

1-1-2004

# 2004-2005 Nova Southeastern University Farquhar College of Arts and Sciences Catalog

Nova Southeastern University

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# Farquhar College of Arts and Sciences Catalog 2004-2005

(Including information about the undergraduate programs of the  
Fischler School of Education and Human Services and the H. Wayne  
Huizenga School of Business and Entrepreneurship)

Published June 2004

The Farquhar College of Arts and Sciences Student Catalog presents the policies and procedures for undergraduate study at Nova Southeastern University. Undergraduate students should refer to the catalog for academic program requirements, academic policies, procedures for resolving academic and administrative grievances, and course descriptions. Policies and programs in this catalog are effective through August 2005. Regulations and requirements, including fees, are subject to change without notice at any time at the discretion of the Nova Southeastern University administration.

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# Welcome Messages

## Nova Southeastern University

### President's Message

In 1964, a progressive group of men and women united to establish an academic institution that would break new ground in educational excellence and community service. Today, Nova Southeastern University enters its 40th year of existence from a position of strength as the largest independent university in Florida and the 10th largest independent institution in the United States, based on enrollment.

Since I began my tenure nearly seven years ago as president of Nova Southeastern University, I have remained steadfast in my goal – to continue to develop and refine quality education programs and prepare students for leadership positions and the emerging challenges in the 21st century.

This is an especially exciting time for our university, as many of the dreams and projects we have envisioned are coming into reality. The Alvin Sherman Library, Research, and Information Technology Center, now two years old, is the largest library building in Florida. Along with the Rose and Alfred Miniaci Performing Arts Center, the library is serving both NSU's academic community and the residents of Broward County. Last year, we saw the completion of the Carl DeSantis Building to house the H. Wayne Huizenga School of Business and Entrepreneurship and the Graduate School of Computer and Information Sciences, giving students and faculty increased technology, resources, and space.

Last year we also realized another dream as we dedicated the Jim and Jan Moran Family Center Village. Our Family Center, which has been renamed the Mailman Segal Institute for Early Childhood Studies, has long been recognized as a role model for early education programs across the country. In its new home, the Mailman Segal Institute will be poised to continue its leadership and will positively impact children and families throughout South Florida.

On the horizon are more projects to greatly expand the resources available to our students, faculty, and staff. This year, we broke ground on the NSU University Center, a 260,000 square-foot recreation and athletic complex in the center of our main campus. It will be home to an athletic arena and sports venues, as well as classrooms, theaters, a cafeteria, and conference and banquet rooms. We are also looking ahead to the development of NSU's Academical Village, a mixed-use, high-tech research office park that will cover 26 acres abutting the main campus. The Academical Village will be an intellectual center for the community that will add approximately two million square feet of research, office, retail and residential space, and a new hotel conference center.

As we continue to develop centers of research excellence, these projects strengthen our bonds with people, businesses, and organizations throughout the community we serve. As an institution of higher learning, NSU strives to be a valuable neighbor. In addition to career-specific technical knowledge and skills, we work to instill the qualities of compassion, dedication to service, and commitment to community in all of our students.

At the same time, we are successfully educating and preparing our students for the dynamic, technology-intensive arena and the intensely competitive workplace of the future. As the university continues to make technological upgrades, it works closely with its colleges, centers, and schools in an effort to nurture and sustain research, and enable them to make technological advances of their own. All of this is accomplished within a multidisciplinary academic environment that promotes mutual respect and meaningful interaction across the disciplines.

Our synergistic, multidisciplinary learning environment depends on the continued commitment of each of us, and allows us to continue to provide the highest quality and most comprehensive education to dedicated men and women, wherever they are located.

Everyone associated with this university can take pride in the excellence we have achieved thus far, and look forward to a very exciting future. While we have done so much so quickly, we are still young and growing. We will continue to seek to implement ways to better ourselves every day. And we will aim to surpass even our own high standards of excellence in academics, research, technology, and community service. Remember, excellence is our standard, developing programs of preeminence is our goal.

Ray Ferrero, Jr.  
President

## Mission Statement

Nova Southeastern University is a dynamic, not-for-profit independent institution dedicated to providing high-quality educational programs of distinction from preschool through the professional and doctoral levels, as well as service to the community. Nova Southeastern University prepares students for lifelong learning and leadership roles in business and the professions. It offers academic programs at times convenient to students, employing innovative delivery systems and rich learning resources on campus and at distant sites. The university fosters inquiry, research, and creative professional activity, by uniting faculty and students in acquiring and applying knowledge in clinical, community, and professional settings.

## Accreditation

Nova Southeastern University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, Telephone number: 404-679-4501) to award associate's, bachelor's, master's, educational specialist, and doctoral degrees.

## Nondiscrimination Statement

Consistent with all federal and state laws, rules, regulations, and/or local ordinances (e.g. Title VII, Title VI, Title III, Rehab Act, ADA, Title IX), it is the policy of Nova Southeastern University not to engage in discrimination or harassment against any persons because of race, color, religion or creed, sex, pregnancy, national or ethnic origin, nondisqualifying disability, age, ancestry, marital status, sexual orientation, unfavorable discharge from the military, status as a disabled veteran, or political beliefs and to comply with all federal and state nondiscrimination, equal opportunity and affirmative action laws, orders, and regulations.

This nondiscrimination policy applies to admissions, enrollment scholarships and loan programs, athletics, employment, and access to and treatment in all university centers, programs, and activities. NSU admits students of any race, color, religion or creed, sex, pregnancy, national or ethnic origin, nondisqualifying disability, age, ancestry, marital status, sexual orientation, unfavorable discharge from the military, status as a disabled veteran, or political beliefs and activities generally accorded or made available to students at NSU and does not discriminate in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school administered programs.

## Membership

Nova Southeastern University is a member of the following organizations:

American Association for Higher Education (AAHE)  
American Association of Colleges for Teacher Education (AACTE)  
American Council on Education (ACE)  
Association for Institutional Research (AIR)  
Association of American Colleges & Universities (AAC&U)  
Association of Independent Schools of Florida (AISF)  
Association of Governing Boards of Universities & Colleges (AGB)  
Coalition of Essential Schools (CES)  
College Board  
Commission for Independent Education  
Conference of Southern Graduate Schools (CSGS)  
Council for Adult and Experiential Learning (CAEL)  
Council of Graduate Schools (CGS)  
Council of Independent Colleges (CIC)  
Educational Records Bureau (ERB)  
Florida Association of Collegiate Registrars and Admissions Officers (FACRAO)  
Florida Council of Independent Schools (FCIS)  
The Foundation for Independent Higher Education (FIHE)  
Independent Colleges and Universities of Florida (ICUF)  
NAFSA: Association of International Educators  
National Association of College and University Attorneys (NACUA)  
National Association of College and University Business Officers (NACUBO)  
National Association of Independent Colleges & Universities (NAICU)  
National Association of Independent Schools (NAIS)  
Society for College and University Planning (SCUP)  
Southeast Florida Career Consortium of Private Universities (SFCC)  
Southern Association of Colleges and Schools (SACS)  
Southern Association of College and University Business Officers (SACUBO)  
University Continuing Education Association

# Farquhar College of Arts and Sciences

## Dean's Message

Welcome to the Farquhar College of Arts and Sciences at Nova Southeastern University. At NSU, undergraduate students enrolled in a diverse array of majors from several schools and colleges come together with outstanding faculty and learning resources to pursue their educational goals. It is our mission to serve all undergraduate students with high quality academic experiences that support personal and professional development. We are pleased to be a part of your plans for the future.

The College of Arts and Sciences is pleased to offer new academic programs and services to complement the university's enhanced campus facilities and online resources. All undergraduate students, regardless of major, have the opportunity to explore their chosen fields with experienced faculty and consider graduate or professional study following degree completion. Increased use of technology and distributed learning means that these opportunities are accessible to students studying in many locations and many formats.

Whatever your goal – a professional career, job enhancement, lifelong learning, or preparation for continued graduate and professional studies – you will discover that the College of Arts and Sciences and Nova Southeastern University provides exceptional opportunities and experiences. It is an exciting place to be. On behalf of our faculty and staff, I extend best wishes for a successful academic year and continued progress toward your personal and professional goals.

Don Rosenblum, Ph.D.  
Interim Dean, Farquhar College of Arts and Sciences

## Mission Statement

The Farquhar College of Arts and Sciences at Nova Southeastern University provides foundational study in core and emerging disciplines and technologies to prepare students for graduate and professional study, career development, and responsible citizenship.

# Fischler School of Education and Human Services

## Associate Dean's Message

On behalf of the administration, faculty, and staff at the Fischler School of Education and Human Services (FSEHS), we would like to welcome you to an innovative experience in teacher preparation, character building, and goal setting in the educational field. Your decision to attend the FSEHS demonstrates your desire for excellence and concern for the future of education.

At FSEHS our commitment is to the student, and we aim to provide you with the finest curriculum and instruction utilizing the most advanced delivery methodologies in higher education. Our faculty and staff develop our undergraduate programs with a vision for excellence and a dedication to pedagogy. Educating children in this advanced, multicultural, and technological society is no easy task, and we will prepare you to meet those challenges. Our state approved undergraduate programs include Prekindergarten/Primary Education, Age Three-Grade Three, Elementary Education K - 6, and Exceptional Student Education and Varying Exceptionalities K - 12.

Lastly, our highly qualified faculty, staff, and administrators are invaluable resources, and they are here to assist you throughout your journey. As you prepare for the future of education, we thank you for choosing the FSEHS.

Jamie Manburg, M.S.  
Associate Dean, Fischler School of Education and Human Services

## Mission Statement

The Fischler School of Education and Human Services (FSEHS) is dedicated to the enhancement and continuing support of teachers, administrators, trainers, and others working in related helping professions throughout the world. The school fulfills its commitment to the advancement of education by serving as a resource for practitioners and by supporting them in their professional self-development.

Because of its commitment to the working professional, the school offers alternative delivery systems that are adaptable to practitioners' work schedules and locations. School programs anticipate and reflect the needs of practitioners to become more effective in their current positions, to fill emerging roles in the education and related fields, and to be prepared to accept changing responsibilities within their own organizations.

# H. Wayne Huizenga School of Business and Entrepreneurship

## Dean's Message

Nova Southeastern University's H. Wayne Huizenga School of Business and Entrepreneurship does not just talk about the need to transform business education—it lives it.

In an era when business schools are struggling to keep pace with the trends and challenges faced by the business world, we are pioneering the development of an integrated approach to leading and managing that will place our graduates at the forefront of management application and theory.

The Huizenga School is focused on the creation of value for you and the organization for which you work. This theory-based, intuitive, and pragmatic approach finally brings it all together to create leaders and managers who will have a holistic approach to life and work. The Huizenga School's value-driven management philosophy is a revolutionary approach to leading and managing that focuses on maximizing value over time. You will learn to balance your perspectives of world cultures, the United States and its subcultures, and what the customers, suppliers, third parties, employees, competitors, and owners of your organization value. You will learn how effective leaders and managers manage this juggling act and make good decisions that lead to positive results.

If you want to be at the cutting edge of management education that gets results for you and your organization in the 21st century, then the H. Wayne Huizenga School of Business and Entrepreneurship is for you. Our professors bring a mix of research and practical business experience to the classroom. Our flexible delivery systems and high quality meet the needs of working professionals, full-time students, and organizations.

The Huizenga School at Nova Southeastern University is committed to serving as your partner in the business world, preparing you to be strong competitors in this challenging marketplace. We want students who share our excitement about the future of leading and managing in the 21st century. Together, through this cutting-edge approach to management education, we will create the foundation of knowledge, skills, and experience on which you can build your future.

Randolph A. Pohlman, Ph.D.  
Dean, H. Wayne Huizenga School of Business and Entrepreneurship

## Vision

A world-wide leader in the professional development of individuals in business, government, and nonprofit organizations, possessing a recognized reputation for quality using personal relationships and leading-edge technology to provide superior educational value for students in a manner that allows education to be an integral part of their lives.

## Mission

Advance the personal growth and professional development of individuals in business, government, and nonprofit organizations by providing readily accessible and convenient educational opportunities of superior value.

## Philosophy

We believe that in this fast-paced, rapidly changing world, individuals in business, government, and nonprofit organizations need convenient, accessible, superior-value educational opportunities. Only by utilizing highly qualified faculty possessing academic and practical experience, providing personal interaction with students and effectively using leading edge technology, can we prepare students for success.

The success of the Huizenga School is defined by the success of our students in mastering and applying this knowledge to create value in their respective business, government, and nonprofit organizations.

We can only realize our vision if all faculty, staff, and administrators of the Huizenga School are dedicated to anticipating the needs of the students and constantly change courses, curricula, delivery methods, and services to students according to these needs.



## Academic Calendar Fall 2004

<b>Activity</b>	<b>Professional and Liberal Studies (Day)</b>	<b>Career Development (Night)</b>	<b>Online Courses</b>
FALL 2004 (200520)	Thu, Aug 19 - Thu, Dec 16, 2004	Wed, Aug 18 - Sat, Dec 18, 2004	Wed, Aug 18 - Sat, Dec 18, 2004
Registration for Fall 2004			
New Students	During Summer 2004 Orientation	Mon, Mar 15 - Fri, Aug 7, 2004	Mon, Mar 15 - Fri, Aug 7, 2004
Continuing Athletes (via Adviser)	Mon, Mar 8 - Fri, Aug 7, 2004		
Continuing Students (via Adviser/APM, or Web)	Mon, Mar 15 - Fri, Aug 7, 2004	Mon, Mar 15 - Fri, Aug 7, 2004	Mon, Mar 15 - Fri, Aug 7, 2004
New Freshman Orientation	Thu, Jul 8 & Fri, Jul 9, 2004		Online Information
	Tue, Jul 13 & Wed, Jul 14, 2004		
	Wed, Jul 28 & Thu, Jul 29, 2004		
	Wed, Aug 4 & Thu, Aug 5, 2004		
	Tue, Aug 10 & Wed, Aug 11, 2004		
New Transfer Student Orientation	Fri, Jul 16, 2004		Online Information
	Fri, Jul 23, 2004		
	Mon, Aug 2, 2004		
Career Development Orientation		Wed, Jul 21, 2004	Online Information
		Sat, Aug 7, 2004	
Late Registration for Fall 2004	Sat, Aug 8 - Tue, Aug 17, 2004	Sat, Aug 8 - Tue, Aug 17, 2004	Sat, Aug 8 - Tue, Aug 17, 2004
Convocation (Welcome Night)	Sun, Aug 15, 2004		
Fall Classes Begin (1st 8-weeks)	Thu, Aug 19, 2004	Wed, Aug 18, 2004	Wed, Aug 18, 2004
Adjustments to Class Schedule (Drop/Add Period)	Thu, Aug 19 - Wed, Aug 25, 2004	Wed, Aug 18 - Tue, Aug 24, 2004	Wed, Aug 18 - Tue, Aug 24, 2004
Official End of Drop Period	Wed, Sep 1, 2004	Tue, Aug 31, 2004	Tue, Aug 31, 2004
Labor Day (University Closed)	Mon, Sep 6, 2004	Mon, Sep 6, 2004	
Rosh Hashanah Eve (No Classes)		Wed, Sep 15, 2004	
Rosh Hashanah (University Closed)	Thu, Sep 16, 2004	Thu, Sep 16, 2004	
Last Day to Pay Fall Tuition to Avoid Late Fee (\$50)	Fri, Sep 17, 2004	Thu, Sep 16, 2004	Thu, Sep 16, 2004
Yom Kippur (No Classes)		Fri, Sep 24 & Sat, Sep 25, 2004	
Last Day to Withdraw (1 <sup>st</sup> 8-week term)	Fri, Sep 24, 2004	Fri, Sep 24, 2004	Fri, Sep 24, 2004
Registration for Winter 2005			
New Students	Mon, Oct 18 - Fri, Dec 24, 2004	Mon, Oct 18 - Fri, Dec 24, 2004	Mon, Oct 18 - Fri, Dec 24, 2004
Continuing Athletes (via Adviser)	Mon, Oct 11 - Fri, Dec 24, 2004		
Continuing Students (via Adviser/APM, or Web)	Mon, Oct 18 - Fri, Dec 24, 2004	Mon, Oct 18 - Fri, Dec 24, 2004	Mon, Oct 18 - Fri, Dec 24, 2004
Fall Classes End (1st 8-weeks)	Tue, Oct 12, 2004	Sat, Oct 16, 2004	Sat, Oct 16, 2004
Fall Break (No Classes)	Wed, Oct 13 – Fri, 15, 2004	Mon, Oct 18 & Tue, Oct 19, 2004	
Fall Classes Begin (2nd 8-weeks)	Mon, Oct 18, 2004	Wed, Oct 20, 2004	Wed, Oct 20, 2004
Adjustments to Class Schedule (Drop/Add Period)	Mon, Oct 18 - Fri, Oct 22, 2004	Wed, Oct 20 - Tue, Oct 26, 2004	Wed, Oct 20 - Tue, Oct 26, 2004
Official End of Drop Period	Fri, Oct 29, 2004	Tue, Nov 2, 2004	Tue, Nov 2, 2004
Last Day to Withdraw (2 <sup>nd</sup> 8-week term)	Wed, Nov 24, 2004	Wed, Nov 24, 2004	Wed, Nov 24, 2004
Last Day to Withdraw (16-week term)	Fri, Nov 19, 2004	Sat, Nov 20, 2004	Sat, Nov 20, 2004
No Classes	Wed, Nov 24, 2004	Wed, Nov 24, 2004	
Thanksgiving (University Closed)	Thu, Nov 25 & Fri, Nov 26, 2004	Thu, Nov 25 & Fri, Nov 26, 2004	

No Classes		Sat, Nov 27, 2004	
Exam Days	Mon, Dec 13 – Thurs, Dec 16, 2004		
Fall Term Ends	Thu, Dec 16, 2004	Sat, Dec 18, 2004	Sat, Dec 18, 2004
Late Registration for Winter 2005	Sat, Dec 25, 2004 – Mon Jan 3, 2005	Sat, Dec 25, 2004 – Mon Jan 3, 2005	Sat, Dec 25, 2004 – Mon Jan 3, 2005
Winter Break (No Classes)	Fri, Dec 17, 2004 - Tue, Jan 4, 2005	Mon, Dec 20, 2004 - Mon, Jan 3, 2005	Mon, Dec 20, 2004 - Mon, Jan 3, 2005

## Academic Calendar Winter 2005

Activity	Professional and Liberal Studies (Day)	Career Development (Night)	Online Courses
Winter 2005 (200530)	Wed, Jan 5 - Wed, May 4, 2005	Tue, Jan 4 - Thu, Apr 28, 2005	Tue, Jan 4 - Thu, Apr 28, 2005
Winter Classes Begin (1st 8-weeks)	Wed, Jan 5, 2005	Tue, Jan 4, 2005	Tue, Jan 4, 2005
Adjustments to Class Schedule (Drop/Add Period)	Wed, Jan 5 - Tue, Jan 11, 2005	Tue, Jan 4 - Mon, Jan 10, 2005	Tue, Jan 4 - Mon, Jan 10, 2005
Martin Luther King Day (University Closed)	Mon, Jan 17, 2005	Mon, Jan 17, 2005	
Official End of Drop Period	Tue, Jan 18, 2005	Mon, Jan 17, 2005	Mon, Jan 17, 2005
Last Day to Pay Winter Tuition to Avoid Late Fee (\$50)	Thu, Feb 3, 2005	Wed, Feb 2, 2005	Wed, Feb 2, 2005
Last Day to Withdraw (1 <sup>st</sup> 8-week term)	Fri, Feb 11, 2005	Sat, Feb 12, 2005	Sat, Feb 12, 2005
Winter Classes End (1st 8-weeks)	Fri, Feb 25, 2005	Sat, Feb 26, 2005	Sat, Feb 26, 2005
Spring Break (No Classes)	Mon, Feb 28 - Fri, Mar 4, 2005	Mon, Feb 28 - Sat, Mar 5, 2005	Mon, Feb 28 - Sat, Mar 5, 2005
Registration for Summer 2005 (200550/200605)			
New Students		Mon, Mar 14 - Thu, April 28, 2005	Mon, Mar 14 - Thu, April 28, 2005
Continuing Athletes (via Adviser)	Mon, Mar 7 - Thu, April 28, 2005		
Continuing Students (via Adviser/APM, or Web)	Mon, Mar 14 - Thu, April 28, 2005	Mon, Mar 14 - Thu, April 28, 2005	Mon, Mar 14 - Thu, April 28, 2005
Registration for Fall 2005			
New Students	During/After Summer 2005 Orientation	Mon, Mar 14 - Sun, Aug 7, 2005	Mon, Mar 14 - Sun, Aug 7, 2005
Continuing Athletes (via Adviser)	Mon, Mar 7 - Sun, Aug 7, 2005		
Continuing Students (via Adviser/APM, or Web)	Mon, Mar 14 - Sun, Aug 7, 2005	Mon, Mar 14 - Sun, Aug 7, 2005	Mon, Mar 14 - Sun, Aug 7, 2005
Winter Classes Begin (2nd 8-weeks)	Mon, Mar 7, 2005	Mon, Mar 7, 2005	Mon, Mar 7, 2005
Adjustments to Class Schedule (Drop/Add Period)	Mon, Mar 7 - Fri, Mar 11, 2005	Mon, Mar 7 - Fri, Mar 11, 2005	Mon, Mar 7 - Fri, Mar 11, 2005
Official End of Drop Period	Fri, Mar 18, 2005	Sat, Mar 19, 2005	Sat, Mar 19, 2005
Good Friday (University Closed)	Fri, Mar 25, 2005	Fri, Mar 25, 2005	
No Classes		Sat, Mar 26, 2005	
Last Day to Withdraw (2 <sup>nd</sup> 8-week term)	Fri, Apr 15, 2005	Sat, Apr 16, 2005	Sat, Apr 16, 2005
Last Day to Withdraw (16-week term)	Fri, Apr 15, 2005	Sat, Apr 16, 2005	Sat, Apr 16, 2005
Reading Days	Thu, Apr 28, 2005		
Exam Days	Fri, Apr 29 - Wed, May 4, 2005		
Late Registration for Summer 2005 (200550/200605)	Fri, April 29 - May 8, 2005	Fri, April 29 – Sun, May 8, 2005	Fri, April 29 – Sun, May 8, 2005
Winter Term Ends	Wed, May 4, 2005	Thu, Apr 28, 2005	Thu, Apr 28, 2005

## Academic Calendar Summer 2005

<b>Activity</b>	<b>Professional and Liberal Studies (Day)</b>	<b>Career Development (Night)</b>	<b>Online Courses</b>
SUMMER I 2005 (200550)*	Mon, May 9 - Fri, Jul 1, 2005	Tue, May 10 - Sat, Jul 2, 2005	Tue, May 10 - Sat, Jul 2, 2005
SUMMER II 2005 (200605)		Mon, Jul 11 - Sat, Aug 6, 2005	Mon, Jul 11 - Sat, Aug 6, 2005
Commencement Exercises	Sat, May 7, 2005 (alternative date Sun, May 8, 2005)	Sat, May 7, 2005 (alternative date Sun, May 8, 2005)	Sat, May 7, 2005 (alternative date Sun, May 8, 2005)
Summer I Classes Begin (1st 8-weeks)	Mon, May 9, 2005	Tue, May 10, 2005	Tue, May 10, 2005
Adjustments to Class Schedule (Drop/Add Period)	Mon, May 9 - Fri, May 13, 2005	Tue, May 10 - Mon, May 16, 2005	Tue, May 10 - Mon, May 16, 2005
Official End of Drop Period	Fri, May 20, 2005	Mon, May 23, 2005	Mon, May 23, 2005
Memorial Day (University Closed)	Mon, May 30, 2005	Mon, May 30, 2005	
Last Day to Pay Summer Tuition to Avoid Late Fee (\$50)	Tue, Jun 7, 2005	Wed, Jun 8, 2005	Wed, Jun 8, 2005
Last Day to Withdraw (1 <sup>st</sup> 8-week term)	Fri, Jun 17, 2005	Sat, Jun 18, 2005	Sat, Jun 18, 2005
Summer I Classes End (1st 8-weeks)	Fri, Jul 1, 2005	Sat, Jul 2, 2005	Sat, Jul 2, 2005
Independence Day Observance (University Closed)		Mon, Jul 4, 2005	
Summer II Classes Begin (2nd 4-weeks)		Mon, Jul 11, 2005	Mon, Jul 11, 2005
Adjustments to Class Schedule (Drop/Add Period)		Sat, Jul 16, 2005	Sat, Jul 16, 2005
Last Day to Withdraw (2 <sup>nd</sup> 6-week term)		Sat, Jul 23, 2005	Sat, Jul 23, 2005
Last Day to Withdraw (14-week term)		Sat, Jul 16, 2005	Sat, Jul 16, 2005
Official End of Drop Period		Sat, Jul 23, 2005	Sat, Jul 23, 2005
Summer Term Ends		Sat, Aug 6, 2005	Sat, Aug 6, 2005

\*Some Summer I courses may extend through Summer II

# Correspondence Directory

Academic Services  
Nova Southeastern University  
Parker Building, Suite 100  
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Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-8350  
Fax: (954) 262-3819

College of Allied Health and Nursing  
Health Professions Division  
Nova Southeastern University  
3200 S. University Drive  
Fort Lauderdale, Florida 33328-2018  
Telephone: (954) 262-1101  
Fax: (954) 262-2282  
Email: cahinfo@nsu.nova.edu

Department of Athletics  
Nova Southeastern University  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-8250  
Fax: (954) 262-3926  
Email: nsuathletics@nsu.nova.edu

Division of Business  
H. Wayne Huizenga School of Business  
and Entrepreneurship  
Nova Southeastern University  
Carl DeSantis Building  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-5000  
Fax: (954) 262-3822  
Email: info@huizenga.nova.edu

Division of Education  
Fischler School of Education and Human Resources  
Nova Southeastern University  
Mailman-Hollywood Building, Third Floor  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-7900  
Fax: (954) 262-3925  
Email: eduinfo@nsu.nova.edu

Division of Humanities  
Farquhar College of Arts and Sciences  
Nova Southeastern University  
Parker Building, Suite 380  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-8200  
Fax: (954) 262-3881

Division of Math, Science, and Technology  
Farquhar College of Arts and Sciences  
Nova Southeastern University  
Parker Building, Suite 300  
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Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-8300  
Fax: (954) 262-3931

Division of Social and Behavioral Sciences  
Farquhar College of Arts and Sciences  
Nova Southeastern University  
Parker Building, Second Floor  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-7941  
Fax: (954) 262-3760

Institute for Learning in Retirement  
Nova Southeastern University  
University Park Plaza  
3424 South University Drive  
Davie, Florida 33328-2022  
Telephone: (954) 262-8471  
Fax: (954) 262-3933  
Email: ilr@nsu.nova.edu

Office of Admissions  
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Office of New Student Programs and Orientation  
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Fort Lauderdale, Florida 33314-7796  
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Fax: (954) 262-3233  
Email: orientation@nova.edu

Office of Residential Life and Housing  
Nova Southeastern University  
Leo Goodwin Sr. Residence Hall  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-7052  
Fax: (954) 262-3812  
Email: reslife@nsu.nova.edu

Office of Student Financial Assistance  
Nova Southeastern University  
Horvitz Administration Building  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-3380  
Fax: (954) 262-3966  
Email: finaid@nsu.nova.edu

Women's Resource Institute  
Nova Southeastern University  
House 4  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-8451  
Email: wri@nsu.nova.edu

# Admissions

In keeping with its philosophy of valuing individual worth and difference, NSU considers applicants in terms of their potential for success. All applications are evaluated by the appropriate admissions offices.

## Acceptance

Students may apply for admission and may be accepted to NSU throughout the entire year. Professional and Liberal Studies Program students, on receiving notification of acceptance, should promptly inform the Office of Undergraduate Admissions in writing of their intention to enroll and forward a \$200 deposit to be credited toward tuition. To receive a refund of tuition deposits, students must rescind their acceptance in writing by May 1 for August (fall) admission, by September 1 for January (winter) admission, and by January 1 for May (spring/summer) admission.

Any student admitted based on non-final or unofficial documents from high school and/or all previous colleges attended is considered provisionally admitted until all required final, official documents are received. Final, official transcripts show all courses completed and grades posted.

An admissions committee made up of faculty members and admissions representatives reviews applications and makes a determination of admittance, nonadmittance, or wait-list status. Factors affecting the committee's decision include a student's high-school grade point average (GPA), Scholastic Aptitude Test (SAT) or American College Test (ACT) scores, previous college performance, recommendations, interviews, and student essays.

## Admissions Information and Counseling

Choosing a university requires a dialogue with people who are knowledgeable about the many choices to be made. Prospective students are strongly urged to talk with an admissions counselor, either in person or by phone, to discuss questions that have career, financial, and academic implications. Prospective students can call (954) 262-8000 (in Broward County) for an application or an appointment; from Miami-Dade County, call (305) 940-6447, ext. 8000; students from other locations should call 800-338-4723, ext. 8000. Web access to the Office of Undergraduate Admissions is available at [undergrad.nova.edu/admissions](http://undergrad.nova.edu/admissions), or prospective students may send email to [ncsinfo@nova.edu](mailto:ncsinfo@nova.edu).

## Application Procedures – Professional and Liberal Studies Program (Day Program)

Interested students should send a completed application form and the \$50 nonrefundable application fee to this address:

NOVA SOUTHEASTERN UNIVERSITY  
Enrollment Processing Services (EPS)  
Farquhar College of Arts and Sciences  
Professional and Liberal Studies Program Admissions  
3301 College Avenue  
P.O. Box 299000  
Fort Lauderdale, Florida 33329-9905

Students may also apply online at:  
[www.undergrad.nova.edu/admissions/applyonline.cfm](http://www.undergrad.nova.edu/admissions/applyonline.cfm).  
Interested students can speak with a counselor in person or by telephone.

### Required Documentation -- Entering Freshmen

Freshmen applicants must submit all final official transcript documents reflecting academic coursework prior to enrollment (e.g., current high-school transcript or GED equivalent), including proof of graduation, within the first 90 days of the first day of the semester. Transfer applicants must submit official transcripts from all colleges or universities attended. If, at the time of application, students have any courses in progress at another institution, a final, official transcript must be submitted before the student's second semester course registration. Final, official transcripts show all courses completed and grades posted.

NSU will be unable to process future registrations on the student's behalf until all final official documents have been received at the university. In addition, the student will lose any financial aid that has already been awarded for the semester. For questions or forms for federal, state, or institutional aid, students should contact the Office of Student Financial Assistance at (800) 806-3680 or (954) 262-3380.

### Required Documentation -- Students who have previously earned 24 or fewer college credits

Students who have previously earned 24 or fewer college credits must submit either SAT or ACT scores. Transfer applicants with fewer than 24 credits from any previously attended collegiate-level institution(s) are required to submit high school transcripts, in addition to transcripts from all colleges or universities attended prior to applying to Nova Southeastern University, whether or not credit was awarded. If applicants have coursework in progress at another institution at the time application is made to Nova Southeastern University, final official transcripts from that institution must be submitted prior to registration for the subsequent semester. Transfer students with 24 or more credits must submit official, final transcripts from all institutions previously attended, whether or not credit was awarded.

### **Homeschooling**

The Farquhar College of Arts and Sciences welcomes undergraduate applicants who have been homeschooled for their secondary education. Homeschooled applicants are asked to provide SAT or ACT scores, information about the program of study pursued, admissions essays, and a GED score to demonstrate high-school equivalence. As with all candidates for admission, each applicant is considered on his or her individual merits and potential for academic success at NSU. Acceptance is not based on any one criterion, and in appropriate cases, requirements for documentation may vary or be modified.

### **Resident Aliens**

Applicants who are resident aliens must provide proof of resident alien status at the time of application.

### **Suspensions**

Applicants who are currently under suspension or who have been suspended or dismissed from another postsecondary institution are not eligible for admission to the Farquhar College of Arts and Sciences. Applicants may appeal this policy and request a waiver by the admissions committee; that waiver may be granted only after a review of additional information. Students who are currently under suspension or who have been suspended or dismissed from NSU may refer to the Academic Progress section of this catalog for policy information.

## **Application Procedures – Career Development Program (Evening/Weekend/Cluster/Online Program)**

Interested students should send a completed application form and the \$50 nonrefundable application fee to this address:

NOVA SOUTHEASTERN UNIVERSITY  
Enrollment Processing Services (EPS)  
Career Development Program Admissions  
3301 College Avenue  
P.O. Box 299000  
Fort Lauderdale, Florida 33329-9905

Students may also apply online at [www.undergrad.nova.edu/admissions/applyonline.cfm](http://www.undergrad.nova.edu/admissions/applyonline.cfm).

Students applying to the business program in either the off-campus or online formats may apply online at [www.huizenga.nova.edu](http://www.huizenga.nova.edu).

Interested students can speak with a counselor in person or by telephone.

### **Required Documentation**

All applicants to the Career Development Program must submit proof of high school graduation (or GED equivalent), which substantiates graduation, if they have not previously attended a collegiate-level institution. Transfer students with fewer than 24 credits from any previously attended college-level institutions are required to submit high school transcripts, in addition to transcripts from all college-level institutions attended prior to

applying to Nova Southeastern University. Transfer students with 24 or more credits must submit official, final transcripts from all institutions previously attended, whether or not credit was awarded.

The minimum criteria for provisional admission to the university include the submission of all unofficial documents and/or documents that substantiate coursework in progress. Students are provisionally admitted to a degree-seeking program based on a review of unofficial transcripts and/or fulfillment of program-specific admission requirements. However, full admission is contingent on receipt of final official documents and fulfillment of program-specific admission requirements within 90 calendar days from the start of the semester.

If final official documents and/or program-specific admission requirements are not received and fulfilled by that time, the student will not be allowed to continue attending class. Future registrations will not be transacted, nor financial aid disbursed, until he/she has been fully admitted as a degree-seeking student (whereby all admission requirements have been satisfied and approved by the college/program admissions office). NSU will be unable to process future registrations on a student's behalf until all final official documents have been received at the university. In addition, the student will lose any financial aid that has already been awarded for the semester. For questions or forms for federal, state, or institutional aid, students should contact the Office of Student Financial Assistance at (800) 806-3680 or (954) 262-3380.

### **Resident Aliens**

Applicants who are resident aliens must provide proof of resident alien status at the time of application.

### **Suspensions**

Applicants who are currently under suspension or who have been suspended or dismissed from another postsecondary institution are not eligible for admission. Applicants may appeal this policy and request a waiver by the Admissions Committee; that waiver may be granted only after a review of additional information. Students who are currently under suspension or who have been suspended or dismissed from NSU may refer to the Academic Progress section of this catalog for policy information.

### **Las Vegas Center**

Students applying to programs administered at NSU's Las Vegas site should send a completed application form and the \$50 nonrefundable application fee to this address:

Nova Southeastern University  
Las Vegas Student Educational Center  
5740 South Eastern Avenue, Suite 160  
Las Vegas, Nevada 89119

## Dual Admission Program

NSU offers dual admission to a select number of highly motivated, academically talented students interested in pursuing both an undergraduate degree and future graduate studies in:

Audiology  
Business Administration  
Computer Information Systems  
Computer Science  
Conflict Analysis and Resolution  
Dental Medicine  
Education  
Family Therapy  
International Business Administration  
Law  
Marine Biology  
Mental Health Counseling  
Nursing\*  
Occupational Therapy  
Optometry  
Osteopathic Medicine  
Pharmacy  
Physical Therapy  
Physician Assistant  
Psychology  
Speech-language and Communication Disorders.

\*undergraduate dual admission program leading to the bachelor of science degree.

Dual admission majors in the Health Professions Division are available to entering freshmen only.

Students who successfully meet all program requirements are assured a place in the NSU graduate or professional school they have chosen. In addition, some of the dual admission programs are combined programs that enable students to complete both the baccalaureate degree and the professional degree, often in a reduced period of time. Students can reduce the number of years as an undergraduate and receive the baccalaureate degree after completing a prescribed number of courses in professional school. These courses also count toward the graduate or professional degree.

Students will complete their undergraduate requirements in the Farquhar College of Arts and Sciences and complete their graduate or professional school requirements in one of the university's graduate centers. Final admission into the graduate or professional school is contingent on completing the prescribed undergraduate course of study; maintaining the requisite grades; achieving specific scores on professional school admission tests; and in some cases, a final interview with the graduate or professional school admissions committee. Undergraduate scholarships granted by the Farquhar College of Arts and Sciences do not carry over into graduate programs.

Students considering a dual admission program should speak with an undergraduate admissions counselor to discuss program requirements and prerequisites.

## Honors Program

The Honors Program allows selected students a more direct interaction with full-time faculty and a more comprehensive, interactive approach to their learning process. Students are free to explore ideas, ask creative questions, and become more innovative in their thinking processes. Opportunities are available for students to conduct undergraduate research studies or study abroad. Honor students may choose a combination of Honors courses and regular courses that best meet their needs, interests, and the requirements of their academic majors. These courses will be recorded on their permanent transcript and will benefit them in many ways.

### **General Honors Program\***

Serves freshman and sophomore students through Honors Seminars and "Honors Level" general education classes. Students in the Honors Program will be required to complete 15 credits of Honors coursework during their first two years of enrollment. Students will be invited to this program on the basis of prior academic performance. Approximately 10 percent of the entering new student class, distributed across all majors, will be invited to participate. Participation in the General Honors Program is not a prerequisite for the Divisional Honors Program.

### **Divisional Honors Program\***

Serves junior and senior students through directed study with faculty and development of an undergraduate research project. Students will be invited to this program through criteria and processes established by each academic program.

### **Co-curricular Honors Community**

Serves as a bridge to support the connection between "in class" and "out of class" learning. This may include support for study abroad opportunities, speakers, and social activities.

Contact:

Office of the Dean  
Farquhar College of Arts and Sciences  
Nova Southeastern University  
Mailman-Hollywood Building, Second Floor  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
Telephone: (954) 262-8408

\*Students who successfully complete requirements of the General Honors Program and the Divisional Honors Program will be recognized for these accomplishments.

## International Students

International students who attend classes on NSU's main campus, or at the Miami-Dade or Palm Beach sites, are required to obtain a student (F-1) visa or an exchange visitor (J-1) visa. Students are not permitted to study in the United States on a visitor (B-2) visa.

To apply, international students should:

- Send a completed international application form and the \$50 nonrefundable application fee to this address:

NOVA SOUTHEASTERN UNIVERSITY  
Enrollment Processing Services (EPS)  
Farquhar College of Arts and Sciences  
International Student Admissions  
3301 College Avenue  
P.O. Box 299000  
Fort Lauderdale, Florida 33329-9905

- Submit all secondary school and college-level transcripts and certificates. Transcripts that are not already in English must be official English-language translations. Applicants must have the equivalent of an American high-school diploma. Credits earned at non-U.S. universities must be evaluated by an outside agency for equivalents (Contact Joseph Silny & Associates or World Education Services).

- Achieve a score of 550 or higher (paper-based) or 213 or higher (computer-based) on the Test of English as a Foreign Language (TOEFL) exam, 480 or higher on the SAT (verbal section), or a score of 6.0 or higher on the International English Language Testing System (IELTS) exam.

- Submit a letter from a financial institution indicating an ability to meet all costs of education without financial aid from NSU. The minimum amount is determined by the budget prepared by the NSU Office of Student Financial Assistance. A notarized letter from a sponsor is required if a public or private organization or an individual sponsors the student. The financial guarantee must include provisions for any dependents who will be residing with the student in the United States. Students should check with the Office of International Students for current minimum amounts at [www.nova.edu/cwis/registrar/iss/index.html](http://www.nova.edu/cwis/registrar/iss/index.html).

- Purchase medical insurance (J-1 visas only). Contact the international student adviser for further information concerning insurance.

After NSU has received all of the above information and has granted the applicant admission, an acceptance letter will be sent. The process of issuing the I-20 will begin on receipt of a \$200 tuition deposit. Requirements for international online students may differ. To receive a refund of tuition deposits, international students must rescind their acceptance -- in writing -- by May 1 for August (fall) admission, by September 1 for January (winter) admission, and by January 1 for May (spring/summer) admission.

## Prior Learning Experiences for Academic Credit

Nova Southeastern University has established four different mechanisms for students to convert their prior experiences into academic credit. Students must initiate all requests for prior learning credit before they complete 24 credits at NSU. Credits will be transcribed after 12 credits are successfully earned at NSU. For additional

information, students should contact the assistant director of prior learning assessment in the Office of Admissions at (954) 262-8414 or 800-338-4723, ext. 8414.

### **CLEP/DANTES/ACT-PEP/Computer Test-Out**

Students may demonstrate their knowledge in a variety of areas by taking objective tests. The Testing Office in Academic Services can provide further information about these tests. Students should call (954) 262-8374.

### **Nationally Accredited School Portfolio**

Students who have attended nationally accredited institutions have the opportunity to write school portfolios. The assistant director of prior learning assessment works with each student in reviewing the student's nationally accredited institutional transcript to identify courses that may be applied toward his or her academic goal.

### **Full Portfolio Course Challenge**

The full portfolio is the process for challenging a college level course for credit. Through this mechanism, a student presents his or her knowledge on a topic and has it evaluated by a faculty member. A maximum of 25 percent of a student's credits may be earned through the full portfolio process.

### **Standard Grant**

Certain training courses, military experiences, or licenses may be converted into college credit. This can be done by supplying some very basic documentation.

## Readmission

If a student applies for admission, but does not complete the admissions process (or was admitted but never attended), the student's application may be reactivated within one calendar year from the date the application was received by the Undergraduate Office of Admissions. After the one-calendar-year deadline, the student must apply for readmission.

## Special Student Status

Students enrolling as special students may take up to 24 credit hours or enroll in a specialty program without being admitted to a degree program. The 24-credit limit does not apply to students who have already earned a baccalaureate degree.

Special students should indicate their status on the application form and submit it with the application fee and a transcript from the last college attended, if applicable. Once the admissions process is complete, students may register for courses. Special students are not eligible for a degree unless they follow the regular admissions procedures for degree-seeking students. Additionally, special students are not eligible for financial aid.



## Transfer Credits

NSU welcomes undergraduate students who have earned college credits at other regionally accredited colleges or universities. Students who plan to transfer should contact an admissions counselor to discuss how prior college credits can be used to obtain an NSU degree. Community college students should contact an admissions counselor as early in their college career as possible so they can choose courses for their associate's degree that will transfer to NSU and be appropriate for their intended bachelor's degree. NSU has articulation agreements with all Florida community colleges. Students transferring with an associate of arts degree (awarded in 1993 or later) from any of these institutions will be granted junior standing (for financial aid purposes) upon entering NSU. Additional articulation agreements exist with several independent two-year colleges. These agreements are evaluated periodically. Students should contact an admissions counselor or enrollment representative for information on current articulation agreements.

An evaluation of transfer credit will be completed by an academic adviser by the end of the first semester of enrollment, and applicable credit will be transferred based on all final official transcripts received. Students will be advised to take courses based on the official evaluation in their file.

Transfer students must provide final official transcripts from all previously attended colleges; their previous academic work will then be evaluated. NSU will transfer a maximum of 90 eligible semester credits (grades of C or better) toward a degree, including credit for CLEP, proficiency exams, and prior experiential learning. A limited number of D grades may be considered, depending on the total number of credits being transferred and where the D grades are being applied to the curriculum. Remaining credits and at least 50 percent of the credits in the student's major, minor, and/or certificate area must be earned at NSU in regular academic offerings.

# Finances

The Office of Student Financial Assistance administers the university's financial aid programs, which include grants, loans, scholarships, and student employment. In addition, professional financial aid counselors can help students plan the most efficient use of financial resources for their education. Students should refer to the NSU Student Handbook or to the Office of Student Financial Assistance Web site ([www.nova.edu/cwis/finaid/](http://www.nova.edu/cwis/finaid/)) for more information.

Students should refer to the NSU Student Handbook for information about tuition payment policies and health insurance requirements.

## Tuition and Fee Schedule for 2004-2005

Application fee	\$50
New student fee	\$50
Registration fee (per semester)	\$25
Tuition deferment fee (per semester)	\$50
Student services fee (per semester)	\$10
Professional and Liberal Studies	
tuition/semester (12-18 cr.)	\$7,800
tuition/credit (under 12 cr.)	\$520
Student activities fee (per semester)	\$75
Career Development tuition (per credit hour)	
on campus	\$390
off campus	contact program office
online	\$390
Laboratory fee (per credit)	\$20
Field trip fee (per credit)	\$5
PSYC 4810 practicum insurance	\$22
LEGS 2100/LEGS 4110 Lexis/Nexis fee	\$40
Materials fee	variable where applicable
Application for degree processing fee	\$75
Transcript fee	\$5
Cap and gown rental fee	assessed at time of graduation
Room (per semester)	
Single	\$3,275 (limited availability)
Double	\$1,972 (per student)
Triple	\$1,572 (per student)
Meal plan (per semester)	\$1,200

## Tuition – Professional and Liberal Arts Studies Program Flat-Rate Tuition

All students in the Professional and Liberal Studies Program enrolling in 12-18 credit hours per semester will pay the flat-rate tuition in the winter and fall semesters. Summer enrollment is charged per credit, regardless of the number of credits for which a student is enrolled. Students will not be charged additional tuition for adding classes, as long as they do not go above the 18-hour limit. Drops do not count in this total. Students dropping below 12 credits during the first two weeks of the semester will be considered part-time students and will have their tuition recalculated on a per-credit basis. These students will also be considered part-time students for the purposes of financial aid/scholarship awards.

Full-time students who process drops or withdrawals after the first two weeks of the semester will not receive any refunds, even for classes that begin during the second half of the semester. Part-time students (1-11 credits) will be charged on a per-credit basis. Students who initially register for 1-11 credits, then add credits that increase their course load to 12-18 credits, will be charged the full flat-rate tuition.

## Tuition Payment Options

Students should refer to the NSU Student Handbook for tuition payment policies and options. To explore all options, students should visit NSU's Bursar's Office web site: <http://www.nova.edu/cwis/bursar/payment.html>.

### Net.Pay Tuition Payment Plan

Students may pay annual expenses in ten interest-free installments. There is a non-refundable \$55 application fee. Payments can be made by check, money order, direct debit, or credit card.

### Employer Tuition Reimbursement Programs

Students eligible for employer-sponsored tuition reimbursement benefits may defer tuition payment until five weeks after the end of each course; however, at the time of registration, students must submit postdated checks or credit card authorizations (for processing five weeks after the end of the course) and furnish a statement of eligibility from the employer. There is a \$50 per-semester fee for this option; this fee and other charges (excluding tuition) must be paid at the time of registration.

### Three-Month Installment Plan

Students may elect to pay their tuition in three installments. Fifty percent of tuition, plus all fees (including a \$50 fee for this option), is due at the time of registration; 25 percent is due 60 days after registration; and the remaining 25 percent is due 90 days after registration. Postdated checks or credit card

authorizations for the two later payments must be provided at the time of registration. Full-time students who are receiving financial aid may also elect the three-month installment plan to pay any remaining tuition balance due to the university.

## Tuition Refund Policy

### Drop Period with a Refund

For a refund to be considered, notification of a drop must be received by the academic adviser/APM in writing in accordance with the procedures outlined in this section. Refunds are based on the postmark date showing receipt of written notification. Portions of tuition may be refundable; general fees are not refundable. To withdraw from a course after the drop period, students should refer to the "Withdrawal" section of this catalog, located in the Academic Policies section. All students requesting a refund of tuition must complete and process a student transaction form, which is available from academic advisers/APMs.

### Full-time Student Refund Policy

Full-time Professional and Liberal Studies Program students who are charged flat-rate tuition are not eligible for partial refunds, regardless of attendance, if the total attempted credits remain between 12 and 18.

### Part-time Student Refund Policy

Part-time Professional and Liberal Studies Program students are defined as those enrolled in fewer than 12 credits. Tuition is charged on a per-credit basis.

- Prior to start of class = 100 percent refund
- During first week of class = 75 percent refund
- During second week of class = 50 percent refund
- After the second week of class = NO REFUND

The \$200 deposit paid is refundable if requested by May 1 for fall enrollment, September 1 for winter enrollment, or January 1 for summer enrollment. All other fees are nonrefundable.

### Career Development Program Student Refund Policy

All monies will be refunded if the applicant cancels the enrollment agreement within three business days after signing. All monies will be refunded, except for the application fee, if the applicant is denied admission. The following refund schedule applies regardless of attendance.

- Prior to first class meeting = 100 percent refund
- Prior to second class meeting = 75 percent refund
- Prior to third class meeting = 50 percent refund
- After the third week of class = NO REFUND

### Online Course Refund Policy

Regardless of attendance:

- Prior to start of class = 100 percent refund
- During first week of class = 75 percent refund
- During second week of class = 50 percent refund
- After the second week of class = NO REFUND

### Business 5-Weekend Course (Bahamas and Jamaica) Refund Policy

The below amounts are defined regardless of a student's participation or attendance in class and is based on the date and time posted on the request. The day the student drops is calculated into the refund amount.

- After class begins weekend 1 but prior to weekend 2 = 75 percent refund
- After class begins weekend 2 but prior to weekend 3 = 50 percent refund
- After class begins weekend 3 = no refund

### Exceptions to the Refund Policy

Refunds or credits to student accounts may be considered after the drop period if proof of exceptional circumstances exists. Requests for refunds must be made during the semester the course or courses were taken. It is the responsibility of students to fill out a student action form and to provide their academic advisers/APMs with the necessary documentation. The adviser will forward the request to the appropriate division director for consideration. Students should contact their academic advisers/APMs with questions regarding possible exceptional circumstances. To withdraw from a course after the refund period, students should refer to the "Withdrawal Policy" located in the Academic Policies section of this catalog.

Students who are expelled from NSU will not receive a refund of tuition and fees.

### Refunds for Course Cancellations

Each undergraduate division reserves the right to cancel class sections when registered enrollments are low. The university will refund 100 percent of tuition and fees for courses that are cancelled.

## Undergraduate Scholarships and Grants

NSU offers scholarships and grants to both new and returning students. Eligibility and academic qualifications vary according to the award. These awards are combined with other federal and state financial aid programs to help meet students' financial needs. Some of these funds may have other eligibility requirements. Dropping second eight-week courses after the initial drop/add period for the semester would result in a loss of institutional scholarships and aid for that semester if the drop results in less than full-time enrollment.

The Office of Student Financial Assistance maintains a Scholarship Resource Guide to help students locate private sources of funding. Other resources include university and public libraries, retail bookstores, high-school guidance counselors, and chambers of commerce.

## Independent Colleges and Universities of Florida (ICUF) Scholarships

NSU participates in scholarships administered by the Florida Independent College Fund (FICF), a nonprofit

foundation for program and resources development for ICUF. FICF is dedicated to providing financial assistance to students attending Florida's independent colleges and universities. Funds are granted by corporate partners who are equally committed to providing the best educational alternatives for today's college students and tomorrow's leaders.

Students enrolled in either the Professional and Liberal Studies Program or the Career Development Program are eligible to apply for ICUF scholarships. Students should note that the criteria and availability of any ICUF scholarship are necessarily subject to change without notice.

Students who wish to apply should review the FICF Web site for available scholarship opportunities at [www.ficf.org/Scholarships/index.htm](http://www.ficf.org/Scholarships/index.htm). For specific eligibility requirements and further information about individual scholarships, students should contact Kirk Berner in the Office of the Dean, (954) 262-7918, or via email at [kirk@nova.edu](mailto:kirk@nova.edu).

## Professional and Liberal Studies Program Scholarships

### **Alvin Sherman Family Scholarships**

The Alvin Sherman Family Scholarship Fund generously supports student scholarships for undergraduate enrollment at Nova Southeastern University. Award amounts vary and are renewable for the duration of a student's enrollment toward the completion of the bachelor's degree. Award renewal requires the student to maintain a 2.5 cumulative grade point average and remain enrolled as a full-time student in an undergraduate program at the main campus. Students should contact their admissions counselor for additional eligibility information.

### **Athletic Scholarships**

These scholarships are offered by the Department of Athletics to student athletes on NSU intercollegiate teams. Award amounts are determined by the coaches of each team. Amounts vary but never exceed total tuition charges. These scholarships are given for one academic year and are renewable. Interested students should contact the Office of Athletics at (954) 262-8250.

### **Book Awards (continuing students only)**

This scholarship provides \$250 to be used to reimburse the student's book expenses for eligible continuing Professional and Liberal Studies students. Awards are academically competitive, with preference given to upperclassmen. Deadline is April 1st of each year. Interested students should contact Kirk Berner in the Office of the Dean, (954) 262-7918, or via email at [kirk@nova.edu](mailto:kirk@nova.edu).

### **Broward International Women's Club Scholarships**

The Broward International Women's Club provides scholarships for international women students. For specific eligibility requirements, students should contact the Office of Institutional Advancement at (954) 262-2110.

### **Farquhar College Grants (new students only)**

This grant is awarded to students based on unmet financial need and may be awarded in conjunction with an NSU Honor Award. It is renewable according to need and academic progress. The award amount may be adjusted if the student receives other grants and/or scholarships. Students receiving an athletic scholarship are not eligible to receive this award. This award is given to new students only. There is no application for this award; eligibility is determined by the Office of Admissions.

### **Gold Circle Scholarship Fund**

Deadline: No application required.

This \$2,000 scholarship is for students who demonstrate high financial need. Students must complete a FAFSA/Renewal FAFSA by April 15. The student must have established a GPA in a university program. One student is selected from each of the program centers based on the following criteria: he or she must meet the priority deadline for submission of FAFSA; must have the highest GPA; and must demonstrate financial need. The scholarship is renewable with a 3.0 GPA. Students should contact the Office of Student Financial Assistance at 800-541-6682 for more information.

### **Horatio Alger Collegiate Partners**

NSU is a member of the Horatio Alger Collegiate Partners Program. The Horatio Alger Florida Scholarship Program, funded through the generosity of H. Wayne and Marti Huizenga, awards scholarships to 100 deserving students from Florida. Students must meet the following criteria: be enrolled full time as a high school senior, progressing normally toward graduation, and planning to enter college no later than the fall following graduation; have a strong commitment to pursue a bachelor's degree at an accredited institution; financial need; co-curricular and community activities; be a resident of Broward, Martin, or St. Lucie counties in the State of Florida; and be a citizen of the United States or in the process of becoming a U.S. citizen. National and National Finalist Scholarships are also awarded. For additional eligibility requirements, applications, or other information, interested students should contact Kirk Berner in the Office of the Dean, at (954) 262-7918, or via email at [kirk@nova.edu](mailto:kirk@nova.edu).

### **International Student Scholarships (continuing students only)**

Continuing international students in the Professional and Liberal Studies Program may be eligible for awards ranging from \$250 to \$1,000 per year. Awards are competitive and based on academic achievement and financial need. This is a one-year award, and students may reapply each year. Deadline is April 1st of each year. Interested students should contact Kirk Berner in the College's Office of the Dean, (954) 262-7918, or via email at [kirk@nova.edu](mailto:kirk@nova.edu).

### **Leadership Roundtable Scholarships**

A limited number of competitive scholarships recognizing potential for leadership, service, and scholarship are awarded annually to entering freshman students enrolled in the Professional and Liberal Studies Program. Scholarships may be renewable based on program participation, academic standing, and enrollment requirements. Interested students should contact the Office of Student Development and Retention at (954) 262-8093, or email [jmiles@nova.edu](mailto:jmiles@nova.edu).

### **Nova Southeastern University Honor Awards (new students only)**

1. NSU Freshman Honor Award (Freshman: \$1,000-\$7,000): This is an academic merit award based on high-school GPA and SAT/ACT test score. This award is renewable each year providing the student meets the renewal requirements outlined in the "Renewal of Awards" section of this catalog.

2. NSU Transfer Honor Award (Transfer: \$1,000-\$5,500): This is an academic merit award based on prior academic achievement. Applicants must have earned 24 or more semester hours from a regionally accredited institution to be eligible. This award is renewable each year providing the student meets the renewal requirements outlined in the "Renewal of Awards" section of this catalog.

3. NSU International Student Honor Award (New International Student: \$1,000-\$7,000): This is an academic merit award based on prior academic achievement and merit. Interested applicants must submit SAT or ACT scores at the time of applying for admission. This award is renewable each year providing the student meets the renewal requirements outlined in the "Renewal of Awards" section of this catalog.

4. NSU Resident Student Honors Award: This academic merit award, based on prior academic achievement, is contingent upon residing in University Residence Halls and will be cancelled if the student lives in off-campus housing. This award is renewable each year providing the student meets the renewal requirements outlined in the "Renewal of Awards" section of this catalog.

### **NSU Trustees Student Scholarships**

Deadline: Priority - July 15

Awards of \$2,500 are made to first-year undergraduate and first-year graduate, full-time students. Recipients must have minimum 3.2 GPA or higher. Additional factors considered in the award process include leadership ability and participation in community/volunteer activities. Florida residents are given preference and graduate students must be graduates of a Florida independent college or university other than NSU. Applications are available at:

[www.nova.edu/cwis/finaid/scholarships/index.html](http://www.nova.edu/cwis/finaid/scholarships/index.html).

Interested students should contact the Office of Student Financial Assistance at 800-541-6682 for more information.

### **President's Endowment Scholarships**

Deadline: Priority - July 15

Awards of \$2,500 are made to first-year undergraduate and graduate full-time students. Recipients must have a minimum GPA of 3.2 or higher. Leadership ability, community/volunteer activities, and academic excellence will be considered in the award process. Scholarships are renewable with a GPA of 3.0. Applications are available at [www.nova.edu/cwis/finaid/scholarships/index.html](http://www.nova.edu/cwis/finaid/scholarships/index.html).

Interested students should contact the Office of Student Financial Assistance at 800-541-6682 for more information.

### **Professional and Liberal Studies Scholarships (continuing students only)**

Continuing students in the Professional and Liberal Studies Program may be eligible for awards ranging from \$250 to

\$1,500 per year. Awards are competitive and based on academic achievement and financial need. This is a one-year award, and students may reapply each year. Deadline is April 1st of each year. Interested students should contact Kirk Berner in the Office of the Dean, (954) 262-7918, or via email at [kirk@nova.edu](mailto:kirk@nova.edu).

### **PTK Awards**

This annual award of \$1,000 per year is available to qualified new Professional and Liberal Studies transfer students who are members of Phi Theta Kappa. This is a tuition-only award. Awards are renewable each year, provided students maintain a 3.0 cumulative GPA and earn 24 credits each academic year in the Professional and Liberal Studies Program.

## **Career Development Program Scholarships**

### **Alvin Sherman Family Scholarships**

The Alvin Sherman Family Scholarship Fund generously supports student scholarships for undergraduate enrollment at Nova Southeastern University. Award amounts vary and are renewable for the duration of a student's enrollment towards the completion of the bachelor's degree. Award renewal requires the student to maintain a 2.5 cumulative grade point average and remain enrolled as a full-time student in an undergraduate program at the main campus. Students should contact their admissions counselor for additional eligibility information.

### **Broward International Women's Club Scholarships**

The Broward International Women's Club provides scholarships for international women students. For specific eligibility requirements, interested students should contact the Office of Institutional Advancement at (954) 262-2110.

