SEMINOLE STATE COLLEGE

CATALOG
2025-2027

2701 Boren Boulevard
Seminole, OK 74868
405.382.9950

www.sscok.edu

PRESIDENT'S WELCOME

Dear Student,

Welcome to Seminole State College – and congratulations on taking a bold step toward your academic and personal success.

At SSC, we are proud to offer a vibrant, student-centered environment where learning extends beyond the classroom. From our expanding course offerings and hands-on learning experiences to our dedicated faculty and modern facilities, our campus is designed to help you thrive.

Your time at SSC will be filled with opportunities to grow academically, socially and professionally. Whether you're engaging in student organizations, participating in community service or cheering on our athletic teams, your involvement will enrich your college experience and create lifelong memories.

As you begin this chapter, know that you are part of a caring campus community committed to helping you reach your goals. We are excited to support you every step of the way.

Sincerely,

Lana Reynolds
President, Seminole State College

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Seminole State College Mission

Seminole State College empowers people for academic success, personal development, and lifelong learning.

Seminole State College CORE Values

Compassion

Celebrating a diverse campus, local and global community of people and displaying professionalism and compassion in all interactions

Opportunity

Presenting current trends and future possibilities for career, academic and personal enrichment

Respect

Building mutual respect, integrity, and confidence for ourselves, for others, and for the environment

Excellence

Continually striving to achieve the highest standards and exhibit excellence in our programs and relationships with all stakeholders

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General Information
Section I

Seminole State College is a comprehensive, state-supported community college dedicated to student success and committed to educational excellence. An open-door institution located in Seminole, Oklahoma, the College has served the educational needs of the community and surrounding counties since it was founded in 1931. Throughout its history, the community has played an integral role in the dynamic growth and progress of the institution. Administrators, faculty and staff are at the forefront of the College's commitment to excellence and student advancement. Continuing a ninety-year legacy, students represent the institution with academic distinction, a strong competitive spirit, and school pride.

Seminole State College Mission
Seminole State College empowers people for academic success, personal development, and lifelong learning.

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Compassion: Celebrating a diverse campus, local and global community of people and displaying professionalism and compassion in all interactions
Opportunity: Presenting current trends and future possibilities for career, academic and personal enrichment
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Excellence: Continually striving to achieve the highest standards and exhibit excellence in our programs and relationships with all stakeholders

Seminole State College Provides
1. General education and other university-parallel coursework.
2. One and two-year programs of collegiate-level technical-occupational education to prepare individuals to enter the workforce.
3. Fully online degree programs that are accessible to students across the nation.
4. Programs of remedial and developmental education.
5. Formal and informal programs of study especially designed to serve community needs for continuing education.
6. Programs of institutional research to improve the college's efficiency and effectiveness.
7. Special support and activity programs which assist and enrich students' educational experience.
8. Programs of economic development, in conjunction with area colleges and universities which serve the needs of our service area.

Institutional Beliefs and Commitments
A. Student Success
Seminole State College is committed to helping students reach their educational goals. To this end, the impact on students will be the first and foremost consideration in the establishment of institutional policies, procedures, programs, and services. Most importantly, the college will foster a learning environment that values and nurtures the process of students working toward self-chosen personal and academic goals.

B. Universal Access
Seminole State College will make its programs and services broadly accessible to students of diverse backgrounds and experiences.

C. Extensive and Effective Collaboration
Seminole State College will encourage and implement working partnerships with other agencies or firms to enhance the quantity and quality of services provided.

D. Instructional Innovation
Seminole State College will use technology and diverse teaching methodologies to enhance the quality and efficiency in the delivery of educational programs and services.

E. Quality over Quantity
Seminole State College will dedicate its limited resources only to high quality programs and services.

Vision: A Continuing Quest for Unparalleled Excellence
Seminole State College seeks to be an institution of unparalleled excellence, regarded by both internal and external constituents as a college whose quality is second-to-none, where employees and regents make a continual effort to meet the needs and exceed the expectations of the community and our students.

Accreditation
Seminole State College is fully accredited by the Higher Learning Commission and the Oklahoma State Regents for Higher Education and is a National Council for State Authorization Reciprocity Agreements (NC-SARA) approved institution. Additionally, the Nursing degree program is accredited by the Accreditation Commission for Education in Nursing and the Oklahoma Board of Nursing. The Medical Laboratory Technology degree program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences. The Physical Therapy Assistant Program is accredited by the Commission on Accreditation in Physical Therapy Education.

Institutional Affiliations

Seminole State College has affiliations with or memberships in numerous organizations:

- Accreditation Commission for Education in Nursing
- ACUHO-I Association of College and University Housing Officers – International
- AHEAD Association on Higher Education and Disability
- AISES Advancing Indigenous People in STEM
- American Anthropological Association
- American Association of Community Colleges
- American Association of Veterans Program Administrators
- American Library Association
- American Student Government Association
- APCA Association for the Promotion of Campus Activities
- ASCA Association of Student Conduct Administrators
- Association of College and Research Libraries
- Bureau of Indian Affairs
- CAPTE Commission on Accreditation in Physical Therapy Education
- CASE Council for Advancement and Support of Education
- College and University Professional Association for Human Resources
- Community Colleges for International Development, Inc.
- Council for Online Learning Excellence
- Council on Law Enforcement Education and Training
- Great Plains Association of Admission Counseling
- Higher Education Alumni Council of Oklahoma
- Higher Education Telecommunication Association
- Higher Learning Commission
- ICBA Independent College Bookstore Association
- Institute for Oklahoma Nursing Education
- League for Innovation
- Mathematical Association of America
- Medical Library Association
- Mu Alpha Theta Mathematics Honor Society
- NACEP National Alliance of Concurrent Enrollment Partnerships
- NASPA National Association of Student Personnel Administrators -- Student Affairs Administrators in Higher Education
- National Academic Advising Association
- National Accrediting Agency for Clinical Laboratory Sciences
- National Association for the Education of Young Children
- National Association of College Auxiliary Services
- National Association of College Stores
- National Association of Collegiate Athletics
- National Association of Student Financial Aid Administrators
- National Association of College and University Business Officers
- National Council of Teachers of Mathematics
- National Junior College Athletic Association
- National Organization on Student Success
- National Organization on Student Success – Oklahoma Chapter
- NC-SARA National Council for State Authorization Reciprocity Agreements
- OK-ACRL Oklahoma Chapter of the Association of College and Research Libraries
- OK-Share
- Oklahoma Association of College and University Business Officers
- Oklahoma Association of Collegiate Registrars and Admissions Officers
- Oklahoma Association of Community Colleges
- Oklahoma Association of Student Financial Aid Administrators
- Oklahoma Veteran Education Specialist Association
- Oklahoma Board of Nursing
- Oklahoma College Personnel Association
- Oklahoma College Public Relations Association
- Oklahoma Collegiate Athletic Conference
- Oklahoma Health Sciences Library Association
- Oklahoma Library Association
- Oklahoma Partners in Industrial Education
- Oklahoma Political Science Association
- Oklahoma State Chamber of Commerce
- Oklahoma State Regents for Higher Education
- Oklahoma Student Government Association
- Oklahoma Quality Matters
- Online Computer Library Center, Inc.
- Online Consortium of Oklahoma
- OSRHE Career Services Council
- Phi Theta Kappa Honor Society
- Psi Beta Honor Society
- RCCA Rural Community College Alliance
- Robert Ross International University of Nursing
- Seminole Chamber of Commerce
- Sigma Kappa Delta English Honor Society
- Southern Association of Collegiate Registrars and Admissions Officers
- Southwest Association of College and University Business Officers
- Southwest Association of College and University Housing Officers
- Southwest Association of Student Financial Aid Administrators
- Southwest College Bookstore Association
- Southwestern Social Science Association
- WAVES Western Association of Veterans Education Specialists

Admissions Information
Section II

Seminole State College welcomes, encourages, and supports student success. The College provides an "open door" admission policy in accordance with admission criteria set by Oklahoma State Regents for Higher Education. Students must meet additional standards to be admitted to certain degree programs.

Admission materials are available online and in the Admissions Office. Applications for admission are processed on a continuing basis. Students are encouraged to apply for admission several months in advance of the desired semester enrollment to facilitate the process of academic advisement, placement, and enrollment.

The College believes a student's success is enhanced by assessment of basic academic skills in English, math, science, and reading; and through placement in courses meeting the assessed needs of individual students. Placement testing is provided prior to enrollment.

Application for Admission Process

All materials required for the Student Personnel File should be in the Admissions Office prior to enrollment. A student whose files are incomplete at the time of enrollment may be provisionally enrolled and granted one semester to complete the file. If the file is still incomplete after one semester, a student may be subject to an enrollment hold or administrative withdrawal for subsequent semesters.

New students who plan to attend Seminole State College should submit items 1-3 below. Transfer students who plan to attend Seminole State College should complete items 1-4. If applicable, GED results should also be submitted.

1. An online Application for Admission—a $15 application fee will be charged upon initial enrollment at Seminole State College.
2. ACT or SAT results should be no more than five years old if taken. Students taking the test prior to college enrollment should put the Seminole State College code number (3436) on the ACT application as one of the places the score results are to be sent. All regularly enrolled students, under age 21, are encouraged to take the ACT or SAT test. The On-Campus ACT is administered in January, May, and August to SSC students who are unable to take the National ACT due to an SSC deadline requirement.
3. High School Transcripts—submit a high school transcript of all high school courses taken to the Admissions Office. The transcript should show the date of graduation, if applicable, but even applicants who did not graduate from high school should submit transcripts of any high school experience. In accordance with the high school curricular requirements shown below, students must clear any curricular deficiency within the first 24 hours of college credit attempted.

High School Curricular Requirements
Units Course Areas
- **4 English**
  Grammar, Composition, Literature
- **2 Lab Science**
  Biology, Chemistry, Physics, or any lab science certified by the school district; General Science with or without a lab may not be used to meet this requirement.
- **3 Mathematics**
  Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, and Advanced Placement Statistics
- **3 History** and **Citizenship Skills**
  Including 1 unit of American History and 2 additional units from the subjects of History, Economics, Geography, Government, Non-Western Culture
- **3 Other**
  Additional units of subjects previously listed or selected from the following: Computer Science, Foreign Language. (Keyboard and other courses designed to teach typing skills may NOT be used to fulfill this requirement.)
- **15 Total Required Units**

4. College/University Transcripts—submit official transcripts from any other institutions of higher education which have been attended, if any, to the Seminole State College Admissions Office. Additional information will be required if a student is not in good standing at the last higher education institution attended. Transfer students with basic academic skills deficiencies must clear all deficiencies within the first 12 credit hours of college credit.

Admission to Seminole State College does not guarantee admission to a specific technical-occupational program. Students should consult an Academic Advisor, the appropriate Program Director, or a Degree Program Mentor regarding additional admission requirements to specific programs.

Admission of Applicants
Who Are Not High School Graduates

Applicants who are not high school graduates are eligible for admission to Seminole State College under the following conditions:
1. The applicant has submitted transcripts of any high school work.
2. The applicant's high school class has graduated **or** the applicant is on active military duty.
3. The applicant has taken the ACT, SSC placement exams, or earned a GED.

Students whose high school class has not graduated and have ACT or SAT composite scores above the 99th percentile of all students nationally, or have other extraordinary circumstances, may file an appeal for special admission to the Vice President for Academic and Student Affairs or his designee.

The provisional admission will remain in force for a period of two semesters. If at the end of that time the student has made satisfactory progress according to the Student Retention Standards, enrollment may be continued as a student in good standing.

High School Junior and Senior Concurrent Admission

1. Student must complete an online Application for Admission to Seminole State College.
2. Student must submit a Concurrent Enrollment form signed by the high school principal or high school counselor, parent or legal guardian, and the student EACH SEMESTER of enrollment.
3. Student must submit an official high school transcript (with high school GPA calculated by high school) and acceptable exam scores (one of the following: national ACT, national predictive model ACT instrument, residual ACT, national SAT, or national predictive SAT instrument) EACH SEMESTER of enrollment.

NOTE: High school students may not enroll in zero-level courses designed to remove basic academic skills deficiencies. This includes corequisite remediation in which the student is co-enrolled in a zero-level course and a college-level course in a given subject.

High School Junior and Senior Concurrent Enrollment Eligibility

Student must:
1. Have taken the ACT and scored a minimum composite of 19 **or** 900 on the SAT **or** have a high school GPA OF 3.0, **AND**
2. For a course in a given subject area (math, science, or English), must have minimum ACT/Pre-ACT subject test score (*aka* sub-score) of 19 or a minimum SAT/Pre-SAT subject score of 510). If the student does not have test scores, an SSC placement test or Multiple Measure rubric can be used for course placement. A student who is unable to demonstrate college readiness in reading will not be permitted enrollment in any other collegiate course (outside of science, mathematics, and English).
3. Be eligible to graduate from high school no later than in the spring of their senior year.
4. Have a combined high school and college course load of no more than the equivalent of 19 semester credit hours in a regular semester (1/2 high school unit equals 3 college semester credit hours).
5. Have the signed approval of the high school principal or high school counselor, and the signed permission of the parent/legal guardian.
6. Maintain a 2.00 GPA at SSC.

For more information or details on enrolling, please contact an advisor at concurrent@sscok.edu.

Home School Concurrent Admission

A student receiving home-school instruction is considered a senior at 17 years of age or older and a junior at 16 years of age. A home-schooled student's admissions eligibility is based only on their performance on one of the following according to the above requirements: national ACT, Pre-ACT, on campus ACT, national SAT, Pre-SAT.

Home School Concurrent Enrollment

Once admitted, either the ACT, Pre-ACT, SAT, Pre-SAT, on-campus ACT scores, or SSC Placement Testing will be used for course placement.

International Student Admission

International students must meet the following admission requirements:
A. Demonstrate competency in English in accordance with Oklahoma State Regents for Higher Education policy. Students may contact the Admissions Office for full English competency eligibility information **or** demonstrate competency through Option 1 **or** Option 2 below:

> **Option 1:** High School Performance. Students must have successfully completed the high school core requirements in, or graduate from, high school where English is the primary language in a country where English is a primary language. For admission under this option students should submit official transcript(s) from an English-speaking high school showing graduation **or** submit applicable documents showing successful completion of the high school core requirements.
> **Option 2:** Student may be admitted if they achieve a Test of English as a Foreign Language (TOEFL) score of at least 500 **or** an internet-based TOEFL score of at least 61 **or** a computer-based score of at least 173.

B. Provide the following documents:
   1. Students transferring from another institution of higher education must provide all official transcripts from each institution attended.
   2. Up-to-date Passport, Visa, and if transferring from another institution, the I-20 student copy from the last school the student was authorized to attend.
   3. Official letter of financial support and bank statements.
C. Maintain immigration status and be in good standing with Immigration and Naturalization Service.
D. Submit an Online application for F-1 International Students. The $15 application fee will be charged upon initial enrollment at Seminole State College.
E. International students may be required to submit evidence of a tuberculin test and a polio inoculation or acquire them during the first week of classes. If the tuberculin test shows positive, the student must have a chest x-ray within five days or will be subject to being suspended from classes.
F. Be familiar with United States Immigration policies and laws concerning their stay in the United States. Assistance in understanding these policies and laws can be obtained in the Registrar's Office.

Upon receipt of the application, the Registrar will issue an I-20 form to those students transferring from a language center or college in the United States. For those desiring to

be admitted to Seminole State College directly from their home country, the application for admission, their high school/secondary school transcript, the letter of financial support, and official test scores showing English language proficiency must be provided before an I-20 will be issued. International students applying for admission who will attend a language center in the United States prior to attending Seminole State College will be provided a conditional letter of acceptance upon receipt of the application for admission, the letter of financial support, and the $15 fee. Admission will be based upon meeting all of the requirements above. The I-20 to be used in gaining admission to the United States must come from the language center, which the student will attend before attending Seminole State College.

International students are not permitted to be enrolled in more than one online course per semester counting toward their required 12 credit hours of full-time enrollment.

English as a Second Language Student Admission

Students for whom English is a second language must present evidence of proficiency in the English language prior to admission on the TOEFL or IELTS Examinations, successfully complete intensive English program, or provide an official transcript from an English-speaking high school showing graduation or successful completion of the high school core requirements.

Once admitted, if the student wishes, they can apply for an English Language Learner (ELL) accommodation. They should contact their instructor or advisor for additional information.

Use of Non-Academic Criteria in Admission of Students

In addition to the academic criteria used by institutions in the Oklahoma State System of Higher Education as the basis for student admission, institutions consider the following non-academic criteria in deciding whether first-time applicants or transfer students should be granted admission: 1) whether applicants have been expelled, suspended, denied admission or denied readmission by any other educational institutions; 2) whether applicants have been convicted of a felony or convicted of any lesser crime involving moral turpitude; 3) whether applicants have conducted themselves in a manner so that if, at the time of such conduct applicants had been students at the institution, their course of conduct would have been grounds for expulsion, suspension, dismissal, or denial of readmission at the institution where application is being made. If any of said criteria should be present, the institution shall deny admission to applicants if it decides that the happening of any of the events described indicates the applicants' unfitness, at the time of application, to be accepted as students at the institution.

If an applicant is denied admission on any of the foregoing grounds, there must be substantial evidence supporting the basis for denial. In addition, the applicant must be afforded adequate procedural safeguards, including the following:
1. The applicant must be advised of the grounds of the denial;
2. The applicant must be informed of the facts which form the basis of the denial; and

3. The applicant must be afforded an opportunity to appeal an admission denial before a committee.

Advanced Standing Credit

Seminole State College believes that students proficient in specific areas should have the opportunity to establish college credit through advanced standing examinations. A total of 30 semester hours may be earned through advanced standing exams, College Level Examination Program (CLEP) tests, or the College Board's Advanced Placement Program (APP).

Advanced standing credit will not be posted to the transcript until after a student has earned at least 12 credit hours of college credit.

Legal Residence

The Oklahoma State Regents for Higher Education has a specific policy concerning legal residence in the state of Oklahoma for the purpose of determining whether students are to be classified as in-state (resident) or out-of-state (nonresident) students. A complete copy of the Regents' policy is available upon request in the Admissions Office. Below, the policy is summarized for prospective students of the college.

Principles
1. Attendance at an educational institution is interpreted as temporary residence. A student neither gains nor loses resident status solely by such attendance.
2. A nonresident student attending an Oklahoma college or university on more than a half-time basis is presumed to be in the state primarily for educational purposes.
3. Individuals do not acquire status as a resident of Oklahoma until they have been in the state for at least a year primarily as a permanent resident and not merely as a student. Also, an individual classified as a resident of Oklahoma is not reclassified as a nonresident until twelve months after having left Oklahoma to live in another state.
4. All married persons shall be treated as equal under this policy. Each spouse in a family shall individually establish their own residence status on a separate basis. (An exception includes when a nonresident marries an already established resident of Oklahoma, the nonresident may be considered a resident after documentation of the marriage and proof of domicile are satisfied.)
5. The burden of proof of residence status or domicile is upon the applicant. Students filing an appeal for reclassification of residence status must use forms provided or approved by the Oklahoma State Regents for Higher Education.
6. Initial classification as nonresident students does not prejudice the right of individuals to be reclassified for following semesters or terms of enrollment as Oklahoma residents provided they can establish proof of residence in accordance with criteria and procedures detailed as defined in the Regents' policy.

Definitions

1. Resident of Oklahoma - A resident of Oklahoma is one who has lived continuously in Oklahoma for at least twelve months duration and whose domicile is in Oklahoma. A person's domicile is their true, fixed, permanent home or habitation. It is the place where they intend to remain and to which they expect to return. A person can have more than one residence, but only one domicile. Domicile has two components—residence and the intention to remain. When these two occur, there is domicile.
2. Independent Person - An independent person is one enjoying majority privileges (or is legally emancipated from the parental domicile) and who is responsible for their own care, custody, and support.
3. Dependent Person - A dependent person is one who is under the care, custody, and support of a parent or other legally sanctioned parental surrogate.
4. Full-time Student - A full-time undergraduate student is one enrolled in a minimum of twelve credit hours per semester in a 16-week semester or a minimum of six credit hours in an 8-week semester.

Independent Persons

If students who are independent of parental domicile can provide adequate and satisfactory proof of having come to Oklahoma with the intent of establishing domicile, they may be granted resident student classification at the next enrollment occurring after expiration of twelve months following the establishment of Oklahoma domicile. A spouse must establish proof of domicile status on a separate basis.

Dependent Persons

The legal residence of a dependent person is that of the parents, or the legal residence of the parent who has legal custody or the parent with whom the student habitually resides. If the student is under the care, custody and support of those other than the parents, the legal residence is that of the legal guardian.

A dependent person may become emancipated (freed from parental domicile) through marriage, formal court action, abandonment by parents, or positive action on the student's part evidential of alienation from parental domicile. To qualify under the latter category, a dependent person must have completely separated from the parental domicile and have proof that such separation is complete and permanent. Mere absence from the parental domicile is not proof of its complete abandonment. If applicants can provide adequate and satisfactory proof of complete emancipation and having come to Oklahoma with the intent of establishing domicile, they may be granted resident student classification at the next enrollment occurring after expiration of twelve months after establishing Oklahoma domicile.

Foreign Nationals

An individual who is not a United States National may become eligible for classification as an Oklahoma resident provided that they 1) hold "permanent resident status," as defined by the Immigration and Naturalization Service, evidenced by the issuance of a green card; 2) have resided in Oklahoma for at least twelve consecutive months; and meet the criteria for establishment of domicile.

Classification as an Oklahoma resident may immediately be granted to an individual who provides evidence of having come to Oklahoma to practice a profession on a full-time basis, conduct a business full time, or work on a full-time basis along with the spouse and dependent children without the 12-month domiciliary requirement, as long as they continue in such full-time employment capacity.

Military Personnel

Members of the uniformed services, along with their dependent children and spouse, who provide evidence they are full-time active-duty status of more than 30 days in the uniformed services stationed in Oklahoma, and other covered individuals as defined by the Veterans Choice Act, shall be eligible for in-state status.

Full-Time Professional Practitioner or Worker

An individual who provides evidence of having come to Oklahoma to practice a profession on a full-time basis, conduct a business full-time, or work on a full-time basis shall be declared an Oklahoma resident along with the spouse and dependent children so long as the person continues in such full-time employment capacity.

Proof of Residence

The burden of proof of residence is upon the applicant. Some of the various types of evidence that may serve as proof of one's residence in Oklahoma are year-round residence, ownership of property, registration for and voting in State general elections, filing an Oklahoma income tax return for the most recent calendar year, and payment of ad valorem property taxes. Since residence or domicile is at least partially a matter of intent, each case is judged on its own merits, and no definitive or "magic" set of criteria can be established as sufficient to guarantee classification as a resident of Oklahoma.

Reclassification

In addition to the aforementioned criteria, an independent person seeking to be reclassified as a resident of Oklahoma must meet the following criteria for the current and immediately preceding year:

1. The person must not have been claimed as an exemption for state and federal tax purposes by nonresident parents.
2. The person is self-supporting as evidenced by having provided most funds for the individual's own upkeep.
3. The person must have maintained a continuous residence in Oklahoma for the period set forth above.

Enrollment Procedures
Section III

Admission and enrollment begins when a student completes an Admission application. Class schedules are available on the Seminole State College website at www.sscok.edu.

Enrollment Steps
Step-by-step procedure for officially enrolling at Seminole State College is as follows:

Step One: Complete the admissions process as described in Section II: Admission Information and Procedure.

Step Two: Meet with an Academic Advisor and review any ACT or SAT scores for curricular deficiencies and assessment testing needs. The Academic Advisor will determine if one or more student placement exams must be taken.

Step Three: Complete placement exams as needed and directed by Academic Advisor. Students receiving benefits from the Veterans Administration should report to the Coordinator of Veterans Affairs for an enrollment check.

Step Four: Proceed to the Business Office Cashier to pay student account as well as to receive a campus parking permit.

Step Five: Visit the Testing Center to obtain a student ID card.

Tuition and Fee Schedules
The Oklahoma State Regents for Higher Education and the Seminole State College Board of Regents have approved the educational program tuition and fees charged by the College. These are mandatory fees charged per credit hour. **Tuition and fees are due before the first day of class. All fees are subject to change without notice.**

Oklahoma Resident Tuition

Tuition	$109.00 per semester credit hour
Technology Service Fee	$9.00 per semester credit hour
Library Technology Fee	$2.75 per semester credit hour
Records Management Fee	$2.00 per semester credit hour
Student Assessment Fee	$3.00 per semester credit hour
Student Activity Fee	$11.00 per semester credit hour
Student Service Fee	$10.00 per semester credit hour
Cultural and Recreation Services Fee	$1.25 per semester credit hour
Infrastructure Fee	$11.00 per semester credit hour
Safety Fee	$5.00 per semester credit hour
Compliance Fee	$2.00 per semester credit hour
Total per Credit Hour	$166.00 per credit hour

Nonresident Tuition

Tuition	$109.00 per semester credit hour
Out-of-State (Non-Resident) Tuition	$211.00 per semester credit hour
Technology Service Fee	$9.00 per semester credit hour
Library Technology Fee	$2.75 per semester credit hour
Records Management Fee	$2.00 per semester credit hour
Student Assessment Fee	$3.00 per semester credit hour
Student Activity Fee	$11.00 per semester credit hour
Student Service Fee	$10.00 per semester credit hour
Cultural and Recreation Services Fee	$1.25 per semester credit hour
Infrastructure Fee	$11.00 per semester credit hour
Safety Fee	$5.00 per semester credit hour
Compliance Fee	$2.00 per semester credit hour
Total per Credit Hour Out-of-State (Non-Resident)	$377.00 per semester credit hour

Supplemental Fees
The Oklahoma State Regents for Higher Education have authorized state colleges and universities to charge supplemental fees to further cover the costs of offering a course. Authorization has been given to charge supplemental fees in addition to the educational program fees as follow:

Transitional (Zero Level) Course Fee	$25.00 per credit hour
Laboratory Course Fee	$35.00 per course

Other Student Charges

Additional fees may be charged for various services as follows:

Application Fee (one-time, non-refundable)... $15.00
Late Payment Fee (per semester)... $50.00
Student ID Fee (valid for 3 years) $20.00
International Student Fee (per semester) $200.00
Distance Education/Outreach Fee (per credit hour)................................... $25.00
Electronic Academic Access Fee (per course)... $10.00
Nursing Fee (per credit hour).. $40.00
Medical Laboratory Technology Fee (per credit hour)................................ $20.00
Physical Therapist Assistant Fee (per credit hour) $20.00
Business and Education Academic Excellence Fee (per credit hour) $15.00
LAH Academic Excellence Fee (per credit hour).. $10.00
Health Science Academic Excellence Fee (per credit hour) $10.00
Social Science Academic Excellence Fee (per credit hour)......................... $10.00
STEM Academic Excellence Fee (per credit hour)...................................... $15.00
Student Accident Shield Fee (per credit hour)*.. $4.00
*Students enrolled in more than five hours will be charged Student Accident Shield Fee
Parking Permits (per academic year)** $25.00
**Parking Permits waived for Online Degree Program students
Parking Fines (per incident) .... depends on violation

Additional Parking Permits (per permit) $10.00
Laundry Fee (housing students only – per semester)................................... $30.00
Returned Check Fee $25.00
Lost Residence Hall Card Key $10.00
Lost Residence Hall Hard Key $50.00
Lost Mailbox Key... $10.00
Lost Photo I.D. $10.00
Graduation Cap and Gown Fee...Cost of Cap and Gown
CLEP Test .... National Testing Agency Rate
ACT Test... National Testing Agency Rate
Online Testing Placement Fee (per test).................... National Testing Agency Rate
Advanced Standing Credit (per credit hour)... $6.00

Housing

Room……………….$1,950.00 $250 add'l Private
Board……………….$1,685.00 $100 add'l Semi-Private
Total R&B…............. $3,635.00 per semester

Audit of Courses

Students taking credit courses for no grade will pay the same enrollment fees and tuition as regular credit students.

Noncredit Offerings

The fees for noncredit courses, community services offerings, workshops and seminars will be assessed based on individual program costs. Students enrolled in noncredit offerings cannot switch to another course or noncredit offering with a transfer of fees. Students must drop the noncredit offering and enroll in the new course or noncredit offering and make fee payment.

Payment of Tuition and Fees

To remain in good financial standing with the college and thereby continue to participate in its educational programs, services, and benefits, a student must meet all financial obligations incurred at the College. Enrollment and attendance in classes financially obligate the student for full payment of the fees as shown on the fee statement.

Payments are made at the Business Office in person with cash, personal check, money order, cashier's check, debit card, Discover, American Express, VISA, or MasterCard. Payment can also be made online through MYSSCOK or by phone with debit or credit cards (as listed above).

Alternatively, students may complete the payment plan process online through the SSC Student Portal (MY SSCOK) for monthly tuition and fee payments.

Those who have not paid accounts prior to the fee payment deadline may be subject to being Administratively Withdrawn from classes, receiving a late payment penalty, and losing enrollment privileges for future semesters. A returned check to the college may result in cancellation of the student's enrollment for failure to pay a delinquent account.

Seminole State College will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or require the student to borrow additional funds because of the student's inability to meet the financial obligations to Seminole State College due to the delayed disbursement of a payment to be provided by the VA under chapters 31 or 33.

Late enrollment financially obligates a student for the late payment fee as well as appropriate tuition and fee charges. A student who enrolls during the late enrollment period and subsequently drops/withdraws from the course(s) will be refunded according to the regular refund schedule.

Students who have been awarded scholarships must ensure that any additional fees or tuition over and above the amount of scholarship award are paid prior to the fee payment deadline. Students who have third party pay authorization (from the military, business/industry, or employers) must ensure that the Office of Financial Aid and Business Office have formal notification of this authorization from the third-party payer before the fee payment deadline.

Refund Policy

Students adjusting their schedules or completely withdrawing from all classes prior to the module census date will be charged 100% fees for any courses added and will receive a 100% refund of any courses dropped. When a student receiving federal financial aid completely withdraws from any module a Return of Title IV Aid (R2T4) calculation must be done. Federal regulations require the Financial Aid Office to perform a R2T4 calculation to determine the percentage of the semester the student attended. This percentage is used to determine several things:

1. How much federal aid the student earned during attendance
2. How much federal aid the institution has to return
3. How much aid the student is required to return

If a student is required to return funds, the excess funds must be returned through the SSC Business Office Cashier. Students should visit the SSC Financial Aid Office if they are planning to withdraw from any classes and receive federal financial aid.

Community Services Classes

Full refunds will be granted to students who officially withdraw prior to the end of the first-class meeting. Students who withdraw after the start of the second-class meeting will not qualify for a refund. To officially withdraw, a student must contact the Business & Industry Coordinator.

Seminars and Special Interest Courses

Students enrolled for a seminar, conference, workshop or other one- or two-day program(s) who officially withdraw before the scheduled starting time will receive a 100% refund. After the sessions begin, no refunds will be given. To officially withdraw, a student must contact the Business & Industry Coordinator.

Students Entering Military Service

If a student enters military service during the term in which they are enrolled and has not completed sufficient work to receive a grade, but is in good academic standing, the college will refund to the student the full amount of tuition and fees paid.

If a student enters military service during the term and is not in good academic standing, any refund of fees is calculated according to the regular fee refund policy. The student must forward a copy of the induction orders with the request for a refund. The request for a refund must be in writing and approved by the Vice President for Fiscal Affairs.

Issue of Refunds

Refunds will not be honored unless all financial obligations to the college have been fulfilled. Refunds require approximately 45 days to process. Refunds will not be issued, nor will charges be waived, for nonattendance.

All students receiving refunded monies are strongly encouraged to set up a Direct Deposit Designation through MYSSCOK to expedite the receipt of their funds. If a Direct Deposit Designation is not completed, refunds will be issued via check as timely as possible but will be delayed.

Email businessoffice@sscok.edu for instructions to set up your Direct Deposit Designation.

Appeals

Appeals for exceptions to the refund policy may be made in the case of a withdrawal forced upon the student by emergency conditions. The Student Handbook provides details concerning the appeals procedure. Documentation must be supplied by student.

Student Housing

The residence halls on campus provide on-campus housing for approximately 230 students. Students interested in learning more about residence hall living should contact the Housing Office at 405-382-9604 or reslife@sscok.edu.

Residence Hall Room and Board Plan

Please see https://www.sscok.edu/life-at-ssc/housing/index.html for specific room and board rates/plans.

Meningococcal Compliance Requirement for Students Living in Resident Housing

Oklahoma Statutes, Title 70 §3244, requires that all students in any public or private postsecondary educational institution in this state who reside in on-campus student housing shall be vaccinated against meningococcal disease.

Information handouts are provided to any student indicating an interest in resident housing on the risks associated with meningococcal disease and on the availability and effectiveness of any vaccine. The statute requires compliance by all students prior to moving into resident housing.

The statute permits the student, or if the student is a minor, the student's parent or other legal representative, to sign a written waiver stating that the student has received and reviewed the information provided on the risks associated with meningococcal disease and on the availability and effectiveness of the vaccine and has chosen not to be or not to have the student vaccinated.

Room Deposit

A non-refundable deposit of $100.00 must be paid prior to moving into resident housing.

Single Occupancy Rooms

All rooms will typically be double occupancy, but single occupancy (private rooms) may be allowed if a room is available, and a request is made by the student and approved by the Director of Housing and Student Activities. A single bedroom with a private bathroom will cost an additional $250 per semester. A private bedroom with a semi-private bathroom will cost an additional $100 per semester. This fee must be paid prior to the beginning of the semester to guarantee the room.

NOTE: Students who have not made the installment payment with five (5) days past the due date face removal from the residence hall, forfeiture of their right to take meals in the cafeteria and will be subject to other disciplinary action such as the placing of a "hold" on the student's transcript. If an emergency arises which prohibits a student from meeting the scheduled installment payments, the student must meet with the Vice President for Academic and Student Affairs, request an extension, and make an arrangement for payment.

Student Services
Section IV

Student services are provided through the joint efforts of the Office of Student Affairs, Office of Fiscal Affairs, Online Degree Office, and the Media Relations Office. Collectively, these areas offer academic, career, and personal counseling; and provide students access to student clubs, student government, activities, special academic assistance and testing services. Student Affairs can also provide assistance in locating off-campus housing.

The Office of Admissions, Enrollment Center, Financial Assistance Office, and Testing Center are located in the Ben and Bonnie Walkingstick Student Services Center. The Online Degree Office is located in Tanner Hall.

Academic Advisement

Seminole State College utilizes an advising system that has four layers of guidance to students in pursuit of a degree in higher education. New Student Advisors serve all incoming traditional students through the Enrollment Center in the Walkingstick Student Services Center. Returning Student Advisors meet and develop relationships with all traditional students as a part of first-year success courses in which all students are required to enroll. Online Degree Navigators serve all online degree program students throughout their entire program. Degree Program Mentors provide major-field expertise and career-specific advisement to all students for their particular degree program.

Access to Student Records

Student records at Seminole State College are maintained in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended in 1995. The Act affords students certain rights with respect to their educational records. These rights include the right of a student to request access to personal records and also the right to request the amendment of the student's education records that the student believes is inaccurate. The student must submit in writing a request precisely noting the record for review. Additionally, students have the right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent. Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

The Act affords students the right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is as follows:

> Family Policy Compliance Office
> U.S. Department of Education
> 400 Maryland Avenue, SW
> Washington, DC 20202-4605.

Campus Crime, Sex Offender Information

Oklahoma state law *O.S. Title 57, ss583-584,* requires that anyone required to register as a sex offender do so with both their local law enforcement (municipal or county) agency at their residence and also with the police or security department of any institution of higher learning at which they are enrolled as a student (full-time or part-time), are an employee (full-time or part-time), or reside (or intend to reside or stay) on any property owned or controlled by the institution of higher learning. A listing of registered sex offenders is available in the Campus Police Office.

Regrettably, criminal incidents occur on college campuses. Seminole State College makes public the nature of crimes and the quantity of crimes that occur on campus. Information about crime on the Seminole State College campus is available in the Annual Security Report at www.sscok.edu or by contacting the Campus Police at (405)382-9500.

College Bookstore

The college bookstore is located in the E. T. Dunlap Student Union. The bookstore carries textbooks, study aids, office supplies, art supplies, and other supplies for course work at Seminole State College. Clothing and gift items are also available in the bookstore. The college bookstore may also be accessed online at http://bookstore.sscok.edu/home. Required books for each class can be found on this website and are made available by the first day enrollment opens for each semester.

College Publication: *The Collegian*

The Seminole State College Collegian is published monthly by the Office of Media Relations. A student staff assists in the production through writing stories, editing, photo production and layout. *The Collegian* is distributed on campus and to over 200 friends of the College.

Consideration is given to student-submitted material for publication, but submission does not ensure publication. No anonymous material is considered. *The Collegian* accepts no paid advertising.

Financial Assistance

It is the goal of Seminole State College to make quality higher education accessible to all qualified students. To meet this commitment, financial assistance is available in the form of scholarships, grants, loans, and part-time employment. Approximately 80% of the students attending Seminole State College receive some form of financial assistance. The Financial Aid Office is located in the Ben and Bonnie Walkingstick Student Services Center.

Most, but not all, financial assistance is based upon need. Need is the difference between what a family can reasonably be expected to pay toward the cost of education and the actual college expenses. This need is determined through the use of the Free Application for Federal Student Aid (FAFSA). The factors considered in determining the types and amounts of aid received by an applicant are: (1) the availability of funds; (2) the student's analyzed financial need; and (3) the student's

academic discipline and academic performance record. Since availability of funds is a factor, students are encouraged to apply early.

Some of the programs available to students include the Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), Oklahoma Tuition Aid Grants (OTAG), Oklahoma's Promise, Federal Direct Loan Program, Federal Parent Plus Direct Loan Program, and Federal College Work-Study funds. Satisfactory measurable academic progress is required for all programs. This progress is assessed at the end of each semester and students are notified of financial aid status.

Financial Aid assistance will normally be dispersed approximately 6 to 8 weeks after the beginning of each semester. Students should plan financial arrangements in accordance with this time schedule. Financial Aid may be delayed for late financial aid applications (applications not received by Seminole State College approximately 4 to 6 weeks prior to the beginning of each semester).

