours		60

<sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science or technology from the List of Approved General Education Courses.

# GLOBAL STUDIES

## Degrees

- Global Studies, Associate in Arts (p. 90)

## Certificates

- Middle Eastern Studies, Certificate of Proficiency (p. 91)

## Global Studies, Associate in Arts

The Global Studies program allows students to complete the first two years of their college education by selecting courses from a range of offerings based on their interest and transfer needs. These courses prepare students to transfer to baccalaureate programs with majors in global studies, international politics, and foreign relations.

## Transfer Information

Students pursuing the Global Studies degree can transfer into a wide range of programs focusing on culture, international and foreign affairs, government & politics, as well as global issues. Majors include international relations, political science, anthropology, and global studies. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Middle Eastern Studies, Certificate of Proficiency (p. 91)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
POLI 101	Global Issues	3
HIST 181	World Civilization to 1660	3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
POLI 263 or POLI 265	Introduction to International Relations or Comparative Politics and Government	3
Global Studies Program Elective (p. 90)		3
COMM 154	Fundamentals of Public Speaking	3
HIST 182	World Civilization From 1660	3
Credit Hours		15

<b>Third Semester</b>	
Global Studies Program Elective (p. 90)	6
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>	4
Social Science Gen. Ed. Requirement (p. 58)	3
World Language – 1st in a sequence <sup>2</sup>	3
Credit Hours	16
<b>Fourth Semester</b>	
Global Studies Program Elective - Travel Seminar course preferred (p. 90)	3
Humanities Gen. Ed. Requirement (p. 57)	3
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>	3-4
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>	3
World Language – 2nd in a sequence <sup>2</sup>	3
Elective to meet 60 credits	0-1
Credit Hours	15-17
Total Credit Hours	60-62

- Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course in math or science from the List of Approved General Education Courses.
- World Language Courses (two sequential semesters of a foreign language is required – for example, SPAN I and II).

### Global Studies Program Electives

Code	Title	Credit Hours
ANTH 134	Cultural Anthropology	3
ARTS 181	Art From Prehistory to Middle Ages	3
ARTS 182	Art From Renaissance to Modern World	3
ARTS 191	The Arts of the Islamic World	3
ARTS 192	The Arts of Japan	3
ARTS 205	Modern Art	3
ENGL 222	Indigenous American Literature	3
ENGL 225	Chinese Literature in Translation	3
ENGL 226	Arabic Literature in Translation	3
ENGL 235	Literature and Myth	3
ENGL 237	Multicultural Fairy and Folk Tales	3
ENGL 255	World Literature Ancient through 1600	3
ENGL 256	World Literature 1600 to Present	3
FILM 190	World Cinema	3
GEOG 161	World Physical Geography	3
GEOG 162	Human Geography	3
HIST 185	Survey of Middle Eastern Civilization	3
HIST 272	History of Russia	3
HIST 275	History and Culture of China	3
HIST 278	History of the Arab World Since World War I	3
HIST 280	Modern Latin American History	3
HUMN 200	Modernism and the Arts	3
HUMN 201	Postmodernism and the Arts	3
MUSC 194	Introduction to World Music	3
PHIL 192	Contemporary Ethical Issues	3
POLI 263	Introduction to International Relations	3
POLI 265	Comparative Politics and Government	3



POLI 268	Women and Politics	3
PSYC 175	Cross-Cultural Psychology	3
RELG 193	World Religions	3
RELG 293	Religious Experiences	3
SOCI 181	Introduction to Sociology	3
SOCI 231	Social Problems	3
Any approved Travel Seminar course		3
World Language courses <sup>2</sup>		3

## Middle Eastern Studies, Certificate of Proficiency

This Certificate of Proficiency offers the opportunity for students to study the languages, history, and culture of the Middle East in preparation for careers in business, homeland security, global studies or a wide-array of other options.

Code	Title	Credit Hours
ENGL 151	English I	3
ARTS 191	The Arts of the Islamic World	3
COMM 202	Intercultural Communication	3
HIST 185	Survey of Middle Eastern Civilization	3
POLI 101	Global Issues	3
HUMN 251	Study Abroad Seminar: Modern Middle East or Internship	3-4
Select one of the following:		3
POLI 263	Introduction to International Relations	
POLI 265	Comparative Politics and Government	
POLI 268	Women and Politics	
Foreign Language: Arabic or Hebrew		3
Foreign Language- Arabic or Hebrew (continue sequence)		3
Literature Elective from Middle Eastern Course Selections (p. 91)		3
History Elective from Middle Eastern Course Selections (p. 91)		3
Total Credit Hours		33-34

## Middle Eastern Studies Course Selections

Code	Title	Credit Hours
<b>Literature Electives</b>		
ENGL 226	Arabic Literature in Translation	3
<b>History Electives</b>		
HIST 278	History of the Arab World Since World War I	3

# GRAPHIC ARTS, DESIGN, AND MEDIA

Degrees in graphic arts, design, and media include majors such as graphic design, communication, broadcast, journalism, and television, radio and film production. Students interested in transferring to a four-year college/university are encouraged to pursue an associate of arts or associate of science degree in order to prepare for upper-level coursework in their specific major. Certificates and Associate of Applied Science degrees are for students entering directly into a career field such as photography. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degrees

- Graphic Arts, Design, and Media, Associate in Science (p. 92)
- Broadcast/Production, Associate in Arts (p. 67)
- Journalism, Associate in Arts (p. 104)

## Certificates

- Photography, Certificate of Completion (p. 93)
- Video Production, Certificate of Completion (p. 93)

## Graphic Arts, Design, & Media, Associate in Science

The A.S degree in Graphic Arts, Design, and Media offers students the first two years of coursework in various design avenues. The program provides the foundation courses that allow students to transfer into baccalaureate programs in design, which will prepare them for design fields in print, multimedia, and the web. Students gain a comprehensive understanding of the discipline and the ability to create a portfolio of work necessary for a career in the industry.

## Transfer Information

Students who complete the Graphic Arts, Design, & Media degree can transfer into majors such as Graphic Design, Digital & Multimedia or Visual Communication Design. Many colleges offer opportunities for transfer both in and out of state. Admission is competitive and may require specific coursework to be completed, portfolio submission, and interview during the application process. Transfer credit for Art, Graphic Design, and Electronic Media course may be evaluated after a review of the student’s projects in the course. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer. [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>)

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize

Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
ARTS 183	Basic Drawing	3
PHOT 181	Basic Digital Photography	3
GRPH 101	History of Media and Design	3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
Mathematics Gen. Ed. Requirement (p. 58)		3
ARTS 182 or ARTS 205	Art From Renaissance to Modern World or Modern Art	3
ARTS 184	Two-Dimensional Design	3
GRPH 151	Digital Imagery	3
Credit Hours		15
<b>Third Semester</b>		
GRPH 251	InDesign and Typography	3
Social Science Gen. Ed. Requirement (p. 58)		3
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Any Course from the Gen. Ed. Course List (p. 57)		3
Elective (p. 92) <sup>2</sup>		3
Credit Hours		15
<b>Fourth Semester</b>		
GRPH 281	Graphics Portfolio	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Any Course from the Gen. Ed. Course List (p. 57)		3
Elective (p. 92) <sup>2</sup>		3
Credit Hours		16
Total Credit Hours		60

- Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.
- Some suggested electives are listed below. Selection of electives should be based on the requirements of the four-year institution.

## Suggested Graphic Arts, Design, and Media Electives

Code	Title	Credit Hours
ARTS 186	Three-Dimensional Design	3
ARTS 286	Painting I	3
COEM 220	Video Location Production	3
COEM 224	Video Editing and Post Production	3
COEM 230	Audio Recording for Electronic Media	3
PHOT 187	Experimental Digital Photography	3
PHOT 188	Intermediate Digital Photography	3
PHOT 207	Photojournalism	3

## Photography, Certificate of Completion

The Photography program provides students with a working knowledge of black-and-white and color photography, and fundamental laboratory and technical skills required for entry-level employment. The curriculum is designed to teach students to become independent professional photographers or to work as technician/photographers for others.

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
PHOT 101	History of Photography	3
PHOT 181	Basic Digital Photography	3
PHOT 195	Lightroom & Photoshop for Photographers	3
GRPH 151	Digital Imagery	3
Credit Hours		15
<b>Second Semester</b>		
GRPH 281	Graphics Portfolio	3
PHOT 187	Experimental Digital Photography	3
PHOT 188	Intermediate Digital Photography	3
PHOT 280	Advanced Digital Photography	3
Credit Hours		12
Total Credit Hours		27

## Video Production, Certificate of Completion

This certificate program prepares students for entry-level video production positions in the arts, entertainment, and educational media, including basic marketing/public relations experiences in planning and executing visual programming.

Code	Title	Credit Hours
ENGL 151	English I	3
COEM 120	Television Studio Production	3
COEM 220	Video Location Production	3
COEM 224	Video Editing and Post Production	3
COEM 230	Audio Recording for Electronic Media	3
COMM 151	Media Writing I	3
COMM 281	Mass Communications	3
FILM 200	Understanding Film	3
Total Credit Hours		24

## HEALTH & HUMAN PERFORMANCE

Degrees in health and human performance include majors such as health and wellness, health counseling and education, and health administration. Students interested in transferring to a four-year college/ university are encouraged to pursue an associate of science degree in order to prepare for upper-level coursework in their major. Certificates and Associate of Applied Science degrees are for students entering directly into a career field such as personal training. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

### Degrees

- General Studies, Associate in Science - Health and Physical Education Concentration (p. 86)

### Certificates

- Exercise Science, Certificate of Proficiency (p. 94)
- Holistic Health & Wellness, Certificate of Completion (p. 94)
- Nutrition, Certificate of Proficiency (p. 94)
- Personal Training, Certificate of Proficiency (p. 95)
- Physical Therapy Aide, Certificate of Proficiency (p. 95)
- Sports Management, Certificate of Proficiency (p. 95)

### Career Certificates

- Personal Training, Certificate of Proficiency (p. 95)

## 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 may apply credits earned in the certificate program toward an associate degree.

Code	Title	Credit Hours
ENGL 151	English I	3
BIOL 119	Science and the Human Body	4
or BIOL 161	General Biology I	
HEHP 160	First Aid/CPR/AED for the Workplace, Schools and the Community	3
HEHP 188	Introduction to Nutrition	3
HEHP 225	Contemporary Health	3
HEHP 238	Management and Rehabilitation of Athletic Injuries	3
HEHP 239	Strength and Conditioning Physiology	3
HEHP 252	Nutrition for Fitness and Sport	3
Exercise Science Certificate Electives (p. 94)		7
Total Credit Hours		32

### Exercise Science Certificate Electives

Code	Title	Credit Hours
HEHP 100	Aerobic Conditioning	1
HEHP 101	Weight Training and Body Building	1
HEHP 102	Volleyball	1
HEHP 210	Karate I	2
HEHP 228	Care and Prevention of Athletic Injuries	3
HEHP 265	Kinesiology	3
HEHP 266	Exercise and Health Counseling	3

## Holistic Health & Wellness, Certificate of Completion

The Holistic Health and Wellness certificate program is designed to provide students an overall understanding of the foundations and philosophies associated with various professions that utilize a vitalistic philosophical perspective. This area of study has become progressively more popular in the marketplace of healthcare. Students transferring to four year institutions may pursue this certificate as a foundation for their future studies. It is also a stand-alone certificate for people personally interested in this type of healthcare philosophy.

Code	Title	Credit Hours
BIOL 119	Science and the Human Body	4
HHAW 101	Alternative Therapies in Health & Wellness	3
HHAW 120	Philosophies & Paradigms of Healthcare	3
Holistic Certificate Elective (p. 94)		3
Holistic Certificate Elective (p. 94)		3
Holistic Certificate Elective (p. 94)		3
Holistic Certificate Elective (p. 94)		3
Holistic Certificate Elective (p. 94)		3
Total Credit Hours		25

### Holistic Certificate Electives

Code	Title	Credit Hours
HHAW 100	Global History of Healthcare	3
HHAW 102	Environmental Harmony: A Holistic Perspective	3
HHAW 121	Psychology and Physiology of Stress	3
HHAW 200	Food & Healing: A Holistic Approach to Nutrition	3
HHAW 201	Plants & Healing: Herbology & Organic Gardening	3
HHAW 220	Oriental Theories in Health & Medicine	3
HHAW 221	Principles of Energy Movement	3
HHAW 222	Holistic Design	3

### Nutrition, Certificate of Proficiency

This certificate program is designed for individuals who are interested in learning more about basic nutrition. The focus is on wellness and disease prevention through proper nutrition and eating behaviors. It is highly recommended that students enrolling in this program have taken:

- High school biology and chemistry or
- BIOL 114 and high school chemistry.

Certificate Requirements

Code	Title	Credit Hours
ENGL 151	English I	3
BIOL 130	Human Anatomy and Physiology I	4
BIOL 131	Human Anatomy & Physiology II	4
MATH 156	Introduction to Statistics	3
HEHP 225	Contemporary Health	3
HEHP 188	Introduction to Nutrition	3
HEHP 239	Strength and Conditioning Physiology	3
HEHP 252	Nutrition for Fitness and Sport	3
HEHP 266	Exercise and Health Counseling	3
HEHP Elective		3
Total Credit Hours		32

Personal Training, Certificate of Proficiency

The Personal Training certificate program prepares students for employment in the fitness industry. Students seeking employment will also become eligible to apply for National Council on Strength and Fitness Personal Training certification. Students may apply credits earned in the certificate program toward an associate degree.

Code	Title	Credit Hours
ENGL 151	English I	3
BIOL 130	Human Anatomy and Physiology I	4
PSYC 172	General Psychology	3
HEHP 160	First Aid/CPR/AED for the Workplace, Schools and the Community	3
HEHP 188	Introduction to Nutrition	3
HEHP 225	Contemporary Health	3
HEHP 228	Care and Prevention of Athletic Injuries	3
HEHP 239	Strength and Conditioning Physiology	3
HEHP 252	Nutrition for Fitness and Sport	3
HEHP 266	Exercise and Health Counseling	3
HEHP 267	Sports Management	3
Total Credit Hours		34

Physical Therapy Aide, Certificate of Proficiency

The Physical Therapy Aide certificate program prepares students for employment in the field of physical therapy. Employment settings may include private physical therapy facilities, hospital based facilities, occupational therapy and recreational therapy centers. Students may apply credits earned in the certificate program toward an associate degree.

Code	Title	Credit Hours
ENGL 151	English I	3
BIOL 130	Human Anatomy and Physiology I	4
HEHP 225	Contemporary Health	3
AHMT 110	Medical Terminology	3
HEHP 228	Care and Prevention of Athletic Injuries	3
HEHP 238	Management and Rehabilitation of Athletic Injuries	3
HEHP 160	First Aid/CPR/AED for the Workplace, Schools and the Community	3
HEHP 239	Strength and Conditioning Physiology	3
HEHP 265	Kinesiology	3
HEHP 290	Health and Human Performance Internship	3
Total Credit Hours		31

Sports Management, Certificate of Proficiency

The Sports Management certificate program is designed to provide students with the comprehensive skills needed for entry level employment. Employment settings may include sport camps, golf courses, YMCA, and minor league sports stadiums. Students may apply credits earned in the certificate program toward an associate degree.

Code	Title	Credit Hours
ENGL 151	English I	3
MATH 156	Introduction to Statistics	3
HEHP 225	Contemporary Health	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3
CSIT 123	Integrated Office Software	3
PSYC 172	General Psychology	3
HEHP 238	Management and Rehabilitation of Athletic Injuries	3
HEHP 239	Strength and Conditioning Physiology	3
HEHP 267	Sports Management	3
HEHP 290	Health and Human Performance Internship	3
Total Credit Hours		33

HEALTH ADMINISTRATION

Degrees

- Business Administration with Health Administration Option, Associate in Science (p. 96)

Business Administration with Health Administration Option, Associate in Science

This option is a combination of the business and health professions, for persons who wish to pursue careers on the administrative side of the health care industry. This degree is ideal for students who wish to transfer and earn a bachelor’s degree in Health Administration, as well as for students who wish to go to work immediately in a health care setting in a variety of positions, including as a patient access representative (with CHAM certification).

Transfer Information

Students pursuing the Business Administration degree with a Health Administration Option can transfer into majors such as Business Administration, Health Care Management, or Health Administration. Many colleges offer opportunities for transfer both in and out of state. Admission is competitive and may require specific coursework to be completed prior to applying. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer. www.njtransfer.org (http://www.njtransfer.org)

Career Information

The Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC business faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers https://ocean.emsicc.com/

Program Requirements

Course	Title	Credit Hours
First Semester		
ENGL 151	English I	3
HEHP 183	Introduction to Health Administration	3
ECON 151	Macroeconomic Principles	3
STSC 150	Student Success Seminar	2
Humanities Gen. Ed. Requirement (p. 57)		3
Credit Hours		14
Second Semester		
ENGL 152	English II	3
BUSN 134	Principles of Marketing	3
CSIT 123	Integrated Office Software	3
ECON 152	Microeconomics Principles	3
COMM 154	Fundamentals of Public Speaking	3
Credit Hours		15

Third Semester		
MATH 156 or Higher		3
ACCT 161	Principles of Accounting I	3
BUSN 251	Business Law I	3
BIOL 130	Human Anatomy and Physiology I	4
Elective		3
Credit Hours		16
Fourth Semester		
BUSN 271		Principles of Management 3
HEHP 227	Introduction to Public Health	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Elective <sup>1</sup>		3
Credit Hours		15
Total Credit Hours		60

<sup>1</sup> Suggested electives include HEHP 188 Introduction to Nutrition, AHMT 110 Medical Terminology, ACCT 162 Principles of Accounting II, and BIOL 131 Human Anatomy & Physiology II. Students should consider transfer plans and consult with Advising when selecting electives.



# HISTORY

## Degree

- History, Associate in Arts (p. 97)

## History, Associate in Arts

The Associate of Liberal Arts (AA) with an option in History offers students the first two years of foundational courses that allow students to transfer into a baccalaureate program in History, which will prepare them for careers in education, research writing, historical analysis, law, and publishing.

## Transfer Information

Students pursuing the Liberal Arts degree - History Option can transfer into majors such as History, Art History, or History-Education. Many four-year colleges require coursework in western or world civilization and United States history as well as foreign language, political science, geography, anthropology, and/or sociology courses. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts degree is designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor's degree in history. The curriculum provides students with the knowledge and skills needed to pursue a pathway to history with education, writing/editing/journalism, parks and recreation, pre-law, historian, museum curator, and politician . Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com>

Course	Title	Credit Hours
<b>First Semester</b>		
<b>Communications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3
<b>History</b>		
HIST 171	Western Civilization to 1650	3
HIST 172	Western Civilization from 1650	3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Humanities Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Humanities Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58) <sup>2</sup>		3
Social Science Gen. Ed. Requirement (p. 58) <sup>2</sup>		3
<b>Diversity</b>		
Diversity Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
<b>Mathematics-Science- Technology</b>		
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1 &amp; 2</sup>		12
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>History Program Electives</b>		

HIST 173	United States History to 1877	3
HIST 174	United States History from 1877	3
History Program Electives (p. 97) <sup>2</sup>		6
Elective		1
Credit Hours		60
Total Credit Hours		60

### History Program Electives

Code	Title	Credit Hours
HIST 175	History of New Jersey	3
HIST 176	United States Military History: Colonial to 1975	3
HIST 179	America in the 1960s	3
HIST 181	World Civilization to 1660	3
HIST 182	World Civilization From 1660	3
HIST 185	Survey of Middle Eastern Civilization	3
HIST 191	African-American History	3
HIST 230	America and the West After World War II	3
HIST 271	History of England	3
HIST 272	History of Russia	3
HIST 275	History and Culture of China	3
HIST 278	History of the Arab World Since World War I	3
HIST 280	Modern Latin American History	3

- <sup>1</sup> Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.
- <sup>2</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 cr. requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.

# HOSPITALITY, RECREATION, AND TOURISM MANAGEMENT

## Degrees

- Hospitality, Recreation, and Tourism Management, Associate in Science (p. 98)

## Hospitality, Recreation, and Tourism Management, Associate in Science

The Associate in Science degree program in Hospitality, Recreation and Tourism Management (HRTM) is designed to prepare students to begin a career in the creative, people-oriented Hospitality, Recreation & Tourism industries, or to continue with their education toward a Bachelor’s degree. The program provides a business planning and management foundation that examines industry trends, consumer behavior, guest services and other factors that influence Hospitality Recreation & Tourism development and promotion. Students will receive exposure to critical thinking skills as well as a broad education and awareness of values, skills, and attitudes that will prepare them for responsible citizenship roles across the scope of the hospitality, recreation and tourism industry and society.

## Transfer Information

Students pursuing the Hospitality, Recreation, and Tourism Management degree can transfer into majors such as Hospitality and Tourism, Recreation, and sometimes Business Administration with a concentration in Hospitality. Students should research availability of this major both in and out of state. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a fouryear institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 156 or Higher		3
HRTM 110	Introduction to Hospitality, Recreation And Tourism Management	3
COMM 154	Fundamentals of Public Speaking	3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3

BUSN 271	Principles of Management	3
ECON 151	Macroeconomic Principles	3
or ECON 152	or Microeconomics Principles	
HRTM 120	Marketing for Hospitality and Tourism	3
Any Course from the Gen. Ed. Course List (p. 57)		3
Credit Hours		15
<b>Third Semester</b>		
HRTM 212	Conferences, Conventions, and Special Events Management	3
HRTM 214	Supervision and Human Resource Management	3
Hospitality, Recreation, and Tourism Mgmt. Program Elective <sup>1</sup>		3
CSIT 123	Integrated Office Software	3
Any Foreign Language Course from the Gen. Ed. Course list (p. 57) <sup>2</sup>		3
Credit Hours		15
<b>Fourth Semester</b>		
HRTM 220	Managerial Accounting for Hospitality Industry	3
Any Foreign Language Course from the Gen. Ed. Course list (p. 57) <sup>2</sup>		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Elective(s) to meet 60 credits		6
Credit Hours		16
Total Credit Hours		60

- <sup>2</sup> Two semesters of the same foreign language are strongly recommended (For example: SPAN 151 and SPAN 152)
- <sup>1</sup> Hospitality, Recreation, and Tourism Management electives have the HRTM course code.

# HUMANITIES

Degrees in humanities include majors such as foreign languages, history, visual and performing art, literature, film and philosophy. Students interested in transferring to a four-year college/university are encouraged to pursue a degree with specific coursework in order to prepare for upper-level coursework in their major. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degrees

- General Studies, Associate in Science - Humanities Concentration (p. 87)

# INFORMATION TECHNOLOGY

## Degrees (p. 100)

- Information Technology, An Option to the Associate in Science in Computer Science (p. 100)
- Information Technology/Computer Science, Associate in Applied Science (p. 100)

## Certificates

- Information Technology, Certificate of Completion (p. 103)
- Information Technology, Certificate of Proficiency (p. 103)

## Computer Science with Information Technology Option, Associate in Science

The program outlined here will prepare students for transfer to a four-year college to obtain a Bachelor of Science degree in computer information systems. The curriculum follows the model provided by the Association of Computing Machinery and the Institute of Electrical and Electronics Engineers Computer Society in order to assure maximum transferability. 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. 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.

## Transfer Information

Students pursuing the Computer Science – Information Technology degree can transfer into majors such as Information Technology and Communications with a concentration or specialization in IT. Many colleges offer opportunities for transfer both in and out of state. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement (p. 57)		
Social Science Gen. Ed. Requirement (p. 58)		

STSC 150	Student Success Seminar	2
Credit Hours		15
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 265	Calculus I	4
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Credit Hours		17
<b>Third Semester</b>		
MATH 266	Calculus II	4
CSIT 185	Networking I	3
CSIT 265	Data Structures and Analysis	4
Select one of the following to fulfill the Lab Science Gen. Ed. Requirement:		4
BIOL 161	General Biology I	3
CHEM 181	General Chemistry I	
PHYS 281	General Physics I	
Credit Hours		15
<b>Fourth Semester</b>		
CSIT 213	Database Management	3
Select one of the following to fulfill the Lab Science Gen. Ed. Requirement:		4
BIOL 162	General Biology II	3
CHEM 182	General Chemistry II	
PHYS 282	General Physics II	
Elective to meet 60 credits		6
Credit Hours		13
Total Credit Hours		60

## 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 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. The department recommends the following minimal criteria for prospective students in the Computer Science/Information Technology program:

- High school diploma or equivalent
- Cumulative high school grade point average of C or above
- Ranked in top half of high school graduating class
- No developmental studies requirement

### The AAS in Computer Science offers the following concentrations:

- Information Technology
- Cloud Computing
- Data Management

- Networking
- Programming

## Transfer Information

Associate of Applied Science (AAS) degrees are intended to prepare students for immediate entry into the workforce. The NJ Statewide Transfer Agreement does not guarantee the transfer of credit/coursework when a student earns an AAS degree and continues on to a four-year institution to complete a bachelor's degree. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the "Transfer Programs" feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Applied Science Degrees are designed to provide students with the knowledge and skills necessary to start employment upon graduation. Several of the A.A.S. degrees provide the opportunity for the student to gain work experience by offering internship credit. These degrees are usually technical in nature and prepare the student for certification and licensing exams necessary to work in their field of choice. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to help students explore degree programs and corresponding careers [ocean.emsicareercoach.com](http://ocean.emsicareercoach.com) (<http://ocean.emsicareercoach.com>)

## Certificates

- Information Technology, Certificate of Completion (p. 103)
- Information Technology, Certificate of Proficiency (p. 103)

## Computer Science/Information Technology

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Select one of the following:		3
MATH 151	A Survey of Mathematics	
MATH 171	Finite Mathematics	
MATH 181	Introduction to Probability	
or Higher than MATH 181		
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		16
<b>Second Semester</b>		
ENGL 152	English II	3
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Computer Science/Information Technology Program Electives (p. 101)		6
Credit Hours		16
<b>Third Semester</b>		
Computer Science/Information Technology Program Electives (p. 101)		6
Lab Science Gen. Ed. Requirement (p. 58)		4
COMM 154	Fundamentals of Public Speaking	3
Social Science or Humanities Gen. Ed. Requirement (p. 58)		3
Credit Hours		16
<b>Fourth Semester</b>		
CSIT 213	Database Management	3
Credit Hours		12
Total Credit Hours		60

Computer Science/Information Technology Program Electives (p. 101)	6
Business Studies Elective (p. 101)	3
Credit Hours	12
Total Credit Hours	60

### Computer Science/Information Technology Electives

Code	Title	Credit Hours
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Students can choose any CSIT course (CSIT 115 or higher). Students are not required to select a specific area of interest/concentration.

### Suggested Business Studies Electives

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3

## Cloud Computing Concentration

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Select one of the following		3
MATH 151	A Survey of Mathematics	
MATH 171	Finite Mathematics	
MATH 181	Introduction to Probability	
or Higher than MATH 181		
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		16
<b>Second Semester</b>		
ENGL 152	English II	3
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Computer Science/Cloud Computing Program Electives (p. 101)		6
Credit Hours		16
<b>Third Semester</b>		
Computer Science/Cloud Computing Program Electives (p. 101)		6
COMM 154	Fundamentals of Public Speaking	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		16
<b>Fourth Semester</b>		
CSIT 213	Database Management	3
Computer Science/Cloud Computing Program Electives (p. 101)		6
Business Studies Elective (p. 101)		3
Credit Hours		12
Total Credit Hours		60

### Computer Science/Cloud Computing Elective

Code	Title	Credit Hours
CSIT 144	Introduction to Operating System Using Unix	3
CSIT 168	Introduction to Python Programming	2
CSIT 185	Networking I	3
CSIT 186	Networking II	3

CSIT 265	Data Structures and Analysis	4
CSIT 277	Introduction to Cloud Computing	4

### Business Studies Electives

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3

## Data Management Concentration

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 171 or Higher		3
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		16
<b>Second Semester</b>		
ENGL 152	English II	3
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Computer Science/Data Management Program Electives (p. 102)		6
Credit Hours		16
<b>Third Semester</b>		
CSIT 213	Database Management	3
Computer Science/Data Management Program Electives (p. 102)		3
COMM 154	Fundamentals of Public Speaking	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		16
<b>Fourth Semester</b>		
Computer Science/Data Management Program Electives (p. 102)		9
Business Studies Elective (p. 101)		3
Credit Hours		12
Total Credit Hours		60

### Computer Science/Data Management Electives

Code	Title	Credit Hours
CSIT 144	Introduction to Operating System Using Unix	3
CSIT 168	Introduction to Python Programming	2
CSIT 185	Networking I	3
CSIT 200	Information Security Fundamentals	3
CSIT 265	Data Structures and Analysis	4
CSIT 275	Data Management Analytics	3

### Business Studies Electives

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3

## Networking Concentration

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 171 or Higher		3
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		16
<b>Second Semester</b>		
ENGL 152	English II	3
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Computer Science/Networking Program Electives (p. 102)		6
Credit Hours		16
<b>Third Semester</b>		
Computer Science/Networking Program Electives (p. 102)		6
COMM 154	Fundamentals of Public Speaking	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		16
<b>Fourth Semester</b>		
CSIT 213	Database Management	3
Computer Science/Networking Program Electives (p. 102)		6
Business Studies Elective (p. 101)		3
Credit Hours		12
Total Credit Hours		60

### Computer Science/Networking Electives

Code	Title	Credit Hours
CSIT 144	Introduction to Operating System Using Unix	3
CSIT 168	Introduction to Python Programming	2
CSIT 185	Networking I	3
CSIT 186	Networking II	3
CSIT 200	Information Security Fundamentals	3
CSIT 115 or Higher		4

### Business Studies Electives

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3

## Programming Concentration

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 171 or Higher		3
CSIT 165	Programming I	4
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		16
<b>Second Semester</b>		
ENGL 152	English II	3
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3



Computer Science/Programming Program Electives (p. 103)		6
Credit Hours		16
<b>Third Semester</b>		
Computer Science/Programming Program Electives (p. 103)		6
COMM 154	Fundamentals of Public Speaking	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		16
<b>Fourth Semester</b>		
CSIT 213	Database Management	3
Computer Science/Programming Program Electives (p. 103)		6
Business Studies Elective (p. 101)		3
Credit Hours		12
Total Credit Hours		60

### Computer Science/Programming Electives

Code	Title	Credit Hours
CSIT 168	Introduction to Python Programming	2
CSIT 185	Networking I	3
CSIT 186	Networking II	3
CSIT 200	Information Security Fundamentals	3
CSIT 212	Systems Analysis	3
CSIT 265	Data Structures and Analysis	4

### Business Studies Electives

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3

## 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.

Code	Title	Credit Hours
CSIT 165	Programming I	4
CSIT 166	Programming II	4
CSIT 213	Database Management	3
CSIT 115 or Higher		3
Total Credit Hours		14

## 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 9 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.

Code	Title	Credit Hours
ENGL 151	English I	3
CSIT 165	Programming I	4
CSIT 166	Programming II	4
CSIT 176	Computer Organization & Architecture	3
Select one of the following:		3
MATH 151	A Survey of Mathematics	or higher than MATH 181
MATH 171	Finite Mathematics	
MATH 181	Introduction to Probability	
CSIT 213	Database Management	3
CSIT 115 or Higher - Computer Science Electives		9
200-level Computer Science Elective		3
Total Credit Hours		32

# JOURNALISM

## Degrees

- Digital Mass Media with Journalism Option, Associate in Arts (p. 104)

## Digital Mass Media with Journalism Option, Associate in Arts

The A.A. degree in Digital Mass Media offers students the first two years of courses and fieldwork which allow students to transfer into a baccalaureate program or to seek immediate employment. The program prepares for a variety of production or writing positions at newspapers and magazines (print and online), radio and television stations (and their associated Web sites), cable systems, video production companies and other production facilities. The program also prepares students for careers as publicity writers for public relations firms, advertising agencies, businesses, and organizations. The curriculum gives students hands-on writing, production, and programming experience at the College radio station, television station, video editing/post production lab, literary magazine, and the print and online versions of the college newspaper. Students also gain experience in blogs, podcasts and other new media used by both professional and citizen journalists.

## Transfer Information

Students pursuing the Journalism degree can transfer into majors such as journalism, communications, and English/creative writing. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
COMM 151	Media Writing I	3
COMM 154	Fundamentals of Public Speaking	3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
COMM 281	Mass Communications	3
Humanities Gen. Ed. Requirement (p. 57)		3
History Gen. Ed. Requirement (p. 57) <sup>2</sup>		3

Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4
Credit Hours		16
<b>Third Semester</b>		
COMM 172	Communication Law	3
Diversity Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3-4
Social Science Gen. Ed. Requirement (p. 58)		3
Credit Hours		15-16
<b>Fourth Semester</b>		
COEM 284	Broadcast News Production	3
History Gen. Ed. Requirement (p. 57) <sup>2</sup>		3
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Elective to meet 60 credits		0-1
Credit Hours		15-16
Total Credit Hours		60-62

- <sup>1</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course in math or science from the List of Approved General Education Courses
- <sup>2</sup> Selection should be based upon the requirements of the four-year transfer institution.



# LIBERAL ARTS

## Degrees

- Liberal Arts, Associate in Arts (p. 105)
- Education, Associate in Arts (p. 77)
- English, Associate in Arts (p. 80)
- History, Associate in Arts (p. 97)
- Psychology, Associate in Arts (p. 116)

## Liberal Arts, Associate in Arts

The Associate in Arts (A.A.) degree in Liberal Arts is designed for students planning to transfer to a four-year college or university. The degree program includes 45 credits of General Education courses plus elective courses for a minimum total of 60 credits. General Education courses must be selected from the official list of Approved General Education Courses. All students must complete STSC 150, Student Success Seminar, during their first year of enrollment. When selecting electives, students may take courses that interest them. The Liberal Arts degree can include no more than 6 credits of business courses (ACCT, BUSN, HRTM, and LAAW).