### **Horatio Alger Collegiate Partners**

NSU is a member of the Horatio Alger Collegiate Partners Program. The Horatio Alger Florida Scholarship Program, funded through the generosity of H. Wayne and Marti Huizenga, awards scholarships to 100 deserving students from Florida. Students must meet the following criteria: be enrolled full time as a high school senior, progressing normally toward graduation, and planning to enter college no later than the fall following graduation; have a strong commitment to pursue a bachelor's degree at an accredited institution; financial need; co-curricular and community activities; be a resident of Broward, Martin, or St. Lucie counties in the State of Florida; and be a citizen of the United States or in the process of becoming a U.S. citizen. National and National Finalist Scholarships are also awarded. For additional eligibility requirements, applications, or other information, interested students should contact Kirk Berner in the Office of the Dean, at (954) 262-7918, or via email at [kirk@nova.edu](mailto:kirk@nova.edu).

### **The Joseph W. Fordyce Scholarships**

This is a full-tuition scholarship awarded annually to one full-time student from Broward Community College's Honors Program. This scholarship is funded by the Career Development Program. To be eligible, a student must have excelled academically and have earned an honors

certificate upon graduation from Broward Community College.

## Renewal of Awards

Nova Southeastern University Honor Awards are automatically renewed as long as the student maintains a 3.0 cumulative grade point average in coursework taken, earns 24 credits during consecutive fall and winter semesters, and remains a full-time student enrolled in the Professional and Liberal Studies Program. Undergraduate students who leave the Professional and Liberal Studies Program before graduation to enroll in a graduate program, move to the Health Professions Division, enroll

in the Career Development Program, or become a full-time employee are not eligible for these awards.

Institutional undergraduate awards are normally discontinued once a student has earned 120 credits. A student may petition for scholarship continuation (on a semester by semester basis) to meet requirements for a primary degree program. This petition must be in writing and submitted to the Office of the Dean in the Farquhar College of Arts and Sciences.

Some university awards are not automatically renewed, and students must reapply for aid each academic year. Applications are available in January of each year for the upcoming academic year.

# Student Services

NSU offers a number of student services. Students should refer to the NSU Student Handbook for more information about social fraternities, student media, and other organizations.

## Academic Services

Academic Services includes a wide variety of support systems for NSU's undergraduate students and includes Disability Services, the Testing Office, and academic support services. Tutoring and other forms of academic assistance are provided in a variety of subject areas, times, and formats. On the main campus, Academic Services is located in Parker Building Suite 100. For office hours, appointments, and other information, students should visit [undergrad.nova.edu/AcademicServices](http://undergrad.nova.edu/AcademicServices) or call (954) 262-8350 or 800-338-4723, ext. 8350.

Walk-in visits are welcome, but appointments are recommended. Off-campus students should call their nearest off-campus location for hours of operation.

## Disability Services

Nova Southeastern University provides accommodations for students with documented disabilities. Academic Services facilitates these services for the undergraduate student population. Students who have disabilities for which they believe they require accommodations should contact the Disability Services staff by emailing [smills@nova.edu](mailto:smills@nova.edu) or by calling (954) 262-8405 or 800-338-4723, ext. 8405.

Students with disability-related needs are encouraged to contact Disability Services as early as possible, preferably at least four weeks before the beginning of the first term of enrollment for which disability-related services are sought. Certain accommodations may involve other professionals and specialists, and therefore, may require considerable time to implement.

To receive accommodations based on a disability, the student submits a separate application and appropriate documentation, meets with Disability Services to discuss possible accommodations, and authorizes the release of appropriate disability-related information to instructors, administrators, and staff members with a need to know. In addition, the student agrees to follow the university's disability-related policies and procedures in giving course schedules and other important information to Disability Services in a timely manner before each term. The student also receives written policies and procedures related to disability services.

Disability-related records are kept in a confidential location and are not part of the student's academic record, nor are they shared with others without the student's written consent.

## Honor Societies

### Alpha Chi

Alpha Chi is an academic honor society with more than 289 chapters in the United States. To qualify for Alpha Chi, students must be juniors or seniors, complete a minimum of 24 credits at NSU, and be in the top 10 percent of their major.

Qualifying students are invited to join once a year, in February. A lifetime membership in this academic honor society holds many rewards, including eligibility to compete for local and national scholarships.

### Beta Beta Beta

Beta Beta Beta (TriBeta) is a society for students, particularly undergraduates, dedicated to improving the understanding and appreciation of biological study and extending boundaries of human knowledge through scientific research. Since its founding in 1922, more than 175,000 persons have been accepted into lifetime membership, and more than 430 chapters have been established throughout the United States and Puerto Rico. To join the NSU chapter (Rho Rho) as a regular member, a student must be a biology major, have an overall GPA of 3.2, at least three biology courses completed (one of which is above the introductory level), an average of 3.0 or higher in all biology courses, and 45 credits or more completed toward the degree. When a student meets these requirements, he or she should receive an invitation to join. Anyone with an interest in biological sciences may join as an associate member. Students should contact the chapter adviser, Emily Schmitt ([eschmitt@nova.edu](mailto:eschmitt@nova.edu)) for more information.

### Kappa Delta Pi

An honor society for educators, Kappa Delta Pi, the International Honor Society in Education, was founded to exhibit the ideals of scholarship, high personal standards, and promise in teaching allied professions. Kappa Delta Pi encourages improvement, distinction in achievement, and contribution to education. Selection is based on high academic achievement, commitment to education as a career, and a professional attitude that assures steady growth in the profession.

Attending chapter meetings, performing service projects, serving as an officer, and modeling the behaviors and attitudes appropriate to members are ways to contribute to the profession. The society's goal is to provide resources and services at each stage of members' careers.

### Lambda Epsilon Chi

Nova Southeastern University has been given charter membership in Lambda Epsilon Chi (LEX), a national honor society in paralegal/legal assistant studies. The purpose of LEX is to recognize those who have demonstrated superior academic performance in an established program of paralegal studies offered at an institution that is an institutional member in good standing of the American Association for Paralegal Education (AAFPE).

Students are inducted into LEX twice a year. To be eligible for induction, a student must have successfully completed two-thirds of the program requirements and have a cumulative grade point average of 3.5 or higher.

### **Psi Chi**

Nova Southeastern University has been awarded a charter membership in Psi Chi, the U.S. National Honor Society in Psychology. Psi Chi was founded in 1929 to promote excellence in scholarship and advance the science of psychology. Membership is open to undergraduate students who meet the minimum academic qualifications.

### **Sigma Beta Delta**

Membership in Sigma Beta Delta is the highest national recognition a business student can receive at a college or university with a Sigma Beta Delta chapter. To be eligible for membership, a business student must rank in the upper 20 percent of the graduating class and be invited to membership by the faculty officers.

The purposes of Sigma Beta Delta are to encourage and recognize scholarship and achievement among students of business, management, and administration, and to encourage and promote personal and professional improvement and a life distinguished by honorable service to humankind. The membership of the society is composed of those persons of high scholarship and good moral character who are enrolled in subject matter areas including business, management, and administration.

Each year, students are notified by mail if they meet the criteria to join Sigma Beta Delta. Those students who are invited to join may attend a special inductee ceremony, typically held the same day as summer graduation. For more information, students may contact the Sigma Beta Delta secretary at NSU via email at [sigmabetadelta@huizenga.nova.edu](mailto:sigmabetadelta@huizenga.nova.edu).

## **Institute for Learning in Retirement**

The Institute for Learning in Retirement (ILR) serves the educational needs of South Florida's growing retirement community with the belief that learning is a lifelong process. The ILR offers lecture courses, workshops, discussion groups, and field trips. Programs take advantage of the NSU faculty, peer leaders, and visiting experts in such fields as humanities, sciences, health, and government.

The ILR focuses on creating learning opportunities in a welcoming social environment, fostering intellectual challenge and stimulation balanced by entertainment and companionship. The evolving, year-round program features member self-governance for the creation of a broad curriculum of classroom and field events.

For further information on the ILR programs, event schedules, and learning opportunities, students should call (954) 262-8471 or (954) 262-8472 or email [ilr@nova.edu](mailto:ilr@nova.edu).

## **New Student Services**

The Office of New Student Services is a resource center for entering and first-year undergraduate students and their families. The office coordinates all orientation programs for new undergraduate students. New Student Services is located on the first floor of the Parker Building and can be contacted at one of the following numbers: (954) 262-8093 or (954) 262-8050. Information is also available online at [www.undergrad.nova.edu/orientation](http://www.undergrad.nova.edu/orientation).

## **NSU Student Handbook**

The NSU Student Handbook addresses many aspects of concern to NSU students. It can be accessed online at: [www.nova.edu/cwis/studentaffairs/forms/ustudenthandbook.pdf](http://www.nova.edu/cwis/studentaffairs/forms/ustudenthandbook.pdf). Students should refer to the handbook for information on such concerns as Student Life, Student Rights and Responsibilities, University Policies and Procedures, and NSU Resources. Below is the Table of Contents for the 2004-2005 handbook.

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## Study Abroad

Students in the Farquhar College of Arts and Sciences have opportunities to study abroad with NSU faculty members in China, Peru, Ecuador, England, Australia, and Belize. For further information, students should contact the Office of the Dean at (954) 262-8408.

## Technical Help Desk

The Online Computing Help Desk provides telephone and email support to NSU students, faculty and staff. The Online Computing Help Desk can be accessed by email at [help@nsu.nova.edu](mailto:help@nsu.nova.edu) or by phone at (954) 262-4357 or 800-541-6682 x. 4357. The Help Desk operates Monday through Friday from 7:00 a.m.- 4:00 a.m. and Saturday and Sunday from 9:00 a.m. - 11:00 p.m. Some of the support items include:

- assisting users with connecting to NSU's online computing systems
- navigating through WebCT systems
- resolving Personal Identification Number (PIN) issues
- supporting wireless computing on campus
- helping users configure various software programs such as Microsoft Outlook, Netscape Navigator, and Internet Explorer.

## Testing Office

The Testing Office in Academic Services administers challenge exams in elementary algebra, college-level mathematics, writing, and chemistry. The Testing Office also administers faculty make-up exams, standardized tests, and proctored tests for students in the university community. The office provides students with opportunities to receive course credit by administering assessments such as College-level Examination Program (CLEP) tests, DANTES subject standardized tests, New York University Proficiency Testing in Foreign Languages, and the TECH 1110 challenge exam. The Testing Office also offers disability-related services for students who need certain testing accommodations.

To benefit from the Testing Office's services, students should call (954) 262-8374 or 800-338-4723, ext. 8374 for an appointment. All test takers must present photo identification (e.g., NSU official ID, driver's license, passport) prior to testing. Online students can email the Testing Office at [rjohnso@nova.edu](mailto:rjohnso@nova.edu).

## Tutoring

Academic Services provides tutoring, workshops, and professional guidance from subject-area and learning specialists. Depending on the subject area, tutoring may also be provided by peer students who have excelled in specific academic subjects. Tutoring is conducted on an individual basis and may be arranged with groups of students needing the same level and type of assistance. Academic Services has a computer lab with Internet access for student use in researching and writing papers. The lab also has computer tutorials for mathematics, grammar, and composition skills.

Writing tutors assist students in the various stages of the writing process: brainstorming, planning, organizing, and revising. In addition, they help students work on sentence

structure, grammar, paragraph development, and punctuation. Although tutors do not edit papers, they do assist students in learning how to improve their papers and how to become better proofreaders of their own papers.

Tutoring is also provided to students enrolled in undergraduate mathematics, science, and technology courses. Additionally, Academic Services houses supplemental videos and software for most math classes. These resources may be used in the computer lab or checked out.

In addition to the main campus location, undergraduate Academic Services tutoring is available at the following off-campus sites: Las Vegas (702) 365-6682; Jacksonville (904) 245-8900; Tampa (813) 740-2774; Orlando (407) 264-5600; and Miami-Dade (305) 274-1021. Students whose schedules may prevent regular visits to one of the locations may access the Academic Services' Web site for online resources: (<http://undergrad.nova.edu/AcademicServices>).

## Women's Resource Institute

The Women's Resources Institute is dedicated to educating, empowering, and enlightening women and the people in their lives at the university and in the expanded community. WRI provides information and services and offers space for women to come together as a community. The institute is a self-contained, private, peaceful place where confidentiality can be easily maintained. WRI provides information and referral services for problems that may be interfering with quality of life (e.g., domestic violence, substance abuse, career changes, financial crises, etc.) and offers emergency loans for NSU employees. It endeavors to meet the changing needs of the community by engaging women leaders in its planning and development.

# Academic Policies

For help with these academic policies, students should contact an academic adviser. Academic advisers serve as learning resources and provide students with confidential academic, social, and developmental advising. The primary purpose of academic advising is to ensure that students receive the individual attention needed to succeed academically. Students should maintain regular contact with their academic advisers throughout their academic career at NSU. They serve as liaisons and referral agents by helping students gain needed assistance from other NSU divisions or from the community.

Advisers are available in each academic division for student questions and concerns. The interaction between student and adviser is at the heart of the advising process. This process must assure students that they are receiving optimal guidance for a high-quality educational experience. Therefore, students are encouraged to consult with an adviser when they believe their rights as students are being, or have been, violated. Students are also encouraged to discuss aspects of their education with faculty members, program administrators, and directors.

## Academic Progress

To remain in good academic standing, undergraduate students must maintain the required minimum grade point average (GPA) or higher on all credits attempted. Students receiving financial aid should consult this catalog for information on minimum requirements for GPA and credit hours.

### Minimum Requirements (GPA)

1-29 credits: 1.70 GPA  
30-59 credits: 1.85 GPA  
60 + credits: 2.00 GPA

### Minimum Graduation Requirements (GPA) in the Major

Students should refer to the Graduation Requirements section of Academic Policies for the minimum GPA required to graduate from their program.

### Academic Progress

At the end of each semester, the Office of the Dean reviews students' academic progress. Students whose grade point averages (GPA) fall below minimum GPA requirements will receive notification that they have been placed in one of the categories of academic progress listed below. All of these categories will become a permanent mark on the student's official transcript.

### Academic Warning

Students whose cumulative GPA falls below 2.0.

### Academic Probation

Students who have completed at least 12 credits for which they have received grades of A through F and who fall below the minimum GPA (see "Minimum Requirements" section).

### Continued Probation

Students who, in successive semesters of enrollment after being placed on academic probation, earn a minimally acceptable GPA but whose cumulative GPA for all semesters falls below the minimum grade point average requirement.

### Off Probation

Students who achieve the minimum cumulative GPA.

### Suspension

Students on academic probation or continued probation who fail to earn a minimally acceptable GPA in the next semester of enrollment. Length of suspension is two semesters. Students must appeal for readmission at least one month before the requested date of readmittance (see "Notification and Appeals"). Students who are permitted to reenroll after serving suspension are readmitted under continuing probation.

### Dismissal Following Suspension

Students who were previously suspended and readmitted will be dismissed if they fail to meet a minimally acceptable GPA (see "Minimum Requirements"). Students in this category may not reapply for admission.

### Notification and Appeals

A student placed on suspension or dismissed will be sent a letter to his/her local address. The student will have until the deadline specified in the dismissal or suspension letter to appeal to the Academic Progress Committee. The committee includes faculty members from each academic division, a representative academic adviser, and a representative from Academic Services. The committee reviews appeals for suspension and dismissal. Notification of decisions will be sent to the address given in the appeal letter. For more information, the student may contact an academic adviser or the assistant director for student services in the Office of the Dean.

## Academic Requirements - New Students

Students are expected to demonstrate skills appropriate for college-level work.

### Professional and Liberal Studies Program

All Professional and Liberal Studies students are encouraged to take appropriate written communication and mathematics courses during their first semester of enrollment at NSU. Students are placed in these courses based on standardized (SAT, ACT, or TOEFL) test scores or prior college credit. Students without college-level English and/or math will be automatically placed into COMP 1000 and/or MATH 1000 courses.

Students may also take challenge exams to place out of these courses. Each challenge exam may be taken only once. For specific challenge exam procedures and practice exams, students should contact the Academic Services Testing Office.

Tutoring in mathematics and writing is available through Academic Services. While a student is acquiring these skills, his or her enrollment is limited to courses approved by an adviser, generally at the 1000 and 2000 levels.

### **Career Development Program**

Students who enter the Career Development Program without transfer credits in English and/or mathematics must enroll in COMP 1000 and/or MATH 1000. Students may take challenge exams in written communication and/or mathematics to determine eligibility for the college-level courses listed in the general education requirements.

### **Transfer Students**

All new transfer students must demonstrate college-level skills in writing and mathematics. Transfer students can do this by presenting transcripts from previous institutions indicating comparable courses taken. Students must have earned a C or better in comparable courses. Alternatively, transfer students may take the required developmental courses in writing and mathematics or take challenge exams to place out of them.

## **Academic Requirements - Writing Across the Curriculum**

Each course must include written assignments that make up at least one third of the final course grade. Each course must contain at least eight pages (approximately 2,000 words) of writing, with faculty members providing feedback on these assignments. At minimum, one third of these writing assignments should occur in class. Written assignments can include (but are not limited to) essays, summaries, memos, lesson plans, research papers, abstracts, literature reviews, case analyses, reaction papers, journal entries, lab reports, project proposals, progress reports, case studies, and project reviews.

## **Address and Name Changes**

The university must have each student's current local address, telephone number, name, etc. If, after enrolling, any important information of this type changes, students should update their records in the Student Information System ([www.webstar.nova.edu](http://www.webstar.nova.edu)) and notify their academic divisions.

## **Attendance**

The educational process at NSU presumes a continuous, close working relationship between faculty and students. Therefore, students are expected to attend class regularly. Specific requirements are established by each instructor and are communicated either at the first class meeting or in the syllabus. The administration will support the faculty member's attendance requirements. The student is responsible for the academic consequences of class absences.

Students who miss a class must inform instructors before the class meeting. Students who miss class because of an

illness or other emergency should contact the instructor as soon as possible and arrange to make up work.

## **Auditing a Course**

A student may register to audit a course. Registration in a class as "audit" must be done prior to the first class meeting. No academic credit is awarded for this course. The student may attend all classes but is not required to take examinations. A grade of AU will be awarded at the time of registration. Once a student has registered for an audit, the registration may not be changed back to one in the normal grading system. An audited course may be included in the flat-rate tuition, provided the total number of credit hours, including credits assigned to audited courses, do not exceed 18. Otherwise, tuition will be charged at the prevailing, per-credit-hour rate.

## **Course Delivery**

Classes are scheduled at a variety of times and locations to best meet student schedules and course demand. Classes may be on-campus, off-campus, day or evening, online, and through independent study. Students are encouraged to review registration choices with their academic advisers.

### **Day**

Day classes are aimed primarily at students in the Professional and Liberal Studies Program (PALS).

### **Evening**

Evening classes are aimed primarily at students in the Career Development Program, although PALS students may also register for evening classes. To ensure that students obtain the maximum benefit from the Career Development Program's accelerated format, most of the evening courses offered by the Farquhar College of Arts and Sciences require that first class assignments be completed before the first class meeting. These assignments are posted on the College's web-based Course Wizard: (<http://www.undergrad.nova.edu/coursewizard/schedule.cfm>).

### **Online**

Web-based courses are available to all active NSU students. Students who participate in online classes are supported through a variety of technologies and teaching methods: email, bulletin boards, chatrooms, electronic journals, and links to Web resources. Each student must obtain an NSU account to access email, course materials, and library resources. Students are required to participate in an online orientation before the start of each class.

### **Independent Study**

Independent study provides qualified students with an opportunity to research a question of interest under faculty supervision. A student interested in an independent study should contact his or her academic adviser and consult with a faculty member to draw up a contract outlining student responsibilities. The student, the instructor, and the division's academic director must

sign the contract. Regular tuition schedules and rates apply to independent study.

## Course Evaluations

Course evaluations are the mechanism for collecting feedback from students about their classes - how they feel about course content, instructors' effectiveness, appropriateness of textbook selection, and other aspects. All evaluations are confidential and anonymous. Students are urged to be honest and constructive in their remarks. The course evaluation process is conducted completely online at <http://undergrad.nova.edu/currentstudents/>. Students must have an NSU email account to access the course evaluation Web site. Beginning two weeks before a class ends, students have a seven-day period to access the Web site and complete their course evaluations.

## Degree Programs – Double Majors

Students may graduate with double majors. Students must inform their adviser of their intent to declare a second major. This is subject to the availability of courses based on academic division schedules.

## Degree Programs – Second Bachelor's Degree

Students with a bachelor's degree from a regionally accredited institution other than NSU may earn a second bachelor's degree from NSU by completing a minimum of 30 approved additional credits in a particular major. At least 50 percent of all credits required in the selected major must be taken at NSU.

## Enrollment at Other Universities

Once students enroll at NSU, they may not take courses at other colleges or universities for the purpose of earning an NSU degree without specific, written approval from their academic division. Written approval must be obtained before registering for a course outside of NSU, and this approval must be placed in the student's academic file. Only under unusual circumstances will permission be granted.

Students enrolled in the Professional and Liberal Studies Program may be permitted, with prior approval, to take courses during the summer months at a regionally accredited institution outside of South Florida. These courses may be used for elective credit or general education course credit. Students may take up to 10 percent of the credits needed to complete NSU degree requirements. However, students must meet NSU's residency requirements as outlined in the "Graduation - Requirements" section. To request permission to take courses at other institutions, students must submit a Concurrent/Interim Enrollment Application, which can be

obtained from their academic program manager/adviser and must provide catalog descriptions of these courses to their adviser before enrollment.

## Grading System

Each instructor assigns a grade based on established criteria listed in the course syllabus.

### Grade Points

A Excellent 4.0  
A- 3.7  
B+ 3.3  
B Good 3.0  
B- 2.7  
C+ 2.3  
C Satisfactory 2.0  
C- 1.7  
D+ 1.3  
D Marginal 1.0  
F Failure 0.0  
W Withdrawn Without Penalty  
I Incomplete  
P Pass  
NG No Grade (not assigned by instructor)  
AU Audit

### Grade Point Average and Quality Points

A student's academic standing for a specific semester is his or her grade point average (GPA), and quality points determine the GPA. Quality points are determined by multiplying the numerical value of a letter grade (points) by the number of credits assigned to a course. The GPA is calculated by dividing the total quality points earned in a semester by the total credits attempted in a semester. The student's overall academic standing is determined by the cumulative grade point average (CGPA). The CGPA is calculated by dividing the total quality points earned by the total credits attempted. These calculations use NSU coursework only.

### Grade Reports

Student grades are disseminated via the online Student Information System at [www.webstar.nova.edu](http://www.webstar.nova.edu). Legal provisions prohibit the release of personally identifiable information to anyone other than legally authorized people. Students are permitted to inspect, review, and challenge such information as provided by law.

### Dean's List

Any full-time student who earns a GPA of 3.5 or higher in the fall or winter semester(s) qualifies for the Dean's List. A Dean's List letter is mailed to the student, and the Dean's List comment appears on the student's official transcript. Students with grades of I (incomplete) are not eligible for the Dean's List for that semester.

### Incomplete

An incomplete (I) is awarded only in unusual circumstances. An incomplete may be given only when a student has satisfactorily completed the majority of the work in a course and when all remaining requirements can be completed within an agreed time following the end of the course. In no event may such time exceed 16 weeks.

An incomplete will be awarded before the end of the course upon the satisfaction of the following conditions: (a) the student has made a request of the instructor and (b) the student, the instructor, and the academic director have signed the contract for removal of an incomplete grade or agreed on its conditions via email.

A student who is absent at the final examination without prior approval is normally not eligible to receive an incomplete.

If the student does not complete the coursework within the agreed time, the incomplete automatically changes to the grade earned based on the work accepted by the instructor to date. A grade of zero will be factored in for any missing work.

#### **Optional Pass/Fail**

Students in good academic standing may register for two electives outside of their major, minor, or certificate program on a pass/fail basis. A pass/fail registration will not convert back to a normal registration (i.e., cannot be counted in GPA). A failing grade will be reflected in the student's GPA.

## **Graduation - Degrees, Diplomas, and Commencement**

#### **Degree Conferral**

Degrees are conferred once students have met all the criteria listed under Graduation – Requirements. Once degrees have been conferred, transcripts showing the awarding of the degree are sent to students, and diplomas are printed and sent to students by mail.

#### **Diplomas**

The diploma indicates that the student has earned a degree (for example, bachelor of arts degree or bachelor of science degree). It does not indicate major. The academic transcript, the official record of work at NSU, indicates degree earned, major field of study, and minor, if any.

#### **Graduation with Honors**

A student eligible for graduation with a cumulative grade point average of 3.8 or higher who has completed at least 54 credits at NSU is eligible to receive the degree with distinction. Petitions regarding this policy are submitted to the dean; the decision of the dean is final. There are no special ceremonies at Commencement for students graduating with honors. However, a notation will be added to the student's diploma and official transcript.

#### **Commencement**

Commencement is held in May. It is not necessary for students to attend Commencement to have their degrees conferred. The university's Board of Trustees confers degrees throughout the year.

## **Graduation – Requirements**

All degree-seeking students must be matriculated and complete the minimum credits as designated by their chosen major. The following conditions are also required:

1. Admission as a degree-seeking candidate in one of the majors
2. Completion of General Education Program requirements
3. Completion of major requirements, specializations, concentrations, and electives as specified
4. Attainment of a 2.0 cumulative grade point average (2.5 in education, 3.0 for nursing majors. Nursing also requires no grade lower than a "C" in all undergraduate courses.)
5. Attainment of a 2.25 grade point average (2.5 in education) in the major area
6. Attainment of a 2.25 grade point average (2.5 in education) in minors, if selected or required by program
7. Completion, at NSU, of at least 30 credits (not including CLEP, proficiency examinations, or prior experiential learning credits)
8. Completion of at least 50 percent of the credits in the major area and minor at NSU (not including CLEP, proficiency examinations, or prior experiential learning credits)
9. Submission of a degree application form and payment of the diploma fee before completing registration for the last semester
10. Fulfillment of all obligations to the library, the student's program, and the Bursar's Office.

## **Interruption of Studies**

Students are eligible for graduation when they meet the requirements listed in the student catalog in effect when they entered the university. If there is an interruption in studies (one calendar year from the end of the last semester enrolled), the student must abide by the catalog in effect upon return, or to requirements approved by the student's academic program director.

## **Registration**

Each semester at NSU has a designated open registration period listed in the schedule of classes. Students should meet with their academic advisers once the schedule of classes becomes available in order to review their choice of classes. Students' academic advisers/APMs are located in the academic divisions that oversee the students' academic majors.

Students may be eligible to register via the Web at [webstar.nova.edu](http://webstar.nova.edu). A valid NSU Personal Identification Number (PIN) is required to participate in Web registration. Directions can be found at [undergrad.nova.edu/webregistration.cfm](http://undergrad.nova.edu/webregistration.cfm). To receive a PIN, contact NSU at (954) 262-4850; 800-541-6682, ext. 4850; or via email at [pinhelp@nova.edu](mailto:pinhelp@nova.edu). Prior to registering via the Web, students are encouraged to meet with their advisers to discuss the classes they want to take.

Students who are ineligible for Web registration (athletes, new students, Nova Southeastern University employees, and students on academic probation) and all other students who choose not to use Web registration must register for classes by meeting with their academic advisers. These students must provide appropriate written documentation indicating their choices of courses.

#### **Late Registration**

Timely registration benefits students in many ways. It ensures availability of seats in required classes, reduces the risk of financial aid problems, and decreases the demand for last minute appointments with advisers. Students who register after the regular registration period are charged a late registration fee. The late registration period starts ten calendar days before the first day of classes.

Late registration applies to all students, except new students who are admitted too late to take advantage of regular registration. The policy does not apply to changes made to schedules once students have already registered, only to initial registrations for the semester. As is the case for all fees, dropping a course does not result in a refund of the late fee.

#### **Drop/Add Period**

The drop/add period is the first week of each semester. A student may drop one course and add another course in its place during the first week of the semester without financial penalty. During the first week of classes, no approval is necessary for either day or career courses. During the second week of classes, director and instructor approval is needed.

Students wishing to register for classes after the late registration period must secure special permission in addition to paying the late fee. Students who add a class after it has started are accountable for all course requirements.

#### **Student Athlete Eligibility**

Student athletes are required to carry at least 15 credit hours per semester to retain student athlete eligibility. For further information, they should consult the Student Athlete Handbook, available from the Department of Athletics.

#### **Closed Classes**

The enrollment capacity for each class is carefully determined and reflects the physical limitations of the classroom or lab, as well as the effective learning and teaching environment for the subject. Once a class has been filled (closed to further registration), students should seek alternative classes; this may require adjusting a schedule to select classes meeting requirements toward the degree program. Students are always encouraged to meet with their academic adviser.

Only for exceptional reasons, a student may appeal to register for a closed course (no space available). Such a request must be reviewed and approved by the academic director of the division in which the course is offered.

Appeals for registration in a closed class must:

- be made in writing by the student and have a written endorsement from the academic adviser (email is preferable);
- specifically address why no alternative will support progress to degree; and
- specifically address why the student was unable to register for the class when space was available.

An appeal for enrollment in a closed class will only be considered up to the date of the first class meeting. Requests for enrollment in a closed class do not go to the instructor. The academic director may petition the instructor when considering such a request; however, the student should not petition the instructor.

If a request for closed course registration is approved, the adviser will be contacted in writing (email) by the academic director. The adviser will be authorized to register the student; however, the registration must be processed within 24 hours of the notification from the director. If the registration is not processed within that time period, the authorization is removed (such space may be released to another student).

#### **Repeated Courses**

Subject to availability, students may repeat a course to improve the grade in that course, but credit toward graduation will be granted only once. All enrollments and grades will remain on the transcript and will have a notation that the course has been repeated. If students repeat a course, the highest grade will be counted in the student's GPA. Students need to complete a repeated course form after the course has ended. Repeated course forms are available from academic advisers.

## Student Action Forms

In unusual circumstances, a student may request a waiver from specific university or college policies. In such cases, the student should complete a student action form (SAF), available from academic advisers or from [www.undergrad.nova.edu/orientation/online/saf.cfm](http://www.undergrad.nova.edu/orientation/online/saf.cfm). All SAFs must be signed and reviewed by the student's academic adviser before a course of action is determined. Prior to submitting the SAF to their adviser, the student should carefully read the form's "Consequences of Enrollment Change" section.

## Student Conduct, Academic Integrity, and Problem Resolution Procedures

All students should review and become familiar with the Code of Student Conduct and Academic Responsibility found in the NSU Student Handbook.

# Code of Student Conduct

Excerpted from the 2004 NSU Student Handbook.

## Code of Student Conduct and Academic Responsibility

Purpose: This code seeks to promote high standards of behavior and academic integrity by setting forth the responsibilities of students as members of the university community. Abiding by the code ensures a climate wherein all members of the university community can exercise their rights of membership.

## Code of Student Conduct Statement

The university is a community of scholars in which the ideals of freedom of inquiry, freedom of thought, freedom of expression, and freedom of the individual are sustained. However, the exercise and preservation of these freedoms and rights require a respect for the rights of all in the community to enjoy them to the same extent. It is clear that in a community of learning, willful disruption of the educational process, destruction of property, and interference with the orderly process of the university or with the rights of other members of the university cannot be tolerated. Students enrolling in the university assume an obligation to conduct themselves in a manner compatible with the university's function as an educational institution. To fulfill its functions of imparting and gaining knowledge, the university retains the power to maintain order within the university and to exclude those who are disruptive to the educational process.

In support of the Code of Student Conduct, any violations of the Code of Student Conduct and Academic Responsibility and/or university policies and procedures may result in disciplinary action and/or criminal prosecution. Violations of academic and/or supplementary standards will be handled through the student's academic college, center, or school. Violations of conduct standards, supplementary standards, university policies, and/or procedures will be handled by the Office of the Dean of Student Affairs or by the individual academic college, center, or school as deemed appropriate.

Changes to the Code of Student Conduct and Academic Responsibility will be posted on the Student Affairs Web site. Students are required to be familiar with the rules, policies, and Code of Student Conduct and Academic Responsibility.

## Nova Southeastern University Statement of Student Rights and Responsibilities

Nova Southeastern University, as a community of women and men, is committed to furthering Scholarship, academic pursuits, and service to our society. As an institution, our purpose is to ensure all students an equal opportunity to fulfill their intellectual potential through pursuit of the highest standards of academic excellence.

Certain rights and obligations flow from membership in any academic community committed to such goals:

- the rights of personal and intellectual freedom, which are fundamental to the idea of a university
- scrupulous respect for the equal rights and dignity of others

- dedication to the scholarly and educational purposes of the university and participation in promoting and ensuring the academic quality and credibility of the institution

Students are responsible for obtaining, learning, and observing the established university and academic center policies as listed in all official publications. In addition, students must comply with the legal and ethical standards of the institution, as well as those of Broward County, the state of Florida, as well as any other laws, rules, and/or regulations of other jurisdictions. All members of the community should inform the appropriate official of any violation of conduct regulations.

### A. Academic Standards

The university is an academic community and expects its students to manifest a commitment to academic integrity through rigid observance of standards for academic honesty. The university can function properly only when its members adhere to clearly established goals and values. Accordingly, the academic standards are designed to ensure that the principles of academic honesty are upheld. The following acts violate the academic honesty standards:

- 1. Cheating:** intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise
- 2. Fabrication:** intentional and unauthorized falsification or invention of any information or citation in an academic exercise
- 3. Facilitating Academic Dishonesty:** intentionally or knowingly helping or attempting to help another to violate any provision of this code
- 4. Plagiarism:** the adoption or reproduction of ideas, words, or statements of another person as one's own without proper acknowledgment

Students are expected to submit tests and assignments that they have completed without aid or assistance from other sources. Using sources to provide information without giving credit to the original source is dishonest. Students should avoid any impropriety or the appearance thereof in taking examinations or completing work in pursuance of their educational goals.

Students are expected to comply with the following academic standards:

#### 1. Original Work:

Assignments such as course preparations, exams, texts, projects, term papers, practicum, etc., must be the original work of the student. Original work may include the thoughts and words of another author. Entire thoughts or words of another author should be identified using quotation marks. At all times, students are expected to comply with the university and/or program center's recognized form and style manual and accepted citation practice and policy. Work is not original when it has been submitted previously by the author or by anyone else for academic credit. Work is not original when it has been copied or partially copied from any other source, including another student, unless such copying is acknowledged by the person submitting the work for the credit at the time the work is being submitted, or unless copying, sharing, or joint authorship is an express part of the assignment. Exams and tests are original work when no unauthorized



aid is given, received, or used before or during the course of the examination, reexamination, and/or remediation.

## **2. Referencing the Works of Another Author:**

All academic work submitted for credit or as partial fulfillment of course requirements must adhere to each program center's specific accepted reference manuals and rules of documentation. Standards of scholarship require that the writer give proper acknowledgment when the thoughts and words of another author are used. Students must acquire a style manual approved by their center and become familiar with accepted scholarly and editorial practice in their program. Students' work must comport with the adopted citation manual for their particular center. At Nova Southeastern University, it is plagiarism to represent another person's work, words, or ideas as one's own without use of a center-recognized method of citation. Deviating from center standards (see above) are considered plagiarism at Nova Southeastern University.

## **3. Tendering of Information:**

All academic work must be the original work of the student. Giving or allowing one's work to be copied, giving out exam questions or answers, or releasing or selling term papers is prohibited.

## **4. Acts Prohibited:**

Students should avoid any impropriety or the appearance thereof, in taking examinations or completing work in pursuance of their educational goals. Violations of academic responsibility include, but are not limited to the following:

- plagiarism
- any form of cheating
- conspiracy to commit academic dishonesty
- misrepresentation
- bribery in an attempt to gain an academic advantage
- forging or altering documents or credentials
- knowingly furnishing false information to the institution

## **5. Additional Matters of Ethical Concern:**

Where circumstances are such as to place students in positions of power over university personnel, inside or outside the institution, students should avoid any reasonable suspicion that they have used that power for personal benefit or in a capricious or arbitrary manner.

## **B. Conduct Standards**

1. Students should not interfere with the rights, safety, or health of members of the university community nor interfere with other students' right to learn. Students are expected to abide by all university, center, and program rules and regulations and all local, state, and federal laws. Violations of conduct standards include, but are not limited to

- a. theft (including shoplifting at any university service center, e.g., bookstore, food service facility), robbery, and related crimes
- b. vandalism or destruction of property
- c. disruptive behavior/disorderly conduct (e.g., in residence halls and classrooms, or at university-sponsored events, on or off campus)
- d. physical or verbal altercation, assault, battery, domestic violence, or other related crimes
- e. gambling

f. possession or use of firearms, fireworks, explosives, or other dangerous substances or items

g. possession, transfer, sale, or use of illicit and/or illegal drugs or alcohol if a minor

h. appearance in class or on campus under the apparent influence of drugs or alcohol, illegal or illicit drugs or chemicals

i. any act or conspiracy to commit an act that is harassing, abusive, or discriminatory or that invades an individual's right to privacy; sexual harassment; discrimination and abuse against members of a particular racial, ethnic, religious, on the basis of sex/gender, sexual orientation, marital status or cultural group and/or any other protected group or as a result of an individual's membership in any protected group

j. sexual misconduct

k. stalking

l. unacceptable use of computing resources

m. impeding or obstructing NSU investigatory, administrative, or judicial proceedings

n. threats of or actual damage to property or physical harm to others

o. any activity that may be construed as hazing ("hazing" is defined as: any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of a university) or engaging in, supporting, promoting, or sponsoring hazing or violating university rules governing hazing

p. failure to pay tuition and fees in a timely manner

q. embezzlement or misuse of NSU and/or student organizational funds or monies

r. failure to comply with the directives of NSU officials

s. violation(s) of the terms or condition of a disciplinary sanction(s) imposed

t. violation of any policy, procedure, or regulation of the university or any state or federal law, rule, regulation, or county ordinance

u. fraud, misrepresentation, forgery, alteration or falsification of any records, information, data, or identity

2. Students must have authorization from the university to have access to university documents, data, programs, and other types of information and information systems. Any use of the above without authorization is prohibited.

## **C. Supplementary Standards**

Students are expected to comply with the legal and ethical standards of this institution and those of their chosen field of study, including the Code of Ethics for Computer Usage. The university and each center or program may prescribe additional standards for student conduct. Additions or changes to the standards for student conduct will be posted on the center and/or Student Affairs Web site.

## **D. Violations**

Any violation(s) of any of the academic standards, conduct standards, or supplemental standards may result in a complaint being filed against a student to enforce the Code of Student Conduct and Academic Responsibility. Deans, associate deans, or directors may, in their discretion, immediately suspend students pending a hearing on charges of academic, conduct, or supplemental standards violations. Violations of academic, conduct, or supplemental standards are subject to disciplinary action, up to and including, expulsion from the university. Violations of academic standards will be handled through

the student's academic college, school, or center. Violations of conduct or supplementary standards will be handled by the Office of the Dean of Student Affairs or by the individual academic college, school, or center as deemed appropriate.

## **E. Sanctions**

If the student is found in violation of the Code of Student Conduct and Academic Responsibility and/or university policies and procedures, one or more of the following sanctions may be imposed:

### **1. Expulsion:**

Permanent dismissal from the university with no right for future readmission under any circumstances. A student who has been expelled is barred from campus and/or visiting privileges.

### **2. Suspension:**

Mandatory separation from the university for a period of time specified in an order of suspension. An application for readmission will not be entertained until the period of separation indicated in the suspension order has elapsed. Readmission is subject to approval of the university. During the period of suspension, the student is barred from campus visiting privileges unless specific permission is granted by the dean of student affairs or designee.

### **3. Temporary Suspension:**

Action taken by the dean of student affairs/associate dean of student affairs, which requires a student's temporary separation from the university until a final determination is made of whether or not a student is in violation of the Code of Student Conduct and Academic Responsibility.

### **4. Final Disciplinary Probation:**

A disciplinary sanction serving notice to a student that his/her behavior is in flagrant violation of university standards, under which the following conditions exist:

a. The sanction is for the remainder of the student's career and may be reviewed by the dean of student affairs no sooner than two regular academic semesters or equivalent after the sanction is imposed. After two semesters in attendance, a student may initiate a request in writing for reduction of the sanction to disciplinary probation, but must also demonstrate reason to substantiate the request.

b. Another violation of the Code of Student Conduct and Academic Responsibility will at a minimum result in suspension.

### **5. Disciplinary Probation:**

A disciplinary sanction serving notice to a student that her/his behavior is in serious violation of university standards. A time period is indicated during which another violation of the Code of Student Conduct and Academic Responsibility will automatically raise the question of a more severe sanction (suspension or expulsion) if the student is found in violation.

### **6. Disciplinary Warning:**

A disciplinary sanction serving notice to a student that her/his behavior has not met university standards. This sanction remains in effect for a designated number of semesters of attendance after which it is expunged from the student's file.

### **7. Verbal Warning:**

A verbal warning is a verbal admonition to the student by a university staff member that his/her behavior is inappropriate. A verbal warning will be noted in the student's file for a period of time after which it is expunged from the student's file.

### **8. Fines:**

Penalty fees payable to the university for violation of certain regulations with the Code of Student Conduct and Academic Responsibility.

### **9. Restitution:**

Payment made for damages or losses to the university, as directed by the adjudicating body.

### **10. Restriction or Revocation of Privileges:**

Restriction or revocation of privileges is the temporary or permanent loss of privileges, including, but not limited to, the use of a particular university facility, visitation privileges, and parking privileges.

### **11. Termination or Change of Residence Hall**

#### **Contract/Accommodation:**

Termination or change of residence hall contract/accommodation is a disciplinary sanction that terminates or changes the Residence Hall Contract/Accommodation. This should be accompanied by another form of disciplinary action. It is considered permanent unless lifted by the dean of student affairs/associate dean of student affairs/director of residential life or designee.

### **12. Counseling Intervention:**

When extreme behavior indicates that counseling may be beneficial, the student may be referred to counseling.

### **13. Other Appropriate Action:**

Disciplinary action not specifically outlined above, but approved through the dean of student affairs/associate dean of student affairs or designee.

### **14. Parent/Legal Guardian Notification:**

NSU personnel reserve the right to contact or notify a student's parent(s) or legal guardian(s) of a minor student, under 21 years of age, in writing or by phone, when alcohol or drug violations of university policy occur, for other violations of NSU policy and procedure, and/or when NSU personnel determine a student's safety and/or welfare is at risk.

## **F. Appeal Process**

An appeal of disciplinary action taken by the Office of the Dean of Student Affairs or its designee must be made in writing to the dean of student affairs within 72 hours of the receipt of the written disposition of the hearing. In appealing a disciplinary decision, the appeal must fall into one of the following categories:

1. the student has new evidence that was not available prior to the original hearing
2. the disciplinary process was not adhered to during the student's hearing
3. the sanction(s) do not relate appropriately to the violation

A written decision will be provided by the dean of student affairs within a reasonable amount of time from receipt of

the appeal request. The decision of the dean of student affairs will be final. For appeals of disciplinary action taken by individual colleges, centers, or schools, please consult the academic section of this handbook related to this area and/or academic dean or designee.

## Academic Misconduct

As noted in the code of student conduct, the university and the college have established a clear set of expectations regarding academic responsibility. When these standards are breached, a student can expect significant disciplinary action – including expulsion from the university.

Instructors are charged with the responsibility to manage and evaluate academic integrity within their classroom. In situations where the student has violated standards of academic integrity, the instructor will assign an academic sanction (including failing the course) and will notify the Office of the Dean. The Office of the Dean may consider additional disciplinary action – based on the severity of the infraction and whether there has been previous academic misconduct. Sanctions may include disciplinary probation, suspension, or expulsion -- including notation on the academic transcript.

An Academic Integrity Committee, comprised of faculty and students, will be convened as needed to review cases of significant or repeated instances of academic dishonesty. The AIC will meet only in cases where a student wishes to challenge the sanction issued in a case of academic misconduct. The dean may appoint up to five undergraduate students to serve on the Academic Integrity Committee; one faculty member from each academic division serves on this committee, appointed by the academic director. The committee has no minimum number of members required for action; meetings are conducted based on faculty and student members present.

A student charged with misconduct will be notified of the impending consequence and offered the opportunity to present any mitigating evidence in his or her defense. If a student wants to take advantage of this opportunity, the dean will convene a meeting of the Academic Integrity Committee to consider the student's presentation; the faculty member(s) involved will also be given the opportunity to present. Such a review is entirely optional. If a student is unable or unwilling to participate in this review, there will be no review and the appropriate consequence will be applied.

The Academic Integrity Committee does not review instructor decisions on academic misconduct; these are managed – as evaluation of coursework – by the instructor. Students may appeal a classroom grade consequence of academic misconduct through the instructor and the academic director. Policies and procedures for appeal of grades are outlined in the "Problem Resolution Procedures" section.

Following a review, the Academic Integrity Committee will decide whether the student's presentation warrants revision of consequences in any way. The committee makes a recommendation to the dean, who will make the final decision.

## Problem Resolution Procedures

The Farquhar College of Arts and Sciences is committed to maintaining policies and procedures that support the student community. As a college with a diverse student population engaged in both traditional and nontraditional delivery of curricula, we must be sure that procedures for student grievances are clearly stated and fairly implemented.

Many problems that arise are the result of miscommunication. Channels for action do exist. Policies and procedures are described in the NSU Student Handbook, the Farquhar College of Arts and Sciences Catalog, schedules, program brochures, information sheets, and in periodic special mailings. Students must follow the specific policies and instructions described in these documents.

When formal grievance steps are perceived as necessary, students have a right to a fair process and hearing without fear of retribution. Because grievances can often seem adversarial, it is recommended that students discuss problems with appropriate parties before resorting to the formal grievance steps. Students are encouraged to pursue local or departmental resolutions to problems. Academic difficulties in a class, for example, should always be discussed first with the instructor teaching the class. Problems that cannot be resolved through interaction with an instructor, or academic issues that are more broadly based, should be discussed with an academic adviser (adviser) or academic program manager (APM), who then may refer students to a more appropriate resource.

Student athletes should refer to the NSU Student Athlete Guidelines for additional information regarding athletics-related problem-resolution procedures.

Off-campus students should bring unresolved issues with a faculty or staff member to their academic program manager at the site. Online students should contact the academic adviser in their on-campus academic division.

In the case of a student grievance concerning a policy or an administrative action, the student should begin with step one of the administrative grievance procedure. In the case of a student grievance concerning an academic activity or an instructor, the student should begin with step one of the academic grievance procedure.

Grievances brought to the Office of the Dean without previously going through the appropriate administrative or academic grievance procedure will be referred to the appropriate step in the grievance process.

Grievances that concern harassment or discrimination in service or instruction should be brought to the appropriate academic or administrative director, not to the person providing the service or instruction.

When students are not sure of the appropriate individual with whom to address an issue and their adviser/APM is unavailable, students can contact the Office of Operations at (954) 262-8143 or 800-338-4723, ext. 8143, or email [berner@nova.edu](mailto:berner@nova.edu) for guidance using their official NSU email.

## Grievance Time Limitation

Any grievance procedure must be initiated in a timely fashion within the term that the student, faculty member, or administrator became aware of the grievance issue. The griever waives all rights under the grievance procedure if each step is not followed within the prescribed time limit.

## Administrative Grievance Procedure

### Step One:

The student will discuss the grievance within the term of the grievable event with the appropriate administrator.

### Step Two:

A. If the student and the administrator do not satisfactorily resolve the issue, the student should schedule an appointment with his or her adviser/APM for guidance in submitting a formal complaint in writing, using a student action form.

B. Students must access the [www.undergrad.nova.edu/online/saf.cfm](http://www.undergrad.nova.edu/online/saf.cfm) Web site and carefully read and be aware of the "Consequences of Enrollment Change" prior to submitting a grievance.

C. Students will need to provide the following information in writing to their adviser/APM.

- Student Name, Student ID, Major/Program/Site Location, Day/Evening Phone Number, Address, and NSU email.
- Action Requested: A complete and thorough explanation should be included with specifics on term and course information, or refer to pages in the College of Arts and Sciences Catalog of the policy in question.
- The Problem: Provide an explanation of the problem and include any pertinent documentation (registration forms, letters, medical verification, emails).
- Prior Action Taken: Include the names of all individuals contacted and their department affiliations.

D. It is essential that students maintain copies of any emails, medical documentation, etc. sent to advisers/APMs or other NSU personnel requesting changes or adjustments to their student record.

E. The student action form must be submitted to the student's adviser/APM and will be reviewed by the academic director for a decision.

F. When the grievance is received in the Office of Operations, students will be sent a receipt confirmation via their NSU email. When a decision is made, students will be sent an email notifying them that the signed student action form will be mailed to their address on record.

### Step Three:

A. If the issue is not satisfactorily resolved after the decision is received as the result of processing the Student Action Form, the student should contact the Office of Operations at (954) 262-8143 or 800-338-4723, ext. 8143, or email [berner@nova.edu](mailto:berner@nova.edu) for guidance regarding procedures for the appeals process.

B. After contacting the Office of Operations, the student will be sent a letter outlining the information to be compiled and included in the appeal to the associate dean at the Farquhar College of Arts and Sciences.

C. Students will be sent a reply, in writing, after the appeal is reviewed.

### Step Four:

A. If, after receiving the associate dean's decision, the issue is still not resolved, the student may then appeal in writing to the dean of the Farquhar College of Arts and Sciences.

B. The dean's decision is final and binding and cannot be appealed.

## Academic Grievance Procedure

### Step One:

The student will discuss the grievance within the term of the grievable event with the instructor related to the grievable event.

### Step Two:

A. If the student and the instructor do not satisfactorily resolve the issue, the student should schedule an appointment with his or her adviser/APM for guidance in submitting a formal complaint in writing, using a student action form.

B. Students must access the [www.undergrad.nova.edu/online/saf.cfm](http://www.undergrad.nova.edu/online/saf.cfm) Web site and carefully read and be aware of the "Consequences of Enrollment Change" prior to submitting a grievance.

C. Students will need to provide the following information in writing to their adviser/APM.

- Student Name, Student ID, Major/Program/Site Location, Day/Evening Phone Number, Address, and NSU email.
- Action Requested: A complete and thorough explanation should be included with specifics on term and course information, or refer to pages in the College of Arts and Sciences Catalog of the policy in question.
- The Problem: Provide an explanation of the problem and include any pertinent documentation (registration forms, letters, medical verification, emails).
- Prior Action Taken: Include the names of all individuals contacted and their department affiliations.

D. It is essential that students maintain copies of any emails, medical documentation, etc. sent to

advisers/APMs or other NSU personnel requesting changes or adjustments to their student record.

E. The student action form must be submitted to the student's adviser/APM and will be reviewed by the academic director for a decision.

F. When the grievance is received in the Office of Operations, students will be sent a receipt confirmation via their NSU email. When a decision is made, students will be sent an email notifying them that the signed student action form will be mailed to their address on record.

**Step Three:**

A. If the issue is not satisfactorily resolved after the decision is received (as the result of processing the student action form) the student should contact the Office of Operations at (954) 262-8143 or 800-338-4723, ext. 8143, or email [berner@nova.edu](mailto:berner@nova.edu) for guidance regarding procedures for the appeals process.

B. After contacting the Office of Operations, the student will be sent a letter outlining the information to be compiled and included in the appeal to the associate dean at the Farquhar College of Arts and Sciences. If the issue concerns the fairness of a grade, the student will not be permitted to proceed any further with the grievance procedure unless evidence of discrimination or a violation of the student's rights can be presented.

C. Students will be sent a reply, in writing, after the appeal is reviewed.

**Step Four:**

A. If, after receiving the associate dean's decision, the issue is still not resolved, the student may then appeal in writing to the dean of the Farquhar College of Arts and Sciences.

B. The dean's decision is final and binding and cannot be appealed.

## Withdrawal - from Classes

Students may withdraw from a course prior to the final two weeks of the class (for example, students may withdraw from a course before the start of the seventh week of an eight-week course or before the start of the 15th week of a 16-week course). Not attending a class does not constitute official withdrawal from the course. A student who stops attending will receive a grade based on work completed and the requirements of the course.

Withdrawals cannot be processed in Webstar. Students who plan to withdraw from a course must notify their academic program manager/academic adviser. A withdrawal form must be received and processed by the academic division office (or academic program manager) prior to the withdrawal deadline. Requests for late withdrawals must be made through the use of a student action form, available from the academic department office (or academic program manager/adviser).

## Withdrawal - from the University

Students who need to take time off from school and withdraw from all courses during a semester must contact an academic adviser before withdrawing. Students who withdraw from the university must formally apply to be considered for readmission at a later date. If a student has not registered for coursework for more than one year, his or her curriculum sheet will be reevaluated according to the most recent requirements as listed in the most current student catalog.

# Programs of Study

## Formats for Study – Professional and Liberal Arts (PALS), Career Development, and Online Programs

Students choose an educational format that best fits their schedule, lifestyle, and career and family responsibilities. These formats include an on-campus day program and a program oriented toward students who work.

### **Professional and Liberal Studies Program (PALS)**

The Professional and Liberal Studies Program is a traditional on-campus day program geared toward recent high-school graduates that leads to either the bachelor of science or the bachelor of arts degree. PALS students study and work in major fields that prepare them to enter careers or continue with graduate studies. Students also take courses in the General Education Program that emphasize effective writing, communication, and critical analysis, as well as courses in the areas of the humanities (including literature, the arts, history, foreign language, and ethics); mathematics; natural and physical sciences; and social and behavioral sciences.

### **Career Development Program**

The Career Development Program is designed for working and professional adults. Courses are offered in the evenings and on weekends on campus and at institutional, industrial, and other off-campus locations. Many students enrolled in the Career Development Program are employed and have families. They are a diverse population of individuals, often with considerable practical experience and the desire to play an active role in their education.

### **Career Development Program - Online**

In certain fields of study, NSU allows Career Development students to earn a bachelor's degree, complete a minor, or receive a certification via the Internet, regardless of where they are located in the world. Classes use asynchronous delivery, which means coursework can be completed at any time, anywhere. There are no required meetings. However, each course is conducted with weekly assignments and due dates. In the online environment, students must be self-disciplined and motivated to succeed. Students who participate in online classes are supported through a variety of technologies and teaching methods: email, bulletin boards, chatrooms, electronic journals, and links to Web resources. Each student must obtain an NSU account to access email, course materials, and library resources, and complete an online orientation.

### **Change of Program**

Students who decide to change degree programs (e.g., Career Development Program to Professional and Liberal Studies Program, non-degree seeking to degree seeking, or from a campus-based to an online program) must complete a request for program change form, available from the Office of Admissions. Transfer credit and scholarships awarded may not be applicable in all

programs. Admissions requirements, degree requirements, tuition, and policies may differ. Students should contact their academic adviser to discuss their options.

## General Education Program

The General Education Program is designed to foster critical and creative responsiveness by helping students develop the ability to solve problems, think analytically, and communicate clearly. As a result of the General Education Program, students will develop effective communication skills in speaking, listening, writing, reading, and critical interpretation. The General Education Program also helps students place ideas in their proper context and appreciate the role of values within a cultural tradition.

### **General Education Program Mission Statement**

Incorporating dynamic resources and methods in various settings, the general education curriculum in the Farquhar College of Arts and Sciences at NSU provides opportunities for learners to emerge as thoughtful and responsible citizens prepared for a competitive global environment.

### **General Education Program Requirements**

The objectives of the General Education Program are met through a series of courses in the areas of communication (including written communication and oral communication); mathematics; humanities (including literature, history, ethics, and general humanities); social and behavioral sciences; and natural and physical sciences.

All students are required to complete general education requirements. Some courses may count toward both the general education program and major requirements. Students should refer to their major program curriculum or consult an academic adviser to determine which courses may serve both sets of requirements. Some majors have specified courses that should be used to satisfy general education distribution requirements. Requirements of the academic department should be followed.

Students normally complete general education requirements by the end of their junior year. To fulfill general education requirements, students should select courses from each of the following sections and also refer to the "Course Descriptions" section for further information about specific course prerequisites.

### **General Education Framework\***

30 Total Credits

A. Composition: 6 credits  
6 COMP credits above COMP 1000

B. Mathematics: 6 credits  
6 MATH credits above MATH 1000

C. Humanities: 6 credits

Any course with a prefix of ARTS, HIST, HUMN, LITR, PHIL, SPAN or WRIT

D. Social and Behavioral Sciences: 6 credits

Any course with a prefix of COMM, ECON, GEOG, GEST, GLBS, POLS, PSYC, or SOCL

E. Natural and Physical Sciences: 6 credits

Any course with a prefix of BIOL, CHEM, ENVS, MBIO, or PHYS

\*Students can use general education courses to satisfy major and minor requirements.

Computer Science

Criminal Justice

Elementary Education

English

Environmental Science/Studies

Exceptional Student Education

Finance

Health Science\*\*\*

History

Humanities

Legal Studies

Paralegal Studies

Prekindergarten/Primary Education

Professional Management\*\*

Psychology\*

\*online format available as well as on-campus

\*\*off-campus and online only

\*\*\*online only

## Majors and Minors

### Majors

In addition to the General Education Program, students study and work in major fields that prepare them to enter careers or continue formal education in either graduate or professional school. Although many students who enroll at NSU already have selected a major course of study and established career goals, some enter the undergraduate program without having decided on a major. In most instances, the majors are flexible enough to permit students to experience a number of diverse areas before choosing a particular course of study. The following majors are available to undergraduate students:

### Professional and Liberal Studies (Day)

#### Program Majors

Accounting

Athletic Training

Biology (premedical)

Business Administration

Communication Studies

Computer Information Systems

Computer Science

Criminal Justice

Elementary Education

English

Environmental Science/Studies

Exceptional Student Education

Finance

Health Science

History

Humanities

Legal Studies

Marine Biology

Nursing

Paralegal Studies

Prekindergarten/Primary Education

Psychology

Sport and Wellness Studies

Theatre

### Career Development (Evening) Program and Online Programs Majors

Accounting

Applied Professional Studies

Business Administration

Communication Studies

Computer Information Systems\*

### Minors

Students may earn a minor by taking a minimum of 15 credits from a prescribed series of courses. The course requirements for each minor are outlined in each academic division's section of this catalog. Students may not apply courses taken to fulfill general education, program, or major requirements to the minor. Students must fill out a request for minor form, available from their academic advisers, once coursework for the minor is complete. Minors will be noted on transcripts at the time of degree conferral. The following minors are offered:

Accounting

Banking and Finance

Business

Chemistry

Communication Studies

Computer Information Systems\*

Criminal Justice

English

Forensic Psychology

Gender Studies

Global Studies

History

Hospitality Management

Human Resource Management

Humanities

International Business

International Law

Information Technology

Legal Studies

Marine Biology

Marine Ecology

Marine Microbiology

Marketing

Paralegal Studies

Physics

Psychology\*

Public Health

Sociology

Speech-Language Pathology

Sport and Wellness Studies

Substance Abuse Studies\*

Theatre

\*online format available

## Specializations

Specializations are for students who require specific prerequisites for professional schools in the health professions. To earn a specialization, a student must achieve a C or better in all coursework in that specialization. Requirements may vary and specific graduate programs may require additional courses in writing, math, social and behavioral sciences, and the humanities. Students should consult with the graduate schools to be sure that they meet the requirements. The following specializations are offered:

Pre-Med Specialization  
Pre-Dental Specialization  
Pre-Pharmacy Specialization  
Pre-Optometry Specialization  
Pre-Physical Therapy Specialization  
Pre-Physician Assistant Specialization  
Pre-Nursing Specialization

## Certificate Programs

Students enrolled in a certificate program are considered degree-seeking within their identified specialty. Certificate students are eligible to apply for financial aid. Certificate programs available are:

Database Management Systems  
Paralegal Studies  
Operating Systems  
Substance Abuse Studies  
Teaching English for Speakers of Other Languages  
Web Programming and Design

## Interdisciplinary Programs – Applied Professional Studies

The Farquhar College of Arts and Sciences Interdisciplinary Programs offers a bachelor of science degree in applied professional studies. The applied professional studies major, available to students enrolled in the Career Development Program (evening/weekend/cluster programs), offers a flexible program for adults who have gained significant professional experience and/or who have earned a large number of college credits toward their particular career goal. It is designed to allow students to select courses that best fit their career plans. Rather than study in one discipline or area of focus, the major enables students to focus on applied practical studies that often draw from two or more divisions. This major may be offered to students in all locations, subject to course availability.