Intercollegiate Athletics

Seminole State College is fortunate to have outstanding teams competing in the sports of basketball, baseball, softball, golf, soccer, cross country, and volleyball. Students may attend all home games at no charge upon presentation of their student ID card. Home basketball and volleyball games are played in the Raymond Harber Field House on the campus. Home baseball and soccer games are played at the Brian Crawford Memorial Sports Complex. Softball is played at the SSC Softball Complex.

Parking Permit

A permit is needed for each vehicle parked on campus. The first parking permit is paid for by student fees and can be picked up from the Business Office Cashiers in the Ben and Bonnie Walkingstick Building. Any additional parking permits needed can also be purchased in the Business Office. A vehicle registration card must be completed on every vehicle the student will drive to campus. Students must obey the parking regulations in order to avoid a fine for improper parking. Curbs are color-coded: **Red**-Fire Lane, No Parking; **Yellow**-Faculty and Staff Only; **Blue**-Handicap (Must have Permit).

Recreational Facilities

Several facilities are available for use by enrolled students to pursue their favorite recreational pastimes. Located in the gymnasium is a Wellness Center with a walking track, pickleball court, and a weight room for student use. For indoor fun and enjoyment, the Residential Learning Centers provide televisions, pool tables, ping-pong tables, and computer labs.

Rehabilitation Assistance

The Oklahoma Rehabilitation Commission offers assistance for tuition and required fees to students who have special physical, learning or emotional needs, provided the vocational objective selected by the person has been approved by an appropriate representative of the Commission. Through this state agency, other rehabilitation services are available to assist persons with special needs to become employable. Application for this type of assistance should be made to the nearest Rehabilitation Office.

Scholarships

Various individual and institutional scholarships are available. Specific information on all programs can be obtained by visiting the Financial Aid Office in the Walkingstick Student Services Center or online at http://www.sscok.edu/admissions/paying-for-college/index.html.

Student Activities

Seminole State College strives to provide an environment that provides quality student development by offering a variety of networking and leadership development opportunities, activities, and events. Students are encouraged to participate in these campus activities and events. Involved students receive a more positive college experience; in addition, campus life is enhanced through social, recreational, educational, and cultural activities. Students are provided opportunities to create life-long friendships through a variety of activities and events while building a cohesive campus community.

Student Handbook

The Seminole State College Handbook provides detailed information on student organizations, special student services, and student regulations. The handbook includes a Student Bill of Rights and Responsibilities and the Student Academic Grievance Procedure. All students are encouraged to read the handbook.

Student Academic Grievance Procedure

When a student has a complaint concerning an instructor, a grade received in a course, or any academic related matter, he/she should follow the procedure outlined below. If satisfaction is not achieved at one step in the procedure, the student may move on to the next step. All steps must be followed in the order presented.

STEP 1: Contact the professor and schedule a meeting to discuss the problem with the faculty member involved. Perceived problems are often misunderstandings generated by faculty information or miscommunication about the grievance. If the grievance is unresolved, the student is to request an Academic Grievance Procedure Communication Tracking Form from the professor at the end of the meeting. The professor will fill out the form, sign it, and ask for student to sign as well. Then a copy of the completed form will be given to the student and to the Division Chair by the professor. If the student wishes to pursue the grievance, the student must then contact the Division Chair to schedule a meeting.

STEP 2: The student must visit the Division Chair of the department in which the problem has arisen. If the grievance is still unresolved, the Division Chair is to complete Step 2 on the Academic Grievance Procedure Communication Tracking Form at the end of the meeting. The Division Chair will fill out the form, sign it, ask the student for their signature, and request the professor's signature. Then the Division Chair will distribute copies of the complete form to the student, the professor, and the Vice President of Academic and Student Affairs (VPASA). If the student wishes to pursue the grievance, the student must contact the VPASA at b.knowles@sscok.edu to schedule a meeting.

STEP 3: The student must visit with the VPASA. The VPASA may resolve the issue in a manner of her/his choosing. This may or may not involve a hearing before the VPASA by all parties involved. If the grievance is still unresolved, the VPASA is to complete Step 3 on the Academic Grievance Procedure Communication Tracking Form at the end of the meeting. The VPASA will fill out the form, sign it, ask the student for their signature, and request the professor's signature and the Division Chair signature. Then the VPASA will distribute copies of the completed form to the student, the professor, the Division Chair, and the President of SSC. If the

student wishes to pursue the grievance, the student must contact the President of SSC by written request at l.reynolds@sscok.edu to schedule a meeting within seven (7) business days from the notification of the VPASA's decision.

STEP 4: The student must visit with the President of SSC. The President can exercise discretion as to whether or not to hear the case and may resolve the issue in a manner of her/his choosing. This may or may not involve a hearing before the President by all parties involved. The President will decide on the appeal which may be one of the following:
    1. Uphold the decision of the Vice President for Academic and Student Affairs.
    2. Modify the decision of the Vice President for Academic and Student Affairs.
    3. Take other action as deemed appropriate and as fully explained to both the Vice President for Academic and Student Affairs and the student.

The President of SSC is to complete Step 4 on the Academic Grievance Procedure Communication Tracking Form at the end of the meeting. The President will fill out the form, sign it, ask the student for their signature, and ask for the VPASA's signature. The completed form will be returned to the VPASA Office for recordkeeping purposes. The VPASA Office will then distribute copies of the completed form to the student, the professor, and the Division Chair. If the student wishes to continue to pursue the grievance, they must follow instructions for contacting the Oklahoma State Regents of Higher Education (OSRHE) listed in the "Further Student Grievance Appeals" below.

Student Non-Academic Grievance Procedure

"Complainant" is defined as the person who is filing a complaint or grievance. "Respondent" is defined as the person against whom the complaint is being filed. When a student has a non-academic based complaint that a violation of SSC policy, procedures or values has occurred, he/she should follow the procedure outlined below. If satisfaction is not achieved at one step in the procedure, the complainant may move on to the next step. All steps must be followed in the order presented. Ultimately, a complaint must be placed in writing and signed by the complainant.

STEP 1: If feasible, the complainant should attempt to discuss the problem with the respondent. Perceived problems are often misunderstandings generated by faulty information or miscommunication. Involvement of a neutral third party or mediator is recommended in most cases. The complainant may want to consult with his/her advisor or the Vice President for Academic and Student Affairs (VPASA – b.knowles@sscok.edu) in this regard. If the specific circumstance makes Step 1 inappropriate, or if the complainant does not feel comfortable communicating with the respondent, he/she may proceed to step 2.

STEP 2: Visit with the immediate supervisor of the respondent if the complaint involves a member of the College staff. If the complaint involves another student, contact the VPASA (b.knowles@sscok.edu).

STEP 3: If consultation with the supervisor does not resolve the problem, the complainant should consult the VPASA. The VPASA will hear the complaint and render a decision. At his/her discretion, the VPASA may convene a committee to hear the

grievance and make a recommendation on resolution to the VPASA.

STEP 4: An appeal of the decision rendered by the VPASA may be made in writing to the President of SSC at l.reynolds@sscok.edu within seven (7) business days after notification of the VPASA's decision. The President may exercise discretion as to whether or not to hear the appeal or decide on the appeal which may be one of the following:
    1. Refuse to hear the issue due to lack of sufficient reason for the appeal.
    2. Uphold the decision of the Vice President for Academic and Student Affairs.
    3. Decide in favor of the student filing the grievance or a negotiated resolution.

Further Student Grievance Appeals: Appealing to OSRHE, HLC, NC-SARA or other State Entities

If the student has completed either the Academic or Non-Academic procedure as listed above and still wishes to pursue their grievance, they should review the information below and appeal to the appropriate governing body.

OSRHE - If the student is a resident of the state of Oklahoma and feels the need to take a complaint to the state level, the appropriate authority in the State of Oklahoma is the Oklahoma State Regents for Higher Education. To view the OSRHE's Student Complaint page, please click the link above or visit https://www.okhighered.org/current-college-students/complaints.shtml.

HLC - The complaint process is designed to identify substantive problems with an institution's ability to meet the Criteria for Accreditation or other HLC requirements. HLC's policy on complaints provides a full description of the type of complaints that HLC will review. Students who are unable to resolve their issue following the SSC Student Grievance Policy, can also submit their complaints to SSC's accreditation body the Higher Learning Commission (HLC). Students can contact the Higher Learning Commission at 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604 or call 1-800-621-7440. If a student would like to file a complaint with the Higher Learning Commission the student can do so by visiting their Student Complaint site.

State Authorization Reciprocity Agreements (SARA): Out-of-state students attending SSC through SARA who feel that SSC did not adequately address their complaint can appeal the outcome of SSC's complaint resolution process to the Oklahoma State Regents for Higher Education: OSRHE SARA Student Complaints. Additional information about SARA student complaints can be found here: https://www.nc-sara.org/student-complaints.

Student Health Insurance

Seminole State College does not have a campus-based health service available for students; students are responsible for obtaining their own health care coverage.

Students are provided **Student Accident** coverage to those students enrolled in six (6) credit hours or more.

Insured students will have coverage to offset costs related to deductibles, co-insurance or possible denials. Coverage is worldwide 24/7 and will protect students on and off campus.
- $10,000 benefit per injury - 24-hour Accident Coverage (excluding Intercollegiate Sports Injuries)
- $10,000 maximum benefit - Accidental Death, Dismemberment (AD&D) or Loss of Sight benefit
- Deductible Amount - $0
- Benefit Period – 52 weeks
- Co-insurance Percentage – 100% of Usual, Reasonable & Customary (URC) Charges
- Type of Coverage – Full Excess

Student Identification
Valid SSC ID cards are required for all enrolled students. SSC students will need a student ID card for financial aid, cafeteria meal plans, library access, and other campus activities. Student ID cards must be updated each year that the student is enrolled.

Requirements to obtain a new student ID:
2) Have a valid government issued photo ID
3) Take your government issued photo ID to the Testing Center to have your photo taken.

Student Organizations
A variety of clubs and organizations exist on campus to help students further explore career and/or personal interests. Organizations include the Student Government Association, Phi Theta Kappa Honor Society (PTK), the Native American Student Association (NASA), Sigma Kappa Delta (English) Honor Society (SKD), Student Nursing Association, Psi Beta (psychology) Honor Society, Mu Alpha Theta (mathematics) Honor Society, Future Business Leaders of America (FBLA), Art Club, P.R.I.D.E, Aggie Club, and Shooting Sports Club. These organizations also sponsor various student activities throughout the school year. For more information concerning these clubs and organizations or the formation of new clubs and organizations on campus, students may contact the Student Government Advisor or the Vice President for Academic and Student Affairs.

Student Testing Services
Students who present curricular or basic academic skills deficiencies are required to take placement tests in the Testing Center, located in the Walkingstick Student Services Building, prior to enrollment. Academic advisors refer students for placement testing and review results to address curricular and basic academic skills deficiencies. Following the scoring and review of the placement tests, an academic advisor will advise a student on courses required or appropriate for their assessed level. The purpose is to assure the student success in courses requiring extensive use of mathematics, English composition skill, reading, and vocabulary skills. English composition skill, reading, and vocabulary skills will utilize the Accuplacer placement exams. Oklahoma high school students who pass all levels of the College Career Math Ready course while in high school can be placed into a college level (non-remedial) math course. A placement test is also available to determine student readiness for enrollment in General Chemistry.

Information concerning the ACT (American College Test), the HESI (Health Education Systems Incorporated) exam, and CLEP (College Level Examination Program) exams are available in the Testing Center in the Walkingstick Student Services Center.

Students with Special Needs
Seminole State College, in support of and in compliance with the Americans with Disabilities Act (1990), welcomes requests for reasonable accommodations. Students with special needs should contact the ADA specialist, Carmen Hutchins, located in the Haney Center Nursing office. Mrs. Hutchins may also be reached by calling 405-382-9719 or by email at c.hutchins@sscok.edu. Students may also contact the office of the Vice President for Academic and Student Affairs, located just inside the north door of the Walkingstick Student Services Center, or by calling 405-382-9216 or email reslife@sscok.edu.

Textbook Refunds
A. Fall and Spring Semesters
1. During the 1st and 2nd weeks of class: 100% refund of purchase price if book is in original condition or 75% or less refund will apply if the book is not in original condition. *All returns must have a receipt.*
2. During the 3rd week of class: 75% refund of purchase price if book is in original condition. *All returns must have a receipt.*
3. Exception Refunds after 3rd week of class: 33% refund of purchase price. Returns made after the 3rd week of school *require a receipt and approval* from the Vice President for Fiscal Affairs

B. Summer Session
1. During the 1st week of class: 100% refund of purchase price if book is in original condition or 75% or less refund will apply if the book is not in original condition. *All returns must have a receipt.*
2. During the 2nd week of class: 75% refund of purchase price if book is in original condition.
3. Exception Refunds after 2nd week of class: 33% refund of purchase price. Returns made after the 2nd week of school *require a receipt and approval* from the Vice President for Fiscal Affairs

C. Intersessions
1. During the 1st and 2nd day of class: 100% refund of purchase price or 75% or less refund will apply if the book is not in original condition. *All returns must have a receipt.*
2. Exception Refunds after 3rd day of class: 33% refund of purchase price. Returns made after the 3rd day of school *require a receipt and approval* from the Vice President for Fiscal Affairs.

NOTE: "Original condition" describes a book which is clean and does not contain any handwritten notes, including the student's name and highlighting. Cellophane bound books must be returned with cellophane intact for a 100% refund. All books will be examined for approval.

Textbook Rental Program
The Textbook Rental Program allows students attending Seminole State College the opportunity to rent selected textbooks for the durations of each semester. A Student Agreement is signed by each student that they agree to accept the responsibility that at the end of the current semester they will return the books rented in a reusable condition or pay the replacement price. If the rented book is not returned, a hold will be placed on the student's records.

Textbook Return Policy

Under certain circumstances it may be necessary for a student to return a textbook before or after classes begin. Normally these circumstances would result from either a student's total withdrawal from college, dropping a class, or by the college canceling a class. Students should be aware of the following guidelines when requesting a refund for textbooks:

A. It is the student's responsibility to assist in the selection of textbooks by bringing a current class schedule to the bookstore. *Students should keep their bookstore receipts until the end of the semester or until the bookstore repurchases the books. Receipts must accompany any returned book.*

B. Each term, a refund may be obtained at any time **with receipt** before the 16-week term add/drop date, which is typically two weeks after the first day of class. If returned after this date, a refund may be obtained **with receipt** within 10 days of purchase.

C. Certain textbooks may be sold back to the bookstore at the end of each semester. The repurchase price will be 33% of the book's purchased price if the book is in good condition.

D. *The bookstore manager has the authorization to refuse or to reduce* the repurchase price for any book that is torn, worn, abused, or not needed for the course in subsequent semesters.

Threat Assessment Team

The Threat Assessment Team was created at Seminole State College to evaluate any behavior perceived to be a threat to the College community. If an employee or student observes any behavior or activity, he or she believes to be a threat to anyone, he or she needs to immediately contact Campus Police. An immediate investigation will begin to evaluate the reported threat. If a threat warrants the attention of the Threat Assessment Team, Campus Police will contact the Vice President for Academic and Student Affairs. The Vice President for Academic and Student Affairs or Chief of Police will immediately notify the Threat Assessment Team to assemble for assessing the reported threat and act on the recommendation of the Threat Assessment Team.

The Vice President for Academic and Student Affairs will act as Threat Assessment Team Chair and the Chief of Police will be the Threat Assessment Team Assistant Chair. Threat Assessment Team Members will be the Faculty Senate President, the Americans with Disability Act advisor, one nursing faculty, one professional staff member, and one criminal justice faculty.

TRiO Programs

TRiO Programs were originally established by the federal government in 1965 to ensure equal educational opportunity for all Americans, regardless of race, ethnic background, or economic circumstance. Since 1965 an estimated 2 million students have graduated from college with the special assistance and support of the nation's TRiO Programs. Seminole State College has sponsored one or more TRiO Programs since 1989. The College is currently offering services to qualified individuals through the following programs:

Student Support Services (SSS) and STEM Student Support Services (STEM SSS) provides eligible students with opportunities for academic development, assist students with basic college requirements, and serve to motivate students toward the successful completion of postsecondary education. The program provides tutoring, academic counseling, transfer assistance, and assistance with financial aid applications. SSS and STEM SSS can also provide grant aid to current participants who are receiving Federal Pell Grants.

Talent Search (FOCUS) serves students in the sixth through twelfth grades in 17 schools in the Seminole State College service area. Program services include tutoring, academic and personal counseling, academic preparation workshops, assistance with applying to colleges, assistance in applying for financial aid for postsecondary education and preparing for the ACT. The goal of the Talent Search Program is to encourage participants to continue in and graduate from secondary school and enroll in post-secondary education. Talent Search also provides assistance to secondary and postsecondary dropouts who wish to reenter educational programs.

Upward Bound / Upward Bound Math-Science Projects are federally funded programs designed to help students in the 9th through 12th grades prepare for higher education. Participants receive instruction in literature, composition, mathematics, and science during a six-week summer program at Seminole State College. The four projects also provide tutoring, study skills workshops, and cultural and educational field trips during academic year and summer programs. The programs service 235 students from 18 high schools in the Seminole State College service area.

Gaining Early Awareness and Readiness (GEAR-UP)

Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) is a federally funded program designed to better prepare middle school and high school students for college, through academic preparation programs, scholarship and financial aid information, and college access information for students and parents and professional development activities for educators.

Native American Serving Non-Tribal Institutions

The Native American Serving Non-Tribal Institutions (NASNTI) project uses tutoring, peer mentors, professional development, early alert, and the infusion of technology in education to empower Native American and non-Native American students to have academic success.

Veterans Assistance

Students utilizing VA Education Benefits are subject to SAP (Satisfactory Academic Progress) policies. Seminole State College reports changes in enrollment status to the VA. The SAA (State Approving Agency) approved programs may be funded using VA education benefits. Once a VA student has enrolled, the student should stop by Admissions office and provide a copy of their current academic schedule and sign our "Request to Certify" form for the semester they are wanting to be certified to the VA. Inquiries are directed to Stacey Foster, School Certifying Officer located in the Admissions office inside the Walkingstick Student Service Center.

Career Center

The Career Center is in the Boren Library. The Center hosts career planning, resume writing, and interviewing workshops. Students can search for jobs locally and nationwide.

Social Events

Social events sponsored by student organizations and other college groups are encouraged. There is no charge for approved student organizations to use campus facilities, but

they must follow the procedures outlined in the Seminole State College Student Handbook.

Student Email Account

A student's email address and account must be used for all college academic, and business written correspondence including applications, enrollment, and financial aid. All correspondence with a student about Seminole State College will be via the student email account.

Business & Industry Training and Community Service
Section V

Seminole State College is committed to work closely with individuals, groups, and the larger community identifying their needs and desires and initiating programs to serve them.

Business & Industry

The Business & Industry program offers prompt, specific training for local business and industry needs through courses at both traditional and nontraditional times and offers hands-on training for companies of all sizes using the latest technology and techniques.

Training provided by Seminole State College is based on the true needs of employees at the time of need as short courses based on a total of 16 clock hours for one college credit, and all courses can be modified to meet specific training needs.

Seminole State College also offers college-credit courses in health and safety, computer skills, communication skills, customer service, and various human resource needs plus accelerated courses in accounting, computer science, and business at flexible meeting times.

The courses offered through the Business & Industry Training Department complement the business and other courses offered in the Business & Education Division with flexible scheduling and training that may be taught on-site. Tuition and fees vary per course.

Community Service

The Seminole State College community service program is implemented through noncredit work including short courses, workshops, lectures, and seminars addressing the goals of the program. Some of the work is directed toward assisting individuals to gain knowledge, awareness, and understanding or to improve job skills. Some activities are designed to assist in filling leisure time, learning new hobbies, or learning for the enjoyment of learning.

Many of the community service courses are scheduled as highly concentrated short-term activities during the evenings or on weekends for individuals who work or provide for families during the day. Some previously successful community service activities include banking seminars, photography, creative writing, real estate seminars, law enforcement seminars, aerobic exercise, country/western dance, cake decorating, and therapy dog training.

Information about current community service offerings is available through the Coordinator of Business and Industry Training at t.lee@sscok.edu, 405-382-9546.

Fees for Community Service Offerings

A Community Service Course Fee applies only to those courses that have been identified as Community Service. A discounted fee structure applies for senior citizens enrolled in selected community service offerings. For more information about eligibility for the discount, contact the Business & Industry Coordinator.

After the first-class meeting, individuals enrolled in a community service class cannot switch to another class with a transfer of fees. The policy of the College requires that the student drop the first course, enroll in the new course, and make fee payment for the new course separately.

Refund Procedure on Community Service Enrollments

(Subject to Change)
If a student cannot attend a community service course, if a student is dissatisfied with a community service course, or if the college finds it necessary to cancel a community service course due to low enrollment levels, then the following refund procedures apply:
   A.   Full refund if the course is cancelled.
   B.   Full refund if enrollment is withdrawn before the first-class meeting.
   C.   No refund after the second-class meeting (or after the only meeting of the course).
   D.   No refund to those who enroll late under the reduced fee schedule.

All refunds are made by college check and will be mailed to the address given by the student at the time of enrollment.

Courses

BUSINESS & INDUSTRY

BI 1001 Résumé Writing includes lecture style training and provide hands-on learning exercises. After completion of the workshop, participants will be able to effectively improve or create a professional résumé for consideration in employment. This course will cover résumé format, design, and appearance, as well as organization, writing style, contact information, objective, experience, education, employment, references, cover letter and thank you letters.

BI 1003 Educational Technology includes the selection, utilization, evaluation and production of instructional technology, familiarization with instructional tools, multimedia, computer technology and other emerging technologies, laboratory sessions devoted to equipment operation, and software production for multimedia presentation.

BI 1013 Logic & Critical Thinking develops the student's ability to think effectively. The exchange of ideas with others is a crucial component of critical thinking in action and a major component of the course. The course involves extensive reading and written assignments and requires class discussions.

BI 1031 Introduction to Research is designed to familiarize students with the fundamentals of research. It will provide students with a comprehensive working knowledge and an understanding of research materials and research tools. The course will introduce students to the skills they need to prepare and write research papers at the undergraduate level. Much of the course work will be focused on research using various library and on-line resources.

Micro-Credentials

Seminole State College is proud to be a part of OK State Regents for Higher Education's Upskill OK Micro-credential initiative. This is a new program to assist in filling Oklahoma's critical demand for talent by creating programs and partnerships to develop much needed skills for the workplace and the community. This initiative also includes the implementation of digital badging so that the learners can share their training and employers have a verified credential that can be accessed electronically.

Micro-credentials are short-term, post-secondary credentials comprised of a coherent set of measurable non-credit bearing activities or projects and/or up to 9 hours of credit bearing courses that provide specific career critical skills, competencies and knowledge that can be readily transferred to the workplace.

Digital badges are a web-based artifact that contains metadata that documents students' completion of a credential, such as a micro-credential, certificate, or degree, and can be shared and verified electronically.

Micro-Credential Courses

Business Leadership Basics In this specialization, you will learn essential leadership skills, including how to inspire and motivate individuals, manage talent, influence without authority, and lead teams. In this specialization, you will not only learn from Michigan faculty. You will also learn directly from exceptional leaders including Jeff Brodsky, Global Head of HR for Morgan Stanley, and John Beilein, Head Coach of the University of Michigan Men's Basketball Team. We will share with you our research on how to lead people and teams effectively, and work with you to apply these insights to your own teams and leadership. In every course, you will have an opportunity to apply new leadership skills by working through a series of practical leadership assignments. In addition, the capstone will enable you to work on live leadership challenges faced by senior leaders from premier Fortune 500 firms and receive their feedback on your ideas and solutions.

Conflict Management Master the fundamentals of conflict resolution, harness the power of positive conflict, and hone your intercultural communication skills. In this Specialization, you'll learn to strengthen your personal and professional relationships by constructively addressing conflicts between individuals and within organizations. You'll build skills specifically aimed at managing intercultural conflicts in today's global society, and you'll explore how competing interests and goals, power imbalances, and other factors influence the nature of conflict and management strategies. In the final Capstone Project, you'll analyze a specific conflict and outline an approach to management and resolution.

Microsoft 365 Fundamentals This Specialization is intended to help all novice computer users get up to speed with Microsoft 365 quickly. It covers different features of the interface, shows you how to perform basic tasks, and introduces you to the most important tools in Word, PowerPoint, and Excel. This program will help you to become familiar with the apps and services included in a Microsoft 365 subscription. You will improve your word processing, spreadsheet, and presentation skills to take your productivity to the next level. You will learn how to work smarter and more collaboratively with the latest intelligent features of Office 365. By the end of this program of courses, you will be ready to take and sign-up for the MO- 100: Microsoft Word (Word and Word 2019), MO-200: Microsoft Excel (Excel and Excel 2019), and MO-300: Microsoft PowerPoint (PowerPoint and PowerPoint 2019).

Microsoft Word Fundamentals
This course is intended for learners with some experience using Microsoft Windows, who are seeking to build presentation skills with Microsoft Word. To be successful in this course you should have an understanding of the basics of using a Windows-based computer. Experience with printing and using a web browser are an asset but not required. Knowing how to use Microsoft Office products is essential in any professional setting. Whether you want to expand your expertise to apply for a new role, start your own business, or simply develop a new personal skill this course is for you. This course will introduce you to Microsoft 365. You will become familiar with the apps and services included in an Office 365 subscription. If you are

familiar with Word's basic features, you can take your skills to the next level. If you are not familiar with Microsoft products or are a beginner, you will get the opportunity to develop basic word processing skills. This course covers the different features of the Word interface, shows you how to create a basic document, and introduces you to Word's most important tools. By the end of this course, you should be able to apply the necessary techniques to produce high-quality, professional documents. You will also understand how to create complex documents using tables, charts, references, and various types of illustrations. This course will help you prepare for Exam MO-100: Microsoft Word (Word and Word 2019). This exam covers the ability to create and maintain professional-looking reports, multi-column newsletters, résumés, and business correspondence. Certification exam candidates are expected to demonstrate the correct application of the principal features of Word and complete tasks independently. You will get an opportunity to hone all these skills in this course.

Microsoft Excel Fundamentals
This course will introduce you to Microsoft's powerful and easy-to-use spreadsheet program, which provides you with an extensive set of tools to organize, analyze, present, and store data. If you are familiar with Excel's basic features, you can take your skills to the next level. If you are a beginner, you will get the opportunity to develop basic Excel skills. In this course, you will become comfortable with creating a new spreadsheet, working with basic formulas and functions, making your spreadsheets look professional and presentable, and saving and printing a spreadsheet. By the end of this course, you will be comfortable creating advanced formulas, analyzing data with functions, analyzing data using functions and PivotTables, working with tables, visualizing data with charts, working with graphical objects, and enhancing workbooks. This course will help you prepare for Exam MO-200: Microsoft Excel (Excel and Excel 2019). You will get opportunities to demonstrate the ability to create and edit a workbook with multiple sheets and use a graphic element to represent data visually. You will also show that you can apply the correct application of the principal features of Excel and complete tasks independently.

Microsoft PowerPoint Fundamentals
This course is intended to help you get up to speed on many of the different features found in PowerPoint and to become familiar with its more advanced selection of features. You will learn how to create, save, and present a basic presentation; apply the basics of formatting; and add multimedia to a presentation. If you are familiar with PowerPoint's basic features, you can take your skills to the next level. If you are a beginner, you will get the opportunity to develop your presentation skills using PowerPoint. This course will help you prepare for Exam MO-300: Microsoft PowerPoint (PowerPoint and PowerPoint 2019). You will be able to demonstrate the ability to create and manage presentations, insert, and format shapes and slides, create slide content, apply transitions and animations, and manage multiple presentations. You will be able to apply the principal features of PowerPoint and complete tasks independently.

Six Sigma Yellow (Beginner)
This specialization is for you if you are looking to learn more about Six Sigma or refresh your knowledge of the basic components of Six Sigma and Lean. Six Sigma skills are widely sought by employers both nationally and internationally. These skills have been proven to help improve business processes, performance, and quality assurance. In this specialization, you will learn proven principles and tools specific to Six Sigma and Lean. This is a sequential, linear designed specialization that covers the

introductory level content (at the "yellow belt" level) of Six Sigma and Lean.

Six Sigma Green (Intermediate)
This specialization is for you if you are looking to learn more about the more advanced components of Six Sigma and Lean. Six Sigma skills are widely sought by employers both nationally and internationally. These skills have been proven to help improve business processes, performance, and quality assurance. In this specialization, you will learn proven principles and tools specific to Six Sigma and Lean. This is a sequential, linear designed specialization that covers a more advanced level of content (at the "green belt" level) of Six Sigma and Lean.

Six Sigma Black (Advanced)
In this specialization, learners develop and further their understanding of the Six Sigma DMAIC process. This Specialization also explores the intersection between Six Sigma and Lean as well as develops enhanced understanding of the DMAIC process beyond the confines of Green Belt instruction by also including content in Organizational Planning and Development, Team Management, and Design for Six Sigma.

Supply Chain Management
The Supply Chain Management Specialization is made up of four basic courses in logistics, operations, planning, and sourcing, followed by a capstone course in Supply Chain Management Strategy. When you complete the program, you'll have a richer understanding of the complexities that companies are facing in today's global networked economy. Finally, in the capstone course on Supply Chain Management Strategy you'll solve a real-life business case.

TOEFL Prep Basics
The TOEFL Preparation courses in this specialization are for those interested in performing their best on the TOEFL iBT test. Even if you have taken the test before, these courses will help you to become more familiar with the various types of questions on the test. The many tips and strategies demonstrated in the courses will prepare you to perform your best to attain the score you seek.

Workplace Communications
The workplace is more diverse than ever before. As the world population grows and our connectivity increases, it is common to work alongside colleagues from different generations, life experiences, cultures, genders, orientations, and religions. The increased diversity coupled with the shift toward remote and hybrid work environments means it's more critical than ever to develop appropriate communication strategies and practices. This course will teach you to identify and adapt your own communication style to not only increase team productivity but also build bridges with colleagues from all backgrounds.

Google Data Analytics
Data analytics is the collection, transformation, and organization of data in order to draw conclusions, make predictions, and drive informed decision making. Over 8 courses, gain in-demand skills that prepare you for an entry-level job. You'll learn from Google employees whose foundations in data analytics served as launchpads for their own careers. At under 10 hours per week, you can complete the certificate in less than 6 months.

Google Project Management
Project managers are natural problem-solvers. They set the plan and guide teammates, and manage changes, risks, and stakeholders. Gain in-demand skills that will prepare you for an entry-level job. Learn from Google employees whose foundations in project management served as launchpads for their own careers. Upon completion, you can directly apply for jobs with Google and over 150 U.S.

employers, including Walmart, Best Buy, and Astreya. This program qualifies you for over 100 hours of project management education, which helps prepare you for Project Management Institute Certifications like the globally recognized Certified Associate in Project Management (CAPM)®.

Google UX Design
User experience (UX) designers focus on the interaction that users have with products, like websites, apps, and physical objects. They make those everyday interactions useful, enjoyable, and accessible. Over 7 courses, gain in-demand skills that will prepare you for an entry-level job. You will create designs on paper and in digital design tools like Figma and Adobe XD. By the end of the certificate program, you will have a professional UX portfolio that includes three end-to-end projects.

Google Digital Marketing & E-Commerce
Throughout this program, you will gain in-demand skills that prepare you for an entry-level job and learn how to use tools and platforms like Canva, Constant Contact, Google Ads, Google Analytics, Hootsuite, HubSpot, Mailchimp, Shopify, and Twitter. You will learn from subject-matter experts at Google and have a chance to build your own portfolio with projects like customer personas and social media calendars to show to potential employers.

Google IT Support
Through a mix of videos, assessments, and hands-on labs, you'll be introduced to troubleshooting, customer service, networking, operating systems, and security — foundational IT skills required for an entry-level job. Your skills will include Network protocols, cloud computing, Windows operating system, Linux command line, systems administration, encryption algorithms and techniques, and more.

Google IT Automation with Python
This program builds on your IT foundations to help you take your career to the next level. It's designed to teach you how to program with Python and how to use Python to automate common system administration tasks. You'll also learn to use Git and GitHub, troubleshoot, and debug complex problems, and apply automation at scale by using configuration management and the Cloud. This certificate can be completed in about 6 months and is designed to prepare you for a variety of roles in IT.

General and Academic Regulations
Section VI

Catalog of Record and Continuous Enrollment

A candidate for a degree must use, as a basis for degree requirements, the Seminole State College Catalog in place during the semester of initial full- or part-time enrollment. If a student fails to attend SSC for 12 or more consecutive months, the student must re-enter under the catalog in place during the semester of re-entry. In the event a student officially changes majors, their catalog of record will change to the current year's catalog at the time of changing their degree program.

Official Communications

Requests for a student to report to an administrative or faculty office may be made to a student's Seminole State College email address, by letter, or by telephone. Failure to comply with such a request may result in student disciplinary action. Communications to the entire student body are considered properly delivered when they are posted on the College website: www.sscok.edu. Each student is responsible for checking the website regularly and giving proper heed to such communications.

Academic Calendar

The academic year consists of two 16-week semesters and a 14-week summer session. Each of these may contain 5-, 8-, or 10-week sessions. Typically, the fall semester begins in August and ends in January, the spring semester begins in January and ends in May, and the summer session begins in May and ends in August. Additionally, classes may be offered during one winter intersession between the fall and spring semesters.

Academic Support

Each of the College's academic divisions will assist students with academic support by arrangement through one-on-one sessions with instructors, individual tutoring, or computerized academic support systems. For course-specific academic assistance, notify the division chair of the division through which the course is offered.

Institutional Assessment of Student Learning

At Seminole State College, assessment of student learning and satisfaction is a dynamic, comprehensive process designed to create and sustain a culture of learning on campus. This process begins when a student is admitted to the College, continues as the student actively pursues their studies, and follows the student after graduation with an associate degree or program certification. SSC's assessment process consists of five overlapping levels of student assessment as described below.

Entry-Level Assessment uses primarily direct measures of student basic academic skills proficiency through the use of ACT/SAT scores, ACCUPLACER scores and other means of assessment.

Assessments of General Education and Degree Programs are conducted simultaneously and most prominently at the course level in the form of annual Course-Embedded Assessments and via annual administration of the ETS Proficiency Profile and the analysis of available transfer data.

Assessment of Student Engagement and Satisfaction provides data that contributes to student assessment at each of the above levels to differing degrees. Assessments regularly used for this purpose include internal instruments such as Student Feedback on Instruction and the Graduate Exit Survey, as well as externally supplied tools like the Community College Survey of Student Engagement. All assessment activities are designed to determine if desired student learning outcomes for general education, degree programs, and the institution as a whole are being met. A complete version of the SSC Assessment of Student Learning Procedure is available on the SSC website.

Entry-Level Assessment

Entry-Level Assessment at SSC is based on the Academic Affairs Procedures mandated by the Oklahoma State Regents for Higher Education. SSC has established a minimum score of 19 on ACT subject tests in science, mathematics, reading, and English as the initial determinant for individual student readiness for college-level work in those subjects. Only students who score at or above this level are permitted to enroll in college-level courses in each subject area. ACT subject test scores in English, reading, and science are valid for five years. ACT subject test scores in math are valid for two years. Previous completion of college-level math will also be considered a demonstration of college-level performance and further math remediation / transitional education courses will not be required.

Students who score below 19 in any of these subject areas are considered to have basic academic skills deficiencies and may elect to participate in secondary testing to attempt to place into college-level courses in these subjects. Students with ACT subject test scores below 19 who choose not to undergo secondary testing will be placed in transitional courses based on their ACT subject test scores and, in the case of mathematics, on a placement rubric. Students who lack ACT scores entirely are required to undergo secondary testing prior to enrolling. The primary testing instruments for secondary testing are ACCUPLACER Assessment Tests in Reading, writing, and math. Students are permitted to take a placement test in a subject no more than twice each term.

Students that do not demonstrate college-level performance on secondary tests will not be permitted to enroll in college-level courses in those subjects. Those students must complete the appropriate transitional education course(s) with a grade of C or better to become eligible for enrollment in college-level courses in those subjects.

Students must remediate basic academic skills deficiencies by completing a transitional education course or courses in the appropriate subject area with a grade of C or better at the earliest possible time, but within the first 24 college-level hours attempted. Students continuously enrolled in courses designed to remediate deficiencies may be allowed to continue enrollment beyond the 24-hour limit. Institutional entry-level assessments may also include an evaluation of past academic performance, mental, physical, and emotional educational readiness, educational goals, study skills, values, self-concept and motivation.

Students who do not score at least 19 in Science on the ACT must be concurrently enrolled in or have completed college-level math and composition to enroll in an entry-level science course other than General Chemistry I, which requires an SSC Placement Test or completion of CHEM 1114 Introduction to Chemistry. Students are permitted to take the SSC chemistry placement test no more than twice each semester. Tables showing placement testing cut scores in each subject area are available on the SSC Testing Center webpage: https://www.sscok.edu/admissions/testing/index.html.

Transitional Education Program

Students who present curricular or basic academic skills deficiencies are required to take placement tests in the Testing Center, located in the Walkingstick Student Services Building, prior to enrollment. Academic advisors refer students for placement testing and review results to address curricular and basic academic skills deficiencies. Following the scoring and review of the placement tests, an academic advisor will advise a student on courses required or appropriate for their assessed level. The purpose is to assure the student success in courses requiring extensive use of mathematic, English composition, reading, and vocabulary skills. A placement test is also available to determine student readiness for enrollment in General Chemistry.

Students who score below 19 on any ACT subject test and fail to test into college-level courses during secondary testing are considered to be transitional students. All SSC students who test into transitional math will be permitted to enroll in a college-level math course based on their major field of study. These students will also be co-enrolled in a transitional math course which typically meets immediately following the college-level course. This type of remediation is called corequisite remediation and is designed to provide students access to intensive instructor-led tutoring and activities to facilitate their success in the college-level math course. Corequisite remediation is also used in language arts. Students who test as transitional composition students will be able to enroll in ENG 1113 Composition I. These students will also be co-enrolled in a transitional composition course which typically meets immediately following the college-level course. Language arts corequisite remediation is designed to provide students access to intensive instructor-led tutoring and activities to facilitate their success in the college-level composition course.

Transitional math and composition students who are permitted to enroll in a college-level course based on enrolling in a corequisite transitional course must pass both the college-level course and the transitional (corequisite remediation) course to receive credit for either of the courses. In essence, the credit is all or nothing for the college-level course and the corequisite transitional course.