## Specific Areas of Interest Available to AA in Liberal Arts Students

The Liberal Arts degree does not require an academic major. While attending OCC, students may begin to explore specific areas of interest that they may pursue at a four-year institution. Areas of interest include the following:

- Economics
- Exercise Science / Sports Medicine / Sports Management
- Film Studies
- Health and Human Performance
- Languages
- Mathematics
- Middle Eastern Studies
- Political Science
- Social Science
- Sociology
- Speech and Theater

## Transfer Information

Students pursuing the Liberal Arts degree can transfer into a wide range of degree programs, such as Sociology, Political Science, and Communications. Students are encouraged to work closely with OCC faculty and The Advising and Transfer Services Office. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career

pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Middle Eastern Studies, Certificate of Proficiency (p. 91)

Code	Title	Credit Hours
<b>Communication</b>		
ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3
<b>History</b>		
History Gen. Ed. Requirement (p. 57)		3
History Gen. Ed. Requirement (p. 57)		3
<b>Humanities</b>		
Humanities Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
<b>Social Science</b>		
Social Science Gen. Ed. Requirement (p. 58)		3
Social Science Gen. Ed. Requirement (p. 58)		3
<b>Diversity</b>		
Diversity Gen. Ed. Requirement (p. 57)		3
<b>Mathematics-Science-Technology</b>		
Mathematics, Lab Science, and Technology Gen. Ed. Requirement (p. 58) <sup>1</sup>		12
<b>Program Requirement</b>		
STSC 150	Student Success Seminar	2
<b>Elective Courses</b>		
Electives to meet 60 credits		13
Total Credit Hours		60

<sup>1</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 cr. Requirement with any additional math or science course from the List of Approved General Education Courses. Students may attempt to ‘test out’ of the technology requirement. If they succeed, they must take an additional course(s), in math or science from the List of Approved General Educational Courses.

# MATHEMATICS

Degrees in mathematics include majors such as mathematics sciences, applied mathematics, statistics, and physics. Other majors also require high level mathematics courses including engineering, computer science, biology and chemistry. Students interested in transferring to a four-year college/university are encouraged to pursue a degree with specific coursework in order to prepare for upper-level coursework in their major. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degrees

- General Studies, Associate in Science - Mathematics (p. 87)

# MUSIC

## Degrees

- Performing Arts with Music Option, Associate in Arts (p. 107)

## Performing Arts with Music Option, Associate in Arts

Students interested in music can complete the first two years of courses and gain performance experience which will prepare them to transfer to a baccalaureate program and pursue a career in musical performance. #The focus of the program is on artistic development and technical training.#The curriculum is designed to promote students’ development of their academic and musical potential.# Students will gain experience in music performance through participation in Ocean County College music presentations.

## Transfer Information

Students pursuing the Performing Arts degree can transfer into majors such as music, dance, acting, and music/theater production & design. Admission for these majors is often competitive and usually requires an audition and testing of fundamental knowledge of theory. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MUSC 101	Music Fundamentals	3
MUSC 190	Introduction to Music Appreciation	3
Social Science Gen. Ed. Requirement (p. 58)		3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
MUSC 120	Applied Music I	2
Select one of the following:		1
MUSC 142	Jazz Band I	
MUSC 160	College Choir I	
MUSC 173	Concert Band I	
MUSC 181	Theory of Music I	3
COMM 154	Fundamentals of Public Speaking	3
Credit Hours		15
<b>Third Semester</b>		
Select one of the following:		1

MUSC 143	Jazz Band II	
MUSC 161	College Choir II	
MUSC 174	Concert Band II	
History Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4
Credit Hours		14
<b>Fourth Semester</b>		
MUSC 194	Introduction to World Music	3
Music Program Elective (p. 107)		2-3
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3-4
History Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Elective to meet 60 credits		0-1
Credit Hours		17-20
Total Credit Hours		60-63

- <sup>1</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to "test out" of the technology requirement. If they succeed, they must take an additional course in math or science from the List of Approved General Education Courses.

## Music Program Electives

Code	Title	Credit Hours
MUSC 177	Ear Training and Sight Singing I	2
MUSC 178	Ear Training and Sight Singing II	2
MUSC 182	Theory of Music II	3
MUSC 185	Introduction to Jazz History	3
MUSC 183	Beginning Jazz Theory and Improvisation	2
THTR 189	Musical Theatre Workshop	3
MUSC 192	Music History and Literature to 1750	3
MUSC 193	Music History 1750-1920	3
MUSC 195	Music History and Literature Since 1920	3
Additional levels of Applied Music Lessons		
Additional levels of Jazz Band		
Additional levels of College Choir		
Additional levels of Concert Band		

# NURSING & HEALTH SCIENCES

## Degrees

- Nursing, Associate in Applied Science (p. 108)
- Occupational Therapy Assistant, Associate in Science (p. 109)
- Psychosocial Rehabilitation, Associate in Science (p. 111)

## 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 various health care settings such as hospitals, sub-acute and long term care facilities and various other 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. Employment availability is based on market conditions.

## Accreditation

The OCC nursing program has accreditation from the:

Accreditation Commission for Education in Nursing (ACEN)  
3343 Peachtree Road, Suite 850  
Atlanta, GA 30326  
telephone number: 404-975-5000  
[www.acenursing.org](http://www.acenursing.org) (<http://www.acenursing.org>),

and by the:

New Jersey Board of Nursing  
124 Halsey St, 6th Floor  
Newark, NJ 07102  
telephone number: 973-504-6430

Complaints regarding the Nursing Program can be sent to the NJ Board of Nursing.

## Admission to the Nursing Program

The college offers a traditional nursing program, an On-site Online nursing program, and a Career Mobility nursing program. For acceptance into any of the three, a candidate must:

- Possess a high school diploma or General Equivalency Diploma (GED).
- Complete either A, B, or C as follows:
  - Achieve a minimal SAT combined Critical Reading (or Evidence Based Reading and Writing) and Math score of 1100, or an ACT score of 24
  - Possess a Bachelor’s degree from a regionally accredited college or university and complete A&P I & II with a minimum of a “C” within the last ten years
  - Complete all the general education course requirements with a minimum grade of “C” and a cumulative college G.P.A. of 2.7 or better (All previous college coursework is included in this GPA calculation). Note these courses – listed below - are all nursing

degree requirements, so they need to be taken even if not as part of the admissions process.

- Take the Test of Essential Academic Skills (TEAS) and achieve a composite percentage score as determined by the college.
- Successfully complete a criminal background check.

## Traditional Nursing Program

The traditional Nursing Program features a combination of classroom study and clinical experiences that can be completed in two years. Via the Letter of Intent, students may apply for admission to the Fall or Spring class which offer both day and evening courses. Clinical assignments are based upon providing maximal clinical experiences for the students to attain clinical competencies, therefore students are required to be available 7am to 7pm seven days per week. Students must be willing to travel to a number of clinical facilities throughout the state. For more information, please visit [www.ocean.edu](http://www.ocean.edu) and search for “Traditional Nursing”.

## On-Site Online (OSOL) Nursing Program

This unique Nursing Program allows individuals to complete the program by studying at home and attending clinical/colloquium with the faculty member 12-14 hours per day per week. The course content (didactic) is provided through web-assisted instruction. Applicants must have employment experience as a health care provider, and fulfill all traditional nursing admissions requirements. For more information, or to obtain the supplemental application, please visit [www.ocean.edu](http://www.ocean.edu) and search for “On-site Nursing”.

## Career Mobility Nursing Program

Career mobility is a pathway for the qualified licensed practical nurse (LPN) to test out of the first clinical nursing course, shortening the length of the RN program by one semester. Individuals must fulfill all traditional nursing admissions requirements, and meet the following criteria:

- LPN students must be graduates of State Board of Nursing approved practical nursing programs. A current and valid license to practice nursing is required.
- Applicants must be employed as LPN’s for at least the last 6 months.
- Applicants must pass the Challenge Exam at 75% or higher as administered at OCC. This exam requires a fee, and may be taken only once.

For more information, or to be assessed for eligibility, please visit [www.ocean.edu](http://www.ocean.edu) and search for “Career Mobility”.

## Requirements for All Nursing Students

- Completion of a health record to include:  
New or re-entry students will not be admitted to the program if the health record is not completed and on file in the Nursing Program office by the date stated in the acceptance letter. Current students are required to maintain their health records as outlined in the student handbook or they will not be admitted into class, clinical or lab and will jeopardize their current seat. 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 Nursing Program office four weeks before the start of the semester.

- Students must maintain a current CPR certification from the American Heart Association as a Health Care Provider.
- Purchase of required uniforms, name pins and equipment in sufficient time to be properly attired when entering the clinical experience.
- Students must provide independent transportation to and from the college and clinical experience. Agencies throughout the state are utilized.
- Maintain a grade of “C” in all required courses.
- A cumulative grade of 75% is necessary to pass each NURS course as determined by individual course requirements AND satisfactory clinical performance.
- Ocean County College reserves the right to assess the nursing student for fitness for class/lab or clinical.
- Students must complete clinical facility orientations, confidentiality forms, and computer orientations every semester as required for clinical placement.
- The New Jersey Board of Nursing requires a clean 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:
  - Have you ever been indicted or convicted of any crime?
  - Have you ever stolen or distributed any chemical substance?
  - Have you ever been treated for alcoholism?
  - Have you been an abuser or habitual user of a chemical substance?

If you can answer “yes” to any of the questions, it is strongly recommended that you contact the Board of Nursing prior to taking prerequisite courses.

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.

## Transfer and Career Information

The Associate in Applied Science in Nursing is intended to prepare students for immediate entry into the workplace. Graduates take the NCLEX licensure examination and, upon passing that exam, are licensed as Registered Nurses (RN). Many four-year institutions, including Kean Ocean, offer BSN completion degrees to students who have earned the AAS in Nursing. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

### General Education Requirements

Students must complete the following courses with a minimum grade of “C.”

Code	Title	Credit Hours
ENGL 151	English I	3
ENGL 152	English II	3
PSYC 172	General Psychology	3
CHEM 180	Introductory Chemistry	4
or CHEM 181	General Chemistry I	
BIOL 130	Human Anatomy and Physiology I	4

BIOL 131	Human Anatomy & Physiology II	4
MATH 156 or Higher	<sup>1</sup>	3
Humanities Gen. Ed. Requirement (p. 57)		3

<sup>1</sup> MATH 156 recommended.

### Program Specific Courses

Code	Title	Credit Hours
NURS 174	Nutrition	3
NURS 175	Nursing I	9
NURS 176	Nursing II	9
BIOL 232	Microbiology <sup>1</sup>	4
NURS 273	Nursing III	9
NURS 274	Nursing IV	10
NURS 275	Contemporary Nursing	2

<sup>1</sup> May be taken prior to entering the nursing program.

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
BIOL 130	Human Anatomy and Physiology I	4
CHEM 180 or CHEM 181	Introductory Chemistry or General Chemistry I	4
NURS 175	Nursing I	9
	Credit Hours	20
<b>Second Semester</b>		
ENGL 152	English II	3
BIOL 131	Human Anatomy & Physiology II	4
NURS 176	Nursing II	9
NURS 174	Nutrition	3
	Credit Hours	19
<b>Third Semester</b>		
MATH 156 or Higher (MATH 156 recommended)		3
BIOL 232	Microbiology	4
NURS 273	Nursing III	9
	Credit Hours	16
<b>Fourth Semester</b>		
Humanities Gen. Ed. Requirement (p. 57)		3
PSYC 172	General Psychology	3
NURS 274	Nursing IV	10
NURS 275	Contemporary Nursing	2
	Credit Hours	18
	Total Credit Hours	73

## Occupational Therapy Assistant, Associate in Science

An Associate in Science Degree in Occupational Therapy Assistant is offered in cooperation with the School of Health Professions at Rutgers University. A degree is awarded simultaneously by Ocean County College and Rutgers.

32 of the 35 General Education credits must be taken at Ocean County College; transfer credits cannot be considered. All occupational therapy assistant courses are taken at Rutgers’ Piscataway campus.

## Admission Requirements

Prospective students must apply for admission to this program which has limited and competitive enrollment. To qualify for consideration for admission, a student must be matriculated at OCC, a resident of Ocean County, have a minimum 2.5 cumulative grade point average in the core requirements, have two letters of recommendation (from a faculty member and an Occupational Therapist or OT Assistant), have completed a required 20 hour observation in the field in a clinical setting under the supervision of a licensed Occupational Therapist or Occupational Therapy Assistant, submit an essay, and have a personal interview with the OTA admissions committee at Rutgers.

Interested students must complete a Student Information Sheet and submit it to the Ocean County College School of Nursing & Health Sciences.

## Program Objectives

Graduates of this program will be able to:

1. Become a COTA (Certified Occupational Therapy Assistant) by successfully passing the National Board for Certification in Occupational Therapy Assistant (NBCOT) exam within six months of graduation.

2. Demonstrate the roles and responsibilities of the OTA as defined by the American Occupational Therapy Association (AOTA), consistent with the licensure regulations for an OTA in New Jersey.

3. Communicate effectively in an understandable and professional manner with clients, families, colleagues, and the public.

4. Produce clear and understandable documentation according to the requirements of the facility, federal and state laws, regulatory and payer requirements, and AOTA documents.

5. Deliver occupational therapy services under the supervision of an occupational therapist (OT) in accordance with the AOTA Practice Framework.

- Practice in a safe, ethical, and collaborative manner under the supervision of an occupational therapist in accordance with the regulations of the healthcare, educational, or community setting.
- Provide occupational therapy services to persons, groups, and populations from diverse experiences and cultures in health care, educational and community settings.
- Contribute to the evaluation process of the person, group, or population, by gathering information, implementing assigned assessments, and reporting results to the OT and treatment team.
- Provide occupational therapy interventions under the guidance of an occupational therapist in accordance with evidence-based OT practice models, and that support the philosophy and values of the profession.
- Encourage, advise, and coach persons, caregivers, groups, and populations affected by physical, psychosocial, cognitive, and developmental disorders or delays, and the aging process, to choose and practice occupations and skills that support adaptation to such life circumstances.
- Problem-solve to devise, in collaboration with the client, OT, and team, alternative contexts, environmental adaptations, and/or task modifications to support participation in valued occupations, routines, and roles.

- Teach individuals, groups, and populations about the health promoting associations between meaningful occupation and healthy development, positive health outcomes, and well-being; and advocate for the provision of occupational therapy services.
- Exhibit and commit to refining client centered practices including the therapeutic use of occupation, interpersonal, communication, and teaching-learning tactics that consider the interests, values, and needs of diverse individuals, caregivers, groups and populations.

6. Contribute to the delivery of high-quality, cost-effective and integrated care as a team member in health, education, and community settings.

- Maintain, organize, and prioritize workload to meet the requirements of the practice setting.
- Participate in ongoing quality improvement and implement changes as needed to ensure quality services are delivered and outcomes are measured.

7. Participate as an occupational therapy professional in local, state, and national organizations.

- Advocate for occupational therapy services.
- Comply with requirements for continued competence through formal and/or continuing education, and by actively seeking and participating in regular supervision.
- Uphold the ethical standards, values, and attitudes of the occupational therapy profession.

## Occupational Therapy Assistant Program Sequence

The following sequence is an example of how this degree can be completed. This sequence is based on satisfaction of all Basic Skills requirements and pre-requisites. An individual’s sequence at OCC may vary. See your counselor for options and to monitor your progress. Students must satisfy specific requirements in order to be admitted to this program. This degree will take longer than two years to complete. Some general education courses must be taken prior to starting clinical courses.

### OCC courses taken as prerequisites prior to admission at Rutgers:

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 156	Introduction to Statistics	3
PSYC 172	General Psychology	3
Diversity Gen. Ed. Requirement (p. 57)		3
BIOL 130	Human Anatomy and Physiology I	4
Technology Gen. Ed. Requirement (or waiver through exam) (p. 59)		3
	Credit Hours	19
<b>Second Semester</b>		
ENGL 152	English II	3
SOCI 181	Introduction to Sociology	3
PSYC 278	Life Span Development	3
PHIL 192	Contemporary Ethical Issues	3
BIOL 131	Human Anatomy & Physiology II	4
	Credit Hours	16
	Total Credit Hours	35



Career Studies Courses Taken at Rutgers (Full Time, Fall Entry)

Course	Title	Credit Hours
<b>Fall One</b>		
OCTH 1010	Occupational Therapy Foundations for the OTA	3
PSRT 1102	Communication Techniques	3
OCTH 1020	Occupational Performance & Participation: Skills & Client Factors	3
OCTH 1031	Conditions Impacting Occupation, Participation & Health I: Adult/Older Adult	2
OCTH 1019	Level I Fieldwork A: Integration & Practice Applications	1
Credit Hours		12
<b>Spring One</b>		
PSRT 1103	Group Dynamics	3
OCTH 1051	Principles & Practices I: Wellness & Mental Health	2
OCTH 1040	Occupational Performance & Participation: Therapeutic Applications	3
OCTH 1052	Principles & Practices II: Rehabilitation, Disability, Aging & Participation	3
OCTH 1029	Level I Fieldwork B: Integration & Practice Applications	1
Credit Hours		12
<b>Summer One</b>		
OCTH 1032	Conditions Impacting Occupation, Participation & Health II: Child/Adolescent	2
OCTH 1053	Principles & Practices III: Children & Youth	2
OCTH 1071	Professional Seminar I	1
OCTH 1039	Level I Fieldwork C: Integration & Practice	1
Credit Hours		6
<b>Fall Two</b>		
OCTH 2019	OTA Practices: Fieldwork II, Adult/Older Adult	5
OCTH 2029	OTA Practice: Fieldwork II, Child/Adolescent	5
OCTH 2072	Professional Seminar II	2
Credit Hours		12
Total Credit Hours		42

Psychosocial Rehabilitation, Associate in Science

A joint Associate in Science Degree in Psychosocial Rehabilitation is offered in cooperation with the School of Health Professions (SHP) at Rutgers University. A degree is awarded simultaneously by Ocean County College and Rutgers.

Psychiatric rehabilitation practitioners provide services and supports to people with severe mental illnesses and other disabilities, empowering them to manage their illnesses and live rewarding and productive lives in the community. Psychosocial rehabilitation practitioners assist people in obtaining the skills, support and resources they will need to achieve success and satisfaction in their social, vocational, educational and independent living environments. The overall goals of this field are promotion of recovery, community integration, and improved quality of life for people coping with psychiatric disabilities. There are ample career opportunities for PSR practitioners in a variety of rehabilitation programs and community mental health settings. The knowledge and skills of the PSR practitioner qualify him/her to provide supportive counseling, case management services, and vocational rehabilitation interventions. The practitioner is also prepared to facilitate skills training groups as well as psycho-education and support groups.

To meet the demand for qualified professionals in this area, Rutgers’ School of Health Professions (SHP) now offers a full psychiatric rehabilitation career ladder-from the associate’s through the Ph.D. degree.

This program will provide you with the basic skills and rehabilitation techniques to begin your career. As part of the program, you will complete two semesters of fieldwork at a community service agency.

Students will complete 30 pre-professional general education credits at Ocean County College, and 30 Psychosocial Rehabilitation credits through the Rutgers SHP Piscataway or Blackwood campus. This course of study can be completed on either a full or part-time basis.

Admission Requirements

To apply for admission to the Psychosocial Rehabilitation program at Rutgers, students must:

- be a matriculated student at Ocean County College
- be a current resident of Ocean County
- show completion of all 30 general education credits required prior to the start of the professional course work. (Note: general education credits must be completed at OCC)
- hold a High School Diploma or equivalent
- submit all Official College Transcripts to Rutgers
- submit New Jersey College Basic Skills Test Scores and show evidence of the completion of all basic skills courses
- have a minimum GPA of 2.5 for college-level courses
- Take and pass the OCC computer literacy test (students who do not pass this test must complete an additional Gen Ed Technology course)

Interested students must complete a Student Information Sheet and submit it to the Ocean County College School of Nursing & Health Sciences

Program Objectives

- To train paraprofessionals and professionals to competently promote recovery and community integration for those with psychiatric disabilities.
- To facilitate improving the quality of life for people coping with psychiatric disabilities across a wide variety of social service and community agency settings
- To open career opportunities in the field for competently trained and qualified paraprofessionals.

The following sequence is an example of how this degree can be completed. This sequence is based on satisfaction of all Basic Skills requirements and pre-requisites. An individual's sequence at OCC may vary. See your advisor for options and to monitor your progress. Students must satisfy specific requirements in order to be admitted to this program. This degree may take longer than two years to complete. All general education courses must be taken prior to starting clinical courses.

OCC Courses Taken as Prerequisites Prior to Admission at Rutgers (30 credits at OCC)

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3

MATH 165	College Algebra (Accelerated)	5
PSYC 172	General Psychology	3
Humanities Gen. Ed. Requirement (p. 57)		3
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
SOCI 181	Introduction to Sociology	3
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4
Course(s) from the Gen. Ed. Course List (p. 57)		6
Credit Hours		16
Total Credit Hours		30

<sup>1</sup> BIOL 114, BIOL 161, or BIOL 130 recommended

Career Studies Courses Taken at Rutgers (30 credits at Rutgers)

Code	Title	Credit Hours
PSRT 1101	Intro. to Principles of Psychosocial Rehabilitation	3
PSRT 1102	Communication Techniques for Interviewing & Counseling	3
PSRT 1103	Intro. to Group Dynamics & Process	3
PSRT 1204	Clinical Principles in Psychosocial Rehabilitation & Treatment	3
PSRT 1019	Clinical Practicum in Psychosocial Rehabilitation I	6
PSRT 2121	Community Resource Management	3
PSRT 2019	Clinical Practicum in Psychosocial Rehabilitation II	6
PSRT 2231	Emerging Topics in Psychosocial Rehabilitation & Treatment	3
Total Credit Hours		30

60 Credits Total

# PARALEGAL

## Degrees

- Business with Paralegal Studies Option, Associate in Applied Science (p. 113)

## Business with Paralegal Studies Option, Associate in Applied Science

The Associate in Applied Science in Business - Paralegal Studies Option is designed to provide a foundation for the legal assistant (paralegal) career. Students engage in courses which emphasize both the theory of law and paralegal skill and which are taught by practicing attorneys who have years of legal experience.

## Transfer Information

Associate of Applied Science (AAS) degrees are intended to prepare students for immediate entry into the workforce. The NJ Statewide Transfer Agreement does not guarantee the transfer of credit/coursework when a student earns an AAS degree and continues on to a four-year institution to complete a bachelor's degree. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a fouryear institution in NJ can explore the "Transfer Programs" feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Applied Science Degrees are designed to provide students with the knowledge and skills necessary to start employment upon graduation. Several of the A.A.S. degrees provide the opportunity for the student to gain work experience by offering internship credit. These degrees are usually technical in nature and prepare the student for certification and licensing exams necessary to work in their field of choice. Students are strongly encouraged to consult with OCC business faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to help students explore degree programs and corresponding careers [ocean.emsicareercoach.com](http://ocean.emsicareercoach.com) (<http://ocean.emsicareercoach.com>)

## Certificates

- Legal Secretary, Certificate of Proficiency (p. 70)
- Paralegal Studies, Certificate of Proficiency (p. 71)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58)		3
BUSN 251	Business Law I	3
ECON 151	Macroeconomic Principles	3
LAAW 101	Introduction to Law and Legal Assisting	3
Credit Hours		15
<b>Second Semester</b>		
ENGL 152	English II	3
BUSN 252	Business Law II	3
LAAW 104	Introduction to Litigation	3
LAAW 201	Legal Research and Writing for Paralegals	3

COMM 154	Fundamentals of Public Speaking	3
Credit Hours		15
Third Semester		
LAAW 204	Estate Administration	3
Select one of the following:		3
LAAW 106	Mediation and Conflict Resolution	3
LAAW 206	New Jersey Family Law	
INTR 290	Internship	8
Paralegal Program Electives (p. 113)		
Credit Hours		14
Fourth Semester		
BUSN 267	Real Estate Law	3
LAAW 203	Law Office Management	3
Paralegal Program Elective (p. 113)		3
CSIT 123	Integrated Office Software	3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		16
Total Credit Hours		60

## Paralegal Program Electives

Code	Title	Credit Hours
ACCT 161	Principles of Accounting I	3
BUSN 133	Microcomputer Keyboard	1
BUSN 157	Introduction to Financial Software	1
BUSN 271	Principles of Management	3
CRIM 254	Constitutional Law and Rules of Evidence	3
CRIM 255	Criminal Law and Procedures	3
LAAW 106	Mediation and Conflict Resolution	3
LAAW 206	New Jersey Family Law	3
POLI 161	American Federal Government	3
INTR 290	Internship	3

# PERFORMING ARTS

## Degrees

Arts Administration, An Option to the Associate in Arts in Performing Arts (p. 66)

Dance, An Option to the Associate in Arts in Performing Arts (p. 76)

Music, An Option to the Associate in Arts in Performing Arts (p. 107)

Theatre, An Option to the Associate in Arts in Performing Arts (p. 125)

# PHOTOGRAPHY

## Degree

- Graphic Arts, Design, and Media, Associate in Science (p. 92)

## Certificate

- Photography, Certificate of Completion (p. 93)

# PSYCHOLOGY

## Degree

- Psychology, Associate in Arts (p. 116)

## Psychology, Associate in Arts

The Associate of Liberal Arts (AA) with an option in Psychology will prepare students for further academic and career study in the area of psychology at the junior and senior level designations. This option prepares students to transfer to a baccalaureate psychology program. The coursework is designed to foster an appreciation and understanding of the scientific study through 1) the utilization of the scientific method 2) exposing students to the history and scope of behavior and fundamental mental processes. Program graduates will learn basic and applied areas in the field of psychology. Students will apply relevant research to analyze and evaluate psychological perspectives and concepts.

## Transfer Information

Students pursuing the Liberal Arts degree – Psychology Option can transfer into majors such as Psychology, Social Sciences/Liberal Studies, and Psychology with teacher’s certification. Many four-year colleges suggest coursework in philosophy as well as other areas to specialize for future careers. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts degree is designed to provide students with the coursework needed to transfer to a four-year institutions and pursue a bachelor’s degree for education program in NJ. The curriculum provides students with the knowledge and skills needed to pursue a pathway to careers in counseling, occupational therapy, human resources, education, health and wellness, and research. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com>

Course	Title	Credit Hours
<b>First Semester</b>		
<b>Comunications</b>		
ENGL 151	English I	3
ENGL 152	English II	3
COMM 154	Fundamentals of Public Speaking	3
<b>History</b>		
History Gen. Ed. Requirement (p. 57) <sup>1</sup>		3
History Gen. Ed. Requirement (p. 57) <sup>1</sup>		3
<b>Humanities</b>		
PHIL 191	Introduction to Philosophy	3
Any ARTS, MUSC, or ENGL course from the List of Approved General Education Courses (p. 57) <sup>1</sup>		3
Humanities Gen. Ed. Requirement (p. 57) <sup>1</sup>		3
<b>Social Science</b>		
PSYC 172	General Psychology	3
Select from the following <sup>1</sup>		3
PSYC 173	Child Psychology	
PSYC 273	Adolescent Psychology	
PSYC 278	Life Span Development	

<b>Diversity</b>	
Diversity Gen. Ed. Requirement (p. 57) <sup>1</sup>	3
<b>Mathematics-Science-Technology</b>	
Mathematics, Lab Science, and Technology Gen. Ed. Requirement (p. 58) <sup>1</sup> & <sup>2</sup>	12
<b>Program Requirement</b>	
STSC 150	Student Success Seminar
<b>Psychology Program Electives</b>	
Psychology Program Electives (p. 116) <sup>1</sup>	9
<b>Elective</b>	
Elective to meet 60 credits	
Credit Hours	
Total Credit Hours	
60	

## Psychology Program Electives

Code	Title	Credit Hours
PSYC 173	Child Psychology	3
PSYC 174	Personality Theory	3
PSYC 175	Cross-Cultural Psychology	3
PSYC 270	Psychology of Gender	3
PSYC 271	Abnormal Psychology	3
PSYC 273	Adolescent Psychology	3
PSYC 274	Social Psychology	3
PSYC 275	Educational Psychology	3
PSYC 278	Life Span Development	3

- <sup>1</sup>Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.
- <sup>2</sup>Students must select one math course, one lab science course, and one technology course and complete the 12 cr. requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.



# PUBLIC SERVICE

## Degrees

- Public Service, Associate in Science (p. 117)

## Certificates

- Addictions Counseling, Certificate of Completion (p. 64)
- Fire Science, Certificate of Proficiency (p. 83)

## Public Service, Associate in Science

The Associate in Science (A.S.) degree program allows students to successfully complete a program of study in one of several areas of public service. Program graduates may transfer to a four year institution and/or directly enter the workforce.

## Transfer Information

Students pursuing the Public Service degree can transfer into a wide variety of areas within public service, including fire science, addictions, child care, human services and government. Majors include Public Administration, Fire Science, Human Services and Sociology. Many colleges offer opportunities for transfer both in and out of state. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Addictions Counseling, Certificate of Completion (p. 64)
- Fire Science, Certificate of Proficiency (p. 83)

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
Mathematics Gen. Ed. Requirement (p. 58)		3
Public Service Program Elective (p. 117)		3
COMM 154	Fundamentals of Public Speaking	3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
English II		3
Public Service Program Elective (p. 117)		3
PSYC 172	General Psychology	3
Humanities Gen. Ed. Requirement (p. 57)		3
Elective		3
Credit Hours		15

<b>Third Semester</b>		
Public Service Program Elective (p. 117)		3
Public Service Program Elective (p. 117)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Elective		3
Credit Hours		16
<b>Fourth Semester</b>		
Public Service Program Elective (p. 117)		3
Public Service Program Elective (p. 117)		3
INTR 290 Internship (or Public Service Elective)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Course from the Gen. Ed. Course List (p. 57)		3
Credit Hours		15
Total Credit Hours		60

<sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in mathematics or science from the List of Approved General Education Courses.

## Public Service Electives

Students may choose electives from the extensive range of courses below (without being restricted to one category) based on personal interest and/or transfer needs.

### Addictions Counseling

ALDC 105 and ALDC 106 must both be taken to substitute for the 6 credit ALDC 103. ALDC 107 and ALDC 108 must both be taken to substitute for the 6 credit ALDC 104.

Code	Title	Credit Hours
ALDC 101	Addictions Disorders and Recovery Supports	3
ALDC 102	Addictions Counseling: Professional Responsibilities	3
ALDC 105	Addiction Counseling Skills	3
ALDC 106	Assessing Addictive Disorders	3
ALDC 107	Addiction Counseling Methodolgy	3
ALDC 108	Addiction Counseling Client Education	3

### Child Care

Code	Title	Credit Hours
EDUC 176	Foundations of American Education	3
EDUC 177	School and Community	3
EDUC 241	Children’s Literature	3
PSYC 173	Child Psychology	3

### Developmental Disability Assistant

Code	Title	Credit Hours
EDUC 178	Introduction to the Education of Exceptional Students	3
PSYC 174	Personality Theory	3
PSYC 274	Social Psychology	3
PSYC 275	Educational Psychology	3

### Fire Science

If you select FIRE 162, FIRE 165, FIRE 166, FIRE 261, FIRE 266, and FIRE 268, you will have completed all of the core FESHE, Fire and Emergency Services Higher Education, recognized Fire Science courses.

Code	Title	Credit Hours
FIRE 162	Principles of Emergency Services	3
FIRE 163	Principles of Fire and Emergency Service Administration	3
FIRE 165	Bldg Construction for Fire Protection	3
FIRE 166	Fire Behavior and Combustion	3
FIRE 168	Occupational Safety and Health for Emergency Services	3
FIRE 169	Strategy and Tactics	3
FIRE 255	Fire Inspector I	3
FIRE 256	Fire Inspector II	3
FIRE 257	Administration for Fire Officials	3
FIRE 261	Principles of Fire and Emergency Services Safety and Survival	3
FIRE 263	Fire Investigation I	3
FIRE 264	Fire Investigation II	3
FIRE 266	Fire Prevention	3
FIRE 268	Fire Protection Systems	3

### Homeland Security

Code	Title	Credit Hours
HLSC 170	Introduction to Homeland Security	3
HLSC 171	Fundamentals of Emergency Management	3
HLSC 172	Domestic and International Terrorism	3
HLSC 174	Introduction to the Intelligence Function	3
HLSC 210	Risk Management and Analysis	3

### Human Services/SOCIAL WORK

Code	Title	Credit Hours
SOWK 101	Introduction to Social Work	3
SOWK 105	Introduction to Developmental Disabilities	3
SOWK 194	Interviewing and Communication Techniques	3
SOWK 200	Gerontology: the Study of Aging	3
SOWK 201	Human Behavior and the Social Environment	3
SOWK 202	Social Work Seminar and Practicum	3
SOWK 207	Group Dynamics	3
PSYC 274	Social Psychology	3
SOCI 181	Introduction to Sociology	3
SOCI 182	Death and Dying	3
SOCI 231	Social Problems	3

### Municipal Administration

Code	Title	Credit Hours
CVET 123	Surveying I	3
ENGR 191	Autocad 2-D Basics I	3
POLI 185	Principles of Public Administration	3

### Public Administration/Government

Code	Title	Credit Hours
POLI 161	American Federal Government	3
POLI 162	American State and Local Government	3
POLI 183	Introduction to Political Science	3
POLI 185	Principles of Public Administration	3
POLI 263	Introduction to International Relations	3
POLI 268	Women and Politics	3

# SCIENCE

Degrees in science include majors such as biology, environmental science, marine science, chemistry, and physics. Other majors requiring science concentrations include pre-medicine, pre-physical therapy, pre-veterinary science (animal science), nutrition, exercise science, and plant biology. Students interested in transferring to a four-year college/university are encouraged to pursue a degree with specific coursework in order to prepare for upper-level coursework in their major. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degrees

- General Studies, Associate in Science - Science (p. 88)

# SOCIAL SCIENCE

Degrees in social science include majors such as anthropology, criminal justice, economics, geography, political science, sociology, and psychology. Students interested in transferring to a four-year college/university are encouraged to pursue a degree with specific coursework in order to prepare for upper-level coursework in their major. Ocean County College encourages students to discuss their transfer and career goals with an advisor.

## Degrees

- General Studies, Associate in Science - Social Science Concentration (p. 89)

# SOCIAL WORK

## Degree

- Social Work, Associate in Science (p. 121)

## Social Work, Associate in Science

The Associate in Science (A.S.) Degree in Social Work will provide students with a comprehensive understanding of the discipline, applied concepts, and theories necessary for a future in the field of social work and other helping professions. The A.S. in Social Work is also designed for students who intend to transfer to an accredited four-year baccalaureate program in the field of Social Work (B.S.W.) or another human services degree program.