### Eligibility for the Applied Professional Studies Major

To enroll in this major, a student must

1. Have a minimum of 45 transferable credits.
2. Have completed an 18-credit concentration before enrolling at Nova Southeastern University.
3. Submit a rationale for acceptance into this program explaining his or her educational and career goals.

### Applied Professional Studies Major Requirements

- General Education Framework: Up to 30 credits
- Major Requirements: 39-55 credits

- PSYC 1410 Personal Career Development (3 credits)
- (PSYC 1410 is not required for Teaching and Learning Concentration in Jamaica)
- Concentration I (18 credits transferred in)
- Concentration II (18-37 credits taken at NSU)
- Open Electives 35-51 credits
- Total Degree Requirements 120 credits

A minimum of 15 upper division (3000 and 4000 level) credits must be included in the total required 120 credits. Students may apply an unlimited number of prior learning credits toward their applied professional studies degree; a minimum of 30 credits must be completed at NSU. Students majoring in applied professional studies may demonstrate learning competencies for one of their concentrations through NSU coursework, transfer courses from other institutions, prior learning, or testing (e.g., DANTES and CLEP).

## Concentrations

Students choose one of the following concentrations after consultation with their academic advisers. Not all concentrations are offered at every site or cluster.

### Business Concentration 18 credits

Required courses:

ACCT 2200 Financial Accounting I (3 credits)  
ECON 2010 Principles of Macroeconomics (3 credits)  
FINC 3010 Corporation Finance (3 credits)  
Any ACCT, BUSS, FINC, MGMT (9 credits)

### Computer Studies Concentration 23 credits

Prerequisites (or equivalents):

TECH 1110 Technology in the Information Age (3 credits)  
MATH 1200 Precalculus Algebra (3 credits)  
MATH 2080 Applied Calculus (3 credits)

Required courses:

CSIS 1400 Discrete Mathematics (3 credits)  
CSIS 1900 Computer Programming I (4 credits)  
CSIS 2000 Introduction to Database Systems (3 credits)  
CSIS 2950 Computer Programming II (4 credits)  
CSIS 3020 Web Programming and Design (3 credits)  
CSIS (3000 level or above) elective (3 credits)  
TECH 2150 Introduction to Internet Resources (3 credits)

### Education Concentration 18 credits

Required courses:

EDUC 3330 Integrating Instructional Technology in the Classroom (3 credits)  
EDUC 3350 Survey of Exceptional Student Education (3 credits)  
EDUC 3360 Principles and Practices of Instruction and Assessment I (3 credits)  
EDUC 4320 Classroom Management for Typical and Atypical Learners in the Multicultural Classroom (3 credits)  
ELEM 3540 Principles and Practices of Instruction and Assessment II (3 credits)  
ESOL 4901 Methods of Teaching ESOL (3 credits)

### Humanities Concentration 18 credits

Students select at least one three-credit course from four of the five humanities areas: arts, history, literature, philosophy, and humanities. At least two of those courses must be at the 3000-level or above.

### Information Technology Concentration 18-19 credits

Required courses:

TECH 1110 Technology in the Information Age (3 credits)  
TECH 2000 Computer Technology: The Impact and Implications 3-4 credits



TECH 2150 Introduction to Internet Resources (3 credits)  
 Select three courses:  
 CSIS 3010 Organization of the Computer Environment (3 credits)  
 MGMT 3660 Management Information Systems (3 credits)  
 PHIL 3010 Ethical Issues in Communications (3 credits)  
 TECH 2130 Business Applications of Microcomputers (3 credits)  
 TECH 3000 Multimedia Design (3 credits)  
 TECH 4050 Business Data Communication (3 credits)

### **Legal Studies Concentration 18 credits**

Required courses:

LGST 2010 Law in Action: Introduction to Legal Reasoning (3 credits)

LGST 2100 The Legal Profession (3 credits)

Four additional courses from the following list:

HIST 3010 Constitutional History I (3 credits)

HIST 3020 Constitutional History II (3 credits)

LGST 2400 Comparative Legal Systems (3 credits)

LGST 3260 Judicial Politics and Process (3 credits)

LGST 4050 Civil and Political Liberties (3 credits)

LGST 4410 International Law (3 credits)

PHIL 3660 Philosophy of Law (3 credits)

### **Natural Science Concentration 20 credits**

BIOL 1500 Biology I/Lab (4 credits)

BIOL course/lab (see academic adviser) (4 credits)

BIOL/CHEM course/lab (see academic adviser) (4 credits)

CHEM 2300 General Chemistry I/Lab (4 credits)

CHEM 2310 General Chemistry II/Lab (4 credits)

### **Psychology Concentration 18 credits**

Required courses:

PSYC 1020 Introduction to Psychology (3 credits)

PSYC 2330 Interpersonal Communication (3 credits)

Select two of following:

PSYC 2350 Life-Span Human Development (3 credits)

OR

PSYC 2380 Child and Adolescent Development (3 credits)

PSYC 3000 Psychological Research Methods (3 credits)

PSYC 3160 Social Psychology (3 credits)

PSYC 3210 Personality (3 credits)

PSYC 3260 Abnormal Psychology (3 credits)

PSYC 3510 Human Learning and Cognition (3 credits)

PSYC 4600 Biological Bases of Behavior (3 credits)

Select two PSYC courses, with assistance from academic adviser:

PSYC 6 credits

### **Substance Abuse Studies Concentration 24 credits**

PSYC/SOCL 3550 Substance Abuse and the Family (3 credits)

PSYC 3570 The Psychology and Physiology of Substance Abuse (3 credits)

PSYC 3580 Rehabilitation Strategies for Substance Abuse (3 credits)

PSYC 3600 Criminal Justice and Substance Abuse (3 credits)

PSYC/EDUC 3620 Drug Prevention and Education (3 credits)

PSYC 3630 Ethical and Professional Development for Substance Abuse Counselors (3 credits)

PSYC 3800 Current Psychotherapies (3 credits)

PSYC 4150 Principles of Group Counseling (3 credits)

### **Teaching and Learning Concentration 37 credits**

(Jamaica only)

ELEM 4330 Mathematics Curriculum for Elementary Education Majors (3 credits)

PSYC 2330 Interpersonal Communication (3 credits)

ELEM 3530 Science Curriculum for Elementary Education Majors (3 credits)

ELEM 3531 Science Curriculum for Elementary Education Lab (1 credit)

ELEM 3540 Principles and Practices of Instruction and Assessment II (3 credits)

EDUC 3350 Survey of Exceptional Student Education (3 credits)

ELEM 4520 Methods of Teaching Literacy in Elementary School (3 credits)

ELEM 4540 Reading Assessment (3 credits)

ELEM 4560 Methods of Teaching Reading Across the Elementary Curriculum (3 credits)

ESED 4390 Curriculum for Learning Abilities (3 credits)

EDUC 3330 Integrating Instructional Technology (3 credits)

EDUC 4910 Special Topics in Education (3 credits)

COMM 3120 Speech Communication for the Professions (3 credits)

## Division of Humanities, Farquhar College of Arts and Sciences

The Division of Humanities offers the bachelor of science degree in legal studies and the bachelor of arts degree in communication studies, English, history, humanities, and theatre.

### Communication Studies Major

The communication studies major takes a broad approach, giving students a varied background in public speaking, media studies, and journalism. Students will learn how to write, speak, and listen effectively, as well as acquire skills in presentation, understand the role of communication in various settings, identify theories and models of communication, demonstrate knowledge and skill in the area of intercultural communication, and be conversant in mass media concepts and practices. A communication studies major prepares students for a wide variety of careers in such fields as broadcasting, education, public relations, television, radio, and law.

### Communication Studies Learning Outcomes

A successful communication studies graduate is expected to

- Communicate effectively
  - write well, especially in the areas of journalism, speechwriting, and public relations
  - speak well before public audiences, in small groups, and in interpersonal contexts
  - listen effectively in a variety of contexts
- Demonstrate skill in presentation design, especially in terms of
  - audience analysis
  - research for informative, persuasive, critical, and literary performance
  - effective organization of presentation materials, and
  - rehearsal and delivery
- Comprehend the role of communication in personal, academic, and professional settings
  - identify historical and contemporary theories and models of communication
  - demonstrate knowledge and skill in the area of intercultural communication
  - be conversant in mass media concepts and practices.

## Communication Studies Curriculum

Students must complete communication studies core courses (18 credits) as well as fifteen credits in one of the two concentrations for a total of 33 credits. At least 18 credits in the major must be at the 3000/4000 level.

### Communication Studies Core 18 credits

Select six courses:

COMM 2300 Intercultural Communication (3 credits)  
COMM 3110 Communication Theory (3 credits)  
COMM 4900 Special Topics in Communication (3 credits)  
HUMN 3010 Communication Traditions (3 credits)  
PHIL 3010 Ethical Issues in Communication (3 credits)  
PSYC 2330 Interpersonal Communication (3 credits)  
SPCH 2000 Fundamentals of Human Communication (3 credits)

### Speech Communication Concentration 15 credits

Select five courses:

COMM 3050 Advanced Performance Studies (3 credits)  
COMM 4900 Special Topics in Communication (3 credits)  
COMM 4950 Internship in Communication (up to 6 credits)  
SPCH 1010 Public Communication (3 credits)  
SPCH 2020 Argument and Debate (3 credits)  
SPCH 2030 Introduction to Performance Studies (3 credits)  
SPCH 3120 Speech Communication for the Professions (3 credits)

### Media Studies Concentration 15 credits

Select five courses:

ARTS 1400 Theatre Arts (3 credits)  
ARTS 2540 Introduction to Film Criticism (3 credits)  
ARTS 3000 Film Studies (3 credits)  
COMM 2100 Mass Media (3 credits)  
COMM 2200 Introduction to Broadcast Journalism (3 credits)  
COMM 3100 Gendered Images in Popular Culture (3 credits)  
COMM 4900 Special Topics in Communication (3 credits)  
COMM 4950 Internship in Communication (up to 6 credits)  
COMP 2010 Introduction to Journalism (3 credits)

**Major Total 33 credits**

## English Major

The English major is designed to provide students with a background in British, American, and world literatures, literary criticism and theory, popular culture, and rhetoric and composition. Students in this major will develop critical thinking, close reading, and analytical and creative writing skills. An English major prepares students for a wide variety of careers in such fields as education, publishing, law, business, and government.

### English Learning Outcomes

A successful English graduate is expected to

- Communicate effectively
  - write well
  - speak well
- Comprehend and analyze complex material
  - evaluate arguments
  - analyze literary texts in terms of genre, history, form, and aesthetics
  - write about critical texts in relation to literature

- Identify the major periods, authors, and genres of American, British, and world literature
- Demonstrate an understanding of literary text as creative expression, historical artifact, political instrument, and social construct.

## English Curriculum

Students must complete a total of 33 credits in the major. At least 18 credits in the major must be at the 3000/4000 level.

### Survey Literature 12 credits

Select four courses:

LITR 2010 British Literature I (3 credits)  
LITR 2011 British Literature II (3 credits)  
LITR 2020 American Literature I (3 credits)  
LITR 2021 American Literature II (3 credits)  
LITR 2030 World Literature I (3 credits)  
LITR 2031 World Literature II (3 credits)

### Literature Core 18 credits

LITR 3060 History & Structure of the English Language (3 credits)  
LITR 4050 Literary Criticism and Theory (3 credits)  
Any LITR 3200 "Literary Period Studies" course (3 credits)  
Any LITR 3500 "Literary Area Studies" course (3 credits)  
Any LITR 3600 "Literary Genres" course (3 credits)  
Any LITR 4700 "Major Authors" course (3 credits)

### Major Electives (3 credits)

Any 3000/4000 level LITR

**Major Total 33 credits**

## History Major

The history major is designed to provide students with a background in American, European, world, and Latin American history, western civilization, constitutional history, and the intersections between history and culture. Graduates of the program will have studied one of the most interesting subjects available in a college curriculum: the human past. A history major will be proficient in research, writing, debate, analysis, and interpretation of a myriad of historical events and patterns that cross boundaries of time and geography.

### History Learning Outcomes

A successful history graduate is expected to

- Communicate effectively
  - write well
  - speak well
- Comprehend and analyze complex material
  - evaluate arguments
  - analyze historical texts
  - write about critical texts in relation to historical events

- Identify the major periods and events of American, western, and world history
- Comprehend the cultural forces and influences associated with historical events.

## History Curriculum

Students must complete a total of 36 credits in the major. At least 18 credits in the major must be at the 3000/4000 level.

### Historical Surveys 12 credits

Select four courses:

HIST 1030 American History to 1865 (3 credits)  
 HIST 1040 American History since 1865 (3 credits)  
 HIST 1090 Early Western History (3 credits)  
 HIST 1110 Modern Western History (3 credits)  
 HIST 1150 Early World History (3 credits)  
 HIST 1160 Modern World History (3 credits)

### Intermediate Study 6 credits

Select two courses:

HIST 2010 History of Florida (3 credits)  
 HIST 2130 Formation of Latin America (3 credits)  
 HIST 2140 Modern Latin America (3 credits)  
 HIST 2200 Asian History (3 credits)  
 HIST 2300 Caribbean History (3 credits)

### Advanced Study 18 credits

Select six courses including HIST 4500:

HIST 4500 Historiography (3 credits)  
 HIST 3010 Constitutional History I (3 credits)  
 HIST 3020 Constitutional History II (3 credits)  
 HIST 3130 Vietnam (3 credits)  
 HIST 3140 The Holocaust (3 credits)  
 HIST 3230 The Great Depression (3 credits)  
 HIST 3240 Irish History (3 credits)  
 HIST 4900 Special Topics in History (3 credits)

### Major Total 36 credits

## Humanities Major

The humanities major is a student-designed individualized program of study for students wishing to gain a broad background in the various disciplines included in the liberal arts, such as the arts, history, literature, political studies, philosophy, theatre, and interdisciplinary studies. The courses in this major aid students in developing analytical and communication skills, aesthetic responsiveness, moral imagination, and intellectual integrity.

## Humanities Learning Outcomes

A successful humanities graduate is expected to

- Communicate effectively
  - write well

- speak well
- Comprehend complex material
  - apply critical thinking skills to complex materials and issues
  - analyze, synthesize, and evaluate complex material
  - comprehend the social, philosophical, and political contexts of important literary, historical, theatrical, and philosophical works
  - comprehend the significance and implications of moral, ethical, and aesthetic issues of the past, present, and future
- Comprehend the enduring role of the arts as both reflections and expressions of human experience
  - possess an awareness of his/her own life in the context of other lives -- past, present, and future
  - comprehend the relevance of philosophy, history, literature, and fine arts to contemporary moral and aesthetic choices
- Demonstrate knowledge of the concerns, genres, and periods of literature
  - demonstrate a comprehensive understanding of world literature
  - demonstrate a comprehensive understanding of American literature
  - demonstrate a comprehensive understanding of English literature
  - demonstrate a comprehensive understanding of the role of women in the arts
  - demonstrate a comprehensive understanding of myth in art and literature.

## Humanities Curriculum

In order to complete the humanities major, the student must submit to the Director of the Division of Humanities, in consultation with a full-time member of the faculty in the Division of Humanities, a written prospectus outlining his or her program of study. The student, the consulting faculty member, and the Director must sign the prospectus, no later than the end of the first semester in which the student declares the major. The student's program of study must also satisfy these requirements:

### Major Requirements

The student must complete at least thirty credits in the major; at least 18 credits in the major must be at the 3000/4000 level; The student must successfully complete at least one course at the 3000/4000 level in at least four of the humanities areas:

Arts (courses with ARTS prefix)  
 History (courses with HIST prefix)  
 Humanities (courses with HUMN prefix)  
 Literature (courses with LITR prefix)  
 Philosophy (courses with PHIL prefix)  
 Theatre (courses with THEA prefix).

### Major Total 30 credits

## Legal Studies Major

The legal studies major is designed for students interested in preparing for law school or other graduate study and for those who want to pursue a humanities major with a legal perspective. The courses in the major assist students in developing analytical and communication skills and an understanding of economic, political, and social contexts within which legal issues arise.

### Legal Studies Learning Outcomes

A successful legal studies graduate is expected to

- Communicate effectively
  - write well
  - speak well
- Analyze complex material
  - identify the elements of an argument
  - evaluate arguments
  - identify the relationships among elements of a legal system as well as between legal systems
- Comprehend the contexts within which legal issues arise and the implications of legal decisions
  - demonstrate an understanding of the historical development of legal systems
  - demonstrate an understanding of the economic and social contexts of legal decisions and systems
  - demonstrate an understanding of the political contexts and implications of legal decisions.

### Legal Studies Curriculum

Students must complete the legal studies core (18 credits), either the pre-law or international law concentration (12 credits), and two legal studies advanced electives (6 credits) for a total of 36 credits. At least 18 credits in the major must be at the 3000/4000 level.

#### Major Requirements

##### Legal Studies Core 18 credits

LGST 2500 Introduction to Legal Studies (3 credits)  
SPCH 2020 Argument and Debate (3 credits)  
PHIL 1300 Critical Thinking (3 credits)  
PHIL 2000/3010/3180/3200/3360 'Ethics' (3 credits)  
PHIL 3660 Philosophy of Law (3 credits)  
PHIL 3330/3340 History of Political Thought I or II (3 credits)

##### Pre-Law Concentration 12 credits

POLS 1010 American Government and Politics (3 credits)  
HIST 3010 Constitutional History I (3 credits)  
HIST 3020 Constitutional History II (3 credits)  
LGST 4000 Legal Research and Trial Advocacy (3 credits)

##### International Law Concentration 12 credits

GLBS 1500 Global Issues (3 credits)  
POLS 2010 Comparative Government (3 credits)  
LGST 3400 Comparative Legal Systems (3 credits)  
LGST 4410 International Law (3 credits)

#### Legal Studies Advanced Electives 6 credits

Select two:

LGST 4000 Legal Research and Trial Advocacy (3 credits)  
LGST 3350 Environmental Law and Policy (3 credits)  
LGST 4050 Civil and Political Liberties (3 credits)  
LGST 4260 Private Law (3 credits)  
LGST 4270 Judicial Politics and Process (3 credits)  
LGST 4410 International Law (3 credits)  
LGST 4950 Internship in Legal Studies (up to 6 credits)

#### Major Total 36 credits

## Theatre Major

The theatre major at NSU takes a broad approach, giving students a varied background in the discipline of theatre. Students will learn how to communicate effectively, identify the historical periods and styles of theatre, demonstrate knowledge of and skill in aspects of technical theatre, such as costuming, lighting, set design and construction, demonstrate skill in public performance, direct theatrical scenes or productions, and understand the role of drama in culture. A theatre major prepares students for a wide variety of careers in professional theatre, education, television, and broadcast journalism.

### Theatre Learning Outcomes

A successful theatre graduate is expected to

- Communicate effectively
  - write well
  - speak well
- Identify the historical periods and styles of theatre
  - Demonstrate knowledge of and skill in some aspect(s) of technical theatre
  - costuming
  - lighting
  - set design and construction
- Demonstrate skill in public performance, especially in terms of
  - character analysis
  - analysis of dramatic literature
  - execution of performance on the small and main stage
- Direct theatrical scenes or productions and
- Comprehend the role of drama in culture.

### Theatre Curriculum

Students must complete the theatre core (18 credits) and five major elective courses (15 credits) for a total of 33 credits. At least 18 credits in the major must be at the 3000/4000 level.

#### Major Requirements

##### Theatre Core 18 credits

ARTS 1400 The Theatre Arts (3 credits)  
COMM 2030 Introduction to Performance Studies (3 credits)  
COMM 3050 Advanced Performance Studies (3 credits)

THEA 3000 Theatre History (3 credits)  
THEA 3010 Acting I (3 credits)  
THEA 3020 Acting II (3 credits)

### Major Electives 15 credits

Select five courses:

ARTS 1500 Music Through History (3 credits)  
ARTS 2540 Introduction to Film Criticism (3 credits)  
ARTS 3000 Film Studies (3 credits)  
THEA 2000 Voice Improvement for Actors (3 credits)  
THEA 2010 Movement for the Stage (3 credits)  
THEA 3050 Costuming and Makeup (3 credits)  
THEA 3060 Technical Theatre (3 credits)  
THEA 4100 Directing for the Stage (3 credits)

### Major Total 33 credits

## Minors in Humanities

### Communication Studies Minor

The communication studies minor helps students broadly educated in the humanities to be competitive in an ever-changing information-based society. Communication studies helps to prepare students for careers in human resources, public relations, mass media, health care, law, business, education, social services, sales, and public administration. The curriculum emphasizes both the theoretical and practical aspects of communication.

#### Minor Requirements

Students must complete any five courses from the following list, three of which must be at the 3000/4000 level.

COMM 2100 Mass Media (3 credits)  
COMM 2200 Introduction to Broadcast Journalism (3 credits)  
COMM 2300 Intercultural Communication (3 credits)  
COMM 3100 Gendered Images in Popular Culture (3 credits)  
COMP 2010 Introduction to Journalism (3 credits)  
COMM 3110 Communication Theory (3 credits)  
COMM 4900 Special Topics in Communication (3 credits)  
HUMN 3010 Communication Traditions (3 credits)  
PHIL 3010 Ethical Issues in Communication (3 credits)  
SPCH 2000 Fundamentals of Human Communication (3 credits)

### Minor Total 15 credits

### English Minor

The English minor provides a broad overview of American, British, and world literatures and reinforces effective writing and analytical skills. Combined with any major program of study, the English minor offers students an opportunity to improve their critical thinking and writing, a plus for any profession, and also widens students' perspectives about literary texts of the world from antiquity to the present.

### Minor Requirements

Students must complete any five literature (LITR) courses, three of which must be at the 3000/4000 level.

### Minor Total 15 credits

## Gender Studies Minor

The gender studies minor examines the relationship between biological differences and social inequality, explores the construction of sexual identity, and analyzes the variations in gender systems that have occurred across cultures over time. Students will explore the methods and concepts of gender studies in a variety of academic disciplines including film studies, law, literature, philosophy, psychology, sociology.

Students must complete two required courses and three elective courses. At least three courses in the minor must be at the 3000/4000 level.

#### Minor Requirements

GEST 2050 Introduction to Gender Studies (required) (3 credits)  
GEST 4900 Special Topics in Gender Studies (required) (3 credits)

#### Minor Electives

ARTS 3000 Film Studies  
(when offered as Women in Film) (3 credits)  
ARTS 3020 Women in the Arts (3 credits)  
BIOL 4600 Biological Bases of Behavior: Gender (3 credits)  
COMM 3100 Gendered Images in Popular Culture (3 credits)  
LITR 3040 Women and Literature (3 credits)  
LITR 4060 Feminist Criticism and Theory (3 credits)  
PHIL 4900 Special Topics in Philosophy  
(when offered as Issues of Gender and Sex) (3 credits)  
PSYC 2110 Human Sexuality (3 credits)  
PSYC 3360 Psychology of Gender (3 credits)  
SOCL 3110 Gender, Sexuality and the Family (3 credits)  
SOCL 3300 Gender at Work (3 credits)

### Minor Total 15 credits

## Global Studies Minor

The global studies minor provides a broad international perspective for students who plan careers in business, government, medical and psychological services, the legal profession, or education. The courses in this minor allow students to expand their concept of social and ecological responsibility in the global arena.

#### Minor Requirements

Students must complete any five courses from the following list, three of which must be at or above the 3000/4000 level.

ARTS 3400 Non-Western and Modern Art (3 credits)  
GEOG 2050 Survey of Geography (3 credits)  
GEOG 2900 Special Topics in Geography (3 credits)  
GEOG 3000 Geography of Ecotourism (3 credits)  
GEOG 4900 Advanced Special Topics in Geography (3 credits)  
GLBS 1500 Global Issues (3 credits)  
GLBS 2160 African Studies (3 credits)

GLBS 2250 The Pacific Rim (3 credits)  
 HIST 2130 The Formation of Latin America (3 credits)  
 HIST 2140 Modern Latin America (3 credits)  
 HIST 2200 Asian History (3 credits)  
 HIST 2300 Caribbean History (3 credits)  
 HIST 3240 Irish History (3 credits)  
 LACS 4850 Preparation for Field Study (3 credits)  
 LACS 4860 Field Study in Latin America (3 credits)  
 LGST 3400 Comparative Legal Systems (3 credits)  
 LGST 4410 International Law (3 credits)  
 LITR 2030 World Literature I (3 credits)  
 LITR 2031 World Literature II (3 credits)  
 LITR 3030 Studies in World Literature (3 credits)  
 PHIL 3360 Environmental Ethics (3 credits)  
 PSYC 3760 Multicultural Issues in Psychology (3 credits)

Students may receive a concentration in Latin American/Caribbean studies by completing the following courses as part of the minor:

HIST 2130 The Formation of Latin America (3 credits)  
 HIST 2140 Modern Latin America (3 credits)  
 HIST 2300 Caribbean History (3 credits)

**Minor Total 15 credits**

## History Minor

The history minor provides a broad overview of U.S., European, Latin American, and world history and reinforces effective writing and analytical skills. Combined with any major program of study, the history minor offers students an opportunity to improve their critical thinking and writing, a plus for any profession, and also widens students' perspectives about historical events of the world from antiquity to the present.

### Minor Requirements

Students must complete any five history (HIST) courses, three of which must be at the 3000/4000 level.

**Minor Total 15 credits**

## Humanities Minor

The humanities minor provides intellectual challenge and personal development for students who are intrigued by the perennial social and ethical questions, who wish to study the relationships among disciplines, and who seek an understanding of the dynamic events transforming our world. Combined with a major in a specialized field, the humanities minor prepares individuals to meet the challenges of the contemporary workplace. Experts now contend that individuals will change careers at least twice in a lifetime. As a result, employers look for individuals who have broad training, in addition to specialized skills. A humanities minor offers individuals the skills and flexibility necessary for professional success.

### Minor Requirements

Students must complete any five arts (ARTS), history (HIST), humanities (HUMN), literature (LITR), philosophy (PHIL), or theatre (THEA) courses in at least three of the

humanities areas with at least three courses at the 3000/4000 level.

**Minor Total 15 credits**

## International Law Minor

The international law minor is designed for those students who seek a broad understanding of the relationships between the legal systems of different nations as well as regulations, agreements, and treaties maintained between specific nations or by international organizations.

### Minor Requirements

Students must complete five courses, three of which must be at the 3000/4000 level.

GLBS 1500 Global Issues (3 credits)  
 POLS 2010 Comparative Government (3 credits)  
 LGST 3400 Comparative Legal Systems (3 credits)  
 LGST 4410 International Law (3 credits)  
 Any LGST course (3 credits)

**Minor Total 15 credits**

## Legal Studies Minor

The legal studies minor is designed to prepare students in any major for law school. The minor emphasizes skills required for admission into law school and success once there.

### Minor Requirements

Students must complete five courses, three of which must be at the 3000/4000 level.

PHIL 1300 Critical Thinking (3 credits)  
 POLS 1010 American Government and Politics (3 credits)  
 HIST 3010 Constitutional History I (3 credits)  
 HIST 3020 Constitutional History II (3 credits)  
 LGST 4000 Legal Research and Trial Advocacy (3 credits)

**Minor Total 15 credits**

## Theatre Minor

The theatre minor will offer all undergraduate students an opportunity to experience the tradition and experience of the theatre. This minor will serve as an excellent complement to many majors, including but especially English, communication studies, and humanities. This minor will allow students to branch out from their subject of study and not only learn the tradition and techniques of the theatre, but also be better equipped to participate confidently in one or more of the co-curricular and extra-curricular experiences that will be generated by the theatre program.

### Minor Requirements

Students must complete any five courses from the following list, three of which must be at the 3000/4000 level.

ARTS 1400 The Theatre Arts (3 credits)  
 COMM 2030 Introduction to Performance Studies (3 credits)  
 COMM 3050 Advanced Performance Studies (3 credits)  
 THEA 2000 Voice Improvement for Actors (3 credits)  
 THEA 2010 Movement for the Stage (3 credits)  
 THEA 3000 Theatre History (3 credits)  
 THEA 3010 Acting I (3 credits)  
 THEA 3020 Acting II (3 credits)  
 THEA 3050 Costuming and Makeup (3 credits)  
 THEA 3060 Technical Theatre (3 credits)  
 THEA 4100 Directing for the Stage (3 credits)

**Minor Total 15 credits**

## Division of Math, Science, and Technology, Farquhar College of Arts and Sciences

The Division of Math, Science, and Technology offers the bachelor of science degree in athletic training\*, biology (premedical)\*, computer information systems, computer science, environmental science/studies, and marine biology\*.

\*These majors are available only to students enrolled in the Professional and Liberal Studies Program (day students on campus).

### Athletic Training Major

Farquhar College of Arts and Sciences offers a compelling undergraduate major in athletic training. The athletic training major consists of a curriculum designed to ensure that students who graduate from the program meet all the requirements to pass the National Athletic Trainers Association Board of Certification (NATABOC) examination (contingent on program accreditation status). The curriculum provides a balance between classroom instruction and clinical experience. A caring and dedicated faculty collaborates with the professional, experienced certified athletic trainers in Nova Southeastern University's active NCAA Division II Athletic Program and medical professionals in NSU's Health Professions Division to deliver a dynamic educational program. Clinical experiences are provided both on the Nova Southeastern University campus and at additional South Florida locations, including therapy clinics, public and private high schools, and professional sports venues. In this dynamic, state-of-the-art program, qualified students, after earning a bachelor of science in athletic training, can continue with dual admission into a graduate degree in occupational therapy, physical therapy, or the physician assistant education programs.

Students take the introductory classes in athletic training the first and second semester of their first year and are also required to spend 100 hours observing certified athletic trainers in a variety of settings. To continue in the athletic training major, students must successfully

complete all coursework in the first two semesters and receive a grade of B- or higher for ATTR 1100 Introduction to Athletic Training, ATTR 1200 Principles of Athletic Training, and ATTR 1300 Emergency Care and First Aid classes. After completing these preliminary requirements, athletic training students can look forward to additional coursework that will build the foundation for a rewarding career in the medical profession.

### Athletic Training Program Goals

- The program will meet standards, guidelines, and requirements for accreditation and from governing organizations such as the National Trainers' Association (NATA), Joint Review Committee-Athletic Training (JRC-AT) and Commission on Accreditation of Allied Health Education Program (CAAHEP).
- The education program will utilize modern educational media and advanced technology regularly in the clinical and educational settings.
- All program graduates will attain initial placement in graduate school, a professional school, or entry-level employment within six months of completing the degree program. Additionally, program graduates will obtain state licensure and/or other appropriate designation(s) by the regulatory agencies of states in which they are employed to maintain professionalism.
- Students will receive clinical instruction by professionals representing other medical and allied health disciplines (MD, PT, PA, OT, DO, etc.).

### Athletic Training Learning Outcomes

A successful athletic training graduate is expected to

- The Athletic Training Education Program seeks to develop communication, critical thinking, and professional skills to prepare students for the allied health field of athletic training.
- The Athletic Training Education Program strives to provide an effective and interactive learning environment as well as a solid educational foundation both in didactic and clinical experience settings.
- The faculty, clinical athletic trainers, and athletic training students create an optimal learning environment while providing quality health care for NSU's 13 sport NCAA Division II intercollegiate athletic program and varied affiliated sites at all levels of sport from professional teams to grade school.
- The program desires to expose students to hands-on experiences, clinical settings, and professionals representing a wide range of allied and medical health care professions.
- The vast clinical experiences are designed to offer students an appreciation for the physical, psychological, and emotional demands of physically active individuals and the sports medicine professionals involved.

### Athletic Training Curriculum

#### Major Requirements

ATTR 1100 Introduction to Athletic Training (1 credit)  
 ATTR 1200 Principles of Athletic Training/LAB (3 credits)  
 ATTR 1300 Emergency Care and First Aid/CPR (3 credits)

ATTR 1400 Health and Fitness (3 credits)  
 ATTR 2100 Injury Evaluation I /Lab (3 credits)  
 ATTR 2200 Injury Evaluation II /Lab (3 credits)  
 ATTR 2210 Clinical Exp. In Athletic Training I (1 credit)  
 ATTR 2220 Clinical Exp. In Athletic Training II (1 credit)  
 ATTR 2300 Sports Nutrition (3 credits)  
 ATTR 2400 Strength and Conditioning (2 credits)  
 ATTR 3230 Clinical Exp. In Athletic Training III (1 credit)  
 ATTR 3240 Clinical Exp. In Athletic Training IV (1 credit)  
 ATTR 3100 General Medicine in Sport (3 credits)  
 ATTR 3300 Therapeutic Modalities/Lab (4 credits)  
 ATTR 3500 Rehabilitation of Athletic Injuries/Lab (4 credits)  
 ATTR 4100 Athletic Training Administration (3 credits)  
 BIOL 1400 Introductory Cell Biology/Lab (4 credits)  
 BIOL 3312 Human Anatomy & Physiology /Lab (5 credits)  
 BIOL 3700 Kinesiology (3 credits)  
 BIOL 3710 Exercise Physiology (3 credits)

### Major Electives (optional)

ATTR 4300 Applied Research in Athletic Training (3 credits)  
 ATTR 4950 Internship in Athletic Training (3 credits)

**Major Total 54 credits**

## Biology (Premedical) Major

The biology major, with a premedical emphasis, provides a strong curriculum in biology with significant study in the physical sciences. This major can provide the basis for graduate study in specialized fields of biology, for professional training in medical fields, and for teaching. Professional careers in the medical fields and in biology involve graduate study beyond the baccalaureate degree; therefore, both the core and the major have been designed to meet the admission requirements of many medical, dental, pharmacy, optometry, allied health, and veterinary schools, and of schools for graduate study in the biological sciences. Dual admission and combined programs with the Nova Southeastern University Health Professions Division are available for select, qualified students. Information on these programs can be obtained from the Office of Undergraduate Admissions.

Biology specializations are for students who require specific prerequisites for professional schools in the health professions. To earn a specialization, a student must achieve a C or better in all coursework in that specialization. Requirements may vary and specific graduate programs may require additional courses in writing, math, social and behavioral sciences, and the humanities. Students should consult with the graduate schools to be sure that they meet the requirements.

### Biology Learning Outcomes

A successful biology graduate is expected to

- demonstrate a working knowledge of the scientific method.
- demonstrate essential knowledge of biology.
- demonstrate essential knowledge of chemistry.
- demonstrate essential knowledge of physics.
- communicate concisely and clearly.
- use mathematics to solve scientific problems and evaluate research data.
- use current technology to gather, process, transmit, and display information.

- demonstrate knowledge of ethical, historical, and contemporary issues related to the life sciences

## Biology Curriculum

### Major Requirements

BIOL 1500 Biology I/Lab (4 credits)  
 BIOL 1510 Biology II/Lab (4 credits)  
 CHEM 2300 General Chemistry I/Lab (4 credits)  
 CHEM 2310 General Chemistry II/Lab (4 credits)  
 BIOL 3320 Anatomy and Physiology I/Lab (4 credits)  
 BIOL 3330 Anatomy and Physiology II/Lab (4 credits)  
 BIOL 3400 Microbiology/Lab (4 credits)  
 BIOL 3600 Genetics/Lab (4 credits)  
 BIOL 4340 Cellular and Molecular Biology (3 credits)  
 BIOL 4450 Biochemistry/Lab (4 credits)  
 Any science prefix BIOL/CHEM/SCIE/MBIO/PHYS/ENVS; 2000 level or higher (3 credits)  
 Math 2100 Calculus I (4 credits)  
 PHIL 3180 Biomedical Ethics (3 credits)  
 TECH/CSIS (3 credits)

**Major Total 52 credits**

## Pre-Med Specialization

### Medical School Prerequisites 32 credits

BIOL 1500 Biology I/Lab (4 credits)  
 BIOL 1510 Biology II/Lab (4 credits)  
 CHEM 2300 General Chemistry I/Lab (4 credits)  
 CHEM 2310 General Chemistry II/Lab (4 credits)  
 CHEM 3300 Organic Chemistry I/Lab (4 credits)  
 CHEM 3310 Organic Chemistry II/Lab (4 credits)  
 PHYS 2350 General Physics I/Lab (4 credits)  
 PHYS 2360 General Physics II/Lab (4 credits)

## Pre-Dental Specialization

### Dental School Prerequisites 32 credits

BIOL 1500 Biology I/Lab (4 credits)  
 BIOL 1510 Biology II/Lab (4 credits)  
 CHEM 2300 General Chemistry I/Lab (4 credits)  
 CHEM 2310 General Chemistry II/Lab (4 credits)  
 CHEM 3300 Organic Chemistry I/Lab (4 credits)  
 CHEM 3310 Organic Chemistry II/Lab (4 credits)  
 PHYS 2350 General Physics I/Lab (4 credits)  
 PHYS 2360 General Physics II/Lab (4 credits)

## Pre-Pharmacy Specialization

### Pharmacy School Prerequisites 39-42 credits

BIOL 1500 Biology I/Lab (4 credits)  
 BIOL 1510 Biology II/Lab (4 credits)  
 BIOL 3312 Human Anatomy and Physiology/Lab or both (5 credits)  
 BIOL 3320 and 3330 Anatomy and Physiology I and II/Labs (8 credits)  
 CHEM 2300 General Chemistry I/Lab (4 credits)  
 CHEM 2310 General Chemistry II/Lab (4 credits)  
 CHEM 3300 Organic Chemistry I/Lab (4 credits)  
 CHEM 3310 Organic Chemistry II/Lab (4 credits)  
 ECON 2010 Macroeconomics (3 credits)  
 ECON 2020 Microeconomics (3 credits)  
 Math 2100 Calculus I (4 credits)



## Pre-Optometry Specialization

### Optometry School Prerequisites 40-44 credits

BIOL 1500 Biology I/Lab (4 credits)  
BIOL 1510 Biology II/Lab (4 credits)  
CHEM 2300 General Chemistry I/Lab (4 credits)  
CHEM 2310 General Chemistry II/Lab (4 credits)  
CHEM 3200 Essentials of Organic Chemistry I/Lab (4 credits)  
PHYS 2350 General Physics I/Lab (4 credits)  
PHYS 2360 General Physics II/Lab (4 credits)  
MATH 2100 Calculus I (4 credits)

Select two from the following:

BIOL 3312 Human Anatomy & Physiology/Lab or both (5 credits)  
BIOL 3320 and 3330 Anatomy  
and Physiology I and II/Labs (8 credits)  
BIOL 3400 Microbiology/Lab (4 credits)  
BIOL 4450 Biochemistry/Lab (4 credits)

## Pre-Physical Therapy Specialization

### Physical Therapy Prerequisites 38 credits

BIOL 1500 Biology I/Lab (4 credits)  
BIOL 1510 Biology II/Lab (4 credits)  
BIOL 3320 Anatomy & Physiology I (4 credits)  
BIOL 3330 Anatomy & Physiology II (4 credits)  
CHEM 2300 General Chemistry I/Lab (4 credits)  
CHEM 2310 General Chemistry II/Lab (4 credits)  
MATH 3020 Applied Statistics (3 credits)  
PHYS 2350 General Physics I/Lab (4 credits)  
PHYS 2360 General Physics II/Lab (4 credits)  
PSYC 2350 Life-Span Development (3 credits)

## Pre-Physician Assistant Specialization

### Physician Assistant Prerequisites 29-32 credits

BIOL 1500 Biology I/Lab (4 credits)  
BIOL 1510 Biology II/Lab (4 credits)  
BIOL 3312 Human Anatomy & Physiology or both (5 credits)  
BIOL 3320 and 3330 Anatomy  
and Physiology I and II/Labs (8 credits)  
BIOL 3400 Microbiology/Lab (4 credits)  
CHEM 2300 General Chemistry I/Lab (4 credits)  
CHEM 2310 General Chemistry II/Lab (4 credits)  
CHEM 3200 Essentials of Organic Chemistry/Lab (4 credits)

## Pre-Nursing Specialization

### Nursing Pre-requisites: 32 Credits

BIOL 1400 Introductory Cell Biology (3 credits)  
BIOL 2400 Applied Microbiology (3 credits)  
BIOL 3312 Human Anatomy & Physiology/Lab (5 credits)  
CHEM 1100 Fundamentals of Chemistry (3 credits)  
COMP 1500 College Writing (3 credits)  
Humanities (select any) (3 credits)  
MATH 1040 Algebra for College Students (3 credits)  
PSYC 1020 Introduction to Psychology (3 credits)  
PSYC 2350 Life-span Human Development (3 credits)  
SOCL (select any) (3 credits)

## Computer Information Systems Major

The computer information systems (CIS) major prepares the student for a career in the fields of business and information technology as an information systems specialist, Web developer, multimedia designer, or network specialist. Emphasis is placed on programming languages, data structures, distributed data processing, multimedia database systems, database management, networks and data communications, and information systems organization. The CIS curriculum is consistent with recommendations outlined by the Association for Computing Machinery (ACM); it provides a balance between fundamental computer information systems concepts and the application of those concepts from a future-oriented perspective. A grade of C- or higher is required in all program and major requirements.

## Computer Information Systems Learning Outcomes

A successful computer information systems graduate is expected to

- demonstrate understanding of the field of computer information systems, both as an academic discipline and as a profession within the context of society
- demonstrate understanding of the theoretical foundations of the field of computer information systems
- demonstrate knowledge of the essential elements of computer information systems
- apply knowledge of computing and information systems to specific problems and produce solutions
- demonstrate an appreciation for the ethical and societal issues associated with the computing field
- demonstrate the capability for staying current and, more generally, for achieving ongoing self-education in the information systems discipline
- use current programming languages, software development tools, software systems, database systems, multimedia systems, and commonplace computing platforms.

## Computer Information Systems Curriculum

### Major Prerequisites

MATH 2080 Applied Calculus (3 credits)  
MATH 3020 Applied Statistics (3 credits)  
Note: These two courses may fulfill the General Education six credits math requirements.

### Major Requirements 45 credits

CSIS 1400 Discrete Mathematics (3 credits)  
CSIS 1800 Introduction to Computer and Information Sciences (3 credits)  
CSIS 1900 Computer Programming I (4 credits)  
CSIS 2000 Introduction to Database Systems (3 credits)

CSIS 2410 Assemblers and Assembly Language Programming (4 credits)  
 CSIS 2950 Computer Programming II (4 credits)  
 CSIS 3020 Web Programming and Design (3 credits)  
 CSIS 3400 Data Structures (4 credits)  
 CSIS 3500 Networks and Data Communication (3 credits)  
 CSIS 3750 Software Engineering (4 credits)  
 CSIS 3800 Survey of Operating Systems (3 credits)  
 CSIS 4310 Distributed Data Processing (4 credits)  
 CSIS 4530 Database Management (3 credits)

### Major Electives 9 credits

Select three:

CSIS 3010 Organization of the Computer Environment (3 credits)  
 CSIS 3200 Organization of Programming Language (3 credits)  
 CSIS 4650 Computer Graphics (3 credits)  
 CSIS 4840 Unix Operating System Environment (3 credits)  
 CSIS 4890 Special Topics in Computer Information Systems (3 credits)  
 CSIS 4900 Directed Project (3 credits)  
 CSIS 4950 Internship in Computer Science and Information Systems (1-12 credits)  
 TECH 2150 Introduction to Internet Resources (3 credits)  
 TECH 3000 Multimedia Design (3 credits)  
 TECH 4050 Business Data Communication (3 credits)

### Major Total 54 credits

All CIS students are encouraged to select minors, concentrations or other special programs outside the CIS major.

## Computer Science Major

The computer science (CS) major deals with the systematic study of algorithms and data structures. The CS curriculum is consistent with recommendations outlined by the Association for Computing Machinery (ACM) and emphasizes laboratory experience as a major component of courses. By integrating theory, abstraction, and design, the curriculum bridges the gap between hardware and software issues. The program provides students with an opportunity to gain in-depth, rigorous instruction in the following nine areas of computer science (as specified by the national ACM/IEEE Joint Curriculum Task Force): algorithms and data structures, architecture, artificial intelligence and robotics, database and information retrieval, human-computer communication, numerical and symbolic computation, operating systems, programming languages, and software methodology and engineering. A grade of C- or higher is required in all program and major requirements.

## Computer Science Learning Outcomes

A successful computer science graduate is expected to

- demonstrate understanding of the field of computing, both as an academic discipline and as a profession within the context of society
- demonstrate understanding of the theoretical foundations of the field of computing
- demonstrate knowledge of the essential elements of computer information systems and computer science

- apply knowledge of computing and information systems to specific problems and produce solutions
- demonstrate an appreciation for the ethical and societal issues associated with the computing field
- demonstrate the capability for staying current and, more generally, for achieving ongoing self-education in the computing discipline
- use current programming languages, software development tools, software systems, database systems, multimedia systems, and commonplace computing platforms.

## Computer Science Curriculum

### Major Prerequisites

MATH 2100 Calculus I (4 credits)  
 MATH 2200 Calculus II (4 credits)  
 MATH 3020 Applied Statistics (3 credits)  
 PHYS 2400 Physics I (4 credits)  
 PHYS 2500 Physics II (4 credits)  
 Note: These courses may fulfill the General Education six credits of math/science requirements.

### Major Requirements 42 credits

CSIS 1400 Discrete Mathematics (3 credits)  
 CSIS 1800 Introduction to Computer and Information Sciences (3 credits)  
 CSIS 1900 Computer Programming I (4 credits)  
 CSIS 2410 Assemblers and Assembly Language Programming (4 credits)  
 CSIS 2950 Computer Programming II (4 credits)  
 CSIS 3400 Data Structure (4 credits)  
 CSIS 3500 Networks and Data Communication (3 credits)  
 CSIS 3750 Software Engineering (4 credits)  
 CSIS 3810 Operating Systems Concepts (3 credits)  
 CSIS 4050 Computer Architecture (3 credits)  
 CSIS 4600 Systems Programming (4 credits)  
 CSIS 4610 Design and Analysis of Algorithms (3 credits)

### Major Electives 12 credits

Select four:

CSIS 3020 Web Programming and Design (3 credits)  
 CSIS 3060 Digital Design (3 credits)  
 CSIS 3110 Foundations of Computer Science (4 credits)  
 CSIS 3530 Artificial Intelligence (3 credits)  
 CSIS 3610 Numerical Analysis (3 credits)  
 CSIS 4310 Distributed Data Processing (3 credits)  
 CSIS 4350 Robotics (3 credits)  
 CSIS 4530 Database Management (3 credits)  
 CSIS 4650 Computer Graphics (3 credits)  
 CSIS 4800 Introduction to Compilers and Interpreters (3 credits)  
 CSIS 4840 Unix Operating System Environment (3 credits)  
 CSIS 4880 Special Topics in Computer Science (3 credits)  
 CSIS 4900 Direct Project (3 credits)  
 CSIS 4950 Internship in Computer Science and Information Systems (1-12 credits)  
 MATH 4500 Probability and Statistics (3 credits)

### Major Total 54 credits

All CS students are encouraged to select minors, concentrations or other special programs outside the CS major.

## Environmental Science/Studies Major

Students who wish to major in environmental science/studies must select one of two degree tracks. The program is designed so students will share a common set of courses in their freshman year to ensure that all students gain an overview of the subject. Upon entering their sophomore year, students will be required to select a specific program of study. Both programs are designed to be completed within a four-year period. A practicum/internship in the eighth semester is required of all students.

### Track One: Environmental Science

An earth systems foundation providing comprehensive knowledge of Earth's physical, chemical, and biotic systems. Students may qualify to enroll in a dual admission program with NSU's Oceanographic Center to earn a master's degree in marine environmental science and should refer to the "Dual Admission Program" section of this catalog for further information and admission requirements.

### Track Two: Environmental Studies

The Environmental Studies track emphasizes both science and society. It is a program with an emphasis on social issues and how humanity impacts the environment. This track examines the applied side of environmental science and, specifically, incorporates five "studies" areas: sustainability, marine biology, ecotourism, public health, and natural history.

In both tracks, students must complete an internship of six credits and a three credit field course in Ecuador (GEOG 2910: Amazonia Cloudforest Biodiversity).

## Environmental Science/Studies Learning Outcomes

A successful environmental sciences/studies graduate is expected to

- Demonstrate a working knowledge of the scientific method so as to identify, evaluate, and recommend solutions to environmental problems
- Communicate concisely and clearly through public speaking, the publishing of written articles, the construction and maintenance of a web site, and photographic documentation either through photography or videography
- Formulate strategies to maximize the responsible use of technology as it applies to issues within environmental science
- Identify legal issues relating to environmental science
- Apply concepts of environmental science to lifetime vocational aspirations
- Demonstrate a behavior of environmental awareness and interest in environmental issues of South Florida
- Apply knowledge from the fields of biology, botany, and physical sciences to environmental science
- Identify the principles of environmental ethics
- Identify concepts relating to the future of environmentalism.

## Environmental Science/Studies Curriculum

### Major Requirements for Both Tracks 33 credits

ENVS 1100 Environmental Science I (3 credits)  
ENVS 1200 Environmental Science II (3 credits)  
ENVS 3100 Environmental Issues (3 credits)  
ENVS 4300 Industrial Ecology (3 credits)  
PHIL 3360 Environmental Ethics (3 credits)  
GEOG 2050 Survey of Geography (3 credits)  
GEOG 2260 Geography of Natural Resources (3 credits)  
LGST 3350 Environmental Law & Policy (3 credits)

### Field Course Electives (Select one)

GEOG 2910 Amazonia Cloudforest Biodiversity (3 credits)  
or  
GEOG 2950 Summer Field Project (3 credits)

### Practicum Program

ENVS 4950 Internships in Environmental Science/Studies (two 8 week/3 credit units)

### Additional Track Requirements

#### Track One: Environmental Science

BIOL 3200 General Ecology w/Lab (4 credits)  
BIOL 3400 Microbiology (4 credits)  
CHEM 2300 Chemistry I w/Lab (4 credits)  
CHEM 2310 Chemistry II w/Lab (4 credits)  
CHEM 3200 Essentials of Organic Chemistry (4 credits)  
CHEM 3500 Environmental Chemistry (3 credits)

#### 23 credits

#### Track Two: Environmental Studies

BIOL 1100 Concepts and Connections in Biology OR  
BIOL 1400 Introduction to Cellular Biology (3 credits)  
BIOL 2250 Natural History of John Lloyd Park (3 credits)  
CHEM 1500 Intro to Environmental Chemistry (3 credits)  
MBIO 2400 Marine Biology (3 credits)  
GEOG 3000 Geography of Ecotourism (3 credits)  
ENVS 3020 Environmental Health (3 credits)

#### 18 credits

## Marine Biology Major

The marine biology major is designed to prepare students for a career or further graduate study. The curriculum consists of a set of core courses in physical and natural science, leading to a degree that is designed as a solid basis for entering the field of marine biology, as well as preparation for further graduate study in this area. A dual-admission combined bachelor's-master's program with the Oceanographic Center is available for select, qualified students. Information on this program can be obtained from the undergraduate Office of Admissions.

## Marine Biology Learning Outcomes

A successful marine biology graduate is expected to

- Continue development of your understanding of basic scientific principals and method.
- Amplify your understanding of basic biology to incorporate more specific knowledge of marine organisms and habitats.
- Understand the work of scientists who contributed to marine biology and oceanography.
- Learn the global variety of marine community types, and their relationships with each other and terrestrial systems.
- Gain a detailed understanding of local marine flora and fauna and community types.
- Attain a working understanding of the wide variety of marine organisms from the phylogenetic, physiological, zoogeographical and ecological perspectives.
- Understand anthropogenic threats to marine species diversity and marine ecosystem structure.
- Understand the physical and chemical structure of the world's oceans.
- Demonstrate understanding of statistical analyses and interpretation, specifically as they pertain to science and marine biology.
- Continue to develop technical skills relating to the use of computer programs such as MS Word, Excel, and Powerpoint.
- Continue to develop oral presentation skills.

## Marine Biology Curriculum

### Major Requirements 35 credits

BIOL 3200 General Ecology/Lab (4 credits)  
 BIOL 3300 Invertebrate Zoology/Lab (4 credits)  
 BIOL 3600 Genetics/Lab (4 credits)  
 CHEM 2300 General Chemistry I/Lab (4 credits)  
 CHEM 2310 General Chemistry II/Lab (4 credits)  
 MBIO 2400 Marine Biology (3 credits)  
 MBIO 2500 Oceanography/Lab (4 credits)  
 PHYS 2350 General Physics I/Lab (4 credits)  
 PHYS 2360 General Physics II/Lab (4 credits)

### Major Electives: 18 credits

Select 6 credits from Group I, 6 credits from Group II, and 6 credits from Group III

#### Group I: Classroom based

BIOL 2250 The Natural History of  
 John U. Lloyd State Park (3 credits)  
 BIOL 3320 Anatomy and Physiology I (4 credits)  
 BIOL 3330 Anatomy and Physiology II (4 credits)  
 BIOL 3400 Microbiology/Lab (4 credits)  
 BIOL 4340 Cellular & Molecular Biology (3 credits)  
 BIOL 4450 Biochemistry/Lab (4 credits)  
 CHEM 3200 Essentials of Organic Chemistry/Lab (4 credits)  
 SCIE 3210 History of Science (3 credits)  
 TECH / CSIS (3 credits)

#### Group II: Required field component

MBIO 3350 Gulf Stream Ecology (3 credits)  
 MBIO 3650 Marine Vertebrates (3 credits)  
 MBIO 3750 Coral Reefs and Coral Communities (3 credits)  
 MBIO 3900 Special Topics in Marine Science (3 credits)  
 SCIE 4490 Research Methods (3 credits)

#### Group III: Lab or field based

BIOL 2950 Field Studies in John U. Lloyd State Park (3 credits)

MBIO 2910 Introductory Marine Biology Field Topics (1-3 credits)  
 MBIO 4210 Ecology of the Great Barrier Reef (3 credits)  
 MBIO 4230 Belize Reef Ecology (3 credits)  
 MBIO 4250 Ecology of the Galapagos Islands (3 credits)  
 MBIO 4350 The Biology and Ecology of the Manatee (3 credits)  
 MBIO 4910 Marine Biology Field Topics (1-3 credits)  
 SCIE 4990 Independent Study in Science (1-12 credits)

### Major Total 53 credits

## Minors in Math, Science and Technology

### Chemistry Minor

The fundamental role that chemistry plays in medicine, pharmacy, and the environment can be further explored in the chemistry minor. Basic, clinical, and field research in these disciplines all involve the application of chemical principles and techniques. The minor offers advanced courses in chemistry expanding on the base provided by general and organic chemistry. Cross disciplinary in its approach, the chemistry minor complements the student's major area of study.

### Minor Requirements

Select 15 credits from the following menu of courses:

BIOL 4450 Biochemistry/Lab (4 credits)  
 CHEM 3200 Essentials of Organic Chemistry (4 credits)  
 CHEM 3250 Bioinorganic Chemistry/Lab (4 credits)  
 CHEM 3300 Organic Chemistry I/Lab (4 credits)  
 CHEM 3310 Organic Chemistry II/Lab (4 credits)  
 CHEM 3500 Environmental Chemistry (3 credits)  
 CHEM 3600 Geochemistry (3 credits)  
 CHEM 4100 Chemical Analysis (3 credits)  
 CHEM 4200 Plant Drug Analysis (3 credits)  
 CHEM 4300 Clinical Chemistry (3 credits)  
 CHEM 4900 Special Topics in Chemistry (1-3 credits)  
 CHEM 4990 Independent Study in Chemistry (1-3 credits)

### Minor Total 15 credits

Note: Students may not apply courses taken to fulfill general education, program, or their major requirements to the minor.

### Computer Information Systems Minor

This minor is intended for students in any major who wish to acquire more knowledge in the computer information systems field. Topics covered include programming, database systems, Web programming, and networking. Students must complete 17 credits for the minor. All students minoring in computer information systems take the following six courses:

CSIS 1900 Computer Programming I (4 credits)  
 CSIS 2000 Introduction to Database Systems (3 credits)  
 CSIS 2950 Computer Programming II (4 credits)  
 CSIS 3020 Web Programming and Design (3 credits)  
 CSIS 3500 Networks and Data Communication (3 credits)

### Minor Total 17 credits

## Information Technology Minor

This minor is intended for students in any major who wish to achieve specialization and knowledge in information technology. The tech courses in the minor are designed for students to tailor content and focus activities to their own area of study or interest. Students must complete 18 hours in this curriculum: nine hours of required technology courses, three hours in a directed technology project in the area of their choice, and six hours selected from the menu of approved courses. The directed research course is taken last and involves original research and/or technology implementation. A generic template appropriate for Tech 4900 in any topic area is available from the division director.

All students minoring in information technology take the following four required courses:

TECH 1110 Technology in the Information Age or competency) (3 credits)  
TECH 2000 Computer Technology: The Impact and Implications (3 credits)  
TECH 2150 Introduction to Internet Resources (3 credits)  
TECH 3000 Multimedia Design (3 credits)

### 12 credits

All students minoring in information technology select one course from the following menu:

BUSS 3020 Business Communications (3 credits)  
CSIS 1900 Computer Programming I (4 credits)  
CSIS 2950 Computer Programming II (4 credits)  
CSIS 3010 Organization of the Computer Environment (3 credits)  
CSIS 3020 Web Programming and Design (3 credits)  
CSIS 4530 Database Management (3 credits)  
EDUC 4320 Integrating Instructional Technology in the Classroom (3 credits)  
EECB 4402 Instructional Technology or the Learning Environment (3 credits)  
MGMT 3660 Management Information Systems (3 credits)  
PHIL 3010 Ethical Issues in Communications (3 credits)  
TECH 2130 Business Applications of Microcomputers (3 credits)  
TECH 3520 Emerging Technology in Education (3 credits)  
TECH 3530 Multimedia Technology for Educators (3 credits)  
TECH 4050 Business Data Communication (3 credits)  
TECH 4510 Utilizing Technology to Develop Curriculum (3 credits)

### 3 credits

All students minoring in information technology must select one of the following as the final course in the minor:

CSIS 4900 Directed Project in Computer Science (3-8)  
TECH 4900 Directed Project in Technology (1-12)

### 3 credits

### Minor Total 18 credits

## Marine Biology Minor

The marine biology minor focuses on the life processes of marine organisms and is intended for students interested in the field as a complement to their major curriculum. Biology majors can take the marine biology minor with no

additional prerequisites outside of those required for the biology major. Students in other majors who have taken the appropriate prerequisites may also pursue this minor. This minor is available to PALS (day) students only.