The College is firmly committed to helping students complete the remediation process as quickly as possible, and in many cases in their first semester of attendance. Students who test into transitional courses

in only math and/or science will be permitted to take college-level courses in other appropriate subject areas.

Testing Services

The SSC Testing Center is located in Room 161 of the Walkingstick Student Services Center. For assistance or inquiries, you can reach the Testing Center at testing@sscok.edu or call 405-382-9576. Please visit the Testing Center webpage for more information, including available tests, scheduling, and policies. All students testing are required to present a valid, government-issued photo ID: https://www.sscok.edu/admissions/testing/index.html.

ACT National:
SSC no longer offers the National ACT. To find a testing site and register, please visit the National ACT website: https://www.act.org.

ACT On-Campus (formerly Residual ACT):
The ACT On-Campus is offered to Health Science applicants who would like to have ACT scores for their program application but are unable to take the National ACT due to an SSC program application deadline. Please note that scores from the On-Campus ACT are valid only at SSC and cannot be transferred to any other institution or agency. Each student may take the On-Campus ACT only once per year, beginning in November. All registrations must be completed through the SSC Testing Center. Students must register and pay the ACT On-Campus fee prior to the exam payment deadline in order to reserve a seat. To obtain the current ACT schedule and test fee rate, contact the Testing Center at testing@sscok.edu or call 405-382-9576. Fees are subject to change and are non-refundable. Study materials and additional information can be found on ACT's Test Prep webpage: https://www.act.org/content/act/en/products-and-services/the-act/test-preparation/free-act-test-prep.html.

CLEP (Collee-Level Examination Program):
The SSC Testing Center is an official site for CLEP exams, which allow students to earn college credit for knowledge they already possess. A list of available CLEP subject exams and their corresponding SSC course equivalents can be found at the Testing Center or on the Testing Center webpage: https://www.sscok.edu/admissions/testing/index.html.

Exams are administered by appointment only. CLEP test fees are set by the College Board and are subject to change. In addition, SSC students must pay a $15 proctoring fee per exam. Study materials and additional information can be found on CLEP's Prepare for an Exam webpage: https://clep.collegeboard.org/prepare-for-an-exam.

HESI RN Entrance Exam:
Students applying to the SSC LPN-to-RN Nursing Program are required to take and pass the SSC HESI RN Entrance Exam. The current cost for the exam is $75 (fees are subject to change). Remote testing (at home) is available for an additional fee. All HESI exams are administered by appointment only through the SSC Testing Center. Study materials and additional information can be found on the Testing Center's webpage: https://www.sscok.edu/admissions/testing/index.html.

Placement Testing:
SSC offers placement testing in Reading, Writing, Mathematics, and Chemistry to help students enroll in appropriate coursework. All placement tests must be approved by an SSC advisor prior to testing. Students may take the Reading, Writing, and Math placement tests up to two times per month, and no more than six

times per year. The Chemistry placement test may be taken twice per term. A forty-eight-hour waiting period is recommended before retesting.

The first SSC placement test in each area is free; each retake costs $5. No appointment is needed for on-campus placement testing. Contact the Testing Center for current testing hours.

Online placement testing from home is available through a third-party proctoring service for an additional fee. If you wish to test from home, inform your SSC advisor. ACCUPLACER will email you a voucher code along with instructions to schedule and pay for your remote proctoring session.

Language Arts Placement:
Students who do not meet the following ACT/SAT benchmarks may take the ACCUPLACER Reading and/or Writing test for placement into college-level English Composition.

Study resources are available on the ACCUPLACER Practice Resources Webpage: https://accuplacer.collegeboard.org/students/prepare-for-accuplacer/practice.

> **Reading Scores:** Students scoring below 19 on the ACT Reading or below 510 on the SAT Reading/Writing may take the ACCUPLACER Reading and/or Writing Test for English Composition placement. (Reading test is required only for concurrent enrollment.)

> **Writing Scores:** Students scoring below 19 on the ACT English, or below 8 on the ACT Writing, or below 510 on the SAT Reading/Writing may take the ACCUPLACER Writing Test for English Composition placement.

Mathematics Placement:
Students who do not score at least 19 in Math on the ACT or 510 on the SA may take the ACCUPLACER Quantitative Reasoning, Algebra, and Statistics (QAS) test for math placement.

Study resources are available on the Accuplacer Practice Resources webpage: https://accuplacer.collegeboard.org/students/prepare-for-accuplacer/practice.

Chemistry Placement:
Students who do not score at least 19 in Science on the ACT may take the SSC Chemistry Placement Exam for entry into science courses other than General Chemistry I.

Recommended study materials include: high school Chemistry textbooks, Introductory Chemistry textbooks, or General Chemistry textbooks.

Administrative Withdrawal
The College reserves the right to withdraw a student from class or from the College if, in the judgment of College officials, such withdrawal is in the best interest of the student and/or the College at large. If students miss 15 consecutive class days without making special arrangements with the instructor, they may be subject to administrative withdrawal.

Change of Name or Address
An enrolled student who changes a home or local address is expected to notify the Admissions Office of the change immediately. Students who experience a name change should provide proof with a driver's license and social security card presented to the Admissions Office. Any communication from the College which is mailed to the name and address on record is considered to have been properly delivered; and, therefore, the student is responsible.

Changes in Schedule
Courses should be selected with the assistance of an advisor to ensure proper course selection. Changes will not be allowed after open enrollment ends.

Credit for Courses
Credit for courses at Seminole State College is usually awarded in units called *semester credit hours* or simply *credit hours*. The term *credit hour* is based on the amount of time a student spends in class each week in a 16-week semester. Therefore, SSC awards credit hours based on the *contact hours* or the *seat time* a student is in class. For face-to-face lecture courses, a contact hour is defined as 50 minutes of seat time. One credit hour of college credit requires 16 contact hours or 800 minutes of seat-time, regardless of how many weeks are in the semester. To earn one credit hour during a 16-week semester, a student must attend a class that meets 50 minutes per week to reach the required 800 minutes. To earn one credit hour during an 8-week semester, a student must attend a class that meets 100 minutes per week to reach the required 800 minutes.

Three credit hours of college credit in face-to-face lecture courses requires 48 hours or 2400 minutes of seat-time regardless of how many weeks are in the term. To earn three credit hours during a 16-week semester, a student must attend a class 150 minutes per week to reach the required 2400 minutes. To earn three credit hours during an 8-week semester, a student must attend a class 300 minutes per week to reach the required 2400 minutes.

For lab, studio, and activity courses, the required contact time varies between 1600 and 2400 minutes depending on the course and established standards in the field. For example, one credit hour of lab in BIOL 1114 General Biology requires 1600 minutes of contact time or 100 minutes per week during a 16-week semester.

One credit hour of lab in BIOL 2214 Human Physiology requires 2400 minutes of contact time or 150 minutes per week during a 16-week semester. Some variations are field specific. For example, all nursing courses require 2400 minutes of lab contact time per credit hour. Like nursing, most art studio courses require 2400 minutes of contact time per credit hour. A four-credit hour course of which three of the credit hours are derived from lecture and one of the credit hours is derived from lab requires 2400 minutes of contact time in lecture plus 1600-2400 minutes of contact time in lab. Activity courses typically require 100 minutes per week in a 16-week semester or 1600 minutes per credit hour.

Full-Time and Part-Time Enrollment

A full-time undergraduate student is one enrolled in a minimum of 12 credit hours per 16-week semester or a minimum of 6 credit hours in a summer session. Students enrolled at levels below these thresholds are considered to be part-time students. A *normal* course load is one in which the student is enrolled for as many credit hours as there are weeks in the semester or session, for example, 16 credit hours during a 16-week semester. Students may take up to 19 credit hours per 16-week semester and up to 9 credit hours in an 8-week semester with the approval of their advisor. Enrollment above those thresholds is considered academic overloads. Course loads should be decreased for students who are working either part-time or full-time since the available out-of-class study time for preparation will be reduced. Students on academic probation or who have less than a 2.0 grade point average for the previous term may not take hours in excess of the normal load without written permission from the Vice President for Academic and Student Affairs.

Academic Overloads

An academic overload is defined as enrollment in 20-24 credit hours for a 16-week semester and 10-12 credit hours for an 8-week semester. Academic overloads occur when the number of hours in which a student is enrolled is 25 percent greater than the total number of weeks in the applicable academic term (semester or intersession). A student desiring to carry an academic overload must have demonstrated readiness to perform on an overload basis, either through superior performance on a college aptitude test or based on superior academic achievement in high school or college. Written permission from the Vice President for Academic and Student Affairs is required for all academic overloads**. Students requesting an academic overload should send an email to the VPASA with the request and attach an unofficial copy of their transcript and a completed enrollment form or current class schedule for the semester in which they are applying for an overload.**

The maximum academic overload allowable is defined as enrollment in 24 credit hours for a 16-week semester and 12 hours for an 8-week semester. The maximum student enrollment in any given term is limited to a number of credit hours 50 percent greater than the total number of weeks in the applicable academic term (semester or intersession).

For the purpose of calculating enrollment workloads for concurrently enrolled high school students, the combination of college-level course enrollment and high school course enrollment must be considered. To calculate enrollment workloads for concurrent students, one-half high school unit shall be equivalent to 3 credit hours of college work.

Concurrently enrolled high school students may enroll in a maximum of 19 credit hours (college-level and high school courses combined) per semester. Enrollment in 20-24 credit hours is considered an academic overload. Although requests for academic overloads for concurrent students experience a higher level of scrutiny compared to those of the general student body, they follow the same OSRHE guidelines described above.

Repeated Courses

A student shall have the prerogative to repeat any course up to four attempts, including the initial attempt, with only the highest grade earned counting in the calculation of the Retention / Graduation GPA. All attempts shall be recorded on the transcript with the grade for each listed in the semester earned.

The Explanation of Grades section of the transcript will note that only the highest grade earned is used in the calculation of the Retention / Graduation GPA. If a student repeats an individual course more than once, only the highest grade is used to calculate the Retention / Graduation GPA. Any attempt after the first four attempts will be used in the calculation of the GPA.

Academic Forgiveness

A student may request academic renewal or reprieve from Seminole State College with academic renewal policies consistent with the guidelines listed below. Academic reprieve is a provision allowing a student who has experienced extraordinary circumstances to disregard up to two semesters in the calculation of his or her GPA. Academic renewal is a provision allowing a student who has had academic trouble in the past and who has been out of higher education for several years to recover without penalty and have a fresh start. Under academic renewal, course work taken prior to a date specified by the institution is not counted in the student's GPA but is counted in the student's financial aid GPA**.**

Academic Renewal
A. At least five years must have elapsed between the last semester being renewed and the renewal request;
B. Prior to requesting Academic Renewal, the student must have earned a grade point average of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses;
C. The request will be for all courses completed before the date specified in the request for renewal;
D. The student must petition for consideration of Academic Renewal according to institutional policy;
E. All courses remain on the student's transcript but are not calculated in the student's retention/graduation grade point average.
F. The student may not receive more than one academic renewal during the academic career; and
G. Neither the content nor credit hours of renewed course work may be used to fulfill any degree or graduation requirements.

Academic Reprieve
A. At least three years must have elapsed between the period in which the grades being requested reprieved were earned and the reprieve request;
B. Prior to requesting the academic reprieve, the student must have earned a grade point average of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses and course work that may have been completed at any other accredited higher education institution;
C. The request may be for one semester or term of enrollment or two consecutive semesters or terms of enrollments (If the reprieve is

awarded, all grades and hours during the enrollment period are included. If the student's request is for two consecutive semesters, the institution may choose to reprieve only one semester);
D.   The student must submit a written petition to the Registrar for consideration of an academic reprieve; and
E.   The student may not receive more than one academic reprieve during the academic career.

Non-Credit Enrollment (Auditing)

Any person eligible for admission to Seminole State College is encouraged to enroll for credit. However, it is possible for students to receive special permission to enroll in some courses on a non-credit basis. All regular enrollment costs must be paid. The Office of Admissions can provide non-credit students with information on minimum age requirements, enrollment time periods, and other restrictions which may apply to individual courses. Non-credit enrollment is not permissible in some courses and is limited for health, safety, or academic reasons in other courses offered by Seminole State College.

Students who desire credit for a course previously completed under a non-credit status may receive credit either by enrolling in the course for credit and successfully completing it or by passing an advanced standing examination. Either method requires the payment of enrollment costs or the advanced standing test cost in effect at the time.

Senior Citizens will be allowed to enroll on a non-credit basis within the requirements and limitations imposed under the non-credit enrollment policy of Seminole State College. Tuition will be waived for residents of Oklahoma sixty-five years of age or older who wish to enroll as a non-credit student for up to six credit hours per semester in regularly scheduled classes. No fees will be waived for special seminars or workshops. Tuition waived will be enrollment costs only. Special fees, such as lab fees, fees for supplies, etc., must be paid by the student.

Classification of Students
A.   Freshman—a student who has less than twenty-nine semester hours of credit
B.   Sophomore—a student who has thirty credit hours or more
C.   Special Student—1) a student enrolled in less than eight credit hours in a fall or spring semester and not pursuing work toward an Associate Degree; 2) a student enrolled in high school and taking college courses on a part-time basis; 3) a currently enrolled student who has already completed graduation requirements of Seminole State College; 4) a student who has earned more than sixty-four college credit hours

Grades and Grade Point System
In order that academic achievement may be recorded and made available for reference when needed, the following system of recording grades is used by Seminole State College:

Grades Used in Calculation of Grade Point Average (GPA)

Grade	Note	Per Hour
A	Excellent	4
B	Good	3
C	Average	2
D	Below Average	1
F	Failure	0

Other Symbols:

I   An "I" or Incomplete grade may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. The time limit to satisfy the "I" will be at the discretion of the instructor. "I" grades not changed by the instructor to a credit-bearing grade or an "F" within the specified time limit will remain as a permanent "I."

AU   "AU" or Audit status is used for the student not interested in obtaining a course grade but who is enrolled simply to get course information.

W   A Withdrawal grade of "W" is issued when a student initiates a withdrawal during the allowable withdrawal period.

AW   "AW" or Administrative Withdrawal is assigned to indicate that a student has been "withdrawn" from a course or the institution by the Vice President for Academic and Student Affairs for disciplinary / financial reasons or inadequate attendance.

P-NP   "P-NP" or Pass-No Pass may be used as an option for students in specified courses.

Grade Reports
Faculty report all grades six weeks into the semester to assist and inform students and the counseling staff. All final grades are reported at the end of the semester. Grades are available to each student at the end of each semester on the Seminole State College website through My SSCOK at www.sscok.edu.

Transcripts
An official transcript will be provided by the Admissions Office to any entity specified upon receipt of a student's signed request. Walk-ins can pick up official transcripts for free. Official transcripts can be sent electronically by going to the provided link:
https://tsorder.studentclearinghouse.org/school/welcome

No transcript copy will be issued unless the student has provided all of the required high school and/or college transcripts and documents for admission. For information on transcript requests call (405) 382-9230.

An unofficial transcript is available to each student through the college website through MY SSCOK.

Final Examinations

Final examinations, not to exceed two hours in length, will be given at the end of each semester in each course. Final exam schedules are determined by Academic Affairs and are not subject to modification without the written permission of the Vice President for Academic and Student Affairs.

Any student absent without permission from a final exam will receive an "F" on the exam. Evening and summer class final examinations will be given during the last regularly scheduled class period.

Early or Postponed Final Examinations

The time and date of a final examination for a student may be adjusted to a date other than the **week** scheduled for final examinations only when required by law as in the case of jury duty, a call to active duty in the U.S. military, or in emergencies such a documented illness of the student, a serious documented illness or death in the immediate family, or an unavoidable conflict of extraordinary importance. Such rescheduling must have the prior approval of the instructor, the appropriate Division Chair, and the VPASA. Final examinations approved to be given early or rescheduled after finals week should be designed and timed in such a way to avoid compromising the integrity of the examination. The form for requesting early/late final exams is available in all academic division offices.

Honor Rolls

To recognize outstanding academic achievement, the college has established four honor rolls which are announced at the end of each regular and summer term:

A. **President's Honor Roll** — requires a straight "A" or 4.0 average for the semester and enrollment in a minimum of 12 semester hours.

B. **Vice President's Honor Roll** — requires a 3.5 with no grade below a "C" and enrollment in a minimum of 12 semester hours.

C. **Part-Time Regular Semester Honor Roll** — requires a 3.5 grade point average with no grade below a "C" and enrollment in at least 6 college credit hours but less than 12 college credit hours during the fall or spring semester.

D. **Summer Honor Roll** — requires a 3.5 grade point average with no grade below a "C" and enrollment in 6 or more college credit hours during the summer semester.

Attendance

Irregular attendance is the greatest contributing cause of failure. All students, regardless of academic ability, are advised to attend class regularly to get the most out of the classes. Each faculty member develops the attendance policy, which is shared with students at the beginning of the semester. Students should understand the instructor's attendance policy and how it affects grades for the course. It is the responsibility of the student to arrange for the make-up of any work missed. Students should contact instructors in advance of absences, if possible.

Transitional Education Attendance Procedure

To encourage attendance and promote student success, Seminole State College has adopted a uniform attendance procedure for all transitional education (zero-level) courses in which instructors can use discretion in executing an administrative withdrawal for students who exceed an established number of absences in a term. Specific details of the procedure are presented to students in transitional education course syllabi.

Students Transferring from Colleges

Seminole State College accepts transfer students who meet the conditions set forth by the Oklahoma State Regents for Higher Education and are in good academic standing. Students with less than 2.0 GPA averages will be admitted for the first semester on academic probation. At the end of the first semester, a student must have a semester grade point average of 2.0 in college coursework, not including activity or performance courses. Students not maintaining these standards will be placed on suspension. **Students on academic suspension from an out-of-state school will not be considered for admission.** Out-of-state students on probation from another Oklahoma school can be considered for admission.

Transfer of Credit from Oklahoma Technology Centers

Seminole State's policies for evaluating, awarding, and accepting technical credit for transfer are consistent with the college's mission and with the state's focus on aligning coursework to ensure a quality education through common learning outcomes reviewed by faculty experts in the discipline. SSC may only accept transfer of technical credits from an Oklahoma Technology Center towards technical major degree requirements in a college technical certificate, an associate in applied science degree, or a technology baccalaureate degree in which SSC faculty have documented expertise.

Transfer of technical credits from a Technology Center that is part of the Oklahoma Career and Technology Center System will be evaluated using the Statewide Technical Course Articulation Matrix from the Oklahoma State Regents for Higher Education (OSRHE). Academic credit earned for technical courses appearing on an official transcript from an Oklahoma Technology Center and listed on the Statewide Technical Course Articulation Matrix will be processed by SSC's Office of Admissions. The Office of Admissions will follow The *Undergraduate Transfer and Articulation* policy from the OSRHE. Transfer of technical credits based on a different unit of credit than the one used at SSC is subject to conversion before being transferred.

Only official transcript and technical course evaluations based on the OSRHE Statewide Technical Course Articulation Matrix and processed by SSC's Office of Admissions are official. Any preliminary reviews by campus personnel are unofficial and not binding, and subject to change. Technical Center credits may be subject to minimum grade requirements as determined by the accreditation, licensure, or other programmatic requirements of SSC. Grades do not transfer in and are not calculated in the SSC grade point average (GPA). A neutral grade of "P" will be recorded. Credits earned will be added to the student's overall credit hours earned.

Concurrent Enrollment at Another College

Failure to notify Seminole State College of concurrent enrollment in another college may be cause for dismissal. Hours taken at another college will be computed in deriving the maximum course load allowed.

Continued Enrollment (Retention) Policy

In order for students to continuously enroll at SSC, they must meet the minimum GPA requirements established by the Oklahoma State Regents for Higher Education retention policy. To be considered as making satisfactory academic progress, students must maintain a GPA of 2.0 or better. Consequently, students with more than 30 credit hours attempted with a GPA of less than 2.0 will be placed on academic probation. However, during the first 30 credit hours attempted, students with a GPA of less than 1.7 will be placed on academic probation. All courses in which a student has a recorded grade will be counted in the calculation of the GPA for retention purposes excluding any courses repeated, reprieved, renewed, zero-level courses, and physical education activity courses.

Any student not maintaining satisfactory progress toward an academic objective as indicated above will be placed on probation for one semester. At the end of the probationary semester, that student must have a semester GPA of 2.0 in a minimum of 12 hours of regularly graded course work, not to include activity or performance courses, or meet the minimum GPA standard required above, in order to continue as a student. Students not meeting either of these criteria will be immediately suspended and may not be reinstated until one regular fall or spring semester has elapsed.

Academic Suspension Appeals

A student who has been placed on academic suspension may petition for reinstatement based on documented extraordinary personal circumstances that contributed to the academic deficiencies. To request an appeal of an academic suspension, students should see the Registrar in the Admissions Office.

Readmission of Suspended Students

A suspended student who has not attended college for one regular semester may request readmission. The decision is made by the Registrar. Students allowed to return are notified that a suspended student may be readmitted only one time. Readmitted students must maintain a 2.0 GPA each semester while on probation or raise the cumulative GPA to the designated level. Students suspended a second time will not be considered for readmission until they have demonstrated, by attending another institution, the ability to succeed academically by raising the cumulative GPA to the retention standard.

Reinstatement of Suspended Students at State Institutions

Students suspended from any other Oklahoma State System institution may request, in writing, admission to Seminole State College. Students are required to complete a transfer suspension appeal form and submit it to the Registrar. If admitted, the student will be placed on probation. Such students must meet the standards required of all readmitted suspended students.

Plagiarism

As defined by Seminole State College, plagiarism is the use, without acknowledgment, of a person's ideas and/or materials, either in whole or in part, to fulfill required course assignments. The purchase of any written material which is intended for presentation as one's own work in partial fulfillment of a course assignment will also be considered an act of plagiarism. Consequences of plagiarism will comply with the Academic Integrity Procedure listed in the Seminole State College Student Handbook.

Student Code of Conduct

Seminole State College assumes that students eligible to enter college are familiar with the ordinary rules governing proper conduct and that they will voluntarily observe these rules as a matter of training and habit. Regulations of the college forbid gambling, the use of alcoholic beverages and controlled narcotics, and the appearance of a student on campus under the influence of either.

Students whose general behavior on or off campus casts a negative reflection upon the college are subject to disciplinary action for misconduct, and a notation of any official action taken may be made a part of the student's permanent file. The Student Handbook contains more information concerning student conduct and student disciplinary actions.

Deletion or Suspension of Academic Programs

In the event an academic program is deleted or suspended, Seminole State College will make every possible effort to *teach out* the program to students who had declared the program as their major field of study at the time of the deletion or suspension. Students in programs in teach out mode must also maintain continuous enrollment as defined previously in this section (Catalog of Record and Continuous Enrollment).

A student must complete a degree program within three years of the institution's effective deletion date. A currently enrolled student may not declare a degree program that has been deleted, regardless of the student's catalog year. Students who have stopped out for one academic year or more may not be readmitted into a program that has been deleted. Exceptions may apply and are the final decision of the Vice President for Academic and Student Affairs or designee.

Seminole State College will make use of all available contact information to notify students when a degree program is scheduled to be deleted.

Transfer Oriented Programs
Associate in Arts and Associate in Science Degrees
Section VII

Transfer Degree Programs

The Associate in Arts (AA) and Associate in Science (AS) degrees are designed for students that intend to continue their education at a four-year institution. These degrees require General Education courses and Major Field Requirements, Electives, and Support courses that total at least 60 credit hours. Detailed descriptions of each of the degrees offered by Seminole State College may be found on the pages noted below.

Oklahoma State Regents for Higher Education approved for online instruction

General Education

General Education courses form the central core for all associate degrees at Seminole State College. General Education is designed to broaden students' exposure to commonly recognized areas of knowledge, to introduce diverse subject areas that will encourage informed student choices in today's global society, and to equip students with essential and useful skills necessary for careers and life-long learning. A detailed list of the required General Education courses may be found on the following page.

General Education courses vary in content, but all have the purpose of broadening student perspectives toward human life, cultural diversity, and biological and physical environments by focusing on at least one and often times most of the following General Education student learning outcomes:

Outcome 1 — Communication: Students will create and organize original ideas and effectively communicate them through various media (i.e., written, oral, and digital) to engage diverse audiences.

Outcome 2 — Scientific Reasoning and Critical Thinking: Students will evaluate complex problems and assess potential solutions using scientific reasoning and critical thinking, which may include quantitative and numerical analysis.

Outcome 3—Intercultural Knowledge and Competence: Students will examine local and international issues to develop and apply practical skills for effective, ethical, and socially responsible participation in a globalized world.

Outcome 4 — Historical, Cultural, Artistic, and Scientific Understanding: Students will analyze the impact of historical, cultural, artistic, and/or scientific developments on world societies.

Transfer Agreements with Four-Year Institutions

Seminole State College provides education in several broad fields of study for those students who plan to transfer to a baccalaureate granting institution.

The Oklahoma State Regents for Higher Education (OSRHE) provides a policy of articulation among the higher education institutions of the State System. **OSRHE guarantees students transferring to an Oklahoma public four-year university with an associate in arts or associate in science degree that the associate degree will satisfy all freshman and sophomore general education requirements at the four-year university.**

Students who transfer to another regionally accredited college before completing an associate degree will receive general education credit for courses that match those at the transfer college or university.

General education requirements at four-year universities may be program specific and may vary. In order to address this, Seminole State College has established degree specific articulation agreements with various public and private baccalaureate degree granting institutions. These agreements offer students a smooth transition when transferring.

It is the student's responsibility to take the proper courses required for transfer and/or completion of an associate degree. Students should carefully review this catalog and communicate with their academic advisors regularly to establish a degree plan and ensure the proper courses are taken.

General Education Requirements for
Associate in Arts and Associate in Science Degrees

Social Sciences **6**
- GOV 1113   American National Government
- HIST 1483   American History to 1877 **OR**
- HIST 1493   American History since 1877

Language Arts **9**
- ENG 1113   Composition I
- ENG 1213   Composition II
- SPCH 1143   Speech

Humanities **6**
Select two of the following:

ART/HUM 1153 Art History I	HUM 1103 The Life of Jesus
ART/HUM 1163 Art History II	HUM 1113 Old Testament
ART/HUM 1203 Art Appreciation	HUM 1143 New Testament
ART 2323 Global Studies in Art	HUM 2123 Multiculturalism through Film
ENG/HUM 2033 Survey of Native American Lit.	HUM 2153 Crime, Delinquency, and Soc. Sci. Issues through Film
ENG/HUM 2413 Introduction to Literature	HUM 2173 Introduction to Film & TV
ENG/HUM 2403 Global Studies in LAH	HUM 2323 Social Science Issues as Perceived through Movies
ENG/HUM 2433 World Literature I	HUM 2333 Leadership Development through the Classics
ENG/HUM 2443 Introduction to World Mythology	HUM 2343 Global Studies in Humanities
ENG/HUM 2543 British Literature I	MUS/HUM 1213 Music Appreciation I
ENG/HUM 2653 British Literature II	MUS/HUM 1223 Music Appreciation II
ENG/HUM 2753 American Literature I	PHIL 1113 Philosophy
ENG/HUM 2883 American Literature II	SOC 2433 Global Studies in Culture and Diversity
HIST/HUM 2223 Early Western Civilization to 1660	SPCH/HUM 1523 Introduction to Theatre
HIST/HUM 2233 Modern Western Civilization since 1660	

Mathematics **3**
Select one of the following:
- MATH 1413   Quantitative Reasoning
- MATH 1503   Elementary Statistics
- MATH 1513   Pre-Calculus for Eng-Phys-CS
- MATH 1523   Functions and Modeling
- MATH 1613   Plane Trigonometry
- MATH 2215   Calculus and Analytic Geometry I

Life Science **4**
Select one of the following:
- AGRI 1104   Introduction to Animal Science
- AGRI 1204   Introduction to Plant and Soil Science
- BIOL 1114   General Biology
- BIOL 1214   Principles of Biology
- BIOL 1224   General Botany
- BIOL 1234   General Zoology

Physical Science **4**
Select one of the following:

AGRI 2144 Fundamentals of Soil Science	PHYS 1214 Earth Science
CHEM 1114 Introduction to Chemistry	PHYS 1314 Astronomy
CHEM 1315 General Chemistry I	PHYS 1414 Physical Geology
ENVS 1114 Introduction to Environmental Science	PHYS 2114 General Physics I
PHYS 1114 General Physical Science	PHYS 2224 General Physics II

Computer Applications **3**
- CAP 1103   Introduction to Microsoft Office

Health, Physical Education and Recreation **2**
- HPER 1012   Wellness and Human Development

First-Year Success **2**
- STSC 1002   Learning Strategies

Fine Arts, Psychology, or Social Science Elective **3**
Select one of the following:

ANTH 1113 General Anthropology	ENG 1313 Technical Writing
ART 1103 Fundamentals of Art I	ENG 2103 Fiction Writing
ART 1123 Drawing I	ENG 2113 Creative Writing
ART 2123 Ceramics I	ENG 2123 Poetry Writing
ART 2213 Watercolor I	ENG 2663 Creative Nonfiction Writing
ART 2233 Painting I	GEOG 1123 World Regional Geography
ART 2713 Printmaking	NAS 1713 Seminole/Creek Language I
BA 2113 Macroeconomics	PSY 1113 General Psychology
BA 2213 Microeconomics	SOC 1113 Introduction to Sociology
CJ 1113 Introduction to Criminology	

TOTAL REQUIRED GENERAL EDUCATION HOURS **42**

Agriculture
Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

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Program Objective

The objective of the Agriculture Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in an agricultural field.

Requirements for Graduation

1. At least sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **31**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1503	Elementary Statistics **OR**	
MATH	1513	Pre-Calc for EPCS **OR**	
MATH	1523	Functions and Modeling	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements **25**

Select from the following:

ACCT	2033	Financial Accounting
ACCT	2123	Managerial Accounting
AGRI	1104	Introduction to Animal Science (FO)
AGRI	1204	Introduction to Plant and Soil Science (SO)
AGRI	1303	Intro. to Wildlife and Natural Resource Management (FO)
AGRI	2123	Agricultural Leadership (SO)
AGRI	2144	Fundamentals of Soil Science (SO)
BA	1203	Agricultural Economics (SO)
BIOL	1114	General Biology **OR** BIOL 1214 Principles of Biology **OR** BIOL 1224 General Botany **OR** BIOL 1234 General Zoology
CHEM	1114	Introduction to Chemistry **OR** CHEM 1315 General Chemistry I **OR** CHEM 1515 General Chemistry II
MATH	1503	Elementary Statistics
PSY	1113	General Psychology

Major Field Electives and Support **6**

Select from the following (or other pre-approved electives):

AGRI	1101	Live Animal Evaluation
AGRI	1204	Introduction to Plant and Soil Science (SO)
AGRI	1303	Intro. to Wildlife and Natural Resource Management (FO)
AGRI	1503	Introduction to Livestock Evaluation (FO)
AGRI	2123	Agricultural Leadership (SO)
BA	2113	Macroeconomics
BA	2213	Microeconomics
BIOL	1224	General Botany
BIOL	1234	General Zoology
BIOL	2224	Microbiology
CHEM	1315	General Chemistry I
CHEM	1515	General Chemistry II
ENVS	1114	Introduction to Environmental Science
MATH	2213	Calculus for Business and Biology
PHYS	1214	Earth Science
PHYS	2114	General Physics I

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   **62**

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Agriculture – Agribusiness Emphasis
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

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Program Objective
The objective of the Agriculture Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in an agricultural field.

Requirements for Graduation
1. At least sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
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5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

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General Education Requirements **31**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1503	Elementary Statistics	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements **28**
Select from the following:

ACCT	2033	Financial Accounting
ACCT	2123	Managerial Accounting
AGRI	1104	Introduction to Animal Science (FO)
AGRI	1204	Introduction to Plant and Soil Science (SO)
AGRI	2144	Fundamentals of Soil Science (SO)
BA	1203	Agricultural Economics (SO)
CHEM	1114	Introduction to Chemistry **OR** CHEM 1315 General Chemistry I Chemistry **OR** CHEM 1515 General Chemistry II
MATH	1523	Functions and Modeling

Major Field Electives and Support **3**
Select from the following (or other pre-approved electives):

AGRI	1303	Intro. to Wildlife and Natural Resource Management (FO)
AGRI	1503	Introduction to Livestock Evaluation (FO)
AGRI	2123	Agricultural Leadership (SO)
BA	2113	Macroeconomics
BA	2213	Microeconomics
BIOL	1114	General Biology
BIOL	1224	General Botany
BIOL	1234	General Zoology
BIOL	2224	Microbiology
CHEM	1315	General Chemistry I
CHEM	1515	General Chemistry II
ENVS	1114	Introduction to Environmental Science
MATH	2213	Calculus for Business and Biology
PHYS	1214	Earth Science
PHYS	2114	Physics I

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE **62**

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Agriculture – Agricultural Education Emphasis
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

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Program Objective
The objective of the Agriculture Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in an agricultural field.

Requirements for Graduation
6. At least sixty designated semester credit hours.
7. Grade of "C" or better required in all Major Field Requirement courses.
8. Grade Point Average of 2.0 or better.
9. Fifteen semester credit hours in attendance at SSC.
10. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **31**

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HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1523	Functions and Modeling	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements **25**
Select from the following:

AGRI	1104	Introduction to Animal Science (FO)
AGRI	2123	Agricultural Leadership (SO)
AGRI	2144	Fundamentals of Soil Science (SO)
BA	1203	Agricultural Economics (SO)
BIOL	1114	General Biology
CHEM	1114	Introduction to Chemistry
PSY	1113	General Psychology

Major Field Electives and Support **6-7**
Select from the following (or other pre-approved electives):

AGRI	1204	Introduction to Plant and Soil Science (SO)
AGRI	1303	Intro. to Wildlife and Natural Resource Management (FO) **OR**
AGRI	1503	Introduction to Livestock Evaluation (FO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62-63

SSC + OSU Transfer Agreement:
Seminole State College has a Transfer Agreement with Oklahoma State University for SSC's Associate of Science in Agricultural Education Emphasis to **OSU's Bachelor of Science in Agricultural Science and Natural Resources**, Major Agricultural Education

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Agriculture – Leadership Emphasis

Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Wendy Rich
Associate Professor
405-382-9211
w.rich@sscok.edu
Division Office: 405-382-9208

Program Objective

The objective of the Agriculture Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in an agricultural field.

Requirements for Graduation

1. At least sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 31

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1503	Elementary Statistics **OR**	
MATH	1523	Functions and Modeling	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements 25

Select from the following:

AGRI	1104	Introduction to Animal Science (FO)
AGRI	2144	Fundamentals of Soil Science (SO)
AGRI	2123	Agricultural Leadership (SO)
BA	1203	Agricultural Economics (SO)
BIOL	1114	General Biology **OR** BIOL 1224 General Botany **OR** BIOL 1234 General Zoology
CHEM	1114	Introduction to Chemistry **OR** CHEM 1315 General Chemistry I Chemistry **OR** CHEM 1515 General Chemistry II
PSY	1113	General Psychology

Major Field Electives and Support 6

Select from the following (or other pre-approved electives):

AGRI	1204	Introduction to Plant and Soil Science (SO)
AGRI	1303	Introduction to Wildlife and Natural Resource Management (FO)
AGRI	1503	Introduction to Livestock Evaluation (FO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Agriculture – Pre-Veterinarian Emphasis
Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Wendy Rich
Associate Professor
405-382-9211
w.rich@sscok.edu
Division Office: 405-382-9208

Program Objective

The objective of the Agriculture Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in an agricultural field.

Requirements for Graduation

1. At least sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **31**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calc for EPCS.	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements **23**

Select from the following:

AGRI	1104	Introduction to Animal Science (FO)
AGRI	1204	Introduction to Plant and Soil Science (SO)
BA	1203	Agricultural Economics (SO)
BIOL	1214	Principles of Biology
CHEM	1315	General Chemistry I
MATH	1503	Elementary Statistics

Major Field Electives and Support **8**

Select from the following (or other pre-approved electives):

AGRI	1503	Introduction to Livestock Evaluation (FO)
AGRI	2123	Agricultural Leadership (SO)
BIOL	2224	Microbiology
CHEM	1515	General Chemistry II
PHYS	2114	General Physics I

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Biology
Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Deanna Miles
Assistant Professor
405-382-9214
d.miles@sscok.edu
Division Office: 405-382-9235

Program Objective

The objective of the Biology Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in a life science.

Requirements for Graduation

1. At least sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **34**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1523	Functions and Modeling **OR**	
		MATH 1513 Pre-Calculus for Eng-Phys-CS	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	3

Major Field Requirements **21**

BIOL	1214	Principles of Biology
BIOL	1224	General Botany **OR** BIOL 1234 General Zoology (SO)
BIOL	2224	Microbiology
CHEM	1315	General Chemistry I
PHYS	2114	General Physics I (FO)

Major Field Electives and Support **8**

Select from the following:

MATH	2213	Calculus for Business and Biology (recommended)
AGRI	1104	Introduction to Animal Science (FO)
AGRI	1204	Introduction to Plant and Soil Science (SO)
BIOL	1224	General Botany (SO)
BIOL	1234	General Zoology (SO)
BIOL	2113	Introduction to Nutrition
BIOL	2114	Human Anatomy
BIOL	2214	Human Physiology
CHEM	1114	Introduction to Chemistry
CHEM	1515	General Chemistry II (SO)
ENVS	1114	Introduction to Environmental Science (FO)
MATH	1513	Pre-Calculus for Eng-Phys-CS
PHYS	2224	General Physics II (SO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

Recommended Major Field Courses, Electives, and Support for Pre-Professional Emphasis in Medicine, Dentistry, and Optometry

BIOL	1214	Principles of Biology **OR**	
BIOL	1234	General Zoology	4
BIOL	2114	Human Anatomy	4
BIOL	2214	Human Physiology	4
BIOL	2224	Microbiology	4
CHEM	1315	General Chemistry I	5
CHEM	1515	General Chemistry II	5
PHYS	2114	General Physics I	4
PHYS	2214	General Physics II	4

Professional school entrance requirements vary. Consult potential professional schools individually for specific entrance requirements for medicine, dentistry, optometry, physical therapy and veterinary medicine.

