

Fall 2016 – Spring 2017 Catalog



From Here....Go Anywhere!!!

MSC

MURRAY STATE COLLEGE

Tishomingo – Ardmore, Oklahoma

MSC Mission Statement

Murray State College provides opportunities for student learning, personal growth, professional success, and community enhancement.

WWW.MSCOK.EDU

580-387-7000

From Here... Go Anywhere



Welcome to Murray State College. We are delighted you are pursuing your higher education with us. Whether you are just out of high school or one of our more non-traditional students, you are a valuable piece of MSC's rich history and dynamic future. The opportunities ahead of you will change your life, open doors and help create a bold vision for your future.

On a personal note, I want to encourage you to excel beyond what you think are your limits. Take advantage of the rich blend of clubs, sports, activities and cultural events. Get involved in the many facets of campus life. Dedicate yourself to excellence and succeed in courses that will help you become a skillful and vibrant contributor to our society. Our promise to you is we will do whatever we can to contribute to the success of every individual and our community as a whole.

I wish you the best as you prepare for a world of possibilities.

Sincerely,

A handwritten signature in dark ink that reads "Joy McDaniel". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Joy McDaniel
President

2016-2017 CATALOG

MURRAY

STATE COLLEGE

ACCREDITED BY

Students may view Murray State College's accreditation and licensing documents by contacting the Office of the President at (580) 387-7101.

The Higher Learning Commission,
A Commission of North Central Association of Colleges and Schools
30 N. LaSalle Street, Suite 2400, Chicago, IL 60602-2504; (312)263-0456

American Veterinary Medical Association
11931 N. Meacham Road, Suite 100, Schaumburg, IL 60173-4360; (847)925-8070

Accreditation Commission for Education in Nursing, Inc. (ACEN)
3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326; (404)975-5000

Commission on Accreditation in Physical Therapy Education (CAPTE)
1111 N. Fairfax Street, Alexandria, VA 22314; (703)706-3245
Email: accreditation@apta.org
Website: www.capteonline.org

Accreditation Council for Occupational Therapy Education of the American Occupational Therapy Association Inc. (ACOTE)
4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3425; (301)652-2682
Website: www.acoteonline.org

Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104; (405)225-9100

MEMBER

American Association of Community Colleges	National Inst. for Staff and Organization Development
Association of Collegiate Business and Programs	Oklahoma Association of Community Colleges
Council for Higher Education Accreditation	Oklahoma Campus Compact
Council for North Central Community Junior Colleges	Oklahoma Global Education Consortium
National Commission Education	Oklahoma Junior College Athletic Association
National Junior College Athletic Association	The State Chamber of Oklahoma

IMPORTANT INFORMATION

Murray State College, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, the Rehabilitation Act, the Americans with Disabilities Act of 1990, the Civil Rights Act of 1991 and other Federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, disability or status as a veteran in any of its policies, practices or procedures. This includes but is not limited to admissions, employment, student financial aid, and educational services. In addition to the aforementioned federally protected characteristics of race, color, national origin, sex, age, religion, handicap, disability or status as a veteran, Murray State College is committed to a diverse and inclusive educational environment respecting diversity in religious belief, political affiliation, citizenship or alien status, sexual orientation, and marital status.

Murray State College is also in compliance with Public law 101-226, the drug-free Schools and Community Act Amendments of 1989 and the Drug Free Workplace Act of 1988. In support of the spirit and intent of these laws, Murray State College maintains an alcohol-, tobacco- and drug-free campus by prohibiting the use of alcohol and/or illicit drugs by students and employees on College property or as part of any College activity and by prohibiting the use of tobacco on College property.

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2016-2017 COLLEGE CALENDAR

2016 – 2017 COLLEGE CALENDARS

Intersessions

These courses are ten (10) day sessions that are scheduled in between the Regular sessions. The 'Add and Drop' period is the second (2nd) day of classes.

Six (6) Week Sessions

These sessions are scheduled on Saturdays only. The 'Add and Drop' period is the second (2nd) day of classes.

Block Sessions

These are forty (40) hours a week for four (4) weeks. The 'Add and Drop' period is the second (2nd) day of classes.

Regular Sessions

Regular sessions last 16 weeks. The 'Add' period is through the fifth (5th) day of classes and the 'Drop' period is through the tenth (10th) day of classes.

Summer Semester

The Summer semester will be Monday through Thursday. The offices will be closed on Fridays beginning May 13th – July 29th. Summer Intersession and Block classes will continue as scheduled. The 'Add' period is through the Third (3rd) day of classes and the 'Drop' period is through the Fifth (5th) day of classes.