### Minor Requirements

MBIO 2400 Marine Biology (3 credits)  
MBIO 2500 Oceanography/Lab (4 credits)

Select 11 credits from the following:

BIOL 3200 General Ecology/Lab (4 credits)  
BIOL 3300 Invertebrate Zoology/Lab (4 credits)  
MBIO 3350 Gulf Stream Ecology (3 credits)  
MBIO 3650 Marine Vertebrates (3 credits)  
MBIO 3750 Coral Reefs and Coral Communities (3 credits)  
MBIO 3900 Special Topics in Marine Science (3 credits)  
MBIO 4210 Ecology of the Great Barrier Reef (3 credits)  
MBIO 4230 Belize Reef Ecology (3 credits)  
MBIO 4250 Ecology of the Galapagos Islands (3 credits)  
MBIO 4350 The Biology and Ecology of the Manatee (3 credits)  
MBIO 4910 Marine Biology Field Topics (1-3 credits)  
SCIE 4490 Research Methods (3 credits)

### Minor Total 18 credits

## Marine Ecology Minor

The marine ecology minor focuses on the interactions among marine organisms and the relationships between these organisms and their environment. This minor is intended for marine biology majors who want more specific training in marine ecological science. Students in other majors who meet the prerequisites may also pursue this minor. This minor is available to PALS (day) students only.

### Minor Requirements

Select 15 credits from the following courses:

MBIO 2910 Intro. Marine Biology Field Topics (1-3 credits)  
MBIO 3350 Gulf Stream Ecology (3 credits)  
MBIO 3750 Coral Reefs and Coral Communities (3 credits)  
MBIO 4210 Ecology of the Great Barrier Reef (3 credits)  
MBIO 4230 Belize Reef Ecology (3 credits)  
MBIO 4250 Ecology of the Galapagos Islands (3 credits)  
MBIO 4350 The Biology and Ecology of the Manatee (3 credits)  
MBIO 4910 Marine Biology Field Topics (1-3 credits)

### Minor Total 15 credits

## Marine Microbiology Minor

The marine microbiology minor is intended for the marine biology major who wants specialized training in this field. The science of microorganisms in the marine environment has become increasingly valuable in biotechnology and the development of pharmaceutical products. Students in other majors who meet the prerequisites may also pursue this minor. The minor is available to PALS (day) students only.

### Minor Requirements

Select 15 credits from the following courses:

MBIO 2910 Intro. Marine Biology Field Topics (1-3 credits)  
BIOL 3400 Microbiology/Lab (4 credits)  
BIOL 4340 Cell and Molecular Biology (3 credits)  
BIOL 4450 Biochemistry/Lab (4 credits)  
CHEM 3200 Essentials of Organic Chemistry/Lab (4 credits)  
MBIO 4910 Marine Biology Field Topics (1-3 credits)

**Minor Total 15 credits**

## Physics Minor

A knowledge of physics is useful for students in fields that range from biology and medicine to computer science, as well as being essential for education majors who intend to teach physical sciences in high school. The physics minor is intended to provide these students with a basic background in physics and related mathematical methods. All students in the minor must take a core of required courses in mechanics, electromagnetism, and modern physics. The remainder of the minor then consists of a set of additional physics and mathematics courses chosen by the student, so that the minor can be tailored to the needs and interests of the individual student.

The physics minor consists of 18 credit hours at the 3000 level or above. Only three hours may be applied to the major. The minor may include up to 3 hours of independent study, up to 3 hours of special topics, and up to 3 hours of mathematics.

### Minor Requirements

PHYS 3500 Mechanics (3 credits)  
PHYS 3600 Electromagnetism (3 credits)  
PHYS 3700 Modern Physics I (3 credits)  
PHYS 3750 Modern Physics II (3 credits)

### 12 credits

PHYS 3300 Optics (3 credits)  
PHYS 3100 Biophysics (3 credits)  
PHYS 3800 Intro. to Elementary Particle Physics (3 credits)  
PHYS 4900 Independent Study (1-12 credits)  
PHYS 4900 Special Topics (1-12 credits)  
MATH 3100 Differential Equations (3 credits)  
MATH 3300 Intro. Linear Algebra (3 credits)  
MATH 4050 Advanced Calculus I (3 credits)  
MATH 4060 Advanced Calculus II (3 credits)

### 6 credits

**Minor Total 18 credits**

## Public Health Minor

The public health minor focuses on maintaining a healthy society through the control of disease, education about health and disease prevention, and organized efforts to preserve healthy environments. This minor is intended for students in the environmental science/studies major as well as for students in other majors who want to learn about the public health field. This minor is available to both PALS (day) and Career (evening) students.

### Minor Requirements

BIOL 2400 Applied Microbiology (3 credits)

ENVS 3010 Introduction to Epidemiology (3 credits)  
ENVS 3020 Environmental Health (3 credits)  
ENVS 4110 Culture, Ethnicity, and Health (3 credits)  
ENVS 4101 Introduction to Public Health (3 credits)  
ENVS 4002 Health Promotion and Disease Prevention (3 credits)

**Minor Total 18 credits**

## Certificates in Math, Science, and Technology

The Division of Math, Science, and Technology offers certificate programs to prepare students for employment in the field of computer information systems. The CIS certificate programs also provide supplemental training for computer science professionals and for students in any major who desire expertise in computer information systems. To earn a certificate, a student must achieve a C or better on all coursework in that certification. The number of certification credits varies. All courses are available online. The following three computer information systems certificate programs are offered:

### Database Management Systems Certificate

The Database Management Systems certificate program prepares students for employment as database developers and administrators. It also provides supplemental training for computer science professionals and for students in any major who desire expertise in database systems. Topics covered include programming, database systems, data structures, distributed data processing, and database management. The certificate requires 28 credits to complete. All courses are available online.

### Certificate Required Courses

CSIS 1400 Discrete Mathematics (3 credits)  
CSIS 1900 Computer Programming I (4 credits)  
CSIS 2000 Intro. Database Systems (3 credits)  
CSIS 2950 Computer Programming II (4 credits)  
CSIS 3020 Web Programming and Design (3 credits)  
CSIS 3400 Data Structure (4 credits)  
CSIS 4310 Distributed Data Processing (4 credits)  
CSIS 4530 Database Management (3 credits)

**Certificate Total 28 credits**

### Operating Systems Certificate

The Operating Systems certificate program prepares students for employment as system analysts, information systems specialists, computer information managers, and system programmers. It also provides supplemental training for computer science professionals and for students in any major who desire expertise in computer operating systems. Topics covered include programming, database systems, data structures, networking, and operating systems. The certificate requires 27 credits. All courses are available online.

## Certificate Required Courses

CSIS 1400 Discrete Mathematics (3 credits)  
CSIS 1900 Computer Programming I (4 credits)  
CSIS 2000 Intro. Database Systems (3 credits)  
CSIS 2950 Computer Programming II (4 credits)  
CSIS 3500 Networks & Data Communication (3 credits)  
CSIS 3400 Data Structure (4 credits)  
CSIS 3800 Survey of Operating Systems (3 credits)  
CSIS 4840 Unix Operating System Environ. (3 credits)

**Certificate Total 27 credits**

## Web Programming and Design Certificate

The Web Programming and Design certificate program prepares students for employment as Web programmers, Web site developers, Web administrators, Web masters, and Web architects. It also provides supplemental training for computer science professionals and for students in other majors who desire expertise in Web programming and design. Topics covered include programming, database systems, Web programming, networking, multimedia, and computer graphics. The certificate requires 30 credits. All courses are available online.

## Certificate Required Courses

CSIS 1400 Discrete Mathematics (3 credits)  
CSIS 1900 Computer Programming I (4 credits)  
CSIS 2000 Intro. Database Systems (3 credits)  
CSIS 2950 Computer Programming II (4 credits)  
CSIS 3020 Web Programming and Design (3 credits)  
CSIS 3400 Data Structure (4 credits)  
TECH 2150 Intro. to Internet Resources (3 credits)  
TECH 3000 Multimedia Design (3 credits)  
CSIS 4650 Computer Graphics (3 credits)

**Certificate Total 30 credits**

## Division of Social and Behavioral Sciences, Farquhar College of Arts and Sciences

The Division of Social and Behavioral Sciences offers the bachelor of science degree in criminal justice, paralegal studies, and psychology.

## Criminal Justice Major

Criminal justice is the study of the legal rules of court procedure, police history and procedure, criminology, and the use of corrections as a means of rehabilitating convicted criminals. The study of criminal justice can give the undergraduate student a richer understanding of the structure and process of how laws, police, courts, and corrections all interact to work as a collective whole.

## Criminal Justice Learning Outcomes

A successful criminal justice graduate is expected to

- Communicate effectively
  - select appropriate writing styles to articulate ideas, instructions, and information clearly, accurately, and comprehensively
  - utilize correct structure, organization, grammar, and vocabulary in written communication
  - verbally convey ideas, instructions, and information clearly, understandably, and professionally
- Analyze complex material and
  - identify the elements of a crime and the necessary supporting evidence
  - demonstrate the relationship between statutory and constitutional law and its practical application
  - evaluate information in a manner that leads to well founded, reasonable conclusions
- Comprehend the context within which legal issues arise and the implications of legal decisions so as to
  - demonstrate an understanding of the legal and judicial system, its structure, and functions
  - demonstrate an understanding of constitutional principles and their implications in law enforcement functions
  - demonstrate an understanding of liability, its implications for law enforcement functions, human resources, risk management, and administrative decisions
- Understand the basic psychological theories and associated principles that contribute to the knowledge base in areas of personality, human developmental, learning, cognition, group process and social influence, biological influences on human functioning, and abnormal behavior and its treatment and
  - apply the scientific methods used to generate information in the field
  - explain the process of human development and its influence on personality and behavior
  - recognize and understand causation of abnormal behavior in adults and juveniles, effective methods of communication, management, and treatment
  - discuss the statutory and constitutional protections and the requirements for handling individuals who are mentally impaired

## Criminal Justice Curriculum

### Major Requirements 36 credits

ADRB 2000 Introduction to Dispute Resolution (3 credits)  
CRJU 2200 Criminal Law (3 credits)  
CRJU 2300 Introduction to Criminal Justice (3 credits)  
CRJU 3000 Constitutional Issues & Crim Just (3 credits)  
CRJU 3200 Correctional Theory (3 credits)  
CRJU 4100 Juvenile Justice (3 credits)  
CRJU 4200 Research Methods in Criminal Just (3 credits)  
PSYC 2450 Forensic Psychology (3 credits)  
PSYC 3260 Abnormal Psychology (3 credits)  
PSYC 4810 Community Practicum (3 credits) (only criminal justice sites qualify)  
PSYC 3600 Criminal Just & Subs Abuse (3 credits)  
PSYC 3760 Multicultural Psychology (3 credits)

**Major Total 36 credits**

## Paralegal Studies Major

The bachelor of science degree in paralegal studies is approved by the American Bar Association. A paralegal, as defined by the American Bar Association, is "a person qualified by education, training, or work experience, who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity, and who performs specifically delegated substantive legal work for which a lawyer is responsible." The goal of the program is to prepare students for entry-level paralegal positions in the common areas of law practice. Paralegals are nonlawyers, and therefore, are prohibited from the unauthorized practice of law. This program trains paralegals, and is not a program for training lawyers or legal administrators.

Students pursuing a bachelor of science degree in paralegal studies are required to submit a paralegal portfolio at an exit interview with the program coordinator prior to degree conferral.

### Paralegal Studies Program Objectives

The objectives of the Paralegal Studies Program are to

- provide students with a broad-based education in both liberal arts and paralegal studies
- provide paralegal courses that enable students to obtain substantive legal knowledge, develop analytical skills, and apply the knowledge they have learned to tasks routinely performed by paralegals
- be responsive in course offerings to the needs of paralegals and attorneys
- ensure that students are familiar with the ethical guidelines for paralegals
- provide students with the opportunity to utilize software that is used in most offices dealing with law-related issues
- familiarize students with the paralegal profession and the opportunities that are available to them upon completion of the program.

### Paralegal Studies Learning Outcomes

A successful paralegal studies graduate is expected to

- explain the basic theories, doctrines, concepts, and associated principles that comprise the knowledge base of law, with specific emphasis on torts, contracts, wills and trusts, civil procedure, litigation, family law, business organizations, real estate, and criminal law
- use critical-thinking skills to analyze and evaluate relevant facts and supporting material
- use communication and interpersonal skills to effectively interact with clients, attorneys, judges, court personnel, and coworkers
- categorize, organize, prioritize, and evaluate complex factual and legal issues
- use legal-research skills to research and find statutes, cases, and other primary source material, and to draft legal documents.

## Paralegal Studies Curriculum

**Major Requirements 45 credits**

LEGS 1150 Introduction to Law and the Legal Profession (3 credits)  
LEGS 2100 Legal Research and Writing I (3 credits)  
LEGS 3050 Criminal Law and Procedure (3 credits)  
LEGS 3210 Computer Applications for the Legal Profession (3 credits)  
LEGS 3260 Real Estate Practice I (3 credits)  
LEGS 3300 Torts and Civil Litigation (3 credits)  
LEGS 3360 Wills, Trusts and Estates I (3 credits)  
LEGS 3400 Business Relations and Organizations (3 credits)  
LEGS 3550 Family Law (3 credits)  
LEGS 4110 Legal Research and Writing II (3 credits)  
LEGS 4270 Real Estate Practice II (3 credits)  
LEGS 4310 Advanced Litigation (3 credits)  
LEGS 4370 Wills, Trusts and Estates II (3 credits)  
LEGS 4410 Corporate Regulation and Change (3 credits)  
SPCH 1010 Public Communication (3 credits)  
OR  
SPCH 2020 Argument and Debate (3 credits)

### Major Electives 9 credits

Select three courses:

LEGS 4060 Debtor and Creditor Relations (3 credits)  
LEGS 4470 Emerging Technologies and the Legal Profession (3 credits)  
LEGS 4510 Special Topics (3 credits)\*  
LEGS 4560 Elder Law (3 credits)  
LEGS 4950 Internship in Paralegal Studies (3 credits)\*\*

### Major Total 54 credits

\*Students may take a maximum of 6 major elective credits in Special Topics

\*\*Students may take a maximum of 6 major elective credits in internship courses

Note: LEGS courses online require proctored exams at approved sites

## Psychology Major

The psychology major provides students with a solid grounding in the knowledge base of psychology. It encourages students to integrate and apply knowledge, and allows flexibility in course selection to help students meet their career goals. The major emphasizes scientific research and application to significant areas of human activities.

### Psychology Learning Outcomes

A successful psychology graduate is expected to

- Demonstrate knowledge of basic theories and associated principles that contribute to the knowledge base of psychology. These theories and associated principles fall into the areas of
  - personality
  - human development
  - learning
  - cognition
  - group process and social influence
  - biological influences on human functioning
  - abnormal behavior and its treatment
- Recognize and explain the scientific methods used to generate information in the field



- Locate information in the field and critically evaluate this information
- Apply basic theories and principles to significant areas of human activities
- Conduct original research work and/or beginning-level human service work.

## Psychology Curriculum

Students planning to work in the mental health field are encouraged to take Abnormal Psychology, a counseling course, Behavior Modification, tests and measurements, and at least one substance abuse studies course. Students who plan to enter a graduate program should take the GRE during their junior year. Students should take the Statistics, Research Methods class, and Practicum in Psychological Research in consecutive order. Further, it is recommended that students planning to attend a doctoral program should take the Advanced Practicum, Experimental Psychology, and as many of the foundation courses as possible. Students who are hoping to become substance abuse counselors should take the substance abuse minor courses.

Students majoring in psychology may also qualify for entrance into NSU's master's degree in occupational therapy program. Students interested in this career objective should work closely with their academic adviser to ensure that proper prerequisites are met.

Students not sure about which specialty they are most interested in should take as many of the foundation courses as possible at the start of their program of studies. Division advisers will help students design individual courses of study that will help them meet their career goals.

### Major Requirements 30 credits

MATH 3020 Applied Statistics (3 credits)  
 PSYC 1020 Intro to Psychology (3 credits)  
 PSYC 2330 Interpersonal Communication (3 credits)  
 PSYC 3000 Research Methods (3 credits)  
 PSYC 3710 History of Psychology (3 credits)  
 PSYC 3760 Multicultural Issues in Psyc (3 credits)

PSYC 4800 Practicum in Psychological Research (3 credits)  
 or  
 PSYC 4810 Practicum in Community Psychology (3 credits)

PSYC 4840 Advanced Practicum (3 credits)  
 or  
 PSYC 4880 Senior Seminar (3 credits)

PHIL 3180 Biomedical Ethics (3 credits)  
 or  
 PHIL2000 Moral Issues (3 credits)  
 or  
 PHIL 3360 Environmental Ethics (3 credits)  
 or  
 PHIL 3200 Ethics and Sport (3 credits)

TECH 1110 Technology in the Info Age (3 credits)

### Major Electives 12 credits

Select 4 of the following foundation courses:

PSYC 2350 Life Span (3 credits)

PSYC 2380 Child & Adolescent Psychology (3 credits)  
 PSYC 3160 Social Psychology (3 credits)  
 PSYC 3210 Personality (3 credits)  
 PSYC 3260 Abnormal Psychology (3 credits)  
 PSYC 3510 Human Learning (3 credits)  
 PSYC 4600 Biological Bases of Behavior (3 credits)

### Psychology Electives 12 credits

### Major Total 54 credits

## Minors in Social and Behavioral Sciences

### Criminal Justice Minor

The criminal justice minor is designed to provide students with an overview of law enforcement policies and procedures. This course of study includes coverage of criminal procedure and the rights of the accused, civil rights of prisoners, rights and responsibilities of law enforcement officers, and the administration of criminal justice organizations. This minor is recommended for students interested in criminology, criminal defense or prosecution, or other law enforcement-related fields. The criminal justice minor provides perspectives of the criminal justice system from the psychological, legal, law enforcement, and correctional perspectives.

### Minor Requirements

All students minoring in criminal justice take the following required courses:

CRJU 2200 Criminal Law (3 credits)  
 CRJU 2300 Introduction to Criminal Justice (3 credits)  
 CRJU 3000 Constitutional Issues in the  
 Criminal Justice System (3 credits)  
 CRJU 3200 Correctional Theory and Practice (3 credits)

### 12 credits

Students select two of the following three courses:

PSYC 2450 Forensic Psychology (3 credits)  
 PSYC 3600 Criminal Justice and Substance Abuse (3 credits)  
 PSYC 3760 Multicultural Issues in Psychology (3 credits)

### 6 credits

### Minor Total 18 credits

Students should be aware that some minor courses are offered only in the evening or on weekends. Note: Students may not minor in both criminal justice and forensic psychology.

## Forensic Psychology Minor

The forensic psychology minor prepares students for work involving interactions between law and psychology. The minor also prepares students for advanced training in forensic psychology and related fields.

Students will learn the fundamental principles of litigation, including methods of alternative dispute resolution; legal

standards relating to working as a mental health professional; legal standards relating to testifying as an expert witness; methods of forensic evaluation; strategies for testifying as an expert; methods of screening police officer applicants; methods of training and counseling law enforcement officers; methods of assisting attorneys in selecting jurors and in evaluating trial strategies; evaluation and treatment procedures of correctional mental health workers; methods of community corrections, including the roles of probation and parole officers; methods of crime victim assistance programs; and legal incompetency, civil commitment, dependency and neglect, mental health malpractice, and child custody determinations.

### Minor Requirements

To earn a minor in forensic psychology, students must complete PSYC 2450 Forensic Psychology (3 credits), and at least five of the following courses:

ADRB 2000 Introduction to Dispute Resolution (3 credits)  
PSYC 3260 Abnormal Psychology (3 credits)  
PSYC 3600 Criminal Justice and Substance Abuse (3 credits)  
PSYC 4810 Practicum in Community Psychology (3 credits)  
(Note: only criminal justice sites qualify)  
CRJU 2200 Criminal Law (3 credits)  
CRJU 3000 Constitutional Issues in the  
Criminal Justice System (3 credits)  
CRJU 3200 Correctional Practice and Theory (3 credits)

### Minor Total 18 credits

Students should be aware that some minor courses are offered only in the evening or on weekends. Note: Students may not minor in both criminal justice and forensic psychology.

## Paralegal Studies Minor

The paralegal studies minor is designed to expose students to the most common areas of law encountered in a legal and business context. The minor is not designed to encompass the entire range of skills needed in the paralegal profession. It is not a program for training paralegals and is not approved by the American Bar Association. The minor is a wonderful enhancement for those students pursuing other law-related careers or business careers and who desire to understand the federal and state legal systems to broaden their legal knowledge and skills.

### Minor Requirements

All students minoring in paralegal studies take the following courses:

LEGS 1150 Introduction to Law and the  
Legal Profession (3 credits)  
LEGS 2100 Legal Research and Writing I (3 credits)

Students select four of the following courses:

LEGS 3050 Criminal Law and Procedure (3 credits)  
LEGS 3260 Real Estate Practice I (3 credits)  
LEGS 3300 Torts and Civil Litigation (3 credits)  
LEGS 3360 Wills, Trusts and Estates I (3 credits)  
LEGS 3400 Business Relations and Organizations (3 credits)

LEGS 3550 Family Law (3 credits)

### Minor Total 18 credits

Students should be aware that some minor courses are only offered in the evening. LEGS courses online require proctored exams at approved sites.

## Psychology Minor

The minor in psychology is intended to provide students with a solid grounding in the knowledge base of psychology and the opportunity to explore areas of psychology that most closely correspond to their interests and goals.

### Minor Requirements

All students minoring in psychology take the following required courses:

PSYC 1020 Introduction to Psychology (3 credits)  
PSYC 2330 Interpersonal Communication (3 credits)

### 6 credits

### Minor Electives

Students select at least two of the following seven courses:

PSYC 2350 Life-Span Human Development (3 credits)  
or  
PSYC 2380 Child and Adolescent Development (3 credits)  
PSYC 3000 Psychological Research Methods (3 credits)  
PSYC 3160 Social Psychology (3 credits)  
PSYC 3210 Personality (3 credits)  
PSYC 3260 Abnormal Psychology (3 credits)  
PSYC 3510 Human Learning and Cognition (3 credits)  
PSYC 4600 Biological Bases of Behavior (3 credits)

### 6 credits

With assistance from an academic adviser or faculty mentor, students select two psychology elective courses (these can include additional courses from the list above).

### 6 credits

### Minor Total 18 credits

Note: At least three of the six psychology courses must be 3000- or 4000-level courses.

## Sociology Minor

The minor in sociology is intended to provide students with a solid grounding in the knowledge base of sociology. It covers social processes and change in a variety of arenas including families, work, gender, and communities.

### Minor Requirements

All students minoring in sociology take the following required courses:

SOCL 1020 Introduction to Sociology (3 credits)  
SOCL 2130 Family Relationships (3 credits)  
SOCL 2510 Social Problems (3 credits)

**9 credits**

Students also select three of the following five courses:

SOCL 3130 Family Systems (3 credits)  
SOCL 3110 Gender, Sexuality, and the Family (3 credits)  
SOCL 3300 Gender at Work (3 credits)  
PSYC 3160 Social Psychology (3 credits)  
SOCL/PSYC 3550 Substance Abuse and the Family (3 credits)  
SOCL 4000 Lesbian & Gay Cultures

**9 credits**

**Minor Total 18 credits**

## Speech-Language Pathology Minor

The minor in speech-language pathology provides students with a basic understanding of communication sciences and disorders. All students minoring in speech-language pathology take the following required three-credit courses:

**Minor Requirements**

CSAD 2000 Introduction to Hearing,  
Speech, and Language (3 credits)  
CSAD 3010 Phonetics (3 credits)  
CSAD 3020 Anatomy and Physiology of the  
Speech and Hearing Mechanisms (3 credits)  
CSAD 3030 Speech and Language Development (3 credits)  
CSAD 3040 Neuroanatomy (3 credits)  
CSAD 3050 Hearing and Speech Science (3 credits)

**Minor Total 18 credits**

Students should be aware that some minor courses are offered only in the evening or on weekends.

## Substance Abuse Studies Minor

This minor is designed to meet the needs of those who wish to develop a broad base of knowledge concerning substance abuse problems, resources available for managing these problems, and modes of treatment of the individual substance abuser. This minor is appropriate for students employed in or wishing to enter the field of substance abuse treatment, as well as students who feel that the knowledge base provided in this program will be useful to them in their careers (management, teaching, etc.).

**Minor Requirements**

The substance abuse studies minor includes the following courses:

PSYC/EDUC 3620 Drug Prevention and Education (3 credits)  
PSYC/SOCL 3550 Substance Abuse and the Family (3 credits)  
PSYC 3600 Criminal Justice and Substance Abuse (3 credits)  
PSYC 3570 Psychology and Physiology of  
Substance Abuse (3 credits)  
PSYC 3580 Rehabilitation Strategies in  
Substance Abuse Treatment (3 credits)

PSYC 3630 Ethical and Professional Development in  
Substance Abuse (3 credits)

**Minor Total 18 credits**

Students should be aware that some minor courses are offered only in the evening or on weekends.

## Certificate Programs in Social and Behavioral Sciences

### Paralegal Studies Post-Baccalaureate Certificate Program

The Post-Baccalaureate Certificate Program in Paralegal Studies is approved by the American Bar Association. A paralegal, as defined by the American Bar Association, is "a person, qualified by education, training or work experience, who is employed or retained by a lawyer, law office, corporation, governmental agency, or other entity, and who performs specifically delegated substantive legal work for which a lawyer is responsible." The goal of the program is to prepare students for entry-level paralegal positions in the common areas of law practice. Paralegals are nonlawyers and therefore are prohibited from the unauthorized practice of law. This program trains paralegals, and is not a program for training lawyers or legal administrators.

Students in the post-baccalaureate certificate program are required to submit a paralegal portfolio at an exit interview with the program coordinator prior to certificate conferral. Students should be aware that some courses are offered only in the evening. LEGS courses online require proctored exams at approved sites.

**Certificate Requirements**

Students take the following required courses:

TECH 1110 Technology in the Information Age (3 credits)  
LEGS 1150 Introduction to Law and  
the Legal Profession (3 credits)  
LEGS 2100 Legal Research and Writing I (3 credits)  
LEGS 3050 Criminal Law and Procedure (3 credits)  
LEGS 3210 Computer Applications for  
the Legal Profession (3 credits)  
LEGS 3300 Torts and Civil Litigation (3 credits)  
LEGS 3400 Business Relations and Organizations (3 credits)

**21 credits**

Students select two of the following three courses:

LEGS 3260 Real Estate Practice I (3 credits)  
LEGS 3360 Wills, Trusts and Estates I (3 credits)  
LEGS 3550 Family Law (3 credits)

**6 credit hours**

**Certificate Total 27 credits**

## Substance Abuse Studies Certificate Program

NSU is listed as a single-source provider by the Florida Certification Board (FCB). The certificate program in substance abuse studies prepares students for certification from the Florida Certification Board SS #02. The program is designed so interested applicants will be able to pursue certification without interrupting their current careers.

The FCB has three specialty areas for certification: Certified Addictions Professional (CAP), Certified Criminal Justice Addiction Professional (CCJAP), and Certified Addiction Prevention Professional (CAPP). NSU is the only single source provider in Florida that offers courses in all three specialty areas. Students should be aware that these courses are mainly offered in the evening or on weekends, but may also be available online and during the day.

### Certificate Requirements

The substance abuse studies certificate includes six core and two counseling courses:

PSYC/EDUC 3620 Drug Prevention and Education (3 credits)  
PSYC/SOCL 3550 Substance Abuse and the Family (3 credits)  
PSYC 3600 Criminal Justice and Substance Abuse (3 credits)  
PSYC 3570 Psychology and Physiology of  
Substance Abuse (3 credits)  
PSYC 3580 Rehabilitation Strategies in  
Substance Abuse Treatment (3 credits)  
PSYC 3630 Ethical and Professional Development in  
Substance Abuse (3 credits)  
PSYC 3800 Current Psychotherapies (3 credits)  
PSYC 4150 Group Counseling (3 credits)

**Certificate Total 24 credits**

## Division of Education, Fischler School of Education and Human Services

Undergraduate Education programs are housed in the Fischler School of Education and Human Services

### Mission of the Division of Education

All undergraduate teacher education programs at Nova Southeastern University are proactive programs designed to address the current and future needs of classroom educators. The aim of the undergraduate Division of Education is to prepare its graduates to enter the teaching profession as developing professionals with knowledge, dispositions, and skills in three broad domains. These domains are as follows:

**DOMAIN 1** Knowledge base and best practices: effective teaching practices including classroom management

- The teacher understands the conceptual, tools of inquiry, and structures of the discipline(s) he or she teaches and can create learning experiences that make these aspects of subject matter meaningful for students (INTASC Principle 1).
- The teacher plans instruction based upon knowledge of subject matter, students, the community, and curriculum goals (INTASC Principle 7).
- The teacher uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation (INTASC Principle 5).
- The teacher understands and uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills (INTASC Principle 4).

**DOMAIN 2** Sensitivity and responsibility to diverse student needs: students' academic, social, and emotional needs; at-risk, ESE, ESOL learners

- The teacher understands how children learn and develop, and can provide learning opportunities that support their intellectual, social and personal development (INTASC Principle 2).
- The teacher understands and uses formal and informal assessment strategies to evaluate and ensure the continuous intellectual, social and physical development of the learners (INTASC Principle 8).
- The teacher understands how students differ in their approaches to learning and creates instructional opportunities that are adapted to diverse learners (INTASC Principle 3).

**DOMAIN 3** Communication and reflection: oral and written communication skills and reflective practice, ongoing engagement in both as exemplified in partnering with parents and community

- The teacher fosters relationships with school, colleagues, parents, and agencies in the larger community to support students' learning and well-being (INTASC Principle 10).
- The teacher uses knowledge of effective verbal, nonverbal, and media communication techniques to foster active inquiry, collaboration, and supportive interaction in the classroom (INTASC Principle 6).
- The teacher is a reflective practitioner who continually evaluates the effects of his/her choices and actions on others (students, parents, and other professionals in the learning community) and who actively seeks out opportunities to grow professionally (INTASC Principle 9).

## Matriculation Requirements for Education Majors

1. Students must comply with the admission requirements established by the Farquhar College of Arts and Sciences and the Fischler School of Education and Human Services. On admission, students declare themselves as intended education majors.

2. Students must earn a grade of C or better in COMP 1500, MATH 1040, MATH 1050, and MATH 1060 or their equivalents.

3. Students must earn a cumulative GPA of 2.5 prior to matriculation into an education major.

4. Students must submit documentation that the testing requirement (General Knowledge, CLAST or equivalent sections of PRAXIS) has been met before registration for any Benchmark II education course.

Each semester, the undergraduate Division of Education reviews the academic transcripts of all students identified as intended education majors. Upon meeting the conditions of matriculation into the undergraduate Division of Education, students will become declared education majors and will receive a letter of notification once they register for their first education course indicating their matriculation status. It is the student's responsibility to work with the APM to meet the matriculation requirements before registering for any Benchmark II courses.

The associate dean of the undergraduate Division of Education will hear all matriculation appeals. No appeals of the testing requirement will be considered.

## Testing Requirements into the Education Major

### Florida

The Florida Department of Education requires passing the General Knowledge, CLAST or PRAXIS equivalents as a requirement for admission into any state-approved teacher education program. NSU's Undergraduate Teacher Education Program is a state-approved program, and therefore, the testing requirements apply. All CLAST scores passed before July 1, 2002 can also be used for program completion. Testing entrance requirements will remain in place.

### Nevada

Nevada students are required to pass the knowledge skills sections of the PRAXIS (or C-Best) before accumulating 24 credits at NSU. The appropriate PRAXIS knowledge skills sections (also known as the Paraprofessional Skills Test [PPST]) are reading, writing, and mathematics. In addition, Nevada students are required to pass the PRAXIS subtests for professional skills and subject area skills in order to graduate. Students are advised to confer with the local site administration as the appropriate subtests vary between the elementary education major and the exceptional student education - generalist major.

## Matriculation into the Major

Preservice educators must pass all sections of the General Knowledge Test, CLAST, or equivalent sections of the PRAXIS test before matriculating into the major and registering for any course in Benchmark II. Nevada students must pass all sections of PRAXIS I in order to matriculate. For additional information please review the Matriculation Requirements. All CLAST scores passed

before July 1, 2002 can also be used for program completion. Testing entrance requirements will remain in place.

### Prior to Internship

Preservice educators must pass the Professional Exam to be accepted into the internship program. It is recommended that this exam is taken upon completion of all courses with an EDUC (or EDEC for Early Childhood majors) prefix.

### Prior to the Completion of Internship

Preservice educators must pass the appropriate Subject Area Exam and sections of the General Knowledge Test in order to receive a grade for an internship. It is recommended that this test is taken as close to the completion of the ELEM, ESE, or EECF courses as possible. Nevada students must pass all appropriate sections of PRAXIS II to complete the program. Those who do not fulfill these testing requirements prior to the end of the internship will receive an "Incomplete" for the internship until passing scores have been submitted. No letters of completion will be issued unless all testing requirements are fulfilled.

### CLAST vs General Knowledge

Either the CLAST or General Knowledge is a requirement for entrance into a state-approved teacher program. The General Knowledge Test is a requirement for completion of a teacher preparation program. CLAST scores passed before July 1, 2002 can be used for program completion. Any remaining sections must be taken through the General Knowledge test.

## Degree-Completion Requirements

As of July 1, 2001, students graduating from a Florida state-approved education program must pass all parts of the Florida Teacher Certification Exam (FTCE) to complete the program. The FTCE is composed of the \*CLAST, PRAXIS or General Knowledge test, the Professional Exam and the Subject Area exam. The \*CLAST (or PRAXIS) is required for admission into the state-approved program. The preferred test required for admission into the state-approved program is the General Knowledge Test. The Professional Exam, Subject Area Exam, and General Knowledge Test are required to complete the program. The Professional Exam of the FTCE must be taken once all courses with an EDUC prefix, or EDEC prefix for Prekindergarten/Primary Education majors (except for Internship/Seminar), have been completed. A passing score is required to receive internship placement.

The Subject Area Exam of the FTCE must be taken once all courses with an ELEM, ESED, or EECF prefix (except for the required reading course taken with the Internship/Seminar) have been completed. The Subject Area Exam of the FTCE, as well as the General Knowledge Test (as needed) should be taken during the internship experience. A passing score is required to receive a grade for the internship/seminar (EDUC 4570).

It is the student's responsibility to register for, and pass, these exams in a timely fashion. Placement for the

internship (passing score on the Professional Exam) or degree conferral (passing score on Subject Area Exam and General Knowledge Test) will be postponed for any student who lacks passing test scores. It is the responsibility of the undergraduate division of education to design appropriate activities needed for remediation and to require that passing scores on both the Professional and Subject Area Exams be on file prior to degree conferral.

Passing scores on all parts of the FTCE as a component of program completion is a state law in Florida, and as such, this requirement cannot be waived. This requirement applies to every degree-seeking student in a state-approved program.

\*Only CLAST scores passed before July 1, 2002 will be accepted for program completion.

## Registration Requirements

Due to the complexity of academic requirements for an education major in a state-approved initial teacher preparation program in the state of Florida, registration cannot be accomplished online. Students who intend to be education majors must meet with their academic program manager (APM) at the student center or their academic adviser on the main campus to register for the upcoming term. This registration appointment ensures students enough time to regularly review curricular requirements with APM/advisers. Courses in the education major must be taken in sequence. All general education courses must be successfully completed prior to taking any educational courses in Benchmark II.

Students are encouraged to start the registration process for an upcoming term several months in advance to ensure enough time to meet with their APM/adviser and prepare for the first class session. Each course in the education major has a pre-class assignment due during the first class meeting. Preservice teachers are expected to have prepared properly for the first class session by having completed the pre-assignment. Attendance is mandatory for all class sessions. Lack of an appointment time with an APM/adviser will not negate any late registration fees that may apply, nor will it negate the requirements of the pre-class assignment or attendance in class for the first session.

## Title II Institutional Report Card

Institutions that offer teacher preparation programs are required to report certain information to state and federal Departments of Education. This information -- regarding the number of program completers, testing pass rates, and other contextual data -- is provided below.

In the academic year 2002-2003, there were 664 education students (all specializations) and 265 students that student taught in approved programs. Twenty-one full-time and 28 part-time faculty members supervised student teachers in 2001-2002, resulting in a ratio of 1:5, one faculty member to five student teachers. NSU required 525 institutional clock hours during student

teaching. For the academic year 2002-2003, the CLAST was required by the NSU undergraduate Division of Education as an admissions requirement to all education majors. Successful completion of all parts of the Florida Teacher's Certification Exam (FTCE) was a requirement for completion of the approved teacher preparation program.

In the academic year 2002-2003, the single assessment pass-rate data reflects a testing period of July 1997 to September 2003. The overall institution pass-rate on the CLAST (Basic Skills) test was 98%. Pass rates for the same time period for the Professional Knowledge was 100%, for the Elementary Education Subject Area was 100%, and for Varying Exceptionalities Subject Area was 99%. NSU reported 254 students as program completers of the state-approved programs.

## Course Load Policy for the Career Development Program

Students enrolled in the Education program at NSU are fulltime students if they are registered and complete 12 credits (four courses) per 16-week semester. If a student wishes to take 15 credits (five courses) per 16-week semester, they must consult with their academic program manager or academic adviser to comply with the following requirements.

- Students must have successfully completed all communications and mathematics general education requirements.
- Students must provide passing scores on all parts of the GKT, CLAST, or the equivalent PRAXIS sections.
- Students must have a GPA of 3.0 or higher in the major.
- The fifth course must be an ESOL course, not a course with a prefix of EDUC, ELEM, ESED, EDEC or EECP.

A student may be considered to take 18 credits during a 16 week semester if

- the previous criteria is met
- he/she is not employed fulltime

No education major, for any reason, will be permitted to take 21 or more credits during a 16-week term.

## Clinical Field Experiences

Clinical experiences have long been recognized as a critical component of teacher education. Nova Southeastern University is committed to providing quality clinical experiences for all education majors as an integral part of pre-service training. These experiences enable pre-service educators to apply theory and effective practices in actual classrooms and acquire competencies necessary for successful teaching. Pre-service educators learn from both their successes and mistakes when supported by caring teachers in a positive, nurturing environment.

Nova Southeastern University is committed to providing quality clinical experiences for all education majors as an integral part of pre-service training. Underlying this commitment is the philosophy that clinical experiences

provide a vital link between educational theory and practice. When a transfer of learning occurs from the university classroom to a real-life setting, the connection significantly contributes to the professional development of the pre-service educator. Consequently, all participants are enriched by these experiences.

The Florida state legislature has mandated that all education majors in college/university teacher preparation programs participate in a planned series of clinical experiences. Clinical experiences must begin early in the program and culminate with the final internship. During these experiences, pre-service educators should be given the opportunity to demonstrate their understanding of Accomplished Practices and Subject Area Competencies. In addition, pre-service educators must be provided with guidance and feedback in the clinical setting.

All education courses at Nova Southeastern University's undergraduate Division of Education curriculum require a ten (10) hour clinical experience component. The clinical experiences vary other depending on the competencies and accomplished practices required in the course.

## Internships

The internship experience is the final phase of the NSU Undergraduate Teacher Education Program. This 16-week course includes evening seminar meetings and 14 of weeks teaching in a local school. Students will be placed in a school site by the internship coordinator. Students will gradually assume full responsibility for teaching the class to which they are assigned. EDUC 4570 Internship/Seminar is offered each academic year in the fall and winter terms at all sites.

EDUC 4570 is a required twelve-credit course for all education majors and must be completed at NSU. Since it is the terminal course for the degree, it cannot be transferred from another institution, nor can experience be substituted to satisfy this requirement.

Florida Board of Education's Administrative Rule 6A-4.002 allows some full-time administrative or teaching experience to be substituted for some coursework, but it does not permit this experience in lieu of student teaching for purposes of initial certification. Substitute teaching or teacher-assistant positions are not considered full-time teaching and will not be approved in lieu of the internship.

### Internship Application

It is the student's responsibility to complete and submit the internship application before the deadline.

Fall semester deadline - February 1  
Winter semester deadline - July 1

Once the application is received, the applicant's file is reviewed for completion of all requirements. Students will receive a copy of a completed senior audit with a letter indicating their internship status (conditionally approved or denied). The internship coordinator develops a final list of student interns for that semester and supplies it to the academic advisors and academic program managers for registration at least one month before the internship start

date. At that time, students will register for EDUC 4570 Internship/Seminar.

Students are eligible for the internship if they have earned the appropriate credits (including all general education requirements, all program requirements, and all courses required for the major, except the internship), have a minimum overall GPA of 2.5, and have passed all specified testing requirements.

Internship dates are published in the Farquhar College of Arts and Sciences class schedules. If a student does not meet the above requirements, the internship application will be denied until all requirements are met.

Refer to the Internship Handbook for a complete explanation of policies and procedures covering the internship program. All questions about the Internship Program should be directed to the undergraduate Division of Education at (954) 262-7900.

### Who Qualifies for Internships

Students are eligible to participate in internships when they have completed the following requirements:

- Completed all coursework (including general education requirements, program requirements, and all courses required for the major, with the exception of the internship and required concurrent reading courses).
- Have earned a minimum GPA of 2.5, both overall and in the major.
- Have passed all parts of the General Knowledge Test, CLAST or equivalent sections of the PRAXIS, and the Professional Examination, and provided official scores to the internship office at least one month before the start of the internship.
- Las Vegas students must pass the PRAXIS 1 at least one month before the start of the internship.

## Certification

An individual seeking initial certification issued by the state of Florida may do so by means of either the Florida Department of Education Program Approval Process or through alternative programs offered by local school districts.

The program approval process means that a student has met all of Nova Southeastern University's state-approved program competencies and the state of Florida's requirements for initial certification. Certification through the program approval process is only available to degree-seeking students and will be annotated as such on the student's transcript. In Florida, students graduating from the state-approved program and who have passed all portions of the Florida Teacher Certification Exam (FTCE) are eligible for an initial professional certificate. Actual teacher certification is awarded by the Florida Department of Education, not NSU.

Other states certification requirements vary. Some states do not grant initial certification unless transcripts are annotated as having met that state's approved program. Applicants may not be certified until they complete that state's approved program and specific course requirements.

The Florida Department of Education (FDOE) reserves the right to change requirements leading to certification at any time. Consequently, the NSU undergraduate Division of Education reserves the right to change requirements in the Florida state-approved program to reflect changes mandated by the FDOE.

For information regarding certification through an alternative certification program, contact the certification officer of any school district in the state of Florida.

### **Certification Only Program**

Some courses are offered for students who already hold a bachelor's degree in fields other than education and who desire to obtain certification in Prekindergarten/Primary Education (Age Three Through Grade Three), Elementary Education (K-6), Exceptional Student Education (K-12), or complete the ESOL add-on endorsement.

Individuals seeking courses that may lead to certification must be admitted to NSU as non-degree seeking students before registering for courses. In order to be admitted as a non-degree seeking student, certification-only candidates must provide a Status of Eligibility Letter (issued by the Florida Department of Education) as part of their application. Certification-only students assume full risk in interpreting the letter of eligibility needs. NSU recommends that certification-only students discuss anticipated course offerings with the Florida Department of Education, or the local school district certification officer before registering for any courses.

## **Master's Accelerated Program (M.A.P.)**

Students who have a strong commitment to become qualified educators should consider the Master's Accelerated Program (M.A.P.). Available only on the main campus, this dual-admission program allows students to complete both a bachelor's and a master's degree in education in an accelerated format.

This rigorous and accelerated program is for day students. Students will complete all general education requirements prior to entering the M.A.P. program. After the general education requirements are completed the student will participate in four 16-week semesters at the undergraduate level, with 12 to 18 credits per semester. The 12 to 18 credits taken per term, plus the mandatory clinical experiences, require the students to be very flexible with their time, as courses can be scheduled Monday through Friday from 8:00 a.m. to 5:00 p.m., with some possible evening and weekend seminars. NSU arranges the clinical observation hours with local participating schools.

Students can choose from a bachelor's degree in either Prekindergarten/Primary Education (Age Three Through Grade Three), Elementary Education (K-6), or Exceptional Student Education (K-12). Students are clustered, by major, into a 15-student cohort that will begin and complete the bachelor's degree portion of the M.A.P. together. The cohort concept fosters a supportive, collegial learning environment for the students.

M.A.P. students who successfully complete the undergraduate coursework within their designated major are unconditionally eligible for admission to the Fischler School of Education and Human Services. While enrolled at the master's degree level, students are able to complete their final year of study in M.A.P. and meet the requirements for a master's degree in education. Students beginning their first internship are taking graduate level courses. For financial aid purposes, the students are no longer considered undergraduate students and should consult a financial aid counselor for further information.

Individuals seeking entry into M.A.P. must be admitted to NSU's Professional and Liberal Studies Program. For more information, contact Liza Lettie at (954) 262-7955 or [lettie@nsu.nova.edu](mailto:lettie@nsu.nova.edu).

## **English for Speakers of Other Languages (ESOL) K-12 Add-on Endorsement**

The state-approved courses leading to ESOL endorsement enable educators to add additional coverage to their certification. This will allow them to teach students who are designated as being LEP (limited English proficient) and who are in ESOL programs. This endorsement is also designed for teacher education students who are enrolled at Nova Southeastern University in the Undergraduate Teacher Education Program and are currently working toward teacher certification in Florida, and for educators who are certified in other areas.

For the endorsement, program participants must satisfactorily complete five state-prescribed courses, totaling 15 semester hours. Only the Florida State Department of Education, Office of Certification grants the endorsement, while these five courses meet the endorsement requirements, NSU does not reflect an "endorsement" on the transcript per se, as NSU does not award the endorsement itself.

Registration for these courses should follow the sequence as denoted below:

- ESOL 2903 Cross Cultural Studies
- ESOL 4901 Methods of Teaching English to Speakers of Other Languages
- ESOL 4902 ESOL Curriculum and Materials
- ESOL 4904 Linguistics for ESOL Educators
- ESOL 4905 Testing and Evaluation in ESOL

All degree-seeking education majors are required by the state of Florida to take the 15-credit-hour ESOL endorsement as part of their bachelor's degree program. Programs of Study

## **Programs of Study**

The Fischler School of Education and Human Services offers the bachelor of science degree in the following majors:



Prekindergarten/Primary Education (Age Three Through Grade Three)  
Elementary Education  
Exceptional Student Education

## Prekindergarten/Primary Education (Age Three through Grade Three) Major

The Prekindergarten/Primary Education major combines theoretical components with practical application. Students in this degree program will have extensive clinical experiences in the community and in local schools (Prekindergarten/Primary, Age Three Through Grade Three). An emphasis is placed on the appropriate uses of technology. The program design incorporates all newly required competencies leading to certification in the state of Florida in the area of prekindergarten/primary, age three to grade three. This major is a state-approved program of the Florida Department of Education.

### Prekindergarten/Primary Education Curriculum

#### General Education Requirements

(Note: General education requirements for an education major offered in the state of Florida are established and revised by the Florida State Legislature. The following general education requirements are currently in effect. Please consult the undergraduate Division of Education for the latest information about General Education Specific Program Requirements.)

COMP 1500 College Writing (3 credits)  
LITR Elective (3 credits)  
LIFE SCI Elective (3 credits)  
PHYSICAL SCI Elective (3 credits)  
MATH 1040 or higher (6 credits)  
PSYC 1020 Introduction to Psychology (3 credits)  
PSYC 2370 Early Childhood Growth and Development (3 credits)  
Philosophy Elective (3 credits)  
Fine Arts Elective (3 credits)

**General Education Subtotal 30 credits**

#### Program Requirements

SCI LAB (1 credit)  
SPCH 1010 (3 credits)  
Earth/Space Science Elective (3 credits)  
HIST 1030 or 1040 (American) (3 credits)  
MATH 1050 Concepts in Geometry and Logic (3 credits)  
ESOL 2903 Cross Cultural Studies (3 credits)  
EDUC 1100 Exploration of the Education Professions (3 credits)

**Program Requirements Subtotal 19 credits**

#### Program Benchmarks and Major Requirements

Students in the Prekindergarten/Primary Education (Age Three Through Grade Three) major must also keep track of program benchmarks simultaneously with courses in the program. There are four benchmarks, coinciding with four blocks of courses. At these four benchmarks, students provide documentation showing completion of program requirements. For specific requirements of each

benchmark, see the course descriptions for EDUC 3001, 3501, 4001, and 4501.

EDUC 3000: Clinical Experiences  
EDUC 3001: Benchmark I  
EDEC 3320: Sociological Foundations of Early Childhood Education  
EECP/EDUC 3330: Integrating Instructional Technology into Early Childhood Education  
EDEC 3350: Meeting the Special Needs of All Students

EDUC 3500: Clinical Experiences  
EDUC 3501: Benchmark II  
EDEC 3520: Developmentally Appropriate Integrated C Curriculum and Practices  
EDEC 3530: Diagnosis, Assessment, and Evaluation of Young Children  
EECP 3540: Services and Delivery Systems  
EECP 3550: Child Guidance and Classroom Management

EDUC 4000: Clinical Experiences  
EDUC 4001: Benchmark III  
EDEC 4320: Cultural Diversity and Family-Community Development  
EECP 4330: Health, Nutrition, Safety, and Physical Development in Early Childhood  
EECP 4340: Developmentally Appropriate Practices for Teaching Literacy and Language Arts in Early Childhood Education  
EECP 4345: Principles and Practices of Reading and Language Arts Assessment in Early Childhood Education

EDUC 4500: Clinical Experiences  
EDUC 4501: Benchmark IV  
EECP 4520: Developmentally Appropriate Practices for Teaching Reading in Early Childhood  
EECP 4530: Developmentally Appropriate Practices for the Integration of Creative Arts Across the Early Childhood Curriculum  
EECP 4545: Developmentally Appropriate Practices for Teaching Math/Science in ECE  
EECP 4550: Developmentally Appropriate Practices for Teaching Social Studies in Early Childhood  
EECP 4560: Integrating Literacy Throughout the Early Childhood Curriculum  
ESOL 4901 Methods of Teaching ESOL  
ESOL 4902: Curriculum and Materials Development  
ESOL 4904 Linguistics for ESOL Educators  
ESOL 4905: Testing and Evaluation in ESOL  
EDUC 4570: Internship/Seminar

**Major Subtotal 72 credits**

**Open Electives (3 credits)**

**Total Degree Requirements: 121 credits**

## Elementary Education Major

The Elementary Education major prepares preservice teachers to teach children in a school setting, grades kindergarten through six (K-6). This program provides a firm foundation in liberal arts, professional knowledge, and subject area knowledge, preparing students to perform effectively, efficiently, and creatively in their future classrooms.

### Elementary Education Curriculum – Florida

#### General Education Requirements

(Note: General education requirements for an education major offered in the state of Florida are established and revised by the Florida State Legislature. The following general education requirements are currently in effect.

Please consult the undergraduate Division of Education for the latest information about General Education Specific Program Requirements.)

COMP 1500 College Writing (3 credits)  
LITR Elective (3 credits)  
LIFE SCI Elective (3 credits)  
PHYSICAL SCI Elective (3 credits)  
MATH 1040 or higher (6 credits)  
PSYC 1020 Introduction to Psychology (3 credits)  
PSYC 2380 Child and Adolescent Development (3 credits)  
Philosophy Elective (3 credits)  
Fine Arts Elective (3 credits)

#### **General Education Subtotal 30 credits**

#### **Program Requirements**

SCI LAB (1 credit)  
SPCH 1010 (3 credits)  
Earth/Space Science Elective (3 credits)  
HIST 1030 or 1040 (American) (3 credits)  
MATH 1050 Concepts in Geometry and Logic (3 credits)  
ESOL 2903 Cross Cultural Studies (3 credits)  
EDUC 1100 Exploration of the Education Professions (3 credits)

#### **Program Requirements Subtotal 19 credits**

#### **Program Benchmarks and Major Requirements**

Students in the state-approved program in Elementary Education must also keep track of program benchmarks simultaneously with courses in the program. There are four benchmarks, coinciding with four blocks of courses in the state-approved program. At these four benchmarks, students provide documentation showing completion of program requirements. For specific requirements of each benchmark, see the course descriptions for EDUC 3001, 3501, 4001, and 4501.

EDUC 3000: Clinical Experiences  
EDUC 3001: Benchmark I  
EDUC 3330: Integrating Instructional Technology in the Classroom  
EDUC 3350: Survey of Exceptional Student Education  
EDUC 3360: Educational Psychology

EDUC 3500: Clinical Experiences  
EDUC 3501: Benchmark II  
EDUC 3520: Principles and Practices of Instruction and Assessment I  
ELEM 3530: Methods of Teaching Social Studies in the Elementary School  
ELEM 3540: Principles and Practices of Instruction and Assessment II  
ELEM 3550: Methods of Teaching Science in the Elementary School

EDUC 4000: Clinical Experiences  
EDUC 4001: Benchmark III  
EDUC/ESED 4320: Classroom Management for Typical and Atypical Learners in the Multicultural Classroom  
ELEM 4340: Methods of Teaching Language Arts Through Children's Literature in the Elementary School  
ELEM 4350: Methods of Teaching Mathematics in the Elementary School  
ELEM 4360: Methods of Teaching Literacy in the Elementary School

EDUC 4500: Clinical Experiences  
EDUC 4501: Benchmark IV First Eight Weeks  
ELEM 4530: Integrating Art, Music, and Health Education Across the Curriculum  
ELEM 4540: Reading Assessment I  
ELEM 4560: Methods of Teaching Reading Across the Elementary Curriculum  
ESOL 4901: Methods of Teaching ESOL

ESOL 4902: Curriculum and Materials Development  
ESOL 4904: Linguistics for ESOL Educators  
ESOL 4905: Testing and Evaluation in ESOL  
EDUC 4570: Internship/Seminar

#### **Major Subtotal 66 credits**

#### **Open Electives 6 credits**

#### **Total Degree Requirements: 121 credits**

## Elementary Education Curriculum – Nevada

#### **General Education Requirements**

(Note: The degree requirements for Nevada students are the same degree requirements for all student seeking a bachelor of science degree in their majors with NSU except for specific differences required to meet certification needs by the Nevada Department of Education. The following general education requirements are currently in effect. Please consult the undergraduate Division of Education for the latest information about General Education Specific Program Requirements.)

COMP 1500 College Writing (3 credits)  
COMP 2000 or 2010 or 2020 (3 credits)  
MATH 1030 or higher 6 credits  
LITR 2010 or 2011 or 2020 or 2030 or 2031 (3 credits)  
History (3 credits)  
Natural & Physical Science 6 credits  
PSYC 2380 Child and Adolescent Development (3 credits)  
Social & Behavioral Science Elective (3 credits)

#### **General Education Subtotal 30 credits**

#### **Program Requirements**

Philosophy (3 credits)  
Humanities (3 credits)  
SPCH 1010 Public Communication (3 credits)  
EDUC 1100 Exploration of the Education Professions (3 credits)  
\_\_\_\_\_ Nevada School Law (2 credits)

#### **Program Requirements Subtotal 14 credits**

#### **Program Benchmarks and Major Requirements**

(Note: Students in the major must also keep track of program benchmarks simultaneously with courses in the program. There are four benchmarks, coinciding with four blocks of courses in the state-approved programs. At these four benchmarks, students provide documentations showing completion of the program requirements. For specific requirements for each benchmark, see the courses descriptions for EDUC 3001, 3501, 4001, and 4501 or see your academic advisor.)

EDUC 3000: Clinical Experiences  
EDUC 3001: Benchmark I  
EDUC 3330: Integrating Instructional Technology in the Classroom  
EDUC 3350: Survey of Exceptional Student Education  
EDUC 3360: Educational Psychology

EDUC 3500: Clinical Experiences  
EDUC 3501: Benchmark II  
EDUC 3520: Principles and Practices of Instruction and Assessment I  
ELEM 3530: Methods of Teaching Social Studies in the Elementary School  
ELEM 3532: Science Curriculum for Elementary Education Majors  
ELEM 3540: Principles and Practices of Instruction and Assessment II

ELEM 3550: Methods of Teaching Science in the Elementary School

EDUC 4000: Clinical Experiences  
 EDUC 4001: Benchmark III  
 EDUC/ESED 4320: Classroom Management for Typical and Atypical Learners in the Multicultural Classroom  
 ELEM 4330: Math Curriculum for Elementary Education Majors  
 ELEM 4340: Methods of Teaching Language Arts Through Children's Literature in the Elementary School  
 ELEM 4350: Methods of Teaching Mathematics in the Elementary School  
 ELEM 4360: Methods of Teaching Literacy in the Elementary School

EDUC 4500: Clinical Experiences  
 EDUC 4501: Benchmark IV  
 ELEM 4530: Integrating Art, Music, and Health Education Across the Curriculum  
 ELEM 4540: Reading Assessment I  
 ELEM 4560: Methods of Teaching Reading Across the Elementary Curriculum  
 ESOL 2903: Cross Cultural Studies  
 ESOL 4901: Methods of Teaching ESOL  
 ESOL 4902: Curriculum and Materials Development  
 EDUC 4570: Internship/Seminar

**Program Benchmarks and Major Subtotal 69 credits**  
**Open Electives 7 credits**  
**Total Degree Requirements: 120 credits**

## Exceptional Student Education Major

The Exceptional Student Education major prepares preservice teachers to work with students with varying exceptionalities (VE). The specialty prepares students to obtain state certification for teaching in grades kindergarten through twelve (K-12). Teachers with this certification are able to teach mildly handicapped students.

### Exceptional Student Education Curriculum – Florida

#### General Education Requirements

(Note: General education requirements for an education major offered in the state of Florida are established and revised by the Florida State Legislature. The following general education requirements are currently in effect. Please consult the undergraduate Division of Education for the latest information about General Education Specific Program Requirements.)

COMP 1500 College Writing (3 credits)  
 LITR Elective (3 credits)  
 LIFE SCI Elective (3 credits)  
 PHYSICAL SCI Elective (3 credits)  
 MATH 1040 or higher 6 credits  
 PSYC 1020 Introduction to Psychology (3 credits)  
 PSYC 2380 Child and Adolescent Development (3 credits)  
 Philosophy Elective (3 credits)  
 Fine Arts Elective (3 credits)

**General Education Subtotal 30 credits**

#### Program Requirements

SCI LAB (1 credit)

SPCH 1010 (3 credits)  
 Earth/Space Science Elective (3 credits)  
 HIST 1030 or 1040 (American) (3 credits)  
 MATH 1050 Concepts in Geometry and Logic (3 credits)  
 ESOL 2903 Cross Cultural Studies (3 credits)  
 EDUC 1100 Exploration of the Education Professions (3 credits)

**Program Requirements Subtotal 19 credits**

#### Program Benchmarks and Major Requirements

Students in the state-approved program in Exceptional Student Education must also keep track of program benchmarks simultaneously with courses in the program. There are four benchmarks, coinciding with four blocks of courses in the state-approved program. At these four benchmarks, students provide documentation showing completion of program requirements. For specific requirements of each benchmark, see the course descriptions for EDUC 3001, 3501, 4001, and 4501. See the Benchmark Handbook for additional information.