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SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Business

Associate in Science   Offered Online

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Brad Schatzel
Assistant Professor
405-382-9262
b.schatzel@sscok.edu
Division Office: 405-382-9252

Program Objective
The objective of the Business Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in business or to enter the workforce in an entry level position.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements.. 39

GOV	1113	American National Government	3
HIST	1483	American History Survey to 1877 **OR**	
HIST	1493	American History Survey since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1523	Functions and Modeling	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements 15

ACCT	2033	Financial Accounting
ACCT	2123	Managerial Accounting
BA	2113	Macroeconomics
BA	2213	Microeconomics
BA	2253	Business Statistics

Major Field Electives and Support 9
Select from the following:

MATH	2213	Calculus for Business and Biology (recommended)
ACCT	1413	Introduction to Accounting
BA	1123	Introduction to Business
BA	1203	Introduction to Agriculture Economics
BA	1323	Global Studies in International Business
BA	1423	International Business
BA	1603	Workplace and Cultural Competence (FO)
BA	2123	Entrepreneurship (SOO)
BA	2133	Human Relations (SO)
BA	2233	Business Communication (SEO)
BA	2243	Personal Finance (FO)
BA	2403	Business Management (FEO)
BA	2423	Business Ethics (SO)
BA	2513	Marketing (FOO)
BA	2903	Internship in Business
CS	1183	Information Security
CS	2003	Webpage Design Using HTML
CS	2173	Operating Systems
HPER	1223	Sport Communication

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

SSC + UCO Transfer Agreement:

Seminole State College has a Transfer Agreement with the University of Central Oklahoma for SSC's Associate in Science in Business to **UCO's Bachelors of Science in Accounting and Bachelors of Science in Business Administration** degrees.

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Child Development
Associate in Arts   Offered Online

Certificate Mentor
For additional information regarding this degree, contact the Certificate Mentor.

Lynetta Robins
Scholars for Excellence Coordinator
l.robins@sscok.edu
405-382-9522

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Stephen Brooks
BE Division Chair
405-382-9261
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Division Office: 405-382-9252

Program Objective
The objective of the Child Development Associate in Arts is to prepare students for transfer to a bachelor degree granting institution to major in child development.

Requirements for Graduation
1. Sixty-one designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **37**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1413	Quantitative Reasoning	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER		*met by program*	
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements **21**

CD	1103	Child Development **OR**
PSY	2103	Child and Adolescent Psychology
CD	1123	Introduction to Early Childhood Education (FO)
CD	1223	Behavior and Guidance of Young Children (SO)
CD	2113	Program and Curriculum Planning for Early Childhood
CD	2123	Health, Safety, and Nutrition for Children (FO)
CD	2143	Family and Community Relationships (SO)
CD	2333	Field Experience (SO)

Major Field Electives and Support **3**
Select from the following or choose an elective approved by the division:

CD	2163	Administration of Early Childhood Programs
CD	2393	Daily Programming for Infants and Toddlers (FOO)
BA	1123	Introduction to Business

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   61

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SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Computer Science
Associate in Science
Offered Online

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Ricky Streight
Associate Professor
405-382-9689
r.streight@sscok.edu
Division Office: 405-382-9266

Program Objective

The objective of the Computer Science Associate in Science is to prepare students for transfer to a bachelor degree granting institution to major in computer science or information systems.

Requirements for Graduation

1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

For Information Contact:

Science, Technology, Engineering, and Mathematics Division (405) 382-9266

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology,	
		or Social Sciences	3

Major Field Requirements 15

CS	1033	Introduction to Computers and Computer Logic (FO)
CS	1183	Information Security (SO)
CS	2033	Script Programming (SO)
CS	2013	Programming in C++ I (SO)
CS	2023	Programming in C++ II (FO)

Major Field Electives and Support 6

Select from the following:

ACCT	2033	Financial Accounting
BA	2113	Macroeconomics
BA	2253	Business Statistics
CS	1003	Elementary Computer Literacy
CS	1113	Programming in Visual Basic
CS	1173	Hardware and Network Systems Support
CS	1303	Ethics in Information Technology
CS	1423	Intro. to Game Development (SO)
CS	2003	Webpage Design Using HTML
CS	2173	Operating Systems
CS	2273	Multimedia Development (SO)
CS	2263	Digital Forensics
CAP	2643	Advanced Microsoft Excel
ENGR	1113	Introduction to Engineering (FO)
EST	1113	Introduction to Esports (FO)
EST	2143	Esports Communication (FO)
MATH	1613	Plane Trigonometry (SO)
MATH	2215	Calculus and Analytic Geometry I (SO)
MATH	2424	Calculus and Analytic Geometry II (FO)
MATH	2434	Calculus and Analytic Geometry III (SO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

SSC + UCO Transfer Agreement:

Seminole State College has a Transfer Agreement with the University of Central Oklahoma for SSC's Associate in Science in Computer Science to **UCO's Bachelors of Science in Software Engineering**.

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Computer Science – Cybersecurity Emphasis

Associate in Science
Offered Online

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Ricky Streight
Associate Professor
405-382-9689
r.streight@sscok.edu
Division Office: 405-382-9266

Program Objective
The objective of the Computer Science Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in computer science or information systems.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

For Information Contact:
Science, Technology, Engineering, and Mathematics Division (405) 382-9266

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **42**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology,	
		or Social Sciences	3

Major Field Requirements **15**

CS	1033	Introduction to Computers and Computer Logic (FO)	
CS	1183	Information Security (SO)	
CS	2033	Script Programming (SO)	
CS	2013	Programming in C++ I (SO)	
CS	2023	Programming in C++ II (FO)	

Major Field Electives and Support **6**
Note: Other electives available in the Computer Science A.S. do not apply to the Security Emphasis

BA	2253	Business Statistics	
MATH	2063	Discrete Mathematics	

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE................ **63**

OU Tulsa
SCHUSTERMAN CENTER

SSC + OU Polytechnic Institute Transfer Agreement:
Seminole State College has a Transfer Agreement with the University of Oklahoma for SSC's Associate of Science in Computer Science Cybersecurity Emphasis to the **OU Polytechnic Institute's Bachelor of Science in Cybersecurity**.

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Computer Science – Esports Emphasis
Associate in Science   Offered Online

Degree Program Mentor
For additional information regarding this
degree, contact the Degree Program Mentor.

Dr. Ricky Streight
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405-382-9689
r.streight@sscok.edu
Division Office: 405-382-9266

Program Objective
The objective of the Computer Science
Associate in Science is to prepare students
for transfer to a bachelor degree granting
institution to major in computer science or
information systems.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major
   Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance
   at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for
specific transfer requirements. General
Education and Major Field requirements vary
between universities.

For Information Contact:
Science, Technology, Engineering, and
Mathematics Division (405) 382-9266

Transfer Note: A statewide transfer
agreement guarantees students transferring
to an Oklahoma public four-year university
**with an associate in arts or associate in
science degree** will satisfy all freshman and
sophomore general education requirements at
the four-year university.

General Education Requirements.. **42**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology,	
		or Social Sciences	3

Major Field Requirements.. **15**

CS	1033	Introduction to Computers and Computer Logic (FO)
CS	1183	Information Security (SO)
CS	2033	Script Programming (SO)
CS	2013	Programming in C++ I (SO)
CS	2023	Programming in C++ II (FO)

Major Field Electives and Support **6**
Select from the following:

CS	1423	Intro. to Game Development (SO)
CS	2273	Multimedia Development (SO)
EST	1113	Introduction to Esports (FO)
EST	2143	Esports Communication (FO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Computer Science – Programming Emphasis

Associate in Science

Offered Online

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Ricky Streight
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Division Office: 405-382-9266

Program Objective

The objective of the Computer Science Associate in Science is to prepare students for transfer to a bachelor degree granting institution to major in computer science or information systems.

Requirements for Graduation

1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

For Information Contact:

Science, Technology, Engineering, and Mathematics Division (405) 382-9266

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements...42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology,	
		or Social Sciences	3

Major Field Requirements..15

CS	1033	Introduction to Computers and Computer Logic (FO)
CS	1183	Information Security (SO)
CS	2033	Script Programming (SO)
CS	2013	Programming in C++ I (SO)
CS	2023	Programming in C++ II (FO)

Major Field Electives and Support 6

Recommended: (3 hours)

CS	2003	Webpage Design Using HTML

Select from the following: (3 hours)

ACCT	2033	Financial Accounting
BA	2113	Macroeconomics
BA	2253	Business Statistics
CS	1113	Programming in Visual Basic
CS	1173	Hardware and Network Systems Support
CS	1303	Ethics in Information Technology
CS	2173	Operating Systems
CS	2263	Digital Forensics
CAP	2643	Advanced Microsoft Excel
ENGR	1113	Introduction to Engineering (FO)
MATH	1613	Plane Trigonometry (SO)
MATH	2215	Calculus and Analytic Geometry I (SO)
MATH	2424	Calculus and Analytic Geometry II (FO)
MATH	2434	Calculus and Analytic Geometry III (SO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE 63

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Computer Science – Security Emphasis

Associate in Science

Offered Online

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Ricky Streight
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Division Office: 405-382-9266

Program Objective
The objective of the Computer Science Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in computer science or information systems.

Requirements for Graduation
6. Sixty-three designated semester credit hours.
7. Grade of "C" or better required in all Major Field Requirement courses.
8. Grade Point Average of 2.0 or better.
9. Fifteen semester credit hours in attendance at SSC.
10. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

For Information Contact:
Science, Technology, Engineering, and Mathematics Division (405) 382-9266

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **42**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	3

Major Field Requirements **15**

CS	1033	Introduction to Computers and Computer Logic (FO)	
CS	1183	Information Security (SO)	
CS	2033	Script Programming (SO)	
CS	2013	Programming in C++ I (SO)	
CS	2023	Programming in C++ II (FO)	

Major Field Electives and Support **6**
Note: Other electives available in the Computer Science A.S. do not apply to the Security Emphasis

CS	1173	Hardware and Network Systems Support (SO)	
CS	2263	Digital Forensics (FO)	

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE **63**

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Criminal Justice
Associate in Science   Offered Online

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Brenda Prochaska
Assistant Professor
405-382-9242
b.prochaska@sscok.edu
Division Office: 405-382-9554

Program Objective
The objective of the Criminal Justice Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in criminal justice or a related field.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements.. **39**
GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1413	Quantitative Reasoning	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements.. **21**
Select from the following:
CJ	1103*	Introduction to Criminology (Online -FEO/FOO)
CJ	1123*	Introduction to Criminal Justice Systems (FO) (Online-FOO)
CJ	1143*	Introduction to Law Enforcement (FO) (Online -FEO)
CJ	1233	Adult Correctional Systems (FO) (Online -FEO)
CJ	2203	Rules of Evidence (SO) (Online -SEO)
CJ	2243*	Fundamentals of Criminal Investigation (SO) (Online -SOO)
CJ	2253	Juvenile Justice Procedures (FO) (Online -FOO)

Major Field Electives and Support **3**
Select from the following:
CJ	2103+	Ethics in Criminal Justice (**RECOMMENDED**) (Online– SO)
CS	2263	Digital Forensics (FO)
ENG	1313	Technical Report Writing (SOO)
HUM	2153	Crime, Delinquency, and Social Science Issues through Film
MATH	1503	Elementary Statistics
PSY	1113	General Psychology
PSY	1123	Psychology of Adjustment
PSY	2013	Personality Theories
PSY	2023	Developmental Psychology
PSY	2053	Social Psychology
PSY	2103	Child and Adolescent Psychology
SOC	1113	Introduction to Sociology

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

*Pre-requisite courses for CJ majors: Fall - CJ 1123 and CJ 1143
                                     Spring - CJ 1103 and CJ 2243

+ CJ 2103 Ethics in CJ is **HIGHLY RECOMMENDED** for CJ majors

Suggested Sequence of Major Field Courses

First Semester:	**Second Semester:**	**Third Semester:**	**Fourth Semester:**
CJ 1143	**CJ 1103**	**CJ 2253**	**CJ 2203**
CJ 1123	**CJ 2243**	**CJ 1233**	**Major Field Elective**

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Elementary Education – East Central Option
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Emily Carpenter
Associate Professor
405-382-9234
e.carpenter@sscok.edu
Division Office: 405-382-9252

Program Objective
The objective of the Elementary Education Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in elementary education.

Requirements for Graduation
A. Sixty-four designated semester credit hours.
B. Grade of "C" or better required in all Major Field Requirement courses.
C. Grade Point Average of 2.0 or better.
D. Fifteen semester credit hours in attendance at SSC.
E. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Admission to ECU Teacher Education:
Students considering teacher education as a career must have a Graduate Retention GPA of 2.5 to enroll in EDUC 2012 Foundations of Education and EDUC 2211 Field Experience I. Students must also complete an application for admission to the Teacher Education Program. The application process will be completed while enrolled in EDUC 2012. For more information on the ECU Teacher Education Program, contact ECU's Education Department at 580-559-5240.

Teacher Certification Examinations:
The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the State of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations, visit www.ceoe.nesinc.com.

General Education Requirements 31

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
ENG	XXX3	Any Literature Course	3
HIST	2223	Early Western Civilization to 1660 **OR**	
HIST	2233	Modern Western Civilization since 1660	3
MATH	1413	Quantitative Reasoning	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements 27

GEOG 1123	World Regional Geography	
MATH 2113	Number Theory for Elementary Teachers (SO)	
MATH 2123	Geometry for Elementary Teachers (SO)	
MATH 2133	Ratios, Probability, and Statistics for Elementary Teachers (FO)	
SCIENCE	Any Life Science with lab (4 hours) **AND**	
	Any Physical Science with lab (4 hours) **AND**	
	Any Life **OR** Physical Science with lab (4 hours)	
PSY 1113	General Psychology	

Major Field Requirements at East Central University 6

EDUC	2012	Diversity in American Education (SO)
EDUC	2211	Field Experience (SO)
EDUC	2402	Survey of Exceptional Children (SO)
EDUC	2631	Foundations of Educational Technology (SO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   64

Important Note: The second block of teacher education courses will be taken at ECU and includes PSYCH 3513 Educational Psychology. The completion of either of the following prerequisites for that course prior to graduation from SSC is strongly recommended: PSY 2023 Developmental Psychology or PSYCH 3463 Child and Adolescent Psychology. Failure to complete the prerequisite to Educational Psychology will delay enrollment in the second block of teacher education courses at ECU.

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Elementary Education
Associate in Science

Offered Online

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Emily Carpenter
Associate Professor
405-382-9234
e.carpenter@sscok.edu
Division Office: 405-382-9252

Program Objective

The objective of the Elementary Education Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in elementary education.

Requirements for Graduation

1. Sixty-one designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 31

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
ENG	XXX3	Any Literature Course	3
HIST	2223	Early Western Civilization to 1660 **OR**	
HIST	2233	Modern Western Civilization since 1660	3
MATH	1413	Quantitative Reasoning	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements 27

GEOG	1123	World Regional Geography
MATH	2113	Number Theory for Elementary Teachers (SO)
MATH	2123	Geometry for Elementary Teachers (SO)
MATH	2133	Ratios, Probability, and Statistics for Elementary Teachers (FO)
SCIENCE		Any Life Science with lab (4 hours) **AND**
		Any Physical Science with lab (4 hours) **AND**
		Any Life **OR** Physical Science with lab (4 hours)
PSY	1113	General Psychology

Major Field Electives and Support 3
Select from the following:

ART	1203	Art Appreciation
ART	1103	Fundamentals of Art I
ART	1133	Fundamentals of Art II
CD	1123	Early Childhood Education
ENG	1313	Technical Report Writing
ENG	2103	Fiction Writing
ENG	2113	Creative Writing
ENG	2123	Poetry Writing
PSY	2023	Developmental Psychology
PSY	2103	Child and Adolescent Psychology
SPCH	1523	Introduction to Theatre

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   61

SSC + MACU Transfer Agreement:

Seminole State College has a Transfer Agreement with Mid-America Christian University for SSC's Associate in Science in Elementary Education to **MACU's Bachelor of Arts in Elementary Education.**

SSC + OBU Transfer Agreement:

Seminole State College has a Transfer Agreement with Oklahoma Baptist University for SSC's Associate in Science in Elementary Education to **OBU's Bachelor of Science in Education – Elementary Education.**

SSC + UCO Transfer Agreements:

Seminole State College has Transfer Agreements with the University of Central Oklahoma for SSC's Associate in Science in Elementary Education to **UCO's Bachelors of Science in Education –Elementary Education** and **UCO's Bachelors of Science in Education – Special Education-Severe-Profound/Multiple Disabilities.**

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Enterprise Development - Business Administration

Associate in Science

Offered Online

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Stephen Brooks
Assistant Professor
405-382-9261
s.brooks@sscok.edu
Division Office: 405-382-9252

Program Objective
The Enterprise Development Associate in Science degree is part of *Reach Higher*, the State of Oklahoma's Degree Completion Program. This degree is targeted toward working adults and available to students who have earned at least 18 college credit hours.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

For Information Contact:
Go to http://www.okhighered.org/reachhigher/associate for more information or contact the Business and Education Division at
(405) 382-9252

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** that the associate degree will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **40**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH		One Mathematics course	3
SCIENCE		One Life Science **AND**	
		One Physical Science (at least one with lab)	7
CAP	1103	Introduction to Microsoft Office	3
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	6

Major Field Requirements **24**

ACCT	2033	Financial Accounting
ACCT	2123	Managerial Accounting
BA	1603	Workplace and Cultural Competence (FO) **OR**
BA	2243	Personal Finance (FO)
BA	2113	Macroeconomics
BA	2903	Internship in Business
BA	2213	Microeconomics
BA	2253	Business Statistics
BA	2513	Marketing (FOO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   **64**

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Enterprise Development – General Studies
Associate in Arts
Offered Online

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Tammy Kasterke
Assistant Professor
405-382-9692
t.kasterke@sscok.edu
Division Office: 405-382-9252

Program Objective
The Enterprise Development Associate in Arts degree is part of *Reach Higher*, the State of Oklahoma's Degree Completion Program. This degree is targeted toward working adults and available to students who have earned at least 18 college credit hours.

Requirements for Graduation
1. Sixty designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

For Information Contact:
Go to www.reachhigherok.org for more information or contact the Online Degree Office at (405) 382-9577

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **37**

CAP	1103	Introduction to Microsoft Office 3
GOV	1113	American National Government........................... 3
HIST	1483	American History to 1877 **OR**
HIST	1493	American History since 1877 3
ENG	1113	Composition I.. 3
ENG	1213	Composition II 3
SPCH	1143	Speech 3
HUM		Any class designated as Humanities..................... 6
MATH		One Mathematics course 3
SCIENCE		One Life Science **AND**
		One Physical Science (at least one with lab) 7
ELECTIVE		Select from Fine Arts, Psychology,
		or Social Sciences 6

General Studies Requirements..**23**
Select courses from student's field of interest

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Health, Physical Education, and Recreation
Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Rita Schell
Instructor
405-382-9223
r.schell@sscok.edu
Division Office: 405-382-9252

Program Objective

The objective of the Health, Physical Education, and Recreation Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in physical education, kinesiology, exercise fitness management, recreation management, exercise science and related fields.

Requirements for Graduation

1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **37**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1413	Quantitative Reasoning	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	*met by program*	
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements **16**

HPER	1012	Wellness and Human Development
HPER	1953	Introduction to Health, Physical Education and Recreation
HPER	2222	First Aid and CPR (FO)
HPER	2233	Care and Prevention of Athletic Injuries
HPER	2413	Applied Anatomy (SO)
PSY	1113	General Psychology

Major Field Electives and Support* **10**
Select from the following:

BIOL	2113	Introduction to Nutrition
HPER	2053	Sociology of Sport
HPER	2132	Officiating Rules and Procedures (SO)
HPER	2262	Theory of Coaching
HPER	1223	Sport Communication

* Up to 2 credit hours from HPER activity courses may be applied to Major Field Electives and Support.

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

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Health Sciences
Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Amanda Soward
Assistant Professor
405-382-9737
s.soward@sscok.edu
Division Office: 405-382-9266

Program Objective

The objective of the Health Sciences Associate in Science is to prepare students to transfer to a bachelor's degree granting institution to major in nursing or a baccalaureate track allied health field including physical therapy and occupational therapy.

Requirements for Graduation

1. At least sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 31

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1523*	Functions and Modeling **OR**	
MATH	1503	Elementary Statistics	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements 23-24

BIOL	1214	Principles of Biology
BIOL	2224	Microbiology
BIOL	2114	Human Anatomy
BIOL	2214	Human Physiology
CHEM	1114	Intro. to Chemistry **OR** CHEM 1315 General Chemistry I
PSY	1113	General Psychology

Major Field Electives and Support 9

Select from the following:

BIOL	2113	Introduction to Nutrition
CHEM	1114	Introduction to Chemistry
MATH	1002	Introduction to Math for Health Sciences
MATH	1523	Functions and Modeling
MATH	2213	Calculus for Bus-Biol
MLT	1402	MLT Orientation
NURS	1104	Pre-Nursing
NURS	2443	Medical Terminology
PSY	2023	Developmental Psychology
PSY	2053	Social Psychology
SOC	1113	Introduction to Sociology
BIOL	1234	General Zoology (SO)
HPER	2413	Applied Anatomy (SO)
MATH	2215	Calculus and Analytic Geometry I (SO)
PHYS	2114	General Physics I (FO)
PHYS	2211	Calculus Based Physics I (FO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE

Students seeking admission to one of the programs below should follow these enrollment recommendations. Consultation with Program Directors is highly recommended.

Medical Laboratory Technology Emphasis Recommendations			
	MLT	1402	MLT Orientation
	PSY	1113	General Psychology
	MATH	1523	Functions and Modeling
	BIOL	2114	Human Anatomy **OR**
	BIOL	2214	Human Physiology
	CHEM	1315	General Chemistry I

Nursing Emphasis Recommendations			
	NURS	1104	Pre-Nursing (first semester)
	BIOL	1214	Principles of Biology (first sem.)
	BIOL	2114	Human Anatomy
	BIOL	2214	Human Physiology
	NURS	2443	Medical Terminology
	PSY	1113	General Psychology
	MATH	1002	Intro to Math for Health Sciences

Physical Therapist Assistant Emphasis Recommendations			
	BIOL	1214	Principles of Biology
	BIOL	2114	Human Anatomy
	BIOL	2214	Human Physiology
	NURS	2443	Medical Terminology
	PSY	1113	General Psychology

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SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Liberal Studies
Associate in Arts
Offered Online

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Edith Cathey
Director of Enrollment Management
405-382-9717
e.cathey@sscok.edu

Program Objective

The objective of the Liberal Studies Associate in Arts is to prepare students for transfer to a bachelor's degree granting institution.

Requirements for Graduation

1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in at least 15 credit hours of Major Field Elective courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH		One Mathematics course	3
SCIENCE		One Life Science with lab **AND** One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR** Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	3

Major Field Electives 21

Select Major Field Electives from student's field of interest.

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

Liberal Studies – Art Emphasis
Associate in Arts

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Lynette Atchley
Assistant Professor
405-382-9564
l.atchley@sscok.edu
Division Office:
405-382-9561

Program Objective

The objective of the Liberal Studies Associate in Arts is to prepare students for transfer to a bachelor's degree granting institution.

Requirements for Graduation

1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.
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General Education Requirements **39**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any course designated as Humanities	6
MATH	1413	Quantitative Reasoning	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Electives **18**

Select from the following:

ART	1103	Fundamentals of Art I (FO)
ART	1133	Fundamentals of Art II (FO)
ART	1153	Art History Survey I (FO)
ART	1163	Art History Survey II (SO)
ART	1123	Drawing I (SO)
ART	1143	Drawing II (SO)
ART	1203	Art Appreciation
ART	2123	Ceramics I (FO)
ART	2293	Ceramics II (FO)
ART	2213	Watercolor I (SO)
ART	2223	Watercolor II (SO)
ART	2233	Painting I (SO)
ART	2243	Painting II (SO)
ART	2323	Global Studies in Art (TBA Summer)
ART	2273	Graphic Design I
ART	2713	Printmaking (SO)

Major Field Support **6**

Select from the following or any other ART course not used to fulfill a Major Field Requirement:

Art Emphasis			
	ENG	1313	Technical Report Writing (SOO)
	ENG	2103	Fiction Writing (FO)
	ENG	2113	Creative Writing (FO)
	ENG	2123	Poetry Writing (SO)
	ENG/HUM	2413	Intro. to Literature (FO)
	ENG/HUM	2033	Survey of Native American Lit. (SEO)
	ENG/HUM	2433	World Literature I (SO)
	ENG/HUM	2543	British Literature I (FEO)
	ENG/HUM	2653	British Literature II (FOO)
	ENG/HUM	2753	American Literature I (SEO)
	ENG/HUM	2883	American Literature II (SOO)
	HUM	1103	Life of Jesus (SO)
	HUM	1113	Old Testament (SO)
	HUM	1143	New Testament (FO)
	HUM	2173	Introduction to Film & TV (SO)
	MUS	1213	Music Appreciation I
	MUS	1223	Music Appreciation II
	PHIL	1113	Philosophy (FO)
	SPCH	1523	Introduction to Theatre (FO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   **63**

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Liberal Studies – Biology Emphasis
Associate in Arts

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Deanna Miles
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Program Objective
The objective of the Liberal Studies Associate in Arts is to prepare students for transfer to a bachelor's degree granting institution.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in at least 15 credit hours of Major Field Elective courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH		One Mathematics course	3
SCIENCE		One Life Science with lab **AND** One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR** Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	3

Major Field Electives 21

Select from these recommended courses to meet 21 credit hour requirement. Selecting entirely from the area of emphasis is recommended but not required.

Biology Emphasis Recommendations	BIOL	1214	Principles of Biology
	BIOL	1224	General Botany
	BIOL	1234	General Zoology
	BIOL	2224	Microbiology
	BIOL	2113	Introduction to Nutrition
	BIOL	2114	Human Anatomy
	BIOL	2214	Human Physiology
	CHEM	1315	General Chemistry I
	CHEM	1515	General Chemistry II
	ENVS	1114	Introduction to Environmental Science
	PHYS	2114	General Physics I
	PHYS	2224	General Physics II
	MATH	2213	Calculus for Business and Biology
	HPER	2413	Applied Anatomy
	HPER	2111	Lifesaving Training

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

Liberal Studies – Language Arts Emphasis
Associate in Arts

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Yasminda Choate
Associate Professor of English
Distance Education Coordinator
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Program Objective
The objective of the Liberal Studies Associate in Arts is to prepare students for transfer to a bachelor's degree granting institution.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in at least 15 credit hours of Major Field Elective courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements ……………………………………… **42**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH		One Mathematics course	3
SCIENCE		One Life Science with lab **AND** One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR** Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	3

Major Field Electives ……………………………………………………… **21**
Select from these recommended courses to meet 21 credit hour requirement. Selecting entirely from the area of emphasis is recommended but not required.

Language Arts Emphasis

ENG	1313	Technical Report Writing (SOO)
ENG/HUM	2033	Survey of Native American Literature (SEO)
ENG	2103	Fiction Writing (FEO)
ENG	2113	Creative Writing (FOO)
ENG	2123	Poetry Writing (SOO)
ENG	2663	Creative Nonfiction Writing (SEO)
ENG/HUM	2413	Introduction to Literature (FO)
ENG/HUM	2433	World Literature I (SO)
ENG/HUM	2443	Introduction to World Mythology (FOO)
ENG/HUM	2543	British Literature I (FEO)
ENG/HUM	2653	British Literature II (FOO)
ENG/HUM	2753	American Literature I (SEO)
ENG/HUM	2883	American Literature II (SOO)
HUM	1103	Life of Jesus (SO)
HUM	1113	Old Testament (SO)
HUM	1143	New Testament (FO)
HUM	2173	Introduction to Film & TV (SO)
PHIL	1113	Philosophy (FO)
SPCH/HUM	1523	Introduction to Theatre (FO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Liberal Studies - Mathematics Emphasis
Associate in Arts

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Melissa Bryant
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Program Objective
The objective of the Liberal Studies Associate in Arts is to prepare students for transfer to a bachelor's degree granting institution.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in at least 15 credit hours of Major Field Elective courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements **42**

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH		One Mathematics course	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology,	
		or Social Sciences	3

Major Field Electives **21**

Select from these recommended courses to meet 21 credit hour requirement. Selecting entirely from the area of emphasis is recommended but not required.

Mathematics Emphasis Recommendations

MATH	1413	Quantitative Reasoning
MATH	1503	Elementary Statistics
MATH	1513	Pre-Calculus for Eng-Phys-CS
MATH	1523	Functions and Modeling
MATH	1613	Plane Trigonometry
MATH	2215	Calculus and Analytic Geometry I
MATH	2424	Calculus and Analytic Geometry II
MATH	2434	Calculus and Analytic Geometry III
MATH	2533	Differential Equations

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

Liberal Studies – Physical Sciences Emphasis
Associate in Arts

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Nilmini Senaratne
Assistant Professor
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Program Objective
The objective of the Liberal Studies Associate in Arts is to prepare students for transfer to a bachelor's degree granting institution.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in at least 15 credit hours of Major Field Elective courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements..42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH		One Mathematics course	3
SCIENCE		One Life Science with lab **AND** One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR** Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	3

Major Field Electives 21

Select from these recommended courses to meet 21 credit hour requirement. Selecting entirely from the area of emphasis is recommended but not required.

Physical Sciences Emphasis Recommendations

CHEM	1114	Introduction to Chemistry
CHEM	1315	General Chemistry I
CHEM	1515	General Chemistry II
MATH	2215	Calculus & Analytic Geometry I
PHYS	2114	General Physics I
PHYS	2211	Calculus Based Physics I
PHYS	2224	General Physics II
PHYS	2231	Calculus Based Physics II

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

Liberal Studies – Social Sciences Emphasis
Associate in Arts
Offered Online

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Jeffrey Christiansen
Professor
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Program Objective
The objective of the Social Sciences Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in a social science.

Requirements for Graduation
1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements   42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1503	Elementary Statistics	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology,	
		or Social Sciences	3

Major Field Electives 21

Select from these recommended courses to meet 21 credit hour requirement. Selecting entirely from the area of emphasis is recommended but not required.

Social Sciences Emphasis Recommendations

GOV	1303	State and Local Government	
GOV	2013	Introduction to International Relations	
HIST	1223	History of Native Americans to 1890	
HIST	1243	History of Native Americans since 1890	
HIST	1483	American History to 1877*	
HIST	1493	American History since 1877*	
HIST	2113	The American West	
HIST	2203	Native American History and Policy	
HIST/HUM	2223	Early Western Civilization to 1660	
HIST/HUM	2233	Modern Western Civilization since 1660	
HUM	2323	Social Science Issues as Perceived through Movies	
SOC	1113	Introduction to Sociology	
SOC	2033	Sociology of Religion	
SOC	2043	Human Sexuality	
SOC	2053	Social Psychology	
SOC	2123	Social Problems	
SOC	2143	Marriage and Family	
HUM	2153	Crime, Delinquency and Social Science Issues through Film	
ANTH	1113	General Anthropology	
ANTH	1203	Native Peoples of North America	
HUM	2123	Multiculturalism through Film	
GEOG	1123	World Regional Geography	

HIST 1483 or HIST 1493 may be used as Major Field Electives only if **not used to satisfy General Education Social Sciences requirement.*

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   63

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Pre-Engineering
Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Jarrod Tollett
Associate Professor
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j.tollett@sscok.edu
Division Office: 405-382-9266

Program Objective

The objective of the Pre-Engineering Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in engineering.

Requirements for Graduation

1. Sixty-three designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 29

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
HUM		Any class designated as Humanities	6
MATH		*met by program*	
SCIENCE		One Life Science with lab	4
		Physical Science met by program*	
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		Select from Fine Arts, Psychology, or Social Sciences	3

Major Field Requirements 29

ENGR	1113	Introduction to Engineering (FO)
MATH	1613	Plane Trigonometry
MATH	2215	Calculus and Analytic Geometry I (SO)
MATH	2424	Calculus and Analytic Geometry II (FO)
MATH	2434	Calculus and Analytic Geometry III (SO)
PHYS	2114	General Physics I (FO)
PHYS	2211	Calculus Based Physics I (FO)
PHYS	2224	General Physics II (SO)
PHYS	2231	Calculus Based Physics II (SO)

Major Field Electives and Support 5
Select from the following:

CHEM	1315	General Chemistry I
CS	2013	Programming in C++ (FO)
MATH	1513	Pre-Calculus for Eng-Phys-CS
MATH	2533	Differential Equations (SO)

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE 63

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Psychology
Associate in Science

Offered Online

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Christal Knowles
Professor
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Program Objective
The objective of the Psychology Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in psychology or a related behavioral science.

Requirements for Graduation
1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 35

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1503	Elementary Statistics	3
SCIENCE		*Life Science met by program* **AND**	
		One Physical Science with lab	4
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development **OR**	
		Two HPER Activity Courses	2
STSC	1002	Learning Strategies	2
ELECTIVE		*met by program*	

Major Field Requirements 19

BIOL	1114	General Biology **OR**
BIOL	1214	Principles of Biology **OR**
BIOL	1234	General Zoology
PSY	1113	General Psychology
PSY	1123	Psychology of Adjustment (FO)
PSY	2013	Personality Theories
PSY	2023	Developmental Psychology
PSY	2053	Social Psychology

Major Field Electives and Support 8-9
Select from the following:

BIOL	2114	Human Anatomy
BIOL	2214	Human Physiology
MATH	1523	Functions and Modeling
PSY	2103	Child and Adolescent Psychology
SOC	1113	Introduction to Sociology
SOC	2033	Sociology of Religion
SOC	2043	Human Sexuality
SOC	2123	Social Problems
SOC	2143	Marriage and Family
HUM	2153	Crime, Delinquency and Social Science Issues through Film, **OR**
HUM	2123	Multiculturalism through Film, **OR**
HUM	2323	Social Science Issues as Perceived through Movies

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62-63

**FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY**

Secondary Education
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

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Program Objective
The objective of the Secondary Education Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in secondary education with a concentration in teacher certification.

Requirements for Graduation
1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Teacher Certification Examinations:
The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements.. 42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH		One Mathematics Course	3
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
PSY	1113	General Psychology	3

Major Field Requirements 17

Select from the following:

ANTH	1113	General Anthropology
BA	2113	Macroeconomics
BA	2213	Microeconomics
BIOL	1114	General Biology
BIOL	1214	Principles of Biology
BIOL	1224	General Botany
BIOL	1234	General Zoology
BIOL	2114	Human Anatomy
CHEM	1315	General Chemistry I
CHEM	1515	General Chemistry II
ENG/HUM	2033	Survey of Native American Literature (SOO)
ENG	2103	Fiction Writing (FO)
ENG	2113	Creative Writing (FO)
ENG	2123	Introduction to Poetry (SO)
ENG/HUM	2413	Introduction to Literature (FO)
ENG/HUM	2433	World Literature I (SO)
ENG/HUM	2543	British Literature I (FEO)
ENG/HUM	2653	British Literature II (FOO)
ENG/HUM	2753	American Literature I (SEO)
ENG/HUM	2883	American Literature II (SOO)
GEOG	1123	World Regional Geography
HIST	1483	American History to 1877
HIST	1493	American History since 1877
HIST/HUM	2223	Early Western Civilization to 1660
HIST/HUM	2233	Modern Western Civilization since 1660
MATH	1503	Elementary Statistics
MATH	1513	Pre-Calculus for Eng-Phys-CS
MATH	1613	Plane Trigonometry
MATH	2215	Calculus and Analytic Geometry I
MATH	2424	Calculus and Analytic Geometry II
MATH	2434	Calculus and Analytic Geometry III
PHYS	1214	Earth Science
PHYS	1314	Astronomy
PHYS	2114	General Physics I
PHYS	2224	General Physics II
PHYS	2211	Calculus Based Physics I
PHYS	2231	Calculus Based Physics II

Major Field Electives and Support.. 3

PSY	2023	Developmental Psychology

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Secondary Education – Biology Teacher Emphasis
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Melissa Bryant
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Program Objective
The objective of the Secondary Education Associate in Science – Biology Teacher Certification Concentration is to prepare students for transfer to a bachelor's degree granting institution to major in biology with a concentration in teacher certification.

Requirements for Graduation
1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Teacher Certification Examinations:
The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements.. 34

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1523	Functions and Modeling	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
PSY	1113	General Psychology	3

Major Field Requirements..25
Select from the following and must include at least one life science and one physical science:

BIOL	1114	General Biology **OR**
BIOL	1214	Principles of Biology (recommended)
BIOL	1224	General Botany (recommended)
BIOL	1234	General Zoology (recommended)
BIOL	2114	Human Anatomy
CHEM	1315	General Chemistry I (recommended)
CHEM	1515	General Chemistry II (recommended) (SO)
PHYS	1214	Earth Science
PHYS	1314	Astronomy
PHYS	2114	General Physics I (FO)
PHYS	2224	General Physics II (SO)

Major Field Electives and Support 3

PSY	2023	Developmental Psychology

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Secondary Education – Chemistry Teacher Emphasis
Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

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Program Objective

The objective of the Secondary Education Associate in Science – Biology Teacher Certification Concentration is to prepare students for transfer to a bachelor's degree granting institution to major in biology with a concentration in teacher certification.

Requirements for Graduation

Sixty-two designated semester credit hours.
6. Grade of "C" or better required in all Major Field Requirement courses.
7. Grade Point Average of 2.0 or better.
8. Fifteen semester credit hours in attendance at SSC.
9. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Teacher Certification Examinations:

The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements.. 34

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calculus (MATH 2215 recommended)	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
PSY	1113	General Psychology	3

Major Field Requirements.. 25
Select from the following and must include at least one life science and one physical science:

BIOL	1114	General Biology **OR**
BIOL	1214	Principles of Biology (recommended)
BIOL	1224	General Botany
BIOL	1234	General Zoology
BIOL	2114	Human Anatomy
CHEM	1315	General Chemistry I (recommended)
CHEM	1515	General Chemistry II (recommended) (SO)
PHYS	1214	Earth Science
PHYS	1314	Astronomy
PHYS	2114	General Physics I (recommended) (FO)
PHYS	2224	General Physics II (recommended) (SO)

Major Field Electives and Support 3

PSY	2023	Developmental Psychology

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Secondary Education – English Teacher Emphasis
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Melissa Bryant
Assistant Professor
405-382-9742
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Division Office: 405-382-9252

Program Objective
The objective of the Secondary Education Associate in Science – English Teacher Certification Emphasis is to prepare students for transfer to a bachelor's degree granting institution to major in English with a concentration in teacher certification.