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 156	Introduction to Statistics	3
SOWK 101	Introduction to Social Work	3
PSYC 172	General Psychology	3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
SOCI 181	Introduction to Sociology	3
SOWK 207 or PSYC 271	Group Dynamics or Abnormal Psychology	3
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Elective <sup>2</sup> & <sup>3</sup>		3
Credit Hours		15
<b>Third Semester</b>		
SOWK 194	Interviewing and Communication Techniques	3
SOCI 282	Sociology of the Family	3
ANTH 134 or SOCI 238	Cultural Anthropology <sup>3</sup> or Race and Ethnicity	3
BIOL 114 or BIOL 119	Principles of Biological Science <sup>3</sup> or Science and the Human Body	4
Elective <sup>2</sup> & <sup>3</sup>		3
Credit Hours		16
<b>Fourth Semester</b>		
SOWK 201 or PSYC 278	Human Behavior and the Social Environment <sup>3</sup> or Life Span Development	3
SOWK 202	Social Work Seminar and Practicum	3
PHIL 190	Introduction to Critical Thinking	3
Select from the following <sup>3</sup>		3
HIST 230	America and the West After World War II	
POLI 161	American Federal Government	
POLI 183	Introduction to Political Science	
Elective <sup>2</sup> & <sup>3</sup>		3
Credit Hours		15
Total Credit Hours		60

<sup>1</sup> Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course(s) in math or science from the List of Approved General Education Courses.

- <sup>2</sup> Social Work students pursuing the Addictions Counseling Certificate can choose from the list of Addictions Counseling courses below. This particular choice in electives will allow students to complete 9 of the 18 credits required in the Addictions Counseling Certificate.
- ALDC 101 - Addiction Disorders and Recovery Supports  
ALDC 102 - Addiction Counseling: Professional Responsibilities  
ALDC 105 - Addiction Counseling Skills  
ALDC 106 - Assessing Addictive Disorders  
ALDC 107 - Addiction Counseling: Methodology  
ALDC 108 - Addiction Counseling: Client Education
- <sup>3</sup> Course selections should be based on the requirements of the intended transfer to a four-year institution. Students should speak to their advisor for clarification.

# SPORTS MANAGEMENT

## Degrees

- Business Administration with Sports Management Option, Associate in Science (p. 122)

## Business Administration with Sports Management Option, Associate in Science

The AS in Business Administration is designed for those students desiring to transfer to a baccalaureate program in sports management. This degree is a broad program of study that provides students with specific skills as well as a general overview of the sports industry.

## Transfer Information

Students pursuing the Business Administration degree with a Sports Management Option can transfer into majors such as Sports Studies, Sports Management, Sports Marketing or Business Administration. Many colleges offer opportunities for transfer both in and out of state. Admission is competitive and may require specific coursework to be completed prior to applying. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a fouryear institution in NJ can explore the “Transfer Programs” feature on NJ Transfer. [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>)

## Career Information

The Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a fouryear institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC business faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

## Certificates

- Sports Management, Certificate of Proficiency (p. 95)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 156 or Higher		3
ECON 151	Macroeconomic Principles	3
Humanities Gen. Ed. Requirement (p. 57)		3
STSC 150	Student Success Seminar	2
Credit Hours		14
<b>Second Semester</b>		
ENGL 152	English II	3
BUSN 134	Principles of Marketing	3
CSIT 123	Integrated Office Software	3
ECON 152	Microeconomics Principles	3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		16

<b>Third Semester</b>		
ACCT 161	Principles of Accounting I	3
BUSN 251	Business Law I	3
HEHP 188	Introduction to Nutrition	3
HEHP 267	Sports Management	3
Humanities or Social Science Gen. Ed. Requirement (p. 57)		3
Credit Hours		15
<b>Fourth Semester</b>		
ACCT 162	Principles of Accounting II	3
BUSN 271	Principles of Management	3
HEHP 225	Contemporary Health	3
HEHP 228	Care and Prevention of Athletic Injuries	3
COMM 154	Fundamentals of Public Speaking	3
Credit Hours		15
Total Credit Hours		60

# TECHNICAL STUDIES

## Degrees

- Technical Studies with Computer Technology Option, Associate in Applied Science (p. 123)
- Technical Studies with Industrial/Technical Option, Associate in Applied Science (p. 123)

## Technical Studies with Computer Technology Option, Associate in Applied Science

The AAS in Technical Studies degree program is designed to provide students the opportunity to apply their work experience to earning an associate degree in applied science. Students can earn credit for their work experience while they prepare for career advancement. Up to 17 credits may be awarded for work experience, including military experience, trade/proprietary school preparation, apprenticeship programs, and on-the-job-training.

## Transfer Information

Associate of Applied Science (AAS) degrees are intended to prepare students for immediate entry into the workforce. The NJ Statewide Transfer Agreement does not guarantee the transfer of credit/coursework when a student earns an AAS degree and continues on to a four-year institution to complete a bachelor’s degree. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Applied Science Degrees are designed to provide students with the knowledge and skills necessary to start employment upon graduation. Several of the A.A.S. degrees provide the opportunity for the student to gain work experience by offering internship credit. These degrees are usually technical in nature and prepare the student for certification and licensing exams necessary to work in their field of choice. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to help students explore degree programs and corresponding careers [ocean.emsicareercoach.com](http://ocean.emsicareercoach.com) (<http://ocean.emsicareercoach.com>)

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 156	Introduction to Statistics	3
CSIT 110	Introduction to Computers and Computer Applications	3
Computer Technology Technical Studies Program Electives (p. 123)		6
Credit Hours		15
<b>Second Semester</b>		
ENGL 152	English II	3
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Computer Technology Technical Studies Program Electives (p. 123)		6
Credit Hours		15

<b>Third Semester</b>	
Social Science Gen. Ed. Requirement (p. 58)	
Lab Science Gen. Ed. Requirement (p. 58)	
Computer Technology Technical Studies Program Electives (p. 123)	
Credit Hours	
13	
<b>Fourth Semester</b>	
Select from the following:	
Professional Core Transfer Credits Awarded for Work Experience	
and/or	
Computer Technology Technical Studies Program Electives (p. 123)	
Credit Hours	
17	
Total Credit Hours	
60	

## Computer Technology Technical Studies Program Electives

Students may select from the following list or equivalent courses per appropriate approval.

Code	Title	Credit Hours
CSIT 115	Introduction to Computer Game Development	3
CSIT 123	Integrated Office Software	3
CSIT 126	Intermediate Spreadsheets and Database	3
CSIT 131	Multimedia for the Web	3
CSIT 133	Web Development Fundamentals	3
CSIT 160	Introduction to Visual BASIC	3
CSIT 165	Programming I	4
CSIT 184	Networking Essentials	3
ECON 151	Macroeconomic Principles	3
ECON 152	Microeconomics Principles	3

## Technical Studies with Industrial/Technical Option, Associate in Applied Science

The AAS in Technical Studies degree program is designed to provide students the opportunity to apply their work experience to earning an associate degree in applied science. Students can earn credit for their work experience while they prepare for career advancement. Up to 17 credits may be awarded for work experience, including military experience, trade/proprietary school preparation, apprenticeship programs, and on-the-job-training.

## Transfer Information

Associate of Applied Science (AAS) degrees are intended to prepare students for immediate entry into the workforce. The NJ Statewide Transfer Agreement does not guarantee the transfer of credit/coursework when a student earns an AAS degree and continues on to a four-year institution to complete a bachelor’s degree. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Applied Science Degrees are designed to provide students with the knowledge and skills necessary to start employment

upon graduation. Several of the A.A.S. degrees provide the opportunity for the student to gain work experience by offering internship credit. These degrees are usually technical in nature and prepare the student for certification and licensing exams necessary to work in their field of choice. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to help students explore degree programs and corresponding careers [ocean.emsicareercoach.com](http://ocean.emsicareercoach.com) (<http://ocean.emsicareercoach.com>)

## Program Requirements

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
MATH 151	A Survey of Mathematics	3
CSIT 110	Introduction to Computers and Computer Applications	3
Industrial/Technical Studies Program Electives (p. 124)		6
Credit Hours		15
<b>Second Semester</b>		
ENGL 152	English II	3
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Industrial/Technical Studies Program Electives (p. 124)		6
Credit Hours		15
<b>Third Semester</b>		
Social Science Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58)		4
Industrial/Technical Studies Program Electives (p. 124)		6
Credit Hours		13
<b>Fourth Semester</b>		
Select from the following:		17
Professional Core Transfer Credits Awarded for Work Experience		
and/or		
Industrial/Technical Studies Program Electives (p. 124)		
Credit Hours		17
Total Credit Hours		60

## Industrial/Technical Studies Program Electives

Students may select courses from the following list or equivalent courses per appropriate approval.

Code	Title	Credit Hours
CHEM 180	Introductory Chemistry	4
CSIT 115	Introduction to Computer Game Development	3
CSIT 123	Integrated Office Software	3
CSIT 160	Introduction to Visual BASIC	3
ECON 151	Macroeconomic Principles	3
ECON 152	Microeconomics Principles	3
ENGR 181	Graphics for Engineers	2
ENGR 191	Autocad 2-D Basics I	3
ENGR 192	AutoCAD 2-D Basics II	3
ENGR 198	Autodesk Inventor	3
ENGR 221	Engineering Statics	3
ENGR 222	Engineering Dynamics	3
ENGR 225	Design of Material Structures	3

PHYS 171	Physics I	4
PHYS 172	Physics II	4



# THEATRE

Students who pursue coursework in Theater through Ocean County College can pursue a wide variety of areas including arts administration, performance, and set design and production to obtain a bachelor’s degree. Certificates are for students entering directly into a career field such as a stage technician. It is recommended students meet with an advisor to discuss the best degree program and coursework for their transfer and career goals.

## Degree

- Theatre, An Option to the Associate in Arts in Performing Arts (p. 125)

## Certificate

- Theatre Production, Certificate of Proficiency (p. 125)

# Performing Arts with Theatre Option, Associate in Arts

Students interested in theatre can complete the first two years of course work and gain performance and/or production experience which will prepare them to transfer to a baccalaureate program and pursue a career in theatre.#The focus of the program is on theatre performance and includes courses on acting technique and analysis, technical aspects of stagecraft, and stage direction. The curriculum is designed to promote students’ development of their academic and theatrical/ production potential.#Students will gain performance experience through participation in Ocean County College Theatre productions.

## Transfer Information

Students pursuing the Performing Arts degree can transfer into majors such as music, dance, acting, and music/theatre production & design. Admission for these majors is often competitive and usually requires an audition and testing of fundamental knowledge of theory. Students are encouraged to work closely with OCC faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Arts and the Associate of Science Degrees are designed to provide students with the coursework needed to transfer to a four-year institution and pursue a bachelor’s degree. The curriculum provides students the knowledge and skills needed to pursue various career pathways, while providing a credential beyond the high school degree. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to explore degree programs and corresponding careers <https://ocean.emsicc.com/>

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
THTR 193	Introduction to Acting I	3
THTR 195	Theatre Appreciation	3
Social Science Gen. Ed. Requirement (p. 58)		3
STSC 150	Student Success Seminar	2
Credit Hours		14

<b>Second Semester</b>		
ENGL 152	English II	3
Mathematics Gen. Ed. Requirement (p. 58) <sup>1</sup>		3
THTR 194	Introduction to Acting II	3
COMM 154	Fundamentals of Public Speaking	3
History Gen. Ed. Requirement (p. 57)		3
Credit Hours		15
<b>Third Semester</b>		
THTR 189	Musical Theatre Workshop	3
Humanities Gen. Ed. Requirement (p. 57)		3
Social Science Gen. Ed. Requirement (p. 58)		3
Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		4
Technology Gen. Ed. Requirement (p. 59) <sup>1</sup>		3
Credit Hours		16
<b>Fourth Semester</b>		
Theatre Program Elective (to meet 60 credits) (p. 125)		3-4
Mathematics or Lab Science Gen. Ed. Requirement (p. 58) <sup>1</sup>		3-4
Diversity Gen. Ed. Requirement (p. 57)		3
History Gen. Ed. Requirement (p. 57)		3
Humanities Gen. Ed. Requirement (p. 57)		3
Credit Hours		15-17
Total Credit Hours		60-62

<sup>1</sup> Students must select one math course, one lab science course, and one technology course and complete the 12 credit requirement with any additional math or science course from the list of Approved General Education Courses. Students may attempt to “test out” of the technology requirement. If they succeed, they must take an additional course in math or science from the List of Approved General Education Courses.

### Theatre Program Electives

Code	Title	Credit Hours
THTR 197	Stagecraft I	3
THTR 190	Children’s Theatre Performance	3
THTR 196	Contemporary Theatre	3
THTR 210	Stage Management	3
COMM 192	Voice and Diction	3
*Electives should be chosen in consultation with Theatre faculty.		

\*Students selecting courses which are less than 3 credits must take additional courses from the list in order to complete a total of 15 credits in Theatre courses.

# Theatre Production, Certificate of Proficiency

The certificate program in Theatre Production is designed to provide training for stage technicians, running crews, stage managers and house managers. Students will demonstrate the ability to follow industry standard practices in the areas of stage management as well as scenery, lighting, and sound technology for use in live theatrical performance.

Code	Title	Credit Hours
ENGL 151	English I	3
CSIT 123	Integrated Office Software	3
THTR 190	Children’s Theatre Performance	3
THTR 195	Theatre Appreciation	3

THTR 197	Stagecraft I	3
THTR 210	Stage Management	3
COMM 272	Public Relations and Publicity	3
Theatre Production Certificate Elective (p. 126)		3
Theatre Production Certificate Elective (p. 126)		3
Theatre Production Certificate Elective (p. 126)		3
Total Credit Hours		30

### Theatre Production Course Selections

Code	Title	Credit Hours
ARTS 181	Art From Prehistory to Middle Ages	3
ARTS 182	Art From Renaissance to Modern World	3
ENGL 212	Introduction to Drama	3
THTR 189	Musical Theatre Workshop	3
THTR 193	Introduction to Acting I	3
THTR 196	Contemporary Theatre	3



# WEB MARKETING

## Degrees

- Web Marketing, Associate in Applied Science (p. 127)

## Web Marketing, Associate in Applied Science

The A.A.S degree in Web Marketing will qualify students for entry-level technology, marketing, and e-commerce positions in business and nonprofit organizations. This program provides a broad business foundation that examines social media and e-commerce technology development, electronic and interpersonal communication, and industry standards for small businesses. Students acquire a specific skill set that emphasizes on the interactions between customers and web-based technology.

## Transfer Information

Associate of Applied Science (AAS) degrees are intended to prepare students for immediate entry into the workforce. The NJ Statewide Transfer Agreement does not guarantee the transfer of credit/coursework when a student earns an AAS degree and continues on to a four-year institution to complete a bachelor’s degree. Students are encouraged to work closely with OCC business faculty and Advising Transfer Services. Students planning to transfer to a four-year institution in NJ can explore the “Transfer Programs” feature on NJ Transfer [www.njtransfer.org](http://www.njtransfer.org) (<http://www.njtransfer.org>).

## Career Information

The Associate of Applied Science Degrees are designed to provide students with the knowledge and skills necessary to start employment upon graduation. Several of the A.A.S. degrees provide the opportunity for the student to gain work experience by offering internship credit. These degrees are usually technical in nature and prepare the student for certification and licensing exams necessary to work in their field of choice. Students are strongly encouraged to consult with OCC faculty and Career Services as they begin to explore career options. Students can also utilize Career Coach, a resource provided by OCC, to help students explore degree programs and corresponding careers [ocean.emsicareercoach.com](http://ocean.emsicareercoach.com) (<http://ocean.emsicareercoach.com>)

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 151	English I	3
BUSN 131	Introduction to Business Administration	3
GRPH 151	Digital Imagery	3
CSIT 110	Introduction to Computers and Computer Applications	3
ECON 151	Macroeconomic Principles	3
STSC 150	Student Success Seminar	2
Credit Hours		17
<b>Second Semester</b>		
ENGL 152	English II	3
MATH 156 or Higher		3
ACCT 161	Principles of Accounting I	3
BUSN 134	Principles of Marketing	3
CSIT 131	Multimedia for the Web	3
Credit Hours		15
<b>Third Semester</b>		
BUSN 251	Business Law I	3

COEM 220	Video Location Production	3
COMM 272	Public Relations and Publicity	3
CSIT 133	Web Development Fundamentals	3
ECON 152	Microeconomics Principles	3
Credit Hours		15
<b>Fourth Semester</b>		
BUSN 210	Business Communications	3
BUSN 220	Career Management and Professional Behavior	3
CSIT 160	Introduction to Visual BASIC	3
Lab Science Gen. Ed. Requirement (p. 58)		4
Credit Hours		13
Total Credit Hours		60

# COURSE DESCRIPTIONS

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- Alcohol and Drug Counseling (ALDC) (p. 131)
- American Sign Language (ASLN) (p. 132)
- Anthropology (ANTH) (p. 134)
- Arabic (ARBC) (p. 135)
- Arts (ARTS) (p. 136)

## B

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## C

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## T

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## 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 099 – 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.

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.

## 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.

EXAMPLE				
CHEM	181	General Chemistry	4 s.h.	(3+2)
Division	Course	Title	Semester Hours	Lecture hrs. + Lab hrs/Wk

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.

# ACCOUNTING (ACCT)

ACCT 121 Fundamentals of Accounting 3 cr.  
This course is an introduction to the concepts of accounting principles and methods. Specific content includes a thorough explanation of the accounting cycle and how it pertains to service and merchandising business. Special subject areas include reconciliation statements, notes, and interest; adjusting and closing entries; and a variety of financial statements. This course serves as a recommended preparatory course for ACCT 161. Code 1 course fee.

ACCT 161 Principles of Accounting I 3 cr.  
This course starts with the accounting cycle of a service operation; it continues with topics concerning merchandising operations, inventory, cash, and receivables. In addition, this course covers the acquisition, allocation, and disposal of property, plant, equipment, natural resources, and intangible assets. CSIT 123, Integrated Office Software, is recommended for students taking this course. Code 3 course fee.  
Prerequisite(s): MATH 012,or MATH 023 and ENGL 095 with a grade of "C" or better, or Math and English placement requiring no remediation., ENGL 095 or English placement requiring no remediation

ACCT 162 Principles of Accounting II 3 cr.  
Continuation of ACCT 161. The formation, operation, and dissolution of partnerships; accounting for stock transactions; dividends; long-term liabilities; investments; statement of cash flows; analysis of financial statements; cost-volume-profit analysis; and budgeting. Code 1 course fee.  
Prerequisite(s): ACCT 161

ACCT 261 Intermediate Accounting I 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): ACCT 162

ACCT 262 Intermediate Accounting II 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): ACCT 261

ACCT 263 Cost Accounting 3 cr.  
This course covers accounting for manufacturing enterprises. It provides a detailed explanation of the cost components of manufacturing operations: direct materials, direct labor, and manufacturing overhead. The full cycle of the manufacturing entity is illustrated for both job order and process cost systems.  
Prerequisite(s): ACCT 162

ACCT 265 Auditing 3 cr.  
This course focuses on how audits are conducted and the issues that are of greatest concern to practicing auditors. It covers the most recent developments in auditing theory, standards, and procedures and reports.  
Prerequisite(s): ACCT 262

ACCT 266 Federal Income Tax Accounting 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): ACCT 162

ACCT 271 Forensic Accounting 3 cr.  
This course is designed to provide an overview of the field of forensic accounting. It will focus on the different types of fraud schemes committed by companies and individuals. This course will also cover the ways to prevent and deter fraud from happening.  
Prerequisite(s): ACCT 265

ACCT 273 Legal Aspects of Financial Fraud 3 cr.  
This course provides an introduction to the legal environment surrounding the Forensic Accounting profession. This course primarily focuses upon how the Forensic Accountant is used as an expert witness and the various business crimes that a practitioner of Forensic Accounting may be hired to investigate. It will demonstrate interview principles and techniques. Additionally, students will be exposed to some of the legal aspects pertaining to the identification and prosecution of fraud.  
Prerequisite(s): Take ACCT 265

ACCT 275 Fraud Examination 3 cr.  
This course provides an overview of fraud examination. Students will learn how and why fraud is committed, and how fraudulent conduct can be prevented. Students will examine types of fraud, sources of evidence and analysis of internal and external fraud schemes with an emphasis on the skills needed to identify and investigate fraud.  
Prerequisite(s): ACCT 271

ACCT 277 Digital Forensic Analysis 3 cr.  
This course will provide an overview of digital forensics to aid the student in understanding the process of data creation, recovery and analysis, and the benefits of that knowledge during a forensic accounting engagement. The course will allow students to gain an understanding of working with investigations related to data forensics, internet/web forensics, mobile devices, and networks.  
Prerequisite(s): ACCT 271

# ALCOHOL AND DRUG COUNSELING (ALDC)

ALDC 101 Addictions Disorders and Recovery Supports 3 cr.  
This course introduces the fundamentals of addictions counseling and treatment. The course will emphasize the role of collaboration in seeking and utilization of community and medical resources for the betterment of the client, including professional interaction with medical and human services clinicians and the documentations methods and standards employed in counseling services.

ALDC 102 Addictions Counseling: Professional Responsibilities 3 cr.  
This course emphasizes standards for insuring thorough documentation; ethical aspects of addictions counseling; the counselor's need for cultural competence, personal growth, and professional growth; counselor/client expectations based on goals, objectives, rules, and obligations; and the use of laboratory tests/results for determining a course of treatment. Students can rapidly transition into working positions as Counselor Interns in community treatment settings. Emphasis will be on ethics and legal conduct as well as skills of documentation and professional growth, given they are necessary work skills of today's practicing counselor.

ALDC 105 Addiction Counseling Skills 3 cr.  
This course examines key concepts of, and noted figures associated with, the following counseling approaches: Cognitive Behavioral Therapy, Rational Emotive Therapy, Motivational Therapy, Family Therapy, Client-Centered Therapy, and Solution-Focused Therapy. Issues related to client emotional transference and countertransference and other obstacles to effective therapy are reviewed. The focus of this course is on clinical skill development and models of counseling that are directly applicable to today's counseling workplace in New Jersey.

ALDC 106 Assessing Addictive Disorders 3 cr.  
This course promotes competence in addictions counseling clinical skills related to screening, intake, evaluation, assessment, diagnoses, and strengths-based treatment planning for those individuals who have Substance Use Disorders. Clinical and medical aspects of the treatment process are reviewed in conjunction with required skill competencies by the Certification Board of NJ.

ALDC 107 Addiction Counseling Methodolgy 3 cr.  
Today's practicing Substance Use Disorder professionals are required to provide group, individual counseling, family services, and educational presentations. This class meets State of New Jersey criteria for practicing Certified Alcohol and Drug Counselor Interns to work in community treatment centers under the guidance and supervision of licensed supervisors. Today's rapidly expanding addictions services in our community present an ever-growing need for skilled counselors who can demonstrate competence and effectiveness in these types of counseling services.

ALDC 108 Addiction Counseling Client Education 3 cr.  
Education of client, family, and community are a primary task of the practicing Substance Use Disorder (addictions) professional. This class examines comprehensive aspects of educational needs for specific groups that are impacted by the disease of addiction. Emphasis on motivational and self-empowerment focused education is highlighted. Aspects of signs, symptoms, and treatment of mental illness and addictions, as well as best practices in adult educational practices, are examined.

ALDC 200 Introduction to Peer Addiction Recovery 4 cr.  
This course will promote competence and skill development in addiction crisis intervention and recovery treatment services. It focuses on the following areas of health care provider development: ethics and legal standards related to direct service interventions, multiple recovery pathways and harm reduction methods, and wellness-focused outcome goals. Students who successfully complete this course will fulfill the curricular requirements for state certification as a Peer Recovery Specialist.

# AMERICAN SIGN LANGUAGE (ASLN)

ASLN 100 American Sign Language I 3 cr.  
This course introduces students to the language of the deaf community. Students will examine foundational aspects of American Sign Language. Information regarding deaf culture will be introduced in addition to fingerspelling and various numbering systems in American Sign Language. Receptive and expressive skill development application is reinforced through interactive activities within the classroom setting. This course requires students to complete 5 contact hours with the deaf community. Code 2 course fee.

ASLN 103 American Sign Language II 3 cr.  
This course is designed to continue development of American Sign Language (ASL) skills with primary focus on refining the use of basic ASL sentence types. Students will learn routine communicative functions of the language: asking, requesting, providing clarification, giving and asking for directions. These language functions will help students establish and maintain interpersonal relationships with the deaf community and the classroom environment. Various skill based activities will allow students to further increase competency in American Sign Language in order to express and comprehend signed conversations. This course requires students to complete 5 contact hours with the deaf community. Code 3 course fee.  
Prerequisite(s): ASLN 100

ASLN 104 Fingerspelling in American Sign Language 3 cr.  
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. Students will identify various linguistical structures of American Sign Language including the parameters (i.e. hand shape, location, movement) of signs. Additionally, students will use various linguistical structures of ASL including the parameters (i.e. hand shape, location, movement) of signs. Additionally, students will use various linguistical structures of ASL including the parameters (i.e. hand shape, location, movement) of signs.  
Corequisite(s): ASLN 112, ASLN 115, ASLN 125

ASLN 105 Deaf Culture and History 3 cr.  
This course introduces the history and culture of the deaf. Discussion will include the values, norms, identities, traditions, and subcultures within the larger culture of the deaf community. Questions such as the nature of sign language, the education of deaf individuals, and historical treatment of deafness will be explored. Code 3 course fee.  
Prerequisite(s): ASLN 104 with a minimum grade of C, ASLN 112 with a minimum grade of C, ASLN 115 with a minimum grade of C, ASLN 125 with a minimum grade of C

Corequisite(s): ASLN 121, ASLN 201

ASLN 112 American Sign Language III 3 cr.  
This course engages students in the composite language functions of American Sign Language (ASL). Focus will be placed on higher level communication in order to help students broaden and deepen interpersonal relationships with the deaf community and increase skill level using more sophisticated sign language skills. Skill development application will be reinforced through interactive activities in order to achieve a broader scope of understanding complex discourse. This course requires students to complete 15 contact hours with the deaf community. Code 3 course fee.  
Prerequisite(s): ASLN 103 with a minimum grade of C

Corequisite(s): ASLN 115, ASLN 125

ASLN 115 ASL Grammar and Syntax 3 cr.  
This course examines the grammar and syntax of American Sign Language (ASL). Students will develop skill application through modeling signed stories as well as translating stories from English to grammatically and syntactically correct American Sign Language. Components of American Sign Language such as transcription symbols, sentence types, classifiers, non-manual behaviors, pronominalization, locatives, pluralization, subjects and objects, verbs, and temporal and distributional aspects will be explored. Code 3 course fee.  
Prerequisite(s): ASLN 103 with a minimum grade of C

Corequisite(s): ASLN 112, ASLN 125

ASLN 121 Interpreting Theory 3 cr.  
This course examines the history of interpreting, interpreting in a variety of specialized settings, the interpreting process, attitudes, and the role of the interpreter. Ideological components, principles, and practices of interpreting for the Deaf community will be examined. Students will learn about national certification and educational licensure. Students are required to accrue 15 mandatory field observation hours observing sign language interpreters with five or more years of experience. Students in this course are required to submit a graduation portfolio which must include various topics in interpreting.  
Prerequisite(s): ASLN 104 with a minimum grade of C, ASLN 112 with a minimum grade of C, ASLN 115 with a minimum grade of C, ASLN 125 with a minimum grade of C

Corequisite(s): ASLN 105, ASLN 201

ASLN 125 Visual Gestural Communication 3 cr.  
The Visual Gestural Communication (VGC) course will focus on the non-language aspects of communication by developing skills in non-verbal communications through the use and understanding of facial expressions, gestures, pantomime, and body language. Students will create and perform stories and other projects using these elements. This course presents a series of activities designed to help students develop skills in communicating without words. These skills will direct students toward concepts in American Sign Language (ASL), communicating with minimal language persons, and creative performances. Code 3 course fee.  
Prerequisite(s): ASLN 103 with a minimum grade of C

Corequisite(s): ASLN 112, ASLN 115

ASLN 162 Translating from ASL into English 3 cr.  
This course will examine translation techniques in order for students to engage in message analysis, discourse mapping, intralingual and interlingual strategies. Students will learn strategies in order to comprehend the register of the speaker, speaker's goals, which components of prosody are used, and paraphrasing techniques. Students will explore strategies that will allow them to present accurate translations from the source language, American Sign Language (ASL), into the target language using grammatically correct and cogent English. Code 3 course fee.  
Prerequisite(s): ASLN 105 with a minimum grade of C, ASLN 121 with a minimum grade of C, ASLN 201 with a minimum grade of C

Corequisite(s): ASLN 165

ASLN 165 Translating from English to ASL 3 cr.  
This course will examine translation techniques in order for students to engage in message analysis, discourse mapping, intralingual and interlingual strategies. Students will learn strategies in order to comprehend the register of the speaker, speaker's goals, which components of prosody are used, and paraphrasing techniques. Students will explore strategies that will allow them to present accurate translations from the source language, English, into the target language using grammatically correct and cogent American Sign Language (ASL). Code 3 course fee.  
Prerequisite(s): ASLN 105 with a minimum grade of B, ASLN 121 with a minimum grade of B, ASLN 201 with a minimum grade of B

Corequisite(s): ASLN 162

ASLN 201 American Sign Language IV 3 cr.  
This course examines advanced American Sign Language (ASL) structure and vocabulary using discourse practices to express ideas and concepts. Students will analyze role shift variation, formal storytelling as well as grammatical functions within formal and informal conversational skills. Students will evaluate narrative skills from formal to informal styles. Students are required to accrue 15 contact hours within the Deaf Community. Code 3 course fee.  
Prerequisite(s): ASLN 104 with a minimum grade of C, ASLN 112 with a minimum grade of C, ASLN 115 with a minimum grade of C, ASLN 125 with a minimum grade of C

Corequisite(s): ASLN 105, ASLN 121

ASLN 225 Deaf-Blind Interpreting 3 cr.  
This course will examine the implications of hearing loss and visual impairment upon a deaf-blind student's learning process and language acquisition. Basic strategies of tactual and restricted field interpreting and adaptation in the delivery of linguistic and non-linguistic information will be explored. Collaborative models for interaction between the educational interpreter and additional resource personnel from outside agencies will be analyzed. Code 2 course fee.  
Prerequisite(s): Student must complete the following courses with a minimum grade of C: ASLN 162 and ASLN 165

Corequisite(s): ASLN 230, ASLN 235

ASLN 230 ASL-to-English Interpreting 3 cr.  
This course examines the theory and practice of processing a signed message into spoken English. Emphasis will be on application of appropriate vocabulary selection; use of syntactically correct English sentences, and appropriate voicing register. Various interpreting process models will be introduced and discussed. Consecutive and simultaneous interpreting will be examined. Code 2 course fee.  
Prerequisite(s): Student must complete the following courses with a minimum grade of C: ASLN 162 and ASLN 165.

Corequisite(s): ASLN 225, ASLN 235

ASLN 235 English-to-ASL Interpreting 3 cr.  
This course examines the theory and practice of processing a spoken English message into American Sign Language. Emphasis will be on application of appropriate vocabulary selection; use of syntactically correct sentences, and appropriate signing register. Various interpreting process models will be introduced and discussed. Consecutive and simultaneous interpreting will be examined. Code 2 course fee.  
Prerequisite(s): Student must complete the following courses with a minimum grade of C: ASLN 162 and ASLN 165.

Corequisite(s): ASLN 225, ASLN 230

ASLN 260 Interactive Interpreting 5 cr.  
This capstone course-provides the student the opportunity to apply previously acquired interpreting skills within a controlled environment. Students will interpret to various interactive interpreting scenarios in order to improve ASL-to-English and English-to-ASL interpreting skills. Students will engage in self analysis and peer analysis. This capstone course requires students to complete six interpreting hours on campus in order to graduate. Code 2 course fee.  
Prerequisite(s): Student must complete the following courses with a minimum grade of C: ASLN 225, ASLN 230, and ASLN 235.

Corequisite(s): ASLN 265

ASLN 265 Specialized Sign 1 cr.  
This course will introduce students to various specialized vocabulary in the medical, legal, and educational fields. Emphasis will be on application of appropriate vocabulary selection, use of syntactically correct sentences, and appropriate signing register. Code 3 course fee.  
Prerequisite(s): ASLN 225 with a minimum grade of B, ASLN 230 with a minimum grade of B, ASLN 235 with a minimum grade of B

Corequisite(s): ASLN 260

# ANTHROPOLOGY (ANTH)

ANTH 133 Introduction to Anthropology 3 cr.  
This course presents core concepts and principles 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.

ANTH 134 Cultural Anthropology 3 cr.  
This course provides an overview of cultures and how they are studied by the anthropologist. Topics examined are subsistence patterns, language and communication, culture and personality, gender and family patterns, economics and political organizations, religion and magic, the arts, and cultural change. Emphasis is placed upon evaluation of other cultures in terms of their respective values and norms.

ANTH 237 Indians of North America 3 cr.  
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 North American Indian groups, both pre-contact and today.

ANTH 239 Study Abroad Seminar-World of the Maya: Anthropology, Archaeology And Ecology 3 cr.  
This course focuses on the indigenous Maya people of Mexico and Central America, 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.

ANTH 240 Travel Seminar: World Cultures 3 cr. (2 + 0 + 3)  
This travel seminar provides an overview of a select culture and focuses on cultural universals including subsistence patterns, language and communication, culture and personality, gender and family patterns, economic and political organization, religion and magic, the arts, and cultural change. Emphasis is placed upon evaluation of the select culture in term of its respective contextual values and norms.



# ARABIC (ARBC)

ARBC 100 Elementary Arabic I 3 cr.  
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.