EDUC 3000: Clinical Experiences  
 EDUC 3001: Benchmark I  
 EDUC 3330: Integrating Instructional Technology in the Classroom  
 EDUC 3350: Survey of Exceptional Student Education  
 EDUC 3360: Educational Psychology  
 EDUC 3500: Clinical Experiences  
 EDUC 3501: Benchmark II  
 EDUC 3520: Principles and Practices of Instruction and Assessment I  
 ESED 3530: Educational Assessment of Exceptional Students  
 ESED 3540: Introduction to Language Development and Speech Disabilities  
 ESED 3550: Vocational/Functional Life Skills  
 ESED 3560: Education of the Mildly Handicapped

EDUC 4000: Clinical Experiences  
 EDUC 4001: Benchmark III  
 EDUC/ESED 4320: Classroom Management for Typical and Atypical Learners in the Multicultural Classroom  
 ELEM 4340: Methods of Teaching Language Arts Through Children's Literature in the Elementary School  
 ELEM 4350: Methods of Teaching Mathematics in the Elementary School  
 ELEM 4360: Methods of Teaching Literacy in the Elementary School  
 ESED 4360: Educational Programming for the Emotionally Handicapped

EDUC 4500: Clinical Experiences  
 EDUC 4501: Benchmark IV  
 ESED 4530: Classroom Procedures for the Mentally Handicapped  
 ELEM 4540: Reading Assessment I  
 ESED 4550: Methods and Materials for Teaching SLD  
 ELEM 4560: Methods of Teaching Reading Across the Elementary Curriculum  
 ESOL 4901: Methods of Teaching ESOL  
 ESOL 4902: Curriculum and Materials Development  
 ESOL 4904: Linguistics for ESOL Educators  
 ESOL 4905: Testing and Evaluation  
 EDUC 4570: Internship/Seminar

**Major Subtotal 75 credits**

**Total Degree Requirements: 124 credits**

### Exceptional Student Education Curriculum – Nevada

#### General Education Requirements

(Note: The degree requirements for Nevada students are the same degree requirements for all students seeking a bachelor of science degree in their majors with NSU except for specific differences required to meet

certification needs by the Nevada Department of Education. The following general education requirements are currently in effect. Please consult the undergraduate Division of Education for the latest information about General Education Specific Program Requirements.)

COMP 1500 College Writing (3 credits)  
COMP 2000 or 2010 or 2020 (3 credits)  
MATH 1030 or higher 6 credits  
LITR 2010 or 2011 or 2020 or 2030 or 2031 (3 credits)  
History (3 credits)  
Natural & Physical Science 6 credits  
PSYC 2380 Child and Adolescent Development (3 credits)  
Social & Behavioral Science Elective (3 credits)

#### **General Education Subtotal 30 credits**

#### **Program Requirements**

Philosophy (3 credits)  
Humanities (3 credits)  
SPCH 1010 Public Communication (3 credits)  
EDUC 1100 Exploration of the Education Professions (3 credits)  
\_\_\_\_\_ Nevada School Law (2 credits)

#### **Program Requirements Subtotal 14 credits**

#### **Program Benchmarks and Major Requirements**

(Note: Students in the major must also keep track of program benchmarks simultaneously with courses in the program. There are four benchmarks, coinciding with four blocks of courses in the state-approved programs. At these four benchmarks, students provide documentations showing completion of the program requirements. For specific requirements for each benchmark, see the courses descriptions for EDUC 3001, 3501, 4001, and 4501 or see your academic advisor.)

EDUC 3000: Clinical Experiences  
EDUC 3001: Benchmark I  
EDUC 3330: Integrating Instructional Technology in the Classroom  
EDUC 3350: Survey of Exceptional Student Education  
EDUC 3360: Educational Psychology

EDUC 3500: Clinical Experiences  
EDUC 3501: Benchmark II  
EDUC 3520: Principles and Practices of Instruction and Assessment I  
ESED 3530: Educational Assessment of Exceptional Students  
ESED 3540: Introduction to Language Development and Speech Disabilities  
ESED 3550: Vocational/Functional Life Skills  
ESED 3560: Education of the Mildly Handicapped  
ESED 3561: Families, Professionals, and Exceptionality

EDUC 4000: Clinical Experiences  
EDUC 4001: Benchmark III  
EDUC/ESED 4320: Classroom Management for Typical and Atypical Learners in the Multicultural Classroom  
ELEM 4340: Methods of Teaching Language Arts Through Children's Literature in the Elementary School  
ELEM 4350: Methods of Teaching Mathematics in the Elementary School  
ELEM 4360: Methods of Teaching Literacy in the Elementary School  
ESED 4360: Educational Programming for the Emotionally Handicapped

EDUC 4500: Clinical Experiences  
EDUC 4501: Benchmark IV  
ESED 4530: Classroom Procedures for the Mentally Handicapped  
ELEM 4540: Reading Assessment I  
ESED 4550: Methods and Materials for Teaching SLD  
ELEM 4560: Methods of Teaching Reading Across the

Elementary Curriculum  
ESOL 2903: Cross Cultural Studies

EDUC 4570: Internship/Seminar

**Program Benchmarks and Major Subtotal 69 credits**  
**Open Electives 9 credits**  
**Total Degree Requirements 122 credits**

## Education Minor

There is consistent growth nationally in the need for secondary level content area teachers. For the past few years, English, history and science education have all been on the Florida Department of Education's critical shortage list. The Division of Education is offering a minor in education that will allow English, history or life science majors who would like to teach gain initial experiences in grade 6-12 classrooms. The minor will give students a strong foundation in the teaching basics, necessary to be accepted into an alternative certification program and enter the teaching profession.

Students must have junior standing in order to enroll in these courses. In addition, the required 10 hours of clinical experiences for each course must be completed in a local middle or high school. Students will be required to complete any security clearance processes required by the local school district.

All students minoring in education will need to complete the following:

EDUC 3330 Integrating Instructional Technology  
EDUC 3520 Principles and Practices I  
EDUC 3360 Education Psychology  
EDUC 4320 Classroom Management  
EDUC 3350 Survey of Exceptional Education  
ESOL 4901 Methods of Teaching ESOL

#### **Total Education Minor: 18 credits**

## Division of Business, H. Wayne Huizenga School of Business and Entrepreneurship

Undergraduate majors in business administration and related fields are offered through the H. Wayne Huizenga School of Business and Entrepreneurship. The information provided in this section addresses curricular requirements for majors and minors in business administration and related fields under the direction of the Huizenga School's faculty and undergraduate business program office. Curriculum, course, and prerequisite course information are subject to change. Students should consult their enrollment counselor regarding course selection and program planning.

## Huizenga School Contact Information:

Carl DeSantis Building  
3301 College Avenue  
Ft. Lauderdale, FL 33314  
Enrollment Services (Advising and Registration)  
(954) 262-5000, (800) 682-7223 x 5000  
Fax (954) 262-3964

## Degree Programs

This section contains information about the courses and programs offered by the Huizenga School's bachelor's division.

The bachelor of science degree offered through the H. Wayne Huizenga School of Business and Entrepreneurship provides the following majors:

Accounting  
Business Administration  
Finance  
Professional Management  
Sport and Wellness Studies

The following business concentrations are offered to students who are majoring in a business field. Each concentration consists of four courses (12 credits).

Accounting  
Banking and Finance  
Hospitality Management  
Human Resource Management  
International Business  
Marketing  
Management

The following business minors are offered to students who are not majoring in a business field. Each business minor consists of five to six courses (15-18 credits), depending on subject area.

Accounting  
Banking and Finance  
Business  
Hospitality Management  
Human Resource Management  
International Business  
Marketing

## Program Delivery

The academic majors and concentrations of the bachelor's division are provided in a variety of formats, depending on the size of the student population and the resources available at a particular location.

- Students who desire to complete their degree in either a full four-year course of study or as a degree-completion program may do so by attending class on the main campus in either a day or evening format.
- The following locations offer primarily evening and weekend students an opportunity to complete their course

of study: the Bahamas, Jacksonville, Jamaica, Miami-Dade, Orlando, Palm Beach, and Tampa.

- Cluster sites of approximately 20 students located in businesses and communities offer degree-completion programs that follow a lock-step curriculum and take approximately 27 months of evening classes to complete.
- The professional management and business administration majors are offered online allowing students to complete their entire degree through the Internet. The professional management major is a member of the Southern Regional Electronic Campus.
- Certification programs are developed in cooperation with corporations that seek to provide their employees with advanced training in specific content areas.

## Learning Outcomes

A successful graduate of the undergraduate business program is expected to

- think critically in terms of conceptualizing issues, analyzing data, and articulating and defending conclusions
- demonstrate professional verbal and written communication skills in an organizational context
- demonstrate an ability to formulate organizational strategies
- recognize the values of, and demonstrate an ability to make, ethical and socially responsible decisions
- demonstrate an understanding of the impact of emerging technologies and use them appropriately to gather, process, and present information
- demonstrate an understanding of the legal and regulatory issues in an organizational context
- use quantitative skills effectively to solve applied business problems
- use interpersonal skills effectively at the individual, group, and organizational levels
- demonstrate an understanding of the interaction between business and the global economy
- demonstrate an understanding of increasingly diverse cultures within organizational life

## Ethics Across the Curriculum Policy

The business administration faculty believes that a socially responsible institution should not limit the study of ethical issues only to coursework, but that such study should be an ongoing endeavor, enhancing the experience of the student. To this end, the faculty is committed to making the study of ethical issues an integral part of the bachelor's academic program. The faculty believes that by incorporating the study of ethics throughout the curriculum, students will give additional relevance and reality to their studies, and this will help them to become more responsible and productive citizens.

## Accounting Major

The accounting major is offered for those students who wish to pursue a career in accounting. The major will also

serve as the foundation for those preparing for the CPA examination. The State Board of Accountancy in Florida requires an additional 30 credits beyond the bachelor's degree to qualify for the examination. The Huizenga School offers a master's degree designed to satisfy the CPA requirements. Students are cautioned to plan their schedule carefully since upper-division accounting courses are offered once per year and may be offered only in the evening.

## Curriculum

### General Education Requirements 30 credits

Students are required to complete general education courses. As part of those courses, these three courses must be completed.

ECON 2010 Principles of Macroeconomics (3 credits)  
ECON 2020 Principles of Microeconomics (3 credits)  
MATH 3020 Applied Statistics (3 credits)

### Program Requirements 15 credits

Accounting majors are required to complete 5 additional courses listed below.

PSYC 2330 Interpersonal Communication  
SPCH 1010 Public Communication (3 credits) or  
SPCH 2000 Fundamentals of Human Communication (3 credits) or  
SPCH 2020 Argument and Debate (3 credits) or  
SPCH 2030 Introduction to Performance Studies (3 credits) or  
SPCH 3120 Speech Communication for the Professions  
Electives from the General Education course framework (9 credits)

### Major Requirements 57 credits

ACCT 2200 Financial Accounting I (3 credits)  
ACCT 2300 Managerial Accounting (3 credits)  
ACCT 3030 Cost Management (3 credits)  
ACCT 3050 Financial Accounting II (3 credits)  
ACCT 3060 Financial Accounting III (3 credits)  
ACCT 3110 Federal Taxation I (3 credits)  
ACCT 3120 Federal Taxation II (3 credits)  
ACCT 4010 Financial Accounting IV (3 credits)  
ACCT 4050 Accounting Information Systems (3 credits)  
ACCT 4210 Auditing I (3 credits)  
BUSS 2150 Business Law I (3 credits)  
BUSS 3150 Business Law II (3 credits)  
BUSS 3550 Introduction to International Business (3 credits)  
BUSS 4880 Business Strategy and Policy (3 credits)  
FINC 3010 Corporation Finance (3 credits)  
FINC 3200 Individual Financial Management (3 credits)  
MGMT 3880 Operations Management (3 credits)  
MGMT 4170 Organizational Behavior (3 credits)  
MRKT 3050 Marketing Principles and Application (3 credits)

### Open Electives 18 credits

## Business Administration Major

The business administration major is aimed at students seeking a bachelor's degree in preparation for careers in business and related fields. This major provides general knowledge in business from both the theoretical and practical perspectives. Students learn the important ingredients effective managers need to not only survive, but also succeed in today's business world. The major

provides a solid foundation for admission into M.B.A. programs.

## Curriculum

### General Education Requirements 30 credits

Students are required to complete general education courses. As part of those courses, these three courses must be completed.

ECON 2010 Principles of Macroeconomics (3 credits)  
ECON 2020 Principles of Microeconomics (3 credits)  
MATH 3020 Applied Statistics (3 credits)

### Program Requirements 15 credits

Business Administration majors are required to complete 5 additional courses listed below.

PSYC 2330 Interpersonal Communication  
SPCH 1010 Public Communication (3 credits) or  
SPCH 2000 Fundamentals of Human Communication (3 credits) or  
SPCH 2020 Argument and Debate (3 credits) or  
SPCH 2030 Introduction to Performance Studies (3 credits) or  
SPCH 3120 Speech Communication for the Professions  
Electives from the General Education course framework (9 credits)

### Major Requirements 39 credits

ACCT 2200 Financial Accounting I (3 credits)  
ACCT 2300 Managerial Accounting (3 credits)  
BUSS 2150 Business Law I (3 credits)  
BUSS 3550 Introduction to International Business (3 credits)  
BUSS 4610 Business Research Methods (3 credits)  
BUSS 4880 Business Strategy and Policy (3 credits)  
FINC 3010 Corporation Finance (3 credits)  
MGMT 2050 Principles of Management (3 credits)  
MGMT 3660 Management Information Systems (3 credits)  
MGMT 3880 Operations Management (3 credits)  
MGMT 4160 Human Resource Management (3 credits)  
MGMT 4170 Organizational Behavior (3 credits)  
MRKT 3050 Marketing Principles and Application (3 credits)

### Open Electives 36 credits

## Finance Major

The finance major is designed for students who want to combine a broad approach to business studies with specialization in the discipline of finance. Finance majors develop a broad array of analytical skills in business law, international business, operations management, management, marketing, and accounting. More specialized skills in finance are realized through the study of foreign currencies, investments, portfolio theory, financial management, money and banking, and forecasting. Graduates are well prepared to enter the MBA program, professional programs such as law, and/or master's degree programs in finance. Graduates are also well prepared to work for a financial institution in credit, trust, or operations, or for a finance firm in the financial services industry, which includes investment brokerage, real estate, insurance, or financial planning.

## Curriculum

### General Education Requirements 30 credits

Students are required to complete general education courses. As part of those courses, these three courses must be completed.

ECON 2010 Principles of Macroeconomics (3 credits)  
ECON 2020 Principles of Microeconomics (3 credits)  
MATH 3020 Applied Statistics (3 credits)

### **Program Requirements 15 credits**

Finance majors are required to complete 5 additional courses listed below.

PSYC 2330 Interpersonal Communication  
SPCH 1010 Public Communication (3 credits) or  
SPCH 2000 Fundamentals of Human Communication (3 credits) or  
SPCH 2020 Argument and Debate (3 credits) or  
SPCH 2030 Introduction to Performance Studies (3 credits) or  
SPCH 3120 Speech Communication for the Professions  
Electives from the General Education course framework (9 credits)

### **Major Requirements 57 credits**

ACCT 2200 Financial Accounting I (3 credits)  
ACCT 2300 Managerial Accounting (3 credits)  
BUSS 2150 Business Law I (3 credits)  
BUSS 3550 Introduction to International Business (3 credits)  
BUSS 4880 Business Strategy and Policy (3 credits)  
ECON 3010 Intermediate Macroeconomics (3 credits)  
ECON 3210 Monetary Theory and Policy (3 credits)  
ECON 4210 Econometrics (3 credits)  
FINC 3010 Corporation Finance (3 credits)  
FINC 3110 Financial Management (3 credits)  
FINC 3120 Principles of Investments (3 credits)  
FINC 3130 Securities Analysis (3 credits)  
FINC 3150 Banking and Financial Institutions (3 credits)  
FINC 4120 Advanced Financial Management (3 credits)  
FINC 4130 Portfolio Theory (3 credits)  
FINC 4550 International Finance and Banking (3 credits)  
MGMT 3880 Operations Management (3 credits)  
MGMT 4170 Organizational Behavior (3 credits)  
MRKT 3050 Marketing Principles and Application (3 credits)

### **Open Electives 18 credits**

## Professional Management Major

The professional management major is designed for working adults who are advancing into supervisory and management positions. The program provides a broad base of business skills that will prepare students for the challenges and opportunities encountered in today's business environment. Successful employment in business requires a background in accounting, computers, economics, finance, and marketing. Graduates of this program are prepared for a wide variety of career opportunities. The program requirements for the professional management major are similar to the business administration major with the primary difference in the number of credit hours in the major requirements and the open electives sections.

### Curriculum

#### **General Education Requirements 15 credits**

#### **Program Requirements 18 credits**

Elective from the General Education course framework (3 credits)  
MATH 1030 Intermediate Algebra (3 credits)  
POLS 1010 American Government and Politics (3 credits) or  
POLS 2010 Comparative Government (3 credits)  
PSYC 2330 Interpersonal Communication (3 credits)  
SPCH 3120 Speech Communication for the Profession (3 credits)  
WRIT 2150 Writing for the Professions (3 credits)

#### **Major Requirements 30 credits**

ACCT 2200 Financial Accounting I (3 credits)  
BUSS 4610 Business Research Methods (3 credits)  
BUSS 4880 Business Strategy and Policy (3 credits)  
ECON 2010 Principles of Macroeconomics (3 credits)  
FINC 3010 Corporation Finance (3 credits)  
MATH 3020 Applied Statistics (3 credits)  
MGMT 2050 Principles of Management (3 credits)  
MGMT 3660 Management Information Systems (3 credits)  
MGMT 4170 Organizational Behavior (3 credits)  
MRKT 3050 Marketing Principles and Application (3 credits)

#### **Business Concentration 12 credits**

#### **Open Electives 45 credits**

## Sport and Wellness Studies Major - Sport Management Specialty

The sport and wellness studies major, available to students enrolled in the Professional and Liberal Studies Program, prepares students to pursue careers in school and community-based programs, professional sports, and commercial and agency-based programs. The sport and wellness studies major is available only to students enrolled in the Professional and Liberal Studies (day) Program on campus.

### Curriculum

#### **General Education Requirements 30 credits**

Students are required to complete general education courses. As part of those courses, these three courses must be completed.

ECON 2010 Principles of Macroeconomics (3 credits)  
ECON 2020 Principles of Microeconomics (3 credits)  
MATH 3020 Applied Statistics (3 credits)

#### **Program Requirements 15 credits**

Sport and Wellness majors are required to complete 5 additional courses listed below.

PSYC 2330 Interpersonal Communication  
SPCH 1010 Public Communication (3 credits) or  
SPCH 2000 Fundamentals of Human Communication (3 credits) or  
SPCH 2020 Argument and Debate (3 credits) or  
SPCH 2030 Introduction to Performance Studies (3 credits) or  
SPCH 3120 Speech Communication for the Professions  
Electives from the General Education course framework (9 credits)

#### **Major Requirements 48 credits**

ACCT 2200 Financial Accounting I (3 credits)

HMG 3820 The Tourism System (3 credits) or  
 HMG 4860 World Event and Conference Planning (3 credits)  
 MGMT 3660 Management Information Systems (3 credits)  
 MGMT 4160 Human Resource Management (3 credits)  
 MRKT 3050 Marketing Principles and Application (3 credits)  
 SPWS 1200 Sport and Wellness Management (3 credits)  
 SPWS 3100 Legal Aspects of Sport and Wellness (3 credits)  
 SPWS 3300 Facility and Event Management (3 credits)  
 SPWS 3400 Finance and Fund-Raising in  
 Sport Management (3 credits)  
 SPWS 3500 Sport Finance (3 credits)  
 SPWS 4200 Sport and Wellness in our  
 Social Institutions (3 credits)  
 SPWS 4300 Sport, Wellness, and Diversity (3 credits)  
 SPWS 4400 Sport and Wellness Administration (3 credits)  
 SPWS 4500 Sport Marketing (3 credits)  
 SPWS 4800 Practicum/Field Experience I (3 credits)  
 SPWS 4900 Practicum/Field Experience II (3 credits)

**Open Electives 27 credits**

## Minors in Business

The H. Wayne Huizenga School of Business and Entrepreneurship offers minors in business administration intended for non-business majors who desire a course of study in a business-related subject area in preparation for careers or graduate studies.

### Accounting Minor

The minor in accounting provides students with practical accounting knowledge. All students who minor in accounting are required to complete six of the courses listed below. 18 credits

ACCT 2200 Financial Accounting I (3 credits)  
 ACCT 2300 Managerial Accounting (3 credits)  
 ACCT 3030 Cost Management (3 credits)  
 ACCT 3050 Financial Accounting II (3 credits)  
 ACCT 3060 Financial Accounting III (3 credits)  
 ACCT 3110 Federal Taxation I (3 credits)  
 ACCT 4050 Accounting Information Systems (3 credits)  
 ACCT 4210 Auditing I (3 credits)

### Banking and Finance Minor

This minor is designed for students who are employed, or who would like to pursue a career, with financial institutions. All students who minor in banking and finance are required to complete six of the courses listed below. 18 credits

ECON 3010 Intermediate Macroeconomic (3 credits)  
 ECON 3210 Monetary Theory and Policy (3 credits)  
 ECON 4210 Econometrics (3 credits)  
 FINC 3010 Corporation Finance (3 credits)  
 FINC 3110 Financial Management (3 credits)  
 FINC 3120 Principles of Investments (3 credits)  
 FINC 3150 Banking and Financial Institutions (3 credits)  
 FINC 4550 International Finance and Banking (3 credits)

### Business Minor

This minor is designed for students who want exposure to primary topical areas in business to help prepare them for

jobs in business and industry. All students who minor in business management are required to complete six of the courses listed below, with a minimum of 9 credits at the 3000/4000 level. \*These courses satisfy most of the prerequisite courses needed for entrance into an MBA program. 18 credits

ACCT 2200 Financial Accounting I\* (3 credits)  
 ACCT 2300 Managerial Accounting (3 credits)  
 BUSS 1010 Introduction to Business (3 credits)  
 BUSS 2150 Business Law I (3 credits)  
 BUSS 3100 Small Business Management (3 credits)  
 BUSS 3550 Introduction to International Business (3 credits)  
 BUSS 4100 Business Ethics (3 credits)  
 ECON 2010 Principles of Macroeconomics\* (3 credits)  
 FINC 3010 Corporation Finance\* (3 credits)  
 MGMT 2050 Principles of Management (3 credits)  
 MGMT 3880 Operations Management (3 credits)  
 MGMT 4160 Human Resource Management (3 credits)  
 MGMT 4170 Organizational Behavior (3 credits)  
 MRKT 3050 Marketing Principles and Application\* (3 credits)

## Hospitality Management Minor

The global hospitality and tourism industry, which brings together the lodging, food, attractions, world events, and travel industries, is the world's largest enterprise. With trillions of dollars in expenditures, the industry generates more than 200 million jobs. Meeting industry needs is the key focus of this minor, which equips students with the hospitality training to compete in this dynamic and exciting industry.

All students who minor in hospitality management are required to complete five of the courses listed below. 15 credits

HMG 3300 Food and Beverage Operations (3 credits)  
 HMG 3450 Guest Services and Rooms  
 Division Management (3 credits)  
 HMG 3500 Managing International Hospitality  
 Operations (3 credits)  
 HMG 3820 The Tourism System (3 credits)  
 HMG 3860 The Cruise Attraction (3 credits)  
 HMG 4310 Restaurant Management Seminar (3 credits)  
 HMG 4500 Hospitality/Tourism Practicum (3 credits)  
 HMG 4840 Special Interests and Ecotourism (3 credits)  
 HMG 4860 World Event and Conference Planning (3 credits)

## Human Resource Management Minor

This minor is designed for students who are or would like to be employed in the fields of personnel, training and development, labor relations, or related areas.

All students who minor in human resource management are required to complete these five courses. 15 credits

MGMT 3100 Managing Conflict and Change (3 credits)  
 MGMT 3480 Industrial Psychology (3 credits)  
 MGMT 4050 Organization Development and Change (3 credits)  
 MGMT 4160 Human Resource Management (3 credits)  
 MGMT 4170 Organizational Behavior (3 credits)  
 MGMT 4250 Strategic Human Resource Management (3 credits)  
 MGMT 4300 Managing Workplace Diversity (3 credits)  
 MGMT 4450 Labor Relations and Negotiations (3 credits)



## International Business Minor

This minor is designed for students employed by, or desiring employment in, multinational companies. Exporters, importers, freight forwarders, customs brokers, transportation firms, wholesalers, or manufacturers should choose this minor.

All students who minor in international business are required to complete these five courses. 15 credits

BUSS 3550 Introduction to International Business (3 credits)  
BUSS 4300 Export/Import Trade (3 credits)  
ECON 4300 International Economics (3 credits)  
FINC 4550 International Finance and Banking (3 credits)  
HMGT 3500 Managing International Hospitality Operations (3 credits)  
MGMT 4600 International Management (3 credits)  
MRKT 4500 International Marketing (3 credits)

## Marketing Minor

This minor is designed for students who are employed in the fields of advertising, sales, promotion, retail, wholesale, or related areas or for those who would like to pursue a career in marketing.

All students who minor in marketing are required to complete six of the courses listed below. 18 credits

MRKT 3050 Marketing Principles and Application (3 credits)  
MRKT 3100 Marketing Services (3 credits)  
MRKT 3210 Advertising and Sales (3 credits)  
MRKT 4210 Marketing Communication Strategies (3 credits)  
MRKT 4350 Service Quality Management (3 credits)  
MRKT 4500 International Marketing (3 credits)  
MRKT 4710 Marketing Strategy (3 credits)

## Concentrations in Business

All students who major in one of the business disciplines are encouraged to complete one or more concentrations to prepare them for careers or graduate studies. Concentrations are available to business students only. A concentration requires the completion of 12 credits from the courses listed. Please note that some courses have prerequisites that must be satisfied and that not all concentrations are offered at every site or cluster.

### Guidelines:

- A maximum of one half of the credits needed to complete a concentration may be transferred into the concentration from accredited institutions.
- A course may be used to satisfy requirements in more than one concentration.
- A course may be used to satisfy requirements within the major, minor, and/or concentration.
- Students who wish to substitute courses not on the recommended list of concentrations should see their enrollment counselor for guidance on appropriate processes and procedures.

## Accounting Concentration

This concentration gives students flexibility to develop the knowledge essential for their own career needs or to satisfy requirements for admission to graduate accounting programs.

Students select any four of the following courses. 12 credits

ACCT 3030 Cost Management (3 credits)  
ACCT 3050 Financial Accounting II (3 credits)  
ACCT 3060 Financial Accounting III (3 credits)  
ACCT 3110 Federal Taxation I (3 credits)  
ACCT 3120 Federal Taxation II (3 credits)  
ACCT 4010 Financial Accounting IV (3 credits)  
ACCT 4050 Accounting Information Systems (3 credits)  
ACCT 4210 Auditing I (3 credits)  
ACCT 4220 Auditing II (3 credits)

## Banking and Finance Concentration

This concentration gives students the fundamental knowledge needed for careers with financial institutions.

Students select any four of the following courses. 12 credits

ECON 3010 Intermediate Macroeconomic Theory (3 credits)  
ECON 3210 Monetary Theory and Policy (3 credits)  
ECON 4210 Econometrics (3 credits)  
FINC 3110 Financial Management (3 credits)  
FINC 3120 Principles of Investments (3 credits)  
FINC 3150 Banking and Financial Institutions (3 credits)  
FINC 4550 International Finance and Banking (3 credits)

## Hospitality Management Concentration

This concentration reflects the key areas of training necessary to develop future managerial candidates for the global hospitality and tourism industry, as identified by industry professionals.

Students select any four of the following courses. 12 credits

HMGT 3300 Food and Beverage Operations (3 credits)  
HMGT 3450 Guest Services and Rooms Division Management (3 credits)  
HMGT 3500 Managing International Hospitality Operations (3 credits)  
HMGT 3820 The Tourism System (3 credits)  
HMGT 3860 The Cruise Attraction (3 credits)  
HMGT 4310 Restaurant Management Seminar (3 credits)  
HMGT 4500 Hospitality/Tourism Practicum (3 credits)  
HMGT 4840 Special Interests and Ecotourism (3 credits)  
HMGT 4860 World Event and Conference Planning (3 credits)

## Human Resource Management Concentration

This concentration gives students in-depth knowledge to facilitate careers in training and development, labor relations, and general human resource management.

Students select any four of the following courses. 12 credits

MGMT 3100 Managing Conflict and Change (3 credits)  
MGMT 3480 Industrial Psychology (3 credits)  
MGMT 4050 Organization Development and Change (3 credits)  
MGMT 4250 Strategic Human Resource Management (3 credits)  
MGMT 4300 Managing Workplace Diversity (3 credits)  
MGMT 4450 Labor Relations and Negotiations (3 credits)

## International Business Concentration

This concentration is designed for students who desire careers with multinational companies and companies involved in the exporting and importing of goods and services.

Students select any four of the following courses. 12 credits

BUSS 4300 Export/Import Trade (3 credits)  
ECON 4300 International Economics (3 credits)  
FINC 4550 International Finance and Banking (3 credits)  
HMG1 3500 Managing International Hospitality Operations (3 credits)  
MGMT 4600 International Management (3 credits)  
MRKT 4500 International Marketing (3 credits)

## Management Concentration

This concentration enhances the student's knowledge of business management and helps prepare them for roles of greater responsibility and supervision.

Students select any four of the following courses. 12 credits

BUSS 2150 Business Law I (3 credits)  
BUSS 3100 Small Business Management (3 credits)  
BUSS 3550 International Business (3 credits)  
BUSS 4100 Business Ethics (3 credits)  
MGMT 2510 Supervisory Skills (3 credits)  
MGMT 3100 Managing Conflict and Change (3 credits)  
MGMT 3880 Operations Management (3 credits)  
MGMT 4050 Organization Development and Change (3 credits)  
MGMT 4160 Human Resource Management (3 credits)  
MGMT 4300 Managing Workplace Diversity (3 credits)

## Marketing Concentration

This concentration gives students advanced knowledge for careers in advertising, sales, promotion, retail, and wholesale.

Students select any four of the following courses. 12 credits

BUSS 4300 Export/Import Trade (3 credits)  
MRKT 3100 Marketing Services (3 credits)  
MRKT 4210 Marketing Communication Strategies (3 credits)  
MRKT 4350 Service Quality Management (3 credits)  
MRKT 4500 International Marketing (3 credits)  
MRKT 4710 Marketing Strategy (3 credits)

# College of Allied Health and Nursing

## Degree Programs

The bachelor of health science (B.H.Sc.) program is an online degree completion/advancement program for graduates from associate's degree, diploma or certificate programs in the health sciences such as military trained health care technicians, radiology technicians, respiratory therapists, etc. The NSU B.H.Sc. course of study is interdisciplinary and is designed to provide career advancement for health care practitioners as well as deliver a well-rounded generalist curriculum.

The Nursing Department offers a bachelor of science degree in nursing for students who are seeking initial licensure as a registered nurse (entry-level program) and students with an AS Degree or Diploma in Nursing (RN to BSN). Entry level students must complete the 30 credits of general education courses prior to making application to the program; RN to BSN students may complete the general education courses while enrolled in the nursing program.

For more information, students should refer to the College of Allied Health and Nursing Web site: ([www.nova.edu/cah](http://www.nova.edu/cah)) or catalog, ([hpd.nova.edu/catalog](http://hpd.nova.edu/catalog)).

# Course Descriptions

## Accounting (ACCT)

**ACCT 2200 Financial Accounting I (3.00 credits)** Provides an introduction to financial accounting and its decision-making elements. Areas covered are the conceptual frameworks of accounting, financial statements and their components, and financial statements and their components, and advanced manufacturing environments.

**ACCT 2300 Managerial Accounting (3.00 credits)** Integrates the accounting process with the planning, coordinating, and control functions of the business organization. Topics include strategic planning, tactical and operational decision making, budgeting, responsibility accounting, and performance measurement. Prerequisite: ACCT 2200.

**ACCT 3030 Cost Management (3.00 credits)** Students learn cost measurement techniques in the manufacturing and service sectors. Using a strategic approach, the course examines the design and operation of cost accounting systems in both traditional and advanced manufacturing environments. Prerequisite: ACCT 2300.

**ACCT 3050 Financial Accounting II (3.00 credits)** A continuation of Financial Accounting I. The concepts underlying valuation of assets and liabilities are covered. Prerequisite: ACCT 2200.

**ACCT 3060 Financial Accounting III (3.00 credits)** A continuation of Financial Accounting II. Topics include the conceptual foundations of equity, earning per share, the income statement, leases, and deferred taxes. Prerequisite: ACCT 3050.

**ACCT 3110 Federal Taxation I (3.00 credits)** Examines the fundamentals of individual income taxation. A background of accounting courses is not essential for this course. The course may be of special interest to non business majors. Topics include exemptions, exclusions, and deductions available to the individual. These concepts will aid the student in the preparation of an individual tax return. Prerequisite: ACCT 2200.

**ACCT 3120 Federal Taxation II (3.00 credits)** Provides an overview of the Internal Revenue Code as it applies to partnerships, corporations, estates, and trusts. Prerequisite: ACCT 3110.

**ACCT 3900 Acct Internship/Cooperative Education (3.00 credits)** Work placement (10-20 hours per week) for a period of 16 weeks in the student's major area of study or area of career interest. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credits towards degree, and permission from Director. Position must be approved by Career Services before student may register for this course. Student may enroll in this course more than one time.

**ACCT 4010 Financial Accounting IV (3.00 credits)** A continuation of Financial Accounting III. Topics include pensions, correction of accounting errors, cash flow statements, fundamental consolidation concepts, international currency accounting, and fund accounting for governments and nonprofit organizations. Prerequisite: ACCT 3060.

**ACCT 4050 Accounting Information Systems (3.00 credits)** Examines the design, construction, and operation of accounting information systems. Information theory, database construction, computer hardware and software selection, and internal control are also covered. Prerequisite: ACCT 3060.

**ACCT 4210 Auditing I (3.00 credits)** Provides an overview of basic auditing concepts, auditing standards, and audit programs. Special

emphasis is given to preparing the student for the auditing section of the CPA examination. Prerequisite: ACCT 3060.

**ACCT 4220 Auditing II (3.00 credits)** This course explores contemporary issues that have critical impact on the field of auditing. Questions such as, "What are the emerging expectations of audits?" and "How can auditors improve the auditing process?" will be addressed. Prerequisite: ACCT 4210.

**ACCT 4910 Advanced Special Topics (3.00 credits)** Examines topics in accounting not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

**ACCT 4920 Advanced Special Topics (3.00 credits)** Examines topics in accounting not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

## Dispute Resolution (ADRB)

**ADRB 2000 Introduction to Dispute Resolution (3.00 credits)** This course provides an introduction to conflict and conflict resolution and various ways in which conflict resolution can be practically applied. In addition, the course focuses on some of the basic theories of conflict escalation and de-escalation as well as communication and problem-solving skills with practical application using a variety of techniques. The course also introduces the student to the process of negotiating public disputes. Prerequisite: sophomore standing.

## The Arts (ARTS)

**ARTS 1400 The Theater Arts (3.00 credits)** This course focuses on the arts of the theatre, including drama, music, dance, and play production, particularly those plays representing major theatrical trends.

**ARTS 1500 Music Through History (3.00 credits)** This course traces the development of music in Western culture, with an emphasis on music written and preserved from the Middle Ages to the present. The course encourages and enables students to recognize, analyze, and understand the materials of music (such as musical instruments and their properties, and the use of scales, modes and rhythms) as well as various musical forms (fugue, sonata cycle, overture).

**ARTS 2300 Art and Society (3.00 credits)** This course examines the ways in which artists and the arts have influenced Western society from the Renaissance to the 20th century, focusing on painting, sculpture, architecture, music, dance, and film. Students will also visit local museums and attend musical and theatrical events as a means of gaining a greater understanding of the arts.

**ARTS 2540 Introduction to Film Criticism (3.00 credits)** Understanding film as an art form through examining its history. Topics include the technological and commercial origins of film, social developments affecting film, and critical approaches to film. Prerequisite: COMP 1500.

**ARTS 3000 Film Studies (3.00 credits)** A study of film in its relation to specific film genres, minorities, or literature. Specific focus to be announced. May be repeated once for credit, if content changes and with

department approval. Prerequisite: ARTS 2540 and COMP 2000, 2010 or 2020.

**ARTS 3020 Women in the Arts (3.00 credits)** A study of the particular contributions of women in art, music, theatre, and dance. Prerequisite: One ARTS course; COMP 2000, 2010, or 2020.

**ARTS 3300 Myth and Art (3.00 credits)** This course focuses of the relations between verbal and visual arts, particularly the myths and epics of Europe and the Mediterranean world, and the later literary and artistic traditions developing from them. Pre-requisite: one ARTS course; COMP 2000, 2010, or 2020.

**ARTS 3400 Non-Western and Modern Art (3.00 credits)** This course focuses on Asian Oceanic, African, and Native American arts and cultures, their discovery by the West, and their influences on the development of 20th-century art and society. Pre-requisite: one ARTS course; COMP 2000, 2010, or 2020.

**ARTS 4900 Special Topics in the Arts (3.00 credits)** This course is designed for students with an interest in a particular period or genre of art, music, or theatre, specific artist, composers, dramatists, or topics not covered in other art, music, or theatre courses. Specific focus to be announced. May be repeated once for credit, if content changes and with department approval. Pre-requisite: one ARTS course; COMP 2000, 2010, or 2020.

**ARTS 4990 Independent Study (3.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Written consent of instructor and department director required. Prerequisites: one ARTS course; COMP 2000, 2010, or 2020.

## Athletic Training (ATTR)

**ATTR 1100 Intro to Athletic Training (1.00 credits)** The focus of study will be an introduction to the sports medicine team, legal considerations, environmental concerns, and the profession of athletic training. Students will be able to promote athletic training as a professional discipline in order to educate athletes, the general public, and the physically active. This course includes minimum of 50 hours of scheduled clinical observations at an approved site, under the supervision of a Certified Athletic Trainer.

**ATTR 1200 Principles of Athletic Training (3.00 credits)** Emphasis will be on the basic concepts of preventing athletic, injury recognition and assessment, and care and treatment procedures for proper management of athletic injuries. Additionally, students will be instructed in the arts and skills of taping and wrapping. This course includes minimum of 50 hours of scheduled clinical observations at an approved clinical site, under the supervision of a Certified Athletic Trainer. Prerequisite: ATTR 1100.

**ATTR 1300 Emergency Care and First Aid (3.00 credits)** Students will learn to recognize, assess, and treat the acute injuries and illnesses of athletes and others involved in physical activities, and to provide proper medical referral. Additional information that will be covered includes First Aid skills, Rescuer Cardiovascular Pulmonary Resuscitation, preventing disease transmission information, automated external defibrillator and oxygen administration.

**ATTR 1400 Health and Fitness (3.00 credits)** This course will provide students with the basic concepts of health such as nutritional issues, physiological concerns, and wellness screening. Students will also gain an appreciation for lifetime fitness activities and an understanding of how community programs provide necessary health services to the general public.

**ATTR 2100 Injury Evaluation I (3.00 credits)** Emphasis will be on recognition, assessment, treatment and appropriate medical referral of

athletic injuries and illness of the upper extremities included head and cervical spine. Additional emphasis will be placed on the psychosocial aspects of injury and illness. This course includes a laboratory component. Prerequisite: ATTR 1200. Previous title was Basic Athletic Training/Lab.

**ATTR 2200 Injury Evaluation II (3.00 credits)** Emphasis will be on recognition, assessment, treatment and appropriate medical referral of athletic injuries and illnesses of the lower extremities including the lumbar spine. Heavy emphasis will be placed on the clinical skills. Only for students matriculated in the Athletic Training Education Program. Prerequisite: ATTR 2100.

**ATTR 2210 Clinical Experiences in Athletic Training I (1.00 credits)** These courses focus on field experiences and the application of learned principles from athletic training clinical skills. This course includes 200 hours of observation in various settings and specific clinical skills from the previous semester to facilitate comprehensive learning. Students will be supervised and given the opportunity to practice learned skills in the clinical setting. Only for students matriculated in the Athletic Training Education Program. Prerequisite: ATTR 1200.

**ATTR 2220 Clinical Experiences in Athletic Training II (1.00 credits)** These courses focus on field experiences and the application of learned principles from athletic training clinical skills. This course includes 200 hours of observation in various settings and specific clinical skills from the previous semester to facilitate comprehensive learning. Students will be supervised and given the opportunity to practice learned skills in the clinical setting. Only for students matriculated in the Athletic Training Education Program. Prerequisite: ATTR 2210.

**ATTR 2300 Sports Nutrition (3.00 credits)** This course includes the study of nutrition, biochemical processes in energy metabolism, and nutrition related health problems. Additional emphasis will be placed on nutrition as it relates to physical performance, sports and fitness.

**ATTR 2400 Strength and Conditioning (2.00 credits)** This course includes the study of the varied aspects of strength training in a variety of sports. In addition to learning and practicing strength training techniques students will design a conditioning program for pre-season, in season, off-season and recovery modules.

**ATTR 3100 General Medicine in Sports (3.00 credits)** Students will acquire skills and knowledge on the recognition, treatment, and referral of general medical conditions related to each of the body systems, including but not limited to congenital and acquired abnormalities of athletes and other physically active individuals. Also included are physiological progression of injuries, illnesses, and diseases. Additional area of focus is related to pathology, medical diagnostics, and medical interventions (pharmacological and procedural) and the implications of these for the athlete or others involved in physical activities. Prerequisite: BIOL 3312 or Equivalent.

**ATTR 3230 Clinical Experiences in Athletic Training III (1.00 credits)** These courses focus on field experiences and the application of learned principles from athletic training clinical skills. This course includes 200 hours of observation in various settings and specific clinical skills from the previous semester to facilitate comprehensive learning. Students will be supervised and given the opportunity to practice learned skills in the clinical setting. Only for students matriculated in the Athletic Training Education Program. Prerequisite: ATTR 2220.

**ATTR 3240 Clinical Experiences in Athletic Training IV (1.00 credits)** These courses focus on field experiences and the application of learned principles from athletic training clinical skills. This course includes 200 hours of observation in various settings and specific clinical skills from the previous semester to facilitate comprehensive learning. Students will be supervised and given the opportunity to practice learned skills in the clinical setting. Only for students matriculated in the Athletic Training Education Program. Prerequisite: ATTR 3230.

**ATTR 3300 Therapeutic Modalities/Lab (4.00 credits)** A study of sports therapy physical agents used to treat injuries of the musculoskeletal, neuromuscular and integumentary system including, but not limited to cryotherapy, hydrotherapy, electrotherapy, biofeedback, and mechanical therapy. Students will apply the techniques and clinical skills related to the application of therapeutic modalities. Clinical hours in the athletic training room and other facilities (see Clinical Experience I through IV) will give the student the additional opportunity to use the knowledge, skills, and techniques learned in this course. Only for students matriculated in the Athletic Training Education Program. Prerequisite: ATTR 2200.

**ATTR 3500 Rehabilitation of Athletic Injuries/Lab (4.00 credits)** A study of concepts and principles of a comprehensive rehabilitation program including the neuromuscular aspects of exercise, theories of motor control and motor learning, determination of therapeutic goals and objectives, selection of therapeutic exercises, methods of evaluating and recording rehabilitation progress, development of criteria for progress and return to completion, and the physiological effects of tissue trauma/wound healing and inactivity/immobilization. Students will apply the techniques and clinical skills related to the application of rehabilitation. Clinical hours in the athletic training room and other facilities (see Clinical Experience I through IV) will give the student the additional opportunity to use the knowledge, skills, and techniques learned in this course. Only for students matriculated in the Athletic Training Program. Prerequisite: ATTR 3300.

**ATTR 4100 Athletic Training Administration (3.00 credits)** Concepts of legal liability, financial management, public relations, inventory control, facility design and administrator of Allied Health Care Programs will be addressed. Additionally, the student will discuss the day-to-day supervision, scheduling and provision of services to athletes and other physically active individuals offered in athletic training rooms, health care facilities and other venues. Only for students matriculated in the Athletic Training Education Program.

**ATTR 4300 Applied Research in Athletic Training (3.00 credits)** Research methodology, statistical analysis, data collection, writing for publication, related to athletic training. Students will gain a theoretical basis, develop, and write a research proposal that may be executed and completed during their senior clinical internship. Only for students matriculated in the Athletic Training Education Program. (200430)

**ATTR 4950 Internship in Athletic Training (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA or 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

## Biology (BIOL)

**BIOL 1040 Environmental Studies (3.00 credits)** Overview of environmental science that integrates social, economic, technical, and political issues. Problems of ecological disruptions, growth of human populations, land use, energy, water supplies, food supplies, pesticides, and pollution are covered.

**BIOL 1050 Concepts In Biology (3.00 credits)**

**BIOL 1060 Amoebas to Zebras: Life on Earth (3.00 credits)** Tiptoe through the tulips, tapeworms, toadstools, tiger sharks, and tarantulas. This course is an overview of the diversity of life on earth, introducing the major groups of living things, from bacteria to mammals, with introductions to basic concepts in ecology, evolution, and life processes.

**BIOL 1060H Amoebas to Zebras Life Earth Honors (3.00 credits)** Tiptoe through the tulips, tapeworms, toadstools, tiger sharks, and tarantulas. This course is an overview of the diversity of life on earth, introducing the major groups of living things, from bacteria to mammals,

with introduction to basic concepts in ecology, evolution, and life processes. This course includes some laboratories and field trips. Prerequisite: Honors students only.

**BIOL 1070 Basics of Human Heredity (3.00 credits)** This course examines basic concepts of genetics and their application to human heredity and diversity. Topics covered include structure and function of DNA, genes and chromosomes, the role of genes in heredity, tracing of genetic traits in family trees, and advances in genetic technologies as applied to human medicine. This course is intended for non-biological science majors. Prerequisites: MATH 1030 with a C or higher.

**BIOL 1080 Human Biology (3.00 credits)** This course explores the biology of the human organism and is designed to provide a framework by which the student can understand human biology at the cellular, molecular, and organismal levels, both in the healthy state and when it is diseased and/or malfunctioning. The course will emphasize the process of recognizing choices and the application of biological knowledge in the decision making process. Topics will include a study of the organ systems, immunity, and reproduction and development. This course is not intended for Biology majors.

**BIOL 1090 The Age of Dinosaurs (3.00 credits)** An introduction to the most fascinating period of life on earth--The Mesozoic Era--emphasizing the most famous inhabitants of the time--the dinosaurs: their kinds, ecology, evolution, life habits, and eventual extinction. The course also introduces basic concepts in evolution, geology, and paleontology needed to understand dinosaurs and the other animals and plants that populated the Mesozoic world.

**BIOL 1100 Concepts in Biology (3.00 credits)** Focuses on the fundamental concepts in the life sciences and helps students make connections to the real world. Basic functions of life are compared and contrasted among the five kingdoms. Connections are made between the various life forms and humans. Life is studied at all levels, from the cell to the ecosystem. The complementarity of structure and function is stressed. Evolution is the guiding theme throughout the course. Prerequisite: MATH 1000 with C- or higher.

**BIOL 1101 Concepts and Connections in Biology Lab (1.00 credits)** The laboratory series connects science with teaching and the real world. Students are taught how to convert scientific themes into investigative packs for the curious nature of the middle school students. The course will be taught in a format that utilizes easily accessible equipment and supplies and uses resources that are generally available within the community. Laboratory exercises connect biology to the student: understanding key biological concepts of plants, animals, physiology, anatomy, and heredity and genetics.

**BIOL 1220 Introduction to Marine Biology (3.00 credits)** Introduction to marine environments of South Florida with emphasis on adaptation of local organisms to a variety of habitats including mangrove swamps, the intertidal zone sea grass meadows, coral reefs, and the Gulf Stream. Field trips to various South Florida marine habitats will round out the course experience.

**BIOL 1400 Introductory Cell Biology (3.00 credits)** This course is an introduction to the basic principles of Cell and Molecular Biology. It includes the study of atomic, molecular, and cellular structure and function; biochemical processes and pathways; and molecular and classical genetics. Prerequisites: MATH 1000 with a C- or higher.

**BIOL 1480 Biology I (3.00 credits)** An introduction to the biological sciences for students interested in pursuing a career in this area. Includes cellular and molecular organization, cell reproduction, genetics, and evolution. This class does not include a lab. Prerequisite: MATH 1040 with a C or higher.

**BIOL 1490 Biology II (3.00 credits)** Second part of a two-part sequence that includes a survey of the five kingdoms and structure and function in plants and animals. This course does not include a lab.

**BIOL 1500 Biology I/Lab (4.00 credits)** An introduction to the biological sciences for students interested in pursuing a career in this area. Includes subcellular and cellular organization, structures and function, biochemistry, classical and molecular genetics, and population dynamics - all arranged around evolution as a major theme. Includes laboratory sessions. Prerequisites: MATH 1040 with a C- or higher and COMP 1000.

**BIOL 1510 Biology II/Lab (4.00 credits)** Second part of two-part sequence that includes a survey of the five kingdoms and structure and function in plants and animals. Includes laboratory sessions. Prerequisites: MATH 1040 with a C- and COMP 1000.

**BIOL 1520 Biology I Lab Only (1.00 credits)** An introductory lab course which covers subcellular and cellular organization, structures and function, biochemistry classical and molecular genetics, and population dynamics all arranged around evolution as a major theme.

**BIOL 1530 Biology II Lab Only (1.00 credits)** An introductory course that includes a survey of the five kingdoms and structure and function in plants and animals. This course does not include a lecture.

**BIOL 2200 General Botany/Lab (4.00 credits)**

**BIOL 2250 The Natural History of John U. Lloyd Beach State Park (3.00 credits)** This course provides an overview of the natural history of John U. Lloyd Beach State Park. Material to be covered includes the human history, climate, geology, vegetation, flora and fauna, and environmental conservation issues. This course is designed to prepare students for internships in the Park. Prerequisites: any BIOL 1000 level course.

**BIOL 2400 Applied Microbiology (3.00 credits)** This course is an introduction to the basic principles of applied microbiology. It provides an overview of medical microbiology. It introduces the diversity and importance microbes and their physiology. Aspects of pathogenicity and immunology are stressed. Prerequisite: BIOL 1400 and MATH 1030 with a C- or better.

**BIOL 2600 Medical Terminology (3.00 credits)** This course covers the basic structure of medical terms, including roots, prefixes, and suffixes. Emphasis will also be placed on the terminology of body systems. Medical terms related to anatomy, physiology, pathology, clinical procedures, laboratory tests, and medical abbreviations will be covered. Also, students will learn medical terminology related to specialized areas of medicine such as cancer medicines, nuclear medicines, radiology and radiotherapy, pharmacology, and psychiatry.

**BIOL 2900 Special Introductory Topics in Biological Science (4.00 credits)** Library research and laboratory studies will be performed in order for the student to learn how to raise, maintain and propagate aquatic organisms. Emphasis will be placed on water chemistry, diel cycling, and nutritional needs. Topics covering different content.

**BIOL 2950 Field Study at John U. Lloyd Beach State Park (3.00 credits)** This course provides an opportunity for students to conduct field studies at John U. Lloyd Beach State Park. Projects include guiding tours for the public and school groups, assisting park personnel with exotic plant removal and native plant rehabilitation, maintaining the nature trail, etc. Prerequisite: BIOL 2250.

**BIOL 3180 General Ecology Lab (1.00 credits)** This field-oriented laboratory course focuses on South Florida organisms. Visits to the Everglades, mangrove and coral reef ecosystems, and laboratory experiments will illustrate ecological concepts. Prerequisites: BIOL 1500 and BIOL 1510.

**BIOL 3190 General Ecology (3.00 credits)** This course examines the basic principles governing the interactions among organisms and between organisms and their environment. Topics include energy flow, population dynamics, social interactions, competition, predation, species diversity,

ecosystem stability, ecological succession, biogeochemical cycles and the impact of man. Prerequisites: BIOL 1500 & BIOL 1510.

**BIOL 3200 General Ecology/Lab (4.00 credits)** Basic principles governing the interaction of organisms and their environment including food webs, energy flow, biogeochemical cycles, factors controlling distribution and abundance, biological and species interaction, species diversity, ecosystem stability, ecological succession, and impact of man. Includes laboratory sessions. Prerequisites BIOL 1500 and BIOL 1510.

**BIOL 3210 History Of Science (3.00 credits)**

**BIOL 3298 Invertebrate Zoology (3.00 credits)** Basic invertebrate zoology including introductory anatomy, physiology, phylogeny, and ecology of major animal phyla from protozoa through echinoderms with emphasis on marine organisms. This course does not include a lab.

**BIOL 3299 Invertebrate Zoology Lab (1.00 credits)** Basic invertebrate zoology including introductory anatomy, physiology, phylogeny, and ecology of major animal phyla from protozoa through echinoderms with emphasis on marine organisms. This course does not include a lecture.

**BIOL 3300 Invertebrate Zoology/Lab (4.00 credits)** Basic invertebrate zoology including introductory anatomy, physiology, phylogeny, and ecology of major animal phyla from protozoa through echinoderms with emphasis on marine organisms. Includes laboratory sessions. Prerequisites: BIOL 1500 and BIOL 1510.

**BIOL 3312 Human Anatomy & Physiology Lab (5.00 credits)** This course deals specifically with form and function of the human systems. The lecture period stresses human physiology; the laboratory is devoted to anatomy, histology physiology. The lecture and laboratory are presented in a unified fashion with the aim that each reinforces the other in presenting a complete picture of functional morphology. Although lower vertebrates are used for comparative purposes human systems receive major emphasis in both lecture laboratory. Prerequisite: BIOL 1500.

**BIOL 3320 Anatomy and Physiology I/Lab (4.00 credits)** This is the first part of a two-part course that deals specifically with form and function of vertebrate organ systems. The lecture period stresses human physiology and the laboratory is mainly devoted to gross anatomy. However, the lecture and laboratory are presented in a unified fashion with the aim that each reinforces the other in presenting a complete picture of functional morphology. Although lower vertebrates are used for comparative purposes, mammalian systems receive major emphasis in both lecture and laboratory. Prerequisite: An introductory, college-level biology or zoology course.

**BIOL 3321 Anatomy and Physiology I (3.00 credits)** This is the first part of a two-part course that deals specifically with form and function of the vertebrate organ systems. The lecture period stresses human physiology. Although the lower vertebrates are used for comparative purposes, the mammalian systems receive major emphasis. This course does not include a lab. Prerequisite: An introductory, college-level biology or zoology course.

**BIOL 3322 Anatomy and Physiology I Lab (1.00 credits)** This is the first part of a two-part course that deals specifically with form and function of the vertebrate organ systems. The lab is mainly devoted to gross anatomy. Although the lower vertebrates are used for comparative purposes, the mammalian systems receive major emphasis. This course does not include a lecture. Prerequisite: An introductory, college-level biology or zoology course.

**BIOL 3330 Anatomy and Physiology II/Lab (4.00 credits)** This is the second part of a two-part course that deals specifically with form and function of vertebrate organ systems. The lecture period stresses human physiology, and the laboratory is devoted to histology and physiology. The lecture and laboratory are presented in a unified fashion with the aim that each reinforces the other in presenting a complete picture of functional morphology. Although lower vertebrates are used for

comparative purposes, human systems receive major emphasis in both lecture and laboratory. Prerequisite: BIOL 3320.

**BIOL 3331 Anatomy and Physiology II (3.00 credits)** This is the second part of a two-part course that deals specifically with form and function of the vertebrate organ systems. The lecture period stresses human physiology. Although the lower vertebrates are used for comparative purposes, the human systems receive major emphasis. The course does not include a lab.

**BIOL 3332 Anatomy and Physiology II Lab (1.00 credits)** This is a second part of a two-part course that deals specifically with form and function of the vertebrate organ systems. The lab is mainly devoted to gross anatomy. Although the lower vertebrates are used for comparative purposes, the mammalian systems receive major emphasis. This course does not include a lecture.

**BIOL 3398 Microbiology (3.00 credits)** Introduction to basics of morphology, metabolism, growth, genetics, enumeration, and control and public health aspects of bacteria and viruses, with emphasis on marine processes and types. This course does not include a lab. Prerequisites: BIOL 1500, BIOL 1510, and CHEM 2310.

**BIOL 3399 Microbiology Lab (1.00 credits)** Introduction to Basics of morphology, metabolism, growth, genetics, enumeration, and control and public health aspects of bacteria and viruses, with emphasis on marine processes and types. This course does not include a lecture. Prerequisites: BIOL 1500, BIOL 1510, and CHEM 2310.

**BIOL 3400 Microbiology/Lab (4.00 credits)** Introduction to basics of morphology, metabolism, growth, genetics, enumeration, and control and public health aspects of bacteria and viruses, with emphasis on marine processes and types. Includes laboratory sessions. Prerequisites: BIOL 1510, BIOL 1510, and CHEM 2310.

**BIOL 3590 Genetics (3.00 credits)** Review of principles of Mendelian and quantitative inheritance considered at the morphological and molecular levels including a survey of population genetics and theories of natural selection and the study of amino acids and nucleotide substitutions as "evolutionary clocks." Prerequisites: BIOL 1500 and CHEM 2310.

**BIOL 3599 Genetics Lab (1.00 credits)** Review of principles of Mendelian and quantitative inheritance considered at the morphological and molecular levels including a survey of population genetics and theories of natural selection and the study of amino acids and nucleotide substitutions as "evolutionary clocks." This course does not include a lecture.

**BIOL 3600 Genetics/Lab (4.00 credits)** Review of principles of Mendelian and quantitative inheritance considered at the morphological and molecular levels including a survey of population genetics and theories of natural selection and the study of amino acids and nucleotide substitutions as "evolutionary clocks." Prerequisites: BIOL 1500, CHEM 2310, and MATH 3020 with a C- or better.

**BIOL 3700 Kinesiology (3.00 credits)** A study of the anatomy, physiology, and biomechanics of the muscle system as it relates to the principles of movement. Students will learn the muscle groups involved with specific movements and the results of the action of particular muscle groups on the overall movement. Both normal and impaired movements will be analyzed. Prerequisites: BIOL 3312 or BIOL 3320.

**BIOL 3710 Exercise Physiology (3.00 credits)** Study of the integration of cardiopulmonary, neuromuscular, and musculoskeletal systems as they apply to the movement of body through space. Studied at the chemical, cell, and organismal levels. Prerequisite: BIOL 3312 or BIOL 3320.

**BIOL 4200 Neurobiology (3.00 credits)** This course is an introductory survey that covers nerve function from the molecular level to behavior. The objective is to give the advanced student in the biological sciences insight into fundamental mechanisms of nervous integration. The

instructional format will consist of lectures, discussion groups, computer simulations, and guest lectures by practicing neuroscientists.

**BIOL 4340 Cellular and Molecular Biology (3.00 credits)** Molecular and biochemical basis of cell structure and function. Topics covered include modern methods for studying cells; cell architecture, growth and divisions; structure and expression of prokaryotic and eukaryotic genes; chromosome structure; development; immune system and cancer biology. This course does not include laboratory sessions. Prerequisites: BIOL 1500 and CHEM 2310.

**BIOL 4350 Cell and Molecular Biology/Lab (4.00 credits)** Molecular and biochemical basis of cell structure and function. Topics covered include modern methods for studying cells; cell architecture, growth and division; structure and expression of prokaryotic and eukaryotic genes; chromosome structure; development; immune system and cancer biology. This course does not include laboratory sessions. Prerequisites: BIOL 3312 or BIOL 3330.

**BIOL 4360 Immunology (3.00 credits)** A survey of introduction to immunology which includes innate and specific immunity, recognition of antigens, antibodies, the complement system, cytokines, cancer and the immune system, and autoimmunity. Prerequisites: BIOL 3330, BIOL 3400, and BIOL 3600.

**BIOL 4400 Developmental Biology (3.00 credits)** Principles of human cellular differentiation, morphogenesis, and development, with comparisons to lower animal forms. Prerequisites: Human Embryo or BIOL 3330 or BIOL 3312.

**BIOL 4448 Biochemistry Lab (1.00 credits)** Chemistry of proteins lipids, carbohydrates, and nucleic acids and principles in enzymology, metabolism, and bioenergetics. This is a laboratory session course.