Requirements for Graduation
1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Admission to ECU Teacher Education:
Students who are considering teacher education as a career must have a Graduate Retention GPA of 2.5 to enroll in EDUC 2012 Foundations of Education and EDUC 2211 Field Experience I. Students must also complete an application for admission to the Teacher Education Program. The application process will be completed while enrolled in EDUC 2012. For more information on the ECU Teacher Education Program contact Phyllis Isaacs, Chair of the Education Department at (580) 559-5240.

Teacher Certification Examinations:
The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements 42

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any course designated as Humanities	6
MATH	1413	Quantitative Reasoning	3
SCIENCE		One Life Science with lab **AND** One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
PSY	1113	General Psychology	3

Major Field Requirements 17
Select from the following:

ENG/HUM 2033	Survey of Native American Literature (SEO)	
ENG	2103	Fiction Writing (FO)
ENG	2113	Creative Writing (FO)
ENG	2123	Poetry Writing (SO)
ENG	2413	Introduction to Literature (FO)
ENG	2433	World Literature I (SO)
ENG	2543	British Literature I (FEO)
ENG	2653	British Literature II (SOO)
ENG	2753	American Literature I (SEO)
ENG	2883	American Literature II (SOO)

Major Field Electives and Support 3

PSY	2023	Developmental Psychology

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Secondary Education – History Teacher Emphasis
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Melissa Bryant
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405-382-9742
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Division Office: 405-382-9252

Program Objective
The objective of the Secondary Education Associate in Science – History Teacher Certification Emphasis is to prepare students for transfer to a bachelor's degree granting institution to major in history with a concentration in teacher certification.

Requirements for Graduation
1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Admission to ECU Teacher Education:
Students who are considering teacher education as a career must have a Graduate Retention GPA of 2.5 to enroll in EDUC 2012 Foundations of Education and EDUC 2211 Field Experience I. Students must also complete an application for admission to the Teacher Education Program. The application process will be completed while enrolled in EDUC 2012. For more information on the ECU Teacher Education Program contact Phyllis Isaacs, Chair of the Education Department at (580) 559-5240.

Teacher Certification Examinations:
The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements **39**

GOV	1113	American National Government	3
HIST		*met by program*	
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1413	Quantitative Reasoning	3
SCIENCE		One Life Science with lab **AND** One Physical Science with lab	8
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
PSY	1113	General Psychology	3

Major Field Requirements **20**

ANTH	1113	General Anthropology
BA	2113	Macroeconomics **OR**
BA	2213	Microeconomics
GEOG	1123	World Regional Geography
HIST	1483	American History to 1877
HIST	1493	American History since 1877
HIST	2223	Early Western Civilization to 1660
HIST	2233	Modern Western Civilization since 1660

Major Field Electives and Support **3**

PSY	2023	Developmental Psychology

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Secondary Education – Math Teacher Emphasis
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Melissa Bryant
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405-382-9742
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Program Objective
The objective of the Secondary Education Associate in Science – Math Teacher Certification Emphasis is to prepare students for transfer to a bachelor's degree granting institution to major in math with a concentration in teacher certification.

Requirements for Graduation
1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Admission to ECU Teacher Education:
Students who are considering teacher education as a career must have a Graduate Retention GPA of 2.5 to enroll in EDUC 2012 Foundations of Education and EDUC 2211 Field Experience I. Students must also complete an application for admission to the Teacher Education Program. The application process will be completed while enrolled in EDUC 2012. For more information on the ECU Teacher Education Program contact Phyllis Isaacs, Chair of the Education Department at (580) 559-5240.

Teacher Certification Examinations:
The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements 39

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
SCIENCE		One Life Science with lab **AND**	
		One Physical Science with lab	8
MATH		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
PSY	1113	General Psychology	3

Major Field Requirements 20
Select from the following:

MATH	1503	Elementary Statistics
MATH	1513	Pre-Calculus for Eng-Phys-CS
MATH	1613	Plane Trigonometry
MATH	2215	Calculus and Analytic Geometry I (SO)
MATH	2424	Calculus and Analytic Geometry II (FO)
MATH	2434	Calculus and Analytic Geometry III (SO)

Major Field Electives and Support 3

PSY	2023	Developmental Psychology

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE   62

FO=FALL ONLY   FOO=FALL ODD YRS ONLY   FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY   SOO=SPRING ODD YRS ONLY   SEO=SPRING EVEN YRS ONLY

Secondary Education – Physics Teacher Emphasis
Associate in Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Melissa Bryant
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Division Office: 405-382-9252

Program Objective
The objective of the Secondary Education Associate in Science – Physics Teacher Certification Emphasis is to prepare students for transfer to a bachelor's degree granting institution to major in physics with a concentration in teacher certification.

Requirements for Graduation
1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Admission to ECU Teacher Education:
Students who are considering teacher education as a career must have a Graduate Retention GPA of 2.5 to enroll in EDUC 2012 Foundations of Education and EDUC 2211 Field Experience I. Students must also complete an application for admission to the Teacher Education Program. The application process will be completed while enrolled in EDUC 2012. For more information on the ECU Teacher Education Program contact Phyllis Isaacs, Chair of the Education Department at (580) 559-5240.

Teacher Certification Examinations:
The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate's sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements 34

GOV	1113	American National Government	3
HIST	1483	American History to 1877 **OR**	
HIST	1493	American History since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
SPCH	1143	Speech	3
HUM		Any class designated as Humanities	6
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
SCIENCE		*met by program*	
CAP	1103	Introduction to Microsoft Office	3
HPER	1012	Wellness and Human Development	2
STSC	1002	Learning Strategies	2
PSY	1113	General Psychology	3

Major Field Requirements 25
Select from the following and must include at least one life science and one physical science:

BIOL	1114	General Biology **OR**	
BIOL	1214	Principles of Biology	(recommended)
CHEM	1315	General Chemistry I	
CHEM	1515	General Chemistry II (SO)	
MATH	1613	Plane Trigonometry	
MATH	2215	Calculus and Analytic Geometry I	(recommended) (SO)
MATH	2424	Calculus and Analytic Geometry II	(recommended) (FO)
PHYS	1214	Earth Science	
PHYS	1314	Astronomy	
PHYS	2114	General Physics I	(recommended) (FO)
PHYS	2211	Calculus Based Physics I	(recommended) (FO)
PHYS	2224	General Physics II	(recommended) (SO)
PHYS	2231	Calculus Based Physics II	(recommended) (SO)

Major Field Electives and Support 3

PSY	2023	Developmental Psychology	

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE　　　62

FO=FALL ONLY　　FOO=FALL ODD YRS ONLY　　FEO=FALL EVEN YRS ONLY
SO=SPRING ONLY　SOO=SPRING ODD YRS ONLY　SEO=SPRING EVEN YRS ONLY

Technical-Occupational Programs
Associate in Applied Science Degrees
Section VIII

Enter-the-Workforce Degree Programs

Associate in Applied Science (AAS) degrees are designed to meet the workforce needs of the community and the State of Oklahoma by allowing graduates to directly enter the workforce upon completion of the degree program. AAS degrees consist of General Education courses and Technical-Occupational courses that together total 61 to 73 credit hours depending on the area of specialty. Detailed descriptions of each of the programs and degrees offered by Seminole State College may be found on the pages noted below:

Students who begin an Associate in Applied Science degree program are permitted to change to a transfer-degree program should their goals change to include the pursuit of a four-year degree upon graduation from Seminole State. In those cases, General Education courses typically apply to a transfer degree whereas Technical-Occupational courses are considered on a case-by-case basis but often do not.

Child Development Certificate

The objective of the Child Development Certificate is to prepare students for employment in early childhood programs. The certificate meets the employment requirement for both early childhood and infant and toddler programs in the state of Oklahoma.

Engineering Technology AAS

The Engineering Technology AAS is designed to prepare students to enter the workforce as an Engineering Technician and includes courses in engineering and business management. The degree requires the completion of a minimum of 64 designated credit hours.

Medical Laboratory Technology AAS

The Medical Laboratory Technology AAS is designed to prepare students for immediate employment as a Medical Laboratory Technician. Upon completion of the program, students will be eligible to take the American Society for Clinical Pathology (ASCP) Board of Certification MLT Exam. The degree requires the completion of a minimum of 72 designated credit hours.

Nursing AAS

The objective of the Nursing Program is to prepare students for immediate employment as a registered nurse. Upon completion of the program, students will receive an Associate in Applied Science in Nursing. Graduates of the program are eligible to apply to take the National Council Licensure Examination (NCLEX) for registered nurses. The degree requires the completion of a minimum of 70 designated credit hours.

LPN Advanced Standing Nursing Options

The SSC Nursing Program offers Licensed Practical Nurses who wish to obtain an Associate in Applied Science in Nursing the opportunity to earn up to 19 credit hours of college credit for nursing program courses through advanced standing exams.

Physical Therapist Assistant AAS

The objective of the Physical Therapist Assistant Program is to prepare students for immediate employment as a Physical Therapist Assistant. Upon completion of the program, students will receive an Associate in Applied Science in Physical Therapist Assistant and be eligible to take the National Physical Therapist Assistant Licensure Exam.

Child Development
Certificate

Certificate Mentor

For additional information regarding this certificate, contact the Certificate Program Mentor.

Lynetta Robins
Scholars for Excellence Coordinator
405-382-9522
l.robins@sscok.edu
Office: Walkingstick 114

Program Objective

The objective of the Child Development Certificate is to prepare students for the employment requirement for both early childhood and infant and toddler programs in the state of Oklahoma.

Requirements for Certification

1. Eighteen designated semester credit hours.
2. Grade of "C" or better required in all Certificate Required courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Certificate Requirements..**18**

CD	1103	Child Development	3
CD	1123	Introduction to Early Childhood Education	3
CD	1223	Behavior & Guidance of Young Children	3
CD	2113	Program & Curriculum Planning for Early Childhood	3
CD	2123	Health, Safety & Nutrition for Children	3
ENG	1113	Composition I	3

Engineering Technology
Associate in Applied Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Jarrod Tollett
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405-382-9217
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Program Objective

The objective of the Engineering Technology Associate in Applied Science is to prepare students to enter the workforce as an Engineering Technician.

Requirements for Graduation

1. At least sixty-four designated semester credit hours.
2. Grade of "C" or better required in all Technical-Occupational Requirement courses.
3. Grade Point Average of 2.5 or better on Technical-Occupational Requirement courses.
4. Overall Grade Point Average of 2.0 or better.
5. Fifteen semester credit hours in attendance at SSC.
6. Completion of Graduate Exit Survey.

Please Note: Students who begin an Associate in Applied Science degree program are permitted to change to a transfer degree program should their goals change to include the pursuit of a four-year degree upon graduation from Seminole State.

General Education Requirements..20

GOV	1113	American National Government	3
HIST	1483	American History Survey to 1877 **OR**	
HIST	1493	American History Survey since 1877	3
ENG	1113	Composition I	3
ENG	1213	Composition II	3
CAP	1103	Introduction to Microsoft Office	3
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
STSC	1002	Learning Strategies	2

Technical-Occupational Field Support Requirements.....................11

MATH	1613	Plane Trigonometry
PHYS	2114	General Physics I
PHYS	2224	General Physics II

Technical-Occupational Field Requirements 33

BA	1603	Workplace and Cultural Competence
BA	2133	Human Relations
BA	2423	Business Ethics
ENGR	1113	Introduction to Engineering
ENGR	1123	Geometric Dimensioning and Tolerances
ENGR	1133	Manual Machining Skills
ENGR	1143	CAD-CAM
ENGR	2003	Principles of Mechanical Design
ENGR	2013	Principles of Electrical Design
ENGR	2903	Engineering Technology Internship
AGRI	2123	Agricultural Leadership **OR**
HUM	2333	Leadership Development through the Classics

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE.................64

Students who want to prepare themselves to enter a Bachelor of Science in Engineering program once they enter the workforce should consider taking the following courses in addition to Major Field Requirements:

MATH 2215	Calculus and Analytic Geometry I
MATH 2424	Calculus and Analytic Geometry II
MATH 2434	Calculus and Analytic Geometry III
PHYS 2211	Calculus Based Physics I
PHYS 2231	Calculus Based Physics II

Medical Laboratory Technology Program
General Information

Program Objective
The objective of the Medical Laboratory Technology Program is to prepare students for immediate employment as a Medical Laboratory Technician. Upon completion of the program, students will receive an Associate in Applied Science in Medical Laboratory Technology and be eligible to take the ASCP Board of Certification MLT Exam.

ASCP certified Medical Laboratory Technicians may qualify to take the Medical Laboratory Scientist exam after completing a B.S. and two subsequent years of full-time work experience or by completing a B.S. in Medical Laboratory Science from a National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) accredited program.

Program Location
The Medical Laboratory Technology (MLT) Program is the result of a collaborative partnership between Seminole State College and Gordon Cooper Technology Center (GCTC). Students complete general education requirements and technical-occupational support requirements primarily on the SSC campus. MLT lecture /lab courses are completed at the Shawnee campus of GCTC. Practicum courses are completed at an assigned affiliate hospital.

Program Accreditation
Seminole State College's Medical Laboratory Technology Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). Questions may be directed to NAACLS, 5600 N. River Road, Suite 720, Rosemont, IL 60018-5119. Phone: 773-714-8886.

Majoring in Medical Laboratory Technology
Selecting medical laboratory technology as a major is open to all SSC students and can be accomplished through an advisor just like any other SSC major field of study. However, formal admission to the program is a more rigorous and competitive process as described in the next section.

MLT Program Admission Requirements
1. High School graduation or G.E.D.
2. Acceptance to Seminole State College.
3. Completion of MLT 1402 Medical Laboratory Technology Orientation.
4. GPA of 2.0 and "C" or better in all required courses.
5. ACT Composite score of 19 (Taken within past 5 years).
6. ACT Reading score of 19 (Taken within the past 5 years).
7. Interview with MLT Program Director.
8. Completion of MLT Admission Packet (obtained during MLT Orientation Course)
9. Submit required and complete immunization records.
10. Completion of background check in accordance with state and federal requirements.

Suggested Plan of Study
Below is a suggested schedule of course study. Each individual's progress will vary depending on their academic background and prerequisite courses required. It is essential that students consult the MLT Program Director prior to enrolling each semester.

First Year/Fall Semester

CHEM	1315	General Chemistry I	5
ENG	1113	Composition I	3
MATH	1523	Functions and Modeling **OR**	
MATH	1513	Pre-Calculus for Eng-Phys-CS	3
MLT	1402	MLT Orientation	2
SOC or PSY		Elective	3
STSC	1002	Learning Strategies	2
			18

First Year/Spring Semester

BIOL	2114	Human Anatomy **OR**	
BIOL	2214	Human Physiology	4
BIOL	2224	Microbiology	4
ENG	1213	Composition II	3
GOV	1113	American National Government	3
HIST	1483	American History Survey to 1877 **OR**	
HIST	1493	American History Survey since 1877	3
			17

Second Year/Fall Semester

MLT	1523	Instrumental Chemical Analysis	3
MLT	2455	Clinical Chemistry	5
MLT	2564	Clinical Microbiology	4
			12

Second Year/Spring Semester

MLT	1515	Hematology	5
MLT	2101	MLT Capstone Seminar	1
MLT	1412	Urinalysis/Body Fluids	2
MLT	2434	Immunohematology	4
MLT	2102	Immunology	2
			14

Second Year/Summer Semester (16 weeks)

MLT	2413	Hematology Clinical Practicum I*	3
MLT	2423	Chemistry Clinical Practicum II*	3
MLT	2433	Microbiology Clinical Practicum III*	3
MLT	2443	Blood Banking Clinical Practicum IV*	3
			12

Total Program Hours   73
The Total Program Hours include 12 credit hours of clinicals, which equal 560 contact hours. The clinicals are completed in the following courses:

- *MLT 2413 Hematology Clinical Practicum (4 weeks / 160 contact hours,*
- *MLT 2423 Chemistry Clinical Practicum (3 weeks / 120 contact hours),*
- *MLT 2433 Microbiology Clinical Practicum (3 weeks / 120 contact hours), and*
- *MLT 2443 Blood Banking Clinical Practicum (4 weeks / 160 contact hours).*

*All four clinical rotations must be taken in the same semester. The semester in which the student enrolls will depend upon completion of all academic courses and availability of space in affiliated hospital laboratories. **It is essential that students consult with the MLT Program Director prior to enrolling each semester.** Note: BIOL 1214 or BIOL 1234 is recommended for MLT Program students.*

Medical Laboratory Technology
Associate in Applied Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.

Kelly Hankal
Program Director/Assistant Professor
405-273-7493, ext. 2277
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Division Office: 405-382-9205

Program Objective

The objective of the Medical Laboratory Technology Associate in Applied Science is to prepare students to enter the workforce as a medical laboratory technician.

Admission Requirements

1. High School graduation or G.E.D.
2. Acceptance to Seminole State College.
3. Completion of MLT 1402 MLT Orientation.
4. GPA of 2.0 **and** "C" or better in all required courses.
5. ACT Composite score of 19 (Taken within the past 5 years)
6. ACT Reading score of 19 (Taken within the past 5 years).
7. Interview with MLT Program Director.
8. Completion of MLT Admission Packet (obtained during MLT Orientation Course)
9. Submit required and complete immunization records.
10. Completion of background check in accordance with state and federal requirements.

Graduation Requirements

1. At least seventy-three designated semester credit hours.
2. Grade of "C" or better required in all courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

General Education Requirements 20

GOV	1113	American National Government............................ 3	
HIST	1483	American History Survey to 1877 **OR**	
HIST	1493	American History Survey since 1877 3	
ENG	1113	Composition I.. 3	
ENG	1213	Composition II 3	
MATH	1523	Functions and Modeling **OR**	
MATH	1513	Pre-Calculus for Eng-Phys-CS.............................. 3	
STSC	1002	Learning Strategies or SOC 1003 2	
ELECTIVE		SOC or PSY 3	

Technical-Occupational Requirements..40

With exception of MLT 1402, enrollment in the MLT courses below requires formal admission to the SSC Medical Laboratory Program:

MLT	1402	MLT Orientation
MLT	1412	Urinalysis/Body Fluids
MLT	1515	Hematology
MLT	1523	Instrumental Chemical Analysis
MLT	2101	MLT Capstone Seminar
MLT	2413	Hematology Clinical Practicum I*
MLT	2423	Chemistry Clinical Practicum II*
MLT	2433	Microbiology Clinical Practicum III*
MLT	2434	Immunohematology
MLT	2443	Blood Banking Clinical Practicum IV*
MLT	2455	Clinical Chemistry
MLT	2102	Immunology
MLT	2564	Clinical Microbiology

*All four clinical rotations must be taken in the same semester. The semester in which the student enrolls will depend upon completion of **all** prerequisite courses and availability of space in affiliated hospital laboratories. **It is essential that students consult with the MLT Program Director prior to enrolling each semester.** Note: BIOL 1214 or BIOL 1234 is recommended for MLT Program students.*

Technical-Occupational Support Requirements 13

BIOL	2114	Human Anatomy **OR**
BIOL	2214	Human Physiology
BIOL	2224	Microbiology
CHEM	1315	General Chemistry I

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE................. 73

Recommended First-Year Courses
for SSC Medical Laboratory Technology Program Applicants:

First Year/Fall Semester (18 hours)

ENG	1113	Composition I...3	
CHEM	1315	General Chemistry I................................5	
MATH	1523	Functions and Modeling **OR**	
MATH	1513	Pre-Calculus for Eng-Phys-CS 3	
MLT	1402	MLT Orientation 2	
STSC	1002	Learning Strategies… 2	
PSY	1113	General Psychology **OR**	
SOC	1113	Introduction to Sociology 3	

First Year/Spring Semester (17 hours)

BIOL	2114	Human Anatomy **OR**	
BIOL	2214	Human Physiology _____ 4	
BIOL	2224	Microbiology...4	
ENG	1213	Composition II.......................................3	
GOV	1113	American National Government 3	
HIST	1483	American History Survey to 1877 **OR**	
HIST	1493	American History Survey since 1877....................3	

Nursing
General Information

Program Objective
The objective of the Nursing Associate in Applied Science is to prepare students to pass the NCLEX licensing exam and enter the workforce as a registered nurse. Graduates of the program are eligible to apply to write the National Council Licensure Examination (NCLEX) for registered nurses.

Program Accreditation
The Associate Degree Nursing Program at Seminole State College, located in Seminole, OK is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400 Atlanta, GA 30326, (404) 975-5000. In addition, the Seminole State College Nursing Program is approved by the Oklahoma Board of Nursing.

Majoring in Nursing at SSC
Majoring in nursing at SSC requires formal admission to the Nursing Program. Students with the intention of applying for formal admission should select Health Sciences as their major with a Nursing Emphasis. Formal admission to the nursing program is a rigorous and competitive process as described in the next section.

Admission to the Nursing Program
Separate applications to SSC and the Nursing Program are required. Nursing admission application packets are available on request at the Nursing Program Office or on the SSC website. SSC admits students to the Nursing Program twice per year. Students admitted during the spring admission process enter the nursing program and begin their nursing curriculum (other than NURS 1104) in the fall semester. Students admitted during the fall admission process enter the nursing program and begin their nursing curriculum (other than NURS 1104) during the spring semester.
- ➢ Spring Admission leads to Fall Entrance
- ➢ Fall Admission leads to Spring Entrance

Minimum Admission Standards for Candidacy
To be considered a candidate for admission to the SSC Nursing Program, students must satisfy at least one of two minimum admission standards (*a* or *b*) below. Students with 12 or more college credit hours applicable to the nursing degree may only use their college GPA (option *a*) to satisfy minimum admission standards. Satisfying minimum standards for candidacy does not guarantee admission to the program, it merely allows applicants to be considered candidates for admission.

a. College GPA of 2.50 in twelve or more credit hours applicable to the nursing degree and must have passed with a minimum grade of C, NURS 1104 Pre-Nursing and BIOL 1214 Principles of Biology. (All courses applicable to nursing degree for which a grade was transcripted must be included in GPA calculation.)

or

b. Applicants with eleven credit hours or less applicable to the nursing degree must have a cumulative high school GPA of 3.00 or greater and a composite ACT score of at least 19 taken within the past five years.

Application Procedure
To be considered for admission during the spring or fall admission process students should submit (1) a properly completed Nursing Program Application for Admission, (2) copies of all college transcripts, and (3) a copy of ACT scores to the Nursing Program Office prior to the following deadlines:

Application Deadlines
- ❖ Spring Admission/Fall Entrance   February 1st
- ❖ Fall Admission/Spring Entrance   September 1st

Students are responsible for making sure their transcripts and other application materials are received in the Nursing Program Office on or before the application deadline. It is recommended that students schedule a time to meet with the Nursing Program Director well before the deadline to determine if they meet the minimum qualifications to advance to candidacy. Prior to the application deadline, students who do not meet the admission standards have the option to submit updated materials in support of advancing to candidacy during the current admission cycle. After the application deadline for a given cycle, students may submit updated materials for consideration during the next admission cycle only.

Admission Points Ranking System
Admission to the Nursing Program is limited to assure quality clinical learning experiences for students. To ensure objective, fair and equal access to the nursing program admission, a point system is used to rank candidates for admission. The points available for that purpose are as follows:

Minimum Admission Standards (25 pts. min.)	40 pts. max.
Pre-Nursing Course Grade (calculated at mid-term)	50 pts. max.
Composition Courses Grades	20 pts. max.
Biology Course Grade	20 pts. max.
ACT Score	54 pts. max.
Relevant Work Experience	16 pts. max.
Total Admission Points	200 pts. max.

Admission points are awarded and tracked for each applicant in a *Nursing Admission Worksheet* maintained in the Nursing Office. Applicants are encouraged to keep a copy of the worksheet for their own reference. Below is a brief description of how admission points are awarded.

Minimum Admission Standards Points (Maximum of 40 points)
Minimum admission standards points will be awarded for the prior academic performance of applicant based on the minimum admission standards method used. Applicants will use either the College GPA Method or the High School GPA + ACT Method. Applicants must earn at least 25 points in this category to be considered a candidate for admission. Applicants may earn a maximum of 40 minimum admission standards points toward their admission points total.

Students with 12 or more applicable non-nursing credit hours must use the college GPA method in which only the grades for applicable non-nursing courses taken contribute to the GPA. In this method, all applicable non-nursing courses taken must be used to calculate the GPA. The following courses are considered applicable non-nursing courses:

Human Anatomy	Microbiology
Composition I	Principles of Biology
Composition II	U.S. Government
General Psychology	U.S. History to/since 1877
Human Physiology	Pre-Nursing

College GPA Method

Applicable College GPA x 10 =   Admission Points

Students who have not completed 12 or more credit hours of applicable non-nursing courses must use the High School GPA + ACT Score Method to satisfy minimum admission standards. The high school GPA + ACT method requires ACT scores taken within the past five years.

High School GPA + ACT Score Method

High School GPA x 5 =   Minimum Standard Points
+
Composite ACT Score x 1 =   Minimum Standard Points
Admission Points

Pre-Nursing Course Grade Points (Maximum of 50 points)

College-ready students who think they are ready to major in nursing will be advised to take NURS 1104 Pre-Nursing. Students who are passing Pre-Nursing with a 78% or better at mid-term will be awarded 50 points.

Pre-Nursing Course Grade Points

Passing Pre-Nursing at mid-term=50 Admission Points

Composition Course Grades Points (Maximum of 20 points)

Students who earn a grade of A in ENG 1113 Composition I will be awarded 10 admission points. Students who earn a grade of B in the course will earn 5 admission points. Students who earn a grade of A in ENG 1213 Composition II will be awarded 10 admission points. Students who earn a grade of B in the course will earn 5 admission points. Students earning less than a B in a Composition course will not receive admission points for their grade in the course.

Composition Courses Grade Points

A in Composition I =	10 Admission Points
B in Composition I =	5 Admission Points
A in Composition II =	10 Admission Points
B in Composition II =	5 Admission Points

Biology Course Grade Points (Max. of 20 points)

Biology course grade admission points are awarded for any grade of A or B in Principles of Biology, Anatomy, Human Physiology, or Microbiology. A maximum of twenty points are available for the highest grade in one of these courses. Students earning less than a B in all of these courses will not receive admission points for their grades in the courses.

Biology Course Grade Points

A in Prin. of Biology, Anatomy, Human Physiology, or Microbiology =	20 Admission Points
B in Prin. of Biology, Anatomy, Human Physiology, or Microbiology =	10 Admission Points

ACT Subscore Points (Maximum of 54 points)

ACT subscore points are awarded for a math subscore of 16 or higher and a reading subscore of 21 or higher taken within the past five years. Residual ACT results are acceptable in addition to ACT results from national test dates. The maximum number of points available for ACT subscores is 54 points.

ACT Subscore Points

ACT reading subscore x.0.75 =	ACT Subscore Points
	+
ACT math subscore x 0.75 =	ACT Subscore Points
	Admission Points

Relevant Work Experience Points (Maximum of 16 points)

Admission points for documented relevant work experience within the past five years will be awarded at the discretion of the Nursing Program Director based on the criteria below. The maximum number of admission points possible for relevant work experience is 16 points.

Relevant Work Experience Points

6-12 months relevant work experience = 5 Admission Points
13-24 months relevant work experience = 10 Admission Points
> 24 months relevant work experience = 16 Admission Points

Admission Committee

The responsibility of selecting applicants based on admission points rankings for admission to the SSC Nursing Program belongs to the Admission Committee. The Admission Committee is a standing committee that consists of seven SSC employees including the Nursing Program Director who chairs the committee, two SSC nursing faculty members, one SSC non-nursing faculty members, an SSC Student Affairs advisor, a representative from the SSC Office of Admissions, and one advisor from SSC grant programs with student advising functions. The Admission Committee performs its duties under the supervision of the Vice President for Academic Affairs (VPAA). Changes to the standards and procedures specified in this document may be changed for the subsequent catalog year with a majority vote of the Admission Committee, but only when a quorum is present. A quorum of the Admission Committee will be established when six members are present.

Admissions Procedure

Applicants who meet minimum admission standards, have earned a C or better in NURS 1104 Pre-Nursing and BIOL 1214 Principles of Biology and who have submitted (1) a properly completed *Nursing Program Application for Admissio*n, (2) copies of all college transcripts, and (3) a copy of ACT scores, will be considered candidates for admission by the Admission Committee. The Admission Committee will meet approximately two weeks after the established application deadline for each admission cycle to select members of the next incoming nursing class based on the admission points ranking system. Students may be admitted contingent upon meeting certain criteria prior to the beginning of the semester as determined by the committee.

Following the initial selection of candidates for admission, each candidate will be notified in writing of the admission status by the nursing Program Director. Admitted students will have two weeks from the date of their notification to formally accept their admittance into the SSC Nursing Program.

Any candidate not selected for admission is encouraged to meet with the Program Director and/or nursing faculty for advisement and continued planning for possible future admission to the program.

Post-Admission Entrance Requirements

Once admitted to the program, students are required to fulfill additional entrance requirements prior to beginning nursing program courses other than BIOL 1124 Principles of Biology and NURS 1104 Pre-Nursing. These requirements are listed below and are not to be submitted until accepted into the program. Specific instructions for meeting these requirements will be supplied to admitted students when appropriate.

- American Heart Association CPR healthcare provider (less than 1 year old)
- Enrollment into health requirements tracking program which will track and provide the following components:
  - Criminal background check (less than 3 months old)
  - Cleared or negative urine drug test
  - Specific documentation of immunization history
- Purchase ATI software and books **prior** to the first day of class.

Suggested Plan of Study

Below is a suggested schedule of course study for nursing students. Student progress will vary depending on academic preparation and prerequisite courses required. It is essential that students consult their Nursing Program Advisor prior to enrolling each semester.

Pre-Nursing Semester

STSC	1002	Learning Strategies	2
ENG	1113	Composition I	3
BIOL	1214	Principles of Biology	4
NURS	1104	Pre-Nursing#	4
			13

First Year/1ˢᵗ Semester Nursing

NURS	1214	Med Surg Nursing I	4
NURS	1213	Med Surg Clinical I#	3
PSY	1113	General Psychology	3
BIOL	2114	Human Anatomy **	4
			14

First Year/2ⁿᵈ Semester Nursing

NURS	1225	Maternal, Newborn & Peds# (1ˢᵗ 8-wks)	5
NURS	1113	Nursing Pharmacology	3
BIOL	2214	Human Physiology**	4
			12

Second Year/Summer Semester

BIOL	2224	Microbiology***	4
			4

Second Year/3ʳᵈ Semester Nursing

NURS	2214	Med-Surg II	4
NURS	2223	Med Surg Clinical II#	3
GOV	1113	American Government	3
ENG	1213	Composition II	3
			13

Second Year/4ᵗʰ Semester Nursing

NURS	2225	Psychosocial Nursing#	5
HIST	1483	American History Survey to 1877 **or**	
HIST	1493	American History Survey since 1877	3
NURS	2226	Leadership in Nursing#	6
			14

Total Program Hours   **70**

- *Plus an additional 484 Clinical Hours performed in Med-Surg Clinical 1; Maternal/Newborn; Med-Surge Clinical II; Psych; Leadership*

Graduation Requirements

To graduate from Seminole State College with an Associate in Applied Science in Nursing, students must meet the following graduation requirements:

1. Complete at least 70 designated semester credit hours.
2. Grade of C or better in all required courses including clinical labs.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Nursing Licensure Requirements

Students are responsible for applying for degrees and licensing examinations within the deadlines set by the College and Oklahoma State Board of Nursing. Applicants for Oklahoma licensure must meet all state and federal requirements to hold an Oklahoma license to practice nursing. In addition to completing a state-approved nursing education program that meets educational requirements and successfully passing the licensure examination, requirements include submission of an application for licensure, a criminal history records search, and evidence of citizenship or qualified alien status. [59 O.S. §567.5 & 567.6].

To be granted a license, an applicant must have the legal right to be in the United States (United States Code Chapter 8, Section 1621). In addition, Oklahoma law only allows a license to be issued to U.S. citizens and to U.S. nationals and legal permanent resident aliens. Other qualified aliens may be issued a temporary license that is valid until the expiration of their visa status, or if there is no expiration date, for one year. Applicants who are qualified aliens must present, in person, valid documentary evidence of the following items:

1. Valid, unexpired immigrant or nonimmigrant visa status for admission into the United States;
2. Pending or approved application for asylum in the United States;
3. Admission into the Unites States in refugee status;
4. Pending or approved application for temporary status in the Unites States;
5. Approved deferred action status, **or**
6. Pending application for adjustment of status to legal permanent resident status or conditional resident status.

The Board has the right to deny a license to an individual with a criminal history background, disciplinary action on another health-related license or certification, or judicial declaration of mental incompetence [59 O.S. §567.8]. Other than cases involving felony charges, such cases are considered on an individual basis at the time application for licensure is made. An individual with one or more felony convictions cannot apply for licensure for at least five years after completion of all sentencing terms, including probation and suspended sentences, unless a presidential or gubernatorial pardon is received [59 O.S. §567.5 & 567.6].

Transfer Credit

Applications for transfer of nursing courses into the Nursing Program will be considered on an individual basis by the SSC Nursing Program Director.

Readmission Procedure

1. In determining eligibility for readmission, the Admission Committee will consider the following factors:

   a. Number of students currently enrolled in the program.
   b. Rationale for failure to successfully complete the program the first time.
   c. Compliance with the plan developed during the exit interview.
   d. Educational and work experiences during the interim.
   e. Input from admission committee members and nursing faculty.
   f. Length of interim since last enrollment in nursing with primary consideration for changes in the Nursing Program and the interim not to exceed <u>one year</u>.

2. Procedure:
   a. The applicant seeking readmission will complete and file with the Nursing Office an *Application for Readmission* by the established deadline.
   b. The application will be considered and acted upon by the Admission Committee.
   c. The applicant will be notified in writing of the committee's decision by the Nursing Program Director. Should the application for readmission be denied, a written statement of the rationale for the decision will be included in the letter.

Nursing
Associate in Applied Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Dr. Misty Gray
Program Director/Assistant Professor
405-382-9287
m.gray@sscok.edu
Division Office: 405-382-9205

Program Objective
The objective of the Nursing Associate in Applied Science is to prepare students to pass the NCLEX licensing exam and enter the workforce as a registered nurse.

Minimum Admission Standards
College GPA of 2.50 in twelve or more credit hours applicable to the nursing degree and must have passed with a minimum grade of C, NURS 1104 Pre-Nursing and BIOL 1214 Principles of Biology. (All courses applicable to nursing degree for which a grade was transcripted must be included in GPA calculation.)
or
Applicants with eleven credit hours or less applicable to the nursing degree must have a cumulative high school GPA of 3.00 or greater and a composite ACT score of at least 19 taken within the past five years.

Competitive Admission
In addition to meeting minimum standards for candidacy for admission, students desiring to be accepted into the SSC Nursing Program must complete an application for admission and be selected through a competitive admission process.

Entrance Requirements
1. American Health Association CPR Certification (less than 1 year old).
2. Criminal Background check (less than 3 months old).
3. Cleared or negative random urine drug test.
4. Specific documentation of immunization history (requirements supplied by the nursing program after admission into the program).
5. Enrollment into health requirements tracking program.
6. Purchase of ATI and Books/eBooks prior to first day of class.

Graduation Requirements
1. At least 70 designated semester credit hours.
2. Grade of C or better required in all courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

General Education Requirements.. 21

GOV	1113	American National Government
HIST	1483	American History Survey to 1877 **OR**
HIST	1493	American History Survey since 1877
ENG	1113	Composition I
ENG	1213	Composition II
PSY	1113	General Psychology
BIOL	1214*	Principles of Biology
STSC	1002	Learning Strategies

Technical-Occupational Support Requirements………………………………… 12

BIOL	2114	Human Anatomy
BIOL	2214	Human Physiology
BIOL	2224	Microbiology

Technical-Occupational Requirements 37
Enrollment in NURS courses other than NURS 1104 requires formal admission to the SSC Nursing Program

NURS	1104**	Pre-Nursing
NURS	1214	Med Surg Nursing I
NURS	1213	Med Surg Clinical I
NURS	1113	Nursing Pharmacology
NURS	1225	Maternal, Newborn & Peds
NURS	2214	Med Surg Nursing II
NURS	2223	Med Surg Clinical II
NURS	2225	Psychosocial Nursing
NURS	2226	Leadership in Nursing Capstone

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE 70

* The combination of BIOL 1114 General Biology **AND** CHEM 1114 Introduction to Chemistry may be substituted for BIOL 1214 Principles of Biology.

** NURS 1104 Pre-Nursing needs to be completed within two years of admission to nursing program. If NURS 1104 is older than two years, it must be repeated and may not be covered by federal financial aid.

- *Plus an additional 484 Clinical Hours performed in Med-Surg Clinical 1; Maternal/Newborn; Med-Surge Clinical II; Psych; Leadership*

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE................ 70

LPN to RN Advanced Standing Nursing Option
Associate in Applied Science

Advanced Standing for Licensed Practical Nurses Admitted to SSC Nursing Program

The SSC Nursing Program offers Licensed Practical Nurses who wish to obtain an Associate in Applied Science in Nursing, the opportunity to earn up to 19 credit hours of college credit for nursing program courses through an advanced standing exam. Credit for the first-year nursing courses is awarded after successful completion of the third semester of the nursing program.

Advanced Standing Requirements

To earn advanced standing credit through prior learning assessments, LPNs must meet the following requirements:

1. Present documentation of active, unencumbered LPN license.
2. Be admitted to the SSC Nursing Program.
3. Complete NURS 1513 and third semester nursing courses with at least a C.

LPN to RN Admission

The LPN applicant must meet the following criteria on or before the deadline of *September 1st for a spring entrance* or *Feb 1st for a fall entrance* in order to be a candidate for admission into the second-year nursing courses:

1. Meet minimum admission standard of a 2.5 GPA.
2. Earn a C or better in all required general education and support courses (history may be taken with the last semester of nursing courses).