ARBC 102 Elementary Arabic II 3 cr.  
This course is the continuation of ARBC 100, the beginner's course in Modern Standard Arabic (MSA). It will further develop the students listening, speaking, reading and writing skills in the standard means of communication in the Arab world. It will also introduce them to grammar, conjugation, and the usage of vowels in word cases.  
Prerequisite(s): ARBC 100

ARBC 201 Intermediate Arabic I 3 cr.  
This course is a continuation of Elementary Arabic II. The course promotes language development in the areas of listening, speaking, reading, and writing, and emphasizes communicative skills through personalized, open-ended activities. In addition, the course further expands students' awareness of the cultures and dialects of the Arabic-speaking world. Oral presentations and short papers in Arabic will be assigned.  
Prerequisite(s): ARBC 102

ARBC 202 Intermediate Arabic II 3 cr.  
This course is a continuation of Intermediate Arabic I. The course further promotes language development in the areas of listening, speaking, reading, and writing, and reviews fundamental structures and how they progress into more complex grammatical structures and communicative skills. In addition, the course further develops students'awareness of the cultures and dialects of this Arabic-speaking world.  
Prerequisite(s): ARBC 201

# ARTS (ARTS)

ARTS 170 Ceramics I 3 cr. (2 + 2)  
This foundation studio course explores the methods and aesthetics of the ceramic arts. This course includes an examination of various clay construction techniques, surface decoration methods, glaze formulation, application, and the firing process. There is an emphasis on understanding and applying the aesthetics, processes, and function of the ceramics art form of pottery and sculpture. Code 5 course fee.

ARTS 181 Art From Prehistory to Middle Ages 3 cr.  
This course is a survey of the visual arts, focusing on the sculpture, painting and architecture from the Prehistoric through the Gothic periods. Students will explore the motivations, motifs, and vocabulary of art within its physical and socio-historical context. Emphasis will be placed on identification of works and their association with their time period, culture and subsequent characteristics. Code 3 course fee.

ARTS 182 Art From Renaissance to Modern World 3 cr.  
This course is a survey of the development of the visual arts from the Renaissance to the Modern period, this course will explore the physical, philosophical, political, and sociological means through which cultures define themselves in artworks. Emphasis will be on identifying characteristics inherent to works of art and how they relate to former and future work. Code 3 course fee.

ARTS 183 Basic Drawing 3 cr. (2 + 2)  
This course is designed to introduce students to the familiar medium of drawing with an emphasis on drawing from still life. Methods of handling charcoal, ink, and various drawing materials will be discussed and applied. A sequence of studio drawings and discussion are intended to expand awareness of the visual world and develop control of drawing media. Techniques will include perceptual drawing, gesture, value, contour, perspective, as well as various media like pencil, charcoal, ink, and collage. Code 3 course fee.

ARTS 184 Two-Dimensional Design 3 cr. (2 + 2)  
Two-Dimensional Design introduces the fundamental elements and the foundation principles of design, as they relate to drawing, painting, photography and computer graphics. Students apply the ideologies of visual organization through the use of shape, form, color, space, and texture. Comprehensive visual organization is obtained through studio practice utilizing various materials and techniques. Code 3 course fee.

ARTS 185 Figure Drawing 3 cr. (2 + 2)  
This course is designed to introduce students to the familiar medium of drawing and its application to the human form. A sequence of studio drawings, live models, and discussions are intended to expand awareness of the visual world and challenge established methods of communication. A disciplined drawing approach to anatomy will emphasize structure, physical irregularity, and the expressive quality of the body. By the end of the course, students will have a better grasp on communicating visually, expressing ideas and opinions and understanding visual choices made by others - and the role of the human body in these areas. Techniques will include perceptual drawing, gesture, value, contour, perspective, as well as various media like pencil, charcoal, ink and collage. Code 4 course fee.  
Prerequisite(s): ARTS 183

ARTS 186 Three-Dimensional Design 3 cr. (2 + 2)  
Three Dimensional Design introduces the fundamental elements of the third dimension and the principles of constructing a three dimensional structure, as they relate to sculpture, architecture and functionality. Students apply the ideologies of visual organization through the use of shape, form, color, space, and texture. This course also explores the area of non-objective and abstract sculpture, as well as the relationship between non-objective design and practical use. Comprehensive three dimensional design skills are obtained through studio practice utilizing various materials and techniques. Code 3 course fee.

ARTS 188 Travel Seminar: World Art 3 cr. (2 + 0 + 3)  
This travel seminar provides an overview of a select culture, with emphasis on art, architecture, and material culture of the region. Emphasis is placed upon evaluation of select culture in terms of its respective contextual values and norms.

ARTS 191 The Arts of the Islamic World 3 cr.  
The course will examine the background, origins, and evolution of Islamic art and architecture from the 7th century rise of Islam to the present. The course will investigate the fundamentals of Islam as a faith and Islam's relationship to the pre-Islamic past, as well as the theoretical problem of creating a new visual culture to serve a new religion and society. It will also provide a basic understanding of the major themes and important regional variations within the Islamic World, including the specialized Islamic Arts of India, Indonesia, North Africa and Turkey. Code 2 course fee.

ARTS 192 The Arts of Japan 3 cr.  
A survey of the history of Japanese art from Neolithic times to the present. Topics will include a wide range of art, craft, and architecture including Buddhist art and its ritual context, the aristocratic arts of the courts, monochromatic Zen ink paintings, the prints and paintings of the Floating World, and contemporary artists and designers. The class will focus on the unique development of Japanese art, its contributions to Western Art, and its significant influence upon modern world culture. Code 2 course fee.

ARTS 205 Modern Art 3 cr.  
This course is a survey of art from the emergence 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 social, political, and historical context from which the work has materialized. It is recommended that students enrolling in this course have taken ARTS 181 or ARTS 182. Code 3 course fee.  
Prerequisite(s): ENGL 151

ARTS 206 American Art 3 cr.  
American Art reflects the broad cultural and historical spectrum and great ethnic diversity that has contributed to the formation of America. This course will thematically and chronologically examine the origins and evolution of art and architecture of America from pre-conquest to the present focusing on the diversity of style, subject matter, regional characteristics and influences, and methods and mediums of artistic creation. Code 2 course fee.  
Prerequisite(s): ENGL 151

ARTS 270 Ceramics II 3 cr. (2 + 2)

Ceramics II is designed to provide advanced study into the methods and aesthetics of the ceramic arts. This course includes an examination of more advanced clay construction techniques, surface decoration methods, glaze formulation, application, and firing processes. The emphasis of this course focuses on applying progressive skill to the aesthetics, processes, and the function of the ceramics art form in pottery and sculpture. Additional laboratory time required outside of class hours. Code 5 course fee.

Prerequisite(s): ARTS 170 or portfolio equivalent

ARTS 271 Ceramics III 3 cr. (2 + 2)

Ceramics III emphasizes techniques and aesthetics of the ceramic arts. This course highlights complex and innovative clay construction. Students are encouraged to develop and focus their acquired skills, while applying critical analysis and progressive thought into the aesthetics, processes, and function of the ceramics art form. There is an emphasis on technical accomplishment and developing a consistent and broad personal expression. Additional laboratory time required outside of class hours. Code 5 course fee.

Prerequisite(s): ARTS 170 or ARTS 270

ARTS 272 Ceramics IV 3 cr. (2 + 2)

Ceramics IV focuses on the independent study of advanced techniques and aesthetics of the ceramic arts. This course stresses more complex and innovative clay construction, while applying critical analysis and creative problem solving. Proficiency and technical accomplishment is emphasized, along with developing consistent and distinctive individual expression for portfolio quality work. Code 5 course fee.

Prerequisite(s): ARTS 271

ARTS 284 Art Seminar in Japan I 3 cr. (2 + 2)

This travel seminar to Japan focuses on Japanese arts and culture, particularly traditional handicrafts in the Kumamoto Prefecture of Japan. Students will visit artists' studios, ceramic kilns, art museums, temples, shrines, and historic gardens and sites in Tokyo, Kyoto, Shugraki, Nagasaki, and especially in Kumanoto on the island of Kyushu. Students will engage in workshops in several disciplines: Yaki (ceramics), Shodo (calligraphy), Chanoyu (tea ceremony), Ikebana (flower arranging), and Kataezome (textile and indigo dye process).

ARTS 286 Painting I 3 cr. (1 + 4)

The student will explore representational and nonrepresentational concepts, still life and invented forms. There will be attention directed to the concepts and stylistic innovations of contemporary painting. Students will develop sensitivity to color choice based on theory, explore traditional techniques, and build compositions on a strong design foundation. Formal and informal critiques will be frequent, to introduce vocabulary, and a shared understanding of the studio experience. Code 3 course fee.

ARTS 287 Painting II 3 cr. (1 + 4)

In this course the student will study and practice additional techniques of acrylic painting and explore the impact of concept on visual forms. There will be attention directed to the development of personal stylistic innovation and the creation of visual consistency. Students will develop sensitivity to color choice based on theory, explore traditional techniques and methods, and build compositions on a strong design foundation. Formal and informal critiques will be frequent, to introduce vocabulary, and a shared understanding of the studio experience. 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, readings or audio will further broaden the students' experience. Code 3 course fee.

Prerequisite(s): ARTS 286

ARTS 296 Painting III 3 cr. (1 + 4)

This is an advanced painting course, which allows the student to develop a personal artistic style and more sophisticated, portfolio quality work. Several large-scale painting assignments, change-of-format projects, one monumental themed semester-long master painting, and weekly exercises will encourage students to draw on everyday observations to inspire their work, as well as develop quality images over time. There will be attention directed to the development of personal stylistic innovation and the creation of visual consistency. Formal and informal critiques will be frequent, to introduce vocabulary, and a shared understanding of the studio experience. Code 3 course fee.

Prerequisite(s): ARTS 287

ARTS 297 Painting IV 3 cr. (1 + 4)

This is an advanced painting course, which allows the student to develop a personal artistic style and more sophisticated, portfolio quality work. Painting and studio practice will be emphasized, to develop understanding of independent studio work. Students will develop an artist's statement and propose a course of study for the semester, articulating a plan for research and development of a self-directed and a complete body of work for exhibition at the end of the semester. There will be attention directed to the development of personal stylistic innovation and the creation of visual consistency. Formal and informal critiques will be frequent, to introduce vocabulary, and a shared understanding of the studio experience. Code 3 course fee.

Prerequisite(s): ARTS 296

## BIOLOGY (BIOL)

BIOL 101 The Pine Barrens 3 cr.

An investigation into the ecological aspects of the natural history of the New Jersey Pine Barrens. The course will explore the geography, plants and animals of New Jersey's most famous wilderness. Students must provide their own transportation for required monthly field trips to the Pine Barrens. Code 4 course fee.

BIOL 114 Principles of Biological Science 4 cr. (3 + 2)

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. It is recommended that this course not be taken concurrently with or after a science course with a higher course number. Code 5 course fee.

BIOL 119 Science and the Human Body 4 cr. (3 + 2)

A one semester laboratory course for non-science majors or prospective health science students focuses 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. Code 5 course fee.

BIOL 130 Human Anatomy and Physiology I 4 cr. (3 + 2)

This course studies terminology associated with the study of human anatomy and physiology, homeostatis, feedback mechanisms; the chemical, cellular, and tissue level of organization as well as the integumentary, skeletal, muscular, and nervous systems. Dissection and laboratory instrumentation reinforce all lecture material. It is highly recommended that students enrolling in this course have taken (a) high school biology or BIOL 114 or BIOL 119 and (b) high school chemistry or CHEM 180. Code 5 course fee.

BIOL 131 Human Anatomy & Physiology II 4 cr. (3 + 2)

This course studies the endocrine, cardiovascular, immune respiratory, digestive, and urinary systems; fluid and electrolyte balance; and reproduction. Dissection and instrumentation reinforce all lecture materials. Code 5 course fee.

Prerequisite(s): BIOL 130 with a grade of C or better.

BIOL 161 General Biology I 4 cr. (3 + 2)

Major concepts discussed include cell structure, bio-chemical reactions, energy relationships, evolution and the dynamics of plant functions. It is highly recommended that students enrolling in this course have taken high school biology and high school chemistry or BIOL 114 and high school chemistry. Code 5 course fee.

BIOL 162 General Biology II 4 cr. (3 + 2)

This course is a continuation of BIOL 161, with emphasis on animal diversity, reproduction, development, physiology of various systems, ecology, and evolution/histories. Code 5 course fee.

Prerequisite(s): BIOL 161

BIOL 163 Introductory Botany 4 cr. (3 + 2)

Presents beginning botany students with an application 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 courses. Code 2 course fee.

BIOL 232 Microbiology 4 cr. (3 + 2)

A course concerned primarily with microorganisms as they pertain to human welfare. Laboratory activities relate to isolation, culture, identification and control of microorganisms. Code 5 course fee.

Prerequisite(s): BIOL 131 or BIOL 162

BIOL 261 Ecology 4 cr. (3 + 2)

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. Students will ber required to travel to offsite laboratory locations. Code 3 course fee.

Prerequisite(s): BIOL 161

BIOL 264 General Microbiology 4 cr. (3 + 3 + 0)

This course is a study of the various groups of microorganisms, their morphology, physiology, biochemistry, genetics, and importance to all 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. Students are required to attend both lecture and lab during the same semester. Code 5 course fee.

Prerequisite(s): BIOL 161 and BIOL 162 or BIOL 161 and CHEM 181

BIOL 265 Marine Biology 4 cr. (3 + 2)

A field and laboratory approach to the understanding of the complexity of marine organisms; including the study of ecological principles that act to structure marine associations. Emphasis on local coastal and estuarine communities. Code 5 course fee.

Prerequisite(s): BIOL 161

## BUSINESS (BUSN)

**BUSN 115 Introduction to Supply Chain Mgmt** 3 cr.  
This course provides an understanding of fundamental concepts of supply chain management and the impacts on business and the economy. All functional areas of supply chain management are explored in an integrated view of procurement, inventory and warehousing, demand planning, scheduling, network design, collaboration, and performance measurement.

**BUSN 126 Word Processing** 1 cr.  
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. Pre-requisite: Basic keyboarding skills. Code 1 course fee.

**BUSN 131 Introduction to Business Administration** 3 cr.  
This course is 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.

**BUSN 133 Microcomputer Keyboard** 1 cr.  
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 cr.  
This course is a comprehensive study of the functions and institutions involved in the flow of goods and services from production to consumption. Topics include the marketing environment and process, consumer behavior, distribution, industrial users, retailing innovations, wholesaling practices, product planning, packaging, selling, advertising, sales promotion and pricing.

**BUSN 151 Introduction to Human Resource Management** 3 cr.  
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 157 Introduction to Financial Software** 1 cr. (1 + 1)  
This course provides students with a basic economic understanding of stocks, bonds, and foreign currencies. Students are exposed to basic trading concepts and utilization of financial software.

**BUSN 170 Small Business Management** 3 cr.  
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.

**BUSN 210 Business Communications** 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): ENGL 151

**BUSN 220 Career Management and Professional Behavior** 3 cr.  
This course is designed to foster workplace readiness through the development of effective skills in communication, leadership and interpersonal relations. The importance of understanding and using self-directed skills to manage the transition from the college environment to the workplace is emphasized. Students will focus on developing the competitive skills and abilities necessary to compete in the contemporary job market. Code 1 course fee.

**BUSN 251 Business Law I** 3 cr.  
This course focuses on the study of law as it applies to businesses and consumers including the structure of the legal system, torts, contract law, and property.

**BUSN 252 Business Law II** 3 cr.  
This course is the study of law related to: employment agency, partnership, corporation, sale of goods, and commercial paper.  
Prerequisite(s): BUSN 251

**BUSN 267 Real Estate Law** 3 cr.  
This course focuses on the study of the law of real property, laws governing title and title transfer, the concept of mortgages, and the obligations of those who participate in and assist with the transfer of real property.  
Prerequisite(s): BUSN 251 or LAAW 101 or NJ Real Estate Sales License

**BUSN 270 Principles of Advertising** 3 cr.  
This course is 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.  
Prerequisite(s): BUSN 134 or permission of instructor

**BUSN 271 Principles of Management** 3 cr.  
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.

**BUSN 272 Principles of Investments** 3 cr.  
The focus of this course is business and personal investments, the theory and operation of the stock market, and their investments and timing with respect to the business cycle. There will be actual analysis of certain stocks, bonds, and derivatives.

**BUSN 275 Principles of Finance** 3 cr.  
This course focuses on the principles of finance by integrating concepts of economics and accounting and by linking economic theory to the numbers of accounting. The course also emphasizes the importance of assessing financial performance to a firm's production, sales, research, marketing, management, and long-run strategic planning.  
Prerequisite(s): ACCT 162 or permission of instructor

## CHEMISTRY (CHEM)

**CHEM 180 Introductory Chemistry** 4 cr. (3 + 2)  
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 para-medical training programs or those wishing to prepare for college chemistry. The following are covered in this course: measurement, elements and compounds, properties of matter, atomic theory, nomenclature, quantitative analysis, chemical equations, calculations in chemistry, modern theory and the periodic table, chemical bonds, gaseous states of matter, matter and energy, atomic structure, periodic law, equation-writing, stoichiometrics, pneumatics, solutions, acids, bases, salts, and oxidation-reduction. It is highly recommended that students enrolling in this course have taken high school algebra or MATH 011. Code 3 course fee.

**CHEM 181 General Chemistry I** 4 cr. (3 + 2)  
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. It is highly recommended that students who enroll in this course have completed high school Chemistry (or CHEM 180) and high school Algebra II. Code 5 course fee.  
Prerequisite(s): MATH 012, MATH 023, or math placement requiring no remediation.

**CHEM 182 General Chemistry II** 4 cr. (3 + 2)  
This course is intended for science majors and 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. Code 5 course fee.  
Prerequisite(s): CHEM 181

**CHEM 283 Organic Chemistry I** 4 cr. (3 + 3)  
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. Code 5 course fee.  
Prerequisite(s): CHEM 182

**CHEM 284 Organic Chemistry II** 4 cr. (3 + 3)  
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. Code 5 course fee.  
Prerequisite(s): CHEM 283

# CHINESE (CHIN)

CHIN 100 Elementary Chinese I 3 cr.  
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.

CHIN 102 Elementary Chinese II 3 cr.  
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).  
Prerequisite(s): CHIN 100

CHIN 201 Intermediate Chinese I 3 cr.  
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 Pinyin system.  
Prerequisite(s): CHIN 102

CHIN 202 Intermediate Chinese II 3 cr.  
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, CHIN 102 and CHIN 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.  
Prerequisite(s): CHIN 201

# CIVIL ENGINEERING TECHNOLOGY (CVET)

CVET 123 Surveying I 3 cr. (2 + 3)  
Elementary surveying including measurements, leveling, transit surveys and computations. Practical field problems stressing use of tape, compass, transit and level. Code 2 course fee.  
Prerequisite(s): MATH 168 or higher

CVET 151 Applied Mechanics 3 cr.  
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(s): MATH 012 or algebra placement of no remediation.

CVET 161 Construction Methods and Materials 3 cr.  
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.



# COMMUNICATION (COMM)

COMM 110 Introduction to Communications 3 cr.  
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 3 course fee.

COMM 151 Media Writing I 3 cr.  
Media Writing I is designed to teach students the basics of news style writing: 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. This course will instill a high regard for accuracy, adequacy and fairness. Code 3 course fee.

COMM 152 Media Writing II 3 cr.  
Media Writing II is designed to give the student experience in covering specialized areas of reporting. This 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. Code 3 course fee.  
Prerequisite(s): COMM 151

COMM 154 Fundamentals of Public Speaking 3 cr.  
This course introduces students to basic communication theory and public speech performance skills. Emphasis is on researching, organizing, outlining, evaluating, and delivering informative, demonstrative, and persuasive speeches. Code 3 course fee.  
Prerequisite(s): ENGL 095 with a grade of C or higher, or English placement requiring no remediation.

COMM 172 Communication Law 3 cr.  
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 cr.  
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 cr.  
In this course, students study in the influence culture has on perception, values, identity, and world view. Students gain an understanding of the communication challenges in cross-cultural encounters and acquire effective knowledge for enhancing intercultural communication competence, for contexts including travel, business, education, and health care. This course satisfies the Liberal Arts Diversity Requirement.  
Prerequisite(s): ENGL 151

COMM 272 Public Relations and Publicity 3 cr.  
This course is a study of contemporary 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(s): ENGL 151

COMM 281 Mass Communications 3 cr.  
This course focuses on the history and development of various media in the United States including theories relating to press freedom and considering current criticism and challenges facing various branches of mass media.

COMM 290 Communications Internship I 3 cr. (0 + 0 + 9)  
This course offers students the opportunity to apply academic knowledge gained from the classroom to a communications work environment. The 135 semester hour internship will be directly related to students' career goals in their areas of study. By completing an internship, student will be involved in emerging workplace trends and enhance their employability. Students wishing to transfer their internship credits to a four-year baccalaureate program should consult the college or university to which they wish to transfer. Prerequisite: Applicants must comply with the Ocean County College Internship Guidelines and complete an Internship Application. Applicants must also have an overall GPA of 2.5.

COMM 291 Communications Internship II 3 cr. (0 + 0 + 9)  
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. The 135-hour internship will be directly related to students' career goals in their area of study. By completing an internship, students will be involved in emerging workplace trends and enhance their employability. Students wishing to transfer their internship credits to a four-year baccalaureate program should consult the college or university to which they wish to transfer. Applicants must comply with the Ocean County College Internship Guidelines and complete an Internship Application (see attachments). Applicants must also have an overall GPA of 2.5.  
Prerequisite(s): COMM 290

# COMPUTER SCIENCE/ INFORMATION TECHNOLOGY (CSIT)

CSIT 110 Introduction to Computers and Computer Applications 3 cr.  
The course familiarizes students with the interaction of computer hardware, software, and ethics. Students will gain a fundamental understanding of personal computers and computer networking. Microsoft Windows and the Internet, an introduction to Microsoft Office, computer security, ethical and safe uses of technology, safety, and popular word processing, spreadsheet, and database tools. Emphasis in this course is on developing practical applications for personal productivity and safety. The course assumes no prior computing experience. Code 3 course fee.

CSIT 115 Introduction to Computer Game Development 3 cr.  
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. Open lab time required. Code 3 course fee.

CSIT 123 Integrated Office Software 3 cr.  
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. Students will use the MS Office Suite on a personal computers in a Windows environment. Working knowledge of Microsoft Windows is suggested. Open lab time work is required. Code 3 course fee.

CSIT 126 Intermediate Spreadsheets and Database 3 cr.  
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) to solve contemporary non-discipline specific information processing problems. Open lab time required. Code 3 course fee.  
Prerequisite(s): CSIT 123

CSIT 131 Multimedia for the Web 3 cr.  
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 (PowerPoint). Discussion of vector versus raster graphic will be stressed. File types 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. Prerequisite: Student must have a working knowledge of Windows, Web Design, and Microsoft Office software. Code 3 course fee.

CSIT 133 Web Development Fundamentals 3 cr.  
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 standard. Other topics include Cascading Style Sheets (CSS) [external and embedded Style]; CSS1 and CSS2; design elements and applications that enhance web pages; and saving and editing files on a remote server. Students will complete hands on projects as part of the requirements for the course. Open lab time required. Prerequisite: Working knowledge of Microsoft Windows. Code 3 course fee.  
Prerequisite(s): CSIT 131

CSIT 144 Introduction to Operating System Using Unix 3 cr.  
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 administration. Students will have access to Mac computers and a UNIX server. Open lab time is required. Prior programming experience suggested. Code 3 course fee.

CSIT 154 After Effects 3 cr.  
This course examines principles, tools, and techniques utilized in the design of motion graphics. Discussions focus on creating animated shapes, imagery, video, story boards and text, all of which form the basis of motion graphics projects. Emphasis is also placed on creating dynamic and visually interesting moving pieces, including, but not limited to, logo animations, kinetic typography, and title sequences, through the use of Adobe After Effects. Students will develop finished, rendered works capable of delivery on CD, DVD, Broadcast, and the World Wide Web. Knowledge of Adobe Photoshop will be beneficial to a student enrolling in this course. Code 2 course fee.  
Prerequisite(s): CSIT 131 or instructor permission

CSIT 160 Introduction to Visual BASIC 3 cr.  
An introduction to structured procedural and object oriented/event driven programming using Visual Basic. Students will use a current integrated development environment to build applications for Microsoft Windows personal computers and mobile devices. Working knowledge of Microsoft Windows required. Open lab time is required. Code 3 course fee.

CSIT 163 Introduction to C++ 4 cr.  
This course introduces the student to the fundamental techniques used in the development of software applications. The course teaches basic programming concepts and principles using C/C++. Students will learn good programming practices in an integrated and interactive software development environment. The topics covered include classes, objects, algorithms, data types, control structures, one-dimensional arrays, attributes, and methods. Working knowledge of windows required. Open lab time required. Code 3 course fee.  
Prerequisite(s): MATH 023 (minimum grade C) or placement requiring no remediation, ENGL 095 (minimum grade C) or placement requiring no remediation

CSIT 165 Programming I 4 cr.

This course introduces the student to the fundamental techniques used in the development of software applications. The course teaches object-oriented programming concepts and principles using Java employing an interactive visual system interface. Students will learn good object-oriented practices through the development of graphic programs and simulations using sound object-oriented practices in an integrated and interactive software development environment. The topics covered include classes, objects, object interaction, algorithms, data types, control structures, one-dimensional arrays, attributes, methods, and messages. Working knowledge of windows required. Open lab time required. Code 3 course fee.

Prerequisite(s): MATH 012 or MATH 023 (minimum grade C) or placement requiring no remediation, ENGL 095 placement requiring no remediation

CSIT 166 Programming II 4 cr.

This course continues the study of software development using the Java programming language. The course extends the development and growth of object-oriented paradigms through discussions of patterns, use of Unified Modeling Language (UML), and case studies. Students shall develop proficiency in debugging and test-driven development. Additional topics include files, arrays, collections, enumeration, recursion, sorting and searching. Open lab time required. Code 3 course fee.

Prerequisite(s): CSIT 165

CSIT 168 Introduction to Python Programming 2 cr.

This course introduces the student to the fundamental techniques used in the development of software applications. The course teaches students with prior programming experience how to apply basic programming concepts and principles using Python. Students will learn the Python programming language in an integrated and interactive software development environment. The topics covered include classes, objects, algorithms, data types, control structures, arrays, attributes, and methods. Working knowledge of Windows required. Open lab time required. Code 3 course fee.

Prerequisite(s): CSIT 166 with grade of C or higher

CSIT 173 Game Programming With Open GL 3 cr.

This course is a required course in the A.S. Computer Game Development and Design Option, and an elective in the Computer Science A.A.S. Degree. This course will build on the topics learned in a prior object oriented programming language course to provide 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 their diversity in the programming sector and enhancing their opportunities within the field of programming. Open lab time required. Code 3 course fee.

Prerequisite(s): CSIT 165

CSIT 176 Computer Organization & Architecture 3 cr.

This course examines the structure and functions of the components comprising a contemporary computer system. The student will learn the fundamental elements in a computer system including the processor, memory, and interfaces to external components and systems. Additional topics include digital circuits, Boolean algebra, addressing modes, input/output and arithmetic. The course will use an assembly language to strengthen and reinforce the concepts. Open lab required. Code 3 course fee.

Prerequisite(s): CSIT 165

CSIT 184 Networking Essentials 3 cr.

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. Prerequisite: Familiarity with MS Dos or permission of instructor. Code 3 course fee.

CSIT 185 Networking I 3 cr.

This course will provide students with an introduction to fundamental networking concepts. It will place emphasis on concepts such as: networking applications, data delivery and routing, network architecture, layering, and protocols. This course will address the basic principles of wireless networking and network security. Students will gain a greater understanding of increasingly prevalent network technology in the modern world and will learn concepts behind changing network environments. Whenever applicable, concepts will be explained through the use of hands-on exercises that reinforce lecture material. Code 3 course fee.

Prerequisite(s): CSIT 165

CSIT 186 Networking II 3 cr.

This course continues the exploration of the fundamental concepts of computer networks. Topics to be covered include the Network Layer, Linked Layer, Local Area Network, Network Management, Wireless and Mobile Networks, and Multimedia Networking. Network Security will be introduced. Lab activities will provide students with practical experiences in computer networking. It will be centered on implementation, configuration and troubleshooting of a LAN. Open lab time required. Code 3 course fee.

Prerequisite(s): CSIT 185

CSIT 200 Information Security Fundamentals 3 cr.

This course equips students with fundamental concepts and principles in the area of information security. The course introduces the relationships between and concepts involved in information assets, confidentiality, data integrity and availability, security threats, and information damage. This course analyzes access control, security mechanism, cryptography, vulnerability, and risk management. Key security areas (computer security and network security) will be addressed as integral parts of the complete cyber security umbrella. Code 3 course fee.

Prerequisite(s): CSIT 165, CSIT 184 or CSIT 185

CSIT 212 Systems Analysis 3 cr.

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. Code 3 course fee.

Prerequisite(s): CSIT 165

CSIT 213 Database Management 3 cr.

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. Code 3 course fee.

Prerequisite(s): CSIT 165

CSIT 231 Dynamic Flash & Scripting Programming Elements for Web Pages 3 cr.

This course provides an overview of the construction of dynamic and interactive web pages with a concentration on client side, object-oriented core technologies, and server side scripting languages. The course will cover how dynamic content can be provided with plug-in technologies and scripting languages. The course improves the skills of current and aspiring website authors and Internet/Intranet developers. Open lab time required. Code 3 course fee.

Prerequisite(s): CSIT 160 or CSIT 165 and CSIT 133

CSIT 265 Data Structures and Analysis 4 cr.

This course examines the representation, implementation and application of data structures and their use in programs developed using the object-oriented paradigm. The data structures include lists, stacks, queues, dequeues, vectors, trees and graphs. Additional topics include array and linked list implementation, recursion, binary search tree, sequences and dictionaries. Algorithms are developed to operate upon these structures. All assignments will be programmed in a modern object oriented programming language. Open lab time required. Code 3 course fee.

Prerequisite(s): CSIT 166

CSIT 275 Data Management Analytics 3 cr.

This course instructs students in reviewing the data challenges businesses confront and how data management and analytics are used to help make sound management decisions and provide informative insights. Two major concepts will be discussed: data integration and data management. Additional concepts such as data modeling, probability, linear regression, and statistical data analysis help students learn how different analytic methods are used to address critical data issues facing an organization and how best to apply those methods. Students learn how to conduct in-depth strategic analytic analysis of business problems and communicate those results to all levels of an organization.

Prerequisite(s): NULL

Corequisite(s): CSIT 213

CSIT 277 Introduction to Cloud Computing 4 cr.

This course provides students with an overview of the field of Cloud Computing, its enabling technologies, main building blocks, and hands-on experience through projects utilizing popular public cloud infrastructures. Cloud Computing is the delivery of computing as a service over a network, whereby distributed resources are rented, rather than owned, by an end user as a utility. The course will introduce this domain and cover the topics of cloud infrastructures, virtualization, software defined networks and storage, cloud storage, and programming models. In addition, this course will introduce the motivating factors, benefits, and challenges of the cloud, as well as service models, service level agreements (SLAs), security, example cloud service providers, and use cases.

Prerequisite(s): CSIT 185

# CRIMINAL JUSTICE (CRIM)

**CRIM 150 The Criminal Justice System 3 cr.**  
This course is an introduction to the philosophy of justice, identification of the various subsystems, and significance of their interrelationships. It examines the past, present, and future expectations of the criminal justice system to include law enforcement, the courts, and corrections. This course further explores the responsibilities of each profession comprising the distinct components of the criminal justice system with particular emphasis on ethics and professionalism.

**CRIM 151 Police Organization and Administration 3 cr.**  
This course examines the managerial framework, authority structures and major functions of police organizations. General principles of administration and modern management techniques will be explored. Other areas of concentration include leadership, communications, planning and decision making, discipline, and legal aspects of police administration.

**CRIM 152 Introduction to Law Enforcement 3 cr.**  
The evolution of modern policing is traced from England through contemporary American society. All aspects of policing are examined from law enforcement, order maintenance, and various police services. Internal police functions from patrol to criminal investigations are evaluated. Current police practices, policies, and enforcement strategies are explored with the emphasis on the role of the police officer in society.

**CRIM 155 Introduction to Corrections 3 cr.**  
The primary focus of this course addresses the major segments of the corrections component of the criminal justice system, along with the theory and practice of corrections institutions. Historical perspectives of corrections are examined with emphasis on prisons and jails, along with analysis of probation, parole, institutional corrections, and community based corrections programs. Corrections philosophy, theory, and practice are explored with particular emphasis on constitutional rights of those convicted. Further, prisoner rights, victimization, and the death penalty will be studied.

**CRIM 236 Criminology 3 cr.**  
This course is 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 biological, psychological, and sociological factors in crime and the basic ideas of American criminology.  
Prerequisite(s): SOCI 181

**CRIM 237 Juvenile Justice 3 cr.**  
The Juvenile Justice system is examined through analysis of the philosophy, structure and procedures associated with the juvenile justice system. Particular concentration is focused on the processing, control, and care of juvenile offenders along with alternatives for juvenile corrections. Causes of delinquency, police interaction, and victimization are also explored.

**CRIM 254 Constitutional Law and Rules of Evidence 3 cr.**  
This course is an analysis of the historical development of the constitutional relationship between the individual, the states, and the Federal government and of 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 Procedures 3 cr.**  
This course is a comprehensive analysis of the New Jersey criminal statutes as to the classification, elements of proof, intent, conspiracy, responsibility, parties and defense. The second half of the course deals with 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.

**CRIM 280 Criminal Investigation 4 cr. (3 + 2)**  
The nature of criminal investigation is explored as a timeless and dynamic field of scientific study. It examines all aspects and fundamentals of criminal investigation. A major focus of this course is on the responsibility of conducting investigations within the framework of the Constitution. Students must apply knowledge learned in lectures to "crime scene" labs. This course serves as the capstone for the A.S. in Criminal Justice if CRIM-281: Criminal Investigation Theory is not offered.  
Code 1 course fee.

**CRIM 281 Criminal Investigation Theory 3 cr.**  
The nature of criminal investigation is explored as a timeless and dynamic field of scientific study. It examines all aspects and fundamentals of criminal investigation. A major focus of this course is on the responsibility of conducting investigations within the framework of the Constitution. Students must apply knowledge learned in lectures to "crime scene" labs. This course serves as the capstone for the A.S. in Criminal Justice if CRIM-280: Criminal Investigation is not offered.

# DANCE (DANC)

**DANC 120 Modern Dance I 2 cr. (1 + 2)**  
This course is for the student at the beginner level and is designed to develop their technical skills in foundational modern dance technique. Specific attention is given to maintaining anatomical alignment while moving the spine, legs, and arms with a focus on injury prevention through all movement practices. Students will participate in floor combinations and exercises, movement phrases across the floor, structured improvisations, and exploration of time, space, and force. Code 3 course fee.