**BIOL 4449 Biochemistry (3.00 credits)** Chemistry of proteins, lipids, carbohydrates, and nucleic acids and principles in enzymology, metabolism, and bioenergetics.

**BIOL 4450 Biochemistry/Lab (4.00 credits)** Chemistry of proteins, lipids, carbohydrates, and nucleic acids and principles in enzymology, metabolism, and bioenergetics. Prerequisite: BIOL 1500, CHEM 3200 or 3310.

**BIOL 4490 Research Methods (3.00 credits)** This course will present a broad theoretical outline for the design and implementation of research projects. Topics to be covered include problem definition, principles of design, sampling, measurement concepts, and research proposal preparation. Although this is not a course in statistics, a brief overview of univariate and bivariate statistics will be presented. This course will also cover the presentation of results, including graphics. It is assumed that the student will have some background in basic statistics and has some familiarity with computers.

**BIOL 4900 Special Topics in Biology (1.00 credits)** Topics in advanced biology that are not included in a regular course offering. Prerequisites may be required. Specific content and prerequisites are announced in the course schedule for the given term. Students may re-enroll for Special Topics covering different content.

**BIOL 4950 Internship in Biology (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

**BIOL 4990 Independent Study in Biology (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Prerequisite: to be determined by the faculty and the division director.

## Business (BUSS)

**BUSS 1010 Introduction to Business (3.00 credits)** Provides an overview of the private enterprise system. Topics include the key concepts of business, social responsibility, entrepreneurship, the management process, marketing, finance, and the legal and international environment of business.

**BUSS 2150 Business Law I (3.00 credits)** Applies the fundamentals of business law, contract law, property law, and negotiable instruments to business organizations. Credit cannot be obtained for both BUSS 2150 and LEGS 3400.

**BUSS 3020 Business Communications (3.00 credits)** Examines the strategies of effective written and oral business communications. Topics include persuasive messages, delivery of good news and bad news, sales letters, collection messages, design of business reports and oral presentations, use of visual aids, and resume preparation. Prerequisite: COMP 1500.

**BUSS 3050 Organization Theory (3.00 credits)** Emphasizes the structure of modern organizations and systems. The special problems of complex organizations, project and/or program management, matrix management, venture management, and contingency management will be discussed.

**BUSS 3100 Small Business Management (3.00 credits)** Studies management problems that relate to the small-scale entrepreneur. Examines the decisions to be made in initiating a business: implementing financial and administrative controls, operating systems, pricing and marketing strategy, and understanding the legal environment.

**BUSS 3150 Business Law II (3.00 credits)** A continuation of Business Law I. Applies law, bailments, and the Uniform Commercial Code to business organizations. Prerequisite: BUSS 2150.

**BUSS 3550 Introduction to International Business (3.00 credits)** Surveys the legal and cultural environment of international business; the international financial system; management of international operations; personnel and labor relations; international marketing; international economics, trade, and finance; multinational enterprise; and international accounting. Prerequisites: ECON 2010.

**BUSS 3900 Business Internship/Cooperative Education (3.00 credits)** Work placement (10-20 hours per week) for a period of 16 weeks in the student's major area of study or area of career interest. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credits towards degree, and permission from Director. Position must be approved by Career Services before student may register for this course. Student may enroll in this course more than one time.

**BUSS 4100 Business Ethics (3.00 credits)** Examines the nature of morality and theories of normative ethics. Identifies a variety of ethical issues and moral challenges involving consumers, the environment, the professions, and the role of the corporation in our society. Prerequisites: Senior standing.

**BUSS 4200 Ethics & Public Administration (3.00 credits)** This course helps prepare administrators by gaining an understanding of the definition and philosophy of ethics. Through group discussion and case analysis, students learn to recognize ethical problems and gain skills to address them. Requires senior standing.

**BUSS 4300 Export/Import Trade (3.00 credits)** Studies the management of the export/import department, including government regulations affecting imports; financing, insuring, transporting, and marketing of exported or imported raw materials and finished products; methods of purchasing foreign products and selling domestic goods abroad; joint marketing; licensing; and distributor relations. Prerequisite: MRKT 4500.

**BUSS 4610 Business Research Methods (3.00 credits)** Examines research designs commonly used in business decision making. Topics include survey, observation, data analysis, sampling, and quasi-experiments as they relate to problems in an organizational setting. Students submit a research proposal as part of the course requirements. Prerequisite: MATH 3020.

**BUSS 4880 Business Strategy and Policy (3.00 credits)** An integrative senior-year course in which the disciplines of management, finance, behavioral sciences, and marketing focus on the solution of business problems. Cause studies will be employed in this course. Prerequisite: senior standing.

**BUSS 4910 Advanced Special Topics (3.00 credits)** Advanced topics in business that are not listed in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

**BUSS 4920 Advanced Special Topics (3.00 credits)** Advanced topics in business that are not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

**BUSS 4990 Independent Study in Business (3.00 credits)** The student designs and carries out an independent research project under faculty supervision. Prerequisite: written consent of instructor and division director.

## Chemistry (CHEM)

**CHEM 1040 Chemistry and Society (3.00 credits)** Students in this course are provided with knowledge of chemical principles principally in terms of concepts. They will evaluate the importance of scientific inquisitiveness in every day life. The course will include, but not be limited to, topics such as chemical inventions, environmental chemistry (water, air, pollution regulation, hazardous waste, greenhouse gases, global warming, soil chemistry, fertilizer, pesticides), food chemistry (vitamins, minerals, growth hormones, food additives, preservatives, antioxidants) energy sources (batteries, fuels, power plants, solar energy nuclear reactors), synthetic materials (polymers, ceramics, glass, fabrics, modern materials, adhesives, paints, medicinal chemistry (vision, cancer therapy, prescription drugs, antibiotics, psychoactive drugs), biochemicals (proteins, enzymes, carbohydrates, hormones, lipids) consumer chemicals (cosmetics, cleansing agents, perfumes), chemical warfare agents and poisons.

**CHEM 1080 History of Chemistry (3.00 credits)** This course will cover selected aspects concerning the history of chemistry. The course will present important theories and/or experiments and their progenitors for several aspects in the historical development of chemistry. Topics include atomic theory, chemical bonding, the periodic table, gas laws, organic chemistry, nuclear chemistry, industrial chemistry, electrochemistry, spectroscopy, chemical warfare and explosives, instrumentation, and technology. These topics will be closely linked to the scientists and their times.

**CHEM 1100 Fundamentals of Chemistry (3.00 credits)** This course is an introduction to general chemistry. It will start with a foundation of energy and the nature of matter. Upon this foundation students will investigate chemical reactions, chemical nomenclature, and reaction stoichiometry and continue with chemical periodicity, chemical bonding, and acid/base theory. The course concludes with an introduction to kinetics, equilibrium, redox, materials science, and radiation. Prerequisite: MATH 1040 with a C or higher.

**CHEM 1101 Fundamentals of Chemistry Lab (1.00 credits)** The series of lab experiences connects science with both teaching and real-world application. Students are taught how to convert scientific themes into investigative packets for the middle school student. This laboratory course provides hands-on experiences relevant to the concepts taught in



Fundamentals of Chemistry (Chem 1100). The lab will be taught in a format that utilizes accessible equipment and supplies that would be available or could be assembled in most middle school classrooms. The scientific method will be emphasized, and students will be involved with developing, assembling, and conducting the laboratory experiences. Recording and analyzing data will be done using computer spreadsheets. Multimedia simulations, the Internet, and community resources will be employed. During this lab, students will add to their portfolio of notes, demonstrations, and resources applicable to the middle school classroom. This course is taken in conjunction with Chem 1100. Prerequisite: MATH 1040 with a C- or higher.

**CHEM 1500 Introduction to Environmental Chemistry (3.00 credits)** This course teaches the basic principles of chemistry using examples from the environment. Through a brief introduction to areas of inorganic, organic and biochemistry, the diversity of chemical pollutants in the environment will be explored. Emphasis will be placed on environmental issues such as the sources of chemical pollutants, the reactions that produce them and their toxicity. A basic level of algebra is essential. Prerequisites: MATH 1030 or higher.

**CHEM 2280 General Chemistry I Lab (1.00 credits)** Basic chemical calculations, periodicity, bonding, inorganic reaction, kinetics. First half of General Chemistry Continuum. Prerequisites: MATH 1200 with a C or better and a passing grade on the chemistry placement or MATH 1200 with a C or higher.

**CHEM 2290 General Chemistry II Lab (1.00 credits)** Laboratory course which covers thermodynamics, acid-base reaction, electrochemistry, and nuclear chemistry. This course does not include a lecture. Prerequisite: CHEM 2300 with a C or higher.

**CHEM 2300 General Chemistry I/Lab (4.00 credits)** Basic chemical calculations, periodicity, bonding, inorganic reactions, and kinetics. First half of General Chemistry Continuum. Includes laboratory sessions. Prerequisites: MATH 1200 with a C or better and a passing grade on the chemistry placement or MATH 1200 with a C- or higher and CHEM 1100 with a C- or higher.

**CHEM 2310 General Chemistry II/Lab (4.00 credits)** Continuation of General Chemistry Continuum including thermodynamics, acid-base reactions, electrochemistry, and nuclear chemistry. Includes laboratory sessions. Prerequisites: CHEM 2300 with a C or better and MATH 1200 with a C- or better.

**CHEM 2320 General Chemistry I (3.00 credits)** Basic chemical calculations, periodicity, bonding, inorganic reactions, and kinetics. First half of General Chemistry Continuum. This course does not include a lab. Prerequisites: MATH 1200 and CHEM 1100 with a C or higher, or satisfactory score on chemistry placement exam.

**CHEM 2330 General Chemistry II (3.00 credits)** Continuation of a General Chemistry Continuum including thermodynamics, acid-base reactions, electrochemistry, and nuclear chemistry. This course does not have a lab. Prerequisite: CHEM 2300 with a C or higher.

**CHEM 3190 Essentials of Organic Chemistry (3.00 credits)** A one-semester study of the structure, nomenclature, preparation, properties, and reactions of organic compounds, organized by functional groups and reaction mechanisms. This course does not include a lab.

**CHEM 3200 Essentials of Organic Chemistry (4.00 credits)** A one-semester study of the structure, nomenclature, preparation, properties, and reactions of organic compounds, organized by functional groups and reaction mechanisms. Includes laboratory sessions.

**CHEM 3210 Essentials of Organic Chemistry Lab (1.00 credits)** A one-semester lab study of the structure, nomenclature, preparation, properties, and reactions of organic compounds, organized by functional groups and reaction mechanisms. This class does not include a lecture.

**CHEM 3240 Bio-Organic Chemistry (3.00 credits)** Introduction to structure, properties, and reactions of major organic chemical groups with emphasis on those important in biochemical processes, biological macromolecules, and basics of carbohydrate, lipid, and protein metabolism. This course does not include a lab. Prerequisite: CHEM 2310.

**CHEM 3250 Bio-Organic Chemistry/Lab (4.00 credits)** Introduction to structure, properties, and reactions of major organic chemical groups with emphasis on those important in biochemical processes, biological macromolecules, and basics of carbohydrate, lipid, and protein metabolism. Includes laboratory sessions. Prerequisite: CHEM 2310.

**CHEM 3280 Organic Chemistry I (3.00 credits)** The chemistry of carbon compounds, including their structure, nomenclature, preparation, reactions, analysis and properties. Reaction mechanisms are stressed, within a functional group framework. This course does not include a lab. Prerequisite: CHEM 2310 with a C or higher.

**CHEM 3290 Organic Chemistry II (3.00 credits)** Continuation of Organic Chemistry I. This course does not include a lab. Prerequisite: CHEM 3300 with a C or higher.

**CHEM 3300 Organic Chemistry I/Lab (4.00 credits)** The chemistry of carbon compounds, including their structure, nomenclature, preparation, reactions, analysis, and properties. Reaction mechanisms are stressed within a functional group framework. Includes laboratory sessions. Prerequisite: CHEM 2310.

**CHEM 3310 Organic Chemistry II/Lab (4.00 credits)** Continuation of CHEM 3300, Organic Chemistry I/Lab, includes laboratory sessions. Prerequisite: CHEM 3300 with a C or higher.

**CHEM 3320 Organic Chemistry I Lab (1.00 credits)** Laboratory session covering the chemistry of carbon compounds, including their structure, nomenclature, preparation, reaction, analysis, and properties. Reaction mechanisms are stressed within a functional group framework. This course does not include a lecture.

**CHEM 3330 Organic Chemistry II Lab (1.00 credits)** Continuation of Organic Chemistry I laboratory session. This course does not include a lecture.

**CHEM 3500 Environmental Chemistry (3.00 credits)** This course introduces the principles and chemical processes that control chemical reactions in natural systems. Precipitation, complexation, redox, and absorption will be applied to aquatic, marine, terrestrial, and atmospheric systems. Examples will cover wastewater treatment, pollutant fates, and assessment of environmental outcomes. Prerequisites: CHEM 3200 or CHEM 3300.

**CHEM 3600 Geochemistry (3.00 credits)** This course is an introduction to geochemistry. Geochemistry involves the study of the chemical composition of the entire Earth, the differentiation of the chemistry of different parts of the Earth, and the description of the formation, distribution, and physical and chemical characteristics of the materials that make up the Earth. How the age of the Earth is determined and how processes occurring on the Earth are studied using chemical indicators will be introduced. Comparisons of differing models for the geochemistry of the Earth will be introduced and evaluated. The course will conclude with how human activity impacts the chemical environment of the Earth. PREREQUISITES: Chem 2300 and 2310

**CHEM 4100 Chemical Analysis (3.00 credits)** This is an applied chemistry course designed to emphasize the typical analytical methods used in chemistry. The course will focus on wet chemical analysis and chemical instrumentation. Classical wet methods such as titrimetry, gravimetry, ion exchange, chromatography, potentiometry, and electrochemistry will be supplemented with more modern analytical instrumental methods such as UV-visible spectrophotometry, FT-IR, GC, fluorimetry, and atomic spectroscopy (absorption and emission). The course will also provide a background in quality assurance and quality

control. A sound understanding of the process of error minimization will also be provided. PREREQS: Chem 2300, 2310, 3300, and 3310 or 3200.

**CHEM 4200 Plant Drug Analysis (3.00 credits)** This course introduces the chemical techniques used to extract, separate, and identify medicinal drugs derived from plants. Eleven major drug classes-essential oils, alkaloids, anthracene derivatives, argutin, bitter principle, coumarin, flavinoids, cardiac glycoside, saponin, pungent, principle, and mustard oil-will be covered. The course also examines the botanicals they are derived from. By the end of the course, the student is expected to execute a qualitative screening of an unknown drug and identify its class and the major pharmaceutical components present. Prerequisites: Chem 2300, 2310, and Chem 3300.

**CHEM 4300 Clinical Chemistry (3.00 credits)** This course examines the application of chemistry and biochemistry to the diagnosis of human disease. Clinical laboratory scientists (also known as medical technologists) perform chemical, microbiological, and immunological tests on body fluids in a medical laboratory. The results of these tests are used by physicians and clinicians in preventing, diagnosing, and treating disease. This course will review these techniques as they apply to diagnosis and treatment of disease, organ transplants, therapeutic drug monitoring, crime investigation, genetic studies, and home testing kits. The impact of technology on the application of clinical chemistry will also be examined. Prerequisites: CHEM 3200 and 3310.

**CHEM 4400 Bio-Inorganic Chemistry (3.00 credits)** This course gives the advanced undergraduate student an overview of metal sites in biology, i.e. those aspects of inorganic chemistry that are of relevance to biochemistry. Metalloproteins will be viewed as elaborated inorganic complexes. Topics discussed will include the basic ideas on bonding in coordination compounds, unique features of the protein ligand, physical methods used to study active sites, and the correlation of the structures of these sites to their biological function.

**CHEM 4900 Spec Topic in Chemistry (1.00 credits)** Topics in advanced or special applications of chemistry that are not covered in General or Organic Chemistry. Prerequisites may be required. Specific content and prerequisites are announced in the course schedule for the given term. Students may reenroll for special topics covering different content.

**CHEM 4950 Internship in Chemistry (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

**CHEM 4990 Independent Study in Chemistry (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Prerequisite: to be determined by the faculty and division director.

## Communication (COMM)

**COMM 2100 Mass Media (3.00 credits)** An examination of the impact of technology on the way we receive and process information and images, the basic legal and economic structure of the mass media, historical precedents and events of mass media, the new cultural forms that have emerged with the mass media, and the nature and implications of developing media technologies. Pre-requisite: COMP 1500.

**COMM 2200 Introduction to Broadcast Journalism (3.00 credits)** Training in the elements of broadcast reporting with emphasis on the modern electronic news story. Students will learn the elements of broadcast news, the style and structure of broadcast news writing, and the technology of radio productions. Pre-requisite: COMP 1500.

**COMM 2300 Intercultural Communication (3.00 credits)** The purpose of this course is to develop an understanding of communication across cultural boundaries and the role of diversity in interpersonal, public, and mass communication. Students will study communication differences across cultures and the importance of being rhetorically sensitive when communicating with diverse audiences.

**COMM 3050 Advanced Performance Studies (3.00 credits)** Advanced performance studies offers students an opportunity to develop dramatic and presentation skills in a workshop format. The course explores the actor's and director's relationships to the playscript and stage environment. The course includes readings, in-class exercises, rehearsed scenes, and monologues with emphasis on movement, concentration, and imagination. Students will rehearse and perform one-acts as ensembles and a larger, whole-class production. Pre-requisite: SPCH 1010, 2020, or 2030; COMP 2000, 2010, or 2020.

**COMM 3100 Gendered Images in Popular Cultures (3.00 credits)** This course examines gendered images in popular media other than literature, including film, music videos, television, and comic books, and their impact on mainstream America. Pre-requisite: COMP 2000, 2010, or 2020.

**COMM 3110 Communication Theory (3.00 credits)** This course focuses on different theories of communication at the levels of interpersonal, public, and mass communication. Students will learn numerous perspectives on the role and value of human interaction from fundamental communication theories and models to contemporary theoretical approaches for understanding the connection between human communication and human behavior. Prerequisites: COMP 2000, 2010, or 2020.

**COMM 4900 Special Topics in Communication (3.00 credits)** This course offers a cross-sectional view of the media through a focus on a particular medium, theme, or genre. Specific focus to be announced. May be repeated once for credit, if content changes and with department approval. Pre-requisite: One SPCH or COMM course; COMP 2000, 2010, or 2020.

**COMM 4990 Independent Study (3.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Written consent of instructor and department director required. Pre-requisite: one SPCH or COMM course; COMP 2000, 2010, or 2020.

## Composition (COMP)

**COMP 1000 Basic Writing (3.00 credits)** A writing workshop emphasizing basic writing skills such as mechanics, organization, and critical reading. The course will focus primarily on the writing process; grammar; and the production of clear, well-structured essays. This course prepares students for COMP 1500.

**COMP 1500 College Writing (3.00 credits)** A writing workshop with instruction in the principles and skills of argumentation and critical reading. Students will receive instruction in basic methods of research and documentation of sources and in computer use. Prerequisites: SAT Verbal score of 520, ACT English score of 22, a TOEFL score of 650 (paper) or 280 (computer), a passing Writing Challenge Exam, or COMP 1000 with a C- or higher.

**COMP 1500H College Writing Honors (3.00 credits)** A writing workshop with instruction in the principles and skills of argumentation and critical reading. Students will receive instruction in methods of research and documentation of sources and in computer use. Honors students only. Prerequisites: SAT verbal score of 520, ACT English score of 22, a TOEFL score of 650 (paper) or 280 (computer), passing the Writing Challenge Exam, or COMP 1000 with a C- or higher.

**COMP 2000 Advanced College Writing (3.00 credits)** A writing workshop with advanced instruction in argumentation as it applies in various professional settings. The course also includes additional instruction in critical reading, research, and writing. Prerequisite: COMP 1500 with a C- or higher.

**COMP 2000H Advanced College Writing Honors (3.00 credits)** A writing workshop with advanced instruction in argumentation as it applies in various professional settings. The course also includes additional instruction in critical reading, research, and writing. Prerequisites: COMP 1500 with a C- or higher; Honors students only.

**COMP 2010 Introduction to Journalism (3.00 credits)** A writing workshop with advanced instruction in the forms, methods, and styles of new writing. Students will engage in the process of putting out an undergraduate newspaper. The course also includes additional instructional in critical reading, research, and writing. Prerequisite: COMP 1500 with a C- or higher.

**COMP 2020 Writing About Literature (3.00 credits)** A writing workshop that provides advanced instruction in argumentation and an introduction to literary genres that may include poetry, fiction, drama, and essays. Prerequisites: COMP 1500 with a C- or higher.

## Criminal Justice (CRJU)

**CRJU 2200 Criminal Law (3.00 credits)** This course covers the study of both substantive criminal law and criminal procedure. Students will learn the elements of major crimes and defenses. Students also will examine the constitutional aspects of criminal procedure, including searches, seizures, and arrests; interrogation; the pretrial process; trial; sentencing and appeal.

**CRJU 2300 Introduction to Criminal Justice (3.00 credits)** Study of the police including its historical development, functions, operations, and organizations.

**CRJU 3000 Constitutional Issues in the Criminal Justice System (3.00 credits)** Study of the role and operation of the courts in the administration of criminal justice, and of the processes involved in charging and prosecuting defendants.

**CRJU 3200 Correctional Theory and Practice (3.00 credits)** Study of the historical development and current status of correctional theories and practices.

**CRJU 4950 Internship in Criminal Justice (1.00 credits)** A 10-20 hour per week, paying or nonpaying work experience for 16 weeks (or more) in the student's major area of study. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credit hours, and permission of academic director.

## Communication Sciences and Disorders (CSAD)

**CSAD 2000 Introduction to Hearing, Speech, and Language (3.00 credits)** Understanding of speech, language, and hearing disorders and their classifications, manifestations, and etiologies.

**CSAD 3010 Phonetics (3.00 credits)** History, theory, and application of phonetics, including sampling and transcription techniques.

**CSAD 3020 Anatomy and Physiology of the Speech and Hearing Mechanisms (3.00 credits)** Introduction to the anatomy and physiology of the auditory and vocal mechanisms.

**CSAD 3030 Speech and Language Development (3.00 credits)** Study of prelinguistic and psycholinguistic variables related to normal development from infancy through adolescence.

**CSAD 3040 Neuroanatomy/Physiology (3.00 credits)** Introduction to the anatomy and physiology of the developing and mature human nervous system.

**CSAD 3050 Hearing and Speech Science (3.00 credits)** Physical bases and process of the production and perception of hearing, language, and speech.

**CSAD 3060 Directed Observation (1.00 credits)** Twenty-five hours of observations, evaluation, and management of clients, and class discussion of observations of evaluation and management of clients. (200350)

**CSAD 4010 Evaluation of Speech and Language Disorders (3.00 credits)** Principles of screening and evaluation of clients typically seen in clinic and school settings, including administration of specific evaluation instruments.

**CSAD 4020 Evaluation Practicum (1.00 credits)** Participation in speech-language screenings, and observation and participation in full diagnostic evaluations with clients. A minimum number of contact hours required.

**CSAD 4030 Treatment of Speech and Language Disorders (3.00 credits)** Overview of treatment strategies used in management of communication disorders.

**CSAD 4040 Treatment Practicum (1.00 credits)** Participation in clinical management of clients having communication disorders. A minimum number of contact hours required.

**CSAD 4050 Audiology (3.00 credits)** Instruction in test administration and in interpretation of standard and specialized tests of auditory function. Prerequisites: CSAD 3020, CSAD 3040, and CSAD 3050.

## Computer and Information Sciences (CSIS)

**CSIS 1400 Discrete Mathematics (3.00 credits)** An introduction to the concepts and techniques of discrete mathematical structures that are used in the theory and application of computer science and computer information systems. Topics covered include logic, set theory, relations, functions, recurrence relations, matrices, algebraic structures, graph theory, trees, and Boolean algebra. Prerequisites: MATH 2080 (CIS major) or MATH 2100 (CS majors); TECH 1110. All prerequisites require a grade of C- or higher.

**CSIS 1600 Logic Design (3.00 credits)** This course will give the students an introduction to the basic fundamentals and elements of logic design. The course covers the number theory, fundamentals of Boolean algebra state diagrams, combinational and sequential circuits, and design techniques with logic array components. Prerequisites: MATH 2080 and TECH 1110.

**CSIS 1800 Introduction to Computer and Information Sciences (3.00 credits)** An introductory course to study computer systems layer by layer. The material covers information Layer, Hardware Layer, Programming Layer, Operating Systems Layer, Application Layer, and Communication Layer. Each layer is covered in great detail and the concepts are supplemented by real examples. Prerequisites: TECH 1110 and MATH 2080.

**CSIS 1900 Computer Programming I (4.00 credits)** This course provides an introduction to the principles of computer science by program development in the context of C/C++ environments. Major topics to be covered in this class are: tokens, syntax, semantics, function definitions,

function applications, conditional selection statements, iteration statements, arrays, files, classes, methods, and pointers, all through program development. Prerequisites: MATH 2080 or MATH 2100 and TECH 1110.

**CSIS 2000 Introduction to Database Systems (3.00 credits)** This course will give students an introduction to structured query language (SQL), object definition language (ODL) and Object query language (OQL). The course surveys relational, object-oriented, distributed, and multimedia database systems. This course also covers concepts and structures necessary to design and implement a database system, including logical and physical file organization and data organization techniques. Students will build, populate, query, and write transactions for a relational database. Prerequisites: MATH 2080 and TECH 1110.

**CSIS 2200 Business Oriented Language (COBAL) (4.00 credits)** A study of the COBAL programming language with emphasis on business applications. Students apply a structured, multiphase development process that features a series of steps involving understanding of problems, formal problem definition, design methodologies, program specification, breakdown, and files using COBAL. Prerequisites: CSIS 1400 and CSIS 1900.

**CSIS 2310 Advanced COBOL (3.00 credits)** A study of advanced COBOL programming using structured techniques. Topics to be covered include table handling, sequential and indexed file processing, database access, editing, sorting, and the Report Writer. Prerequisite: CSIS 2200.

**CSIS 2410 Assemblers and Assembly Language Programming (4.00 credits)** A detailed analysis of the operations of assemblers. Assembler features, assemble language programming, and macro facilities. Assembly language programs will be written as part of this course. Prerequisites: CSIS 1400 and CSIS 1900.

**CSIS 2950 Computer Programming II (4.00 credits)** Computer Programming II continues to focus on the main topics of computer science including the design and implementation of algorithms and data structures. Intermediate and advanced concepts of computer programming using the JAVA programming language are covered. Prerequisites: CSIS 1400 and CSIS 1900.

**CSIS 3010 Organization of the Computer Environment (3.00 credits)** Management of the computer environment, personnel, customer interface, budgeting, coordination, policy development, staffing, department interface, hardware and software selection planning, maintenance, and management. Prerequisite: CSIS 1900.

**CSIS 3020 Web Programming Design (3.00 credits)** This course will introduce the essentials of Internet programming. Students will design and write WWW pages in HTML, JavaScript, and shell scripting languages. Programs will manipulate many forms of data including hypertext, graphics, audio, and video. Students will develop interactive/executable Web pages. Other topics covered will include clickable image maps, cgi-bin scripting, and security. Prerequisites: CSIS 2950.

**CSIS 3023 Legal & Ethical Aspects Comp. (3.00 credits)** This course focuses on issues that involve computer impact and related societal concerns. Topics covered include computer ethics, computer crime, software ownership, privacy risk management, professional codes, transborder data flow, Telecommunications Act of 1996, the national computer policies of other nations and the status of regulation and emerging standards.

**CSIS 3060 Digital Design (3.00 credits)** Register transfer-level design of digital computers, data transfer hardware, organization of the central processing unit, design of the controller, and a complete design example. Prerequisite: CSIS 2410.

**CSIS 3080 Cooperative Education (0 credits)** Work placement for a period of 16-18 weeks. Placement will be directly related to the student's program of study.

**CSIS 3110 Foundations of Computer Science (4.00 credits)** Included are the mechanization of abstraction in computer science, propositional logic and predicate logic, induction versus recursion, countable and non-countable sets, finite state automata and regular expressions, pushdown automata and context-free languages, Turing machines, decidability and computability, and computational complexity. Prerequisites: CSIS 1900 and MATH 2100.

**CSIS 3200 Organization of Programming Language (3.00 credits)** Development of an understanding of the organization of programming languages, introduction to formal study of programming language specification and analysis, comparison of two or more high-level modern programming languages. Prerequisite: CSIS 2950.

**CSIS 3250 Networks & Data Comm. (3.00 credits)**

**CSIS 3400 Data Structures (4.00 credits)** A course in fundamental data structures and their application. Advanced data structure concepts are developed including linked data representation, pointers, binary trees, B trees, AVL trees, queues, stacks, hashing, searching, directed and undirected graphs, and priority queues. Recursive algorithms are investigated. Quantitative analysis of algorithms is employed. Advanced sorts are studied and analyzed for order of magnitude. Abstract data types are introduced. Prerequisite: CSIS 2950.

**CSIS 3500 Networks and Data Communication (3.00 credits)** An introduction to basic computer-driven data communications. The protocols, services, interfaces and platforms for the transmission of data on networks are investigated. The integration of homogeneous and heterogeneous networks is developed: bridges, routers, and gateways. The OSI architecture is defined. The topology of network architecture is covered and the details of connection and connection-less service, dedicated and switched circuits, access, error detection, and correction are explained. Prerequisite: CSIS 2950 and MATH 3020.

**CSIS 3530 Artificial Intelligence (3.00 credits)** Introduction to the basic concepts and techniques of AI and expert systems. Topics include logic, problem solving, knowledge and representation methods, reasoning techniques, search strategies, and heuristic methods applied in AI and expert systems. Techniques for natural language processing, modeling, and pattern matching are developed. Symbolic languages like Scheme and Prolog are used. Prerequisites: CSIS 3400 and MATH 3020.

**CSIS 3610 Numerical Analysis (3.00 credits)** An implementation course using C/C++ that devises methods for approximating solutions to mathematically expressed problem derived from physical phenomena. Topics include linear and nonlinear systems of equations and producing solutions within specified tolerance for a sequence of algebraic and logical operations. Prerequisites: CSIS 3400 and MATH 2200.

**CSIS 3750 Software Engineering (4.00 credits)** An introduction to the process of developing software systems. Topics include software life-cycle models, quality factors, requirements analysis and specification, software design (functional design and object-oriented design), implementation, testing, and management of large software projects. Prerequisite: CSIS 3400.

**CSIS 3800 Survey of Operating Systems (3.00 credits)** The material for comparing and contrasting the different design and implementation aspects used in contemporary operating systems is the main topic of this course. History of operating systems, operating system concept, system calls operating system structure, processes, input/output, memory management, file systems, protection mechanics, and security be discussed. Six of the operating systems that had great importance in the 1990s, namely UNIX systems, MS-DOS, OS/2, Windows NT, the Apple Macintosh, MVS, and VM will be surveyed. Prerequisite: CSIS 3400.

**CSIS 3810 Operating Systems Concepts (3.00 credits)** Methods in the analysis and design of large-scale systems, including concepts of semaphores, processes, linear address space, resources allocation, protection, basic topics in operating system development. Prerequisites: CSIS 3400 and MATH 2200.

**CSIS 4010 Computer Security (3.00 credits)** Issues of security, privacy, and control from the viewpoint of the computer user. Emphasis on procedures for protecting systems from unauthorized use, theft, vandalism, and natural disasters. Ethical issues in computer usage are covered. Prerequisites: CSIS 3810.

**CSIS 4050 Computer Architecture (3.00 credits)** A structured approach to the architecture of computer is covered as the interrelation of software and hardware design: logic level, machine level, operating system level, and assembly language level. CISC/RISC and parallel architectures are introduced. Prerequisites: CSIS 2410, CSIS 3810 and PHYS 2500.

**CSIS 4310 Distributed Data Processing (4.00 credits)** Concepts and mechanisms in the design of distributed systems; process synchronization, reliability, distributed resource management, deadlock, and performance evaluation. Case studies of selected distributed systems are covered. Prerequisites: CSIS 3500 and CSIS 3400.

**CSIS 4350 Robotics (3.00 credits)** Principles and concepts of modern robots and automated systems are developed: robot's intelligence, drive methods, motion control, and software and hardware support. Prerequisite: requires senior standing.

**CSIS 4530 Database Management (3.00 credits)** Concepts and structures necessary to design and implement a database system, including logical and physical file organization and data organization techniques, data models, networks, data integrity, and file security. Topics covered include logical and user's viewpoint, theoretical foundations, and physical system implementation. Prerequisites: CSIS 3400.

**CSIS 4600 Systems Programming (4.00 credits)** A study of various system-programming techniques, hardware- software interface, and software-controlled hardware. A comparison of several existing computer systems will be made. Prerequisites: CSIS 2410 and CSIS 3400.

**CSIS 4610 Design and Analysis Algorithms (3.00 credits)** Topics include algorithmic paradigms such as divide-and-conquer, greedy methods, and concepts relating to analysis such as asymptotic notation and NP-completeness. Sorting and searching algorithms are designed and analyzed, as are algorithms for manipulating trees, graphs, and sets. Prerequisites: CSIS 3400 and MATH 2200.

**CSIS 4650 Computer Graphics (3.00 credits)** An introduction to the principles of interactive computer graphics. Topics include fundamentals of raster graphics (scale-conversion, clipping, fill methods, and anti-aliasing) 2D and 3D transformations, projections, 3D modeling, hidden surface removal methods, ray tracing, and graphical user interfaces. The hardware of graphic environment is defined and new development platforms for graphics in windows are investigated. Prerequisite: CSIS 3400.

**CSIS 4710 Embedded Computing (3.00 credits)** This course deals with applications in the design of microcomputer/microprocessor-based embedded systems. Students will develop the ability to define the problem first then build and test the system. Prerequisites: CSIS 3810 and CSIS 4050.

**CSIS 4800 Introduction to Compiler and Interpreters (3.00 credits)** An introduction to compiler/interpreter design. Topics include lexical analysis, parsing, intermediate code, final code generation, optimization, and error recovery. Prerequisites: CSIS 3110 and CSIS 3400.

**CSIS 4840 Unix Operating System Environment (3.00 credits)** The concepts of the UNIX operating system are presented. Topics include system commands, system editors, awk, set, text formatting tools, and shell programming. The use of modem and terminal software and system maintenance utilities are covered as well as system calls in C, LEX, YACC, AR, and make. Prerequisites: CSIS 2950.

**CSIS 4880 Special Topics in Computer Science (3.00 credits)** Topics in computer science that are not included in regular course offerings. Specific contents are announced in the course schedule for a given term. Prerequisites: requires senior standing and consent of instructor.

**CSIS 4890 Special Topics in Computer Information Systems (3.00 credits)** Topics in computer information systems that are not included in regular course offerings. Specific contents are announced in the course schedule for a given term. Prerequisites: requires senior standing or consent of instructor.

**CSIS 4900 Directed Project (3.00 credits)** A major project will be completed by the student under the direction of a faculty member.

**CSIS 4950 Internship in Computer Science and Information Systems (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

## Economics (ECON)

**ECON 2010 Principles of Macroeconomics (3.00 credits)** A study of basic economic concepts as they apply to the aggregate economy. Topics include concepts of national income and its determination, economic fluctuations, monetary and fiscal policies, and economic growth.

**ECON 2010H Principles of Macroeconomics -Honors (3.00 credits)** A study of basic economic concepts as they apply to the aggregate economy. Topics include concepts of national income and its determination, economic fluctuations, monetary and fiscal policies, and economic growth. This course is open for HONOR students only.

**ECON 2020 Principles of Microeconomics (3.00 credits)** Examines the processes of price determination output and resources allocation in perfect and imperfect competition. Topics include labor economics, international trade and finance, and alternative economic systems.

**ECON 2020H Principles of Microeconomics -Honors (3.00 credits)** Examines the processes of price output determination and resource allocation under conditions of perfect and imperfect competition. Topics include labor economics, international trade and finance, and alternative economic systems. This course is open to HONOR students only. (200430)

**ECON 2030 Economic Transformations and Society (3.00 credits)** Studies the impact of economic interactions within the whole ecological, social and political fabric of society. Analyze economic systems and issues within the context of human rights, environmental consequences, and ideological goals and outcomes.

**ECON 3010 Intermediate Macroeconomics (3.00 credits)** This course expands upon the tools of economic analysis covered in ECON 2010 Principles of Macroeconomics. An overview of current macroeconomics events is followed by an in-depth study of the methodologies used to predict economic activity. Prerequisites: ECON 2010 and 2020, and MATH 1030 or higher.

**ECON 3160 Economics of Social Issues (3.00 credits)** This course provides the analytical tools necessary for understanding the economic aspects of contemporary social issues. Topics include analysis of world poverty, economics of higher education, economics of crime and its prevention, pollution problems, unemployment, and government and economic policies.

**ECON 3210 Monetary Theory and Policy (3.00 credits)** Examines the structure and function of the American banking system, the Federal Reserve System, and the function of monetary policy in the regulation of

the national economy. Prerequisites: ECON 2010 and 2020, and MATH 1030 or higher.

**ECON 4210 Econometrics (3.00 credits)** Emphasizes the aggregate fluctuation in business. Reviews theories on the causes of business cycles. Describes the methods of measuring business cycles and forecasting cyclical behavior with the aid of indicators. Prerequisites: ECON 3010 and MATH 3020.

**ECON 4300 International Economics (3.00 credits)** Reviews theories and practices of trade, comparative advantage, trade barriers, balance of payments, economic development, and regional economic integration. Prerequisites: ECON 2010 and 2020, and MATH 1030 or higher.

**ECON 4910 Advanced Special Topics (3.00 credits)** Examines advanced topics in economics that are not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

**ECON 4920 Advanced Special Topics (3.00 credits)** Examines advanced topics in economics that are not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

## Prekindergarten/Primary Education, Age Three-Grade Three (EDEC)

**EDEC 3320 Sociological Foundations of Prekindergarten/Primary Education (3.00 credits)** Students in this course will study sociological influences and issues-past, present, and future-that will enable early childhood professionals to assist young children and their families to meet the challenges of a pluralistic society in transition. This knowledge will assist students in the analysis of societal issues for making appropriate choices, adaptations, and modifications in their programs in order to provide developmentally appropriate programs and practices. This class is specifically designed to meet the sociological foundations requirement for students seeking certification in Prekindergarten/Primary Education, birth to age four or age three to grade three. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

**EDEC 3350 Meeting the Special Needs of All Students (3.00 credits)** This course combines classes with on site visits to exemplary community programs that concentrate on meeting the special needs of children from birth to eight years old. Student will visit five sites for structured observations of model programs and then they will participate in four-hour classes focusing on the curricular and administrative aspects of the site visited. Readings and information provided will be analyzed, and the students will consider the successes, challenges, and barriers of each model. They will explore how collaboration of services can work toward the goal of meeting the special needs of all children and their families. In addition, to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

**EDEC 3520 Developmentally Appropriate Integrated Curriculum and Practices (3.00 credits)** Students will select, create, organize and use materials, activities, and environments that support developmentally appropriate practices. These practices will include arrangement of class environment, learning through play, facilitation of learning through technology, discovery learning and problem solving, creative expression, and developing children's abilities to be resourceful learners. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I courses.

**EDEC 3530 Diagnosis, Assessment, and Evaluation of Young Children (3.00 credits)** Students in this course will be introduced to a philosophic overview of the assessment process, including transdisciplinary assessment teams and provisions for appropriate

information gathering techniques- formal and informal-which include the construction, selection, interpretation, and evaluation of diagnostic instruments. The role of technology in testing, record maintenance, and composition of IEP/IFPS will be discussed/modeled. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I & Block II courses.

**EDEC 3599 Special Topics in School Age Child Care (3.00 credits)** This course provides education and technical assistance to managers and staff members of child care programs to enable them to understand the national accreditation standards for school-age child care and to make steps towards implementing the standards in their programs.

**EDEC 4320 Cultural Diversity and Family-Community Development (3.00 credits)** Students in this course will learn how to work with families and practice how to use materials in the home and community environment to foster development and the acquisition of skills. Students will examine information that can create a vital link among school, community, and home in our multiethnic society. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I & Block II courses.

## Education (EDUC)

**EDUC 1025 CLAST Preparation Mathematics (3.00 credits)** This course is designed to review the mathematics skills necessary to be successful on the College Level Academic Skills Test (CLAST). These skills are included in the following five broad areas: arithmetic: geometry and measurement; algebra; statistics and probability; and logical reasoning. Test-taking strategies and problem-solving techniques will also be addressed in this course. Cannot be used toward graduation requirements. Prerequisite: all required MATH courses and a CLAST score between 260-290 inclusively.

**EDUC 1100 Exploration of the Education Profession (3.00 credits)** This course is designed to provide students with an orientation to the education profession, including the examination of the institution of schooling in its social, legal, historical and philosophical contexts through class sessions and clinical experiences. Students assess their personal qualities in relation to becoming an educator, engage in self reflection and analysis of their perceptions of education, and develop a general understanding of the realities of American education. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required.

**EDUC 1410 Personal Career Development (3.00 credits)** This course includes the process of career development applied to the student identifying vocational interests and aptitudes, obtaining information about occupations, gaining experiences through practicums and cooperative education, and establishing career plans. Useful for students adjusting to the college role. Identical to MGMT 1410 and PSYC 1410.

**EDUC 2260 Administration of Child Care and Education Program (3.00 credits)** This course provides participants with an overview of the skills required in the operation and management of an early care and education programs. Students learn about organizational management, financial and legal issues, and programming for children and families. The course meets the content requirements of the Overview of Child Care Management as defined by the Florida Department of Children and Families for the Florida Child Care and Education Program Administrator Credential. In addition to class meetings, a minimum of 10 hours of practical application experiences is to be completed at the participant's worksite. This course is offered by the Mailman Segal Institute for Early Childhood Studies.

**EDUC 3000 Clinical Experiences (0 credits)** Clinical experience required. This may require fingerprinting and security clearance depending on county requirements. This placement will be the setting for all clinical experience required with courses taken throughout this 16-

week period. Please refer to the Clinical Experience Handbook at [www.undergrad.nova.edu/EDU/clinical.cfm](http://www.undergrad.nova.edu/EDU/clinical.cfm) for a full explanation.

**EDUC 3001 Benchmark I (0 credits)** To register for Benchmark I courses, all parts of the CLAST or the equivalent components of PRAXIS as approved by the Florida Department of Education must be passed. In the case of a Nevada student, the Praxis Level I or the C-Best are to be used to meet this entry testing requirement. Passing scores are determined by the Nevada Department of Education. However, if there are no scores, or the student has not passed all sections of the CLAST or PRAXIS, then the student will only be permitted to register for Benchmark I courses until passing scores on the CLAST or PRAXIS are submitted to the Division of Education. No exceptions will be made as passing scores must be on file in order to register for any courses in the major beyond Benchmark I courses. Benchmark I courses are: EDUC 3001 Benchmark I, EDUC 3000 Clinical Experiences, and Block #1 courses: EDUC 3330 Integrating Instructional Technology in the Classroom; EDUC 3350 Survey of Exceptional Student Education; and EDUC 3360: Educational Psychology. Benchmark I requirements include completion of the preprogram questionnaire and self-assessment and background check/security clearances for field-based clinical experiences. Benchmark I requirements also include development of the portfolio through insertion of appropriate artifacts delineated in each course outline. The passing of all parts of the CLAST, or its equivalent for Nevada students, is a component of the matriculation process (see the heading "Matriculation Requirements for Education Majors" in this catalog for further information).

**EDUC 3330 Integrating Instructional Technology in the Classroom (3.00 credits)** Presents strategies for technological integration into the classroom curriculum in elementary/secondary learning environments. Hands-on experiences will allow students to apply teaching practices and research to specific learning needs of typical and atypical learners. In addition to class meetings, a minimum of ten hours of observation and participation in a clinical setting are required.

**EDUC 3350 Survey of Exceptional Student Education (3.00 credits)** Current trends and issues such as viewing learning styles of exceptional learners in relation to Gardner's multiple intelligences and the validity of inclusion and considerations for students who are limited to English proficiency (LEP) are investigated. In addition to class meetings, a minimum of 10 hours of observation and participation in the clinical setting is required.

**EDUC 3360 Educational Psychology (3.00 credits)** This course combines the two fields of psychology and education. It is the scientific study of human beings and the principles by which learning can be increased and directed by education. Students will learn about principles of development, learning, assessment, and motivation, among other areas of study for prospective teachers to consider as they analyze student behavior and make decisions for instruction. Students will complete a 10 hour clinical experience in a school classroom. The following Educator Accomplished Practices will be addressed: #1,5,7,8,9,& 11.

**EDUC 3500 Clinical Experiences (0 credits)** Clinical experience required. This may require fingerprinting and security clearance depending on county requirements. This placement will be the setting for all clinical experiences required with courses taken throughout this 16 week period. This block of courses requires university supervision of the clinical experience. Please refer to the Clinical Experience Handbook at [www.undergrad.nova.edu/EDU/clinical.cfm](http://www.undergrad.nova.edu/EDU/clinical.cfm) for a full explanation.

**EDUC 3501 Benchmark II (0 credits)** Benchmark II requirements include passage of all sections of the CLAST, matriculation into the major, and continuation of the development of the portfolio through insertion of appropriate artifacts delineated in each course outline. Student register for EDUC 3501 Benchmark II and EDUC 3500 Clinical Experiences concurrently with Block #2 courses. The matriculation process must be completed before beginning Benchmark II. If evidence of passage of all sections of the CLAST cannot be provided, the student will not be permitted to register for any Block 2, 3, or 4 courses in the major.

**EDUC 3520 Principles and Practices of Instruction and Assessment I (3.00 credits)** This course explores three pedagogical models usable with all students. The phases of instructional development-planning, implementation, and assessment-provide the framework for exploration of the models. Preservice teachers are required to apply their knowledge of the pedagogical models by planning, implementing, and assessing a lesson in an actual classroom. Therefore, preservice teachers learn and implement ESOL strategies in their teaching with students. In addition to class meetings, a minimum of 10 hours of clinical experience is required. This course has a mandatory university supervision component of the clinical experiences. Prerequisites: All Block I courses.

**EDUC 4000 Clinical Experiences (0 credits)** Clinical experience required. This may require fingerprinting and security clearance depending on county requirements. This placement will be the setting for all clinical experiences required with courses taken throughout this 16-week period. This block of courses requires university supervision of the clinical experience. Please refer to the Clinical Experience Handbook at [www.undergrad.nova.edu/EDU/clinical.cfm](http://www.undergrad.nova.edu/EDU/clinical.cfm) for a full explanation.

**EDUC 4001 Benchmark III (0 credits)** Benchmark III requirements include continuation of the development of the portfolio through insertion of appropriate artifacts delineated in each course outline. Students register for Benchmark III (EDUC 4001) and Clinical Experiences (EDUC 4000) concurrently with Block #3 courses. During Benchmark III, students make application for their teaching internship experience by the posted deadlines (see the heading "Internship" in the Department of Education section of this catalog for further information).

**EDUC 4120 Children's Literature (3.00 credits)** This course will explore various genres of children's literature, examine authors who have made important contributions, and determine literary and artistic criteria used to evaluate the literature. Students will have an opportunity to view and assess a variety of media that can be used to enhance the classroom literature program. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required.

**EDUC 4170 Adolescent Literature (3.00 credits)** A study of the type of literature available for the adolescent, with an emphasis on text selection and presentation. Students will examine ways of incorporating literature into the curriculum. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

**EDUC 4320 Classroom Management for Typical and Atypical Learners in the Multicultural Classroom (3.00 credits)** This course examines classroom management as the interrelationship of appropriate curricula, methods, materials, student behavior, and teacher behavior from culturally diverse perspectives. These factors are related to the twelve accomplished practices from the Florida Education Standards Commission and the research base from the Florida Performance Measurement System (FPMS). A minimum of 10 hours of clinical experience in a community school is required. This course is cross-listed with ESED 4320. This class has a mandatory university supervision component of the clinical experiences. Prerequisites: All Block I & II courses.

**EDUC 4500 Clinical Experiences (0 credits)** Clinical experience required. This may require fingerprinting and security clearance depending on county requirements. This placement will be the setting for all clinical experience required with course taken throughout this 16-week period. This block of course requires university supervision of the clinical experience. Please refer to the Clinical Experience Handbook at [www.undergrad.nova.edu/EDU/clinical.cfm](http://www.undergrad.nova.edu/EDU/clinical.cfm) for a full explanation. (200420)

**EDUC 4501 Benchmark IV (0 credits)** Benchmark IV requirement include completion of the Florida Teacher Certification Exam at the professional level, subject-area level, and the General Knowledge Test. Benchmark IV requirements also include continuation of the development of the portfolio through insertion of appropriate artifacts delineated in each course outline. Students register concurrently for EDUC 4501 Benchmark IV and EDUC 4500 Clinical Experiences, and Block #4

courses. Students must complete Benchmark IV before graduating. The final course for all education majors is EDUC 4570 Internship/Seminar. Participation in the internship is dependent on the results of the senior audit conducted by advisers to verify that all coursework and testing requirements have been satisfactorily completed.

**EDUC 4570 Internship/Seminar (12.00 credits)** This course offers a comprehensive review and practical application of educational philosophy, method, and strategy through a 16-week internship that consists of two components. The central coursework is composed of a 14-week field experience, with a concurrent seminar serving as a supportive and reinforcing component. The seminar will explore, in depth, such topics as school board rules, regulations, and policies; professional ethics; Florida Accomplished Practices; generic competencies; teaching strategies; current trends in education; review and discussion of the Florida Essential Teaching Competencies; Bloom's taxonomy as it relates to the Florida Comprehensive Assessment Test (FCAT); self-assessment; and assessment of the student teaching experience. Prerequisites: Minimum 2.5 GPA, passing all four sections of the CLAST or PRAXIS, Professional Exam, completion of program curriculum, and written consent by the program coordinator.

**EDUC 4580 Internship Seminar (9.00 credits)** A 16 week comprehensive review and practical application of educational philosophy curriculum organization, and instructional methodology through a seminar format and a concurrent 14 week supervised student teaching assignment.

**EDUC 4680 Structural Linguistics (3.00 credits)** A study of the structure of language, basic principles of linguistics. Survey of different approaches and techniques used in language study. In addition to class meetings, a minimum of techniques used in language study. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required.

**EDUC 4910 Advanced Special Topics (3.00 credits)** Advanced topics in education that are not included in regular offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**EDUC 4970 Advanced Special Topics (3.00 credits)** Advanced topics in education that are not included in regular offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics different content.

## Prekindergarten/Primary Education, Age Three-Grade Three (EECP)

**EECP 3330 Integrating Instructional Technology in the Classroom (3.00 credits)** Presents strategies for technological integration into the classroom curriculum in elementary/secondary learning environments. Hands-on experiences will allow students to apply teaching practices and research to specific learning needs of typical and atypical learners. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: EDUC 1100. In addition, students must have completed a computer literacy class (TECH 1110 or its equivalent) or a computer literacy test-out. Co-requisites: EDUC 3000 and EDUC 3001.

**EECP 3540 Services and Delivery Systems (3.00 credits)** Students will be involved in appropriate and varied service delivery systems, including home-based, center-based, and hospital-based environments. Curriculum methods, materials, and practices will provide for inclusion of children with special needs and their families, including the gifted and talented and, also, provide for the needs of children and families who are linguistically and culturally diverse. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required.

**EECP 3550 Child Guidance and Classroom Management (3.00 credits)** Students in this course will examine appropriate and developmentally sensitive strategies for managing behavior in typically and atypically developing children ages three to eight years old. Performing functional analysis of behavior and collaboration with support specialties will be discussed. The importance of consistency and proactive strategies will be stressed. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I courses.

**EECP 4330 Health, Nutrition, Safety, and Physical Development in Early Childhood (3.00 credits)** Students in this course will study how to promote maximum growth and psychological safety of young children. Emphasis is placed on the indicators and procedures to ameliorate child abuse and neglect. Sources of community support and resources to support prevention and family strength will be highlighted. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I, Block II, & Block III courses.

**EECP 4340 Developmentally Appropriate Practices for Teaching Literacy and Language Arts in Prekindergarten/Primary Education (3.00 credits)** Students will plan, implement and evaluate developmentally appropriate and integrated content and methodology in the area of emergent and developing language and literacy, including: pre-reading and reading, pre-writing and writing, and receptive, expressive, and interpretative communication. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I & Block II courses.

**EECP 4345 Principles and Practices of Reading and Language Arts Assessment in Prekindergarten/Primary Education (3.00 credits)** Students will investigate a range of literacy and reading techniques and materials that assess reading progress in the early childhood classroom. Students will apply, implement, and evaluate developmentally appropriate methods for evaluating, improving and remediating individual prereading skills to ensure future success of all students within a diverse early childhood setting. In addition to class meetings, a minimum of 10 hours of clinical observation and participation within an early childhood setting (prekindergarten-grade three) is required. Prerequisites: All Block I & Block II courses.

**EECP 4520 Developmentally Appropriate Practices for Teaching Reading in Early Childhood (3.00 credits)** This course examines concepts in reading, including sequential development, skills in word recognition, and comprehension methods and materials. The rationale for each method is discussed and practical application with young children is stressed. This course is designed to focus on prereading and reading skills of students from age three to grade three. The relationship of writing, listening, and language to reading development is included. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I, Block II, & Block III courses.

**EECP 4530 Developmentally Appropriate Practices for the Integration of Creative Arts Across the Early Childhood Curriculum (3.00 credits)** Students will plan, implement, and evaluate developmentally appropriate and integrated content and methodology in the area of emergent and developing understanding of art, drama, movement, and music. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I, Block II, and Block III courses.

**EECP 4545 Developmentally Appropriate Practices for Integrating Math and Science in Early Childhood Education (3.00 credits)** Students will focus on instruction and integration of mathematics and science content and methodology in the areas of emergent and developing mathematical and scientific principles. Theories of child development and learning will be reviewed as they apply to hands on instruction as well as assessment in both content areas for children in the age range 3 through 3rd grade. Students will plan, implement, and evaluate developmentally appropriate lessons while demonstrating best practices. Integration of



both mathematics and science content area throughout the curriculum in developmentally appropriate ways will be stressed. Additionally, strategies for involvement of family and community will be stressed. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I, Block II, & Block III.

**EECP 4550 Developmentally Appropriate Practices for Teaching Social Studies in Early Childhood (3.00 credits)** Students will plan, implement, and evaluate developmentally appropriate and integrated content and methodology in the area of emergent and developing understanding of social science. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I, Block II, and Block III courses.

**EECP 4560 Integrating Literacy Throughout the Early Childhood Curriculum (3.00 credits)** Students will focus on the review and application of varied samples of literature as they relate to the total curriculum, while integrating all phases of diversity in the early childhood classroom. The course examines the teacher's role in evaluating literature intended to foster students' ability to understand, recall, integrate information, and improve comprehension of the independent learner through the world of literature. In addition to the class meetings, a minimum of 10 hours of clinical observation and participation within an early childhood setting (prekindergarten-grade three) is required. Prerequisites: All Block I, Block II, and Block III courses.

## Elementary Education (ELEM)

**ELEM 3530 Methods of Teaching Social Studies in the Elementary School (3.00 credits)** This course is a study of content, methodology, program development, appropriate activities, and assessment techniques for elementary school social studies. The course is designed to meet the following Educator Accomplished Practices: 1,4,5,7,8,9, & 10. In addition, students will implement TESOL strategies in planning and presenting social studies lessons. Students will also become familiar with the Sunshine State Standards and are required to teach a social studies lesson in elementary school classroom during the ten (10) hour clinical experience required for this class. Prerequisites: All Block I courses.

**ELEM 3531 Science Curriculum Lab for Elementary Education Majors (1.00 credits)** This science laboratory course explores the modern school science curriculum. Attention is given to the connections among science concepts with reference to vertical scope and sequence throughout the grade levels. A particular strand of scientific knowledge is explored each week during which class activities will demonstrate how the early concepts in the particular strand from a foundation of knowledge for the more advanced concepts in the same strand at higher grade levels. This science laboratory component will explore the science concepts each week in a hands-on, material-based format using activity-based cooperative groups learning strategies. This course is only offered in Jamaica.

**ELEM 3532 Science Curriculum for Elementary Education Majors (3.00 credits)** This course examines the pre-k through grade 12 science curriculum content that is based on National Research Council guidelines. Specific attention is given to major scientific concepts necessary for appropriate scope and sequence in teaching the elementary school curriculum. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I courses.

**ELEM 3540 Principles and Practices of Instruction and Assessment II (3.00 credits)** Explores three pedagogical models usable with all students. The phases of instructional development-planning, implementation, and assessment-provide the framework for exploration of the models. Students are required to apply their knowledge of the pedagogical models by planning, implementing, and assessing lessons in an actual classroom. In addition to class meetings, a minimum of 10

hours of clinical experience are required. Prerequisites: All Block I courses.

**ELEM 3550 Methods of Teaching Science in the Elementary School (3.00 credits)** This course examines content and methods for teaching elementary school science using various approaches and resources. In addition to class meetings, at least 10 hours of clinical experience are required. Prerequisites: All Block I courses.

**ELEM 4330 Mathematics Curriculum for Elementary Education Majors (3.00 credits)** This course examines the pre-K through grade 12 math curriculum content that is based on National Council of Teachers of Mathematics guidelines. Specific attention is given to major math concepts necessary for appropriate scope and sequence in the elementary school curriculum. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I & Block II courses.

**ELEM 4340 Methods of Teaching Language Arts Through Children's Literature in the Elementary School (3.00 credits)** This course examines content and teaching strategies for teaching language arts through the use of children's literature. Students will implement ESOL strategies in planning and presenting language arts lessons. Emphasis is on the identification of high-quality children's books and the development of teaching strategies for integrated language arts instruction. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I & II courses.

**ELEM 4350 Methods of Teaching Mathematics in the Elementary School (3.00 credits)** This course will focus on methods of teaching mathematics to elementary children. Students will explore a variety of techniques (using various manipulatives as well as technology) and reflect on approaches most applicable to teaching and learning when working with students who are typical in learning styles, who are limited in English proficiency (LEP), or who are exceptional learners. It is hoped that, through this exploration, students will discover that not only are there many approaches to teaching mathematics, but also that there are many ways for your students to solve given mathematical situations or problems. There will be a 10-hour clinical field experience in a community school. Prerequisites: All Block I and Block II courses.

**ELEM 4360 Methods of Teaching Literacy in the Elementary School (3.00 credits)** This course examines concepts in teaching, including sequential development skills in both word recognition and comprehension methods and materials. The rationale for each method is discussed and practical application with an elementary school student is required. The relationship of writing, listening, and speaking to reading is included. Students will implement ESOL strategies in planning and presenting lessons. In addition to class meetings, at least 10 hours of clinical experience are required. Prerequisites: All Block I & Block II courses.

**ELEM 4530 Integrating Art, Music, and Health Education Across the Curriculum (3.00 credits)** Examines the methodology for the integration of music, art, and health education into the elementary school curriculum. Age and grade appropriate methods, materials, activities, and assessment for each area will be introduced through practical applications that are based on current research. In addition to class meetings, at least 10 hours of clinical experience are required. Prerequisites: All Block I, Block II, and Block III courses.

**ELEM 4540 Reading Assessment I (3.00 credits)** Examines recent trends in testing of work recognition and comprehension techniques. Students learn the appropriate use of methods and materials to improve reading performance. Students will consider ESOL influence when administering assessments and interpreting data. The rationale for each assessment technique is discussed and practical application with an elementary school student is required. In addition to class meetings, at least 10 hours of clinical experience are required. Prerequisites: All Block I, Block II, and Block III courses.