3. Take and pass the HESI Competency Exam with at least an 850 score (may only be taken twice in a 6-month period. 1/1 to 6/30 and 7/1 to 12/31) and once passed is good for one year.
4. Hold an unencumbered LPN license
5. Submit a completed Nursing application
6. Submit up-to-date transcripts.
7. Earn a "P" grade in NURS 1513 Introduction to Associate Degree in Nursing.

The Admission Committee will meet approximately two weeks after the established application deadline for each admission cycle to select LPNs for the next nursing class. Should qualified LPNs exceed the amount of slots available, the committee would admit based on highest admission points. Should 2 or more candidates tie with Admission Points, a tiebreaker of the candidates' HESI scores will be used. GPA may be used as an additional tiebreaker if needed.

Following the initial selection of candidates for admission, each candidate will be notified in writing of the admission status by the nursing Program Director. Admitted students will have two weeks from the date of their notification to formally accept their admittance into the SSC Nursing Program.

Any candidate or applicant not selected for admission is encouraged to meet with the Program Director and/or nursing faculty for advisement and continued planning for possible future admission to the program.

Suggested LPN to RN Plan of Study

Below is a suggested schedule of course study. Each individual's progress will vary depending on his or her academic background and prerequisite courses required. It is essential that students consult with their nursing advisor prior to enrolling each semester.

General Education and Support Courses   33

STSC	1002	Learning Strategies
BIOL	1214*	Principles of Biology (*)(**)
BIOL	2114	Human Anatomy**
BIOL	2214	Human Physiology**
BIOL	2224	Microbiology**
ENG	1113	Composition I
ENG	1213	Composition II
GOV	1113	American Government
HIST	1483	American History Survey to 1877
		OR
HIST	1493	American History Survey since 1877
PSY	1113	General Psychology

- *Plus an additional 300 Clinical Hours performed in Med-Surg Clinical 1; Maternal/Newborn; Med-Surge Clinical II; Psych; Leadership*

Nursing Course Sequence

NURS 1513 Introduction to Assoc. Degree Nursing***	<u>3</u>
	3

Second Year/3rd Semester Nursing

NURS 2223 Med Surg Clinical II	3
<u>NURS 2214 Med Surg Nursing II</u>	<u>4</u>
	7

Second Year/4th Semester Nursing

NURS 2225 Psychosocial Nursing	5
<u>NURS 2226 Leadership in Nursing</u>	<u>6</u>
	11

Program Hours not including
Advanced Standing Credit   **54**

*The combination of BIOL 1114 General Biology **AND** CHEM 1114 Introduction to Chemistry may be substituted for BIOL 1214 Principles of Biology.

**All science courses must be complete prior to entering an LPN to RN option

***NURS 1513- For the Traditional LPN to RN option, this will be taught in the last 5 weeks of the semester prior to entering the program.

For the Online LPN to RN option this course will be taught starting approximately July 1 of each year.

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Physical Therapist Assistant
General Information

Program Objective
The objective of the Physical Therapist Assistant Program is to prepare students for immediate employment as a Physical Therapist Assistant. Upon completion of the program, students will receive an Associate in Applied Science in Physical Therapist Assistant and be eligible to take the National Physical Therapist Assistant Licensure Exam.

Program Location
The Physical Therapist Assistant (PTA) Program is the result of a collaborative partnership between Seminole State College and Gordon Cooper Technology Center (GCTC). Students complete general education requirements and technical-occupational support requirements primarily on the SSC campus. PTA lecture / lab courses are completed at the Shawnee campus of GCTC. Clinical coursework takes place at assigned affiliate clinical sites.

Program Accreditation
Graduation from a physical therapist assistant education program accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085; phone 703-706-3245; accreditation@apta.org is necessary to sit for the licensure examination, which is required in all states.

The Physical Therapist Assistant Program at Seminole State College – Gordon Cooper Technology Center is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085; phone 703-706-3245; email: accreditation@apta.org; website: http://www.capteonline.org. If needing to contact the program/institution directly, please call 405-275-7493 ext. 2214 or email s.stafford@sscok.edu.

Majoring in Physical Therapist Assistant
Selecting physical therapist assistant as a major is open to all SSC students and can be accomplished through an advisor just like any other SSC major field of study. However, formal admission to the program is a more rigorous and competitive process. Please see the SSC-GCTC PTA Program website for complete instructions regarding the application process.

PTA Program Application Requirements
1. Completed application
2. Official transcripts for all collegiate level academic work including degrees conferred
3. Proof of residence (if qualified to receive GCTC points for residence)
4. Evidence of any completed GCTC Allied Health Programs
5. ACT Composite Score of 19 (Taken within the last years)
6. Completed essays
7. Evidence of prior work in a health-related field (must include timeline)
8. Documentation of 40 observation hours completed in a minimum of 2 settings on SSC-GCTC PTA Program Observation Form
9. Proof of current CPR

Suggested Plan of Study
Below is a suggested schedule of course study. Each individual's progress will vary depending on their academic background and prerequisite courses required. Students will not be allowed to enroll in PTA technical classes unless accepted into the PTA program.

First Semester

ENG 1113	Composition I	3
GOV 1113	American National Government	3
BIOL 1214	Principles of Biology	4
PSY 1113	General Psychology	3
NURS 2423	Medical Terminology	3
STSC 1002	Learning Strategies	2
		18

Second Semester

ENG 1213	Composition II	3
HIST 1483	American History Survey to 1877 **OR**	
HIST 1493	American History Survey since 1877	3
BIOL 2114	Human Anatomy	4
BIOL 2214	Human Physiology	4
		14

Third Semester

PTA 1011	Introduction to Physical Therapy	1
PTA 1023	Basic Patient Care	3
PTA 1032	Pathophysiology for the PTA	2
PTA 1042	Kinesiology for the PTA	2
PTA 1053	Clinical Procedures I	3
PTA 1064	Therapeutic Exercise I	4
PTA 1072	Clinical Practice I	2
		17

Fourth Semester

PTA 2013	Clinical Procedures II	3
PTA 2023	Clinical Practice II	3
PTA 2033	Neuroanatomy for the PTA	3
PTA 2044	Therapeutic Exercise II	4
PTA 2051	Professional Topics	1
		14

Fifth Semester

PTA 2065	Clinical Practice III	5
PTA 2071	PTA Capstone	1
		6

Total Program Hours	**69**

Physical Therapist Assistant
Associate in Applied Science

Degree Program Mentor
For additional information regarding this degree, contact the Degree Program Mentor.

Shakira Stafford
Program Director/Assistant Professor
405-273-7493, ext. 2214
s.stafford@sscok.edu
Division Office: 405-382-9205

Program Objective
The objective of the Physical Therapist Assistant Associate in Applied Science is to prepare students to enter the workforce as a physical therapist assistant.

Admission Requirements
1. High School graduation or G.E.D.
2. Acceptance to Seminole State College.
3. Acceptance into the SSC-GCTC PTA Program.
4. GPA of 2.0 <u>and</u> "C" or better in all required courses.
5. ACT Composite score of 19 (Taken within past 5 years).
6. Attendance of PTA Program Orientation.
7. Submit required and complete immunization records.
8. Completion of background check in accordance with state and federal requirements.

Graduation Requirements
1. At least sixty-nine designated semester credit hours.
2. Grade of "C" or better required in all courses.
3. Grade Point Average of 3.0 or better.
4. Thirty-six credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

General Education Requirements..**21**

ENG	1113	Composition I	3
ENG	1213	Composition II	3
GOV	1113	American National Government	3
HIST	1483	American History Survey to 1877 **OR**	
HIST	1493	American History Survey since 1877	3
BIOL	1214	Principles of Biology	4
PSY	1113	General Psychology	3
STSC	1002	Learning Strategies	2

Technical-Occupational Requirements..**37**
Enrollment in the PTA courses below requires formal admission to the SSC Physical Therapist Assistant Program:

PTA	1011	Introduction to Physical Therapy
PTA	1023	Basic Patient Care
PTA	1032	Pathophysiology for the PTA
PTA	1042	Kinesiology for the PTA
PTA	1053	Clinical Procedures I
PTA	1064	Therapeutic Exercise I
PTA	1072	Clinical Practice I
PTA	2013	Clinical Procedures II
PTA	2023	Clinical Practice II
PTA	2033	Neuroanatomy for the PTA
PTA	2044	Therapeutic Exercise II
PTA	2051	Professional Topics
PTA	2065	Clinical Practice III
PTA	2071	PTA Capstone

Technical-Occupational Support Requirements...**11**

NURS	2423	Medical Terminology
BIOL	2114	Human Anatomy
BIOL	2214	Human Physiology

- *Plus an additional 560 required clinical hours performed in Clinical Practice I, Clinical Practice II, and Clinical Practice III.*

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE............ **69**

Recommended First-Year Courses for SSC Physical Therapist Assistant Program Applicants

First Semester

ENG	1113	Composition I	3
GOV	1113	American National Government	3
BIOL	1214	Principles of Biology	4
PSY	1113	General Psychology	3
NURS	2423	Medical Terminology	3
STSC	1002	Learning Strategies	2
			18

Second Semester

ENG	1213	Composition II	3
HIST	1483	American History Survey to 1877 **OR**	
HIST	1493	American History Survey since 1877	3
BIOL	2114	Human Anatomy	4
BIOL	2214	Human Physiology	4
			14

Course Descriptions
Section IX

Course Numbers

All courses are numbered in terms of four digits. The first digit indicates the class level. Course numbers beginning with a "1" indicate freshman-level courses; course numbers beginning with a "2" indicate sophomore-level courses. Courses having numbers beginning with a "0" are taken for no college credit and are intended to satisfy basic academic skills deficiencies. The last digit of the course number indicates the number of semester credit hours awarded for successful completion of the course. Therefore, a course numbered 1113 should be interpreted as a freshman course carrying three hours of credit.

Lecture-Laboratory-Credit Hours

In addition to the course number and title, a three-number code appears at the end of the description of the course. The first number indicates the number of lecture hours; the second, the number of laboratory hours; and the third, the number of credit hours. Therefore, a course with the code 3-0-3 should be interpreted as having three hours of lecture each week, zero hours of laboratory, and three hours of college credit. All three-number codes are based on 16-week semesters. When courses are offered during sessions of shorter duration, the contact times per week for the lecture and lab are increased accordingly.

ACCOUNTING

ACCT 1413 Introduction to Accounting is a preparatory course for Financial Accounting. The course deals with the complete accounting cycle, data entry, record keeping, and financial statement preparation. This course enriches business and accounting vocabulary. (3-0-3)

ACCT 2033 Financial Accounting is a study of accounting theories and concepts involved in analyzing, processing, interpreting, and communicating decision-making information for internal and external uses. This course is intended for majors and non-majors. OSRHE Matrix AC 201. (3-0-3)

ACCT 2123 Managerial Accounting is a study of accounting theories and concepts involved in analyses, processing, interpreting, and communicating decision-making information for internal and external uses. This course is intended for majors and non-majors. **Prerequisite: ACCT 2033.** OSRHE Matrix AC 201. (3-0-3)

AGRICULTURAL SCIENCE

AGRI 1101 Live Animal Evaluation provides instructional guidance in the justification of the selection of live animals. Content knowledge is provided in the utilization of tools for selection including records, pedigree information, and visual appraisal of cattle, swine, sheep, and goats. (0-3-1)

AGRI 1104 Introduction to Animal Science is an introduction to the production, marketing, and distribution of meat, milk, eggs, and other products. Also includes the study of commodity specialization, world markets, breeding systems, and management of various livestock breeds. Corequisite: AGRI 1100 Introduction to Animal Science Lab. **Prerequisite: ACT Science subscore of at least 19 or concurrent enrollment in or completion of college-level math and composition.** (3-2-4)

AGRI 1204 Introduction to Plant and Soil Science is an introduction to the principles of plant growth, general crop production, production horticulture, and soil composition. An emphasis will be placed on structure, growth processes, propagation, physiology, growth media, and post-harvest factors. Corequisite: AGRI 1200 Plant and Soil Science Lab. **Prerequisite: ACT Science subscore of at least 19 or concurrent enrollment in or completion of college-level math and composition.** (3-2-4)

AGRI 1303 Introduction to Wildlife and Natural Resource Management explores natural resource careers and introduces concepts of forest biology, tree physiology, forest ecology, silviculture, water resources, and fish and wildlife management. The course also introduces the wide variety of natural resources found globally with a focus on Oklahoma ecoregions. (3-0-3)

AGRI 1503 Introduction to Livestock Evaluation is an introduction into the practices involved with the selection, evaluation, and classification of livestock and livestock products. (3-0-3)

AGRI 2113 Agricultural Communications is an introduction to the fundamentals of agricultural news writing and other communication methods as they relate to role of media in agriculture. The course also provides an introduction to career options and skills required of agricultural communicators. (3-0-3)

AGRI 2123 Agricultural Leadership explores leadership in the context of agriculture and authentic leadership, independent thinking, commitment to agriculture, open minds, and professionalism. Course will develop short- and long-term goals through the identification of values, skills, and leadership styles. (3-0-3)

AGRI 2144 Fundamentals of Soil Science is the introduction to soil physical, chemical, and biological properties and processes necessary in formulating land use decisions related to agricultural, engineering, and environmental concerns. Soil formation, classification, and conservation. Analysis/evaluation of soils in field and laboratory settings. Corequisite: AGRI 2140 Fundamentals of Soil Science Lab Prerequisite**: ACT Science sub score of at least 19 or concurrent enrollment in or completion of college-level math and composition.** (3-2-4)

ANTHROPOLOGY

ANTH 1113 General Anthropology is an introduction to the anthropological way of thinking about human evolution, prehistory, cross-cultural variation, and language. Emphasis is on the cultures of non-industrialized societies. OSRHE Matrix AN 101. (3-0-3)

ANTH 1203 Native Peoples of North America is an overview of Native society and culture north of Mexico from pre-Columbian time to present. OSRHE Matrix AI 019, AN 210. (3-0-3)

ART

ART 1103 Fundamentals of Art I is a study of the principal elements of two-dimensional design which include color, perspective, fundamental drawing concepts and compositional elements. This course is designed for elementary education majors and elective credit. OSRHE Matrix AA -80. (0-6-3)

ART 1123 Drawing I is designed to develop and understanding of the basic concepts of drawing and observational skills. A variety of media, sources and environments will be utilized. OSRHE Matrix AA 056. (0-6-3)

ART 1133 Fundamentals of Art II is a continuation of Fundamentals of Art I. The course is a study and analysis of three-dimensional art forms using a variety of materials and processes. Prerequisite: ART 1103. OSRHE Matrix AA 081. (0-6-3)

ART 1143 Drawing II is a continuation of Drawing I. The course is designed to develop drawing and observational skills. A variety of media, sources and environments will be utilized. **Prerequisite: ART 1123.** OSRHE Matrix AA 057. (0-6-3)

ART 1153 Art History I is a study of the arts, artists and their cultures from the Prehistoric man through the Early Renaissance. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix AA 015, HH 006. (3-0-3)

ART 1163 Art History II is a study of the arts, artists and their cultures from the Early Renaissance to the present. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix AA 016, HH 006. (3-0-3)

ART 1203 Art Appreciation stresses the study of art from a variety of different backgrounds and cultures as both product and process. Aesthetic judgment-making in evaluation of art from different times and places is stressed. This course is a lecture-based and studio/lab delivery of curriculum. Along with weekly assessments and an essay paper, students are required to complete several hands-on art projects during the semester. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix AA 005, HH 006. (3-0-3)

ART 2123 Ceramics I covers a variety of building, techniques, glazing, and ceramics terminology. OSRHE Matrix AA 030. (0-6-3)

ART 2213 Watercolor I develops skills in watercolor painting stressing form and composition, visual perception, and individual expression. OSRHE Matrix AA 171. (0-6-3)

ART 2223 Watercolor II continues to develop skills in watercolor painting, stressing form and composition, visual perception, and individual expression. OSRHE Matrix AA 172. (0-6-3)

ART 2233 Painting I develops skills in opaque painting, stressing form and content, visual appreciation, and individual expression. OSRHE Matrix AA 130. (0-6-3)

ART 2243 Painting II continues to develop skills in opaque painting, stressing form and content, visual appreciation, and individual expression. OSRHE Matrix AA 131. (0-6-3)

ART 2273 Graphic Design I covers typography and graphic design. Students will work with a variety of media, including the computer. **Prerequisites: ART 1103 or ART 1123.** OSHRE Matrix AA 086. (0-6-3)

ART 2293 Ceramics II is a continuation of Ceramics I. Students will further develop their glazing skills and knowledge of ceramics and its terminology. **Prerequisites: Art 2123**. OSRHE Matrix AA 031. (0-6-3)

ART 2323 Global Studies in Art is a course that involves an educational travel experience with on-site study of the art, culture and history of a country, group of countries or geographic region. The course includes pre-trip traditional lectures, slide identification and writing. On-site activities include lectures, discussions, tours, and journal writings. This course satisfies a Seminole State College humanities requirement. The additional costs of the educational travel experience including the expenses associated with acquiring a valid US Passport are the responsibility of the student. (3-varies-3)

ART 2713 Printmaking covers the basic media and processes involved in the relief and intaglio processes. Discussion of the equipment, materials, procedures, inks, and how they relate to a fine arts studio will also be included. OSRHE Matrix AA 139. (0-6-3)

BIOLOGY

BIOL 1114 General Biology (NON-MAJORS) is an introductory non-majors biology course with lab. This course includes key concepts in biology (evolution, animals, plants, and prokaryotes) plus emphasized material selected by individual institutions and faculty. Minimum of four semester hours (lecture plus lab) credit. Corequisite: BIOL 1110 General Biology Lab. OSRHE Matrix BI 101. (3-2-4)

BIOL 1214 Principles of Biology (MAJORS) is an introductory majors biology course with lab. This course includes an overview of fundamental biological concepts including metabolism, homeostasis, heredity, evolution, and ecology at the cellular and organismal levels. It provides the foundation for other advanced courses in the biological sciences. Minimum of four semester hours (lecture plus lab) credit. No prerequisites. **Prerequisite: ACT Science subscore of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: BIOL 1210 Principles of Biology Lab. OSRHE Matrix BI 102. (3-2-4)

BIOL 1224 General Botany is an introductory majors course covering the study of plants and related organisms with lab. May include key concepts in biology. Minimum of four semester hours (lecture plus lab) credit. **Prerequisite: ACT Science subscore of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: BIOL 1220 General Botany Lab. OSRHE Matrix BI 201. (3-3-4)

BIOL 1234 General Zoology is an introductory majors course covering the study of animals and related organisms with lab. Topics include such areas as taxonomy, systematics, anatomy, physiology, ecology, behavior, and evolution. Minimum of four semester hours (lecture plus lab) credit. No prerequisites. **Prerequisite: ACT Science subscore of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: BIOL 1230 General Zoology Lab. OSRHE Matrix BI 701. (3-3-4)

BIOL 2113 Introduction to Nutrition considers basic nutrition as it is related to food and health problems in the present socioeconomic and cultural environment. This course is a practical application of the science of nutrition in planning diets for people of various ages and occupations. **Prerequisite: ACT Science subscore of at least 19 or completion of college-level composition.** OSHE Matrix NT 101. (3-0-3)

BIOL 2114 Human Anatomy is a single-semester human anatomy majors course with lab. Minimum of four semester hours (lecture plus lab) credit. Lab materials include either human cadaver or other appropriate mammalian dissections. Recommended prerequisite: introductory majors course in life science. OR Both semesters of two-semester majors sequence in human anatomy and physiology with labs. Laboratory includes physiology, histology, and dissections of human cadavers or other appropriate mammalian dissections. Minimum of eight semester hours (lecture plus lab) credit (combined for both semesters). Required prerequisite: introductory general chemistry. Recommended prerequisite: introductory majors life science course. **Prerequisite: BIOL 1214, BIOL 1224, or BIOL 1234.** Corequisite: BIOL 2110 Human Anatomy Lab. OSRHE Matrix BI 406. Prerequisites for Health Sciences, MLT, and Nursing students may be waived on a case-by-case basis at the discretion of the appropriate Program Director. (3-3-4)

BIOL 2214 Human Physiology is a single-semester human physiology majors course with lab. Minimum of four semester hour (lecture plus lab) credit. Required prerequisite: introductory general chemistry course. Recommended prerequisite: introductory majors life science course. OR Both semesters of two-semester majors sequence in human anatomy & physiology with labs. Laboratory includes physiology, histology,

and dissections of human cadavers or other appropriate mammalian dissections. Minimum of eight semester hours (lecture plus lab) credit (combined for both semesters). **Prerequisite: BIOL 1214, BIOL 1224, or BIOL 1234.** Corequisite: BIOL 2210 Human Physiology Lab. OSRHE Matrix BI 465. Prerequisites for Health Sciences, MLT, and Nursing students may be waived on a case-by-case basis at the discretion of the appropriate Program Director. (3-3-4)

BIOL 2224 Microbiology is an introductory majors course in microbiology with minimum of three clock hours of laboratory per week. Minimum of four semester hours (lecture plus lab) credit. Required prerequisite: introductory general chemistry course. **Prerequisite: BIOL 1214, BIOL 1224, BIOL 1234 or CHEM 1114.** Corequisite: BIOL 2220 Microbiology Lab. OSRHE Matrix BI 301. (3-3-4)

BIOL 2300 Special Projects in Biology may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

BUSINESS ADMINISTRATION

BA 1123 Introduction to Business covers a broad range of principles, concepts, and terminology relating to many areas of business. The major topics covered include economics, accounting, management, manufacturing, entrepreneurship, and small business ownership. (3-0-3)

BA 1203 Introduction to Agriculture Economics covers production economics, principles of supply and demand, resource economics, world food situation, marketing of agricultural products, farm and ranch production, and food processing and distribution. (3-0-3)

BA 1323 Global Studies in International Business is designed to introduce the student to a broad range of principles, concepts, and terminology relating to many areas of business with an emphasis on international activities. The major topics covered include the globalized economy, the importance of language and culture, globalizing the entrepreneurial firm, managing human resources globally, economic integration (common markets), and making alliances and acquisitions. This course includes a mandatory educational travel experience to a global hub of international business. The additional costs of the educational travel experience, which may include expenses associated with acquiring a valid US Passport are the responsibility of the student and will range from $1,500 - $3,500. (3-varies-3)

BA 1423 International Business is designed to introduce the student to a broad range of principles, concepts, and terminology relating to many areas of business with an emphasis on international activities. The major topics covered include the globalized economy, the importance of language and culture, globalizing the entrepreneurial firm, managing human resources globally, economic integration (common markets), and making alliances and acquisitions. (3-varies-3)

BA 1603 Workplace and Cultural Competence develops the practical skills and awareness needed to operate successfully in the 21st century workplace. The course has four themes: effective business communication, leveraging diversity as an asset, productive work habits including collaboration, and ethical decision making. (3-0-3)

BA 2113 Macroeconomics topics include basic principles of demand and supply, national income, accounting, business cycles, inflation and unemployment, determinants of the level of output, employment and prices, money and banking, fiscal policy, monetary policy, economic growth, international trade and finance. OSRHE Matrix BU 410. (3-0-3)

BA 2123 Entrepreneurship examines the challenges faced in the creation and early growth stages of business enterprises including accounting, finance, opportunity recognition, legal constraints, management, marketing, taxation, and procedural problems. OSRHE Matrix MG 005. (3-0-3)

BA 2133 Human Relations is a study of the relationship between employers and employees in the business workplace. The focus is on individuals within organizations and how their habits, patterns, personal problems, actions, and motives affect their job performance, morale, and job satisfaction. Emphasis is on employer-employee relations, including teamwork, group behavior, and conflict management. (3-0-3)

BA 2213 Microeconomics topics include basic principles of demand and supply, elasticity, utility analysis, business organization, production and costs, market structures, factor market, government regulations, and international trade. OSRHE Matrix BU 420. (3-0-3)

BA 2233 Business Communications is a survey course of communications skills needed in the business environment. Course content includes writing memoranda, letters, reports, résumés, and electronic messages; delivering oral presentations; and developing interpersonal skills. Critical thinking and problem-solving skills are emphasized. Development of these skills is integrated with the use of technology. OSRHE Matrix BC 001. (3-0-3)

BA 2243 Personal Finance covers the various problems of individual/consumer financial management. Course content topics include personal budgeting, consumer loans and installment loans, credit cards and charge accounts, personal insurance, savings accounts, investments, social security, home ownership and purchase, commercial bank services, financial intuition services, personal taxes, wills, estate planning, retirement planning, career planning, financial planning, and leasing arrangements. OSRHE Matrix FN 001. (3-0-3)

BA 2253 Business Statistics includes descriptive statistics (histograms, pie charts, pictograms, graphs, etc.); summary statistics (central tendency – mean, median, mode; variability – variance, standard deviation, range); basic probability concepts; statistical distributions; Binomial Distributions; Normal Distribution; distribution of the sample mean (proportion); confidence intervals; hypothesis testing (generally one population Normal & binomial, and difference in means or proportions situations). Emphasis on business applications. Prerequisite: ACT Math subscore of at least 19, or score of 276 or better on Accuplacer Test, or a score of 23 or better on the MMMR. OSRHE Matrix ST 002 (3-0-3)

BA 2300 Special Projects in Business Administration may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

BA 2403 Business Management is an introductory management course dealing with management theory and the fundamental principles of management including planning, organizing, leading, and controlling basic processes. OSRHE Matrix MG 001.

BA 2423 Business Ethics is designed to explore aspects of ethical issues in business. The concepts studied include moral philosophy in the business world, the basis and organization of businesses, and the role of business in society. (3-0-3)

BA 2513 Marketing is a survey course for students who have prior coursework and understanding in business, includes a survey of all aspects of marketing: consumer behavior issues, products, pricing, distribution, promotion, research, strategy, and trends. OSRHE Matrix MK 003. (3-0-3)

BA 2903 Internship in Business is supervised work experience related to the student's chosen field of study designed collaboratively by the student, instructor, and the sponsoring firm. Internships provide real-world experience, professional mentoring, and practical application of acquired skills. Internships may be paid or unpaid. (0-varies-3)

CHEMISTRY

CHEM 1114 Introduction to Chemistry is a one-semester course in preparation for the General Chemistry sequence or for students with a degree plan that has a one-semester Chemistry requirement. This course includes fundamental knowledge of inorganic chemistry, with laboratory. Prerequisite: Elementary high school algebra skills. This course will satisfy the SSC physical science requirement. **Prerequisite: ACT Science subscore of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: CHEM 1110 Introduction to Chemistry Lab. OSRHE Matrix CH 110. (3-3-4)

CHEM 1315 General Chemistry I is an algebra-based course. This course includes nomenclature, atomic and molecular structure, stoichiometry, bonding, states of matter, thermochemistry, acids and bases, and gas laws, with laboratory. Corequisite: College Algebra or equivalent. **Prerequisite: MATH 1523 or MATH 1513 (or concurrent enrollment) or SSC Placement Test score of 40 or better or completion of CHEM 1114 with C or better.** Corequisite: CHEM 1310 General Chemistry I Lab. OSRHE Matrix CH 140. (3-4-5)

CHEM 1515 General Chemistry II is an algebra-based course. This course is a continuation of CH140 with emphasis on kinetics, equilibrium, thermodynamics, electrochemistry, qualitative analysis, organic chemistry, biochemistry, and nuclear chemistry, with laboratory. Prerequisite: CH140. **Prerequisite: C or better in CHEM 1315.** Corequisite: CHEM 1510 General Chemistry II Lab. OSRHE Matrix CH 150. (3-4-5)

CHILD DEVELOPMENT

CD 1103 Child Development is a course in which students will identify patterns of the physical, intellectual and emotional/psycho-social development of children. The course will recognize the major theories of human development as they apply to children. This course satisfies the CDA Competency #6. OSRHE Matrix CD 101. (3-0-3)

CD 1123 Introduction to Early Childhood Education places emphasis on promoting optimum development and support of families and children within programs and the larger community. This course satisfies the CDA Competencies #2, #3, #4, and #5. It is recommended that Child Development majors complete this course before CD 1103. OSRHE Matrix CD 105. (3-0-3)

CD 1223 Behavior and Guidance of Young Children explores the developmental needs and behavior of young children with emphasis on methods and principles of positive guidance. No supervised lab required. This course satisfies the CDA Competency #3. OSRHE Matrix CD 102. (3-0-3)

CD 2113 Program and Curriculum Planning for Early Childhood covers how to create, evaluate, and select developmentally appropriate materials, equipment, and environments that support children's early learning. Provides the opportunity to plan, implement, and evaluate an integrated curriculum that focuses on children's needs and interests and takes into account culturally valued content and children's home experiences. This course satisfies the CDA Competencies #2, #3, #5, and #6. **Prerequisite CD 1103.** OSRHE Matrix CD 109. (3-0-3)

CD 2123 Health, Safety & Nutrition for Children focuses on the identification and implementation of best practices for health, safety, and nutrition in a variety of early childhood settings. This course satisfies the requirements for CDA Competency #1. OSRHE Matrix CD 106. (3-0-3)

CD 2143 Family and Community Relationships is a course in which emphasis is placed on promoting optimum development and support of families and children within programs and the larger community. This course satisfies the CDA Competency #4. OSRHE Matrix CD 103. (3-0-3)

CD 2163 Administration of Early Childhood Programs focuses on how to effectively manage childcare programs. Relevant and current issues in the field are addressed. Licensing requirements, managing staff, and ethical professional issues are studied. How to implement developmentally appropriate practices and how to create a positive and safe learning environment are included. This course satisfies the CDA Competencies #5 and #6 and provides 32 of the 40 clock hours of director's training required by DHS to meet certain criteria for the Stars Program. OSRHE Matrix CD 114. (3-0-3)

CD 2333 Field Experience is a practicum course at a pre-approved child development center setting serving children from birth through third grade. Additional written assignments are required. Students may also be awarded advanced standing credit for the course by providing written documentation of six months of employment at a child development center serving children from birth through 3rd grade within the last calendar year. Instructor permission required regardless of method of completion. (3-0-3)

CD 2393 Daily Programming for Infants and Toddlers focuses on how to create, evaluate, and select developmentally appropriate materials, equipment and environments that support the development and learning of children, from birth through 36 months. The course will include the study of developmental theories and the design and implementation of curriculum that is individually appropriate, age-stage appropriate, and culturally appropriate. This course satisfies the CDA Competencies #2, #3, and #5 for infant / toddler certification. OSRHE Matrix CD 112. (3-0-3)

COMPUTER APPLICATIONS

CAP 1103 Introduction to Microsoft Office is an application course which includes intermediate level instruction in file management, word processing, spreadsheet, presentation, and database. This course is intended for both majors and non-majors. OSRHE Matrix CS 000, IS 001. (3-0-3)

CAP 2103 Advanced Microsoft Word further develops word processing and desktop publishing skills for the creation of professional quality documents. Techniques included are formatting, editing, working with outlines and master documents, collaboration, creating forms, and customizing *Microsoft Word* with macros. **Prerequisite CA 1103 or instructor permission.** (3-0-3)

CAP 2603 Advanced Microsoft Access is a practical course which covers the creation and management of a database including building tables and creating quires, forms, and reports. **Prerequisite CA 1103 or instructor permission.** OSRHE Matrix IS 019. (3-0-3)

CAP 2643 Advanced Microsoft Excel includes development of professional quality computerized spreadsheets in *Microsoft Excel*. Advanced topics covered are embedding and linking worksheets and graphs, integrating *Excel* with other *Windows* programs and the internet, creating data tables, importing data, and enhancing worksheets with macros and *Visual Basic*. **Prerequisite CA 1103 or instructor permission.** OSRHE Matrix IS 030. (3-0-3)

COMPUTER SCIENCE

CS 1003 Elementary Computer Literacy CS 000 A course with no prerequisites intended for both CS majors and non-majors. This course involves training in spreadsheets, databases, word-processing, ethics, vocabulary, internet skills, and file system management. OSRHE Matrix CS 000, IS 000. (3-0-3)

CS 1033 Introduction to Computers and Computer Logic is an introductory course to the past and current state of the computer industry and in structured logic techniques. Topics to be covered include history of computers, history of databases, history of high-level languages, history of the web, computer math, binary and ASCII representations, principles of problem solving, pseudo code, common language structures, debugging, using variables and constants, data types and implementing certain solution(s) using a programming language. This is an introductory class only. (3-0-3)

CS 1113 Programming in Visual Basic focuses on graphical user interface (GUI) design and event-driven programming, toolbox controls, and control structure by developing interactive applications. Core concepts include loops, decision-making, dynamic arrays, and modular programming. OSRHE Matrix CS 007, IS 002. (3-0-3)

CS 1313 Programming in Java is a course taught in the Java language in object-oriented programming. This course includes basic control structures, files, input/output, single and multidimensional arrays, searching, and sorting. OSRHE Matrix CS 009, IS 006. (3-0-3)

CS 1173 Hardware and Network Systems Support examines the management and maintenance of hardware and peripheral systems, along with network concepts, standards, media, protocol, and topologies. Topics may include user administration, network connectivity, security, Local Area Networks (LAN), Wide Area Networks (WAN), backup and recovery, system and network design, IP addressing and troubleshooting. (3-0-3)

CS 1183 Information Security explores the principles of information assurance, with emphasis on current threats and vulnerabilities, infrastructure and operational security, cryptography, legal and ethical issues, and security policies, practices, and procedures. OSRHE Matrix IS 029. (3-0-3)

CS 1303 Ethics in Information Technology provides a comprehensive overview of the current ethical issues in information technology (IT) use. It examines an array of long-standing and emerging issues facing IT users, ranging from free speech, privacy, intellectual property, security and crime to ethics in social networking, online communities, and online gaming. The course will discuss the ethical responsibilities of IT professionals, and promote the critical examination and responsible use of IT. (3-0-3)

CS 1423 Introduction to Game Development examines the fundamental issues in designing and developing computer video games. The course examines technical issues in developing a game, including software architecture, interaction model, elementary special effects, and algorithms relevant to supporting in-game logic. The course also examines the elements in game design including world setting, game play, and interface, and the procedure of designing games including conceptualization, prototyping, and playtesting.

CS 2003 Webpage Design Using HTML covers the fundamentals of *Hyper Text Markup Language* (HTML), web page design and creation, and web development through the application of various development principles, tools, and technologies. OSRHE Matrix IS 027. (3-0-3)

CS 2013 Programming in C^{++} I covers the problem-solving/software construction process. This will include problem analysis, program design, program coding in the C^{++} language, basic control structures, files, input/output, single and multi-dimensional arrays, searching, and sorting. OSRHE Matrix CS 005, IS 005. (3-0-3)

CS 2023 Programming in C^{++} II is a continuation of CS 2013 emphasizing advanced procedural and structural programming concepts including searching and sorting, recursion, pointers/references, dynamic allocation, file IO, user-defined types, and advanced problem solving and program design. Prerequisite: Grade of C or better in CS 2013. OSRHE Matrix CS 013, IS 013. (3-0-3)

CS 2033 Script Programming includes the development and execution of scripts. Topics include parsing command line arguments, regular expressions, programming logic, functions, error handling, file processing and other scripting technologies. (3-0-3)

CS 2173 Operating Systems includes installation and configuration of a computer operating system including file management and system security. OSRHE Matrix IS 025. (3-0-3)

CS 2273 Multimedia Development explores the creative and technical aspects of multimedia production within the landscape of Esports. Students will develop skills in video production, editing, audio enhancement, and content distribution strategies tailored for gaming audiences.

CS 2263 Digital Forensics Students are introduced to the procedures and techniques used to identify, extract, validate, document, and preserve electronic evidence. Topics include forensic tools, resources, policies, and procedures. (3-0-3)

CS 2300 Special Projects in Computer Science may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

CRIMINAL JUSTICE

CJ 1103 Introduction to Criminology is an introduction to the systematic examination of the basic nature of crime. Emphasis is placed on extent, social foundations, police, courts, law, prisons, theories of punishment, theories of causation, and efforts in prevention. OSRHE Matrix CJ 117. (3-0-3)

CJ 1123 Introduction to Criminal Justice Systems is an overview of the Criminal Justice System and the three traditional elements of the criminal justice system: police, courts and corrections as they pertain to adults and juveniles. It provides an understanding of the participants and their roles in accomplishing the mission of the Criminal Justice System. OSRHE Matrix CJ 101. (3-0-3)

CJ 1233 Adult Correctional Systems is an overview of the historical development and a complete analysis of the entire adult corrections system. OSRHE Matrix CJ 103. (3-0-3)

CJ 1143 Introduction to Law Enforcement is a study of basic information that will serve as an overview of the entire law enforcement field as well as a solid foundation for future Criminal Justice course work. The history of law enforcement in a democratic society; introduction to agencies involved in administration of Criminal Justice and its evolution up to the present are included. **Prerequisite: 1123**; OSRHE Matrix CJ 102. (3-0-3)

CJ 2103 Ethics in Criminal Justice will examine the importance of addressing ethical considerations as they pertain to law enforcement, courts, and corrections. Students will learn how ethics plays a vital role in our society and how societal views of unethical, immoral, and/or illegal behavior help to shape and change policies within these organizations. Students will learn various philosophical and ethical principles set forth by philosophers such as Plato, Aristotle, Hume, and others and consider their practical application to current issues. Students will consider these principles, common codes of practice, and current case law and determine the best decision-making model. OSRHE Matrix CJ 116. (3-0-3)

CJ 2203 Rules of Evidence covers the collection and presentation of legal evidence in the justice system. Topics covered include the responsibility peace officers have in the lawful collection and presentation of evidence, relevancy, materiality, weight, burden of proof, presumptions, types of evidence, judicial notice, evidentiary privileges, best evidence, opinion evidence, and hearsay evidence and its exceptions. OSRHE Matrix CJ 109. (3-0-3)

CJ 2243 Fundamentals of Criminal Investigation is a study of a criminal investigation and what constitutes effective, efficient investigation. The equipment, technology and procedures that facilitate investigations, including the theory and history of conduct at a crime scene, the collection and presentation of evidence, and the basis of investigating crimes against the person and crimes against property are also included. **Prerequisite CJ 1103**. OSRHE Matrix CJ 110. (3-0-3)

CJ 2253 Juvenile Justice Procedures is an overview of the organization, function, and jurisdiction of the juvenile justice system; methods of handling, processing, and detention of juveniles; and case disposition and court procedures. OSRHE Matrix CJ 104. (3-0-3)

CJ 2300 Special Projects in Criminal Justice may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

ENGINEERING

ENGR 1113 Introduction to Engineering is a project-based introduction to engineering principles, disciplines, design, problem-solving and computer aided drafting. (3-0-3)

ENGR 1123 Geometric Dimension and Tolerance covers basic principles of reading and understanding technical drawings and manufacturing tolerances. Topics included are general dimensions and tolerances, blueprints, material modifiers, and form, profile, orientation, runout, and location tolerances as used by the American Society of Mechanical Engineers. Corequisite: ENGR 1120 Geometric Dimension and Tolerance Lab. (2-2-3)

ENGR 1133 Manual Machining Skills covers basic principles in machining and fabrication. Topics included are press operations, milling operations, cutting fluids, lubricants, and machine maintenance. **Prerequisite ENGR 1123.** Corequisite: ENGR 1130 Manual Machining Skills Lab. (2-2-3)

ENGR 1143 CAD-CAM is a computer-aided drawing and computer-aided manufacturing course that covers basic principles of computer assisted drafting of 2 & 3 dimensional models. Topics included are general dimensions and tolerances, blueprints, solid model creation, production drawings, and SOLIDWORKS animation. **Prerequisite ENGR 1133.** Corequisite: ENGR 1140 CAD-CAM Lab. (2-2-3)

ENGR 2003 Principles of Mechanical Design covers basic principles in work and machines. Topics included are force, work, torque, power, pliers, wrenches, threaded fasteners, screwdrivers, gears, bearings, seals, gaskets, shafts, gear driven systems, belt driven systems, chain driven systems, and maintenance on these systems. **Prerequisite MATH 1513.** Corequisite: ENGR 2000 Principles of Mechanical Design Lab. (2-2-3)

ENGR 2013 Principles of Electrical Design covers basic principles in AC/DC circuitry. Topics included are electrical measurements, voltage, resistance, capacitance, inductance, power, transformers, series circuits, parallel circuits, complex circuits, digital and analog meters, Kirchoff's Rules, Electromagnetic fields, logic and sequencing, and timers. **Prerequisite MATH 1513.** Corequisite: ENGR 2010 Principles of Electrical Design Lab. (2-2-3)

ENGR 2903 Engineering Internship unites basic principles of engineering with the workplace environment in the form of a paid or unpaid internship. (0-varies-3)

ENGLISH

ENG 0203 Composition Lab is a study of correct usage and writing modes in which students will receive targeted support to help boost their understanding and learning. This class emphasizes expository and persuasive essays, academic research, and proper attribution. The course consists primarily of instructor-directed tutoring for students with basic academic skills deficiencies in reading who are co-enrolled in ENG 1113. Students required to take ENG 0203 must pass both ENG 0203 and ENG 1113 to receive credit for either of the courses. **Prerequisite ACT Reading or ENGLISH sub score of 0-18, or ACCUPLACER Reading or Writing score of 200-249, or MMER of 0-17. Corequisite ENG 1113 (3-0-3).**

ENG 0202 Composition Lab will be the two-hour version of ENG 0203, which will be implemented according to OSRHE requirements beginning with the Fall 2026 semester.