SUMMER 2016

Intersession

5/16–5/27 Intersession Dates
5/17 Intersession Add/Drop Date
5/27 Final Exams Date

Four (4) week Block Session

5/31–6/23 First 4-Week Session Dates
6/1 4-Week Add/Drop Date
6/23 Final Exams Date
6/27–7/21 Second 4-Week Session Dates
6/28 Second 4-Week Add/Drop Date
7/21 Final Exams Date

Regular Session

5/31–7/21 Regular Session Dates
6/2 Ends Regular Session Add Date
6/6 Ends Regular Session Drop Date
6/6 No Shows 5:00 pm Due Date
6/16 Summer Graduation Application Due Date
6/30 Student Withdrawal with Automatic "W" Last Date
7/5 Financial Aid 60% Date
7/7 Student Withdrawal with Instructor Signature Last Date
7/21 Last Day of Summer Semester-Final Exams Date
7/25 Grades 5:00 pm Due Date

No Classes-Holidays-Breaks

5/30 Memorial Day Holiday
7/4 Independence Day Holiday

2016-2017 COLLEGE CALENDAR

Intersessions

These courses are ten (10) day sessions that are scheduled in between the Regular sessions. The 'Add and Drop' period is the second (2nd) day of classes.

Six (6) Week Sessions

These sessions are scheduled on Saturdays only. The 'Add and Drop' period is the second (2nd) day of classes.

Block Sessions

These are forty (40) hours a week for four (4) weeks. The 'Add and Drop' period is the second (2nd) day of classes.

Regular Sessions

Regular sessions last 16 weeks. The 'Add' period is through the fifth (5th) day of classes and the 'Drop' period is through the tenth (10th) day of classes.

Summer Semester

The Summer semester will be Monday through Thursday. The offices will be closed on Fridays beginning May 19th – July 28th. Summer Intersession and Block classes will continue as scheduled. The 'Add' period is through the Third (3rd) day of classes and the 'Drop' period is through the Fifth (5th) day of classes.

FALL 2016

Intersession

7/25–8/5	Intersession Dates
7/26	Intersession Add/Drop Date
8/5	Final Exams Date

Six (6) week Session

9/3–10/8	First 6-Week Session Dates
9/6	First 6-Week Add/Drop Date
10/8	Final Exams Date
10/15–12/3	Second 6-Week Session Dates
10/17	Second 6-Week Add/Drop Date
12/3	Final Exams Date

Regular Session

8/12	New Student Symposium and Convocation(If applicable)*
8/15-9/16 Four (4) week session	New Student Orientation Dates (If applicable)*
8/15–12/9	Regular Session Dates
8/19	Ends Regular Session Add Date
8/26	Ends Regular Session Drop Date
8/26	No Shows 5:00 pm Due Date
9/12	4-Week Grades Due Date
9/14	Fall Graduation Application Due Date
10/10	Mid Term Grades 5:00pm Due Date
10/24	Financial Aid 60% Date
11/7	Student Withdrawal with Automatic "W" Last Date
11/18	Student Withdrawal with Instructor Signature and Grade Earned Last Date
12/5-12/9	Final Exams Dates
12/9	Last Day of Fall Semester Date
12/12	Final Grades 5:00pm Due Date

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies (COL1211) and the New Student Symposium (COL1211L) for mandatory student orientation the first five weeks of the regular session.

No Classes-Holidays-Breaks

9/5	Labor Day Holiday
10/20-10/21	Fall Break
11/21-11/25	Thanksgiving Break
12/12-1/1	Christmas Break

2016-2017 COLLEGE CALENDAR

Interessions

These courses are ten (10) day sessions that are scheduled in between the Regular sessions. The 'Add and Drop' period is the second (2nd) day of classes.

Six (6) Week Sessions

These sessions are scheduled on Saturdays only. The 'Add and Drop' period is the second (2nd) day of classes.

Block Sessions

These are forty (40) hours a week for four (4) weeks. The 'Add and Drop' period is the second (2nd) day of classes.

Regular Sessions

Regular sessions last 16 weeks. The 'Add' period is through the fifth (5th) day of classes and the 'Drop' period is through the tenth (10th) day of classes.

Summer Semester

The Summer semester will be Monday through Thursday. The offices will be closed on Fridays beginning May 19th – July 28st. Summer Interession and Block classes will continue as scheduled. The 'Add' period is through the Third (3rd) day of classes and the 'Drop' period is through the Fifth (5th) day of classes.

SPRING 2017

Interession

1/2-1/13.....	Interession Dates
1/3.....	Interession Add/Drop Date
1/13.....	Final Exams Date

Six (6) week Session

2/4-3/11.....	First 6-Week Session Dates
2/6.....	First 6-Week Add/Drop Date
3/11.....	Final Exams Date
3/25-4/29.....	Second 6-Week Session Dates
3/27.....	Second 6-Week Add/Drop Date
4/29.....	Final Exams Date

Regular Session

1/13.....	New Student Symposium and Convocation(If applicable)*
1/17-2/10 Four (4) week session.....	New Student Orientation (If applicable)*
1/17-5/12.....	Regular Session Dates
1/23.....	Ends Regular Session Add Date
1/30.....	Ends Regular Session Drop Date
1/30.....	No Shows 5:00 pm Due Date
2/13.....	4-Week Grades Due Date
2/13.....	Spring Graduation Application Due Date
3/20.....	Mid Term Grades 5:00 pm Due Date
3/31.....	Financial Aid 60% Date
4/13.....	Student Withdrawal with Automatic "W" Last Date
4/28.....	Student Withdrawal with Instructor Signature and Grade Earned Last Date
5/8-5/12.....	Final Exams Dates
5/12.....	Spring Commencement Date
5/12.....	Last Day of Spring Semester Date
5/15.....	Final Grades 5:00 pm Due Date

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies (COL1211) and the New Student Symposium (COL1211L) for mandatory student orientation the first five weeks of the regular session.