**ELEM 4560 Methods of Teaching Reading Across the Elementary Curriculum (3.00 credits)** This course addresses the significance of reading ability and study skills throughout the elementary school curriculum. The emphasis is on identifying sources of difficulties experienced by elementary school students in reading and learning from instructional materials. General strategies for learning from textbooks are examined, as well as study skills and specific strategies for dealing with text materials from particular content areas. Students will implement ESOL strategies in planning and presenting lessons. In addition, to class meetings, at least 10 hours of clinical experience are required. Prerequisites: All Block I, Block II, & Block III courses.

## Environmental Science/Studies (ENVS)

**ENVS 1100 Environmental Science I (3.00 credits)** Environmental Science I provides students with a broad overview of a highly interdisciplinary subject by examining how man can best live with Earth's environment. The first semester concentrates on the biological nature of environmental science: NIMBY, environmental justice, eco-feminism, biological communities, biodiversity, population, food, and hunger.

**ENVS 1101 Environmental Science I Lab (1.00 credits)** The laboratory series connects science with teaching and the real world. Students are taught how to convert scientific themes into investigative packs for the curious nature of the middle school student. The course will be taught in a format that utilizes easily accessible equipment of supplies and uses resources that are generally available within the community. Laboratory exercises connect environmental science with ecology, human population problems, biodiversity, soils, food, hunger, and nutrition.

**ENVS 1200 Environmental Science II (3.00 credits)** Environmental Science II provides students with a broad overview of a highly interdisciplinary subject. The course examines how man can best live with the Earth's environment. The second semester concentrates on the issues surrounding the physical nature of environmental science: air and water urbanization, toxic waste, natural resource management, law, and politics.

**ENVS 1201 Environmental Science II Lab (1.00 credits)** The laboratory series connects science with teaching and the real world. Students are taught how to convert scientific themes into investigative packs for the curious nature of the middle school student. The course will be taught in a format that utilizes easily accessible equipment or supplies and uses resources that are generally available within the community. Laboratory exercises connect environmental science with drinking water, air and water pollution, recycling and garbage, household and toxic chemicals, as well as energy resources.

**ENVS 3100 Environmental Issues (3.00 credits)** Environmental Issues is designed to teach students that most of today's issues in environmental science are highly controversial and that advocating a policy stand on an environmental concern requires the balancing of the pros and cons of an issue. Several current areas will be introduced in an unbiased manner. The students will gain experience taking sides and debating issues by presenting objective perspectives on environmental topics. Examples of questions to be covered include the following: Is limiting population growth a key factor in protecting the global environment? Should the new clean water act aim for "zero" discharge? Should recycling efforts be expanded? Are aggressive international effects needed to slow global warming? This course will complement the "oral communication" class which students will take during the same semester.

**ENVS 3101 Introduction to Public Health (3.00 credits)** This course provides an introduction to the concepts, values, principles, and practice of public health. This course is taught via WebCT.

**ENVS 3201 Environment, Culture, Ethnicity & Health (3.00 credits)** This course introduces students to skills and insights necessary in promoting health in diverse populations. Issues discussed include the need for effective communication with understanding of cultural factors

and how they impact on preventive efforts, health care status and utilization patterns on the health care system and expenditures. The course also explores traditional modalities of health maintenance among various populations.

**ENVS 4002 Health Promotion and Disease Prevention (3.00 credits)** Students learn health educational strategies that can be incorporated into multiple settings focusing on wellness and preventive interventions. This course addresses individual and social factors as well as behavioral issues, health detriments and community resources. Prerequisite: ENVS 3020

**ENVS 4210 Environmental Epidemiology (3.00 credits)** Examines the history, principles, and uses of epidemiology for understanding and control of health and disease in relation to human environments. Emphasis in this survey course include the natural history, prevention, and control of diseases, as well as monitoring and outbreak investigations. Pre-requisites: BIOL 1400 or BIOL 2400 or BIOL 3400

**ENVS 4300 Industrial Ecology (3.00 credits)** Industrial ecology is a new way of thinking about economy- environment interaction. To provide a suitable and sustainable quality of life, increased (rather than less) reliance on new technologies will be required. Industrial ecology is the means by which humanity can deliberately and rationally approach and maintain a desirable carrying capacity, given continued economic, cultural, and technological evolution. The concept requires that an industrial system be viewed not in isolation from its surrounding systems, but in concert with them. It requires familiarity with industrial activities, environmental processes, and societal interactions. This course will unite many of the concepts learned throughout the degree program. It is a subject that acknowledges the interdisciplinary nature of environmental issues and maintains that one solution (the industrial one) lies in uniting the new generation of engineers, scientists, business people, and public policy experts such that we enter a new century with an environmental ethic guiding each business decision. Topics considered will include the minimizing of energy-intensive process steps in manufacturing, the reduction of residues, and the importance of designing, building, maintaining, and recycling products in such a way that they impose minimal impact on the wider world. Prerequisite: MATH 3020.

**ENVS 4310 Environmental Health (3.00 credits)** Environmental Health examines a multidisciplinary field. The study of environmental health sciences is concerned with the impact of environmental conditions on human health. Particular attention is given to the health effects in human populations that can arise from exposures to agents (chemical, biological, physical) through the air they breathe, the water they drink, and the food they eat. Pre-requisite: ENVS 3101

**ENVS 4500 Practicum in Environmental Science (3.00 credits)** A nonpaying work and/or research experience. The position must be related to the student's academic program. Each participating student will be assigned a faculty sponsor with whom a tutorial contract will be written outlining the academic work to be completed during the practicum. Students must have an earned cumulative GPA of 2.5 or higher and must have completed a minimum of 36 academic credit hours. Students may accumulate up to nine credits working on one or several experiences.

**ENVS 4600 Practicum in Environmental Studies (3.00 credits)** A 10-20 hours per week nonpaying work experience. The position must be related to the student's academic program with specific interest in either ecotourism or sustainability. Each participating student will be assigned a faculty sponsor with whom a tutorial contract will be written outlining the academic work to be completed during the internship. Students must have an earned cumulative GPA of 2.5 or higher and must have completed a minimum of 36 academic credit hours. Students may accumulate up to nine credits working on one or several experiences.

**ENVS 4950 Internship in Environmental Science and Study (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher,

major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

**ENVS 4999 Symposium in Environmental Science/Studies and Marine Biology (0 credits)** A required component for the environmental science/studies majors is attending a weekly symposium. Local, state, national, and international experts representing a variety of disciplines found under the environmental science/ studies umbrella are invited to present papers and presentations about current research and projects they are developing. The purpose of the symposium series is to reveal the most current issues in the fields, as well provide current information on the opportunities available to students. Identical to MBIO 4999.

## Exceptional Student Education (ESED)

**ESED 3530 Educational Assessment of Exceptional Students (3.00 credits)** Assessment of exceptional students for instructional planning purposes is stressed. Topics include formal and informal evaluation techniques, as well as the interpretation, application, and communication of results. Emphasis is also placed on addressing programmatic needs from kindergarten through adulthood. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I courses.

**ESED 3540 Introduction to Language Development and Speech Disabilities (3.00 credits)** The study of language development and disorders, including the impact of language on learning and augmentative forms of communication. Individual needs and remediation concerns are addressed from early childhood to adulthood. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I courses.

**ESED 3550 Vocational/Functional Life Skills (3.00 credits)** Personal and social skills for exceptional learners are stressed through emphasis on employability skills, career awareness, and transition planning for adult living. Teaching major competencies necessary from kindergarten through adulthood in the areas of vocational and social needs is explored and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I courses.

**ESED 3560 Education of the Mildly Handicapped (3.00 credits)** Nature and needs of mildly handicapped students are stressed (definitions, characteristics, prevalence, incidence, etiology, and medical aspects). Educational needs of students who are limited in English proficiency (LEP) are investigated. Curricular planning, prevention and intervention strategies for exceptional learners (emotionally handicapped, educable mentally handicapped, and specific learning disabilities) from kindergarten through adulthood in resource room or full inclusion settings are explored and applied. Professional organizations, array of services, use of community services from culturally diverse perspectives, IEPs and placement processes are emphasized. In addition to the class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I courses.

**ESED 3561 Families, Professionals, and Exceptionality (3.00 credits)** A study of theory, research, and best practices related to family-professional partnerships from both general and special education is conducted. Families are studied as interactive systems from a multicultural perspective. Concepts and techniques of developing empowerment through collaboration are discussed and applied for it is through such partnerships that reliable alliances develop. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. Prerequisites: All Block I courses.

**ESED 4320 Classroom Management for Typical and Atypical Learners in the Multicultural Classroom (3.00 credits)** This course examines classroom management as the interrelationship of appropriate curricula, methods, materials, student behavior, and teacher behavior from culturally diverse perspectives. These factors are related to the

twelve accomplished practices from the Florida Education Standards Commission and the research base from the Florida Performance Measurement System (FPMS). A minimum of 10 hours of clinical experience in a community school is required. This course is cross-listed with ESED 4320. This class has a mandatory university supervision component of the clinical experiences. Prerequisites: All Block I & Block II courses.

**ESED 4360 Educational Programming for the Emotionally Handicapped (3.00 credits)** Emphasis is placed on instructional strategies for teaching students who are emotionally handicapped. Development, implementation, and evaluation of individualized educational plans are stressed. Instructional techniques, motivational strategies, and data-based management for students ranging in age from kindergarten through high school are investigated and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I, Block II, & Block III courses. (200420)

**ESED 4390 Curriculum for Learning Abilities (3.00 credits)** A study of specialized curriculum and instructional materials for teaching students with specific learning disabilities will be emphasized. Topics include curriculum standards and resources for students ranging in age from kindergarten through high school.

**ESED 4530 Classroom Procedures for Mentally Handicapped (3.00 credits)** Emphasis is placed on instructional strategies for teaching students who are mentally handicapped. The development, implementation, and evaluation of individualized educational plans are stressed. Special approaches to teaching functional skills, development programming, and data-based management for students ranging in age from kindergarten through high school are investigated and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. Prerequisites: All Block I, Block II, & Block III courses.

**ESED 4550 Methods and Materials for Teaching SLD Learners (3.00 credits)** Emphasis is placed on instructional strategies for teaching students with specific learning disabilities. Specialized approaches to teaching basic skills and adaptation of curriculum and materials for students ranging in age from kindergarten through high school are investigated and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. This course has a mandatory university supervision component of the clinical experiences. Prerequisites: All Block I, Block II, & Block III courses.

## English for Speakers of Other Languages (ESOL)

**ESOL 2903 Cross Cultural Studies (3.00 credits)** This course will enable students to expand their knowledge of a multiplicity of cultural groups nationwide. This knowledge will allow them to identify culture-specific verbal and nonverbal communications and school behaviors resulting from cultural variations and their influence on student behavior/attitudes. The use of recent research findings and cross-cultural awareness will assist participants in maximizing student learning and in designing culturally sensitive instructional materials while exhibiting appropriate teacher behaviors in cross-cultural school settings. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required.

**ESOL 3340 Survey of TESOL for Teachers (3.00 credits)** This course is required of all undergraduate preservice teachers enrolled in ESOL infused programs. A survey of TESOL for undergraduate education majors, this course provides a broad conceptual framework for preservice teachers to understand the potentials and hurdles of the limited English proficient (LEP) in a subject area classroom. It surveys the Office of Multicultural Student Language Education's twenty-five performance

standards for Teachers of English for Speakers of Other Languages, and reviews the latest research written by experts in the field. In addition to class time, a minimum of 10 hours of clinical experience in a community school is required.

**ESOL 4565 Second Language Learning (3.00 credits)** ESOL 4565 is required of all undergraduate preservice teachers enrolled in the ESOL infused programs. It focuses on second language development, covering language learning theories, methods, and assessment strategies in the field. Current and classic language learning theories are analyzed and applied. The preservice teacher is expected to be able to locate and use research and resources in ESOL methods and assessment.

**ESOL 4900 Survey in Teaching Limited English Proficient Students (3.00 credits)** Survey course that addresses key competency requirements from each of the five ESOL endorsement courses. It is required of all education majors, as this course serves as a foundational overview for any additional course work in the area of ESOL studies. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required. An overview of the required components for the E.S.O.L. Add-On Endorsement, including the Florida Performance Standards and Program Design Matrices which are used to verify the attainment of specified competencies. This is an elective offered for school district personnel who need to meet specific district requirements. This course is intended to meet the ESOL requirements for the Middle School Science major. This course is not designed to meet any of the ESOL requirements for Early Childhood, Elementary, or Exceptional students education majors. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting are required.

**ESOL 4901 Methods of Teaching ESOL (3.00 credits)** This course will assist participants in identifying and selecting instructional strategies, approaches, and materials for the development of listening, speaking, reading and writing skills in ESOL classrooms. Knowledge of these elements will be demonstrated by development and presentation of lesson plans appropriately based on age, language proficiency, cultural background and learning styles. In addition to class meetings, a minimum of 10 hours observation and participation in a clinical setting is required.

**ESOL 4902 ESOL Curriculum and Materials Development (3.00 credits)** Participants will learn how to design various models of appropriate ESOL curriculums or evaluate instructional materials, to select appropriate ESOL content according to levels of proficiency in the language arts, and to select and use effective instructional technologies/materials, including computers/VCR's audiocassettes, etc. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

**ESOL 4903 Cross-cultural Studies (3.00 credits)** In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. (200450)

**ESOL 4904 Linguistics for ESOL Educators (3.00 credits)** This course deals with the basic systematic and subsystemic organization of language, including phonology, morphology, syntax, and possible linguistic interferences in these areas of LEP students from diverse backgrounds. Students will learn how to compare language acquisition of different age groups, to identify principles of contrastive and error analysis, and to identify exceptionalities, characteristic of LEP students with special needs. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

**ESOL 4905 Testing and Evaluation in ESOL (3.00 credits)** Participants will learn to identify suitable ESOL assessment instruments and placement tests for ESOL students. Identification of available tests and construction of necessary ESOL test items in the cultural and language arts areas will be learned. The design and interpretation of appropriate testing - proficiency and achievement measures - as well as the interpretation of such assessment will be stressed. Traditional assessment procedures as well as authentic assessment will be incorporated into required activities. The bilingual/special education interface is also considered. A variety of necessary record keeping

methods for different types of assessment will be discussed and used in assignments. In addition to class meetings, a minimum of 10 hours observation and participation in a clinical setting is required.

## Finance (FINC)

**FINC 3010 Corporation Finance (3.00 credits)** Applies financial management to organizations. Topics include ratio analysis, leverage, cash budgeting, and capital structure. Prerequisites: ACCT 2200.

**FINC 3110 Financial Management (3.00 credits)** A continuation of Corporation Finance. Topics include present value analysis, rate of return, and other techniques used to evaluate investment alternatives. Prerequisite: FINC 3010.

**FINC 3120 Principles of Investments (3.00 credits)** Investment management is emphasized including financial statements and portfolio management. Analyzes financial statements, discusses the use of rating services such as Moody's and Standard and Poor's, and compares growth and income investments. Prerequisite: FINC 3010.

**FINC 3130 Securities Analysis (3.00 credits)** Builds on the foundation of investment management developed in FINC 3120 by focusing on the management of funds of institutional investors, including insurance companies, pension funds, and foundations. Prerequisite: FINC 3120.

**FINC 3150 Banking and Financial Institutions (3.00 credits)** Studies the operation in commercial banks, savings and loan associations, and saving banks. Topics include loans, mortgages, bonds, investments, trusts, marketing, and auditing. Discusses the impact of federal and state regulations on financial institutions. Prerequisite: FINC 3010.

**FINC 3200 Individual Financial Management (3.00 credits)** Surveys the major elements of individual financial management. Topics include money management, credit and debt management, insurance, major expenses, college planning, retirement planning, and investments.

**FINC 3900 Finance Internship/Cooperative Education (3.00 credits)** Work placement (10-20 hours per week) for a period of 16 weeks in the student's major area of study or area of career interest. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credits towards degree, and permission from Director. Position must be approved by Career Services before student may register for this course. Student may enroll in this course more than one time.

**FINC 4120 Advanced Financial Management (3.00 credits)** This course explores the role of the financial manager in finding sources of corporate funds, valuation, and capital budgeting. This course also examines financial forecasting and short and long-term financing. Prerequisite: FINC 3110.

**FINC 4130 Portfolio Theory (3.00 credits)** This course covers portfolio theory with an emphasis on capital asset pricing, arbitrage pricing, pricing of derivatives, interest rates, and bond management. Internet exercises will be used extensively. Prerequisite: FINC 3130.

**FINC 4550 International Finance and Banking (3.00 credits)** Topics include international monetary systems, foreign exchange markets, exchange rates, international financial institutions, and capital markets. Prerequisite: ECON 2010

**FINC 4910 Advanced Special Topics (3.00 credits)** Examines topics in finance that are not included in regular course offerings. Specific contents and prerequisites are announced in the course schedule for a given term. Students may reenroll for special topics covering different content.

**FINC 4920 Advanced Special Topics (3.00 credits)** Examines topics in finance that are not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

## Geography (GEOG)

**GEOG 2050 Survey of Geography (3.00 credits)** Study of geographic characteristics, area relationships, and major regional problems, and their impact on the Western world. Study of physical, human, economic, and political resources.

**GEOG 2260 Geography of Natural Resources (3.00 credits)** Study of the natural resources within the framework of the man-environment system. Included are problems relating to pollution, populations, technology, growth, conservation of the environment, and developmental planning as they relate to the various geographic areas of the Western world and the non-Western world.

**GEOG 2900 Special Topics in Geography (1.00 credits)** Topics in geography that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may reenroll for special topics covering different content.

**GEOG 2910 Special Topics (3.00 credits)** Topics in geography that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may reenroll for special topics covering different content.

**GEOG 2920 Special Topics in Geography (1.00 credits)**

**GEOG 2930 Special Topics in Geography (1.00 credits)**

**GEOG 2940 Special Topics in Geography (1.00 credits)**

**GEOG 2950 Special Topics in Geography (1.00 credits)**

**GEOG 2960 Special Topics in Geography (1.00 credits)**

**GEOG 2970 Special Topics in Geography (1.00 credits)**

**GEOG 2980 Special Topics in Geography (1.00 credits)**

**GEOG 2990 Special Topics in Geography (1.00 credits)** Topics in geography that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may reenroll for special topics covering different content.

**GEOG 3000 Geography of Ecotourism (3.00 credits)** Geography of Ecotourism examines physical and cultural attributes of countries and regions in the context of tourism. A general emphasis provides a broad overview of tourism around the world, but the majority of the instruction deals with the examination of ecotourism from a thematic view point so that practitioners can learn to identify geographic locations with specific attractions and apply concepts so as to construct activities in any country.

**GEOG 4900 Advanced Special Topics in Geography (1.00 credits)** Advanced topics in geography that are not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may reenroll for special topics covering different content.

**GEOG 4910 Advanced Spec Topics Geography (3.00 credits)** Advanced topics in geography that are not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may reenroll for special topics covering different content.

**GEOG 4920 Advanced Spec Topics Geography (1.00 credits)**

**GEOG 4930 Advanced Spec Topics Geography (1.00 credits)**

**GEOG 4940 Advanced Spec Topics Geography (1.00 credits)**

**GEOG 4950 Advanced Spec Topics Geography (1.00 credits)**

**GEOG 4960 Advanced Spec Topics Geography (1.00 credits)**

**GEOG 4970 Advanced Spec Topics Geography (1.00 credits)**

**GEOG 4980 Advanced Spec Topics Geography (1.00 credits)**

## Gender Studies (GEST)

**GEST 2050 Introduction to Gender Studies (3.00 credits)** This course introduces students to the interdisciplinary field of gender studies. It is designed to help students develop a critical framework for thinking about questions relating to gender and the ways that gender is constructed and institutionalized. Attention is paid to ongoing debates concerning public and private, the politics of embodiment and sexuality, equality and difference, the intersection of gender with other axes of subordination, identity politics and essentialism.

**GEST 4900 Special Topics in Gender Studies (3.00 credits)** This course serves as a capstone to gender studies and provides the opportunity for treatment of special topics and/or internships combined with independent research projects. Prerequisites: GEST 2050; COMP 2000, 2010, or 2020.

**GEST 4990 Independent Study (3.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Written consent of instructor and department director required. Prerequisites: GEST 2050; COMP 2000, 2010, or 2020.

## Global Studies (GLBS)

**GLBS 1500 Global Issues (3.00 credits)** This course examines some of the increasingly complex and diverse issues confronting humanity. It examines the great diversity of opinion that people hold on important global issues, such as population, natural resource utilization, development, human rights and values. (200420)

**GLBS 1500H Global Issues Honors (3.00 credits)** This course examines some of the increasingly complex and diverse issues confronting humanity. It examines the great diversity of opinion that people hold on important global issues, such as population, natural resource utilization, development, human rights, and values. Honors students only.

**GLBS 2160 African Studies (3.00 credits)** African traditions and the challenge of modern development: an interdisciplinary overview of traditional African systems and societies and their impact on the development of political, social, and economic institutions; the legacy of European colonialism to emerging African nations; the challenge of development in the 20th and 21st centuries.

**GLBS 2250 The Pacific Rim (3.00 credits)** The challenge of development in Southeast Asia and Latin America: using selected Southeast Asian and Latin American nations as focal points, the course provides an interdisciplinary overview of systems and societies in two distinct regions of the world and their relationship to past and future development. The goal of this course is to establish a hemispheric and global consciousness in the student.

## History (HIST)

**HIST 1030 American History to 1865 (3.00 credits)** American history from its colonial origins through the Civil War. Special emphasis is given

to analyzing and evaluating the major forces and ideas that have shaped American political, social, and economic life.

**HIST 1030H American History to 1865 Honors (3.00 credits)** American history from its colonial origins through the Civil war. Special emphasis is given to analyzing and evaluating the major forces and ideas that have shaped American political, social, and economic life. For students in the Honors Program only. Honors students only.

**HIST 1040 American History Since 1865 (3.00 credits)** American history from Reconstruction to the present. Special emphasis is given to analyzing and evaluating the major forces and ideas that have shaped American political, social, and economic life.

**HIST 1040H American History from 1865 Honors (3.00 credits)** American history from Reconstruction to the present. Special emphasis is given to analyzing and evaluating the major forces and ideas that have shaped American political, social, and economic life. Honors students only.

**HIST 1090 Early Western History (3.00 credits)** A historical study of the major political, social, economic, philosophical, and religious movements shaping Western society in the period preceding the Renaissance.

**HIST 1110 Modern Western History (3.00 credits)** A historical examination of modern western society since the Middle Ages emphasizing political, social, and economic movements, and the religious and philosophical ideas that have shaped its development.

**HIST 1150 Early World History (3.00 credits)** A study of the development of world civilizations, examining the inter-relationships of the various regions of the world from Prehistoric times through 1500, including the rise of world communities, cultures, religions, and empires, tracing the development of trade, economics, political forms, the creation of the nation-state, and on the development of technology and the use of war to resolve cultural/religious/national conflicts.

**HIST 1160 Modern World History (3.00 credits)** A study of the inter-relationships of world civilizations of the various regions of the world in the post-Renaissance era, examining the major world communities, cultures, and religions, tracing the modernization of economics and political systems, and the relations between modern nation-states. The course will also examine the collapse of colonialism, the beginning and end of the Cold War, the use of technology and warfare to resolve cultural/religious/ national conflicts, and the role played by the United States in world affairs in the modern era.

**HIST 2010 History of Florida (3.00 credits)** An examination of the history of Florida from the time of its first recorded human inhabitants, through exploration and settlement by Europeans, the colonial history of Spanish and British Florida, United States territorial status and statehood, secession and Civil War, Reconstruction and reform, economic boom and bust, growth and diversification, the growth of tourism, the effect of the Depression and World War II on Florida, its role in the Civil Rights movement, and the Immigration's impact on Florida to the present day. Prerequisite: COMP 1500.

**HIST 2130 Formation of Latin America (3.00 credits)** Ancient America to the Mexican Revolution: an interdisciplinary study of ancient American and Latin American systems and societies. The course examines ways in which essential elements of indigenous cultures have had an impact on the development of Latin American political, social, and economic institutions; the impact of Iberian history and socioeconomic systems on the discovery, colonization, and development of American nations; the legacy of Spanish and Portuguese colonialism to emerging Latin American states; and the major goals and consequences of 19th century neocolonialism. Pre-requisite: COMP 1500.

**HIST 2140 Modern Latin America (3.00 credits)** The 20th and 21st centuries: using Latin America and the Caribbean as a focal point, the course provides an interdisciplinary overview of contemporary American

systems and societies and their place in a rapidly changing, increasingly interdependent world. Topics discussed will include the causes and goals of revolution in Latin America, Latin American debt and development, U.S.-Latin American relations, and a new hemispheric order for the 21st century. Prerequisite: COMP 1500.

**HIST 2200 Asian History (3.00 credits)** This course traces the history of Asia from the age of Asian empires through European contact and colonialism and into the age of the modern nation-state, examining the growth of Confucian and Buddhist culture in China and Japan, the rise of Communism and militarism, and the interaction of these nations with the rest of Asia. Pre-requisite: COMP 1500.

**HIST 2300 Caribbean History (3.00 credits)** This course traces the history of the Caribbean from the fifteenth century to the present, examining such issues as indigenous peoples and the early years of European settlement and colonization, the construction of African slavery, the changing place of the Caribbean in the world economy, various aspects of slave society, and the abolition of slavery. Revolution and struggles for independence will be emphasized, as will be U.S. imperialism, migration, and the rise of intellectual, artistic and literary movements in Caribbean island nations. Pre-requisite: COMP 1500.

**HIST 3010 Constitutional History I (3.00 credits)** A study of the origin and development of the American constitutional system from the colonial period to 1870. The course will examine seminal decisions of the United States Supreme Court during this period in their political, social, and economic context. Pre-requisite: one HIST course; COMP 2000, 2010, or 2020.

**HIST 3020 Constitutional History II (3.00 credits)** Continuation of the study of the constitutional system of the United States. The course covers the period 1870 to the present with special emphasis on Supreme Court decisions in the areas of federal-state relations, individual liberties, and civil rights. Pre-requisite: HIST 3010.

**HIST 3130 Vietnam (3.00 credits)** This course takes an interdisciplinary approach to examine the origins and causes of the Vietnam war, explore the ways it was fought and evaluate its impact on American society, politics and life. Specific focus will be on the way that the Vietnam conflict inspired feelings of strife and anger, confusion and frustration to an entire generation of Americans as America's first 'lost' war. Pre-requisite: one HIST course; COMP 2000, 2010, or 2020.

**HIST 3140 The Holocaust (3.00 credits)** A study of the history of the Holocaust. This course will look at the causes, reasons, results and implications of the Holocaust from both a European and American perspective. Pre-requisite: one HIST course, WRIT 2000, 2010, or 2020.

**HIST 3230 The Great Depression (3.00 credits)** This course will examine the origins and causes of the Great Depression, exploring its impact on American society and life and evaluating its effects on the politics of reform that grew up in response to this crisis. Specific topics, such as this era's impact on confidence about the future, the New Deal, the welfare state and modern liberal politics, and how events of the era have helped form contemporary American society, will be covered. Prerequisite: 1 HIST course; COMP 2000, 2010, or 2020.

**HIST 3240 Irish History (3.00 credits)** This course will study Irish history from the Neolithic era to the 21st century, focusing on the colonial relation between Britain and Ireland, including the 17th-century Plantation, the Cromwellian and Williamite wars, the United Irishmen and the 1798 Rising, the Act of Union, the Great Hunger (Famine) and emigration to America, and the formation of the Irish Republic and the Northern Irish state in 1922. Pre-requisite: one HIST course; COMP 2000, 2010, or 2020.

**HIST 4500 Historiography (3.00 credits)** The study of how historians contend with the past. This course focuses on how history is researched and written, noting the different avenues used to view history, how bias affects the writing of history, and the assessment of what history is. Pre-requisite: one 3000-level HIST course; COMP 2000, 2010, or 2020.

**HIST 4900 Special Topics in History (3.00 credits)** Advanced studies in selected topics in history, such interpretations of Revolution, the role of technology in the society, or environmental history. Specific focus to be announced. May be repeated once for credit, if content changes and with department approval. Prerequisites: one HIST course; COMP 2000, 2010, or 2020.

**HIST 4990 Independent Study (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Written consent of instructor and division director required. Pre-requisite: one HIST course; COMP 2000, 2010, or 2020.

## Hospitality Management (HMGT)

**HMGT 3300 Food and Beverage Operations (3.00 credits)** Addresses management of food and beverage operations, front- and back-of-the-house operations. Staffing and accounting guidelines and reviewed. Prerequisite: HMGT 3820.

**HMGT 3450 Guest Services and Rooms Division Management (3.00 credits)** Introduce front-office procedures and back-of-the-house housekeeping operations. Front office operations emphasize reservations, registration, night audit, checkout, and billing procedures. Housekeeping operations emphasize staff motivation, ordering and inventory control of housekeeping products, hiring of staff and basic, guestroom cleaning procedures.

**HMGT 3500 Managing International Hospitality Operations (3.00 credits)** Focuses on the procedures used in the day-to-day operations of hospitality and tourism organizations. Reviews management systems that lead to the delivery of high quality service/products. Examines hotels, cruise ships, travel organizations, convention services, gaming, and transportation.

**HMGT 3820 The Tourism System (3.00 credits)** Explores the interdisciplinary relationships of world tourism traffic flows, attractions, and entertainment events.

**HMGT 3860 The Cruise Attraction (3.00 credits)** Provides the student with a comprehensive foundation in the cruise travel industry. Cruise travel history, facts about major cruise lines, and specialty yacht vacations are explored. Prerequisite: HGMT 3820.

**HMGT 3900 Hospitality Management Internship/Cooperative Education (3.00 credits)** Work placement (10-20 hours per week) for a period of 16 weeks in the student's major area of study or area career interest. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credits towards degree, and permission from Director. Position must be approved by Career Services before student may register for this course. Student may enroll in this course more than one time.

**HMGT 4310 Restaurant Management Seminar (3.00 credits)** Reviews the types of restaurants and consumer perceptions of the restaurant experience. Discusses menu planning, price, merchandising, marketing and control. Prerequisites: HMGT 3300 and permission of the instructor.

**HMGT 4500 Hospitality/Tourism Practicum (3.00 credits)** The practicum applies management skills in an industry setting or develops knowledge and skills in an area that is less familiar to the learner. The practicum requires a minimum of a full semester (16 week) commitment and can be taken at any point during or after the final year of study. Prerequisite: HMGT 3820 and senior standing.

**HMGT 4840 Special Interests and Ecotourism (3.00 credits)** Examines issues in the development of sustainable tourism resources including social, political and economic factors and their impact on the environment. Prerequisite: HMGT 3820.

**HMGT 4860 World Events and Conference Planning (3.00 credits)** This application-oriented course deals with planning and managing conventions and meetings. Topics include meeting planning, exhibit services, theme design, banquet and volume food service, site selection, association organizational structure, transportation, and pre/post-conference packaging. Prerequisite: HMGT 3820.

**HMGT 4980 Special Topics in Hospitality/Tourism (3.00 credits)** Provides advanced students with the opportunity to pursue areas of major interest within the hospitality and tourism areas under the guidance of a faculty member.

## Honors (HONR)

**HONR 1000A Honors Seminar: Introduction to the Medical Humanities (3.00 credits)** This course provides students in the honors program with an opportunity to explore the relationship between medicine, medical practice, and two or more disciplines within the humanities: the arts, philosophy, history, literature, and cultural studies. Offered in seminar format, students will assume an active role in discussions, presentations, and other aspects of this seminar. Honors students only.

**HONR 1000B Discovery & Discipline (3.00 credits)** This Honors Seminar provides an exploration of two critical themes that frame science, learning, and culture: discovery and discipline. What makes a fact a fact? Are there differences between invention and discovery? What level of proof, or agreement, is necessary for a discovery to be certified as real? Who makes these decisions? Is discovery the result of luck (being in the right place at the right time), creativity (imagination and curiosity), hard work (planning, preparation, and discipline), or a mix of all there? This course is open to students in the honors program.

**HONR 1000C Honors Seminar: Myth and Fairy Tale in Modern Culture (3.00 credits)** This course will focus on the influence of mythology and fairy tale on the cultural and psychological fabric of modern life. As students read various myths, fairy tales, and literature, as well as study images of myth and tale in advertising and film, they will attempt to make connections between underlying recurrent themes that find their roots in the earliest stories of humanity. The reading and analysis of texts and images will be complemented by the development of individual writing skills, emphasizing critical thinking and the clear, sophisticated, and creative expression of ideas. Honors students only.

**HONR 1000D Honors Seminar: Future History (3.00 credits)** This course is an extrapolation of the future based on assumptions about, and concerns with, the present. Taking both a utopian and a dystopian form, these explorations of historic imagination say as much about where we think we are today as where we think we are heading in the future. It will further explore the various forces that shape historic change, and seek to place ourselves, and our personal world, within this process. Honors students only.

**HONR 2000A Quarks to Quasars (3.00 credits)** This honors course is an algebra-based survey of developments in physics since the turn of the 20th century. The conceptual basis and historical development of the ideas will be emphasized. Topics include relativity, quantum mechanics, elementary particle physics, gravitation and cosmology, black holes, superstring theory, M-theory, and higher-dimensional Kaluza-Klein theories. Prerequisites: MATH 1030 or higher. Honors students only.

**HONR 2000B Honors Seminar: Genes and Schemes (3.00 credits)** This course will examine the science of modern genetics and how this science has inserted itself into the disclosure of contemporary culture. It will discuss the concept of the gene and will explore the way the "disclosure of the gene" has impacted our understanding of ourselves as human beings, as well as public policy issues in criminal justice, ethics, education, and health care. Special consideration will be given to the use and misuse of genetic "explanations" of human behavior, the Eugenics movement, and the nature vs. nurture dispute. This will be a team-taught

course by faculty in biology, philosophy, psychology, and sociology. Honors students only.

**HONR 2000C Honors Seminar: History of Economic Development (3.00 credits)** This course will examine the history and evolution of economics as a basic human institution with emphasis on distinctions between growth and development. The challenge of sustainable development will be analyzed within the broader historical context of human rights, environmental consequences, and ideological goals and outcomes. Students will design and discuss alternative economic models for the future that emphasize sustainability. Honors students only.

**HONR 2000D The Ever-Changing Family (3.00 credits)** This course will focus on how the concept of the family has changed over the last 80-100 years. Students will examine how the media has been one avenue that has conceptualized the family along with the impact this has on peoples' roles in families. Through the use of books, film, and television, stereotypes and myths of family functioning, along with debates about what a family "is" or "should be", will be discussed. Multicultural and non-traditional families will be explored.

## Humanities (HUMN)

**HUMN 1410 Explorations in the Humanities (3.00 credits)** This introductory course studies the set of disciplines collectively known as the Humanities-typically, the arts, architecture, literature, religion, music, and philosophy. Students will focus on how works in these disciplines, traditionally studied as interrelated expressions of human creativity and imagination, have transcended the particular time and place in which they were produced and now belong to all of humankind. A variety of approaches to the study of Humanities will be used, including formalism and contextualism, as well as historical and psychological analyses.

**HUMN 3010 Communication Traditions (3.00 credits)** This course addresses the role of argument and communication in public discourse. Students will become intelligent consumers of public discourse through learning the traditions of the art of communication from ancient times through the present. Students will study compelling speakers and speeches from rhetorical and philosophical viewpoints. Prerequisites: COMP 2000, 2010, or 2020.

**HUMN 4100 Death and Dying (3.00 credits)** A multi-disciplinary examination of significant topics related to the process of dying and death, such as changing western attitudes toward death, problems and solutions that may arise and for those experiencing the dying process (including the dying, family, and friends), the grieving process, and non-western approaches to death and dying. Pre-requisite: one ARTS, HIST, HUMN, LITR, or PHIL course; COMP 2000, 2010, or 2020.

**HUMN 4200 Asian Thought (3.00 credits)** An introduction to the fundamental teachings of significant religious and philosophical systems of Asia, offering a broad overview of such topics as Wu Wei, karma, reincarnation, impermanence, the nature of the mind, the paths of enlightenment, and basic practices such as meditation and compassionate action. Prerequisites: 1 ARTS, HIST, HUMN, LITR, or PHIL course; COMP 2000, 2010, or 2020.

**HUMN 4900 Special Topics in the Humanities (3.00 credits)** Advanced studies in selected cross-disciplinary areas of the humanities, including such topics as comparative religion, death and dying, or popular culture. Specific focus to be announced. May be repeated once for credit, if content changes and with departmental approval. Pre-requisite: one ARTS, HIST, HUMN, LITR, or PHIL course; COMP 2000, 2010, or 2020.

**HUMN 4990 Independent Study (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Written consent of instructor and division director required. Pre-requisite: one ARTS, HIST, HUMN, LITR, or PHIL course; COMP 2000, 2010, or 2020.

## Latin American and Caribbean Studies (LACS)

### **LACS 4850 Preparation for Field Study (3.00 credits)**

The course is designed to prepare students for total immersion into Latin American culture, with emphasis on the culture and environment of the Peruvian Amazon. Students will examine how others deal with the experience of separation from one's culture and integration into another. To aid in their own integration process, students will examine the geography, culture, and the current events of Peru and the Amazon region. Written consent of instructor and division director required.

**LACS 4860 Field Study in Latin America I (3.00 credits)** A field experience relating to selected topics in Latin American and Caribbean studies. Specific content and prerequisites are announced in the course schedule for a given term. Written consent of instructor and division director required.

**LACS 4870 Field Study in Latin America II (3.00 credits)** Advanced field experience relating to selected topics in Latin American and Caribbean studies. Specific content and prerequisites are announced in the course schedule for a given term. Written consent of instructor and division director required.

**LACS 4900 Special Topics in Latin American and Caribbean Studies (3.00 credits)** Topics in Latin American and Caribbean studies not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may reenroll for Special Topics covering differing content. Pre-requisite: 1 HIST course; COMP 2000, 2010, or 2020.

## Paralegal Studies (LEGS)

**LEGS 1150 Introduction to Law and the Legal Profession (3.00 credits)** Topics will include the structure and decisional processes of the American legal system, sources of law, methods of dispute resolution, the roles of the attorney and the legal assistant, legal analysis, interviewing techniques and ethics for legal assistants. This course is not required for those students who have taken LGST 2010 or LGST 2500.

**LEGS 2100 Legal Research and Writing I (3.00 credits)** Students will study primary and secondary sources of law, obtain legal research and writing skills, learn how to use a law library, and obtain computer-assisted legal research training. Prerequisites/Corequisites: LEGS 1150 or LGST 2010 or LGST 2500 or permission of coordinator. This course is not required for students who have taken LGST 4000.

**LEGS 3050 Criminal Law and Procedure (3.00 credits)** This course covers the study of both substantive criminal law and criminal procedure for the paralegal student. Students will learn the elements of major crimes and defenses. Students also will examine the constitutional aspects of criminal procedure, including searches, seizures and arrests; interrogation; the pretrial process; trial; sentencing; and appeal. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500 or permission of coordinator.

**LEGS 3210 Computer Applications for the Legal Profession (3.00 credits)** Theory and application of programs for computers that are used in the legal profession. Hands-on experience with microcomputers and specialized software utilized by the legal profession. Prerequisites: TECH 1110 and LEGS 1150 or LGST 2010 or LGST 2500 or permission of the coordinator.

**LEGS 3260 Real Estate Practice I (3.00 credits)** Topics will include interests in real property, contracts, deeds, mortgages and other encumbrances, mortgage foreclosures, title searches, title insurance, and leases. Students will prepare closing documents for a residential real



estate transaction. Pre/Corequisites: LEGS 1150 or LGST 2010 or LGST 2500 or permission of coordinator.

**LEGS 3300 Torts and Civil Litigation (3.00 credits)** This course covers tort law, including such topics as intentional torts, negligence, strict liability, products liability, defamation, and defense to torts. Students also will examine the civil litigation process, including evidence, the rules of civil procedure, discovery, jury selection, and pre-trial work. Students will prepare pleadings and pre-trial discovery. Pre/Corequisites: LEGS 1150 or LGST 2010 or LGST 2500 or permission of coordinator.

**LEGS 3360 Wills, Trusts, & Estates I (3.00 credits)** Topics will include intestacy, wills, trusts, living wills, will substitutes, probate, estate administration, and estate and gift taxes. Students will prepare wills and estate administration documents. Pre/Corequisites: LEGS 1150 or LGST 2010 or LGST 2500 or permission of coordinator.

**LEGS 3400 Business Relations and Organizations (3.00 credits)** Topics will include contracts (the essential elements, defenses to enforceability, third party beneficiaries, and assignments), the Uniform Commercial Code, sole proprietorships, general and limited partnerships, and corporations. Pre/Corequisites: LEGS 1150 or LGST 2010 or LGST 2500 or permission of coordinator.

**LEGS 3550 Family Law (3.00 credits)** Topics will include prenuptial and postnuptial agreements, marriage, dissolution, equitable distribution, alimony, shared parental responsibility, child support, property settlement agreements, adoption, and paternity and juvenile law. Pre/Corequisites: LEGS 1150 or LGST 2010 or LGST 2500 or permission of coordinator.

**LEGS 4060 Debtor and Creditor Relations (3.00 credits)** Topics will include the following: the bankruptcy process and alternative remedies; secured parties under the Uniform Commercial Code; judgment liens; locating debtors' property; enforcement of judgments by way of garnishment, attachment, and replevin; and exempt property. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500, and LEGS 2100 or LGST 4000, and LEGS 3300 and LEGS 3400 or permission of coordinator.

**LEGS 4110 Legal Research and Writing II (3.00 credits)** This course will commence with a review of all basic primary and secondary sources. Florida research tools and special topical reference materials will also be covered. Advanced training in computer-assisted legal research will be provided. Legal writing will be emphasized. There will be a variety of written work ranging from everyday correspondence to memoranda of law. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500, and LEGS 2100 or LGST 4000 or permission of coordinator.

**LEGS 4270 Real Estate Practice II (3.00 credits)** Topics will generally be chosen from among the following: title problems, mortgage foreclosures, landlord-tenants, commercial real estate transactions, condominiums, construction liens, and environmental matters. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500; and LEGS 2100 or LGST 4000; and LEGS 3260 or permission of coordinator.

**LEGS 4310 Advanced Litigation (3.00 credits)** The following topics under the Florida Rules of Civil Procedure will be covered: pleadings, service of process, parties, default, dismissals, discovery in all of its forms, the trial stage, judgments, and post-judgment relief. Students will work on civil cases in several areas of law, where they will apply many of the procedural rules that they have studied. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500; and LEGS 2100 or LGST 4000; and LEGS 3300 or permission of coordinator.

**LEGS 4370 Wills, Trusts, & Estates II (3.00 credits)** Topics will generally be chosen from among the following: probate litigation, mechanisms to transfer property, will and trust drafting, homestead, and federal estate and gift tax system, the Florida estate tax, and preparation of federal estate and gift tax returns. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500; and LEGS 2100 or LGST 4000; and LEGS 3360 or permission of the coordinator.

**LEGS 4410 Corporate Regulation and Change (3.00 credits)** Topics will include the following: capitalization, debt and equity financing, federal and state securities regulation, mergers, asset and stock acquisitions, reorganizations, and drafting corporate documents. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500; and LEGS 2100 or LGST 4000; and LEGS 3400 or permission of the coordinator.

**LEGS 4470 Emerging Technologies and the Legal Profession (3.00 credits)** This course covers emerging technologies and their impact on the legal profession. Topics covered will include an overview on the Internet, conducting legal research on the Internet, electronic filing with government agencies and the courts, "non-legal" Web sites with legal-specific applications, using email in law practice, legal trends on the Internet, ethical issues pertaining to emerging technologies, and law as applied to computers and other technology. Prerequisites: TECH 1110; and LEGS 1150 or LGST 2010 or LGST 2500; and LEGS 2100 or LGST 4000; and LEGS 3210; and LEGS 3400 or permission of the coordinator.

**LEGS 4510 Specialty Course (3.00 credits)** The subjects covered by this course will generally be chosen from among the following: administrative law; alternative dispute resolution; employment law; health law; immigration law; insurance law; international law; and patents, trademark, and copyright law. Prerequisites: LEGS 1150 or LGST 2010 or LGST 2500; and LEGS 2100 or LGST 4000 or permission of the coordinator.

**LEGS 4560 Elder Law (3.00 credits)** Topics will include the following: incapacity; types of guardians; guardianship practice and procedure; alternatives to guardianships, such as durable powers of attorney, trusts, health care surrogates, and representatives payers; government benefits such as Social Security, Medicare, and Medicaid; and housing options such as "reverse mortgages," life care contracts, adult congregate living facilities, and nursing homes. Prerequisite: LEGS 1150 or LGST 2010 or LGST 2500; and LEGS 2100 or LGST 4000 or permission of the coordinator.

**LEGS 4950 Internship in Paralegal Studies (3.00 credits)** A 20-hour per week work experience for 16 weeks in the student's major area of study at an internship site registered with the paralegal studies program as an approved site. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credit hours, and permission of paralegal coordinator. Students may take a maximum of two internships which must be taken at different internship sites.

## Legal Studies (LGST)

**LGST 2500 Introduction to Legal Studies (3.00 credits)** This course provides an introduction to the structure and basic decisional processes of the American legal system, as well as a study of the historical and social development of the legal profession in America from the colonial period to the present. Particular focus is on examination of the central issues and processes of the legal system from the perspective of their everyday working relationships and how courts work. Prerequisite: COMP 1500.

**LGST 3350 Environmental Law and Policy (3.00 credits)** Environmental Law & Policy analyzes environmental quality in terms of law and policy. Specific public policy issues are surveyed to develop alternative approaches for dealing with ecological problems and for illustrating the power of public opinion. This course also provides an understanding of the norms and institutions that comprise national and international environmental law. Specific topics considered include air pollution and protection of the atmosphere, hazardous waste, endangered species, the global commons and laws of the sea. Statutes, regulations, and judicial decisions are emphasized to provide an overall analysis of environmental law. Pre-requisite: COMP 2000, 2010, or 2020.

**LGST 3400 Comparative Legal Systems (3.00 credits)** A study of the interrelationship between cultures and legal systems; how legal systems

develop as a response to, and expression of, the cultures from which they derive. Prerequisite: COMP 1500.

**LGST 4000 Legal Research and Trial Advocacy (3.00 credits)** Students will learn legal research and writing skills, as well as the basics of case preparations, courtroom strategy and presentation, and legal argumentation. Library and Internet primary and secondary legal resources will be utilized, and legal memoranda and research skill exercises will be required. The students will create a trial notebook of their research and writing work, which they will then present in a mock trial/appellate setting. Pre-requisite: 1 LGST course and COMP 2000, 2010, or 2020.

**LGST 4050 Civil and Political Liberties (3.00 credits)** A survey of the philosophical basis and actual development of civil and political liberties in the United States. The course also examines the leading United States Supreme Court cases in the area. Pre-requisite: HIST 3020.

**LGST 4260 Private Law (3.00 credits)** This course examines, in depth, one or more areas of private law, such as contracts, torts, or corporations and considers them in the context of modern legal thought. The emphasis will be on 20th-century America. Pre-requisite: HIST 3020.

**LGST 4270 Judicial Politics and Process (3.00 credits)** This class will examine both the formal and informal practices and rules that shape the American judicial system. Using a political science/legal anthropology approach, it will ask who uses the courts, why they use the courts and what they hope to achieve. In doing so, it will seek to assess the effectiveness of American justice by analyzing such topics as the formal structures of the American judicial system and the judicial appointment, socialization, and the decision-making process. Prerequisite: HIST 3020.

**LGST 4410 International Law (3.00 credits)** An introduction to basic legal principles governing relations between nations. Topics include recognition of states, jurisdiction, human rights, treaties and agreements, law of the sea and claims against nations. Pre-requisite: 1 LGST course; COMP 2000, 2010, or 2020.

**LGST 4800 Study Abroad (3.00 credits)** A study abroad experience relating to selected topics in legal studies. Topics and credits vary. Written consent of instructor and department director required. Prerequisites: one LGST course; COMP 2000, 2010, or 2020.

**LGST 4990 Independent Study (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Prerequisites: one LGST course and written consent of instructor and division director.

## Literature (LITR)

**LITR 2010 British Literature I (3.00 credits)** A survey of major literary movements and writers, from Old English through the 18th century. The course examines themes common to various historical periods. Pre-requisite: COMP 1500 with a C- or higher.

**LITR 2011 British Literature II (3.00 credits)** A survey of major literary movements and writers, from the Romantic period through the present. The course examines themes common to various historical periods. Prerequisite: COMP 1500 with a C- or higher.

**LITR 2020 American Literature I (3.00 credits)** A survey of American literature from the colonial period through the Civil War, emphasizing major authors and identifying themes common to various historical periods. Pre-requisite: COMP 1500 with a C- or higher.

**LITR 2021 American Literature II (3.00 credits)** A survey of American literature from the end of the Civil War through the present, emphasizing, major authors and identifying themes common to various historical periods. Pre-requisite: COMP 1500 with a C- or higher.

**LITR 2030 World Literature I (3.00 credits)** A survey of selected masterpieces by international writers from antiquity through the Renaissance, emphasizing the evolution of world culture. Prerequisite: COMP 1500 with a C- or higher.

**LITR 2030H World Literature I Honors (3.00 credits)** A survey of selected masterpieces by writers from antiquity through the Renaissance, emphasizing the evolution of world culture. Prerequisites: COMP 1500 or equivalent with a C- or higher. Honors students only.

**LITR 2031 World Literature II (3.00 credits)** A survey of selected masterpieces by international writers from the 17th century through the 20th century, emphasizing the evolution of world culture. Pre-requisite: COMP 1500 with a C- or higher.

**LITR 2031H World Literature II Honors (3.00 credits)** A survey of selected masterpieces by international writers from the 17th century through the 20th century, emphasizing the evolution of world culture. Prerequisites: COMP 1500 or equivalent with a C- or higher. Honors students only.

**LITR 3040 Women in Literature (3.00 credits)** Works will be studied to acquaint students with the rich and extensive contributions of women to the various literary genres (autobiography, poetry, fiction). Pre-requisite: COMP 2000, 2010, or 2020 and one 2000-level LITR course.

**LITR 3060 History and Structure of the English Language (3.00 credits)** A study of the structure and development of the English language from Old English to Modern English, including changes in word forms, meaning and sounds, syntax and grammar. Pre-requisite: one LITR course; COMP 2000, 2010, or 2020.

**LITR 3210 British Romantic Literature (3.00 credits)** A study of the Romantic period in Britain, ranging from approximately 1785-1850 and covering such authors as Blake, Wollstonecraft, William and Dorothy Wordsworth, Coleridge, Mary Shelley, P.B. Shelley, DeQuincey, Byron, and Keats. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 3230 American Renaissance Literature (3.00 credits)** A study of the period known in U.S. literary history as the "American Renaissance" or "American Romanticism, ranging from approximately 1810-1865. The course will cover such authors as Whitman, Dickinson, Douglass, Stowe, Thoreau, Emerson, Melville, Hawthorne, and Poe. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 3260 Modernist World Literature (3.00 credits)** A study of the works from western literatures other than American or British from the period of 20th century modernism, primarily the first half of the 20th century. Authors studied might include Freud, Kafka, Camus, Beckett, Yeats, Joyce, and Borges. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 3500 Literature and Medicine (3.00 credits)** This course explores the relationship between literary and historical texts and medical practice. Using critical perspectives from the humanities, the course examines such topics as the medical practitioner's role, medical themes in literature, and pathographies. Pre-requisites: one LITR course; COMP 2000, 2010, or 2020.

**LITR 3510 Irish Literature (3.00 credits)** A study of Irish and Celtic literatures, focusing on early Irish myth and medieval literature translated from Gaelic, the literature of the Irish Renaissance in the early 20th century, and contemporary Irish poetry and prose. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 3520 African-American Literature (3.00 credits)** A study of African-American literature, from slave narratives to modern African-American poetry and prose. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 3620 Studies in Poetry (3.00 credits)** A detailed study of the genre of poetry through the reading of important works on various

periods and countries from the ancient through the modern era, focusing on the main poetical categories of epic, lyric, and dramatic poetry. Prerequisites: 1 LITR course; COMP 2000, 2010, or 2020.

**LITR 3630 Studies in the Novel (3.00 credits)** A detailed study of the novel through the reading of important works of various periods and countries from the 18th century through the modern era. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 4050 Literary Criticism and Theory (3.00 credits)** This course introduces students to critical approaches to literature and explores the potential usefulness of theoretical constructs in examining literary texts. Pre-requisite: COMP 2000, 2010, or 2020 and 1 2000-level LITR course.

**LITR 4060 Critical Theories & Gender (3.00 credits)** This course introduces students to contemporary feminist criticism and gender theory from Simone de Beauvoir to the present and explores the potential usefulness of theoretical constructs in examining literature. Pre-requisite: COMP 2000, 2010, or 2020 and one 2000-level LITR course.

**LITR 4710 Legends and Motifs in Literature (3.00 credits)** This course explores a single legend or motif that has captured the imagination of authors from ancient Greece to the present. Such legends may include a single figure, such as King Arthur, Oedipus, Antigone, Don Juan, Faust, or a character type, such as the vampire, the detective, or the femme fatale. Specific focus to be announced. May be repeated once for credit, if content changes and with division approval. Pre-requisite: COMP 2000, 2010, or 2020 and one LITR course.

**LITR 4720 Shakespeare (3.00 credits)** This course will examine the life and work of William Shakespeare from a range of critical perspectives, using a variety of Shakespeare's history, tragedy, and comedy plays. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 4730 Faulkner (3.00 credits)** This course will examine the life and work of William Faulkner from a range of critical perspectives, using a variety of Faulkner's short fiction and novels. Prerequisites: 1 LITR course, COMP 2000, 2010, or 2020.

**LITR 4900 Special Topics in Literature (3.00 credits)** Topics, which vary from year to year, may include a history of literary criticism, a study of literature in relation to a specific field (politics, law, science), an exploration of a particular form of literature (travel literature, autobiography, etc.), or theme (literature and the city, literature and the self), or an interdisciplinary approach to a particular era. Specific focus to be announced. May be repeated once for credit, if content changes and with department approval. Prerequisites: one LITR course; COMP 2000, 2010, or 2020.

**LITR 4990 Independent Study (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Prerequisites: one LITR course; COMP 2000, 2010, or 2020. Prerequisite Addition: Written consent of instructor and department director.

## Mathematics (MATH)

**MATH 1000 Essential Mathematics (3.00 credits)** This course is designed to provide a brief review of basic computational skills in fractions, decimals and rational numbers. It expands into a comprehensive study of introductory algebra including: variable expressions, linear equations and inequalities, polynomials, exponents, algebraic word problems, factoring, and quadratic equations.

**MATH 1030 Intermediate Algebra (3.00 credits)** This course is designed for students who have had some algebra. Topics include: algebraic expression and real numbers; linear equations and inequalities in one and two variables; quadratic equations; polynomials and factoring; graphs of basic functions; systems of linear equations; applications. Prerequisite: Challenge examination or MATH 1000 with a C- or higher.

**MATH 1040 Algebra for College Students (3.00 credits)** This course is designed to provide students with a full range of algebra skills. Topics include: graphs of functions and relations; inverse functions; rational and radical expressions; linear, quadratic, and rational functions; absolute value and radical functions; properties and graphs of exponential and logarithmic functions; applications.

**MATH 1050 Concepts in Geometry & Logic (3.00 credits)** This course is designed to meet the general education requirements for only those students intending to enter the education majors. The course addresses essential mathematical competencies related to sets and logic and geometry. Prerequisites: MATH 1030 with a C- or better

**MATH 1060 Concepts in Statistics and Probability (3.00 credits)** This course is designed to meet the general education requirements for only those students intending to enter the education majors. The course addresses essential mathematical competencies related to probability and both inferential and descriptive statistics. Prerequisite: MATH 1040 with C- or higher.

**MATH 1150 Topics In Mathematics II (3.00 credits)**

**MATH 1200 Precalculus Algebra (3.00 credits)** This course is for students with a strong background in algebra. Students will study fundamental concepts of algebra; equations and inequalities, functions and graphs; and polynomial, rational, exponential, and logarithmic functions.

**MATH 1250 Trigonometry (3.00 credits)** This course will complete the sequence of course necessary to begin the study of calculus. A thorough study of trigonometric functions, analytic trigonometry, and numerous applications will be covered.

**MATH 2080 Applied Calculus (3.00 credits)** Functions, graphs and derivatives of algebraic functions, introduction to derivatives of trigonometric functions, application of derivative to business problems, related rates and maximum/minimum problems. Prerequisites: Challenge examination or MATH 1200 with a C- or higher.

**MATH 2100 Calculus I (4.00 credits)** Functions, limits, and derivatives of algebraic functions. Introduction to derivatives of trigonometric functions, logarithmic functions, application of derivatives to physics problems, related rates and maximum/ minimum problems, and definite and indefinite integrals with applications.

**MATH 2200 Calculus II (4.00 credits)** Riemann sums, the definite integral, method of integration, continuation of exponential, logarithmic functions, and inverse trigonometric functions. L'Hopital's rule and improper integrals. Prerequisite: MATH 2100 with a C- or higher.

**MATH 3020 Applied Statistics (3.00 credits)** An introductory course in the use of descriptive and inferential statistics. Topics to include graphical and numerical descriptive measures, probability, common random variables and their distributions, sampling procedures, confidence intervals, and hypothesis testing including tests for independence and goodness of fit. Prerequisites: Placement examination or MATH 1030 with a grade of C- or higher or completion of a higher level MATH course.

**MATH 3030 Applied Statistics II (3.00 credits)** Introductory aspects of inferential statistics and experimental design are covered. Course material includes hypothesis testing and estimation, analysis of variance, multiple comparison procedures, linear and multiple correlation and regression methods, chi-square tests, nonparametric techniques, and elementary design of experiments. Stress will be placed on interpreting studies that employ these techniques.

**MATH 3100 Differential Equations (3.00 credits)** Solving first-order ordinary differential equations, exact, separable, and linear. Applications to rate and mechanics and theory of higher-order linear differential equations. Methods of undetermined coefficients and variation of parameters; application to vibration, mass and electric circuits; and power

series solutions. Partial differential equations and their application to electronics and electrical engineering problems. Solutions of initial boundary problems. Fourier series, Fourier transforms, inhomogeneous problems, Laplace transforms, and introduction to numerical methods.

**MATH 3250 Euclidean Geometry (3.00 credits)** Plane Euclidean geometry starts with a vocabulary of terms, definitions, and postulates, then works its way into direct and indirect proofs, and then finishes with similar figures, triangles, circles, and areas. The study of coordinate, solid, and non-Euclidean geometries will be left as an option (directed study) to the interested individual student.

**MATH 3300 Introductory Linear Algebra (3.00 credits)** Designed primarily for secondary math education majors, but is also appropriate for any student seeking a first course in linear algebra. The focus of the course is on matrix theory and its applications. Prerequisites: MATH 2200 with a C- or higher or departmental approval.

**MATH 3350 Number Theory (3.00 credits)** Designed primarily for secondary math education majors. Topics covered: divisibility, theory of primes, numerical functions, and congruence classes. Prerequisites: MATH 2200 or MATH 3250 with a grade of C- or higher.