ENG 1113 Composition I studies correct usage and writing modes. The class emphasizes expository and persuasive essays, academic research and proper attribution. **Prerequisite: ACT English score of 19 or Writing score of 8 or better, or an ACCUPLACER Writing score of 250 or better.** Corequisite: Students who do not meet prerequisite requirements may enroll in ENG 1113 if they co-enroll in ENG 0203 and have an ACT English score of 1-8, an ACT Writing score of 2-7, or ACCUPLACER Writing Score of 200-49. OSRHE Matrix E 001. (3-0-3)

ENG 1213 Composition II focuses on critical analysis and developing argumentative essays. A research paper is required. **Prerequisite: ENG 1113.** OSRHE Matrix E 002. (3-0-3)

ENG 1313 Technical Report Writing provides an introduction to the techniques of technical writing. OSRHE Matrix E 012. (3-0-3)

ENG 2103 Fiction Writing places special emphasis upon voice, style and expression of fictional writing. (3-0-3)

ENG 2113 Creative Writing includes writing drama, poetry, nonfiction, and fiction. The course emphasizes voice, style, and audience. OSRHE Matrix E 010. (3-0-3)

ENG 2123 Poetry Writing includes instruction and practice in writing various forms of poetry. The course places special emphasis upon voice, style, and expression. (3-0-3)

ENG 2663 Creative Nonfiction Writing is a course in which students will learn to identify and implement the unique craft elements of the genre, analyze works for the use and impact of these craft elements, and develop their own writing in various subgenres such as memoir and the personal essay. (3-0-3)

ENG 2300 Special Projects in Language Arts & Humanities may be 1 to 3 credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required.

ENG 2403 Global Studies in Language Arts & Humanities is a course that involves an educational travel experience with on-site study of the art, culture and history of a country, group of countries or geographic region. The course includes pre-trip traditional lectures and writing. On-site activities include lectures, discussions, tours, and journal writings. This course satisfies a Seminole State College humanities requirement. The additional costs of the educational travel experience including the expenses associated with acquiring a valid US Passport are the responsibility of the student. (3-varies-3)

ENG 2413 Introduction to Literature introduces literary concepts using poetry, short stories, and plays, with some discussion of the historical, political, cultural, or social influences surrounding the literature. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 003, HH 003. (3-0-3)

ENG/HUM 2033 Survey of Native American Literature is the study of Native American literature from Pre-Columbian time through the present including poetry, fiction, oratory, biography, legend, and essay. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix AI 016. (3-0-3)

ENG 2433 World Literature I is the study of cultural, philosophical, and religious themes from antiquity through the 1700s, especially as represented in masterpieces of literature from around the world. Readings focus on the social values and various artists' personal perceptions of ancient societies—including Greece, India, Africa, and China. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 008, HH 003. (3-0-3)

ENG 2443 Introduction to World Mythology explores the origins, functions, and cultural significance of myths and legends (Greek, Roman, Norse, Celtic, Slavic, Asian, and Indigenous). The course covers archetypal figures, symbols, and themes that recur across different mythologies, highlighting the universal human experiences they express. Through a combination of lectures, discussions, and readings, students will gain a deeper understanding of the role mythology plays in shaping human thought, belief, and cultural identity.

ENG 2543 British Literature I links historical, social, cultural, and artistic developments in a sampling of the best of English literary heritage. Beginning with the Anglo-Saxon world, the course moves through the Middle Ages, the Early Modern Period, the Restoration, and the early Eighteenth Century. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 006, HH 003. (3-0-3)

ENG 2653 British Literature II begins with the Romantic era and progresses through the Victorian, Modern, and Postmodern periods of art and literature, examining the historical, social, and cultural themes and implications of the literature. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 007, HH 003. (3-0-3)

ENG 2753 American Literature I is a chronological view of writers contributing to literature in America from 1492 to 1865 with a diversity of genres and a multicultural approach. This course examines the historical, social, and cultural themes and implications of American literature, as well as literary form. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 004, HH 003. (3-0-3)

ENG 2883 American Literature II is a chronological view of writers contributing to literature in America from 1865 to the present with a diversity of genres and a multicultural approach. This course examines the historical, social, and cultural themes and implications of American literature, as well as literary form. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 005, HH 003. (3-0-3)

ENVIRONMENTAL SCIENCE

ENVS 1114 Introduction to Environmental Science covers the scientific study of interactions among organisms, including humankind, with each other and their physical environment including sustainable resource management and the impacts of human populations and activities. **Prerequisite: ACT science sub score of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: ENVS 1110 Environmental Science Lab. OSRHE Matrix ES 101 (3-2-4)

ESPORTS

EST 1113 Introduction to Esports investigates the Esports industry by 1) playing, strategizing, and analyzing video games, 2) researching how competitions are organized and run at the professional level, and 3) learning about the sport and the history of gaming.

EST 2143 Esports Communication explores the diverse and dynamic landscape of communication within the Esports industry. Students will examine various forms of communication in competitive gaming contexts -- from interpersonal dynamics and team communication strategies to the analysis of Esports broadcasts, marketing campaigns, and community building within the online space.

GEOGRAPHY

GEOG 1123 World Regional Geography is a survey of the earth and its peoples in developed and less-developed regions. Geographic literacy, important physical, cultural, economic, and political features of the world today, and place-name familiarity are emphasized. OSRHE Matrix GG 101. (3-0-3)

GOVERNMENT

GOV 1113 American National Government studies the principles, structure, processes, and functions of the United States Federal government. Emphasis is placed on state origins, evolution of constitutionalism, and basic theories of American government. OSRHE Matrix PS 101. (3-0-3)

GOV 1303 State and Local Government is an introduction to the organization, structure functions, and administration of state and local governments. OSRHE Matrix PS 207. (3-0-3)

GOV 2013 Introduction to International Relations studies the core theories and basic concepts that political scientists use to understand world politics. Emphasis is placed on the different theoretical approaches, actors, and perspectives to International Relations, the historical context of contemporary International Relations, and on issues of war, national security, and globalization. OSRHE Matrix PS 203. (3-0-3)

GOV 2300 Special Projects in Government may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

HEALTH, PHYSICAL EDUCATION, AND RECREATION

HPER 1012 Wellness and Human Development is a course in which students will understand basic health and wellness concepts to lead a healthy lifestyle. They will be able to assess their own personal health, understand risky behaviors, and know the most prevalent diseases in the general population and contemporary findings related to health and wellness. OSRHE Matrix HW 1001 (2-0-2)

HPER 1041 Cross Country Participation is participation in varsity athletics. (Activity Course) (0-6-1)

HPER 1121 Basketball Participation is participation in varsity athletics. (Activity Course) (0-6-1)

HPER 1131 Baseball Participation is participation in varsity athletics. (Activity Course) (0-6-1)

HPER 1161 Golf Participation is participation in varsity athletics. (Activity Course) (0-6-1)

HPER 1171 Softball Participation is participation in varsity athletics. (Activity Course) (0-6-1)

HPER 1181 Volleyball Participation is participation in varsity athletics. (Activity Course) (0-6-1)

HPER 1201 Soccer Participation is participation in varsity athletics. (Activity Course) (0-6-1)

HPER 1223 Sport Communication develops the practical skills and foundation knowledge needed to operate successfully in the field. The course has four themes: careers in sport communication, the relationship between sports and the media, and hands-on learning equipment commonly used in the industry.

HPER 1241 Yoga is an introductory yoga course developed for students of all fitness levels. Students will learn basic yoga postures, breathing and relaxation techniques designed to assist in increased flexibility, strengthen muscles and reduce stress level. (Activity Course) (0-2-1)

HPER 1551 Physical Fitness is a program to develop strength, agility, power, speed, and flexibility. (Activity Course) (0-2-1)

HPER 1953 Introduction to Health, Physical Education, and Recreation is a study of the past, present, and future status of the fields and their impact on society. Career opportunities are discussed. (3-0-3)

HPER 2053 Sociology of Sport is a systematic approach to demonstrating the relevance of sociological approaches to the understanding of sport and its impact on society. (3-0-3)

HPER 2132 Officiating Rules and Procedures covers the rules and techniques of officiating sports of football, basketball, baseball and softball with general discussion of rules and procedures of other popular sports. (2-0-2)

HPER 2222 First Aid and CPR is designed to provide students with the knowledge and skills needed in situations that require emergency first aid. OSRHE Matrix HW 1004. (2-0-2)

HPER 2233 Care & Prevention of Athletic Injuries covers symptoms of common athletic injuries and their immediate treatment and care. OSRHE Matrix HW 1005. (3-0-3)

HPER 2262 Theory of Coaching is the study of the nature, scope and significance of the coaching profession. Emphasis is placed upon successful methods of athletic coaching philosophies of the past and present. This course includes discussions on the current and future status of the coaching fields and their impacts on society. (2-0-2)

HPER 2300 Special Projects in HPER may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

HPER 2413 Applied Anatomy is a study of the structure and function of the human body with a special emphasis on study of anatomical structure and systems related to movement. (Activity Course) (3-0-3)

HISTORY

HIST 1223 History of Native Americans to 1890 reviews American Indian tribal, individual, federal, state, and local histories and analyzes American Indian histories to 1890. OSRHE Matrix HS 010, AI 000. (3-0-3)

HIST 1243 History of Native Americans since 1890 examines American Indian tribal, individual, federal, state, local histories and analyses American Indian histories 1891 to present. OSRHE Matrix HS 010, AI 000. (3-0-3)

HIST 1483 American History to 1877 illustrates the beginnings of American democracy, its growth, and the dilemmas posed by the American Civil War. OSRHE Matrix HS 005. (3-0-3)

HIST 1493 American History since 1877 illustrates the transition of the United States from an agricultural to an industrial nation, from isolationism to world power and leader of the democratic system. OSRHE Matrix HS 006. (3-0-3)

HIST 2113 The American West is a survey of the American West beginning with pre-history and continuing into European penetration and settlement through conquest. The course stresses political, economic, and social development and the emergence of the modern American West and its issues. OSRHE Matrix HS 014. (3-0-3)

HIST 2203 Native American History and Policy is a survey of the history of Native Americans in North America from before European contact to the present. Emphasis is on the social, economic, political, and legal policies of the period and their effects. Other areas include the contributions of Native Americans to the development of American society. OSRHE Matrix AI 000. (3-0-3)

HIST 2223 Early Western Civilization to 1660 covers the development of Western cultures from Antiquity to the Medieval/Renaissance Era. This course focuses on the roles of history, culture and the arts within civilization and satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 001, HS 001. (3-0-3)

HIST 2233 Modern Western Civilization since 1660 covers the continued development of civilization from 1660 to the present day with emphasis on the evolution and problems of the modern world. This course focuses on the roles of history, culture and the arts within civilization and satisfies a Seminole State College humanities requirement. OSRHE Matrix HH, 002, HS 002. (3-0-3)

HIST 2300 Special Projects in History may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. OSRHE Matrix HS 055. (Varies)

HUMANITIES

NOTE: The courses under this heading will satisfy the Humanities general education requirements at Seminole State College towards an Associate Degree. If students transfer without an Associate's Degree, courses may not satisfy general education Humanities requirements at receiving institutions. Many of these humanities options may also be cross-listed in SSC's Transfer Degree Programs as Major Field Requirements. **Students should work with their advisors to ensure they understand how a course applies to their degree program.**

ART/HUM 1153 Art History I is a study of the arts, artists and their cultures from the Prehistoric man through the Early Renaissance. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix AA 016, HH 006. (3-0-3)

ART/HUM 1163 Art History II is a study of the arts, artists and their cultures from the Early Renaissance to the present. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix AA 016, HH 006. (3-0-3)

ART/HUM 1203 Art Appreciation stresses the study of art from a variety of different backgrounds and cultures as both product and process. Aesthetic judgment-making in evaluation of art from different times and places is stressed. This course is a lecture-based and studio / lab delivery of curriculum. Along with weekly assessments and an essay paper, students are required to complete several hands-on art projects during the semester. This course satisfies a Seminole State College humanities requirements. OSRHE Matrix AA 005, HH 006. (3-0-3)

ART 2323 Global Studies in Art is a course that involves an educational travel experience with on-site study of the art, culture and history of a country, group of countries or geographic region. The course includes pre-trip traditional lectures, slide identification and writing. On-site activities include lectures, discussions, tours, and journal writings. This course satisfies a Seminole State College humanities requirement. The additional costs of the educational travel experience including the expenses associated with acquiring a valid US Passport are the responsibility of the student. (3-varies-3)

ENG 2403 Global Studies in Language Arts and Humanities is a course that involves an educational travel experience with on-site study of the art, culture and history of a country, group of countries or geographic region. The course includes pre-trip traditional lectures and writing. On-site activities include lectures, discussions, tours, and journal writings. This course satisfies a Seminole State College humanities requirement. The additional costs of the educational travel experience including the expenses associated with acquiring a valid US Passport are the responsibility of the student. (3-varies-3)

ENG/HUM 2413 Introduction to Literature introduces literary concepts using poetry, short stories, and plays, with some discussion of the historical, political, cultural, or social influences surrounding the literature. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 003, HH 003. (3-0-3)

ENG/HUM 2423 Survey of Native American Literature studies American Indian authors' books, poetry, prose, and other American Indian-focused literary compositions. This course will also discuss the literary, cultural, historical, religious and political themes and implications of the American Indian authors and the literature. This course satisfies a Seminole State College humanities requirement.

ENG/HUM 2433 World Literature I is the study of cultural, philosophical, and religious themes from antiquity through the 1700s, especially as represented in masterpieces of literature from around the world. Readings focus on the social values and various artists' personal perceptions of ancient societies—including Greece, India, Africa, and China. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 008, HH 003. (3-0-3)

ENG/HUM 2443 Introduction to World Mythology explores the origins, functions, and cultural significance of myths and legends (Greek, Roman, Norse, Celtic, Slavic, Asian, and Indigenous). The course covers archetypal figures, symbols, and themes that recur across different mythologies, highlighting the universal human experiences they express. Through a combination of lectures, discussions, and readings, students will gain a deeper understanding of the role mythology plays in shaping human thought, belief, and cultural identity. This course satisfies a Seminole State College humanities requirement.

ENG/HUM 2543 British Literature I links historical, social, cultural, and artistic developments in a sampling of the best of English literary heritage. Beginning with the Anglo-Saxon world, the course moves through the Middle Ages, the Early Modern Period, the Restoration, and the early Eighteenth Century. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 006, HH 003. (3-0-3)

ENG/HUM 2653 British Literature II begins with the Romantic era and progresses through the Victorian, Modern, and Postmodern periods of art and literature, examining the historical, social, and cultural themes and implications of the literature. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 007, HH 003. (3-0-3)

ENG/HUM 2753 American Literature I is a chronological view of writers contributing to literature in America from 1492 to 1865 with a diversity of genres and a multicultural approach. This course examines the historical, social, and cultural themes and implications of American literature, as well as literary form. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 004, HH 003. (3-0-3)

ENG/HUM 2883 American Literature II is a chronological view of writers contributing to literature in America from 1865 to the present with a diversity of genres and a multicultural approach. This course examines the historical, social, and cultural themes and implications of American literature, as well as literary form. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix E 005, HH 003. (3-0-3)

HIST 2223 Early Western Civilization to 1660 covers the development of Western cultures from Antiquity to the Medieval/Renaissance Era. This course focuses on the roles of history, culture and the arts within civilization and satisfies a Seminole State College humanities requirement. OSRHE Matrix HH001, HS 001. (3-0-3)

HIST 2233 Early Western Civilization since 1660 covers the continued development of civilization from 1660 to the present day with emphasis on the evolution and problems of the modern world. This course focuses on the roles of history, culture and the arts within civilization and satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 002,HS 002. (3-0-3)

HUM 1103 The Life of Jesus is a literary examination of the birth, life, and death of Jesus of Nazareth. This course focuses on the roles of history, culture, and the arts during Jesus's lifetime and satisfies the Seminole State College humanities requirement. (3-0-3)

HUM 1113 Old Testament is a scholarly survey of Old Testament literature, with special attention given to literary form and historical background. This course focuses on the roles of history, culture, and the arts at the time of the Old Testament and satisfies the Seminole State College humanities requirement. OSRHE Matrix RL 101. (3-0-3)

HUM 1143 New Testament is a scholarly survey of New Testament literature, with special attention given to literary form, historical background, and religious messages. This course focuses on the roles of history, culture, and the arts at the time of the New Testament and satisfies the Seminole State College humanities requirement. OSRHE Matrix RL 102. (3-0-3)

HUM 2123 Multiculturalism through Film illustrates the diverse cultural aspects of the many societies in the world. The course will focus on how various sub-cultures have been perceived through film. Course focuses on the roles of history, culture and the arts within civilization. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 005. (3-0-3)

HUM 2153 Crime, Delinquency, and Social Science Issues through Film illustrates the diverse levels of the criminal justice system to include delinquency and the social science issues crime generates and how Hollywood movies communicate ideas concerning crime and victimization. Course focuses on the roles of history, culture, and the arts within civilization. This course satisfies a Seminole State College humanities requirement. (3-0-3)

HUM 2173 Introduction to Film & TV Studies introduces students to the history, criticism and theory of film and television. The course focuses on the fundamental formal elements and significant historical, cultural, social, and technological developments of film and television. Students will examine formal techniques as well as principles of narrative, genre, media style, and theory in order to explore the many was of analyzing film and television through class discussion and written assignments. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix FV 101. (3-0-3)

HUM 2323 Social Science Issues as Perceived through Movies will focus on important social and political issues in American History from the Civil War until the present, and in particular how these issues are perceived and interpreted through movies. Course focuses on the roles of history, culture, and the arts within civilization. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 005. (3-0-3)

HUM 2333 Leadership Development through the Classics has as its central focus the development of leadership skills. The course is designed to provide a basic understanding of leadership and group dynamics theory and to assist the student in developing an awareness of the moral and ethical responsibilities of leadership and a personal philosophy of leadership. The course integrates readings from classic works of literature and modern leadership theory with experiential learning exercises, the viewing of films which deal with leadership styles and class discussions. This course satisfies a Seminole State College humanities requirement. (3-0-3)

HUM 2343 Global Studies in Humanities is a course that involves an educational travel experience with on-site study of the art, culture and history of a country, group of countries or geographic region. The course includes pre-trip traditional lectures and writing. On-site activities include lectures, discussions, tours, and journal writings. This course satisfies a Seminole State College humanities requirement. The additional costs of the educational travel experience including the expenses associated with acquiring a valid US Passport are the responsibility of the student. (3-varies-3)

MUS 1213 Music Appreciation I is a course for non-music majors designed to cultivate listening and appreciative attitudes toward music from 500 B.C. to the 19th century. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 007, MU 001. (3-0-3)

MUS 1223 Music Appreciation II is a course for non-music majors designed to cultivate listening and appreciative attitudes toward music from the 19th century to the present. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH007, MU 001. (3-0-3)

PHIL 1113 Philosophy is an introduction to major areas of philosophical studies. Students will examine the thinking of major philosophers and explore the traditional questions of philosophy about the nature of reality, knowledge, values, and humanity. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix PI 101. (3-0-3)

SOC 2433 Global Studies in Culture and Diversity is a course that involves an educational travel experience with on-site study in another country. The course examines historical, contemporary, and evolving meanings of diversity in the US, countries visited during the course, and globally. The course explores and develops unifying frameworks to explore diverse identities and cultures based on characteristics such as race and ethnicity, sex and gender, economic status, spirituality, religion, disability, gender identity and sexual orientation. It also covers how power imbalances contribute to privilege as well as discrimination and oppression. This course will provide students the opportunity to engage in critical thinking; to analyze and challenge their personal beliefs as well as those of their instructor and colleagues. (3-varies-3)

SPCH/HUM 1523 Introduction to Theatre is a survey and analysis of theatre history, literature and practices relating to the relevance of the theatre as a social force. Theatre is examined from the perspectives of audience, playwright, director, actor and designers. This course focuses on the roles of history, culture and the arts within civilization. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 008, TH 353. (3-0-3)

MATHEMATICS

MATH 0203 Quantitative Reasoning Lab is a study of the basics of set theory, functions and relations, history of numeration systems, probability, statistics, geometry, and problem solving. The course consists primarily of instructor-directed tutoring for students with basic academic skills deficiencies in math who are co-enrolled in MATH 1413. Students required to take MATH 0203 must pass both MATH 0203 and MATH 1413 to receive credit for either of the courses. Corequisite: MATH 1413. (3-0-3)

MATH 0202 Quantitative Reasoning Lab will be the two-hour version of MATH 0203, which will be implemented according to OSRHE requirements beginning with the Fall 2026 semester.

MATH 0223 Statistics Lab is a study of skills necessary for statistical methods including basic statistical terminology, organization of data, measure of central tendency, probability distributions, hypothesis testing, and other statistical techniques. The course consists primarily of instructor-directed tutoring for students with basic academic skills deficiencies in math who are co-enrolled in MATH 1503. Students required to take MATH 0223 must pass both MATH 0223 and MATH 1503 to receive credit for either of the courses. Corequisite: MATH 1503. (3-0-3)

MATH 0222 Statistics Lab will be the two-hour version of MATH 0223, which will be implemented according to OSRHE requirements beginning with the Fall 2026 semester.

MATH 0233 Functions and Modeling Lab is the study of equations and functions (linear, polynomial, rational, exponential, logarithmic) from various perspectives (symbolic, verbal, numerical, graphical); digital techniques for graphing functions, solving equations, and modeling data using regressions. The course consists primarily of instructor-directed tutoring for students with basic skills deficiencies in math who are co-

enrolled in MATH 1523. Students required to take MATH 0233 must pass both MATH 0233 and MATH 1523 to receive credit for either of the courses. Corequisite: MATH 1523. (3-0-3)

MATH 0232 Functions and Modeling Lab will be the two-hour version of MATH 0233, which will be implemented according to OSRHE requirements beginning with the Fall 2026 semester.

MATH 0243 Pre-Calculus Lab is a study of factoring, quadratic equations, applications of quadratic equations, rational expressions, roots and radicals, and complex numbers. The course consists primarily of instructor-directed tutoring for students with basic academic skills deficiencies in math who are co-enrolled in MATH 1513. Students required to take MATH 0243 must pass both MATH 0243 and MATH 1513 or MATH 1523 to receive credit for either of the courses. Corequisite: MATH 1513. (3-0-3)

MATH 0242 Pre-Calculus Lab will be the two-hour version of MATH 0243, which will be implemented according to OSRHE requirements beginning with the Fall 2026 semester.

MATH 1002 Introduction to Math for Health Sciences introduces the computational skills students need to study in health career programs. Topics include operation on fractions, decimals, percentages, as well as the use of formulas, ratio and proportions, basic algebra concepts, and measurement. Students will evaluate and solve dosage calculation problems which are specific to scenarios dealing with medication administration for patients across the lifespan including, but not limited to, pediatric computation and critical care situations. (2-0-2)

MATH 1413 Quantitative Reasoning explores various topics designed to give the student an appreciation of mathematics and to expose the student to mathematical problems within numerous disciplines. Not intended for students majoring in science, mathematics, computer science, and business**. Prerequisite: ACT Math sub score of at least 19, a score of 250 or better on the Accuplacer Test, a score of 18 or better on the MMMR, or previous completion of college-level math.** Students who do not meet prerequisite requirements must co-enroll in MATH 0203. OSRHE Matrix MA 201. (3-0-3)

MATH 1503 Elementary Statistics is the study of descriptive statistics (histograms, pie charts, pictograms, graphs, etc.); summary statistics (central tendency – mean, median, mode; variability – variance, standard deviation, range); basic probability concepts; statistical distributions; Binomial Distribution; Normal Distribution; distribution of the sample mean (proportion); confidence intervals; hypothesis testing (generally one population Normal & binomial, and difference in means or proportions situations). **Prerequisite: ACT Math sub score of at least 19, a score of 262 or better on the Accuplacer Test, a score of 23 or better on the MMMR, or previous completion of college-level math.** Students who do not meet prerequisite requirements must co-enroll in MATH 0223. OSRHE Matrix ST 001. (3-0-3)

MATH 1513 Pre-Calculus for Eng-Phys-CS is the study of equations and functions (polynomial, rational, radical, exponential, logarithmic), systems of equations, and elementary sequences and series. Suitable for students planning on taking calculus. **Prerequisite: ACT Math sub score of at least 19, a score of 276 or better on the Accuplacer Test, a score of 26 or better on the MMMR, or previous completion of college-level math.** Students who do not meet prerequisite requirements must co-enroll in MATH 0243. OSRHE Matrix MA 203. (3-0-3)

MATH 1523 Functions and Modeling is the study of equations and functions (linear, polynomial, rational, exponential, logarithmic) from various perspectives (symbolic, verbal, numerical, graphical); digital techniques for graphing functions, solving equations, and modeling data using regressions. Prerequisite: ACT Math sub score of at least 19, a score of 276 or better on the Accuplacer Test, a score of 23 or better on the MMMR, or previous completion of college-level math. Students who do not meet prerequisite requirements must co-enroll in MATH 0233. OSRHE Matrix MA 205. (3-0-3)

MATH 1613 Plane Trigonometry is the study of trigonometric functions and their inverses, trigonometric identities, solutions of triangles, and applications. Suitable for students planning on taking calculus. Prerequisite: MATH 1513/1523 (or concurrent enrollment) or instructor approval. OSRHE Matrix MA 204. (3-0-3)

MATH 2063 Discrete Mathematics is an introduction to the theory of discrete structures with an emphasis on the application of discrete math / structure for problem solving. Topics include combinatorics, relations, functions, computational complexity, recurrences, and graph theory. Prerequisite: MATH 1513. (3-0-3)

MATH 2113 Number Theory for Elementary Teachers is a course designed to provide the foundations for teaching mathematics on the elementary level. Selected topics will include the origin of numerals and systems of numeration, sets and relations, and the structure and properties of the systems of the whole numbers, the integers, the rational numbers, and the real numbers. **Course does not satisfy general education mathematics requirement. Prerequisite: ACT Math sub score of at least 19, a score of 250 or better on Accuplacer Test, or a score of 11 or better on the MMMR.** OSRHE Matrix MA 302. (3-0-3)

MATH 2123 Geometry for Elementary Teachers is a course designed to provide foundations for teaching Mathematics on the elementary level. Selected topics include basic geometric ideas and notations, constructions, similarity, measurement, and motion geometry. Estimation, problem solving, and algebraic thinking are integrated throughout the course. **Course does not satisfy general education mathematics requirement. Prerequisite: ACT Math sub score of at least 19, a score of 250 or better on Accuplacer Test, or a score of 11 or better on the MMMR.** OSRHE Matrix MA 301. (3-0-3)

MATH 2133 Ratios, Probability, and Statistics for Elementary Teachers is a course designed to provide foundations for teaching Mathematics on the elementary level. Selected topics will include rational numbers, decimals and applications, real numbers, probability, and statistics. Estimation, problem solving, and algebraic thinking are integrated throughout the course. **Course does not satisfy general education mathematics requirement. Prerequisite: ACT Math sub score of at least 19, a score of 250 or better on Accuplacer Test, or a score of 11 or better on the MMMR.** OSRHE Matrix MA 303. (3-0-3)

MATH 2213 Calculus for Business and Biology is the informal study of differentiation and integration as applied primarily to polynomial, exponential, and logarithmic functions. Intended for students planning to major in business, life science, and social science. **Prerequisite: MATH 1523 (or concurrent enrollment) or instructor approval.** OSRHE Matrix MA 303, MA 602. (3-0-3)

MATH 2215 Calculus and Analytic Geometry I is a study of functions of one variable, rectangular coordinates, equations and properties of algebraic plane curves, limits, derivatives, differentials, antiderivatives, definite integrals, conic sections, and applications of derivatives and integrals. **Prerequisite: MATH 1613 (or concurrent enrollment) or instructor approval.** (5-0-5)

MATH 2300 Special Projects in Math may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

MATH 2424 Calculus and Analytic Geometry II is a study of the analysis of transcendental functions, polar coordinates, parametric equations and curvilinear motion, formal integration, approximate integration and improper integrals with applications. **Prerequisite: MATH 2215.** (4-0-4)

MATH 2434 Calculus and Analytic Geometry III is a study of indeterminate forms, infinite series, Taylor's formula and expansion of function, functions of several variables, analytic geometry of three dimensions, partial derivatives, and multiple integrals. **Prerequisite: MATH 2424.** (4-0-4)

MATH 2533 Differential Equations includes the study of first order differential equations, higher order linear equations, series of equations, the Laplace transform, numerical methods, and applications. Prerequisite: MATH 2424 and instructor permission. (3-0-3)

MEDICAL LABORATORY TECHNOLOGY

MLT 1113 Principles and Practice of Phlebotomy is a course for phlebotomy trainees and professionals new to the medical laboratory technology field who need to acquire phlebotomy skills, as well as acquire a comprehensive overview of the key areas of the clinical laboratory including specimen collection, specimen transport, processing and handling, quality control and professional behavior. Lectures and student labs will be completed on campus during a two-week session. The clinical practicum requires the student to travel to a clinical affiliate to complete 100 hours of clinical experience and 100 successful phlebotomy procedures. Admittance to the SSC Phlebotomy Program required. Phlebotomy Program graduates will receive a certificate of Achievement and will be eligible to take the ASCP Board Certification PBT Exam. (1- 2-3, plus 100 hours of clinical practicum)

MLT 1402 MLT Orientation is an introduction to the field of medical laboratory science including laboratory organization, ethics, and principles of laboratory safety as well as a study of medical terminology and mathematical tools commonly used in the laboratory. (2-0-2) **NOTE**: Enrollment and completion of this course does not guarantee acceptance into the MLT Program. Students enrolled in this class are not considered accepted into the MLT Program until completion of this course and/or applications have been submitted and approved. Applicants will be notified of acceptance prior to enrollments for the following semester. (2-0-2)

MLT 1412 Urinalysis and Body Fluids covers physical and chemical tests on urine and body fluids and microscopic study of cells and crystals. Permission required from the MLT Program Director. (2-2-2)

MLT 1515 Hematology covers the theory and practical application of hematology and homeostasis systems, and includes diagnostic tests performed on blood samples and testing for coagulation studies. Permission required from the MLT Program Director. (3-4-5)

MLT 1523 Instrumental Analysis is an introduction to the mathematical concepts of laboratory operations, and quality assurance involving pre-analytical, analytical, and post-analytical systems. Methods and principles of automation and laboratory information systems are covered. Permission required from the MLT Program Director. **Prerequisite: CHEM 1315. Corequisite: MLT 2455 and MLT 1520 Instrumental Analysis Lab.** (2-2-3)

MLT 2101 MLT Capstone Seminar brings together all the ethical and technical applications taught in the MLT program. A discussion format, enhanced by speakers, role-playing, problem-solving and case studies will better prepare the graduate for employment in the health care industry. To be taken one time only, during the last semester prior to Clinical Practicum. Permission required from the MLT Program Director. (1-0-1)

MLT 2413 Hematology Clinical Practicum involves student spending 40 hours per week for four weeks in the Hematology Department of an affiliate laboratory. The time will include both observation and performance of tests under the supervision of a medical technologist. This practicum includes practice in routine hematology, phlebotomy, coagulation studies, urinalysis and body fluid analysis.