**DANC 121 Modern Dance II 2 cr. (1 + 2)**  
This course is an intermediate level modern dance technique class and a continuation of Modern Dance I. Additional intricate dance skills will be developed through the practice of more advanced spinal movements, creative exploration of movement previously learned, and development of abdominal strength. Emphasis is on technical development and creative expression. Improvisation exercises will lead to the creation and structuring of dance phrases. Students will have opportunities to publicly perform. Code 3 course fee.  
Prerequisite(s): DANC 120

**DANC 130 Ballet I 2 cr. (1 + 2)**  
This course is for the student at the beginning level and concentrates on developing the technical skills needed for classical ballet. The course places emphasis on maintaining body alignment and form during barre and center exercises, as well as developing proper strength and flexibility for injury prevention. The class includes the performance of basic sequences, including simple adagio, port de bra, simple allegro, body positions, spatial directions, and classical ballet terminology. Code 3 course fee.

**DANC 131 Ballet II 2 cr. (1 + 2)**  
This course is an intermediate level ballet technique class and is a continuation of Ballet I. Students' strength, flexibility, and endurance will be increased through more intensive barre work and center floor sequences. There is a continued emphasis on pirouettes, petit and grande allegro, and adagio, along with the further development of knowledge in classical ballet technique and including the use of more transitional steps in longer enchainment. Students will have opportunities to publicly perform. Code 3 course fee.  
Prerequisite(s): DANC 130

**DANC 145 Dance Appreciation 3 cr.**  
This course is an introductory study of dance as an art form. It surveys the development of dance from primitive and ancient times to 20th and 21st century dance theatre. Students will recognize the impact of culture, religion and politics on diverse dance forms. Through selected readings and viewings of filmed and/or live dance, students will develop heightened perceptions and understanding of dance. The course examines dance as a vital art form through study of its history, aesthetic elements, and communicative power. Code 1 course fee.

**DANC 150 Jazz Dance 2 cr. (1 + 2)**  
This course focuses on the fundamentals of jazz dance including vernacular, theatre dance, and contemporary styles. Students will develop skills in standard jazz movement-extensions, isolations, and contractions, and perform jazz dance routines in class. An emphasis will be placed on rhythmic movement patterns, kinetic elements, alignment for safe movement practices, and performance skills. Code 3 course fee.

**DANC 160 Modern Dance I 3 cr. (2 + 2)**  
In this course, students will study and perform the fundamental concepts of modern dance technique including anatomical principles underlying proper technique, technical principles, and basic modern dance combinations. Students will also begin to develop creativity and personal movement style through structured improvisation and exploration of time, space, and force. The history of modern dance and its major techniques will also be covered. Code 3 course fee.

**DANC 161 Modern Dance II 3 cr. (2 + 2)**  
This course is an intermediate level modern dance technique class. Dance skills will be developed through more intricate dance combinations, increased use of balance, strength and flexibility, and refinement of stage performance skills. Emphasis is on technical development and creative expression. Improvisation exercises will lead to the creation and structuring of dance phrases. Injury prevention methods, major modern dance styles, and recent trends in modern dance will be examined. Students will explore their own movement style, learn and rehearse technical choreography, and have opportunities to publicly perform. Code 3 course fee.  
Prerequisite(s): DANC 160

**DANC 170 Ballet I 3 cr. (2 + 2)**  
Beginning techniques of ballet demonstrated and practiced with emphasis placed on body alignment, form and discipline. Ballet barre exercises and performance of basic sequences, including sample adagio and allegro movements, will improve the students' strength, flexibility and coordination. The history of ballet will also be covered. Code 3 course fee.

**DANC 171 Ballet II 3 cr. (2 + 2)**  
This course is an intermediate level ballet technique class. Application of the principles learned in DANC 170 will be used to expand and amplify previous skills. Student's strength, flexibility and endurance will be increased through more intensive barre work and center floor sequences. The course will also emphasize personal expression through movement and develop student proficiency in performing adagio and allegro sequences. Code 3 course fee.  
Prerequisite(s): DANC 170

**DANC 180 Jazz Dance 3 cr. (2 + 2)**  
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 3 course fee.

**DANC 191 Dance Theatre Workshop I 1 cr. (0 + 0 + 3)**  
Dance Theatre Workshop is a learning-by-doing process. Practical experience is gained by participating in Ocean County College dance concerts or musicals. Students develop skills in their area of interest such as budgeting, ticketing, programming, costuming, lighting, sound, performing and/or presenting choreography. This exposes students to various career paths in the field of dance. Code 1 course fee.

DANC 241 Dance Repertory I 2 cr. (1 + 2)  
This course will provide the serious dance student with the opportunity to work at a more advanced level of the rehearsal and performance process. Students will study choreography by faculty or guest artist resulting in a formal performance at the end of the semester. Additional public performances in the community may be scheduled throughout the course. Weekly rehearsals with dance faculty and/or guest artists as well as full participation in performances are required. Students are responsible for providing appropriate dance attire for rehearsals. Code 1 course fee.  
Prerequisite(s): Audition and DANC 160 and/or DANC 170 or permission of instructor.

DANC 242 Dance Repertory II 2 cr. (1 + 2)  
This course will provide the serious dance student with the opportunity to work at a more advanced level of the rehearsal and performance process. Students will study choreography by faculty or guest artist resulting in a formal performance at the end of the semester. Additional public performances in the community may be scheduled throughout the course. Weekly rehearsals with dance faculty and/or guest artists as well as full participation in performances are required. Students are responsible for providing appropriate dance attire for rehearsals. Code 1 course fee.  
Prerequisite(s): Audition and DANC 241

DANC 243 Dance Repertory III 2 cr. (1 + 2)  
This course will provide the serious dance student with the opportunity to work at a more advanced level of the rehearsal and performance process. Students will study choreography by faculty or guest artist resulting in a formal performance at the end of the semester. Additional public performances in the community may be scheduled throughout the course. Weekly rehearsals with dance faculty and/or guest artists as well as full participation in performances are required. Students are responsible for providing appropriate dance attire for rehearsals. Code 1 course fee.  
Prerequisite(s): Audition and DANC 242

DANC 244 Dance Repertory IV 2 cr. (1 + 2)  
This course will provide the serious dance student with the opportunity to work at a more advanced level of the rehearsal and performance process. Students will study choreography by faculty or guest artist resulting in a formal performance at the end of the semester. Additional public performances in the community may be scheduled throughout the course. Weekly rehearsals with dance faculty and/or guest artists as well as full participation in performances are required. Students are responsible for providing appropriate dance attire for rehearsals. Code 1 course fee.  
Prerequisite(s): Audition and DANC 243

DANC 270 Ballet III 3 cr. (2 + 2)  
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 an advanced level of training. Advanced movement combinations and variations will be executed in barre, center, and across the floor. Code 3 course fee.  
Prerequisite(s): DANC 171 or comparable achievement in outside study (to be evaluated by audition)

# ECONOMICS (ECON)

ECON 151 Macroeconomic Principles 3 cr.  
This course focuses on 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 Microeconomics Principles 3 cr.  
This course provides 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.



# EDUCATION (EDUC)

EDUC 140 Mathematics for the Professional Educator 3 cr.  
This is a course for students seeking to pursue a career in education. This course is a study of fundamental mathematic topics and teaching strategies for use in the mathematics classroom. Emphasis will be on preparation for the Praxis Core Academic Skills for Educators: Math Test. Code 1 course fee.  
Prerequisite(s): MATH 151 or higher

EDUC 176 Foundations of American Education 3 cr.  
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 cr.  
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 placed on effective use of community resources.

EDUC 178 Introduction to the Education of Exceptional Students 3 cr.  
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 cr.  
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 whole language instruction will be emphasized throughout the course.

EDUC 261 Development of the Learner 3 cr.  
This course is for students interested in teaching. It will provide a working knowledge of various principles,theories, and models based in the discipline of psychology, in order that these formulations may be applied to the teaching/learning process. Specifically, students will recognize the cognitive, social, and moral developmental transitions faced by PreK-12th grade learners and will use this knowledge as a foundation for developing strategies to design classroom environments. Code 1 course fee.

EDUC 277 The Teaching Profession in America 3 cr.  
This course provides opportunities to explore and reflect upon the historical, social, political, philosophical, cultural, legal, and economic forces that impact the American public K-12 school systems. The student will investigate major issues facing American education in the 21st century with emphasis on trends in education, diversity in the schools, curriculum development, instructional strategies, assessment, legal issues, and major historical events.

EDUC 278 Teaching Profession Practicum 2 cr. (1 + 0 + 4)  
This course will engage students in 60 hours of observation and reflection as required by the NJ Department of Education for sophomore field experience. The practicum will team the student with a certified teacher; while the coursework will apply skill sets observed and taught through the semester. Students will create a teaching portfolio that will serve as a basis for future reference.

# ELECTRICAL ENGINEERING (ELET)

ELET 144 DC/AC Electric Circuits 4 cr. (3 + 3)  
This is an introductory course to DC and AC electrical circuit analysis. Basic parameters such as current, voltage, and resistance are defined and applied. Ohm's Law and other important laws are studied and applied to series and parallel circuits. Lab exercises will emphasize and further help students understanding of theory.  
Corequisite(s): MATH 161

ELET 150 Automated Control Systems 4 cr. (3 + 2)  
The Automated Control Systems course prepares students for a future in modern manufacturing control systems with topics related to the design, application, and maintenance of industrial process controls, robotics, and automated manufacturing systems. Emphasis is placed on developing knowledge and skills in electrical and electronic circuits, AC and DC motors, robotics, motion control, instrumentation, data acquisition, programmable logic and computer-based controllers. In addition, the course places emphasis on safety, teamwork, communication skills, and efficient work practices.  
Prerequisite(s): TAKE ELET 144

# ELECTRONIC MEDIA (COEM)

COEM 120 Television Studio Production 3 cr. (2 + 2)  
Basic television production techniques, including the use of camera, switchers, audio board, producing/directing studio programs. Code 5 course fee.

COEM 220 Video Location Production 3 cr. (2 + 2)  
Students will learn to plan, execute and edit videotaped projects for documentary, informational and educational use. Code 5 course fee.

COEM 224 Video Editing and Post Production 3 cr. (2 + 2)  
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. Code 4 course fee.  
Prerequisite(s): COEM 220

COEM 230 Audio Recording for Electronic Media 3 cr. (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. Code 4 course fee.

COEM 231 Audio Production Techniques 3 cr. (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. Code 4 course fee.  
Prerequisite(s): COEM 230

COEM 232 Advanced Audio Mixing Techniques 3 cr. (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. Code 4 course fee.  
Prerequisite(s): COEM 231

COEM 284 Broadcast News Production 3 cr. (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: This course is designed as a capstone project for students preparing to graduate OCC and advance to a four-year college. Therefore, to qualify for this course, students must obtain the permission of the instructor. Code 5 course fee.

# ENGINEERING (ENGR)

ENGR 101 Introduction to Engineering 2 cr. (1 + 2)  
This course introduces students to the engineering design process and to related safety and ethical issues. Students will use software and hardware to calculate, design, build, and demonstrate projects. They will also disassemble and study devices to find the engineering principles embedded in the design. Examples will be selected from all the engineering specialties. Code 2 course fee.

ENGR 124 Engineering Analysis 3 cr.  
Applications 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 a high-level programming language. Additional software packages will be investigated for use in problem solving. Code 4 course fee.  
Prerequisite(s): Math 265, MATH 266

Corequisite(s): MATH 266

ENGR 181 Graphics for Engineers 2 cr. (1 + 3)  
This course introduces students to graphic skills associated with engineering design, particularly those related to computer-aided design and drafting (CADD). The course provides the student with an understanding of design concepts, features and limitations of a micro-computer based CAD system. The majority of the course time consists of laboratory exercises. In the context of design, the course will cover fundamental aspects of engineering graphics including elementary projection, lines and planes, auxiliary views, edge views, oblique projection, angle between planes, angles between lines and planes, and intersection and revolution. Graphics will stress solutions of elementary design problems. Code 4 course fee.

ENGR 191 Autocad 2-D Basics I 3 cr. (1 + 4)  
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 4 course fee.

ENGR 192 AutoCAD 2-D Basics II 3 cr. (1 + 4)  
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. Code 2 course fee.  
Prerequisite(s): ENGR 191

ENGR 196 Geographic Information System 3 cr. (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. Code 2 course fee.

ENGR 198 Autodesk Inventor 3 cr. (1 + 4)  
This course will introduce the aspects of Solid Modeling and Parametic Modeling, using Autodesk Inventor. The student starts with constructing basic shapes to building intelligent solid molds, creating multi-view drawings and assembly models. Code 2 course fee.

ENGR 221 Engineering Statics 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): MATH 266, PHYS 281

ENGR 222 Engineering Dynamics 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): MATH 266, PHYS 281

ENGR 225 Design of Material Structures 3 cr.  
This is a capstone course which integrates learning outcomes from the engineering statics, dynamics, and graphics, mathematics, and science courses in the AS-Engineering program. The course is developed to utilize key concepts of mechanics of materials in various design applications. Key topics include the concept of stress at a point, strain, and stress-strain relations, stress trans-formation, and structural failure theories. Students will apply these concepts to solve engineering design problems, and student teams will work on open-ended engineering projects. Projects may involve disassembly and analysis of some manufactured products to gain an under-standing of the engineering design. Technical writing and oral presentation along with project management skills are emphasized. Code 1 course fee.  
Prerequisite(s): ENGR 181

Corequisite(s): ENGR 222

ENGR 251 Electrical Engineering I 4 cr. (3 + 3)  
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. Code 4 course fee.  
Prerequisite(s): MATH 266, PHYS 282

ENGR 252 Electrical Engineering II 4 cr. (3 + 3)  
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. Code 2 course fee.  
Prerequisite(s): ENGR 251, MATH 280

Corequisite(s): MATH 280

ENGR 290 Engineering Internship 3 cr. (0 + 0 + 9)  
This course offers students the opportunity to apply the academic knowledge gained from 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 Technology and Engineering. Students wishing to transfer their internship credits to a four-year baccalaureate program should consult the college or university to which they wish to transfer. Prerequisite: Applicants must comply with the Ocean County College Internship Guidelines and complete an Internship Application. Applicants must also have an overall GPA of 2.5.

# ENGLISH (ENGL)

ENGL 091 Reading and Writing I 4 cr.  
This course is required for students whose placement test results indicate they need to develop their reading and writing skills before beginning college-level coursework. While some attention will be paid to improving study skills, the focus in this course is on improving students' vocabulary and reading comprehension as a means for improving their ability to express ideas in writing. The course recognizes the organic connection between reading and writing: students will read a text and then write about it as preparation for the kinds of reading and writing they will do in their other college courses. A minimum 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. Code 3 course fee.

ENGL 095 Reading and Writing II 4 cr. (0)  
ENGL 095 is required for students who need a second level developmental English course as preparation for college-level coursework. The course builds on and expands fundamental reading and writing skills taught in ENGL 091. Instruction focuses on reading strategies for college work and on the process of composing essays, primarily in an academic voice. A minimum of 2500 words of finished writing will be assigned, supported by intensive reading and language study. A minimum grade of C must be earned to progress to the next course in the composition sequence. The course cannot be used to satisfy degree requirements. Code 3 course fee.  
Prerequisite(s): Identification of need by appropriate score on Placement Test, or completion of ENGL 091 with a grade of C or better, or recommendation of instructor.

ENGL 098 Writing Skills Development 1 cr.  
This course allows students to develop their reading, essay writing, and study skills. Inclass discussion and activities focus on critical thinking, reading, and writing. Students will review proper usage of word processing and the Internet, locate viable electronic sources, and compose and edit at least 1,000 words of written essay work. The writing will be supplemented by computer based modules designed to improve grammar, word choice, and sentence structure. Code 2 course fee.  
Prerequisite(s): An appropriate score on placement test.

ENGL 110 ESL Strategies for Academic Success 3 cr.  
This course is designed for non-native speakers of English. It provides instruction and practice in the skills necessary for success in the American college classroom. Topics will include asking and answering questions, participating in small and large group discussion, note taking, lecture analysis, editing skills and reading skills. The course will examine common sources of cultural misunderstanding and ways to avoid them. This course may not be substituted for English course required for OCC degrees. Permission of instructor required. Code 1 course fee.

ENGL 142 The History and Grammar of English 3 cr.  
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 E.S.L. studies. This course may not be substituted for English courses required for OCC degrees. Code 1 course fee.  
Prerequisite(s): ENGL 151

ENGL 151 English I 3 cr.  
Students 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, ethical reasoning, the writing process, and information literacy. Code 1 course fee.  
Prerequisite(s): ENGL 095 with grade of C or higher, or English placement requiring no remediation.

ENGL 152 English II 3 cr.  
This course introduces students to the study of fiction, poetry and drama, and requires written assignments (totaling 3,500 words, minimum), including at least one documented essay, that build on the writing and research skills developed in ENGL 151. Code 1 course fee.  
Prerequisite(s): ENGL 151

ENGL 153 Creative Writing 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): ENGL 151

ENGL 211 Introduction to Poetry 3 cr.  
This course surveys poetry as a distinct literary genre. Students will study selected lyric, narrative, and dramatic poems representing varied literary traditions. They will discuss and write about poetic themes and structures through reference to relevant cultural and historical contexts. Code 1 course fee.  
Prerequisite(s): ENGL 151

ENGL 212 Introduction to Drama 3 cr.  
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.  
Prerequisite(s): ENGL 151

ENGL 215 The Graphic Novel 3 cr.  
This course provides instruction on the history, influence, and interpretation of graphic texts (including comics and graphic novels). Focusing on twentieth and twenty-first century western and non-western works in translation and emphasizing the diversity of the subjects and authors, the course traces the development of graphic texts, exploring their aesthetic and cultural achievement in memoir, non-fiction, and fiction.  
Prerequisite(s): ENGL 151

**ENGL 222 Indigenous American Literature 3 cr.**  
This course traces the evolution of Indigenous 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 Indigenous American storytelling. Students will discuss themes of recovery of identity, revision of stereotypes, resistance to colonization, the traditional connection to the land, and sovereignty, which are presented in contemporary texts. The writings will be studied in their cultural context as well as for the elements of content, style and meaning.  
Prerequisite(s): ENGL 151

**ENGL 223 African American Literature 3 cr.**  
The course includes short stories, slave narratives, poetry, drama, the novel, beginning with the writings from the 1700s to the present day, exploring the struggles, dreams, artistry, wit, conceptions, and perceptions of authors and of voices too long silenced.  
Prerequisite(s): ENGL 151

**ENGL 225 Chinese Literature in Translation 3 cr.**  
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.  
Prerequisite(s): ENGL 151

**ENGL 226 Arabic Literature in Translation 3 cr.**  
This course is an 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.  
Prerequisite(s): ENGL 151

**ENGL 228 Indian Literature in Translation 3 cr.**  
Indian Literature in Translation introduces students to the study of Indian literature from antiquity to present. As India contains a myriad of religious traditions, cultures, and languages, the course will examine their impact upon the literature produced in India and the broader Indian diaspora.  
Prerequisite(s): ENGL 151

**ENGL 231 Classic American and British Detective Fiction 3 cr.**  
This course explores the historical development and dynamic nature of classic and hardboiled detective fiction. Students will read representative short stories and novels covering the evolution of the British and American traditions in this popular genre including, but not limited to, works by Poe, Collins, Christie, Conan Doyle, Sayers, Thompson, Hammett, and Chandler. The course includes the examination of critical approaches to the form of detective fiction and will also call attention to the cultural contexts in which these writings were produced.  
Prerequisite(s): ENGL 151

**ENGL 234 Science Fiction and Fantasy Literature 3 cr.**  
This course explores the literary, social, and cultural issues raised in science fiction and fantasy literature. Students will study select4ed texts from the historical beginnings of these genres and attempt to define the shifting boundaries of this popular field. The course includes readings from several literary movements and related films to familiarize students with basic terms, themes, and conventions of the speculative and fantastic literature.  
Prerequisite(s): ENGL 151

**ENGL 235 Literature and Myth 3 cr.**  
Literature and Myth explores the ways that myth and symbol organize the world of human action, history, and culture to provide a totality of meaning. With historically and culturally diverse units that focus on Middle Eastern, African, South Asian, Native American, and Western mythologies, the course applies diverse mythic concepts to selected works of ancient and modern world literature. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 237 Multicultural Fairy and Folk Tales 3 cr.**  
This course explores the ways in which traditional fairytales and folktales influence contemporary thought, belief, behavior, and popular culture. Students will examine the historical significance of the literature; study gender roles and expectations as illustrated in various works; and analyze the tales and lore to discover the connections, similarities, and common themes. Historically and culturally diverse units will focus on fairy and folk tales from around the world.  
Prerequisite(s): ENGL 151

**ENGL 240 Women in Literature 3 cr.**  
This course is 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. This 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. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 244 Women's Lives 3 cr.**  
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 the biographical styles, gender issues, and social contexts.  
Prerequisite(s): ENGL 151

**ENGL 251 American Literature Through the Civil War 3 cr.**  
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. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 252 American Literature Post Civil War 3 cr.**  
A study of American literary works and their backgrounds from approximately 1865 to the present. Students will read, discuss and write about significant works. Code 1 course fee.  
Prerequisite(s): ENGL 151 or permission of the instructor

**ENGL 253 British Literature Through 1785 3 cr.**  
An introduction to British Literature that provides a broad overview of literary and cultural development through the eighteenth century, with focus on major writers or the Anglo-Saxon period, the ages of Chaucer, Shakespeare, Milton, and Pope, and Neo-Classic writers of the late seventeenth century.  
Prerequisite(s): ENGL 151

**ENGL 254 British Literature 1785 to Present 3 cr.**  
This course is 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(s): ENGL 151

**ENGL 255 World Literature Ancient through 1600 3 cr.**  
This course includes 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 255considers literature of the Ancient, Medieval,and Renaissance periods. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 256 World Literature 1600 to Present 3 cr.**  
This course is 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. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 257 The Short Story 3 cr.**  
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. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 258 The Short Novel 3 cr.**  
A study of the short novel as a literary genre, with a focus on its techniques and historical development. Students will read, discuss and write about a number of representative short novels written from 1700 to present. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 259 Advanced Creative Writing 3 cr.**  
This course provides the opportunity for students to continue work in the creative writing genres - creative non-fiction, poetry, short drama, 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. Code 1 course fee.  
Prerequisite(s): ENGL 151, ENGL 153

**ENGL 260 The Shakespeare Plays I 3 cr.**  
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. Code 1 course fee.  
Prerequisite(s): ENGL 151

**ENGL 262 Digital and Electronic Literature 3 cr.**  
This course studies the history and genres of born digital literature from early computer generated texts through hypertext fiction, digital poetry, and interactive fiction, up to the multimedia platforms and networked narratives of the present day. Students will engage with theory and critical studies of electronic literature, and grapple with the difference between e-lit and games. The creative practices of electronic literature authorship will be explored via guided, hands-on creative projects throughout the course. No prior experience with digital or electronic media is needed or assumed.  
Prerequisite(s): ENGL 151

# ENVIRONMENTAL SCIENCE (ENVI)

ENVI 152 Environmental Sci 4 cr. (3 + 2)  
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. Students will be required to travel to offsite laboratory locations. It is highly recommended that students enrolling in this course have completed high school biology and high school chemistry. Code 5 course fee.

ENVI 159 Natural Resources Conservation 4 cr. (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 reserves and to other appropriate sites will be an integral component of this course. It is highly recommended that students enrolling in this course have taken high school biology and high school chemistry. Code 3 course fee.

ENVI 232 Environmental Policy 3 cr.  
This course focuses on the development of U.S. environmental policies and how these policies are initiated, implemented, and improved. Students will explore how environmental issues arrive on the public agenda; the role of political institutions in making environmental policy; the economic, political, and institutional forces that shape policymaking; competing approaches to environmental policy analysis; and the goals and strategies of the environmental movement. Code 3 course fee.  
Prerequisite(s): ENVI 152

ENVI 259 Field Experience/Practicum 3 cr. (0 + 9 + 0)  
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. Prerequisites: Permission of the department dean.

# FILM (FILM)

FILM 153 Screenwriting 3 cr.  
This course examines the fundamental elements of screenwriting for narrative film and television. The course stresses the development of skills in story, structure, character, scene writing, and dialogue through a combination of lectures, workshops, class discussions, writing assignments, and screenings. Students are expected to watch and analyze films, read and critique scripts, and write their own screenplays.  
Prerequisite(s): ENGL 151

FILM 190 World Cinema 3 cr.  
This survey course will explore the dominant cinematic traditions of the world, with attention to the development of film language, aesthetics, and technology as well as the formation of national or cultural film styles and genres. In addition to studying the social and cultural contexts of global cinema, students will discuss concepts such as counter cinema, first, second, and third cinema. Screenings of narrative, documentary, and experimental films will be accompanied by readings in film theory and history.  
Prerequisite(s): ENGL 151

FILM 192 Introduction to Film Genres 3 cr.  
This course is a survey of film genres, a recognizable type of narrative structure, characterized by pre-established conventions. In this course, students will examine key American film genres, including, but not limited to, westerns, musicals, film noir, and terror/horror, in order to understand how these structures depend on disruption in order to maintain their form. Students will explore the historical and cultural roots and evolution of each genre as well as the elements that contribute to the distinctiveness of each genre. Through screenings, readings, discussions and writing assignments, the student will acquire a thorough understanding of how films can be categorized, and how this categorization affects how films are produced, and how we receive films as viewers.  
Prerequisite(s): ENGL 151

FILM 200 Understanding Film 3 cr.  
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.  
Prerequisite(s): ENGL 151

FILM 202 From Literature to Film 3 cr.  
In this course, students will study the adaptation of literature to cinema. Students will examine narratives in books, short stories, and plays and learn how a work is converted for the screen. Students will critique screenplays as a literary tool, analyze scripts, adapt stories, and write coverage. Utilizing basic technology, students will also have the option to shoot their works in a short film or photographic montage.  
Prerequisite(s): ENGL 151

FILM 242 Women in Film 3 cr.  
This course examines the representation of women in film. Students will be introduced to feminist film theory and criticism through analysis of selected films. The course includes perspectives on film making as a critical practice, with studies of Hollywood cinema, and independent and world cinema.  
Prerequisite(s): ENGL 151



## FIRE SCIENCE (FIRE)

**FIRE 162 Principles of Emergency Services** 3 cr.  
This course provides an overview of fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; and life safety initiatives.

**FIRE 163 Principles of Fire and Emergency Service Administration** 3 cr.  
This course introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer.

**FIRE 165 Bldg Construction for Fire Protection** 3 cr.  
This course provides the components of building construction related to firefighter and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies.  
Prerequisite(s): FIRE 162

**FIRE 166 Fire Behavior and Combustion** 3 cr.  
This course explores the theories and fundamentals of how and why fires start, spread, and are controlled.

**FIRE 168 Occupational Safety and Health for Emergency Services** 3 cr.  
This course introduces the basic concepts of occupational health and safety as it relates to emergency service organizations. Topics include risk and hazard evaluation and control procedures for emergency service organizations.

**FIRE 169 Strategy and Tactics** 3 cr.  
This course provides the principles of fire ground control through utilization of personnel, equipment, and extinguishing agents.  
Prerequisite(s): FIRE 162

**FIRE 255 Fire Inspector I** 3 cr.  
The student will analyze, evaluate and apply methodology utilized in the field of fire prevention and inspection. Topics included are fire behavior and characteristics, inspection procedures, common and special fire hazards, occupancy problems, and life safety requirements. Successful completion of this course, which is recognized by the NJ Bureau of Fire Safety, fulfills part of the curricular requirement to allow a student to take the NJ state exam to obtain certification as a Fire Inspector.

**FIRE 256 Fire Inspector II** 3 cr.  
The student will identify, analyze, evaluate, and apply concepts utilized in the administration and enforcement of fire codes and related laws and ordinances. Successful completion of this course, which is recognized by the NJ Bureau of Fire Safety, allows the student to take the NJ State exam to obtain certification as a New Jersey Fire Inspector.  
Prerequisite(s): FIRE 255

**FIRE 257 Administration for Fire Officials** 3 cr.  
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.

**FIRE 261 Principles of Fire and Emergency Services Safety and Survival** 3 cr.  
This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services.

**FIRE 263 Fire Investigation I** 3 cr.  
This course is intended to provide the student with the fundamentals and technical knowledge needed for proper fire scene interpretations, including recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the fire setter, and types of fire causes.  
Prerequisite(s): FIRE 165 and FIRE 166 or permission of instructor

**FIRE 264 Fire Investigation II** 3 cr.  
This course is intended to provide the student with advanced technical knowledge on the rule of law, fire scene analysis, fire behavior, evidence collection and preservation, scene documentation, case preparation and courtroom testimony.  
Prerequisite(s): FIRE 263

**FIRE 266 Fire Prevention** 3 cr.  
This course provides fundamental knowledge relating to the field of fire prevention. Topics include: history and philosophy of fire prevention; organization and operation of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigation.

**FIRE 268 Fire Protection Systems** 3 cr.  
This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers.

## FORENSIC SCIENCE/SCIENCE (SCIE)

**SCIE 105 Forensic Science** 4 cr. (3 + 2)  
Forensic science is the study and application of science to the processes of law; it involves the recognition, collection, documentation, and preservation of physical evidence. This introductory course in forensic science explains how to apply basic scientific principles of biology, chemistry, and physics to physical evidence that is collected at crime scenes. In the laboratory, emphasis will be on scientific methods utilized in the examination of various items of physical evidence, such as fingerprints, impressions, DNA, hairs, fibers, drugs, paint, and fire debris  
Code 5 course fee.

**SCIE 129 Travel Seminar: Global Science** 3 cr. (2 + 0 + 3)  
This travel seminar provides the opportunity for students to immerse themselves in the culture of a select country, while studying environmental and scientific impacts in that country. Students will have immersion activities that include tours and cultural events focused on environmental, geological and/or general scientific application in the select country. The course is designed to promote global awareness and enhance scientific understanding.

**SCIE 140 Food Science** 2 cr.  
This course covers what chemicals are typically found in foods including preservatives, colorants, flavorings, and additives. Students will be exposed to how these chemicals interact with human physiology with both beneficial and malevolent results. Concepts of genetically modified foods and the food processing industry will be discussed from a chemical and physiological perspective. A study of the activities of food scientists including the development of new food products, design of processes to produce these foods, choice of packaging materials, shelf-life studies, sensory evaluation of the product, as well as microbiological and chemical testing will be discussed. This course is not a General Education Science lab course.

**SCIE 145 History of Science** 2 cr.  
This course covers the historical development of science from its primitive ancient discovery of metals, through alchemy, the initiation of chemistry as a succinct science and the beginnings of the study of biology. The course will progress through the ages with an emphasis on the major scientists and their contributions which markedly transformed belief structures and established the foundations of what we know today as "Science." This course is not a General Education Science lab course.

# FRENCH (FREN)

FREN 191 Elementary French I 3 cr.  
This course is designed for beginning students or students who have taken one year or less of high school French.

FREN 192 Elementary French II 3 cr.  
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. It is highly recommended that students enrolling in this course have taken two to three years of high school French if they cannot meet the prerequisite.  
Prerequisite(s): FREN 191

FREN 291 Intermediate French I 3 cr.  
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. It is highly recommended that students enrolling in this course have taken four years of high school French if they cannot meet the prerequisite.  
Prerequisite(s): FREN 192

# GEOGRAPHY (GEOG)

GEOG 161 World Physical Geography 3 cr.  
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.

GEOG 162 Human Geography 3 cr.  
This course examines people's relationship with the environment over space and time. Students will gain an understanding of how globalization has affected and changed world order and geographical relationships. Topics include the natural environment, geopolitics, urbanization, cultural identities, and the global political economy.

# GERMAN (GRMN)

GRMN 191 Elementary German I 3 cr.  
This course is for beginning students, for students who have taken one year or less of high school German, 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.

GRMN 192 Elementary German II 3 cr.  
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. It is highly recommended that students enrolling in this course have taken two to three years of high school German if they cannot meet the prerequisite.  
Prerequisite(s): GRMN 191

GRMN 291 Intermediate German I 3 cr.  
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. It is hghly recommended that students enrolling in this course have taken four years of high school German if they cannot meet the prerequisite.  
Prerequisite(s): GRMN 192

GRMN 292 Intermediate German II 3 cr.  
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-hone and refine advanced language skills.  
Prerequisite(s): GRMN 291

# GRAPHIC DESIGN (GRPH)

GRPH 101 History of Media and Design 3 cr.  
A survey of the evolution of media and design from 1450 to the present in Europe and the United States. The course will cover the significant events and works in media and design communication, and will contextualize media and design history in terms of artistic achievement, technical innovation, and cultural expression. The course will identify and discuss media and design from the medieval period through the digital age.

GRPH 151 Digital Imagery 3 cr. (2 + 2)  
Digital Imagery is an introductory college-level course which provides an orientation and basic skills to the industry-standard Adobe Photoshop and Adobe Illustrator software. This course is designed to introduce students to the computer as a tool for making art, with emphasis on hand built two dimensional vector and raster based images. Students focus on how vector and raster images can be used as a communicative device for design and illustration and as an exploration of the unique visual qualities of their combination. This will be accomplished through lectures, exercises, student team assignments, discussion, and exploration in and outside of the classroom. Assignments require that students combine traditional media with digital technologies as a means of extending the experience. These skills are prerequisites for all those interested in transferring or working within the graphic design industries.

GRPH 251 InDesign and Typography 3 cr. (2 + 2)  
This course introduces document layout software InDesign to create page design as well as provides an introduction to the study of the letterform as a cornerstone of graphic design. In this course, students will learn the basic principles of visual concept, typography, and layout design by working on the projects such as letterhead, business cards, and brochure. It focuses on how typography and layout can be used as a communicative device as well as a graphic, compositional and expressive element. This will be accomplished through lectures, exercises, student team assignments, discussion, and exploration in and outside of the classroom. These skills are prerequisites for all those interested in transferring or for those interested working within the graphic design industries.  
Prerequisite(s): GRPH 151

GRPH 281 Graphics Portfolio 3 cr. (1 + 4)  
A course utilizing specific assignments from Digital Imagery, and InDesign and Typography 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. Code 3 course fee.  
Prerequisite(s): GRPH 251

# GREEK (GREK)

GREK 100 Greek I 3 cr.  
This course is an introduction to Greek with emphasis on listening, vocabulary, reading and pronunciation skills. The course also explores the Greek language roots and vocabulary in specialized fields of study, including history, science, English, art, psychology, and mathematics.