**MATH 3900 History of Mathematics (3.00 credits)** Designed primarily for secondary math education majors. Includes from the early development in mathematics to current thinking. Students will gain the perspective that mathematics is the cumulative creation of many people over time. Prerequisites: MATH 2200, MATH 3250 and MATH 3350 with a grade of C- or higher.

**MATH 4050 Advanced Calculus I (3.00 credits)** Begins with analytic geometry and vectors in several dimensions and continues with partial differentiation of functions of several variables and its applications, including linear programming, multipliers, and linear regression. Finally, double and triple integrals and their applications are also covered. Prerequisite: MATH 2200 with a C- or higher.

**MATH 4060 Advanced Calculus II (3.00 credits)** Begins with a study of vector functions of one variable and their applications and continues with vector fields including line and surface integrals. The major theorems of vector calculus, including the divergence theorem, Green's Theorem, and Stoke's Theorem, are also covered.

**MATH 4500 Probability & Statistics (3.00 credits)** Probability function, random events, expectation, conditional probability distribution functions, and foundations of statistics. Prerequisite: MATH 2200 with a C- or higher.

**MATH 4950 Internship in Mathematics (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

**MATH 4990 Independent Study Mathematics (1.00 credits)** The student selects and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis.

## Marine Biology (MBIO)

**MBIO 2400 Marine Biology (3.00 credits)** This introductory course for the Marine Biology major will acquaint the student with basic principles of marine biology, and function as a complementary course to Oceanography (MBIO 2500). The course will touch upon basic aspects of physical, chemical and geological oceanography, and then focus upon marine communities found in the open ocean, deep sea, coastal shelf and intertidal regions. Phylogenetic relationships, organism function, species diversity, symbiotic relationships and ecological interactions will be examined. Prerequisite: MATH 1030.

**MBIO 2500 Oceanography/Lab (4.00 credits)** This introductory course for the Marine Biology major will expose the student to more comprehensive principles of physical, chemical and geological oceanography, and functions as a complementary course to Marine Biology (MBIO 2500). Oceanographic sampling and laboratory analysis techniques will be covered. Prerequisite: MATH 1030.

**MBIO 2910 Introductory Marine Biology Field Topics (1.00 credits)** Introductory topics in marine biological science that are not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may reenroll for different topics. Prerequisite: Permission of the instructor.

**MBIO 3350 Gulf Stream Ecology (3.00 credits)** This course will be team-taught by experts in a range of different oceanographic sub-disciplines. In this way, students will gain hands-on field and laboratory experience working with a range of organisms collected from several local habitats. Topics explored will include microbial ecology, macroinvertebrate ecology, and vertebrate ecology. Students will become familiar with the techniques used to collect and study these different groups in the field. In the laboratory, they will make detailed observations and conduct experiments to elucidate their function. Prerequisite: MBIO 2400 or permission of the instructor.

**MBIO 3650 Marine Vertebrates (3.00 credits)** This course is an introduction to marine vertebrates and their evolution, systematics, anatomy, physiology, ecology, and behavior. The focus will be on the organisms and their interactions with the marine environment, their interaction with each other, and their interactions with other species. A major goal will be to explain the great diversity and adaptations of vertebrate animals with examples involving local marine species. Prerequisite: MBIO 2400 or permission of the instructor.

**MBIO 3750 Coral Reefs and Coral Communities (3.00 credits)** This class introduces students to the biology and ecology of corals and coral-associated organisms. Topics include coral distribution, abundance, diversity, taxonomy, endosymbionts; reproduction, predator-prey, relationships, and anthropogenic and natural disturbances. Active classroom discussion will be encouraged during and following the presentation of material by the professor. A formal discussion period on selected papers will be conducted during each class. Material will be presented from a global perspective, with focus on South Florida and Caribbean marine environment. Two weekend field trips are required. Prerequisite: MBIO 2400 or permission of the instructor.

**MBIO 4210 Ecology of the Great Barrier Reef (3.00 credits)** This course is an intensive academically rigorous experience designed to provide students with an integrated understanding of reef ecology. The remote location in a protected marine area provides access to an unequalled classroom setting. A typical day involves lecture, snorkeling, field write-ups, oral presentations, and compilation of faunal trips lists. There are reefs in the lagoon, and boats are taken to outlying reef areas. Prerequisite: MBIO 2400 or permission of the instructor.

**MBIO 4230 Belize Reef Ecology (3.00 credits)** This course is intended as an entry-level residential field experience for marine science majors. The primary focus of the course is a weeklong field experience at South Water Caye, Belize. Students undertake projects to be completed during their stay on the Caye. A written paper must be submitted. This experience provides complete immersion in the subject matter and brings together a number of academic disciplines; it also provides a synthesis of information enabling students to incorporate knowledge from prior course work in a field setting. Prerequisite: MBIO 2400 or permission of the instructor.

**MBIO 4250 Ecology of the Galapagos Islands (3.00 credits)** This intensive lecture and field experience will introduce and amplify principles of evolutionary ecology in the unique setting of the Galapagos Islands. Lectures will cover the historical, geological and biological aspects of the archipelago. The field portion of the course will include visits to the Charles Darwin Research Station and Galapagos National Park Service on the Island of Santa Cruz and a one-week cruise to visit

Islands in the Southern, central and western portions of the archipelago. Prerequisite: MBIO 2400 or permission of the instructor.

**MBIO 4910 Marine Biology Field Topics (1.00 credits)**

Marine Biology Field Topics: Advanced topics in marine biology that are not included in regular course offerings. Specific content and prerequisites announced in the course schedule for an offerings. Specific content and prerequisites announced in the course schedule for a given term. Students may reenroll for different content. Prerequisite: MBIO 2400 or permission of the instructor.

**MBIO 4950 Internship in Marine Biology (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

**MBIO 4990 Independent Study Marine Biol (1.00 credits)**

**MBIO 4999 Sym Env Sci/Stud & Marine Biol (0 credits)** A required component for the environmental science/studies and marine biology majors is attending a weekly symposium, local, state, national, and international experts representing a variety of disciplines found under the environmental science/studies umbrella are invited to present papers and presentations about current research and projects they are developing. The purpose of the symposium series is to reveal the most current issues in the fields, as well as provide current information on the opportunities available to students.

## Management (MGMT)

**MGMT 2050 Principles of Management (3.00 credits)** Provides an overview of management history and theory, schools of management thought, the functions and processes of management, and the environment within which the modern manager operates. (200450)

**MGMT 2510 Supervisory Skills (3.00 credits)** Studies the changing responsibilities of first-level supervisors. Topics include high-quality management, multicultural diversity, dealing with unions, equal opportunity legislation, discipline procedures, and organizational ethics and politics.

**MGMT 3020 Organizational Communications (3.00 credits)** Reviews formal and informal communication networks, communication roles, communication audits, and organizational barriers to effective communication.

**MGMT 3100 Managing Conflict and Change (3.00 credits)** Examines the impact of conflict, stress and change on the workplace and the quality of worklife. Topics include the myriad of stressors and their effect as well as the selection of appropriate interventions and responses.

**MGMT 3210 Public Budgeting, Planning (3.00 credits)** Reviews the concepts and processes of budgeting. Topics include essentials of risk management, managing static risk, and capital budgeting. Prerequisite: ACCT 2100.

**MGMT 3480 Industrial Psychology (3.00 credits)** Emphasizes a general knowledge of industrial/ organizational psychology as well as its application to solving real-world problems. Topics include job satisfaction, job design and organizational development human factors, and environmental stressors on workers.

**MGMT 3660 Management Info Systems (3.00 credits)** Discusses the use of computers in business, as well as database management and information system fundamentals.

**MGMT 3880 Operations Management (3.00 credits)** A problem-oriented course in production and operations management. Topics include

inventory control, production control, quality control, services management, and facilities management and control. Prerequisite: MATH 3020.

**MGMT 4050 Organization Development and Change (3.00 credits)** Applies behavioral science knowledge and practices to help organizations improve the quality of work life and experience strategies for achieving change.

**MGMT 4150 Legal Environment of Management (3.00 credits)** Surveys public law and regulation of business. Examines employer-employee, labor management, debtor-creditor, and buyer-seller relationship.

**MGMT 4160 Human Resource Management (3.00 credits)** Surveys personnel policies, techniques, and methods. Topics include wage and salary management, personnel selection and placement, labor relations, and employee rights.

**MGMT 4170 Organizational Behavior (3.00 credits)** Explores the interaction of individuals and the organization as a dynamic interplay that affects total organizational effectiveness. Topics include the role of effective communication in the organization, motivation, leadership and values.

**MGMT 4230 Public Admin Theory & Practice (3.00 credits)** This is a survey course which examines the role of public bureaucracy, organization theory and behavior, and management and leadership in the public sector. Requires senior standing.

**MGMT 4250 Strategic Human Resource Management (3.00 credits)** A capstone course covering the HRM function in organizations with specific emphasis on training, development, and career paths of employees; stress management; and labor relations and negotiations. Prerequisite: MGMT 4160.

**MGMT 4300 Managing Workplace Diversity (3.00 credits)** Prepares students to manage in the diverse work place. Emphasis is on practical, experiential classroom activities designed to help students understand the range of cultural behaviors and expectations found in the work place.

**MGMT 4450 Labor Relations & Negotiations (3.00 credits)** Examines labor relations in terms of collective bargaining, contract negotiation, contract administration, mediation and arbitration. Includes an in-depth examination of labor legislation. Prerequisite: MGMT 4160.

**MGMT 4600 International Management (3.00 credits)** Explores the context of international management and the organization of multinational firms. Topics include organizational problems in international operations, international financial management, international personnel management, relations with host governments, and comparative management. Prerequisite: BUSS 3550.

**MGMT 4910 Advanced Special Topics (3.00 credits)** Examines topics in management that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may reenroll for Special Topics covering different content.

**MGMT 4920 Advanced Special Topics (3.00 credits)** Examines topics in management that are not included in regular course offerings. Specific content and possible prerequisites may vary. Students may re-enroll for special topics covering different content.

## Marketing (MRKT)

**MRKT 2901 Special Topics: Cst & P (3.00 credits)** Reviews methods to measure and enhance customer service productivity. Focuses on customer service as a total organizational philosophy, techniques of motivating customer service workers, and raising consumer satisfaction.

**MRKT 3050 Mkt Prin & Application (3.00 credits)** A focus on the marketing concept, and examination of a marketing oriented firm. Topics include consumer behavior, market analysis and the marketing mix. Students will produce a marketing plan.

**MRKT 3100 Marketing Services (3.00 credits)** Explores the marketing of services, highlighting the distinctions that exist in the marketing of intangibles. Presents strategies for marketing of services versus the traditional product related marketing. Prerequisite: MRKT 3050.

**MRKT 3210 Advertising & Sales (3.00 credits)** Introduces the basic principles and concepts of marketing communication. Focus is on effective advertising campaigns and sales promotional plans for business. Prerequisite: MRKT 3050.

**MRKT 3900 Marketing Internship/Cooperative Education (3.00 credits)** Work placement (10-20 hours per week) for a period of 16 weeks in the student's major area of study or area of career interest. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credits towards degree, and permission from Director. Position must be approved by Career Services before student may register for this course. Student may enroll in this course more than one time. (200505)

**MRKT 4210 Marketing Communication Strategies (3.00 credits)** Stresses the development of promotion objectives and the planning and integration of these programs with other aspects of marketing. Prerequisite: MRKT 3050.

**MRKT 4350 Service Quality Management (3.00 credits)** Develops a conceptual understanding of high-quality service marketing. Topics include the distinctive aspects of services, consumer behavior, services management, and services research. Prerequisite: MRKT 3050.

**MRKT 4500 International Marketing (3.00 credits)** Studies the scope of international marketing, the structure of multinational markets, foreign market research, international advertising and promotion, international distribution channels, international product policy, international pricing policy, and export/import management. Prerequisites: BUSS 3550 and MRKT 3050.

**MRKT 4710 Marketing Strategy (3.00 credits)** Examines marketing activities from the viewpoint of the marketing executives. Topics include strategic planning and policy formulations; the use of marketing research; test marketing of products; and intercompany coordination of pricing and promotion. Prerequisites: MRKT 3050, MRKT 4350, and Senior-level standing.

**MRKT 4910 Advanced Special Topics (3.00 credits)** Examines topics in marketing that are not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

**MRKT 4920 Advanced Special Topics (3.00 credits)** Examines topics in marketing that are not included in regular course offerings. Specific content and prerequisites may vary. Students may re-enroll for special topics covering different content.

## Philosophy (PHIL)

**PHIL 1300 Critical Thinking (3.00 credits)** A study of the basic conceptual tools needed to recognize, formulate, and evaluate arguments. Designed for the student who wishes to reason more effectively and critically. Pre-requisite: COMP 1500.

**PHIL 2000 Moral Issues (3.00 credits)** This course provides an introduction to moral reasoning through a philosophical examination of important ethical concepts, such as ethical theory, relativism, egoism, and virtue. Topical moral problems such as world hunger, abortion, and animal rights (among others) will be used as illustrative examples. Students will be introduced to the idea that ethical problems are largely a

matter of reason - that progress toward solutions can be gained through an application of normative ethical (philosophical) theory. Pre-requisite: COMP 1500.

**PHIL 2300 Philosophical Issues (3.00 credits)** A study of the basic problems, methods, and chief types of philosophy. Consideration will be given to the relation of philosophy to other forms of inquiry. Prerequisite: COMP 1500.

**PHIL 3010 Ethical Issues in Communication (3.00 credits)** This course provides an introduction to moral reasoning through a philosophical examination of major ethical problems in communications, such as those encountered by media professionals; conflicts of interest, morally offensive content, media influences on anti-social behavior, confidential sources, privacy, truth and honest in reporting among others. Student will be introduced to the idea that ethical problems are largely a matter of normative ethical (philosophical) theory. Prerequisites: COMP 2000, 2010, or 2020.

**PHIL 3180 Biomedical Ethics (3.00 credits)** This course provides an introduction to moral reasoning through a philosophical examination of major problems in biomedical ethics, such as abortion, euthanasia, allocation of resources, medical experimentation, genetic engineering, confidentiality, among others. Students will be introduced to the idea that ethical problems are largely a matter of reason, that progress toward solutions can be gained through an application of normative ethical (philosophical) theory. Prerequisite: COMP 2000, 2010 or 2020.

**PHIL 3200 Ethics and Sport (3.00 credits)** This course provides an introduction to moral reasoning through a philosophical examination of major problems in sports, such as the nature of sportsmanship, drugs, violence, commercialization, and gender equality, among others. Students will be introduced to the idea that ethical problems are largely a matter of reason, that progress toward solutions can be gained through an application of normative ethical (philosophical) theory. Prerequisites: COMP 2010 or 2020.

**PHIL 3220 Philosophy of Science (3.00 credits)** A study of the conceptual foundations of modern science. The course focuses on the philosophical analysis of scientific method and its basic concepts and assumptions. Pre-requisite: COMP 2000, 2010, or 2020.

**PHIL 3330 History of Political Thought I (3.00 credits)** A study of the classic works of political philosophy from the ancients through the early modern period. (e.g., Plato, Aristotle, Augustine, Aquinas, Machiavelli). Pre-requisite: COMP 2000, 2010, or 2020.

**PHIL 3340 History of Political Thought II (3.00 credits)** A study of the classic works of political philosophy from the modern period through the present (e.g., Hobbes, Locke, Rousseau, Mill, Marx). Pre-requisite: COMP 2000, 2010, or 2020.

**PHIL 3360 Environmental Ethics (3.00 credits)** A study of the classic works of political philosophy through a philosophical examination of major problems in environmental ethics, such as the relationship between human beings and living and non-living environment, controlling nature, and land use, assessing risk, responsibility to future generations, and the roles of science, among others. Students will be introduced to the idea that ethical problems are largely a matter of reason, that progress toward solutions can be gained through an application of normative ethical (philosophical) theory. Prerequisites: COMP 2000, 2010, or 2020.

**PHIL 3660 Philosophy of Law (3.00 credits)** A critical examination of basic analytic and normative questions pertaining to law. The course may include such topics as the nature of law, law and morality, legal responsibility, civil disobedience, and the justification of punishment. Prerequisites: COMP 2000, 2010, or 2020.

**PHIL 4900 Special Topics in Philosophy (3.00 credits)** A careful and critical study of one or more of the outstanding works in philosophy and/or an in-depth study of one philosophical issue. This course may be

repeated once for credit if content changes. Division approval required. Pre-requisite: 1 PHIL course; COMP 2000, 2010, or 2020.

**PHIL 4990 Independent Study (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Written consent of instructor and division director required. Pre-requisite: 1 PHIL course; COMP 2000, 2010, or 2020.

## Physics (PHYS)

**PHYS 1020 Concepts in Physical Science (3.00 credits)** This course is designed to introduce the student to the basic concepts to Physical Science. By surveying the fundamentals of Physics and related sciences the student will obtain an appreciation of the basic tenets of science in general. The emphasis will be on the nature of science as a creative human enterprise, the key role that it plays in modern society, its relationship to technology and thereby to the environment, its open-ended character as reflected in the dynamic nature of scientific concepts, and the human qualities of scientists and their social responsibility. Prerequisite: MATH 1030.

**PHYS 1021 Concepts in Science Lab (1.00 credits)** This laboratory course connects science with teaching and the real world. Students are taught how to convert scientific themes into investigative packets for the curious nature of the elementary/middle school child. The lab uses easily accessible equipment and supplies. Prerequisites: BIOL 1100 and PHYS 1020. PHYS 2160 is recommended as either a corequisite or prerequisite. All prerequisites with a C- or higher.

**PHYS 1060 Intro To Oceanography (3.00 credits)** Examination of the physical, chemical, biological, and geological properties of the world ocean. The interdisciplinary approach will introduce concepts important in understanding the development and current status of oceanographic research for the nonscience major.

**PHYS 1500 Introduction to Astronomy (3.00 credits)** General survey of main topics in astronomy, including the sun and planets, the solar system, galaxies and nebulae, black holes and neutron stars, stellar evolution, and cosmology.

**PHYS 2050 Physical Geology/Lab (4.00 credits)** Study of the Earth, its materials, surface, interior feature and processes of formation and change. Includes laboratory sessions.

**PHYS 2150 Historical Geology/Lab (4.00 credits)** Study of the Earth's history through geologic time and its major geologic periods, formations, and evolution as evidenced through the fossil record. Prerequisites: BIOL 1500 and BIOL 1510.

**PHYS 2160 Essentials of Earth and Space Science (3.00 credits)** This course will cover topics from earth science including the basic concepts needed to understand geology, oceanography, the atmosphere, the weather and earth history. Topics from space science will include the sun, planets and solar system, the galaxy and larger structures, the composition and evolution of stars, cosmology, and exotic objects such as quasars and black holes. Prerequisite: PHYS 1020 with a C- or better.

**PHYS 2161 Essen of Earth & Sp Sc Lab (1.00 credits)** This laboratory series connects science with teaching and the real world. Students are taught how to convert scientific themes into investigative packets for the curious nature of the middle school student. The lab will be taught in a format that utilizes easily accessible equipment or supplies and uses resources that are generally available within the community. Laboratory exercises connect earth science with geologic time periods and fossilization, mapping, weathering, and identification of major groups of rock and minerals. Laboratory exercises are also created to foster an understanding of the solar system and universe through star mapping, analyzing data from NASA images, and connections with the physical attributes of earth to her sister planets.

**PHYS 2350 General Physics I/Lab (4.00 credits)** First of a two-part series covering mechanics, thermodynamics, vibrations, and waves. Includes laboratory sessions. Prerequisite: MATH 1250 with a C- or higher.

**PHYS 2351 General Physics I (3.00 credits)** First of a two-part series covering mechanics, thermodynamics, vibrations, and waves. This course does not include a lab. Prerequisite: MATH 1250.

**PHYS 2352 General Physics I Lab (1.00 credits)** First of a two-part laboratory session covering mechanics, thermodynamics, vibrations, and waves. Prerequisites: MATH 1250 and division approval.

**PHYS 2360 General Physics II/Lab (4.00 credits)** Second of a two-part series covering electricity and magnetism, optics, and modern physics. Includes laboratory sessions. Prerequisites: MATH 1250 with a C- or better.

**PHYS 2361 General Physics II (3.00 credits)** Second of a two-part series covering electricity and magnetism, optics, and modern physics. The course does not include a lab. Prerequisites: MATH 1250 and PHYS 2350.

**PHYS 2362 General Physics II Lab (1.00 credits)** Second of a two-part laboratory session covering electricity and magnetism, optics, and modern physics. Prerequisites: MATH 1250 and division approval.

**PHYS 2400 Physics I/Lab (4.00 credits)** Basic principles of mechanics including vectors, force, equilibrium, displacement, velocity, acceleration, mass. Newton's Laws, work energy, gravitation, momentum, rotational motion, mechanics of systems of particles and rigid bodies. Includes laboratory sessions. Prerequisite: MATH 2200.

**PHYS 2500 Physics II/Lab (4.00 credits)** Calculus based physics includes electrostatics, electric currents, electric fields and electric potential, AC and DC circuits, magnetic fields, capacitance, inductance, and electromagnetic waves. Includes laboratory sessions. Prerequisites: PHYS 2400 with a C- or better.

### PHYS 3010 Acoustics Of S & H (3.00 credits)

**PHYS 3100 Introduction to Biophysics (3.00 credits)** Applications of basic physical principles to problems in biology and medicine. Topics include mechanical aspects of the skeletal and muscular systems, fluid mechanics, osmosis and diffusion, effects of radiation of living systems, metabolism, medical imaging, the physics of sight and hearing and the electrical properties of the nervous system and heart. Prerequisites: BIOL 1500 and prerequisite or co-requisite PHYS 2360.

**PHYS 3300 Fundamentals of Optics (3.00 credits)** This is an introductory optics course suitable for students without a calculus background. It covers the fundamental principles of geometrical and physical optics with some emphasis on the optics of vision. It also serves as an introduction for students of optometry and related sciences. Prerequisites: MATH 1250 and PHYS 2350 or higher.

**PHYS 3500 Introduction to Mechanics (3.00 credits)** This course covers basic topics in the mechanics of systems of particles and rigid bodies. Topics covered include vectors, rectilinear and planar motion, non-inertial coordinate systems and fictitious forces, oscillations, three-dimensional motion, gravity, central forces, and Lagrangian mechanics. Prerequisites: PHYS 2500 or PHYS 2360, and MATH 2200.

**PHYS 3600 Introduction to Electromagnetic Fields (3.00 credits)** This course covers the fundamentals of electromagnetic theory. Topics include: vector calculus, electrostatics, magnetostatics, solutions of Laplace and Poisson equations, electric and magnetic fields inside matter, Maxwell's equations, and electromagnetic waves. Prerequisites: PHYS 2500 or PHYS 2360 and MATH 2200.

**PHYS 3700 Introduction to Modern Physics (3.00 credits)** This is an introductory modern physics course suitable for students without a

calculus background. It will cover special relativity, quantum mechanics, nuclear, and particles physics. The concepts will be applied to a variety of situations including some in the field of medicine. Prerequisites: MATH 1250 and PHYS 2360 or higher.

**PHYS 3750 Modern Physics II (3.00 credits)** Continuation of PHYS 3700. This course covers introductory quantum mechanics, including Hilbert spaces, the Schrodinger equation, spin, and perturbation theory. Applications to one-dimensional problems, the harmonic oscillator, and the hydrogen atom are included. Prerequisites: PHYS 3700 and MATH 2200.

**PHYS 3800 Introduction to Elementary Particle Physics (3.00 credits)** Introduction to particle physics, covering topics that include group theory, properties of elementary particles, the electromagnetic, strong, and weak nuclear interactions, gauge theories, and unification. Prerequisites: PHYS 3700 and PHYS 3750.

**PHYS 4900 Special Topics in Physics (1.00 credits)** Topics in physical science that are not included in regular course offerings and may be taken without prerequisites. Special content is announced in the course schedule for a given term. Students may re-enroll for special topics covering differing content.

**PHYS 4950 Internship in Physics (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

**PHYS 4990 Independent Study in Physics (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Prerequisite: to be determined by the faculty and division director.

## Politics and Public Affairs (POLS)

**POLS 1010 American Government and Politics (3.00 credits)** An introduction to the processes of the American national and local forms of government. Included are the nature and structure of government, its characteristics and functions, and the intimate relation of government to other interests.

**POLS 2010 Comparative Government (3.00 credits)** This course will examine the elements of foreign political systems such as constitutions, political parties, institutions, historical development and ideology using the United States as a frame of reference. Attention will be given to how legislation is enacted, how elections are conducted, and the relationship between the judicial, executive, and legislative branches of government.

## Psychology (PSYC)

**PSYC 1020 Intro To Psychology (3.00 credits)** An introduction to theory, research and applications in the field of psychology. Topics include biological bases of behavior perception, motivation, learning and memory, psychological development, personality, social psychology, and the identification and treatment of mental illness.

**PSYC 1410 Personal Career Development (3.00 credits)** The process of career development applied to oneself: identifying vocational interests and aptitudes, obtaining information about occupations, and establishing career plans. Useful for students adjusting to the college role.

**PSYC 1640 Current Perspective in Substance Abuse (3.00 credits)** An overview of the major drugs of abuse in American society today. Includes health and legal issues related to substance abuse and resources available

for the treatment of chemical dependency and other drug-related problems.

**PSYC 2110 Human Sexuality (3.00 credits)** Anatomy/physiology of the human sexual system, human sexual response, the range of sexual behaviors, and sources of attitudes and beliefs about sexuality.

**PSYC 2110H Human Sexuality (3.00 credits)** Anatomy/physiology of the human sexual system, human sexual response, the range of sexual behaviors, and sources of attitudes and beliefs about sexuality. Honors students only.

**PSYC 2130 Family Relationships (3.00 credits)** Contemporary patterns of marriage and family living. Approaches to effective living together in family units. Coverage of both adult and parent-child relationships. Emphasis on communication, supportiveness, and contingency management. Experiential learning included. Identical to SOCL 2130.

**PSYC 2330 Interpersonal Communication (3.00 credits)** Study of human communications, interpersonal relationships, and the impact of communication on behavior. Topics include verbal and nonverbal behavior, development of relationships, and conflict management skills. Experiential learning included.

**PSYC 2350 Life-Span Human Development (3.00 credits)** This course is designed to provide the student with an understanding of systematic changes within the individual from conception through death. Unlike many studies of development, this course is structured around issues of development rather than examination of development from a chronological perspective. This structure will allow the student to more completely grasp life-span issues. Family, social roles, lifestyle, psychological disorders, mental abilities, and death and dying will be examined. Prerequisite: PSYC 1020.

**PSYC 2360 Adolescent Psychology (3.00 credits)** This course will provide an overview of the principles, theories, and research pertaining to the development of the adolescent. Topics include physical, emotional, social, intellectual, moral, and personality development, as well as the importance of the home, school, and community. Prerequisite: PSYC 1020.

**PSYC 2370 Early Child.Growth/Dev.V (3.00 credits)** Students in this course will critically examine theories and research concerning the cognitive, social-emotional, and physical development of the typical and atypical child from birth to age eight. Emphasis will be placed on the ability to observe and describe child behavior and to understand the principles and processes that govern growth and development in the early childhood years. Implications of knowledge of child development for parental behavior, professional practices, and social policy will also be considered. Prerequisite: PSYC 1020.

**PSYC 2380 Child and Adolescent Development (3.00 credits)** Aspects of growth and development during childhood and adolescence: physiological, cognitive personality, and social. Prerequisite: PSYC 1020.

**PSYC 2390 Adulthood & Aging (3.00 credits)** Developmental experiences of maturity. Physiological and psychological aspects of aging.

**PSYC 2450 Forensic Psychology (3.00 credits)** This course covers the interaction of psychology and the legal system. Students will learn how psychologists help courts make decisions about the competency of people to stand trial, insanity, sentencing, committing people to psychiatric treatment against their will, competency to manage one's own affairs, and awarding money for psychological harm. Prerequisite: PSYC 1020.

**PSYC 2460 Health Psychology (3.00 credits)** This course covers stressors and health, health behavior promotion, and psychological treatment for cancer, heart disease, and other medical disorders. Prerequisites: PSYC 1020.



**PSYC 2470 Loss, Grief, and Bereavement (3.00 credits)** This course addresses the issues of loss accompanying the death of a loved one and the handling of grief for people of all ages. Sensitizes students to their own feelings about death, describes the rites of passage, and identifies methods of resolution for grief. This course will be beneficial to individuals in their own lives, as well as those who will be involved in counseling.

**PSYC 2500 Psychology of Leadership (3.00 credits)** This course covers the goals of leadership, the assessment of leader performance, leadership theories, leadership practices, principles of leadership in varying cultures and types of organizations, and situational and personality influences on leadership. Students will apply leadership principles in natural settings. Prerequisites: PSYC 1020 and SPCH 1010 or 2020.

**PSYC 2800 Introductory Practicum (3.00 credits)** An introductory field experience to broaden the student's education. Placement in a research setting, community agency, or human resource department. Report required Supervision on-site and by the academic division.

**PSYC 2910 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2920 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2930 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2940 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2950 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2960 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2970 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2980 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

**PSYC 2990 Special Topics (3.00 credits)** Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a

given term. Students may re-enroll for Special Topics covering different content.

**PSYC 3000 Psychological Research Methods (3.00 credits)** Research designs commonly used in psychology: observational experimental, and quasi-experimental. Steps in doing research including use of the APA format for writing reports Prerequisites: PSYC 1020 and MATH 3020.

**PSYC 3030 Experimental Psychology (Laboratory) (3.00 credits)** Laboratory experience in various areas of experimental psychology. Covers experiments and reports on sensation and perception, motivation, learning and memory, and the measurement of ability and personality factors. Prerequisite: PSYC 1020.

**PSYC 3070 Stress Management (3.00 credits)** This course examines the process and complexities of stress management, its impact on the work place, and the overall quality of work life in an organization. Stressful events and conditions will be presented and analyzed from three perspectives individual vulnerability to stressors, the environment in which vulnerability is exposed to stressors, and the resulting behavioral symptoms. Prerequisites: PSYC 1020.

**PSYC 3160 Social Psychology (3.00 credits)** Social determinants of individual behavior. Psychological issues of current social relevance such as attraction, propaganda and advertising, aggression and TV violence, prejudice, and conformity. Prerequisite: PSYC 1020.

**PSYC 3210 Personality (3.00 credits)** Survey of psychoanalytic, humanistic, cognitive, and behavioral theories of personality. Current issues and personality research. Prerequisites: PSYC 2350.

**PSYC 3260 Abnormal Psychology (3.00 credits)** Diagnoses, causes, and prognoses for the various categories of psychological disorders. Case studies supplement and illustrate theory and research. Prerequisite: PSYC 3210.

**PSYC 3300 Behavior Modification (3.00 credits)** Behavior modification techniques applied to diverse areas such as mild and severe behavior problems in children and adults, behavioral medicine, organizational behavior, sports psychology, and self-management. Prerequisites: PSYC 1020.

**PSYC 3360 Psychology of Gender (3.00 credits)** This course examines theories about, as well as the psychological and social factors related to, gendered identities, roles, and behaviors. Prerequisites: PSYC 1020 or SOCL 1020.

**PSYC 3450 Introduction to Interviewing and Counseling Techniques (3.00 credits)** General principles of effective interviewing. Skills and techniques for achieving various interview goals, with an emphasis on counseling interviews and the establishment of helping relationships. Prerequisites: PSYC 1020 and PSYC 2330.

**PSYC 3480 Industrial/Organizational Psychology (3.00 credits)** Survey of psychology as applied to work emphasizing a general knowledge of industrial/organizational psychology as well as its application to the solving of real-world problems. Discussion of personnel decisions, organizational training, organizations and their influence on behavior, job satisfaction, job design, and organizational development, human factors, and environmental stressors on workers. Prerequisite: PSYC 1020.

**PSYC 3500 Community Psychology (3.00 credits)** Prevention, recognition, and mobilization of individual and community resources for helping solve psychological problems. The role of psychologically trained change agents in the human services field. Prerequisites: PSYC 1020 and SOCL 2510.

**PSYC 3510 Human Learning and Cognition (3.00 credits)** Theories and research concerning human learning and cognition. Covers conditioning, verbal learning, memory, and problem solving. Prerequisites: PSYC 1020.

**PSYC 3550 Substance Abuse and the Family (3.00 credits)** Emphasis will be on family problems as well as changes in family functioning that accompany chemical dependency. The concept of substance abuse as a family illness and the roles within the family as they relate to both maintaining addiction and affecting the recovery process will be explored. Family systems theory of counseling will be introduced. Domestic violence issues will also be covered. Identical to SOCL 3550.

**PSYC 3560 Sub Abuse In Bus & Indus (3.00 credits)** Scope and cost of alcohol and other drug-related problems in business and industry today, and the role of managers and supervisors in dealing with these problems. The formulation of company policies regarding substance abuse, effective educational and intervention programs, and strategies for implementation.

**PSYC 3570 Psychology and Physiology for Substance Abuse (3.00 credits)** This course will provide a sound introduction to the pharmacology and physiology of licit and illicit drugs. Psychological effects of psychoactive substances will be explored. Signs and symptoms of substances abuse, diagnostic criteria for evaluating chemical dependency (including familiarization with the DSM-IV) and physical and psychiatric disorders related to substance abuse will be studied. Among the topics covered will be AIDS, an introduction to dual diagnosis, relapse, and relapse prevention.

**PSYC 3580 Rehabilitation Strategies for Substance Abuse (3.00 credits)** This course will focus on the various types of therapeutic approaches that may be successfully employed in the treatment of substance abuse problems and the types of facilities available. Treatment planning, clinical documentation and supervision, influences of managed care and other third-party payers will be thoroughly examined. Special needs and approaches to rehabilitation for women, adolescents, and specific cultural groups will be addressed. Intervention strategies, including information and referral services, self-help groups, and employee-assistance programs will also be covered. Ethical and treatment issues related to managed care and the rehabilitation process will be discussed.

**PSYC 3600 Criminal Justice and Substance Abuse (3.00 credits)** This course will focus on the interface between treatment providers and the criminal justice system. The student will learn how to work within the various levels of the court system (juvenile, appellate, superior), as well as diversionary programs, such as drug court. Involuntary commitment procedures, state regulations and federal requirements will be explored in detail. In addition, the social impact and historical influences of drugs on society will be examined.

**PSYC 3620 Drug Prevention and Education (3.00 credits)** The classification and identification of drugs as well as behavioral criteria for recognizing alcohol and drug abuse are reviewed. Specific attention is paid to prevention, intervention, and education strategies within the family, school, and the community. Methods for designing, implementing, and evaluating effective prevention programs among various cultures are examined. This course is designed to be of immediate practical use to counselors, teachers, and other professionals interested in effective drug prevention and education.

**PSYC 3630 Ethical/Professional Dev (0 credits)** This course examines personal professional ethics issues faced by counselors today. Conflicts among personal, legal and professional demands will be explored in depth. Students will learn to recognize agents of change and resistance through personal experience in the classroom. This course will also focus on how the mental health professional becomes upwardly mobile within the field. Personal marketing strategies, in the context of ethical considerations, will be discussed.

**PSYC 3710 History and Theories of Psychology (3.00 credits)** Exploration of the historical roots of psychology, and the bases and growth of psychology as a science. Examines the major historical and contemporary theories of psychology, with an emphasis on enduring issues. Prerequisite: PSYC 1020.

**PSYC 3760 Multicultural Issues in Psychology (3.00 credits)** Issues relevant to the field of psychology. Examinations of different cultural groups and their values as they pertain to the individual, the family, time, proxemics (personal and interpersonal space), communication styles, and body language. Different cultural worldviews will be explored as they pertain to locus of control, conception of mental illness, and attitude toward seeking psychological help. Prerequisite: PSYC 1020.

**PSYC 3800 Current Psychotherapies (3.00 credits)** This course is designed for the advanced undergraduate student. It is also intended for those in the field who desire a refresher course in counseling theory and practice. It is a comprehensive introduction into the most popular counseling theories and techniques currently in use. The needs of special populations, including substance abuse clients, adolescents and clients from other cultures are examined. Format for this course includes lecture and discussion sessions, role playing, and audio/videtape critique sessions.

**PSYC 4050 Psychological Tests and Measurements (3.00 credits)** Theory and use of psychological tests of ability and personality. Covers the selection, administration, scoring, and interpretation of psychological tests. Prerequisite: PSYC 3000.

**PSYC 4150 Group Counseling in Substance Abuse (3.00 credits)** This course covers the essential elements of group counseling, with a specific focus on substance abuse problems. Includes group leadership styles, facilitation skills, group dynamics, the stages of group development, and techniques for dealing with specific problems that often occur in a group setting. Emphasis on experiential learning

**PSYC 4600 Biological Bases of Behavior (3.00 credits)** Genetic, neural, and endocrine bases of behavior. Neuroanatomy and chemical and electrical events in the nervous system. Sensory processes, motivation, emotion and arousal. Prerequisite: PSYC 1020.

**PSYC 4800 Practicum in Psychological Research (3.00 credits)** Experience in doing research under the supervision of the academic division. Reading the relevant research literature, running subjects, analyzing data, and writing an APA-format report. Prerequisite: PSYC 3000.

**PSYC 4810 Practicum in Community Psych (3.00 credits)** Experience in applying psychological principles in a human services agency. Supervision on-site; weekly team meetings at the university. Written reports required. Prerequisites: 3 of these 4 classes: PSYC 2330, PSYC 3300, PSYC 3450, and PSYC 3500.

**PSYC 4840 Advanced Practicum in Psychology (3.00 credits)** Students will gain experience in a specialty area of psychology by working with teams of faculty members and graduate students. They will be able to observe and participate in both research and applied clinical work. To enroll in this practicum, students need junior or senior standing and written approval of the director of undergraduate social and behavioral sciences and approval of the director of any graduate program where the student may be placed. Prerequisite: PSYC 3000 and SPCH 1010 and Junior or Senior standing.

**PSYC 4880 Senior Seminar in Psychology (3.00 credits)** Students will have the opportunity to integrate information from a variety of specialities in psychology. Each seminar will have a focal theme that will allow students to gain new perspectives, as well as apply knowledge from prior courses and experiences. Prerequisites: PSYC 3000 and SPCH 1010 and Junior or Senior standing.

**PSYC 4910 Advanced Special Topics (3.00 credits)** Advanced topics in psychology that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content. Prerequisites: PSYC 1020 and PSYC 3000.

**PSYC 4920 Advanced Special Topics (3.00 credits)** Advanced topics in psychology that are not included in regular course offerings. Specific

content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content. Prerequisites: PSYC 1020 and PSYC 3000.

**PSYC 4930 Advanced Special Topics (3.00 credits)** Advanced topics in psychology that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content. Prerequisites: PSYC 1020 and PSYC 3000.

**PSYC 4940 Advanced Special Topics (3.00 credits)** Advanced topics in psychology that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content. Prerequisites: PSYC 1020 and PSYC 3000.

**PSYC 4950 Internship in Psychology (1.00 credits)** A 10-20 hour per week, paying or nonpaying work experience for 16 weeks (or more) in the student's major area of study. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credit hours, and permission of academic director.

**PSYC 4960 Advanced Special Topics (3.00 credits)** Advanced topics in psychology that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content. Prerequisites: PSYC 1020 and PSYC 3000.

**PSYC 4970 Advanced Special Topics (3.00 credits)** Advanced topics in psychology that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content. Prerequisites: PSYC 1020 and PSYC 3000.

**PSYC 4980 Advanced Special Topics (3.00 credits)** Advanced topics in psychology that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering different content. Prerequisites: PSYC 1020 and PSYC 3000.

**PSYC 4990 Independent Study in Psychology (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Prerequisites: PSYC 3000 and written consent of instructor and division director.

## Reading (READ)

**READ 1000 College Reading (3.00 credits)** Develops literal and critical reading strategies that an active reader needs in order to master college course work. Students will focus on vocabulary knowledge and improving literal, analytical inferential, and critical reading skills.

## Science (SCIE)

**SCIE 1000 General Science Program Seminar (1.00 credits)** This seminar is intended to orient new students in the general science program to: educational resources available; study skills; the general science program requirements; admission policies for allied health graduate programs; introduction to other science oriented majors other than biology; and other opportunities available in fields other than science for those students with some background in science.

**SCIE 1150 Great Experiments in Science (1.00 credits)** An outline course in which students review some of the experiments and scientists that have shaped the field of biology, chemistry, and physics. Students

will receive one unit of credit for completion of 10 modules. Completion of 60 modules results in six credits. The course culminates in a lecture given by a prominent scientist concerning a current topic in scientific research. The course is intended to advance scientific literacy and to examine the impact of science on our health, technology, and culture. Students may re-enroll but cannot accrue more than a total of six credits.

**SCIE 2900 Special Introductory Science (1.00 credits)** Introductory topics in biological science that are not included in regular course offerings. Specific content and prerequisites announced in the course schedule for a given term. Student may reenroll for special topics covering different content.

**SCIE 3210 History of Science (3.00 credits)** The course is a survey of science as practiced by scientists from ancient to modern times. The major advancements in life sciences, medicine, and oceanography will be discussed from the perspective and tenor of the times. Some original literature and autobiographies as well as historical reviews will be assigned and discussed.

**SCIE 4490 Research Methods (3.00 credits)** This course will present a broad theoretical outline for the design and implementation of research projects. Topics to be covered include problem definition, principles of design sampling measurement concepts, and research proposal preparation. Although this is not a course in statistics, a brief overview of univariate and bivariate statistics will be presented. This course will also cover the presentation of results, including graphics. It is assumed that the student will have some background in basic statistics and have some familiarity with computers. Prerequisite: MATH and have some familiarity with computers. Prerequisite: MATH 1040 with a C- or better.

**SCIE 4500 Independent Research I (1.00 credits)** Initiation of laboratory or field research in biology in consultation with an adviser.

**SCIE 4510 Independent Research II (1.00 credits)**

**SCIE 4560 Independent Research II (1.00 credits)**

**SCIE 4570 Independent Research III (3.00 credits)** Continuation of laboratory or field research in biology.

**SCIE 4900 Special Topics in Science (1.00 credits)** Topics in advanced science that are not included in a regular course offering. Prerequisites may be required. Specific content and prerequisites are announced in the course schedule for the given term. Students may reenroll for special topics covering different content.

**SCIE 4990 Independent Study in Science (1.00 credits)** The student selects and independently carries out library and/or empirical research. Faculty supervision is provided on an individual basis.

## Sociology (SOCL)

**SOCL 1020 Introduction to Sociology (3.00 credits)** The nature and needs of man and society, groups and institutions, social processes, and social change. Special emphasis will be placed on American culture and the impact of technology on modern man.

**SOCL 2130 Family Relationships (3.00 credits)** Contemporary patterns of marriage and family living. Approaches to effective living together in family units. Covers both adult and parent-child relationships. Emphasis on communication, supportiveness, and contingency management. Identical to PSYC 2130.

**SOCL 2510 Social Problems (3.00 credits)** Focuses on a number of contemporary social problems, analyzing causative factors and exploring alternative solutions. Examines the role of community service agencies in the improvement of some of these problems. Prerequisite: SOCL 1020.

**SOCL 3030 Transcultural Issues Hcs (3.00 credits)** Concepts of the social sciences as they relate to the work of the health professional. Identification of economic, social, cultural, and environmental factors that affect health care. Offered only in HCS

**SOCL 3110 Gender, Sexuality, & Family (3.00 credits)** This course considers the socialization into masculine and feminine identities and sexual and reproductive choices, and examines the cultural context in which values about sexuality and gendered roles within the family are formed.

**SOCL 3130 Family Systems (3.00 credits)** An introduction to family systems theory. A basis understanding of the field of family therapy as it applies to systems consultations with families and larger organizations. A discussion of how families are components of large social structures. A resources based approach to working with children and parents.

**SOCL 3300 Gender At Work (3.00 credits)** This course examines the workplace as a specific cultural context in which identifiable values, ethics, and mores come into play, particularly as they relate to issues and imbalances related to gender and cultural diversity.

**SOCL 3550 Substance Abuse & the Family (3.00 credits)** Emphasis will be on family problems, as well as changes in family functioning that accompany chemical dependency. The concepts of substance abuse as a family illness and the roles within the family as they relate to both maintaining addiction and to affecting the recovery process explored. Family systems theory of counseling will be introduced. Domestic violence issues will also be introduced. Identical to PSYC 3550.

**SOCL 4000 Lesbian & Gay Cultures (3.00 credits)** This course examines topics in the gay and lesbian cultures from theoretical, historical and political perspectives. Topics might include an examination of the essentialist versus constructionist debates and their respective implications, sex policing, political resistance, and the politics of AIDS.

**SOCL 4950 Internship in Sociology (1.00 credits)** A 10-20 hour per week, paying or nonpaying work experience for 16 weeks (or more) in the student's major area of study. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, completion of 36 or more credit hours, and permission of academic director.

## Spanish (SPAN)

**SPAN 1210 Elementary Spanish I (3.00 credits)** Essentials of Spanish language with emphasis on grammar, vocabulary, writing, and oral skills. Introduction to Spanish culture. Not open to native speakers.

**SPAN 1220 Elementary Spanish II (3.00 credits)** Essentials of Spanish language with emphasis on grammar, vocabulary, writing, and oral skills. Not open to native speakers. Pre-Requisite SPAN 1210

**SPAN 2210 Intermediate Spanish I (3.00 credits)** Readings in Spanish literature and culture. Study of Spanish idioms and syntax. Further development of oral and written Spanish. Pre-requisite: SPAN 1220.

**SPAN 2220 Intermediate Spanish II (3.00 credits)** Continuation of SPAN 2210. Readings in Spanish literature and culture. Study of Spanish idioms and syntax. Further development of oral and written Spanish. Pre-requisite: SPAN 2210.

**SPAN 2330 Spanish for Native Speakers (3.00 credits)** An advanced-level course especially designed for students whose first or family language is Spanish and who want to advance their knowledge of grammar, vocabulary and their cultural heritage. Prerequisite: native fluency.

**SPAN 2340 Advanced Conversation & Composition (3.00 credits)** A course for students with intermediate-level Spanish reading and writing

competency who wish to increase their oral and written competency in the language. Prerequisites: SPAN 2220 or SPAN 2330.

**SPAN 3200 Commercial Spanish (3.00 credits)** Introduces business terminology and usage to develop fluent oral and written communication in business and professional settings. Special attention is given to understanding the cultural context for conducting business in both Spain and Latin America. Group projects, class discussions, oral and written work all in Spanish. Prerequisite: SPAN 2330 or SPAN 2340 or native fluency.

**SPAN 3240 Introduction to Spanish Literature (3.00 credits)** An introductory literature course intended to familiarize students with the literature of Spain from the medieval period until the twentieth century and to develop skills in literary analysis. Class discussions, readings, oral and written work all in Spanish. Prerequisite Addition: SPAN 2330 or SPAN 2340 or native fluency.

**SPAN 3250 Introduction to Latin American Literature (3.00 credits)** An introductory literature course intended to familiarize students with the literature of Latin America through selected readings in all genres and to develop skills in literary analysis. Class discussions, readings, oral and written work all in Spanish. Prerequisites: SPAN 2330 or SPAN or native fluency.

**SPAN 4900 Special Topics in Spanish (3.00 credits)** An in-depth study of a period, an author or a literary genre in the Spanish language. Class discussions, readings, oral and written work all in Spanish. May be repeated once for credit, if content changes, and with division approval. Prerequisite: one 3000-level SPAN course.

## Speech (SPCH)

**SPCH 1010 Public Communication (3.00 credits)** Training and practice in the fundamentals of public speaking, including audience analysis, topic development, research, organization, language use, and delivery.

**SPCH 2000 Fundamentals of Human Communication (3.00 credits)** This course surveys major concepts, theories, and research in the study of human communication. The course assists students in developing knowledge and skills in the development of their own communication competence. The course covers basic human communication processes in the contexts of interpersonal, group/team, and public communication.

**SPCH 2020 Argument and Debate (3.00 credits)** Training and practice in fundamentals of oral argumentation, including methods of obtaining and organizing materials, delivery, and audience analysis, with an emphasis on researching evidence and constructing and refuting an argument in a debate format. Prerequisite: COMP 1500.

**SPCH 2030 Introduction to Performance Studies (3.00 credits)** Training and practice in fundamentals of oral communication with an emphasis on the dramatic presentation and the interpretation of literary themes through drama. Prerequisite: COMP 1500.

**SPCH 3120 Speech Communication for the Professions (3.00 credits)** Emphasis on public communication skills required of the person in business and/or professional settings. Topics include business interviews, public speaking, presentation aids, listening, team communication, and cultural diversity in the workplace.

## Sport and Wellness Studies (SPWS)

**SPWS 1200 Sport and Wellness Management (3.00 credits)** Studies the responsibilities involved in the administration of sport and wellness programs. Examines the fundamental components of sport and wellness management: personnel issues, event and facility management,

marketing, promotions fund-raising budgeting, ethics, sports law, and public relations.

**SPWS 3100 Leg Aspects of Sport and Wellness (3.00 credits)** Reviews the legal considerations, responsibilities, and liabilities of institutions and their personnel as related to sport and wellness. Examines sport and event management, personnel relations, and governmental regulations that impact sport and wellness. Prerequisite: SPWS 1200.

**SPWS 3300 Facility & Event Mgmt (3.00 credits)** Studies the guidelines and principles of managing events and facilities. Topics include concepts in involving event logistics, critical planning techniques, negotiations and funding.

**SPWS 3400 Finc&Fundraising Spt Mgt (3.00 credits)** Reviews the basic concepts of financial management as it pertains to sport fund-raising activities. Studies specific fund-raising techniques and tactics, public relations, promotion and publicity.

**SPWS 3500 Sport Finance (3.00 credits)** Studies the basic concepts and theories of financial management as applied to sports. Topics include financing of arenas and stadiums, compensation strategies, and the budgeting process. Prerequisite: SPWS 1200.

**SPWS 4200 Sport and Wellness in Social Institutions (3.00 credits)** Sports and Wellness in our Social Institutions: Examines sport in social institutions and the place of sport in community based programs, commercial culture and educational systems. Special emphasis will be on sport and social mobility. (200505)

**SPWS 4300 Sport, Well & Diversity (3.00 credits)** Studies sport from the perspective of diversity as manifested in race, gender, religion, nationalism and philosophy. Examines how diversity in related to the growth development, and current status of the sport experience.

**SPWS 4400 Sport & Wellness Admin (3.00 credits)** Focuses on the specific details involved in administering sport and wellness programs. Topics include insurance, ticketing, personnel evaluation, and specific logistical problems.

**SPWS 4500 Sport Marketing (3.00 credits)** Studies public attitudes as related to the marketing of sport. Topics include demographics, market research instruments, and public relations. Utilizes an intergrated approach to marketing that explores the various media outlets. Prerequisite: SPWS 1200.

**SPWS 4800 Practicum/Field Experience I (3.00 credits)** Provides the student with the opportunity to link theory and practice. Participating students perform, under supervision various activities assigned by a practicing sport manager. Approval of assignment is required. Prerequisite: senior standing.

**SPWS 4900 Practicum/Field Experience II (3.00 credits)** Provides the student with the opportunity to link theory and practice. Participating students perform, under supervision, various activities assigned by a practicing sport manager. Approval of assignment is required. Prerequisite: SPWS 4800.

**SPWS 4950 Practicum/Field Experience III (3.00 credits)** Provides the student with the opportunity to link theory and practice. Participating students perform, under supervision, various activities assigned by a practicing sport manager. Approval of assignment is required. Prerequisite: SPWS 4900.

## Study Skills (STDY)

**STDY 1025 Read & Writ Prep for CLAST (3.00 credits)** This course focuses on providing intensive preparation designed to assist students in successfully completing the Essay, English Language Skills section of the College Level Academic Skills Test (Clast) required by the State of

Florida for individuals planning to receive a teaching certificate from the state. In addition, the course offers all students an opportunity to improve general reading and writing skills critical to college level performance. Cannot be used toward graduation requirements.

**STDY 1050 Study Skills (1.00 credits)** This course is designed to develop the learning and organizational skills necessary to be highly successful in to which the adjunct course is attached. Active participation offers the opportunity to improve overall academic performance by providing transferable skills and the support system necessary for overall college success.

## Technology (TECH)

**TECH 1110 Technology In Information Age (3.00 credits)** The course covers technology survival skills needed for school, work, and life in our information Age. Students work for mastery of computer skills needed today for success in academic course work and tomorrow for the lifelong learning required in the professions. Students use today's popular SW package to create real world documents in wordprocessing, spreadsheets, charting, multimedia presentations, and Web authoring. They customize hands-on work to expand knowledge in own field as they master Web navigation and research, creating Web products with value to other classes. Students acquire a deeper understanding of technology use, abuse, and its impact on the human living in the ever-changing electronic environment.

**TECH 2000 Computer Technology (3.00 credits)** Students explore the impact of computer technology on life and work in the information age. Students are encouraged to collaborate studying technology's impact on their area of study/selected profession (life science, law, business, the arts, etc.) and interview a successful professional in the field. Students select resulting from technology. Well-known benefits are balanced by contrasting findings relating physical and psychological implication on technology's evolution and formulate their own view of a possible future. Students create a Web site to showcase their best work. Prerequisite: TECH 1110.

**TECH 2130 Business Applications of Microcomputers (3.00 credits)** Theory and applications of programs for microcomputers that are useful in the business environment. Accounting, database management, and information system management programs will be included. Computer laboratory course. Prerequisites: ACCT 2100 and TECH 1110.

**TECH 2150 Introduction to Internet Resources (3.00 credits)** The course includes research into topics such as netiquette, evaluation of Web sites, copyright information and issues, and the history of the Internet. Students develop advanced skills in the use of search engines, directories and online libraries. Students are introduced to Hypertext Markup Language (HTML) and Netscape Composer. Other skills include creating and publishing personal Web pages, downloading and using file transfer protocol and compression software. Prerequisite: TECH 1110 or permission of division director.

**TECH 3000 Multimedia Design (3.00 credits)** This course gives the student a comprehensive introduction to the basic design principles of multimedia. A Web focus throughout the course will assist students in exploring the Internet as a means of delivering multimedia. Students will build interactive Web sites using a variety of software to create the elements of multimedia such as sounds, animation, video, text and graphics. Students should have a working knowledge of the Internet, the World Wide Web, and enhanced computer skills. Prerequisites: TECH 1110 and TECH 2150.

**TECH 3520 Emerging Technology In Education (3.00 credits)** Students examine and evaluate state-of-the-art technology tools and development that have the potential to enhance the curriculum and aid in administrative tasks. This includes tools and techniques to remain current in technology as it develops. Proficiency in using the World Wide Web as an educational tool is stressed. Students research and explore practical

solutions to existing and developing educational problems by using technology. Prerequisites: EDUC 3510 and TECH 2150.

**TECH 3530 Multimedia Technology for Educators (3.00 credits)** Students learn theories and interactive techniques to use Multimedia and Hypertext authoring packages as teachers to create presentations and/or lessons to enhance the curriculum in the various content areas. They learn how to utilize appropriate packages to teach their students how to create their own portfolios and/or presentations to enhance creativity and meet the expanding needs of the students in the 21st century. Prerequisites: EDUC 3510 and TECH 2150.

**TECH 3540 Utilizing Tech Dev Curr (3.00 credits)**

**TECH 3750 Cur Issues In Info Mgmt (3.00 credits)**

**TECH 4050 Business Data Communication (3.00 credits)** Introduction to basic business data communication for managers. Protocols, services, interfaces, and platforms for the transmission of data across local and wide area networks will be discussed. Emphasis will be on managerial decisions regarding topology, equipment, network design and software development. A "project-management" approach will be utilized. Topics will include synchronous and asynchronous communication, bridges, routers, ISDN, ATM, and the OSI model. Prerequisite: TECH 1110.

**TECH 4510 Utilizing Technology to Develop Curriculum (3.00 credits)** Student explore the most current methodologies to utilize state of the art technology as tools within the curriculum to meet specific educational objectives in the content areas as well as enhancing delivery. In this hands-on class the students examine and analyze the issues and consequences of the explosion of information and how to implement it in thematic units to strengthen the delivery of the curriculum. The aspects of Human-Computer Interface is examined with emphasis on redesigning text based instruction to effective elective electronic and multimedia delivery methods. Prerequisites: TECH 3520 and TECH 3530.

**TECH 4900 Directed Project (3.00 credits)** A major project will be completed by the student under the direction of a faculty member.

**TECH 4950 Internship in Technology (1.00 credits)** A work experience for 16 weeks in the student's major area of study or area of career interest. Consult academic division for specific details and requirements. Prerequisites: cumulative GPA of 2.5 or higher, major GPA of 3.0 or higher, completion of 60 or more credit hours, supervision of instructor, and permission of academic director.

**TECH 4990 Independent Study in Technology (1.00 credits)** The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. Prerequisite: to be determined by the faculty and division director.

## Theatre (THEA)

**THEA 2000 Voice Improvement for Actors (3.00 credits)** Study and practice in breathing, phonation, warm-up, introduction to the international Phonetic Alphabet in stage voice, standard speech, text analysis, scansion, and cold readings.

**THEA 2010 Movement for the Stage (3.00 credits)** Studies in the kinesthetic awareness, warm-up, use of space, stage movement, stage blocking, and stage combat.

**THEA 3000 Theatre History (3.00 credits)** Theatre history from the primitive times to the present, emphasizing the role that historical traditions and movements in the theatre have on contemporary theatre. Prerequisites: COMP 2000, 2010, or 2020.

**THEA 3010 Acting I (3.00 credits)** A performance-oriented course designed to introduce, develop, and reinforce fundamental acting skills and techniques. Prerequisites: COMP 2000, 2010, or 2020.

**THEA 3020 Acting II (3.00 credits)** Emphasis on the development and use of techniques for in-depth research and analysis of characters for public performance. Prerequisite: THEA 3010.

**THEA 3050 Costuming and Makeup (3.00 credits)** Study of sewing, fabrics, patterns and practical application of costume construction techniques; materials and techniques for stage makeup with emphasis on practical application for theatrical production. Prerequisites: COMP 2000, 2010, or 2020.

**THEA 3060 Technical Theatre (3.00 credits)** A laboratory approach to technical theatre with focus on backstage operations, crew assignments, practical application in actual productions. Emphasis on practical application in actual productions. Prerequisites: COMP 2000, 2010, or 2020.

**THEA 4100 Directing for the Stage (3.00 credits)** The history of the director, the function of the director, and the examination of theoretical viewpoint, including textual analysis, establishing groupwork for the director's approach to production, play selection, analysis and patterning of auditory and visual elements of production. Directing of a one-act play. Prerequisites: Junior standing, THEA 3020.

## Writing (WRIT)

**WRIT 2150 Writing for the Professions (3.00 credits)** A writing course designed to make students proficient in various types of professional writing. Emphasis will be placed on the selection and employment of appropriate styles of written communication for functional uses in the workplace. Students will learn to use rhetorical devices and research in the professional writing of public documents.

**WRIT 3020 Creative Writing: Poetry (3.00 credits)** An examination of the fundamentals of writing poetry; learning to use metrical language and seeking the universal in individual human experience. Students will read a wide variety of contemporary poems and will attempt to develop their own poetic language. Pre-requisite: COMP 1500 with a C- or higher.

**WRIT 3030 Creative Writing: Fiction (3.00 credits)** An examination of the fundamentals of writing fiction; learning to use the techniques and tools of the fiction writer. Students will read a variety of fictional works and will attempt to develop their own voices and narrative style. Pre-requisite: COMP 1500 with a C- or higher.

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