Permission required from the MLT Program Director. **Prerequisites: All other program requirements. Corequisites: MLT 2423, MLT 2433, and MLT 2443.** (0-10-3)

MLT 2423 Clinical Chemistry Practicum involves student spending 40 hours per week for four weeks in the Clinical Chemistry Department of an affiliate laboratory. The time will include both observation and performance of tests under the supervision of a medical technologist. This practicum includes practice in the use of highly automated chemistry analyzers, instrument maintenance, troubleshooting and statistics of lab operations. Permission required from the MLT Program Director. **Prerequisites: All other program requirements. Corequisites: MLT 2413, MLT 2433, and MLT 2443.** (0-10-3)

MLT 2433 Microbiology Clinical Practicum involves student spending 40 hours per week for four weeks in the Microbiology Department of an affiliate laboratory. The time will include both observation and performance of tests under the supervision of a medical technologist. This practicum includes practice in inoculation, identification and susceptibility testing on a variety of biologic specimens, and mycology and parasitology practice. Permission required from the MLT Program Director. **Prerequisites: All other program r equirements. Corequisites: MLT 2413, MLT 2423, and MLT 2443.** (0-10-3)

MLT 2434 Immunohematology provides a comprehensive study of the immunologic principles and laboratory techniques essential for understanding blood group systems, transfusion medicine. Students will explore the interaction between the immune system and red blood cells, focusing on the identification of blood group antigens, antibodies, and the role of these elements in transfusion compatibility and hemolytic reactions. Key topics include blood typing, crossmatching, antibody identification, and the immunologic basis of blood transfusions, including donor-recipient compatibility, blood component therapy, and the management of transfusion reactions. **Prerequisite: Permission required from the MLT Program Director.** (3-3-4)

MLT 2443 Blood Banking Clinical Practicum involves student spending 40 hours per week in the Blood Banking Department of an affiliate laboratory. The time will include both observation and performance of tests under the supervision of a medical technologist. This practicum includes practice in blood grouping, antibody screening and compatibility testing for transfusion of blood products. The affiliate laboratory may combine serology in any of the other departments, leaving the fifth week for a choice of weekend, evening or a special rotation of the student and instructor's choice. Permission required from the MLT Program Director. **Prerequisites: All other program requirements. Corequisites: MLT 2413, MLT 2423, and MLT 2433.** (0-10-3)

MLT 2455 Clinical Chemistry covers theory and specific tests used in diagnosing and monitoring disease states including manual and automated methods of performing chemical determinations. Permission required from the MLT Program Director. **Prerequisite: CHEM 1315; ANAT 2114 or BIOL 2214. Corequisite: MLT 1523.** (3-4-5)

MLT 2564 Clinical Microbiology is the study limited to bacteria of medical importance to man. Emphasis is placed on specimen collection and processing, media, isolation and culture techniques, biochemical tests and staining techniques used in identification and susceptibility testing. Permission required from the MLT Program Director. **Prerequisite: MICR 2224.** (3-3-4)

MLT 2502 Certification Exam Review will prepare the recent MLT graduate and others wishing to take the national certification exam. The format covers all areas of the exam by answering and discussing questions in class. Additional computer programs and visual aids are available for study. Practice exams are given. Permission required from the MLT

Program Director. Prerequisite: Completion of all MLT Program Courses and Clinical Practical. *This course is optional and not a program requirement. It is open to graduates of other MLT Programs and anyone eligible for the national certification exams.* (2-0-2)

MLT 2102 Immunology provides a foundational understanding of the immune system, its structure, and its function in defending the body against pathogens. The course typically covers introduction to immune functions, immune responses to pathogens, antigen/antibody production and interaction, innate and adaptive immunity, immunological disorders, and a focus on how the immune system and antibodies play a role in the practice of immunohematology in the medical lab. **Prerequisite: BIOL 2114 or BIOL 2214.** (2-2-2)

MUSIC

MUS 1213 Music Appreciation I is a course for non-music majors designed to cultivate listening and appreciative attitudes toward music from 500 B.C. to the 19th century. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 007, MU 001. (3-0-3)

MUS 1223 Music Appreciation II is a course for non-music majors designed to cultivate listening and appreciative attitudes toward music from the 19th century to the present. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 007, MU 001. (3-0-3)

NATIVE AMERICAN STUDIES

NAS 1233 Native American Cultural Expressions is a study of the introduction, exploration, comprehension, and analysis of American Indian ceremony, customs, and values, (social or political) and other areas of American Indian life. OSRHE Matrix AI 006, AN 310. (3-0-3)

NAS 1713 Seminole/Creek Language I is a study of the introduction, development, acquisition, practice, and maintenance of Oklahoma American Indian tribal languages. OSRHE Matrix AI 005. (3-0-3)

NAS 1714 Introduction to Seminole/Creek Language develops language comprehension to respond to commands and instructions, solicit language and interact at a basic level. The course will cover the fundamentals of basic vocabulary, reading and writing at an introductory level. The sequence of courses offered at SSC will be taught from the perspective of the Oklahoma Seminole dialect of Mvskoke while noting the differences that occur within the Creek dialect. Attention will be given to how everyday conversational or slang usage derives from the formal language. (4-0-4)

NAS 1815 Intermediate Seminole/Creek Language further develops vocabulary, commands, conversation, grammar, cultural knowledge, reading, and writing skills. The sequence of courses offered at SSC will be taught from the perspective of the Oklahoma Seminole dialect of Myskoke while noting the differences that occur within the Creek dialect. Attention will be given to how everyday conversational or slang usage derives from the formal language. (3-0-3)

NAS 2213 Native American Contemporary Issues studies current federal, state, tribal, local, public and private, current American Indian issues, concerns, communication, developments, and positions. OSRHE Matrix AI 013, AN 410. (3-0-3)

NAS 2903 Internship in Native American Studies is supervised professional and academic experience in Native American Studies and is ideally related to the student's chosen technical or occupational field of study. Each internship is designed to foster professional mentoring between the sponsoring program(s) of a federally recognized Native

American tribe, and a Seminole State College (SSC) student who seeks experience with the tribe. The course also features research in current theory and methods in Native American Studies, and interdisciplinary scholarly research for essays on tribes and their programs. Before enrolling, eligibility and a brief plan for work and study must be arranged with a representative of a tribal program and with a faculty member at SSC. (0-varies-3)

NURSING

NURS 1104 Pre-Nursing is a fundamental course that introduces basic nursing philosophy, basic care and comfort, clinical skills, dosage calculation, assessment, and the nursing process. This course is a prerequisite to admission into the nursing program and needs to be completed within two years of admission to nursing program. If NURS1104 is older than two years, it must be repeated and may not be covered by federal financial aid. **Prerequisites or Corequisites: BIOL 1214 and ENG 1113.** (3-3-4)

NURS 1113 Nursing Pharmacology introduces nursing implications, contraindications, precautions, adverse reactions, interactions and side effects of medications within all classifications. Continues dosage calculation with proficiency examination. **Prerequisites: Admission into the nursing program and NURS 1104.** Corequisite: BIOL 2114. (3-0-3)

NURS 1214 Medical-Surgical Nursing I introduces concepts in pathophysiology and nursing care of individuals with disorders and diseases of the integument, endocrine, sensory, neurological, urinary, gastrointestinal, reproductive, and musculoskeletal systems throughout the lifespan. Pre-operative, intra-operative and post-operative concepts are examined. Revisits dosage calculation with proficiency examination to prepare for medical-surgical clinical. **Prerequisites: Admission into the nursing program and NURS 1104.** Corequisite: BIOL 2114. (4-0-4)

NURS 1213 Medical-Surgical Clinical I is a practicum course that allows students to work with low acuity individuals in medical and surgical settings. Emphasis is on providing basic care and comfort, utilizing the nursing process and learning clinical reasoning skills to ensure safe and effective health outcomes. **Prerequisites: Admission into the nursing program and NURS 1104. Prerequisites or Corequisites: NURS 1214 and BIOL 2114.** (0-9-3)

NURS 1225 Maternal, Newborn, and Pediatrics introduces nursing care of individuals during the normal maternal stages of pre- conception through birth as well as abnormalities that may occur. It also examines normal and abnormal growth and development from conception through pediatrics. The practicum component of this course emphasizes care of the mother, newborn and pediatric patient with the added concepts of teaching, promoting health and preventing illness. **Prerequisites: Admission into the nursing program, NURS 1104 and BIOL 2114.** Corequisite: BIOL 2214. (4-3-5)

NURS 1513 Introduction to Associate Degree in Nursing is designed to facilitate the LPN to RN student's entrance into the Nursing Program at SSC. It includes extensive instruction and practice in the use of the nursing process. Additional focus is on philosophy and outcomes of the Nursing Program. Qualified LPN students that complete the course will enter the second year of the program and will receive credit for the first two semesters of the program upon graduation. Course is offered the second 8-weeks session prior to entrance into second year of the program. (3- 0-3)

NURS 2214 Medical-Surgical Nursing II introduces concepts within specialized settings and pathophysiology and nursing care of individuals with disorders and diseases of the cardiac, pulmonary, immune, and hematologic systems throughout the lifespan. Revisits dosage calculation with proficiency examination to prepare for medical-surgical clinical. **Prerequisites: Admission into the nursing program, NURS 1104, BIOL 2114 and BIOL 2214.** (4-0-4)

NURS 2223 Medical-Surgical Clinical II is a practicum course that allows students to work with high acuity individuals and families across the lifespan in a variety of medical and surgical settings. Emphasis is on providing care and comfort, carrying out the nursing process, reflecting on care provided and utilizing clinical reasoning to decrease risk factors to improve health outcomes. **Prerequisites: Admission into the nursing program, NURS 1104, BIOL 2214, and BIOL 2114. Prerequisites or Corequisites: NURS 2214 and BIOL 2224.** (0-9-3)

NURS 2225 Psychosocial Nursing introduces psychological and social disorders and related disease processes throughout the lifespan. Special emphasis on mental health concepts related to the aging process of the older adult. The practicum component of this course immerses the student in various mental health settings. **Prerequisites: Admission into the nursing program, NURS 1104, BIOL 2214, and BIOL 2114.** (4-3-5)

NURS 2226 Leadership in Nursing Capstone prepares the student for licensure and professional practice. Practicum includes exposure to a variety of community-based settings and a preceptorship. Prerequisites: All NURS courses and BIOL 2224. (3-9-6)

NURSE 2443 Medical Terminology is an introduction to medical terminology with emphasis on etiology, symptomology, pathology, and diagnostic procedures related to health professions. It provides students with basic principles of medical word building, which, once learned, may be readily applied to building an extensive medical vocabulary. (3-0-3)

PHILOSOPHY

PHIL 1113 Philosophy is an introduction to major areas of philosophical studies. Students will examine the thinking of major philosophers and explore the traditional questions of philosophy about the nature of reality, knowledge, values, and humanity. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix PI 101. (3-0-3)

PHYSICAL SCIENCES

PHYS 1114 General Physical Science is a non-majors course that covers basic principles in the fields of physics, chemistry, and astronomy. Corequisite: PHYS 1110 General Physical Science Lab. OSRHE Matrix GS 101. (3-2-4)

PHYS 1214 Earth Science is a non-majors course that presents concepts from the fields of geology, meteorology, and oceanography. **Prerequisite: ACT Science sub score of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: PHYS 1210 Earth Science Lab. OSRHE Matrix GS 110. (3-2-4)

PHYS 1314 Astronomy is a lecture/demonstration course with laboratory for non-science majors that uses concepts from physics to describe the origin, current state, and evolution of the solar system, stars, galaxies, and the universe. **Prerequisite: ACT Science sub score of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: PHYS 1310 Astronomy Lab. OSRHE Matrix GS 121 + LAB GS 121. (3-2-4)

PHYS 1414 Physical Geology is a non-majors course that studies the physiographic features of the earth, the agents and processes responsible for structural changes, and petrology. **Prerequisite: ACT Science sub score of at least 19 or concurrent enrollment in or completion of college-level math and composition.** Corequisite: PHYS 1410 Physical Geology Lab. OSRHE Matrix GE 000. (3-2-4)

PHYS 2114 General Physics I (Algebra based) General Physics I is an algebra-based course with a laboratory. This course includes classical mechanics in one and two dimensions. This course may also include thermodynamics, fluids, oscillations, and/or waves. **Prerequisites: MATH 1513 or MATH 1523.** Corequisite: PHYS 2110 Physics I Lab. OSRHE Matrix PH 120. (3-3-4)

PHYS 2211 Calculus Based Physics I utilizes the application of calculus to the solution of physics problems in each of the problem areas of General Physics I. **Prerequisite: MATH 2215 (or concurrent enrollment).** Corequisite: PHYS 2114. (1-0-1)

PHYS 2224 General Physics II (Algebra based) General Physics II is an algebra-based course with a laboratory. This course is a continuation of PHYS 2114 (OSRHE Matrix PH 120) and includes electricity, magnetism, circuits, and optics. This course may also include thermodynamics, fluids, modern physics, oscillations, and/or waves. **MATH 1513.** Corequisite: PHYS 2220 Physics II Lab. OSRHE Matrix PH 130. (3-3-4)

PHYS 2231 Calculus Based Physics II utilizes the application of calculus to the solution of physics problems in each of the problem areas of General Physics II. **Prerequisite: MATH 2215 (or concurrent enrollment).** Corequisite: PHYS 2224. (1-0-1)

PHYS 2300 Special Projects in Physical Sciences may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. (Varies)

PHYSICAL THERAPIST ASSISTANT

PTA 1011 Introduction to Physical Therapy introduces the student to the world of physical therapy and builds the foundation for all future coursework. The student will develop a working knowledge of physical therapy and the role of the physical therapist assistant when working under the plan of care of the physical therapist in various settings. The student will develop a basic understanding of healthcare and the role therapy plays in it. Course content includes ethics, legal issues, professional behavior, communication (verbal, nonverbal, and written), compassionate care, cultural differences, and responsibility for professional development. Students will also be introduced to the fundamentals of evidence-based practice. (1-0-1)

PTA 1023 Basic Patient Skills introduces the student to basic clinical skills to be built upon in future coursework. It is designed to prepare the student for patient care activities and includes patient/caregiver interview, use of the International Classification of Functioning (ICF), documentation, infection control, patient preparation, vital signs, pain scale, patient positioning, body mechanics, transfers, wheelchairs, assistive devices, gait training, ADL training and environmental assessment. Students will be given the opportunity to practice and develop their skills in a lab setting and apply this knowledge in patient scenarios to prepare them for patient interaction in their clinical experiences. (2-2-3)

PTA 1032 Pathophysiology for the PTA is a course in which students develop a working knowledge of the etiology, pathogenesis, signs / symptoms, treatments of selected diseases/ conditions, and identify the impact on physical therapy. Students will begin to review health records as they relate to conditions presented. Overall wellness and its impact on each disease presented will be discussed. Students will explore pharmacology and its role in treating specific diseases, including the impact on therapy. (2-0-2)

PTA 1042 Kinesiology for the PTA will explore the basics of human motion including structure and function of all joints and skeletal muscle. The student will recognize normal and abnormal joint movement, normal and abnormal muscle length, and its effect on total body movement. Testing of muscle strength, range of motion will be introduced. Students will be introduced to the mechanics of mastication and ventilation. The

fundamentals of human gait will also be discussed. Clinical skills will be practiced in lab. (1-2-2)

PTA 1053 Clinical Procedures I introduces students to the mechanisms of pain and current theories. Course content will include introduction of the following modalities with proper usage, indications and contraindications, electrical stimulation, biofeedback, ultrasound, TENS, traction, compression therapy, infrared, hydrotherapy, heat and cold. Students will build on previous skills of patient communication, documentation, and evidence-based practice within the physical therapist's plan of care. (2-2-3)

PTA 1064 Therapeutic Exercise I focuses on the understanding and exploration of therapeutic exercise and the role of the physical therapist assistant to implement therapeutic exercise regimes. Course content will include different aspects of therapeutic exercise, including muscle flexibility and range of motion, muscle strength, endurance, balance and coordination and application of those techniques. Students will learn the phases of tissue healing and the impact of exercise on tissues. Additionally, the student will explore the therapist's role in wellness and learn to effectively monitor the exercise program and progress the patient within the plan of care set up by the physical therapist. (3-2-4)

PTA 1072 Clinical Practice I is a 4-week supervised clinical experience in which students will be under the direct supervision of a licensed physical therapist. Students will achieve advanced beginner level competence in chart review, communication skills with patients and family members, professional communication with fellow therapists and the evaluating PT, documentation, selected data collection skills, and select therapeutic interventions. They will understand the dynamics of working within a physical therapist's plan of care and practice skills in the clinical setting as they demonstrate competence through lab skill checks within didactic coursework. (0-8-2)

PTA 2013 Clinical Procedures II introduces student to therapeutic massage and basic joint mobilization. Taping techniques, bandaging, and wrapping for edema management will also be covered. Students will explore orthotics and prosthetics and their proper usage, basic wound care, and application and removal of dressings. Students will learn to test sensation, identify normal and abnormal integumentary changes, measure anthropometric characteristics, and determine joint integrity and mobility. (2-2-3)

PTA 2023 Clinical Practice II is a 4-week supervised clinical experience in which students apply knowledge and skills learned in didactic coursework and build upon previous clinical experience, as they work under the direct supervision of a licensed therapist. Individual caseload will be increased, and students will begin working with more complex patients. Communication skills and professional conduct will be fostered as students begin to consider ethical decision making and explore evidence-based practice. (0-10-3)

PTA 2033 Neuroanatomy for the PTA explores the roles of the physical therapist and physical therapist assistant in neurologic rehabilitation. Students will develop a working knowledge of neuroanatomy, motor control, and learning, and motor development. Course content will include medical disorders within the nervous system of both children and adults, and theories of treatment. (2-0-2)

PTA 2044 Therapeutic Exercise II is a continuation of the principles of exercise introduced in Therapeutic Exercise II. Additional theory and application of rehabilitation will extend to many pathologies across the lifespan with emphasis on treatment of long-term disabilities. These include cardiac rehab, neuro rehabilitation, pulmonary rehab, and functional training for pediatric and geriatric conditions. (3-2-4)

PTA 2051 Professional Topics applies knowledge and experience gained from Clinical Practice I and II to look at topics that will need to be addressed as students transition from a student

to a clinician. Coursework will explore abuse of vulnerable populations, fraud and abuse in healthcare, professional ethics and values, discharge planning, interprofessional collaborative care, organizational planning, and accurate and timely billing. Students will also discuss leadership opportunities as a PTA, résumé writing, job finding, and the importance of lifelong learning. (2-0-2)

PTA 2065 Clinical Practice III is a 6-week supervised clinical experience in which students work on and develop all skills in order to attain entry-level competency as a physical therapist assistant. Studies will build upon previous didactic work and clinical practice to allow them to work with more complex patients and maintain 100% of a full-time physical therapist assistant's patient care workload in a cost-effective manner with direction and supervision from the physical therapist. (0-15- 4) 6 weeks 40 hours

PTA 2071 PTA Capstone is a comprehensive review of concepts required for licensure examination and entry-level work as a physical therapist assistant. Performance in didactic coursework and in clinical education will be utilized to determine knowledge deficits and develop study plans. A PTA Exam Study Guide will be utilized to prepare students for success on the NPTAE.

PSYCHOLOGY

PSY 1113 General Psychology presents an introduction to the scientific principles governing the major domains of human behavior and cognition and their application. Ethical considerations are included. OSRHE Matrix PY 101. (3-0-3)

PSY 1123 Psychology of Adjustment will study the concepts and processes involved when individuals must adjust to changing personal and social environments. Discussions will include issues related to both healthy and maladaptive adjustment styles and how adjustment problems affect the lives, behavior, and personalities of individuals. OSRHE Matrix PY 108. (3-0-3)

PSY 2013 Personality Theories exams personality processes and the various theoretical approaches to the study of personality, such as psychodynamic, behavioral, phenomenological, trait, and social learning theories. OSRHE Matrix PY 104. (3-0-3)

PSY 2023 Developmental Psychology will cover social, emotional, physical, and cognitive aspects of human development throughout the life span. Application of current scientific data and theory in the real world of infants, children, adolescents, adults, and geriatric populations are emphasized. **Prerequisite: PSY 1113.** OSRHE Matrix PY 103. (3-0-3)

PSY 2053 Social Psychology is a study of the psychological basis of social interaction and change, this course covers topics such as conformity, social influence, social cognition, pro-social behavior, prejudice, group processes, interpersonal attraction, and social comparison. **Prerequisites: PSY 1113 or SOC 1113. Also listed as SOC 2053.** OSRHE Matrix PY 102. (3-0-3)

PSY 2103 Child and Adolescent Psychology presents an introduction to the principles of child behavior and development as a function of time and context. This course will cover cognitive, physical, social, and emotional aspects of development from the prenatal period through the adolescent stage of development. Cognitive, social, and behavior issues are addressed in the contexts of parenting, school and community. Application of current scientific data, research methods, and psychological theories in the real world of infants, children, and adolescent populations is emphasized. OSRHE Matrix PY 143. (3-0-3)

PSY 2300 Special Projects in Psychology may be one to three credit hours depending on the depth of the project. Project

will be approved and supervised by instructor. Instructor permission required. (Varies)

SOCIOLOGY

SOC 1113 Introduction to Sociology is a survey of the field of Sociology that provides an introduction to the field's basic terminology, fundamentals, theories, development of social institutions, and social processes. OSRHE Matrix SS 001. (3-0-3)

SOC 2033 Sociology of Religion is a study of the functional significance of religion in society, focusing on beliefs and practices as they relate to other social institutions and the society as a whole. OSRHE Matrix SS 067. (3-0-3)

SOC 2043 Human Sexuality is an introduction into the various components of human sexual response. OSRHE SS 044. (3-0-3)

SOC 2053 Social Psychology is a study of the psychological basis of social interaction and change. This course covers topics such as conformity, social influence, social cognition, pro-social behavior, prejudice, group processes, interpersonal attraction, and social comparison. **Prerequisite: PSY 1113 or SOC 1113. Also listed as PSY 2053.** OSRHE Matrix PY 102. (3-0-3)

SOC 2123 Social Problems is an exploration of the nature of social issues in contemporary society and the consideration of agencies of solutions. OSRHE Matrix SS 031. (3-0-3)

SOC 2143 Marriage and Family is an exploration of the patterns and purposes of courtship in the United States, an insight into early adjustments in marriage, and the development of family life. OSRHE Matrix SS 008. (3-0-3)

SOC 2273 Introduction to Social Work provides student with an overview of social work as a profession, its historical development, and the knowledge, values and skills required for practice. Informed sensitivity to all aspects of human diversity is emphasized as well as the advocacy role of social workers with oppressed and devalued populations. History, development, and philosophy of the social welfare institution in U.S. society and the role of the profession are also explored. (3-0-3)

SOC 2300 Special Projects in Sociology may be one to three credit hours depending on the depth of the project. Project will be approved and supervised by instructor. Instructor permission required. OSRHE Matrix SS 049, SS 050. (Varies)

SOC 2433 Global Studies in Culture and Diversity is a course that involves an educational travel experience with on-site study in another country. The course examines historical, contemporary, and evolving meanings of diversity in the US, countries visited during the course, and globally. The course explores and develops unifying frameworks to explore diverse identities and cultures based on characteristics such as race and ethnicity, sex and gender, economic status, spirituality, religion, disability, gender identity, and sexual orientation. It also covers how power imbalances contribute to privilege as well as discrimination and oppression. This course will provide students the opportunity to engage in critical thinking; to analyze and challenge their personal beliefs as well as those of their instructor and colleagues. (3-varies-3)

SPEECH

SPCH 1143 Speech covers the principles and techniques of preparing for, participating in, and evaluating communication behavior at the interpersonal and public level. OSRHE Matrix SP 020. (3-0-3)

SPCH 1523 Introduction to Theatre is a survey and analysis of theatre history, literature and practices relating the relevance of the theatre as a social force. Theatre is examined from the perspectives of audience, playwright, director, actor and designers. This course focuses on the roles of history, culture and the arts within civilization. This course satisfies a Seminole State College humanities requirement. OSRHE Matrix HH 008, TH 353. (3-0-3)

STUDENT SUCCESS

STSC 1002 Learning Strategies is transformative learning class designed to help students develop skills and knowledge that contribute to personal and academic success. Students will study learning strategies, how to acclimate themselves to the higher education environment, principles of goal setting, career development, and research-based learning. The development of interpersonal relationship skills, a fuller sense of self-knowledge, and an integrated philosophy of life are also a focus of the course. (2-0-2)

College Staff
Section X

ADMINISTRATION

LANA REYNOLDS, M.A. (1988), President
B.A., Oklahoma Christian College, 1981
M.A., University of Oklahoma, 1995

MARC HUNTER, A.S. (1998)
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Vice President for Academic and Student Affairs
A.A., Seminole State College, 1991
B.A., University of Oklahoma, 1993
M.C.J.A., Oklahoma City University, 1994
M.Ed., East Central University, 2008
Ph.D. Northcentral University, 2017

MELANIE RINEHART, M.B.A. (2015)
Vice President for Finance, Grants, and Enrollment
B.A., University of Oklahoma, 2003
M.B.A., St. Gregory's University, 2015

DIVISION CHAIRPERSONS

STEPHEN BROOKS, M.B.A. (2018)
Business and Education Division Chair
Assistant Professor
B.A., University of Oklahoma, 1989
M.B.A., University of Oklahoma, 1997

EMILY CARPENTER, M.S. (2016)
Science, Technology, Engineering,
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Associate Professor
B.S., Oklahoma State University, 2002
M.S., Oklahoma State University, 2004

JEFFREY CHRISTIANSEN, M.A. (2009)
Social Sciences Division Chair
Professor
A.A., Flathead Valley Community College, 1997
B.A., University of Montana, 2000
B.A., University of Montana, 2000
M.A., University of Montana, 2001

MISTY GRAY, D.N.P. (2023)
Health Sciences Division Chair
Director of Nursing
A.S.N, Seminole State College, 2012
B.S.N., St. Gregory's University, 2015
M.S.N., Oklahoma Baptist University, 2017
D.N.P., Grand Canyon University, 2021

KELLI M. McBRIDE, M.A. (1997)
Language Arts and Humanities Division Chair
Associate Professor
B.A., East Central University, 1990
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M.S., Capella University, 2013

FACULTY

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Language Arts and Humanities Division
A.A., Seminole State College, 2005
B.F.A., University of Central Oklahoma, 2010
M.F.A., University of Texas at San Antonio, 2011

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Language Arts and Humanities Division
B.S., University of Toronto, 2014
M.A., Edinburgh-Napier University, UK, 2016
Ph.D., University of Texas at Dallas, 2023

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Science, Technology, Engineering and Mathematics Division
A.S., Seminole State College, 2004
B.S., University of Oklahoma, 2008
M.Ed., University of Oklahoma, 2012

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Student Success Coordinator
Professor / Division Vice Chair
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B.A., University of Illinois at Springfield, 1986
M.A., Wheaton College Graduate School, 1989
Ph.D., Oklahoma State University, 2009

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A.S., St. Gregory's University, 1988
B.S., Marquette University, 1991
M.Ed., East Central University, 1993

BUTCH CANTRELL, B.S.N. (2025)
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Health Sciences Division
B.H.Sc., Oklahoma Baptist University, 2009
B.S.N., University of Oklahoma, 2019

YASMINDA CHOATE, M.A. (2012)
Distance Education Coordinator
Associate Professor / Division Vice Chair
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B.A., East Central University, 2001
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Health Sciences Division
B.S.N., Oklahoma Baptist University, 1998

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Language Arts and Humanities Division
B.A., Connecticut College, 2006
M.A., Simmons College, 2008
Ph.D., Oklahoma State University 2020

TRUIT EUBANK, M.S. (2022)
Assistant Professor
Science, Technology, Engineering, and Mathematics Division
A.A., Henderson County Junior College, 1981
B.S., Howard Payne University, 1984
B.S., Texas A&M University, 1988
M.Ed., Stephen F. Austin State University, 2004
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AMBER FLORES, M.A. (2012)
Instructor / Head Softball Coach
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B.A., University of Oklahoma, 2010
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DANIEL HILL, M.B.A. (2016)
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B.A., Midwestern State University, 1979
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A.S., Seminole State College, 1988
A.S., St. Gregory's University, 1993
B.B.A., Oklahoma Baptist University, 1994
M.B.A., Cameron University, 2009

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M.Ed., East Central University, 2021

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Help Center Coordinator
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Social Sciences Division
B.A., Cameron University, 2003
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Health Sciences Division
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A.S., Seminole State College, 2008
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B.S., Northeastern State University, 2013
M.A., University of Arkansas at Little Rock, 2016
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M.S., West Coast University, 1986
M.S., W.S. Army War College, 2000
M.S., Western Governors University, 2002
M.S., Indiana State University, 2007
Ph.D., University of Oklahoma, 1996

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Assistant Professor
Health Sciences Division
A.A.S., Hutchinson Community College, 2018
B.H.S., Fort Hays State University, 2021
D.P.T., Hanover College, 2024

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PROFESSIONAL STAFF

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Head Men's Basketball Coach / Recruiter
B.S., Utah Valley University, 2021

CAITLIN BROWN, B.S. (2017)
Online Navigator, Online Degree Office
B.S., Oklahoma City University, 2017

EDITH CATHEY, M.Ed., B.S. (2003)
Director of Enrollment Management
A.S., Seminole State College, 1999
B.S., Mount Olive College, 2002
M.Ed., East Central University, 2020

MACK CHAMBERS, M.Ed. (2018)
Head Baseball Coach / Academic Advisor
A.A., Seminole State College, 1993
B.S., Northeastern State University, 1998
M.Ed., East Central University, 2020

MECHELL DOWNEY, M.B.A. (2000)
Director of Board Relations and Administrative Operations
A.S., Seminole State College, 2003
B.T. Rogers State University, 2013
M.B.A. Cameron University, 2020

SHERRI DYKES, B.G.S. (2018)
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B.G.S., East Central University, 2015

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Information Technology Technician
B.B.A., East Central University, 2006

JERRY FRY, M.S. (2006)
Director of Education Navigation Services
B.A., East Central University, 1990
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Comptroller
A.S., Seminole State College, 1993
B.S., East Central University, 1994
M.E., East Central University, 2005

JOSHUA HUTTON, M.F.A. (2018)
Director of Communications
B.A., University of Central Oklahoma, 2013
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B.S., Oklahoma State University, 1990
M.Ed., University of Central Oklahoma, 1993

DAVIS KAPPELE, B.S. (2023)
Academic Advisor
B.S., University of Oklahoma, 2020

TALINA LEE, B.S. (2022)
Coordinator of Business & Industry Training
B.S., East Central University, 2009

EMERY MARTIN, B.A. (2023)
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Assistant Baseball Coach

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Human Resources Associate
A.A., Rose State College, 2005
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Registrar and International Student Liaison
B.S., East Central University, 1991

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Web and Multimedia Coordinator
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Academic Advisor
B.B.A., Oklahoma State University, 1985

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Information Technology Technician
A.S., Seminole State College, 1985
B.S., East Central University, 1987

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Student Accounts Specialist
A.A., Oklahoma City Community College, 2018
B.A., Arizona State University, 2022

GINA POPE, M.Ed. (2025)
Coordinator of Library and Career Resources
B.S., East Central University, 2005
M.Ed., Southeastern Oklahoma State University, 2023

MADDY POTTER, B.S. (2023)
Recruitment Specialist
A.S., Seminole State College, 2020
B.S., East Central University, 2023

KIM PRINGLE, M.Ed. (2018)
Director of Community Relations
B.M.E., Oklahoma Baptist University, 2003
M.Ed., Oklahoma Wesleyan University, 2021

LYNETTA ROBINS, M.Ed. (2021)
Coordinator of Scholars for Excellence in Childcare
A.S., Seminole State College, 1999
A.A., Seminole State College, 2001
B.S., East Central University, 2004
M.Ed., East Central University, 2019

CLINT ROBERTSON (2022)
Director of Physical Plant

FAITH ROGERS, B.A.T. (2022)
Financial Aid Specialist
A.S., Seminole State College, 2020
B.A.T., Rogers State University, 2021

ALICIA RYAN, M.B.A. (2023)
Financial Aid Specialist
A.A., Seminole State College, 2004
B.B.A., University of Central Oklahoma, 2012
M.B.A., Southeastern Oklahoma State University, 2022

LESLIE SEWELL, M.S. (2010)
Athletic Director / Coordinator of Title IX
A.A., Seminole State College, 2002
B.S.W., East Central University, 2004
M.S., East Central University, 2012

MELINDA SIMS, B.S. (2008)
Director of Housing and Student Activities
B.S., University of Central Oklahoma, 2006

ERIC STARK, B.S. (2021)
Information Technology Technician
B.S., University of Oklahoma, 2018
B.S., East Central University, 2018

RICHARD THORNTON, M.Ed. (2002)
Senior Director of Grants and Compliance
A.A., Seminole State College, 2004
B.S., Mid-America Christian University, 2006
M.Ed., East Central University, 2009

LAURA VOTAW, M.A. (2013)
Online Degree Coordinator
A.A., Seminole State College, 2010
B.A., East Central University, 2012
M.A., Liberty University

HOLLY WILSON-BYRD, M.Ed. (2008)
Human Resources Director
B.S., East Central University, 1994
M.Ed., University of Central Oklahoma, 2015

ADMINISTRATIVE SUPPORT STAFF

TWILA KAPPELE, B.A. (2025)
Office Manager
Language Arts and Humanities Division
Social Sciences Division
B.A., University of Oklahoma, 1991

TABATHA LINDSEY, B.B.A. (2022)
Office Manager
Business and Education Division
B.B.A., Colorado Technical University, 2016

JULIE MATHEWS, B.S. (2021)
Office Manager
Health Sciences Division
B.S., East Central University, 1992

TINA MORRIS, B.S. (2018)
Administrative Assistant for Academic Affairs
A.A., Seminole State College, 1999
B.S., St. Gregory's University, 2016

KIMBERLY ROOT, B.A. (2025)
Office Manager
Science, Technology, Engineering, and Mathematics Division
A.A., Seminole State College, 1990
A.S., Seminole State College, 1993
B.A., East Central University, 1997

TISHA SIMON, A.S. (2022)
Office Manager for President's Office
A.S., Seminole State College, 2024

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Administrative Assistant for Finance, Grants, and Enrollment

TONI WITTMANN, B.S. (1992)
Administrative Assistant for Student Affairs
A.S. Seminole State College, 1985
B.S., Mid-America Bible College, 2000

STUDENT SERVICES STAFF
Admissions – Bookstore – Business Office – Financial Aid

LAUREN EARLEY, A.A. (2019)
Testing Center Coordinator
A.A., Miami Dade College, 2013

LAURYN FLEWALLEN, B.B.A. (2024)
Enrollment Management Clerk
A.S., Seminole State College, 2021
B.B.A., University of Central Oklahoma, 2023

STACY FOSTER (2018)
Admissions Clerk / VA School Certification Officer

JESSICA GUINN, A.A. (2019)
Admissions Clerk
A.A., Seminole State College, 2014

GERRY HATFIELD (2025)
Business Office Cashier

AMELIA HENDRIX, B.A. (2023)
Payroll Clerk
A.S., Seminole State College, 2013
B.A., University of Oklahoma, 2022

BELINDA HUKILL-VILLOT, B.B.A. (2023)
Accounts Payable Clerk
A.S., Seminole State College, 2021
B.B.A., Northwestern Oklahoma State University, 2023

CHRISTINA PARSONS, (2012)
Business Services Cashier

ALISHA RIOJAS, (2024)
Bookstore Clerk

LESLEY WARD (2022)
Bookstore E-Commerce Specialist

CAMPUS POLICE

RICK AMOS, B.A. (2023)
SSC Chief of Police
B.A., East Central University, 2005
CLEET Certified Peace Officer, East Central University

EVAN LEE (2005)
SSC Seargent / Police Officer
CLEET Certified

TRISTIN REMPE (2024)
Police Officer

EDUCATIONAL FOUNDATION

ZACHERY COPLEN, B.B.A. (2021)
Foundation Business Services Clerk
B.B.A., University of Central Oklahoma, 2008

FEDERAL TRIO PROGRAM STAFF

YAHNAH FACTOR (2022)
TRIO Accounting Clerk

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Upward Bound I Coordinator
A.A.S., Oklahoma State University, 2016
A.S., Tulsa Community College, 2018
B.S., Oklahoma State University, 2018
M.A., Southern Nazarene University, 2020

AMANDA GLASGOW, B.A. (2024)
Upward Bound Math/Science I Coordinator
B.A., Texas Tech University, 2010

MEGAN GOFF, M.F.A. (2021)
Student Support Services Advisor
A.A., Seminole State College, 2014
B.A., University of Central Oklahoma, 2016
M.F.A., Full Sail University, 2017

DAMARIS HANEY, M.Ed. (1999)
Talent Search Advisor
A.A., Bacone Junior College, 1987
B.S. East Central University, 1992
M.Ed., East Central University, 2007

ANGELA HARJO, M.S.H.R. (2017)
Director of Talent Search
B.S., Southwestern Christian University, 2006
M.Ed., East Central University, 2012
M.S.H.R., East Central University, 2017

ALESHA HILL (2019)
TRIO Office Manager

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Upward Bound Math/Science II Coordinator
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B.A., William Woods University, 1989
M.H.R., University of Oklahoma, 1994

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STEM – SSS Academic Advisor
A.S., Seminole State College, 2019
B.S., Oklahoma State University, 2022
M.Ed., Oklahoma State University, 2025

MICHELLE PRUITT, M.Ed. (2022)
Director of Upward Bound
B.S., Cameron University, 2010
M.Ed., Southeastern Oklahoma State University, 2024

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Talent Search Advisor
A.A.S., Seminole State College, 1994
B.S., Northeastern State University, 2018

AMANDA THOMAS, B.S. (2024)
Talent Search Advisor
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M.Ed., University of Oklahoma, 2005

GEAR UP STAFF

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Director of GEAR UP
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GEAR UP Education Coordinator
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GEAR UP Education Coordinator
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GEAR UP Education Coordinator
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GEAR UP Project Assistant
B.B.A., University of Oklahoma, 1984
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GEAR UP Professional Development and
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NATIVE AMERICAN SERVING NONTRIBAL INSTITUTIONS (NASNTI) STAFF

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NASNTI Computer Science Specialist
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NASNTI Student Success Specialist
A.S., Seminole State College, 1999
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KAY WALLACE, M.A. (2013)
NASNTI Director
B.S., East Central University, 1992
M.A., University of Phoenix, 2003

PHYSICAL PLANT STAFF

MILTON BRYAN (2025)
Maintenance Technician

DWAYNE CASTLE (2009)
Maintenance Technician

TONY CALVILLO (2023)
Custodian

RANDY CONNER (2021)
HVAC Technician

KEVIN DAVIDSON (2022)
Maintenance Technician / Fleet Manager

JIMMY DAVIS (2025)
Maintenance Technician

ANTHONY HALL (2025)
Custodian

WILBURN JONES (2024)
Custodian

CHRISTINE MCKEE (2019)
Lead Custodian

DEREK SATAWAKE (2025)
Custodian

CARMEN WRIGHT (2015)
Custodian

EMERITI

ANNETTE TROGLIN BARNES (2004-2015)
Division Chair Emeritus
Math, Science and Engineering Division

KATHERINE BENTON (1998-2016)
Vice President Emeritus
Fiscal Affairs

LARRY BIRDWELL (1997-2009)
Instructor Emeritus
Math, Science and Engineering Division

FRED BUNYAN (1976-2014)
Chair Emeritus
Business and Information Systems Division

JONNA BUNYAN (1975-2013)
Librarian Emeritus
David L. Boren Library

MAX BOLING, Ph.D. (1972-1993)
Instructor Emeritus
Math, Science and Engineering Division

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Vice President Emeritus
Academic and Student Affairs

CHRISTOPHER CALVIN (1974-2001)
Instructor Emeritus
Language Arts and Humanities Division

BRENDA CATES (1996-2016)
Advising Emeritus
Student Affairs

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Coordinator of Maintenance Operations Emeritus
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Chair Emeritus
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Chair Emeritus
Health, Physical Education and Recreation Division

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Chair Emeritus
Business and Computer Science Division

DAN FACTOR (1995-2015)
Chief of Campus Police Emeritus
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JAMES FOWLER, Ph.D. (1977-2002)
Chair Emeritus
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MYRTLE FULLER, Ph.D. (1991-1994)
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DON GILL (1969-1990)
Instructor Emeritus
Language Arts and Humanities Division

JIM GLASCO (1975-1999)
Instructor Emeritus
Social Sciences Division

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Vice President Emeritus
Academic Affairs

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Academic Affairs

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GERALD HICKMAN (1989-2001)
Assistant Librarian Emeritus
David Boren Library

KATHY HOOVER (1980-1983, 1987-2015)
Director Emeritus
Sponsored Programs

CAROL KINDRED (1995-2000)
Instructor Emeritus
Nursing and Health Sciences Division

KELLY KIRK (1976-2015)
Division Chair Emeritus
Language Arts and Humanities Division

PAM KOENIG (1996-2013)
Dean Emeritus
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NOBLE JOBE, Ph.D. (2011-2023)
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REBECCA KENNEDY, Ph.D. (2002-2008)
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Medical Laboratory Technology

GERHARD LAULE (1988-2013)
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JAMES McALVAIN (1971-1998)
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MIKE McGAHA (1981-89) (1993-2000)
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JACK MORRIS (1976-2001)
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CHARLES OUSLEY, Ph.D. (1989-2002)
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TRAVIS QUALLS (1987-2011)
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PAULA RUTLEDGE (2000-2011)
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Math, Science and Engineering Division

LLOYD SIMMONS (1975-2001)
Baseball Coach Emeritus
Health, Physical Education and Recreation Division

TOM STEPHENS (1981-1997)
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JACQUELINE STEWART, Ph.D. (1992-2007)
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JAMES W. UTTERBACK, Ph.D. (1997-2017)
President Emeritus

LARRY VICKERS (1975-2001)
Division Chair Emeritus
Math, Science and Engineering Division

BRAD WALCK, Ph.D. (1991-2013)
Vice President Emeritus
Student Affairs

SUSAN WALKER (2014-2020)
Instructor Emeritus
Academic Affairs

HELEN WARD (1981-1986)
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Business Administration

FRANCES WARRENBURG (1970-1981)
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Reading

FRANK WASHINGTON (2000-2011)
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BEVERLY WILLIAMS (1991-2011)
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