GREK 102 Greek II 3 cr.  
This course emphasizes essential skills of modern Greek: listening, reading, writing, pronunciation, grammar, vocabulary and translation. Also emphasized are the connection between Greek roots and college-level vocabulary in specialized fields and the history and culture of Greece.

Prerequisite(s): GREK 100

# HEALTH AND HUMAN PERFORMANCE (HEHP)

HEHP 100 Aerobic Conditioning 1 cr. (0 + 2)  
An aerobic conditioning program which utilizes jogging, power walking, stationary cycling, steppers, elliptical, treadmills, rhythmic exercise and calisthenics. Code 1 course fee.

HEHP 101 Weight Training and Body Building 1 cr. (0 + 2)  
This course is designed for students whose primary interest is learning the principles of strength body shaping. Code 1 course fee.

HEHP 102 Volleyball 1 cr. (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 105 Soccer 1 cr. (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 106 Basketball 1 cr. (0 + 2)  
A study of fundamental rules and etiquette of play, including the progression from simple to complex skills. Code 1 course fee.

HEHP 160 First Aid/CPR/AED for the Workplace, Schools and the Community 3 cr.  
A elective 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 an accident situation, plan his/her actions and exercise good judgment in adapting his/her classroom training to the accident scene. Students who successfully complete the course will receive their American Red Cross Community First Aid/CPR/AED for schools and community certification. Certification is based on Red Cross requirements. This course is required for all Ocean County College students seeking to transfer to Kean @ Ocean in Health and Physical Education Teacher track. Code 2 course fee.

HEHP 183 Introduction to Health Administration 3 cr.  
This course studies particular healthcare delivery organizations such as hospitals, clinics, physicians' offices, and ancillary service providers. The basic management functions of planning, organizing, leading and controlling are applied to these organizations. Ethics and professionalism in healthcare are examined.

HEHP 186 Principles of Coaching 3 cr.  
This course is a comprehensive introduction to the coaching profession with emphasis on coaching for high school and club-level sports as well as for youth, recreational, and intercollegiate sports programs. Students will learn concepts and techniques of coaching used in working with athletes. Upon successful completion of the course, students may take a comprehensive exam administered by the American Sport Education Program (ASEP). Students who already possess a standard teaching certificate or a county substitute teacher certificate and who pass this exam will fulfill the educational portion (one of several requirements) of the New Jersey State Interscholastic Athletic Association's (NJSIAA) coaching certification regulations. Code 1 course fee.

HEHP 188 Introduction to Nutrition 3 cr.  
This course introduces students to the basic concepts of nutrition and provides information for use in making dietary decisions. Topics covered include making healthy food choices, the connection between nutrition and chronic diseases, and behaviors related to healthy versus unhealthy choices. Carbohydrates, lipids, proteins, vitamins, and water and minerals are examined. Discussion will include digestion, energy balance, and the importance of physical activity and how nutrient requirements change as we age. HEHP 188 may provide a foundation for the more advanced Nursing Nutrition course. However, students enrolling in the AAS in Nursing program cannot use this course to replace NURS 174: Nutrition. Code 1 course fee.

HEHP 210 Karate I 2 cr. (1 + 2)  
This course is designed for students and members of the community who wish to learn the mechanics and techniques of karate as a means of developing new activity patterns for health, conditioning and self-defense. Code 2 course fee.

HEHP 225 Contemporary Health 3 cr.  
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 of the health impact on human diversity. Code 2 course fee.

HEHP 227 Introduction to Public Health 3 cr.  
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. Code 1 course fee.

HEHP 228 Care and Prevention of Athletic Injuries 3 cr.  
This introductory course is designed to instruct students 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, taping techniques, hot and cold therapy, and situational practices will be included. Code 2 course fee.

HEHP 237 Sports Officiating 3 cr.  
An elective course designed to teach students and adults of the community the rules and regulations for specific sports and how to apply them in games. Current rules changes will be reviewed and discussed. Some time will be spent on the psychology of officiating, responsibilities of the official, game control techniques, and issues faced by sports officials. Code 2 course fee.

HEHP 238 Management and Rehabilitation of Athletic Injuries 3 cr.  
This course is 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. Students will not only participate in the classroom, but they will also gain valuable field experience. Code 2 course fee.

HEHP 239 Strength and Conditioning Physiology 3 cr.  
This course is designed to present information and techniques associated with the physiological effects of movement and exercise on the human body. Students will gain valuable knowledge in basic human anatomy, along with the movements for which various musculature are responsible. This information will be used by students to train athletes to reach their greatest level of fitness, as well as prevent athletic injury. Code 2 course fee.

HEHP 252 Nutrition for Fitness and Sport 3 cr.  
This course is designed to improve fitness and athletic abilities for individuals participating in exercise. Students will examine the significance of nutrition, fluid intake, and body composition as well as their relationship to physical performance,with special considerations for age and gender. Students enrolling in the AAS in Nursing program cannot use this course to replace NURS 174: Nutrition. Code 2 course fee.

HEHP 265 Kinesiology 3 cr.  
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.  
Prerequisite(s): BIOL 130

HEHP 266 Exercise and Health Counseling 3 cr.  
This is 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. Code 1 course fee.

HEHP 267 Sports Management 3 cr.  
This course will provide students with an introduction to the planning, organizing, and management of sports organizations and facilities. This course provides students 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. Code 1 course fee.

HEHP 290 Health and Human Performance Internship 3 cr. (0 + 0 + 9)  
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, sports medicine, and sports management. Students wishing to transfer their internship credits to a four-year baccalaureate program should consult the college or university to which they wish to transfer. Prerequisites: a) Applicants must attain a minimum of 2.5 cumulative grade point average. b) Applicants must have completed HEHP 160 and HEHP 239. c) Applicants must comply with the Ocean County College Internship Guidelines and complete an Internship Application.  
Prerequisite(s): HEHP 160 and HEHP 239

# HEBREW (HEBR)

HEBR 151 Elementary Modern Hebrew I 3 cr.  
Through reading, writing, listening, and speaking, this beginner's course introduces the basic elements of the Hebrew language and the acquisition of the rudimentary elements of the Hebrew alphabet, pronunciation, grammar, and syntax. No prior knowledge of Hebrew is required.

HEBR 152 Elementary Modern Hebrew II 3 cr.  
This course is a continuation of Elementary Modern Hebrew I and builds upon and further develops the primary language skills introduced in the previous semester. Basic competence in the four areas of language (reading, writing, grammar, and speech) is acquired through extensive practice of grammar, reading various Hebrew and Israeli texts, and writing. Communication skills are enhanced through conversations based on everyday situations.  
Prerequisite(s): HEBR 151

HEBR 251 Intermediate Modern Hebrew I 3 cr.  
This course is a continuation of elementary Modern Hebrew II which will consolidate foundations built in the last two semesters. The course will further develop proficiencies in linguistic abilities, vocabulary acquisition, and writing, listening, speaking, and reading at the intermediate to advanced levels. Additionally, the course will further contextualize language fluency by enhancing student awareness of Jewish culture and Israeli society.  
Prerequisite(s): HEBR 152

HEBR 252 Intermediate Modern Hebrew II 3 cr.  
This course is a continuation of elementary Modern Hebrew II which will consolidate foundations built in the last two semesters. The course will further develop proficiencies in linguistic abilities, vocabulary acquisition, and writing, listening, speaking, and reading at the intermediate to advanced levels. Additionally, the course will further contextualize language fluency by enhancing student awareness of Jewish culture and Israeli society.  
Prerequisite(s): HEBR 251



# HINDI (HIND)

HIND 101 Elementary Hindi I 3 cr.  
Hindi is the official language of India with over 700 million native speakers. This is an elementary college-level course in Modern Standard Hindi for students with little or no previous experience with the language. This course will introduce students to listening, speaking, reading, and writing in Hindi, as well as an introduction to Hindi cultural practices.

HIND 102 Elementary Hindi II 3 cr.  
Hindi is the official language of India with over 700 million native speakers. This course is a continuation of Elementary Hindi I. This course will further develop students' skills in the listening, speaking, reading, and writing of Modern Standard Hindi. This course will expose students to Hindi culture.  
Prerequisite(s): HIND 101

# HISTORY (HIST)

HIST 100 History of Civil Society in America 3 cr.  
This course examines the growth of values shaping American Society, with comparisons to cross-cultural case studies. It will also review the historical antecedents of modern America with special focus on the interrelationships between institutions and individuals that have shaped the idea of civil society in the United States. The course will also explore how the American experience contributes to an understanding other historical contexts.

HIST 171 Western Civilization to 1650 3 cr.  
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 better understand self and society by becoming acquainted with the past history of the Western world.

HIST 172 Western Civilization from 1650 3 cr.  
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 173 United States History to 1877 3 cr.  
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 from 1877 3 cr.  
This course traces developments from the end of the Civil War to the end of the Second World War with emphasis on reconstruction, the industrialization of America and her emergency as a world power.

HIST 175 History of New Jersey 3 cr.  
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 to 1975 3 cr.  
A study of the U.S. Military history from 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. U.S. History I and II and/or a comprehensive knowledge of America history are highly recommended for students enrolling in this course.

HIST 179 America in the 1960s 3 cr.  
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 181 World Civilization to 1660 3 cr.  
World Civilization I is an historical introduction to the major civilizations of the world from prehistory to approximately the 16th century. It includes the key chapters of the world's societies, their contributions and the interaction between them: culturally, religiously, economically and politically.

HIST 182 World Civilization From 1660 3 cr.  
World Civilization II examines the patterns of global history as they emerge in various regions of the world from the mid-17th century to the present day. Students will gain a deeper understanding of cultural diversity and historical trends that have helped shape today's world.

HIST 185 Survey of Middle Eastern Civilization 3 cr.  
This course will examine various social, cultural, historical, geo-political, and economic issues related to the Middle East. The course will help students understand how the contemporary shape of the region has emerged from multiple sources. This course will rely on a wide range of reading materials including films and documentaries, televised records of recent events, and records of social media.

HIST 191 African-American History 3 cr.  
This survey course will look at the social, economic, and political history that shaped the African experience from its roots through the post-Civil War and Reconstruction Era in America, the consequences of emancipation, the development of African nationalism, the Civil Rights movement, the influence of racism and modern African American culture. Students will study the cultures of seventeenth century West Africa, the Atlantic Slave Trade, its effects on antebellum America and struggle of African Americans throughout the twentieth century. The course will focus on the key events, legislation, social issues and figures that influenced the progression of African-Americans throughout American history.

HIST 230 America and the West After World War II 3 cr.  
This course will examine the economic systems, political theories, and social developments in the United States, Great Britain, and Europe after World War II. This course will survey events such as, the "Cold War", "Korean War", "Civil Rights Movement", "Changing Demographics and the growth of the Sun Belt", and the "United States' heightened military involvement in the Middle East." Through the tracing of these events students will gain an understanding of the alliances and policies which have influenced modern day relations between America and the West Since 1945.

HIST 251 Study Abroad Seminar: Battlefields of The World Wars 3 cr. (2 + 2)  
This study abroad seminar focuses on the World War I battlefield of Verdun and the World War II battlefields of Normandy. It will combine classroom lecture and research paper writing with onsite visits to the museums, beaches and fortifications of Verdun and Normandy. As students walk these beaches and fields, they will gain a deeper and richer understanding of the events that happened there in 1916 and 1944, respectively. Students taking this course will engage in critical thinking, historical analysis, and experiential learning.

HIST 255 History and Culture of Ireland: Travel Seminar 3 cr. (2 + 0 + 3)  
This study abroad semester provides the opportunity for students to immerse themselves in the culture of Ireland, while studying the political, economic and social events that resulted in the separate entities of the Republic of Ireland and Northern Ireland. Student will have immersion activities that include tours and cultural events focused on art, literature, music, religion, economics and the politics of Ireland. The course is designed to promote global awareness and understanding of conflict resolution issues.

HIST 271 History of England 3 cr.  
This course traces the evolution of England from the prehistoric past of Britain, through the early modern era. Emphasis will be placed on Pre-Historic Britain, the Celts, Roman Britain, Anglo Saxon England, Norman England, Tudor and Stuart England Colonialism, and the modern era. Specific focus will be placed on the social, political and religious growth of England, and how English history has impacted American democratic government.

HIST 272 History of Russia 3 cr.  
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 Moscovite 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.

HIST 275 History and Culture of China 3 cr.  
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.

HIST 278 History of the Arab World Since World War I 3 cr.  
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 I. 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.

HIST 280 Modern Latin American History 3 cr.  
This course will cover the history of Latin America from the Wars of Independence of the early nineteenth century through to the present day, with emphasis on the broad currents of history throughout the Americas as well as Europe, especially with respect to US-Latin American relations. Students will examine, using primary and secondary source material, the cultural, political, economic, and social developments in this region since the end of the colonial period.

# HOLISTIC HEALTH AND WELLNESS (HHAW)

HHAW 100 Global History of Healthcare 3 cr.  
This course provides students with the foundation in which healthcare evolved throughout the ages, from Antiquity to the Papyri Texts of Ancient Egypt and the Ayurveda of the Indus Civilization, Traditional Chinese Medicine, Greek and Roman health views. The Renaissance and Middle Ages, colonial times and the great wars up to the Modern Era will be examined for their contributions to medicine. Students will study documented belief structures and practices of healthcare covering a vast historical time period.

HHAW 101 Alternative Therapies in Health & Wellness 3 cr.  
This course presents students with a study of the most popular alternative healthcare and bodywork techniques including a study of their historical development and scientific perspective. Students will investigate the treatment protocol and efficacy and will also compare and contrast the techniques discussed to allopathic care. Students will engage in interactive activities when appropriate.

HHAW 102 Environmental Harmony: A Holistic Perspective 3 cr.  
This course is designed for students interested in the environmental conditions that directly affect the health of humans. The course covers topics of water contamination with pharmaceuticals, and other environmental toxins, as well as genetically modified foods and global soil depletion. Fracking is discussed with respect to water quality with particular attention to how those issues affect the physiology of the body. The issue of global governance and sustainability within the parameters of healthcare will be discussed. A study of mindfulness practices and personal choices toward a healthier personal environment will also be developed.

HHAW 120 Philosophies & Paradigms of Healthcare 3 cr.  
The course covers the basic development of healthcare philosophies, paradigms and the assessment of healthcare as a cultural, social and economic development. Students will study the business of healthcare and the rising healthcare industry, the politicizing of health and medicine, and the ethical dilemmas predicated by our current model of healthcare with a special emphasis on the globalization of medicine.

HHAW 121 Psychology and Physiology of Stress 3 cr.  
This course investigates the multidimensional phenomenon of stress from the mind body connection to the conditions, attitudes and behaviors that contribute to the stress response. It examines the psychosomatic theory of dis-ease and the mechanisms that link stress with illness. Using a holistic approach for intervention, it allows students to study different techniques for dealing with stress on a personal level and also how to help others develop techniques and design stress management programs for stress reduction and adaptation.

HHAW 200 Food & Healing: A Holistic Approach to Nutrition 3 cr.  
This course will expose students to the foundations for studying nutrition and examine the role of food in the dis-ease process. Definitions of health, whole foods, organic foods and balancing foods will be explored as well as various common and eclectic diets. The students will uncover the problems associated with food additives including preservatives and colorants. There will be a discourse on the way the world economy is associated with how food is grown and processed. Students will perform a nutritional analysis on their own dietary choices and learn how to plan a healthful diet. Students enrolling in the AAS in Nursing program cannot use this course to replace NURS 174: Nutrition.

HHAW 201 Plants & Healing: Herbology & Organic Gardening 3 cr.  
This course is designed to introduce the student to a study of plants and their health and healing properties. Students will discover the historical perspectives of herbs, oils, and incense in historical documents and their uses in early healthcare procedures. This is a study of the development of certain Naturopathic, Homeopathic, and Native American doctrines and how they preceded modern day pharmaceuticals. Students will see how flower remedies were discovered and developed. This course will study organic gardening and the creation of a healthful garden.

HHAW 220 Oriental Theories in Health & Medicine 3 cr.  
This course is designed to introduce the student to the anthropological beginnings of oriental culture and the historical foundation and philosophical theories that developed into oriental medicine. Students will study Traditional Chinese Medicine, Acupuncture and other Oriental Healthcare doctrines. The course will cover the transplantation of oriental medicine into the western world, assessing trends in the U.S., China, and other regions. Students will learn an overall sense of the history, development, and basic foundational principles of Oriental Healthcare.

HHAW 221 Principles of Energy Movement 3 cr.  
This course presents a comprehensive understanding of the historical development of Yoga, Tai Chi and Qi Gong. The course covers the principle philosophy and the actual practice of the Sutras within the Yoga discipline and the development of Tai Chi and Qi Gong as martial art forms. Students will study the practices for aligning the body, breath and mind for health and meditation. The practice sessions include learning the Yoga meditation, postures and breathing techniques along with the other disciplines associated with Yoga practice and several Tai Chi and Qi Gong exercises.

HHAW 222 Holistic Design 3 cr.  
This course is intended to educate the student in principles of holistic design incorporating conscious living and harmonious environments. Identifying concepts of harmony within the home and workplace environments using mental, emotional and physical health as cornerstones will lead students to design home, work and garden spaces that allow for more creativity, inspiration and productivity. Studies include architecture, aesthetics, and functionality. Transformative therapies of color, sound and aroma will bring the senses into the design.

# HOMELAND SECURITY (HLSC)

HLSC 170 Introduction to Homeland Security 3 cr.  
This course surveys the many challenges of maintaining the safety and security of citizens, key assets, and critical infrastructure in a democratic society. Past and present efforts to strike a balance between individual liberty and national security is examined, including historical case studies, current events, and legal analysis. The entire homeland security apparatus is dissected by agency mission, function, capability, and interaction with related agencies both domestically and internationally.

HLSC 171 Fundamentals of Emergency Management 3 cr.  
This course introduces issues pertaining to domestic preparedness and the management of an all-hazards approach to emergency operations. A primary focus of the course is to explain the importance of incident preparation and consequence management. The four aspects of emergency management (mitigation, preparedness, response, and recovery) will be emphasized. Other topics include hazard identification, evolution of disaster response, and agency interoperability.

HLSC 172 Domestic and International Terrorism 3 cr.  
This course introduces students of various disciplines to the field of terrorism from both a domestic and an international perspective. The related field of homeland security is also examined in the context of national security. It provides a pragmatic background of the law enforcement, military, and intelligence communities. This is both a theoretical and practical introduction for people who aspire to or are already working in fields confronted by the threat of terrorism. Major areas of focus include historical origins of terrorism, influences that lead to extremist views and radicalization, financing, the media, constitutional issues, and conflicting ideologies.

HLSC 173 Introduction to Security 3 cr.  
Exploring the realm of security management is undertaken from a historical and legal perspective within the framework of structural, electronic, informational, and human protection systems. Major areas of focus throughout the course include risk assessment, planning, program implementation and administration, intelligence gathering, investigations, and industrial and institutional security. The qualities and competencies of effective security leadership are also analyzed with particular emphasis on the importance of ethical behavior and professional conduct.

HLSC 174 Introduction to the Intelligence Function 3 cr.  
This course introduces students to America's intelligence community that is charged with collecting, analyzing and interpreting raw information that is eventually disseminated in the form of intelligence products. It also explores the implications of accessing, retaining, and acting upon such intelligence in a democratic society. Throughout the course, specific emphasis will be on preserving the civil liberties of the citizenry while defending against threats to national security.

HLSC 201 Organizational Integration and Management 3 cr.  
This course studies the inter-organizational contexts that are necessary to render efficient and effective government services and to provide safety and security to citizens on a day-to-day basis and during a crisis. Students will study critical relationships among various governmental agencies, NGO's, and private sector agencies. This course will provide students with the essentials of organizational theory, intergovernmental relations and the implementation of homeland security related policy and strategies.

HLSC 210 Risk Management and Analysis 3 cr.  
This course will introduce students to the nature of risk management and analysis. Students will explore the related fields of security and risk from both personal and operational viewpoints. Associated concepts and methods will be applied in the context of real world events. Particular emphasis will include analyzing the sources of risk, methods of calculating risk, factors influencing assessments of risk, and decisions involving the controlling of risk.  
Prerequisite(s): HLSC 173

# HOSPITALITY, RECREATION, AND TOURISM MANAGEMENT (HRTM)

HRTM 110 Introduction to Hospitality, Recreation And Tourism Management 3 cr.  
This course acquaints students with the scope and complexity of the hospitality industry by exploring the national and global relationships of lodging, food and beverage service, travel and tourism operations, overall hospitality business operations. The course examines career opportunities, organizational structures, current trends, human resource management, marketing, and the effects of technology on customer and guest service requirements within the industry. Code 1 course fee.

HRTM 120 Marketing for Hospitality and Tourism 3 cr.  
This course will focus on a discussion of hospitality and destination marketing from a team perspective, examining each hospitality and tourism department and its role in the marketing mechanism. The course will emphasize the use of social media and discuss current industry trends in using internet marketing and e-commerce, loyalty marketing, brand extension marketing, and destination branding. Through an integrative approach, students will examine the roles various department managers play in contributing to the overall marketing efforts to promote their hotel, restaurant, entertainment venue, or other tourist attraction. Code 1 course fee.

HRTM 124 Quality Guest/Customer Service Management 3 cr.  
This course will explore the importance of managing for excellent customer service. Students will examine customer service techniques and staff development procedures, as well as staff and customer retention policies. Students will learn the concepts, principles and strategies used in treating customers as guests, and how to create an exceptional and pleasurable experience for them. The course will cover the topic of managing guest relations and customer service through academic studies. Students will utilize case studies to investigate organizations that excel in managing quality of service. Code 1 course fee.

HRTM 212 Conferences, Conventions, and Special Events Management 3 cr.  
This course is a study of how to plan, design, produce and evaluate conferences, teleconferences, conventions, special events, seminars and symposia events. The course examines practical advice on every aspect of organizing and managing special events, such as choosing the best venue; preparing and managing the budget; scheduling; coordinating food and beverages; selecting decor, themes, and entertainment; media; and staffing. Emphasis is on the interaction between the staff, the customer, guests, contractors, and others necessary to implement and manage a successful event. Additional focus on catering through hotels, restaurants or private companies, as well as examining the costs involved in building and sustaining a successful business. Code 1 course fee.

HRTM 214 Supervision and Human Resource Management 3 cr.  
The goal behind supervision and human resource management is to maximize employee performance. This course will focus on the knowledge and personal skills needed to function in an organization. The course will explore the critical importance of handling employee problems while meeting the primary needs of customers through the development of critical thinking and leadership skills. Students will be introduced to modern techniques for human resource management that will maximize employee performance in order to meet the company's strategic objectives. Supervisory applications and human resource policies and systems from a business management perspective will be examined. Concepts from principals of management courses will also be reinforced. Code 1 course fee.  
Prerequisite(s): HRTM 110

HRTM 220 Managerial Accounting for Hospitality Industry 3 cr.  
This course acquaints students with the principles of cost controls and their application by examining break-even and ratio analysis, interpretation of financial statements, budgeting, cash forecasts and hospitality case studies. Hospitality managerial accounting emphasizes planning and control functions including yield management, cash and operating budgets, industry standards and decision making. Emphasis is placed upon the diverse elements of sales within a food and beverage establishment and upon cost controls needed to maintain a profitable operation. Code 1 course fee.  
Prerequisite(s): HRTM 110

HRTM 225 Legal Aspects of Hospitality, Recreation And Tourism 3 cr.  
This course will introduce students to the basic principles of law, its sources, attributes and important definitions, as well as how to read legal cases. The students will learn how laws are applied primarily to restaurants, public lodging facilities, travel agents, airlines, recreational and sports facilities, clubs, resorts, and other public venues. Focus will also be on how judges and legislators balance the interests of customers and travelers with those of business proprietors. There will be an in-depth examination of the legal rights and duties of guests and patrons in comparison to innkeepers and restaurateurs. This course will also explore the question of ethics in hospitality management. Code 1 course fee.  
Prerequisite(s): HRTM 110

HRTM 240 Travel Seminar: International Tourism Management 3 cr. (2 + 0 + 3)  
This course will acquaint students with the scope and complexity of the tourism industry by exploring the economic, environmental, and sociocultural impact of tourism. The students in this course will develop an understanding of the evolution and growth of tourism, with an emphasis on sustainable tourism and the environmental impacts of tourism. In addition, students will examine tourism from the management perspective which will include marketing, technology systems, and destination development. This course is a study abroad experience; the selected destination may vary.

# HUMANITIES (HUMN)

HUMN 200 Modernism and the Arts 3 cr.  
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.  
Prerequisite(s): ENGL 151

HUMN 201 Postmodernism and the Arts 3 cr.  
This interdisciplinary course focuses on the connections among literature, art, and music during the postmodern era lasting from 1945 to the present. Students will study, discuss and write about a variety of works as they relate to historical events, societal change, and the rich diversity of this period.  
Prerequisite(s): ENGL 151

HUMN 210 Leadership and the Humanities 3 cr.  
This is an interdisciplinary humanities course that examines leadership issues. The course includes classic and current literature on leadership that encompasses a philosophical and historical perspective. The course uses reading materials and films, case studies in leadership, and experimental learning exercises, a mentoring program, and service learning process.  
Prerequisite(s): ENGL 151

HUMN 251 Study Abroad Seminar: Modern Middle East 4 cr. (3 + 0 + 3)  
This study abroad seminar offers students an intensive three-week program in Arabic/Hebrew language and culture conducted in a Middle Eastern Country. Students will live with a Middle Eastern family and be thoroughly immersed in the Middle Eastern world. In addition, a three-week course meeting two hours per day will help students with language skills in Arabic/Hebrew and will introduce students the main aspects of the culture. Housing arrangements and the classroom experiences are arranged by AMIDEAST. The Seminar includes a week of intensive interdisciplinary instruction prior to the travel and a week of assessment and presentation sharing upon return.  
Corequisite(s): ARBC 100

HUMN 252 Travel Seminar: Study in Humanities 3 cr. (2 + 0 + 1)  
This travel seminar provides the opportunity for students to immerse themselves in the culture of a select country. Emphasis is placed upon evaluation of the select culture in terms of its respective contextual values and norms. Students will participate in immersion activities that include tours and cultural events focused on facets of the humanities including: visual and performing arts, history, literature, and philosophy.

# INFORMATION TECHNOLOGY (LIBRARY) (INFO)

INFO 110 Library Research Skills and Information Literacy 3 cr.  
In this course students will learn researching skills using databases, computers, the Internet and electronic media along with traditional print information sources. Understanding the commonalities of how information is indexed and organized will allow students to develop a contextual framework vital to finding and evaluating relevant information for their research needs. Students will develop the ability to make ethical and legal choices in using the information they find. Code 1 course fee.

# INTERNSHIP (INTR)

INTR 290 Internship 3 cr. (0 + 0 + 9)  
This course offers students the opportunity to apply the academic knowledge gained from the classroom to a work environment. The internship will be directly related to students' career goals in their areas of study. By completing an internship, students will be involved in emerging workplace trends and enhance their employability. Students wishing to transfer their internship credits to a four-year baccalaureate program should consult the college or university to which they wish to transfer. Prerequisites: Applicants must also comply with the Ocean county College Internship Guidelines and complete an Internship Application, which are available in the Academic Affairs Office. Applicants must also have an overall GPA of 2.5.

# IRISH LANGUAGE (IRSH)

IRSH 101 Elementary Irish I 3 cr.  
Elementary Irish is designed to foster conversational fluency and beginning reading skills in the national language of Ireland. The class is intended for anyone interested in learning Irish who has little or no familiarity with the language. This course offers a primer of present-day Irish language and is perfect for travelers. The course seeks to develop students' speaking and listening skills in Irish as well as beginning the process of learning to read and write in Gaelic.

IRSH 102 Elementary Irish II 3 cr.  
This course is a continuation of present-day Irish language instruction for students who have taken Elementary Irish I. Students in this course will enlarge their vocabulary, augment their understanding of grammar, gain greater speaking fluency, and become better readers of works in Irish. Prerequisite(s): IRSH 101



# ITALIAN (ITAL)

ITAL 100 Elementary Italian I 3 cr.  
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. The course is designed for beginning students or students who have taken one year or less of high school Italian.

ITAL 102 Elementary Italian II 3 cr.  
This is an elementary college-level course that focuses on the development of basic conversation, reading and writing skills. Equal attention will given to grammar structures and to the development of a vocabulary that will enable students to have simple but useful everyday conversations. It is highly recommended that students enrolling in this course have taken two to three years of high school Italian if they cannot meet the prerequisite.  
Prerequisite(s): ITAL 100

ITAL 200 Intermediate Italian I 3 cr.  
This is the start of the series of intermediate college-level Italian language courses that focuses on the development of mid to high level beginner communication skills in the Italian language. This coruse strives to improve spoken and written skills that will enable students to engage in daily conversations.  
Prerequisite(s): ITAL 102

ITAL 202 Intermediate Italian II 3 cr.  
This second intermediate Italian course, is a continuation of Intermediate Italian I. The course emphasizes a further development of Italian conversational skills within the context of Italian culture in order to improve speaking and writing for daily communication.  
Prerequisite(s): ITAL 200

# JAPANESE (JAPN)

JAPN 101 Elementary Japanese I 3 cr.  
Elementary Japanese I is an introduction to Japanese language and culture. This course is designed for students who have limited or no experience learning Japanese. The class provides systematic instruction in the four language skills--speaking, listening, reading, and writing in modern Japanese. Upon successful completion of this course, students will be able to engage in basic conversations and develop the ability to read and write hiragana as well as to read katakana.

JAPN 102 Elementary Japanese II 3 cr.  
This course is a continuation of Elementary Japanese I and it addresses material for the second half of Elementary Japanese. In this course, students will master reading and writing Japanese as they learn new written scripts including katakana (Japanese symbols) and kanji (Chinese characters). Spoken language proficiency will also be enhanced as students work toward becoming fluent in both written and spoken Japanese through various class activities and assignments.  
Prerequisite(s): JAPN 101

JAPN 201 Intermediate Japanese I 3 cr.  
This course is designed for students who have successfully completed Elementary Japanese I & II. Written language proficiency will be enhanced as students are expected to utilize Hiragana, Katakana, and basic Kanji. Throughout the semester students will be increasing their ability to discuss different topics, attain a stronger understanding of grammar, and learn more about the history and culture of Japan. In this course, students will develop their growing vocabulary through dialogue, monologue, cultural activities, as well as various other class projects and assignments.  
Prerequisite(s): JAPN 102

JAPN 202 Intermediate Japanese II 3 cr.  
This course is designed for students who have successfully completed Intermediate Japanese I. In Intermediate Japanese II, students will elevate their Japanese speaking abilities. Students will expand their writing skills through additional Kanji study. This course focuses on increasing student confidence in speaking, writing, and reading examples of sophisticated Japanese language. Students will develop their growing vocabulary through dialogue, monologue, and immersion in cultural activities.  
Prerequisite(s): JAPN 201

# LATIN (LATN)

LATN 100 Elementary Latin I 3 cr.  
In this course students are introduced to Latin vocabulary and grammar, with a view to gaining sufficient fluency to read classical texts. Stress is likewise placed on the Latin roots of English words and the influence of Latin on the vocabulary and structure of the Romance languages. Students will read Latin texts focusing on the history, culture and mythology of the ancient Greeks and Romans.

LATN 102 Elementary Latin II 3 cr.  
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 life, art, genius and influence of the author of the Aeneid. The central themes of his book (such as love, suffering, patriotism, and duty) are studied closely, as are authors such as Homer, Lucretius, Catullus and Dante, who are related to an understanding of Virgil. It is highly recommended that students enrolling in this course have taken two to three years of high school Latin if they cannot meet the prerequisite.  
Prerequisite(s): LATN 100

# LAW (LAAW)

LAAW 101 Introduction to Law and Legal Assisting 3 cr.  
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 his relation to the supervising attorney both as to ethical and professional concerns.

LAAW 104 Introduction to Litigation 3 cr.  
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(s): LAAW 101

LAAW 106 Mediation and Conflict Resolution 3 cr.  
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 108 Introduction to Employment Law 3 cr.  
This course is for employers, employees, paralegals, and other interested parties. Students will study common principles, United States and New Jersey legislations and administrative regulations, and legal issues affecting employee selection, employee termination, equal employment, labor-management relations, and privacy. This course is not intended for transfer. It offers an opportunity for professional development for people currently employed in jobs related to law and human resources management.

LAAW 201 Legal Research and Writing for Paralegals 3 cr.  
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.  
Prerequisite(s): LAAW 101, ENGL 151

LAAW 203 Law Office Management 3 cr.  
A course designed to prepare the paralegal to understand, work within and manage a law office. The functions and skills of planning, organizing, controlling and directing a law office are explored along with the parameters and policies of the business of law which will provide a strong foundation upon which to build a legal career.  
Prerequisite(s): LAAW 101 or permission of the instructor

LAAW 204 Estate Administration 3 cr.  
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 cr.  
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.

# MANUFACTURING (MNFG)

**MNFG 102 Manufacturing Processes** 3 cr. (2 + 3)  
This course discusses materials and processes that are used in manufacturing. The course introduces the properties of materials for manufactured goods that include ferrous and nonferrous metals and alloys, ceramics, and composites. The casting, powder metallurgy, metal and nonmetal fabrication processes are also studied.  
Corequisite(s): ENGR 191

**MNFG 114 Principles of Quality Control In Manufacturing** 3 cr. (2 + 3)  
This Quality Assurance (QA) course emphasizes the process used to ensure that products and systems are meeting the planned requirements. Students will understand the systematic approach to measurement, standard comparison, and monitoring that lead to error prevention.

**MNFG 140 Introduction to Computer Numeric Controlled (CNC) Machines** 3 cr. (2 + 3)  
This course emphasizes the understanding and operation of Computer Numeric Control (CNC) machines. The laboratory work involves the use of computer-integrated manufacturing (CIM) which includes the use of computer numerical control (CNC) machines.

# MATHEMATICS (MATH)

**MATH 011 Introduction to Algebra I** 3 cr.  
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 with 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 cannot be used to satisfy degree requirements. Code 1 course fee.

**MATH 012 Introduction to Algebra II** 3 cr.  
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 cannot be used to satisfy degree requirements. Code 1 course fee.  
Prerequisite(s): MATH 011 with a minimum grade C or placement of MATH 012

**MATH 023 Algebra Basics** 4 cr.  
This course is 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: apply the properties of real numbers, use the order of operations for real numbers, solve linear equations and inequalities, solve application problems involving linear equations, graph linear equations and inequalities with the slope intercept form of an equation, determine equations of lines given specific information, solve systems of linear equations by means of graphing and simple substitution only, solve application problems involving systems of linear equations, perform operations with polynomials, division of algebraic expressions involving exponents should be limited to monomials, simplify algebraic expressions involving exponents. This course cannot be used to satisfy degree requirements. Code 1 course fee.

**MATH 151 A Survey of Mathematics** 3 cr.  
This is a mathematical course for liberal arts students. This course is a study of some of the fundamental concepts in mathematics. Topics include: sets, probability, logic systems of numeration, groups, and mathematical systems. Applications of these topics in various fields of study are included in the course. Code 1 course fee.  
Prerequisite(s): Math 012 or Math 023 (minimum grade C) or algebra placement requiring no remediation.

**MATH 156 Introduction to Statistics** 3 cr.  
An introductory level course for non-mathematics majors who need or desire a working knowledge of statistics. This course is oriented towards all fields in which statistics finds applications. Topics include: summarizing data, probability, normal and binomial distributions, hypothesis testing, confidence intervals and correlation. Code 2 course fee.  
Prerequisite(s): MATH 012 or MATH 023 (minimum grade C) or algebra placement requiring no remediation., ENGL 095 with a minimum grade of C or reading placement of no remediation.

**MATH 158 Algebraic Modeling** 4 cr.  
This course is designed for students in a variety of fields for which a conceptual undersatnding of college algebra topics is appropriate. Continuous and discrete functions will be studied from graphical, numerical, verbal, and algebraic perspectives with applications to diverse disciplines. Topics will include linear, quadratic, polynomial, exponential, logarithmic absolute value, radical, and rational functions and their application. This course will NOT satisfy the prerequisite for Precalculus courses. Code 1 course fee.  
Prerequisite(s): MATH 012 or MATH 023 (minimum grade C) or mathematics placement requiring no remediation.

**MATH 161 College Algebra** 6 cr.  
This course is intended for students pursuing the pre-calculus track who need to improve their elementary algebra skills while also developing a thorough understanding of the more difficult algebraic concepts necessary for MATH 191 or MATH 195. The course topics include: polynomial, exponent, radical, and rational expressions; linear, absolute value, and quadratic equations and inequalities; rational and radical equations; graphing techniques; systems of linear and non-linear equations and inequalities; conic sections; relations and functions. Students cannot earn graduation credits for both MATH 161 and MATH 165. Code 1 course fee.  
Prerequisite(s): MATH 012 or MATH 023 (minimum grade C) or mathematics placement requiring no remediation.

**MATH 165 College Algebra (Accelerated)** 5 cr.  
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: polynomial, exponent, radicatl, and rational expressions; linear, absolute value, and quadratic equations and inequalities; rational and radical equations; graphing techniques; systems of linear and nonlinear equations and inequalities; conic sections, relations and functions. Students cannot earn graduation credits for both MATH 165 and MATH 161. Code 1 course fee.  
Prerequisite(s): MATH 012 (minimum grade C) or algebra placement requiring no remediation

**MATH 171 Finite Mathematics** 3 cr.  
This is a mathematics course for liberal arts students. The topics covered include solving linear functions and inequalities, graphing, matrices with applications, and linear programming including the Simplex Method. Computers and/or graphing calculators will be utilized by the students. Code 2 course fee.  
Prerequisite(s): MATH 012 or MATH 023 (minimum grade C) or Mathematics placement of no remediation., Take ENGL 095 (minimum grade C) or English placement requiring no remediation.

**MATH 181 Introduction to Probability** 3 cr.  
This is a mathematics course for liberal arts students. Topics presented are selected from set theory, probability, binomial distributions, Markov chains, game theory, graphs and trees. Code 1 course fee.  
Prerequisite(s): MATH 012 or MATH 023 (minimum grade C) or Mathematics placement requiring no remediation., Take ENGL 095 (minimum grade C) or English placement requiring no remediation.

MATH 191 Precalculus I 3 cr.  
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. Prerequisite: MATH 165 OR MATH 161 or appropriate placement score. Code 1 course fee.  
Prerequisite(s): MATH 165 or MATH 161 or appropriate placement score on the college level math test

MATH 192 Precalculus II 3 cr.  
This course is a continuation of MATH 191. It includes the study of trigonometric functions and their inverses, trigonometric identities and equations and complex numbers from an algebraic, analytical, and graphical perspective. Additional topics include determinants sequences and series, analytic geometry and mathematical induction. Code 1 course fee.  
Prerequisite(s): MATH 191 or appropriate placement score on the college level math test

MATH 195 Precalculus (Accelerated) 6 cr.  
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. Code 1 course fee.  
Prerequisite(s): MATH 165 or MATH 161 or appropriate placement score on the college level math test

MATH 201 Precalculus Techniques and Applications 4 cr.  
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 algebraic, analytic, and geometric perspectives. Other topics to be studied are system of equations and inequalities, matrices and determinants, sequences and series, and mathematical induction. Technology and mathematical modeling will be utilized throughout the course. Code 1 course fee.  
Prerequisite(s): Appropriate placement score on the college level math test

MATH 265 Calculus I 4 cr.  
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. Code 1 course fee.  
Prerequisite(s): MATH 192, MATH 195 or MATH 201 or appropriate placement score on the college level math test

MATH 266 Calculus II 4 cr.  
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. Code 1 course fee.  
Prerequisite(s): MATH 265

MATH 267 Calculus III 4 cr.  
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. Code 1 course fee.  
Prerequisite(s): MATH 266

MATH 270 Discrete Mathematics 3 cr.  
This course is recommended for computer science and Mathematics majors. The topics include: sets, logic, mathematical induction, recursion, combinations, probability, graph theory and Boolean algebra. Code 1 course fee.  
Prerequisite(s): MATH 265, MATH 266 or permission of instructor

Corequisite(s): MATH 266

MATH 275 Linear Algebra 3 cr.  
This course covers topics in linear algebra, including systems of linear equations, Gaussian Elimination, matrices and determinants, vector spaces, linear transformations, eigenvalues, eigenvectors, and computer applications. Code 1 course fee.  
Prerequisite(s): MATH 266

MATH 280 Differential Equations 3 cr.  
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. Code 1 course fee.  
Prerequisite(s): MATH 267

MATH 281 Differential Equations 4 cr.  
This course includes the following topics: modeling and solving first-order differential equations and higher-order differential equations, both linear and non-linear, solution of differential equations by power series and Laplace transforms, matrices and determinants, Fourier series, and an introduction to partial differential equations. Code 1 course fee.  
Prerequisite(s): MATH 267

# MECHATRONICS (MECH)

MECH 150 Introduction to Hydraulics and Pneumatics 4 cr. (3 + 2)  
This course will introduce participants to the basic components, controls, and functions of railroad pneumatics and hydraulics. Course topics include standard symbols, pumps, control valves, control assemblies, actuators, maintenance procedures, and switching control devices.  
Prerequisite(s): MATH 012 OR MATH 023 OR Mathematics placement requiring no remediation.

# MEDICAL TERMINOLOGY (AHMT)

AHMT 110 Medical Terminology 3 cr.  
This course serves 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.

# MUSIC (MUSC)

MUSC 101 Music Fundamentals 3 cr.  
This course is designed for a student with little or no knowledge in music theory. It is a study in the rudiments of music such as notation, the structure of scales, intervals, keys, triads, and simple harmonic progressions. This course is intended to prepare students for entry into the Theory of Music I class.

MUSC 120 Applied Music I 2 cr. (1 + 0 + 3)  
Beginning or intermediate students receive one-on-one instruction in the technical and interpretive aspects of music performance as it relates to their instrument or voice with emphasis on tone production and intonation, expression, technique, and interpretation. Students are expected to devote a minimum of three hours per week or work outside class on assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged between instructors and students and approved by the dean/assistant dean. Code 3 course fee.

MUSC 121 Applied Music II 2 cr. (1 + 0 + 3)  
Beginning or intermediate students receive one-on-one instruction in the technical and interpretive aspects of music performance as it relates to their instrument or voice with emphasis on tone production and intonation, expression, technique, and interpretation. Students are expected to devote a minimum of three hours per week or work outside class on assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged between instructors and students and approved by the dean/assistant dean. Code 3 course fee.  
Prerequisite(s): MUSC 120

MUSC 142 Jazz Band I 1 cr. (0 + 2)  
This course is designed to give students experience in playing in a jazz setting. Emphasis will be placed on the fundamentals of jazz styles, improvising, listening and interacting in a collaborative musical environment, while exercising creativity. Students are expected to participate in all scheduled on-campus and off-campus performances. Code 2 course fee.

MUSC 143 Jazz Band II 1 cr. (0 + 2)  
This course is designed to give students experience in playing in a jazz setting. Emphasis will be placed on the fundamentals of jazz styles, improvising, listening and interacting in a collaborative musical environment, while exercising creativity. Students are expected to participate in all scheduled on-campus and off-campus performances. Code 2 course fee.  
Prerequisite(s): MUSC 142

MUSC 150 Introduction to Group Keyboard 3 cr. (2 + 2)  
This course is 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 3 course fee.

MUSC 160 College Choir I 1 cr. (0 + 2)  
The aim of the choir is to develop and perpetuate a high standard of choral-ensemble singing. Repertoire of various styles and periods will be performed. Pre-requisite: Passing score on tone test. Contact department to set up test.

MUSC 161 College Choir II 1 cr. (0 + 2)  
The aim of the choir is to develop and perpetuate a high standard of choral-ensemble singing. Repertoire of various styles and periods will be performed.  
Prerequisite(s): MUSC 160

MUSC 164 Introduction to Group Voice 2 cr. (1 + 2)  
This course is designed to develop the range and quality of the singing voice. Fundamentals of vocal technique and introduction to vocal repertoire are emphasized. The ability to read music is helpful.

MUSC 173 Concert Band I 1 cr. (0 + 2)  
This course is 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 3 course fee.

MUSC 174 Concert Band II 1 cr. (0 + 2)  
This course is 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 3 course fee.  
Prerequisite(s): MUSC 173

MUSC 177 Ear Training and Sight Singing I 2 cr. (1 + 2)  
This course emphasizes the development of aural skills through intensive sight singing and music dictation. Topics include diatonic melody, primary chord harmony, and simple meter rhythm. This course develops the aural skills necessary in order to interpret notated music with increased quickness and fluency. Code 2 course fee.  
Prerequisite(s): MUSC 101 or appropriate placement score on the Music placement test, and passing score on tone test. Contact the department to set up the tone test.

MUSC 178 Ear Training and Sight Singing II 2 cr. (1 + 2)  
This course is a continuation of Ear Training and Sight Singing I, focusing on the development of aural skills through intensive sight singing and music dictation. Topics include the use of simple and compound meters, all diatonic triad and seventh chord structures based on major and minor scales, and phrase-length chord progressions. Code 2 course fee.  
Prerequisite(s): MUSC 177 and MUSC 181, and a passing score on tone test. Contact the department to set up tone test.

MUSC 181 Theory of Music I 3 cr.  
This course is a study of elementary diatonic harmony. It includes triads and seventh chords within tonal context, the principles of voice leading, part writing and harmonic progression, and the function of nonchord tones. Also included is an introduction to the elements of musical form. Prerequisite(s): MUSC 101 or appropriate placement score on the Music placement test.

MUSC 182 Theory of Music II 3 cr.  
This course is a continuation of MUSC 181, with instruction in chromaticism, modulation, and analysis. Students will learn secondary chord functions and various types of modulatory techniques as applied to common music repertoire. Musical structural analysis will include the larger forms of binary and ternary design.  
Prerequisite(s): MUSC 181



MUSC 183 Beginning Jazz Theory and Improvisation 2 cr. (1 + 2)  
This course will provide students with the basic skills required to improvise intelligently and musically in the jazz, blues, and other genres. The basics of the language and theory of jazz and how to apply improvisational techniques are emphasized. No experience in playing jazz or improvising is required. Code 1 course fee.  
Prerequisite(s): MUSC 101 or appropriate placement score on the Music placement test.

MUSC 185 Introduction to Jazz History 3 cr.  
This course which requires no prior musical training, is a survey of jazz music from its origins to the present. It emphasizes the cultural, social, economic, political, technological, and historical influences on the birth and development of jazz music and vice versa. It focuses on musicians who have led in shaping the musical, cultural, social, and political significance of jazz. In additon to fundamental aspects of the music (melody, rhythm, harmony, improvisation, form, style, aesthetics, and dance), the course helps students develop the critical listening skills needed to listen to it intelligently, resulting in heightened understanding and enjoyment.

MUSC 190 Introduction to Music Appreciation 3 cr.  
This is an introductory course that exposes students to music. 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 of and appreciation for the various styles and types of music. Attendance at live performance may be required. Code 1 course fee.

MUSC 192 Music History and Literature to 1750 3 cr.  
This course focuses on the historical and stylistic development of western music and literature from the Greek heritage through the Medieval, Renaissance, and late Baroque periods. Code 1 course fee.

MUSC 193 Music History 1750-1920 3 cr.  
This course focuses on the historical and stylistic development of western music and literature from the Classical, Romantic, and Impressionistic periods. Code 1 course fee.

MUSC 194 Introduction to World Music 3 cr.  
Through case studies, the music of various cultures is studied in the context of human life. Recorded visual materials and student-selected projects stimulate understanding and appreciation for various types of music in our world. This course is planned primarily for students without previous musical training. Code 1 course fee.

MUSC 195 Music History and Literature Since 1920 3 cr.  
This course focuses on the historical and stylistic development of western music and literaure from the early 20th century to the present.

MUSC 220 Applied Music III 2 cr. (1 + 0 + 3)  
Beginning or intermediate students receive one-on-one instruction in the technical and interpretive aspects of music performance as it relates to their instrument or voice with emphasis on tone production and intonation, expression, technique, and interpretation. Students are expected to devote a minimum of three hours per week or work outside class on assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged between instructors and students and approved by the dean/assistant dean. Code 3 course fee.  
Prerequisite(s): MUSC 121

MUSC 221 Applied Music IV 2 cr. (1 + 0 + 3)  
Beginning or intermediate students receive one-on-one instruction in the technical and interpretive aspects of music performance as it relates to their instrument or voice with emphasis on tone production and intonation, expression, technique, and interpretation. Students are expected to devote a minimum of three hours per week or work outside class on assigned warm-ups, exercises, and appropriate repertoire. Weekly lesson times are arranged between instructors and students and approved by the dean/assistant dean. Code 3 course fee.  
Prerequisite(s): MUSC 220

MUSC 242 Jazz Band III 1 cr. (0 + 2)  
This course is designed to give students experience in playing in a jazz setting. Emphasis will be placed on the fundamentals of jazz styles, improvising, listening and interacting in a collaborative musical environment, while exercising creativity. Students are expected to participate in all scheduled on-campus and off-campus performances. Code 2 course fee.  
Prerequisite(s): MUSC 143

MUSC 243 Jazz Band IV 1 cr. (0 + 2)  
This course is designed to give students experience in playing in a jazz setting. Emphasis will be placed on the fundamentals of jazz styles, improvising, listening and interacting in a collaborative musical environment, while exercising creativity. Students are expected to participate in all scheduled on-campus and off-campus performances. Code 2 course fee.  
Prerequisite(s): MUSC 242

MUSC 260 College Choir III 1 cr. (0 + 2)  
The aim of the choir is to develop and perpetuate a high standard of choral-ensemble singing. Repertoire of various styles and periods will be performed.  
Prerequisite(s): MUSC 161

MUSC 261 College Choir IV 1 cr. (0 + 2)  
The aim of the choir is to develop and perpetuate a high standard of choral-ensemble singing. Repertoire of various styles and periods will be performed.  
Prerequisite(s): MUSC 260

MUSC 273 Concert Band III 1 cr. (0 + 2)  
This course is 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 3 course fee.  
Prerequisite(s): MUSC 174

MUSC 274 Concert Band IV 1 cr. (0 + 2)  
This course is 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 3 course fee.  
Prerequisite(s): MUSC 273

## NURSING (NURS)

NURS 174 Nutrition 3 cr.  
This course applies principles of nutrition and fluid balance in the care of patients of all ages utilizing the framework of the nursing process in multiple settings. The effect of nutrition and diet on the wellness-illness continuum is discussed with the integration of cultural influences. Code 3 course fee.  
Prerequisite(s): BIOL 131

Corequisite(s): NURS 176

NURS 175 Nursing I 9 cr. (6 + 9)  
The student is introduced 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 lifespan. Prerequisites: All accompanying requirements listed in the Nursing Student Handbook(such as health requirements and CPR certification). Courses listed in the main portion of the catalog General education courses may be taken prior to entering the nursing program. Code 8 course fee.

NURS 176 Nursing II 9 cr. (6 + 9)  
The student investigates health alterations that affect the essential activities of daily living and human needs. The course focuses on the application of the nursing process to the care of individuals across the age span experiencing alterations in physical and mental health. Concepts of growth and development of children, and young, middle and older adults are discussed. Topics related to cognitive decline and chronic illness and death are explored as are general topics related to mental health/illness. Mental disorders and disorders of the endocrine, gastrointestinal and musculoskeletal systems are presented. Code 8 course fee.  
Prerequisite(s): NURS 175, BIOL 131

Corequisite(s): NURS 174

NURS 273 Nursing III 9 cr. (6 + 9)  
The student addresses the health care needs of childbearing and childrearing families and investigates health alterations that affect essential activities of daily living and human needs. Concepts of growth and development in the care of child bearing and child rearing families are explored. Discussion focuses on the application of the nursing process to the care of adults with disorders of the respiratory, hematological, immunological, reproductive systems and neoplastic disorders. Code 8 course fee.  
Prerequisite(s): NURS 176, NURS 174, BIOL 232

Corequisite(s): BIOL 232

NURS 274 Nursing IV 10 cr. (5 + 9 + 6)  
The student addresses application of the nursing process to the care of patients 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 for the preceptorship experience. Code 8 course fee.  
Prerequisite(s): NURS 273, BIOL 232

Corequisite(s): NURS 275

NURS 275 Contemporary Nursing 2 cr.  
The student examines and analyzes issues facing the nursing professional in today's health care environment with emphasis on transition to practice. The course focuses on the application of previously learned nursing knowledge including the analysis of the relationship between the nursing process and the client's needs and NCLEX-RN readiness. Code 3 course fee.  
Prerequisite(s): NURS 273

Corequisite(s): NURS 274

# PHILOSOPHY (PHIL)

**PHIL 190** Introduction to Critical Thinking 3 cr.  
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 distinction between belief and knowledge, the nature of argument, inductive and deductive reasoning, the function of language and rhetoric in writing and speaking, and informal fallacies.

**PHIL 191** Introduction to Philosophy 3 cr.  
This course is an introduction to Western philosophy through exploration of major topic areas within philosophy: metaphysics, theory of knowledge, ethics, political philosophy and philosophy of religion. Within each topic area, an assortment of continuing philosophical problems will be presented and discussed, such as the problems of mind/body; personal identity, free will/determinism, the possibility and nature of knowledge, the foundation for moral and ethical judgment, the nature of justice, the existence of God, and the problem of evil. For each topic area and problem selected, philosophical perspectives will be presented from several different periods from the history of significant philosophy: Ancient, Medieval, Modern, Enlightenment, 19th Century, and Contemporary. Attention may also be given to non-Western philosophy. The relevance of philosophy will be shown to current condition and contemporary problems by encouraging students to think and write critically, be creative and develop their own philosophical perspective and world view.

**PHIL 192** Contemporary Ethical Issues 3 cr.  
This course introduces students to traditional ethical theories from a multicultural perspective and to the nature of ethical thinking. It also considers some major unresolved ethical issues of our time. Possible contemporary ethical issues covered include socially sanctioned taking of human life; sexual behavior and its broader social implications;equality; discrimination and reverse discrimination; violence; social, environmental and political effects of globalization; economic justice and welfare; pornography and censorship; the values of a business society; alienation in the modern world; bioethics of cloning, genetic engineering, and stem cell research; and/or contemporary issues of concern drawn from today’s headline news.

**PHIL 210** Introduction to Formal Logic 3 cr.  
Logic is the study of reasoning. This course promotes skill in evaluating claims and arguments. It will focus on the ways that reasoning can be formalized and evaluated using logical methods. This course will focus particularly on the methods of categorical, propositional, and predicate logic, with an emphasis on both proofs and translation from natural language to symbolic form.

**PHIL 225** Traditional Philosophy of East Asia 3 cr.  
The traditional Philosophies of East Asia connect people through thought, moral values, ethics, religious affiliations, politics, and overall views of the world. The study of Eastern Philosophy allows students to learn more about other cultures and ways of life. This course will focus on philosophies found across Eastern Asia and consider how these ideas affect and mold history and culture.  
Prerequisite(s): ENGL 151

# PHOTOGRAPHY (PHOT)

**PHOT 101** History of Photography 3 cr.  
This course will thematically and chronologically survey the social, cultural, aesthetic, and technical developments in the history of photography around the world. The time period covered will be from the emergence of the medium in the early nineteenth century through the present day. This course examines the multiple purposes to which photography has been adapted since its discovery, as well as the methodological and theoretical foundations of the medium.

**PHOT 181** Basic Digital Photography 3 cr. (2 + 2)  
This course teaches students the fundamentals of photography, including the use and handling of various digital cameras and specialized instruments. Students will study the history of photography, photo-composition, and photographic aesthetics and learn to digitally process their images, make proof sheets, and enlarge photographic prints creatively and effectively. Students will create and organize a portfolio of photographic works. Code 5 course fee.

**PHOT 187** Experimental Digital Photography 3 cr. (2 + 2)  
Students will explore various digital picture-taking techniques in an endeavor to change, manipulate, vary, and abstract the photographic image. Students will explore a variety of black and white and color photographic approaches and use special effect lenses, high speed and time-lapse photography, and special lighting techniques. Students will create and organize a portfolio of photographic works demonstrating competence in these techniques. Code 5 course fee.  
Prerequisite(s): PHOT 181

**PHOT 188** Intermediate Digital Photography 3 cr. (2 + 2)  
This course is a continuation of Basic Digital Photography CPH 181. Students will learn advanced techniques in camera handling and picture taking while exploring sophisticated methods in digital communication. 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. Digital portfolios are produced by each student. Code 5 course fee.  
Prerequisite(s): PHOT 181

**PHOT 195** Lightroom & Photoshop for Photographers 3 cr. (2 + 2)  
The course will teach students how to import, organize, correct and add creative color effects in Lightroom using global and local editing tools, as well as how to merge multiple exposures and stitch panoramas. In Photoshop, students will learn practical techniques for combining photos, pro-level retouching, creating precise selections, masking, and adding creative effects. Additionally, they will learn how to export photos, sharing via social media, creating fine art-style signed print layouts, slideshows, photo books, and web gallery projects.

**PHOT 207** Photojournalism 3 cr. (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 photography has had on the reporting of world, state and local events. Students will further develop basic skills in researching of 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 files, and process the image within time constraints which duplicate the expected performance on t daily newspaper, magazine or broader media coverage and print publication. A Digital SLR camera with built-in metering system is required for this course or a hand-held light meter. An electronic flash unit for the camera is also required. Code 3 course fee.  
Prerequisite(s): PHOT 181

**PHOT 280** Advanced Digital Photography 3 cr. (2 + 2)  
This course is intended to introduce student to the use of various types of digital cameras and related photographic equipment. Included in the course study is the use and handling of assorted types of digital cameras in a variety of picture taking applications. Further, students will learn to download the images for computer enhancement in a broad range of both commercial and fine art work exploring the full potential of this image making photographic medium. Emphasis in the course will be placed on both field and studio work involving but not limited to advertising, portraiture, product and fine art photography. Students will ultimately gain a working knowledge within the full range of digital still photography and the computer applications in the manipulation and computer enhancement of the still digital photographic image. Portfolios of individualized student work will be created by each student enrolled in the course. Code 3 course fee.  
Prerequisite(s): PHOT 181

# PHYSICS AND ASTRONOMY (PHYS)

**PHYS 171 Physics I** 4 cr. (3 + 2)  
This course is an algebra/trigonometry-based course on the fundamental concepts of mechanics, fluids, and thermodynamics. The course begins with an introduction to the nature of measurement, scalars, vector arithmetic, and one- and two-dimensional kinematics, continuing on to discuss Newton's laws of motion, energy, and momentum, universal gravitation, with an introduction to the elastic properties of materials. Static and dynamic systems are studied, in the context of both translational and rotational motion. Further topics include fluid statics and dynamics, ideal gases, heat and temperature, the laws of thermodynamics, entropy, and heat engines. Code 5 course fee.  
Prerequisite(s): MATH 161 or higher

Corequisite(s): MATH 161

**PHYS 172 Physics II** 4 cr. (3 + 2)  
This course is a continuation of Physics 171. Physics 172 (algebra/trigonometry based) covers latter topics in mechanics, electromagnetism, optics, and modern physics. The course begins with a study of oscillatory motion, mechanical waves, sound, and a discussion of human hearing. Topics in electromagnetism include sources and properties of electric and magnetic fields and how these interact charged particles and currents, electrical circuits, induction, and electromagnetic waves. The course covers both geometric and physical optics, including image formation, interference, and diffraction. The course ends on an introduction to special relativity and old quantum theory. Code 5 course fee.  
Prerequisite(s): PHYS 171

**PHYS 180 Introduction to Astronomy** 4 cr. (3 + 2)  
This is an introductory, one-semester course that studies the nature of the Universe: Solar System, stars, galaxies, and the overall Universe. This course investigates the tools and methods of astronomy and the implications of modern astronomical findings. The course examining the nature of the scientific method as applied 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. This course may be used in place of PHYS 181 Astronomy of the Solar System or PHYS 182 Astronomy of Stars and Galaxies. Code 2 course fee.

**PHYS 181 Astronomy of the Solar System** 4 cr. (3 + 2)  
This is an introductory course that studies the nature of the solar system: the Sun, planets, moons, and other bodies orbiting the Sun. This course investigates the tools and methods of astronomy; the nature of the scientific method as applied to a number of key problems from the history of astronomy; the motions of the sky; recent findings as to the nature, origin, and evolution of the planets including exoplanets; and life in the universe. Laboratory work includes observations with the unaided eye and analysis of more complex observations. Code 3 course fee.  
Prerequisite(s): MATH 012, MATH 023, or math placement requiring no remediation.

**PHYS 182 Astronomy of Stars and Galaxies** 4 cr. (3 + 2)  
This is an introductory course that studies the nature of the Universe: stars, formation and evolution of stars, death of stars, galaxies, and Cosmology. This course investigates the tools and methods of astronomy and the nature of the scientific method as applied to a number of key problems from stellar and galactic astronomy, and Cosmology. Laboratory work includes analysis of laboratory measurements and complex observations. Code 3 course fee.  
Prerequisite(s): PHYS 181

**PHYS 281 General Physics I** 4 cr. (3 + 3)  
This calculus-based course is a rigorous introduction to the fundamentals of Newtonian mechanics. The course begins with measurements and dimensional analysis, a description of vectors, vector decomposition, and vector arithmetic. The motion of rigid bodies is treated including translational and rotational kinematics, projectile motion, circular and rolling motion; forces, torques, Newton's laws of motion, equilibrium, and dynamics; translational and rotational work and energy; and linear and angular impulse and momentum. Further topics include oscillatory motion, resonance, mechanical waves, sound, standing waves, and superposition; and Newton's law of universal gravitation and orbital motion. Code 5 course fee.  
Prerequisite(s): MATH 265

Corequisite(s): MATH 265

**PHYS 282 General Physics II** 4 cr. (3 + 3)  
This calculus-based course covers thermodynamics and electromagnetism. The course begins with a discussion of temperature and heat and a description of ideal gases using the kinetic theory and the Maxwell-Boltzmann distribution. A connection between microscopic and macroscopic states is emphasized. The zeroth, first, and second laws of thermodynamics and entropy are discussed as well as their connection to thermodynamic cycles and engines. The second portion of the course deals with electricity and magnetism, including electrostatics, Gauss's law, magnetostatics, Ampere's law, the Biot Savart law, circuit analysis and Kirchhoff's rules, electromagnetic induction and Faraday's law, Maxwell's equations and electromagnetic waves. Code 5 course fee.  
Prerequisite(s): PHYS 281, MATH 265, MATH 266

Corequisite(s): MATH 266

**PHYS 283 General Physics III** 4 cr. (3 + 3)  
This calculus-based course is a survey of topics in modern physics. The course opens with a discussion of light and its propagation, specifically in different frames of reference. Consequences of relativity are discussed, including time dilation, length contraction, and relative simultaneity, as well as the impacts on the quantities of mechanics, contrasting with relativistic and Newtonian mechanics. The course moves on to addressing the failures of classical physics to explain important observations leading to early quantum theory, including the photoelectric effect, the Bohr model of the atom, atomic spectra and blackbody radiation. Finally, the modern treatment of quantum mechanics is developed, using matter waves, wave functions and quantum mechanical states, the Born interpretation, and Schrodinger's equation, including solving this for simple potentials. Code 5 course fee.  
Prerequisite(s): PHYS 282, MATH 266, MATH 267

Corequisite(s): MATH 267

# POLITICAL SCIENCE (POLI)

**POLI 101 Global Issues** 3 cr.  
This course engages students in a multifaceted exploration of various contemporary global issues such as the westernization of developing nations; issues of war, conflicting religious and ethical values; globalization and international economics post World War II; and human rights issues in cross-cultural and sociological perspective. The course will include an interdisciplinary approach, examining recent social, economic and political trends. Emphasis will be placed on humanistic aspects such as historical, religious and cultural impacts; artistic and literature influences; and philosophical foundations of societies within a global context.

**POLI 161 American Federal Government** 3 cr.  
This course is a survey of the origins, development, and structure of the national government and political system in theory and practice. Students will be introduced to the ideas and institutions that shape contemporary politics in the U.S.

**POLI 162 American State and Local Government** 3 cr.  
A study of the common features, aspects, and responsibilities of state, county, and local governments in the United States under existing and ideal conditions. Attention will also be given to the State of New Jersey and various New Jersey counties and municipalities

**POLI 183 Introduction to Political Science** 3 cr.  
This course is a survey of the foundations of political theory and its relationship to government, political parties, pressure groups, and modern political thought. Students will be introduced to various governmental systems and economies throughout the world with a focus on contemporary domestic and global issues.

**POLI 185 Principles of Public Administration** 3 cr.  
This course is 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. It considers such topics as organizational theory and practice, decision making, executive leadership and the political aspects of administration.

**POLI 263 Introduction to International Relations** 3 cr.  
Students will examine the international political system, analyze the cause of war, and the various approaches to world peace through a study of balance of power theories, disarmament, diplomacy, and international organizations. Students will also examine economic forms of power and the increasing importance of international political economy.

**POLI 265 Comparative Politics and Government** 3 cr.  
This course will expose students to various concepts and theories of comparative politics through the examination of the cultures, structures, institutions, processes and historical contexts in which they occur. Emphasis will be placed on cultural, religious, and ethnic practices and perspectives which shape contemporary society and political institutions. Students will explore the difference between industrialized democracies, current and former communist regimes, and less developed nations by analyzing politics in various case studies such as the United Kingdom, China, France, South Africa and Iran.

**POLI 268 Women and Politics** 3 cr.  
This course examines the role of women in domestic and international politics from both a historical and current perspective. The evolution of women's political participation will be traced through various social movements and events. The women's suffrage and women's rights movements within the United States will be analyzed and compared to other movements throughout the world. The course will highlight the accomplishments of significant women in politics within diverse political systems. Attention will also be placed on factors such as religion, ethnicity, and culture in order to develop a comprehensive understanding of gender gaps that exist globally.

# PORTUGUESE (PORT)

**PORT 101 Elementary Portuguese I 3 cr.**  
This course is an introduction to the Portuguese language for students with little or no experience with the language. Students are taught a basic vocabulary to enable them to enjoy real-world conversations in Portuguese. Audio, as well as computer-based material is used to reinforce and expand language skills in the class. This beginning course in the Portuguese language sequence stresses the language as spoken in Brazil and Portugal. The course develops basic communication skills in reading, writing, speaking, and listening.

**PORT 102 Elementary Portuguese II 3 cr.**  
This course is a continuation of Elementary Portuguese I, stressing the use of discussions in Portuguese, an ample study of grammar, and presentation of more in-depth vocabulary. This course continues the series of basic language classes, which emphasize the verbal elements used in the Portuguese speaking areas of the globe. Students will further develop listening, speaking, reading and writing skills in Portuguese.  
Prerequisite(s): PORT 101

# PSYCHOLOGY (PSYC)

**PSYC 172 General Psychology 3 cr.**  
This introductory course focuses on the study of behavior and cognitive processes. Emphasis is on neuroscience, states of consciousness, human development, sensation and perception, learning, memory, intelligence, emotion and motivation, personality, psychological disorders, psychotherapy, and social behavior. Code 1 course fee.

**PSYC 173 Child Psychology 3 cr.**  
The emphasis of this course will be on the scientific study of intellectual, emotional, social, and physiological development of the human being from preconception to adolescence. The foundational theories of Freud, Erickson, and Piaget are stressed, as well as newer emerging theories of child psychology. Code 1 course fee.  
Prerequisite(s): PSYC 172

**PSYC 174 Personality Theory 3 cr.**  
This course is a study of personality focusing on representative theorists from the major schools of personality theory (psychoanalytic, social learning, humanistic, and cognitive) and methods for studying personality (e.g. case studies, personality tests, empirical research, etc.). Code 1 course fee.  
Prerequisite(s): PSYC 172

**PSYC 175 Cross-Cultural Psychology 3 cr.**  
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 norms and individual behavior operate within a cultural context, compare similarities and differences among people of the world, and make sense of the underlying reasons for psychological diversity. Code 1 course fee.  
Prerequisite(s): PSYC 172

**PSYC 270 Psychology of Gender 3 cr.**  
This course will present current theory and research on gender differences focusing on the physiological, psychodynamic, cognitive, and social domains. An analysis of the implications of gender on identity, life-span development, relationships, life at home and work, educational attainment, and physical and mental health will be explored.  
Prerequisite(s): PSYC 172

**PSYC 271 Abnormal Psychology 3 cr.**  
This course is the study of abnormal behavior from five different major theoretical approaches: neuroscience, psychodynamic, behavioral, cognitive, and humanistic/existential. Students will learn the descriptions (symptoms), causes (etiology) and various types of treatments of disorders described in DSM-5.  
Prerequisite(s): PSYC 172

**PSYC 273 Adolescent Psychology 3 cr.**  
This course presents an in-depth study of human development between the ages 11 and 25. It stresses growth in cognitive and personality processes and the social changes experienced by adolescents and emerging adults.  
Prerequisite(s): PSYC 172

**PSYC 274 Social Psychology 3 cr.**  
This course is a scientific study of the behavior and development of the individual in society. It involves understanding how people influence and are influenced by others around them. The course will explore topics such as social perception, social influence, attribution theory, interpersonal relationships, group dynamics, and prejudice. Research and methodology will be stressed.  
Prerequisite(s): PSYC 172

**PSYC 275 Educational Psychology 3 cr.**  
This course is designed to assist students with the application of fundamental psychological principles, theories and practices in their future classrooms at all educational levels. The teaching-learning process is examined through a study of the major psychological theories of learning, motivation and maturation. These psychological principles are applied to practices of classroom instruction that consider the developmental stage, abilities and learning styles of the learner.  
Prerequisite(s): PSYC 172

**PSYC 278 Life Span Development 3 cr.**  
This course examines the biological, cognitive, social and personality influences on development from birth to death. The incremental influence of each stage on the succeeding stages will be explored.  
Prerequisite(s): PSYC 172

# RELIGION (RELG)

RELG 193 World Religions 3 cr.  
The course examines the historical, geographical and cultural evolution of the doctrines, rituals, symbols, and practices of religious traditions. The course has an emphasis on some essential differences and similarities which exist among religious traditions. The major religions covered are tribal/oral traditions, Hinduism, Buddhism, Confucianism, Taoism, Shinto, Judaism, Christianity, Islam, new religions, and religion in the 21st century.

RELG 293 Religious Experiences 3 cr.  
This course is a study of the varieties of religious experience that lead individuals and groups to transform their lives in accordance with values based in religious belief. Specific topics may include encounters with the divine and holy, the phenomenology of mystical experience, religious views of the absolute, the relation of faith and reason, the doctrinal implications of religious experiences, and the relation of religion and science. Many of the world's religions will be examined in this course, including but not limited to the following: Hinduism, Buddhism, Confucianism, Taoism, Shintoism, Judaism, Christianity, indigenous religions, and Islam.

# RUSSIAN (RUSS)

RUSS 101 Elementary Russian I 3 cr.  
This course is for students who have no previous knowledge of the language, or who are familiar with basic grammatical concepts and vocabulary, or who have varying backgrounds in Russian, including those who were born in Russian speaking families, but have had no formal education in the language. This course is designed to provide the student with a basic foundation in the Russian language, to assist the beginner in the gradual and harmonious development of all language skills. The course also explores contemporary Russian societal behavioral norms and current Russian-American relations.

RUSS 102 Elementary Russian II 3 cr.  
The course is intended for students who have completed initial coursework in Russian or who are familiar with basic grammatical concepts and vocabulary. This course provides a balanced communicative approach to Russian language and culture, integrating modern and useful vocabulary with functionally based grammatical concepts.  
Prerequisite(s): RUSS 101



# SOCIAL WORK (SOWK)

SOWK 101 Introduction to Social Work 3 cr.  
This course is designed to introduce students to contemporary issues in social welfare and social work practice. Using a generalist approach, this course explores the myriad of social work roles and functions within systems of care of all sizes. A major focus is given to social work practice with individuals, groups, families, communities and organizations. An introductory review of social work knowledge, skills, and values will be examined. The role of the social worker is explored in relation to the consumers they work with and the service agencies and institutions. The helping process and social work interventions will also be highlighted to assist students to explore social work as a profession.

SOWK 105 Introduction to Developmental Disabilities 3 cr.  
This course provides introductory knowledge about working with people with developmental and intellectual disabilities. The history of developmental disabilities, types of disabilities, as well as community and service delivery models will be addressed. This course will also examine behaviors associated with disabilities, types of abuse and neglect, ethical considerations, policies, and program planning. Multicultural and strength-based perspectives will be reviewed as they relate to disabilities.

SOWK 194 Interviewing and Communication Techniques 3 cr.  
This course examines the theoretical foundations of counseling, counseling styles and techniques, and sensitivity to counseling culturally diverse clients through the processes of human communication. It provides an opportunity for students to practice the skills necessary for a career in social work and related fields.

SOWK 200 Gerontology: the Study of Aging 3 cr.  
This course provides students with the foundational knowledge relevant to working with the elderly population in human services. This includes the biological, psychological, social and spiritual aspects of working with older adults and their caregivers. Multicultural and strength-based perspectives will be evaluated. This course will also highlight core policies and practices affecting older adults, inclusive of current laws and evidence-based best practices.

SOWK 201 Human Behavior and the Social Environment 3 cr.  
This course provides a basic understanding of human behavior theory relevant to working with individuals, groups and families. Emphasis is given to the interrelationships between persons and their environments. Theories of human development will be explored and analyzed for practical use in various professions such as human services/social work, education and other health-related fields of study.  
Prerequisite(s): SOWK 101

SOWK 202 Social Work Seminar and Practicum 3 cr. (2 + 0 + 4)  
This course provides students with professionally supervised opportunities to gain practical, hands-on, direct, and indirect practice experience within real world human service agencies. As a requirement, students will be placed at off-site community-based settings for a total of 60 hours per semester. In addition, students will attend a field practicum seminar class on campus that connects lecture and discussions with their field work experiences.  
Prerequisite(s): SOWK 101

SOWK 207 Group Dynamics 3 cr.  
This course provides an overview of interpersonal behaviors and processes relevant to facilitating groups in human service agency settings. Group models, stages of group development, and theoretical approaches will be examined. There will also be an emphasis on working with groups in a multicultural context.

# SOCIOLOGY (SOCI)

SOCI 181 Introduction to Sociology 3 cr.  
This course presents the fundamental concepts, sociological perspectives, and methods of social research. Course topics include culture, socialization, deviance, social class, race and ethnicity, and gender and sexuality. Code 1 course fee.

SOCI 182 Death and Dying 3 cr.  
This course is designed to examine the phenomena of death and dying from 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 death and the dying. Code 1 course fee.

SOCI 230 Women in Society 3 cr.  
This course examines the changing role of women in social life. Particular emphasis will be on the challenges women face in the home and the workplace, the image of women in popular culture, health and reproduction issues, and women's status in religion, education, science, and politics.

SOCI 231 Social Problems 3 cr.  
This course explores the ways that social issues become defined as social problems and it looks at the consequences of those definitions. Students will identify and analyze a wide range of domestic as well as international social problems and they will develop tentative solutions to those problems. Problems associated with the following topics may be considered: the economy, politics, work, family, education, urban living, social class, race and ethnicity, gender and sexuality, the media, the criminal justice system, drugs, health, and aging. Global problems related to population, global inequality, technology, the environment, war, and terrorism will also be addressed.  
Prerequisite(s): SOCI 181

SOCI 238 Race and Ethnicity 3 cr.  
This course deals with core concepts and issues related to race and ethnic relations and patterns of immigration. It examines the concept of stereotyping, the differentiation between prejudice and discrimination, and the spectrum of intergroup relations, ranging from pluralism to extermination. The history and experiences of select racial, ethnic, religious, and cultural subgroups in American society will be explored.  
Prerequisite(s): SOCI 181

SOCI 240 Travel Seminar: the Immigrant Experience 3 cr. (2 + 0 + 3)  
This travel abroad seminar focuses on the immigrant experience by providing students the opportunity to immerse themselves in the country of origin of an immigrant group. While abroad, students will explore the social, economic, and cultural life of this group as a backdrop in understanding why these people decided to emigrate. The course also provides a sociological perspective in analyzing this group's position once in American society.

SOCI 282 Sociology of the Family 3 cr.  
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 analyzes these changes within historical and cultural contexts. Course topics include dating, marriage, divorce, family diversity, families across the life cycle, and the family and social problems.  
Prerequisite(s): SOSOC 181

SOCI 285 Drugs and Society 3 cr.  
This course is 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.

# SPANISH (SPAN)

SPAN 151 Elementary Spanish I 3 cr.  
The communicative approach to language learning is used to develop the beginning skills. Students are provided with a basic vocabulary to enable them to enjoy simple communicative 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 beginning students or students who have taken one year or less of high school Spanish.

SPAN 152 Elementary Spanish II 3 cr.  
The second semester of Spanish is designed to continue building the student's Spanish language proficiency based on listening and reading comprehension, speaking and writing. Students continue leaning basic vocabulary and grammar. The vocabulary component covers the vocabulary that enables students to keep communication on an elementary level. Audio as well as computer based material is used to reinforce and expand the skills program in the classroom. It is highly recommended that students enrolling in this course have taken two to three years of high school Spanish if they cannot meet the prerequisite.  
Prerequisite(s): SPAN 151

SPAN 251 Intermediate Spanish I 3 cr.  
This course is an intensive review of the basic structures of the Spanish language while introducing students to the study of more complex structures, functions, and vocabulary designed to expand communication and cultural competency. This is the first semester of a one-year sequence in intermediate Spanish.  
Prerequisite(s): SPAN 152

SPAN 252 Intermediate Spanish II 3 cr.  
An intensive review of the basic structures of the Spanish language while introducing students to the study of more complex structures, functions, and vocabulary designed to expand communication and cultural awareness. This is the second semester of a one-year sequence in intermediate Spanish.  
Prerequisite(s): SPAN 251

SPAN 279 Travel Spanish Seminar 3 cr.  
This study abroad seminar is designed to immerse students in the culture, architecture and history of Andalucia Spain. It will combine classroom lecture and research with onsite visits to museums and historically significant sites. Students will learn about the fusion of the Christian, Muslim and Jewish cultures, which have shaped the cultural practices and traditions.  
Prerequisite(s): SPAN 152

# STUDENT SUCCESS (STSC)

STSC 150 Student Success Seminar 2 cr.  
This comprehensive course is designed to build a solid foundation for a successful college experience. This seminar based course will help students develop the emotional and intellectual skills necessary to work toward graduation and their chosen career. In addition to learning to develop a self-motivated academic passion, students can expect to develop their critical thinking and academic skills. The course will also enable students to connect to the campus community through an analytical and information literacy component and service learning experience. Code 1 course fee.

STSC 155 College Success Seminar 3 cr.  
This comprehensive course is designed to build a solid foundation for a successful college experience. This discussion based seminar will help students develop the social and intellectual skills necessary to work toward graduation and their chosen career. In addition to learning to develop a self-motivated academic passion, students can expect to develop their critical thinking, note-taking, test-preparation, and time management skills. The course will also enable students to connect to the campus community through a common read and service learning experience. Code 1 course fee.

# THEATER (THTR)

THTR 153 Introduction to Playwriting 3 cr.  
This course provides students with the essential elements required to compose, revise and perform a short dramatic work. The course is designed for students interested in writing for the stage. Students will explore the creative process in dramatic script development. Class exercises will include work on dramatic structure, plot and character development, and dialogue.  
Prerequisite(s): ENGL 151

THTR 181 Theatre Practicum I 1 cr. (0 + 0 + 3)  
Theatre Practicum is a learning-by-doing process; there is no formalized classroom instruction. Students must participate in an Ocean County College theatrical production. Students may be members of the cast or assist with technical or business aspects of the production.

THTR 182 Threatre Practicum II 1 cr. (0 + 0 + 3)  
Theatre Practicum is a learning-by-doing process; there is no formalized classroom instruction. Students must participate in an Ocean County College theatrical production. Students may be members of the cast or assist with technical or business aspects of the production.  
Prerequisite(s): THTR 181 and consent of the instructor

THTR 183 Theatre Practicum III 1 cr. (0 + 0 + 3)  
Theatre Practicum is a learning-by-doing process; there is no formalized classroom instruction. Students must participate in an Ocean County College theatrical production. Students may be members of the cast or assist with technical or business aspects of the production.  
Prerequisite(s): THTR 182 and consent of instructor

THTR 184 Theatre Practicum IV 1 cr. (0 + 0 + 3)  
Theatre Practicum is a learning-by-doing process; there is no formalized classroom instruction. Students must participate in an Ocean County College theatrical production. Students may be members of the cast or assist with technical or business aspects of the production.  
Prerequisite(s): THTR 183 and consent of instructor

THTR 189 Musical Theatre Workshop 3 cr. (2 + 2)  
A performance class to introduce students to the acting, singing, and dancing skills required of a musical theatre artist. Through involvement in lecture/ demonstration and application, students will synthesize basic music, dance, and acting skills required to participate in a musical theater production. Recommended for students interested in drama, music, or speech. Code 3 course fee.

THTR 190 Children's Theatre Performance 3 cr. (0 + 0 + 9)  
This course provides students with practical experience in staging, rehearsing, performing and striking a theatre production for young audience members. Students will apply acting, singing, and dancing skills to a fully costumed, technically complete production. By participating in all phases of the production, students will gain an understanding of the complexities unique to a children's theatre show. Students must participate in all rehearsals, load-in, performance and strike. Productions will be performed at on-campus and off-campus locations. Code 2 course fee.

THTR 193 Introduction to Acting I 3 cr.  
This course introduces students to some of the fundamental skills and tools necessary to understand and apply the acting process. In addition, students learn how to analyze and apply basic acting techniques as they demonstrate for and evaluate their classmates. Code 3 course fee.

THTR 194 Introduction to Acting II 3 cr.  
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 on 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. Code 3 course fee.  
Prerequisite(s): THTR 193

THTR 195 Theatre Appreciation 3 cr.  
This course introduces students to the history and development of theatre from its origin in Greece to the current day. Code 3 course fee.

THTR 196 Contemporary Theatre 3 cr.  
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.

THTR 197 Stagecraft I 3 cr. (2 + 2)  
This course covers the basic theory and practical application of building, painting, and rigging material, their uses in theatrical production, and the shifting of sets, furniture, and props. Code 2 course fee.

THTR 210 Stage Management 3 cr. (1 + 0 + 6)  
This course introduces students to the duties and responsibilities of a stage manager from preproduction to post production. Topics include: developing and assembling a prompt book, cueing and calling a show, and developing managerial skills in order to supervise and manage production personnel. Students must participate in Ocean County College Theatrical production.  
Prerequisite(s): THTR 195

THTR 296 Theatre in London 3 cr. (2 + 2)  
Traveling to London, England, students will view 10-12 plays at the Royal National Theatre, the Royal Shakespeare Company, The West End, and the Fringe and will discuss and evaluate the productions in class with directors, actors, playwrights, and/or designers from the plays.

# TURKISH (TURK)

TURK 101 Elementary Turkish I 3 cr.  
This course offers an introduction to the modern Turkish language used by over 75 million people worldwide. The course is intended for students with little or no previous experience with the language. Students will develop speaking and listening skills in Turkish and learn to read and write in the language.

TURK 102 Elementary Turkish II 3 cr.  
Elementary Turkish II continues to introduce the Turkish language for beginning learners. Students in this course will advance their reading, writing, listening and speaking skills in Modern Turkish. Students will be exposed to authentic language materials and begin to express themselves at an elementary-advanced level.  
Prerequisite(s): TURK 101

# DIRECTORY OF PERSONNEL

## Full-Time

### A

**Hatem Akl**, Interim Associate Vice President of e-Learning & Learning Enterprises; B.S., Ain Shams University, Cairo, Egypt; M.S., Hofstra University

**Karen Albrecht**, Technology & Communications Career Administrator for e-Learning & Continuing Education; A.A., Ocean County College; B.A., Rutgers University

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**Eric Antonelli**, Assistant Professor, Science; B.S., Kutztown University; M.S., Georgian Court College

**Carol Appleby**, Recruiting Operations Manager, Human Resources; B.A., Rider University

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## C

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# ADVISORY COMMITTEES

## Addictions & Human Services Advisory Committee

- Dr. Rosann Bar, Dean, School of Business & Social Sciences, Ocean County College
- Jack Brogan, Director, MTI Counseling Services of NJ, LLC
- Nina L. Charlton-Hagen, Director of Social & Rehabilitative Services, Ocean County Jail
- Kathleen J. Fisher, President/CEO, Family Planning Center of Ocean County
- Patricia Gianotti-Avella, Edu Innovations, LLC
- Daniel Regan, CFC, Loud-N-Clear Foundation

## American Sign Language-English Interpreting

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- Kathy Basilotto, Faculty, School of Arts & Humanities, Ocean County College
- Meredith B. Devine, Devine Sign Interpreting Service
- Mel Fernandez
- Veronica Guevara-Lovgren, Assistant Dean, School of Arts & Humanities, Ocean County College
- Megan Klusza
- Saundra Piscitelli, Lecturer II, School of Arts & Humanities, Ocean County College

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- Christopher Bottomley, Lecturer II, Ocean County College
- Katherine Dillon, Faculty, Ocean County College
- Michael Forcella, Manager of Business Engagement, Ocean County College
- Jim Mahlmann, Chief Operating Officer, NetCetra, LLC
- Terry Moncrief, CPA, Withum Smith Brown
- Geraldine Oliverie, Manager/Owner, Oliverie Funeral Home
- Kimberle Samarelli, Adjunct Faculty, Ocean County College
- Janice Sheridan, Sr. Academic Affairs Technician, School of Business & Social Science, Ocean County College

## Computer Studies Advisory Committee

- Dr. Gerald Cohen, Program Chair, Computer Science Department, Ocean County College
- Philip Fucetola, Barnegat Technologies LLC
- Donald George, Faculty, Computer Science Department, Ocean County College
- Theodore Hall, Senior Solutions Architect, Technologist
- Edmond Hong, College Lecturer II, Computer Science Department, Ocean County College
- Dr. Patricia Morreale, Chair, Department of Computer Science, Kean University
- Vincent Oria, Associate Chair, Computer Science, NJIT

- Joseph Pelkey, Program Analyst, Ellucian
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- James Ross, CIO, Ellucian, Ocean County College Campus

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- Eric S. Higgins, Chief of Police, Lakehurst Police Department
- Joseph Kirchhofer, Faculty, Ocean County College
- Dr. Fernando Linhares, Instructor, Kean University
- Mitchell Little, Chief of Police, Toms River Police Department
- Stuart Martinsen, Adjunct Faculty, Ocean County College
- Philip Miller, Municipal County Judge
- Sandra J. Mueller, Chief, Ocean County Department of Corrections
- Michelle Tierney, Criminal Division Manager, Superior Court of New Jersey

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- John H. Coleman, Asst Superintendent Toms River Regional Schools
- Lynn Kenneally, Faculty, Ocean County College
- Dr. Alfred Longo, Lecturer II, Ocean County College
- Dr. Jane MacDonald, Lecturer II, Ocean County College
- James D. Roselli, Superintendent, Berkeley Twp. School District
- Jeffery Zito, Asst. Superintendent, Berkeley Twp. School District

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- Charles Cebula, PE, Adjunct Faculty, Ocean County College
- Jim Detata, PE
- Haidy Olivera, Mechanical Engineer, NAVAIR Lakehurst
- Timothy J. Rioux, PE, CISEC, CWI, Principal Member, Rioux Engineering, LLC
- Neil Schiller, Faculty, Ocean County College

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- Steven Downey, Lecturer II, Ocean County College
- Bridget Everett, Executive Assistant to the Assistant Vice President of Academic Affairs, Ocean County College
- Jennifer Fazio, Director of Student Life, Ocean County College
- Jason Ghibesi, Lecturer II, Ocean County College
- Veronica Guevara-Lovgren, Assistant Dean, School of Art & Humanities, Ocean County College
- Susan O'Connor, Director of Curriculum Management, Ocean County College
- Dr. Kate Pandolpho, Director of Counseling Services, Ocean County College
- Vijay Ramdeen, Lecturer II, Ocean County College

- Dr. James Siegel, Assistant Vice President of Student Services, Ocean County College

## Fine & Performing Arts Advisory Committee

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- Jennifer Greenberg, Moment to Moment Theatre Company
- Megina Mittleberg
- Mr. Charlie and Mrs. Bobbe Philip
- Jennifer Roebuck, Moment to Moment Theatre Company
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- Mark Wilson, Director of Cultural Affairs, Ocean County College

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- J. Thomas Curcio, Director, Ocean County Road Department
- Maris G. Gabliks, Cooperative Fire Specialist, US Forest Service
- Brian Kubiel, Chief Administrator, Toms River Township Board of Fire Commissioners
- Russell Lambert Mickle, Fire Protection Plans Examiner, New Jersey Department of Community Affairs
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- Daniel P. Mulligan, Chief Fire Marshall, Ocean County Fire Marshall's Office
- Ronald Pizar, Adjunct Faculty, Ocean County College
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## Health & Human Performance Advisory Committee

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- Kathleen Malachowski, Faculty, Ocean County College
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- William Malast, Supervising Detective, Ocean County Prosecutor's Office
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- Michael Forcella, Manager of Business Engagement, Ocean County College
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- Courtney Mattsson, General Manager, Days Hotel
- Kim Samarelli, Executive Director, NJ Amusement Association
- Lia Santoro, Director of Sales & Marketing, Holiday Inn
- Janice Sheridan, Sr. Academic Affairs Technician, School of Business & Social Sciences, Ocean County College
- Jared Tate, Director of Recreation, Toms River Township
- Robin Ware, Hotels at Home
- Shawn Zakar, Teacher of Business Education, Lacey Twp. High School

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- Tom DeAngelis, Producer/Director, The Production House, LLC
- Jeremy Dusza
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- Heidi Sheridan, Dean School of Arts & Humanities, Ocean County College
- Glenn Jones
- Lee Kobus, Lecturer II, Ocean County College
- Tom Mongelli, Shore News Bureau Chief, Towns Square Media
- Ethan Noble, Media Instructor, Jackson High School, News Bureau Chief, Towns Square Media
- Howard Polenberg, Photography Instructor, Ocean Cuonty Vocational Technical School
- Lindsay Rassman, OCC Alumnus, Associate Digital Producer, NJTV News
- Dorothy Shaffer
- Gary Shaffer, Faculty, Ocean County College
- Heidi Sheridan, Dean of the School of Arts and Humanities, Ocean County College
- Randal Stanley, News Director, News 12 New Jersey

## Nursing Advisory Committee

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- Cynthia Basile, Director of Education, Barnabas Behavioral Health Center
- Jean Candela, Director of Education, Community Medical Center

- Myrna Capabianco, Chief Executive of Nursing, Southern Ocean Medical Center
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- Kathleen M. Dotoli, Esq.
- Jennifer Gerard, Paralegal, King, Kitrick, Jackson & McWeeney
- Julie A. Kennedy, Esq., Law Office of Roberta Burcz
- Jeffrey McWeeney, Esq., King, Kitrick, Jackson, & McWeeney
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- Kathleen Peterson, Esq., Peterson & Silvestri Law Offices
- Josephine Richard, Broker, Cara Realtors
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- Henry Colie
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- Austin Fragomen
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- Eric Johnson
- Peter Kellogg
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- Sal T. LaForgia, MD
- Dr. Jon Larson, President, Ocean County College

- Stephan Leone
- Russell J. Lucas, Lucas Capital Management
- Harriette B. O’Brien
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- Fred Rosenfeld
- Drew F. Seibert, DDS
- Mitchell Shivers
- Mike Spark
- Bill Warner
- Roy Wilkins, Director of the Sailing Program, Ocean County College
- David Wintrode

COLLEGE BUILDINGS AND COLLEGE POLICIES

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## 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.

## Major Buildings

### 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.

### The Jay and Linda Grunin Center for the Arts • 1972 (Expanded 2009)

The Fine Arts Center houses a 425 seat theatre, necessary backstage activity areas, a music rehearsal room, ceramics, sculpture and painting studios, galleries, classrooms, offices and a black box theatre.

### Jon and Judith Larson Student Center • 2016

Student Life activities are housed in the 56,000 sq. ft. Student Center that includes a cafeteria, coffee shop, bookstore and box office on the first floor. The second floor houses student club rooms, student lounge areas, a quiet room and a game room as well the Admissions & Student Life Offices. The entire building is outfitted with multimedia capabilities and large screen TVs.

### Facilities Maintenance Building • 2005

At the front of the maintenance complex stands the 15,000 square foot Facilities Maintenance Building which houses offices and college-wide storage rooms.

### Continuing Learning Center• 1970 (Under Renovation)

Between the Library and the Instructional Building is the one-story Continuing Learning Center that contains offices, storage, classrooms, and various labs (skills, computer and multimedia). It is connected to the Instructional Building by an arcade.

### Health & 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 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 62,000 square feet of space for classrooms and faculty offices.

### Instructional Computer Center • 1982

Next to OIT is the Instructional Computer Center, which contains classrooms, and a computer laboratory. This building is the instructional base for the college's computer studies program.

### John C. Bartlett, Jr. Hall • 2009

This 32,000 square foot building houses a 72 seat classroom, 13-34 seat classrooms, three computer laboratories, faculty offices, administrative space, employee and student lounges with wireless computer connections, adjunct faculty office space and supporting storage rooms and mechanical rooms.

### Gateway Building • 2013

A 5-story, 74,000-square foot structure, the Gateway Building on Ocean County College's upper campus is shared by OCC and its partner, Kean University. The building houses a 200-seat lecture hall, 26 classrooms, four specialty labs, offices for 54 faculty, a conference room, a fifth-floor meeting and event area, a student lounge, coffee kiosk, and the Kean University's administrative offices. The environmentally sensitive, Leeds Silver certified facility is heated and cooled by a Geothermal well field and offers panoramic views of the lower campus, Barnegat Bay, the Barrier Island, and Hanger #1 on the Lakehurst Naval Air Engineering Station (Joint Base McGuire-Dix-Lakehurst), and is supported by two parking lots containing 192 spaces.

### Hovnanian Health Sciences Building • 2018

On the upper campus, next to the Gateway Building, is the three-story Hovnanian Health Sciences Building. It contains offices, classrooms,

and skills labs, and is home to the School of Nursing & Health Sciences, as well as Continuing Education programs related to health care. The building also houses a Wellness Center, available to students, faculty, staff, and the outside community.

### Instructional Building • 1967 (Renovated 2018)

A three-story structure, the Instructional Building, embraces 62,000 square feet of space for classrooms, labs, faculty offices, a lecture hall, and student lounge areas. The Mathematics Center and the Writing Center, offering academic support to all students, are also housed in this building.

### Instructional Computer Center • 1982

Next to OIT is the Instructional Computer Center, which contains classrooms, and a computer laboratory. This building is the instructional base for the college's computer studies program.

### Library • 1967 (Expanded & Renovated 1995)

The Library now houses 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.

### O.C.E.A.N., Inc. Kids Child Development Center • 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 (Expanded 2010)

West of the TV Studio is the OIT, which houses computers and related equipment and staff that service the college's administrative functions.

### Robert J. Novins Planetarium • 1974 (Renovated 2010)

The Robert J. Novins Planetarium, made possible through the interest and generosity of the Novins family, provides seating for 100 beneath a dome 40 feet in diameter. At the center of the theatre is a Spitz and a digital theater system projector. The building also contains a classroom, offices and workrooms.

### Security Welcome Center • 1972

The building is located in the rear of parking lot 1. It houses the Security Department and is open 24 hours a day, 7 days a week. Students may obtain their College ID card at this location.

### Southern Education Center • 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 27,000 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.

### 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 27,000 square feet are devoted to classrooms, laboratories, faculty offices, seminar rooms, a faculty lounge, conference room, and storage and media rooms.

### William T. Hierung Science Building • 2000

Built into the hillside near the College Center, this building houses state-of-the-art science laboratories, lecture halls, classrooms and offices.

# 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 HR Employee Benefits Supervisor has been designated College Compliance Officer. The HR Employee Benefits Supervisor is located in the Human Resources Department of the Grunin Building. While the HR Employee Benefits Supervisor will provide college-wide supervision over Affirmation 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 second 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 in the Grunin 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 Vice President of Student Affairs, 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 subjected to possible discriminatory treatment on the basis of race, disability, 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 provides direct assistance and confidential referral services for students seeking help with a substance abuse problem. Copies of the policy are available from Counseling Services, The Advising Office 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 website for current policies and procedures of the college.

## The Family Educational Rights & Privacy Act (FERPA) 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, parents, spouses, etc. "Directory information," on the other hand, is information which may be released by the college unless a student notifies the 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 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 the Office of Registration & Records, located on the mall level (first floor) 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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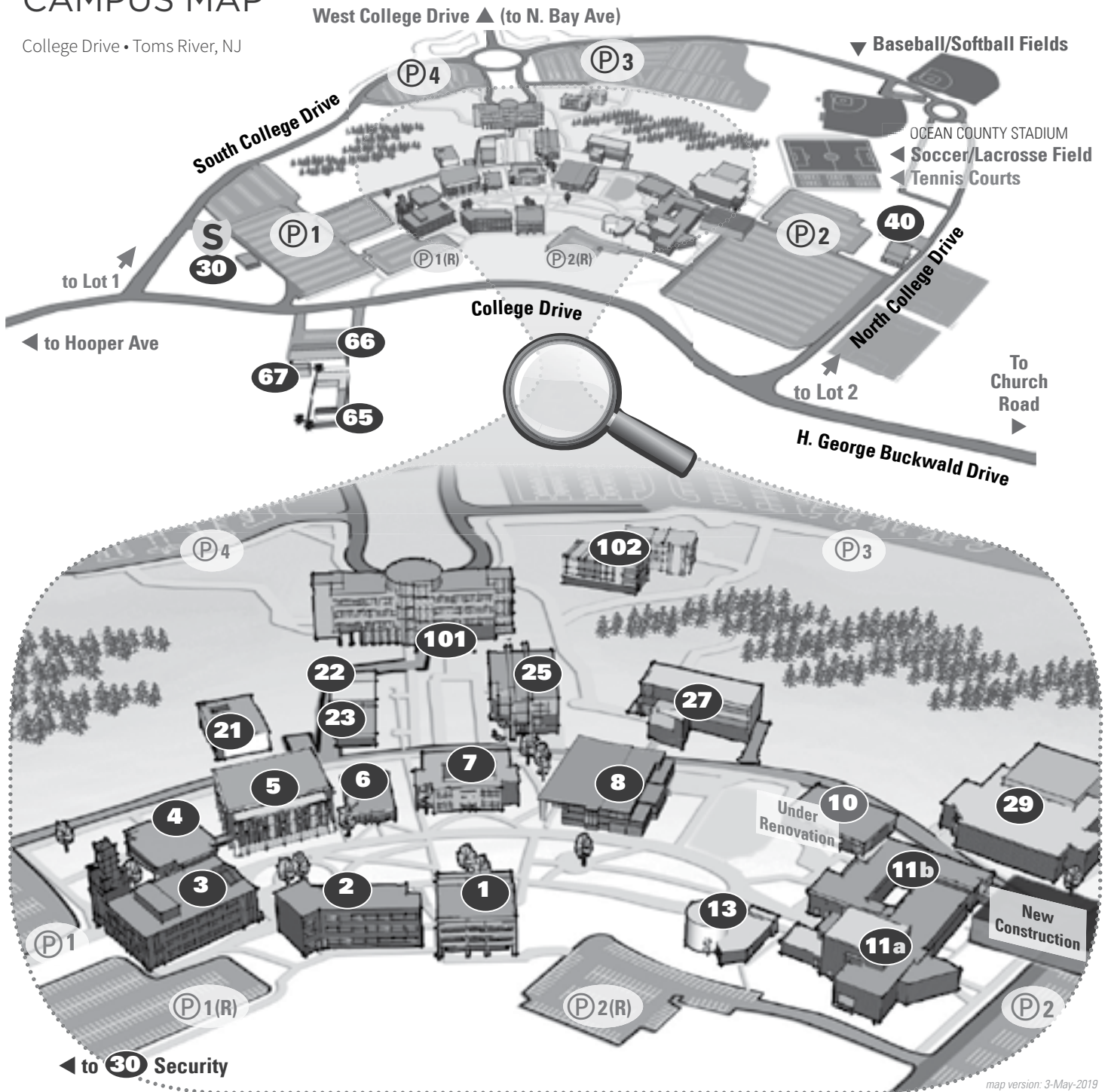
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# CAMPUS MAP

College Drive • Toms River, NJ



## KEY: BUILDINGS & LOCATIONS

- |  |  |  |
|--|--|--|
| <b>1</b> Administration Building .....(ADMN)             | <b>13</b> Robert J. Novins Planetarium .....(PLAN)                         | <b>66</b> Facilities Management Bldg.....(WARE)                              |
| <b>2</b> John C. Bartlett, Jr. Hall .....(BART)          | <b>21</b> Green Energy Combined Cooling, Heating and Power Plant.....(CHP) | <b>67</b> Administrative Support Building..(ADSB)                            |
| <b>3</b> Library .....(LIBR)                             | <b>22</b> Instructional Computer Center.....(ICCT)                         | <b>Upper Campus</b>  |
| <b>4</b> Continuing Learning Center .....(CLCT)          | <b>23</b> Information Technology.....(OITE)                                | <b>101</b> Gateway Building.....(GATE)                                       |
| <b>5</b> Instructional Building .....(INST)              | <b>25</b> Technology Building.....(TECH)                                   | <b>102</b> H. Hovnanian Health Sciences Bldg.....(HOVN)                      |
| <b>6</b> TV Studio .....(TVS)                            | <b>27</b> William T. Hierung Science Building (HIER)                       | <b>General Parking</b>   |
| <b>7</b> W. Kable Russell Building .....(RUSS)           | <b>29</b> Health & Human Performance Center.....(HPEC)                     | <b>Ⓟ1 Ⓟ2 Ⓟ3 Ⓟ4 = Lots 1, 2, 3 and 4</b>                                      |
| <b>8</b> Jon and Judith Larson Student Center.....(LARS) | <b>30</b> Security.....(SWC)   | <b>Reserved Parking</b>  |
| <b>10</b> Conference Center (under renovation)           | <b>40</b> O.C.E.A.N., Inc. Kids Child Development Center .....(KIDS)       | <b>Ⓟ1(R) Ⓟ2(R)</b>   |
| <b>11</b> Grunin Center A & B.....(GRUN)                 | <b>65</b> Maintenance Building.....(MBLO)                                  | <i>All Parking Lots also have designated Reserved and Handicapped areas.</i> |