No Classes-Holidays-Breaks

1/16.....	Martin Luther King Day Holiday
3/13-3/17.....	Spring Break
4/14.....	Good Friday Holiday
5/29.....	Memorial Day Holiday

2016-2017 COLLEGE CALENDAR

Intersessions

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Summer Semester

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SUMMER 2017

Intersession

5/15–5/26	Intersession Dates
5/16	Intersession Add/Drop Date
5/26	Final Exams Date

Four (4) week Block Session

5/30–6/22	First 4-Week Session Dates
5/31	First 4-Week Add/Drop Date
6/22	Final Exams Date
6/26–7/20	Second 4-Week Session Dates
6/27	Second 4-Week Add/Drop Date
7/20	Final Exams Date

Regular Session

5/30–7/20	Regular Session Dates
6/1	Ends Regular Session Add Date
6/6	Ends Regular Session Drop Date
6/6	No Shows 5:00 pm Due Date
6/15	Summer Graduation Application Due Date
6/29	Student Withdrawal with Automatic "W" Last Date
7/5	Financial Aid 60% Date
7/6	Student Withdrawal with Instructor Signature and Grade Earned Last Date
7/20	Last Day of Summer Semester-Final Exams Date
7/24	Final Grades 5:00 pm Due Date

No Classes-Holidays-Breaks

5/29	Memorial Day Holiday
7/3-7/4	Independence Day Holiday

GENERAL INFORMATION

HISTORY OF THE COLLEGE

Oklahoma's first legislature created Murray State College (MSC) in 1908 as the Murray State School of Agriculture. Named for William H. "Alfalfa Bill" Murray Oklahoma's most colorful political figure, the school embodied its namesake's "philosophy of the plow" agricultural training for students in rural southeastern Oklahoma.

Located in Tishomingo the historical capital of the Chickasaw Nation, Murray has a history that is intertwined with that of "Little Dixie's" American Indians. In fall of 1908, the school opened its doors to one hundred students, who were primarily Chickasaw and Choctaw. In 1916, U.S. Representative William H. Murray obtained federal appropriations for the construction of two new dormitories to house Indian students. This timely funding allocation probably saved the institution as similar state schools were closed during that period.

Due to increasing demands for a higher standard and grade of work, the State Board of Agriculture by resolution in the spring of 1922, authorized the school to add a year of college work during the session of 1922-23 and another year during the 1923-24 session, thus raising the institution to the rank of a junior college. By proper enactment, the legislature sanctioned the addition of junior college work, approved by the Governor on March 17, 1924.

In 1931, Clive E. Murray a nephew of "Alfalfa Bill", became Murray State's longest serving president, a post he held until 1961. During this period, enrollment increased despite the Great Depression although the manpower demands of World War II reduced the student body's ranks in 1944. In the postwar years, the college benefitted from the GI Bill, which provided educational benefits to returning veterans.

The Oklahoma Legislature has changed the institution's name three times since 1908. In 1955, it became Murray State Agricultural College and Murray State College of Agriculture and Applied Science in 1967. It was removed in 1971 from the authority of the Board of Regents for Agricultural and Mechanical Colleges and vested with its own governing board. It became known as Murray State College in 1972.

Murray State College's involvement with the Ardmore Higher Education Center began in 1974. At this time, the Oklahoma State Legislature created the Ardmore Higher Education Center as a pilot project, becoming the state's first consortium model University Center. Classes were housed in the Ardmore High School during the inaugural semester and moved to Mount Washington School in the fall of 1974. In 1977, the pilot program was made permanent by state statute and was placed under the administration of the Office of the Chancellor, the Chief Executive Officer for the Oklahoma State System of Higher Education.

In the early 1980's a new building was constructed on property belonging to the Ardmore School District. After several additions, the facility continues to serve, essentially half the student constituency is served from this location through traditional, ITV and online courses and programs. The AHEC Board of Trustees approved the request for the Oklahoma Legislature to change the name of the AHEC to the University Center of Southern Oklahoma (UCSO) in December 2010.

Murray State College maintains an office at the University Center of Southern Oklahoma housing a director, academic and financial aid advisors and support staff. Also found in Murray State complex is a testing center, two classrooms and a mathematics laboratory. Five faculty members are housed at the University Center of Southern Oklahoma.

Presently, Murray State College serves as a comprehensive community college offering a full range of academic and technical programs leading to associate degrees and playing an important and meaningful role in providing educational opportunities and an enhanced quality of life for the people of Southeastern Oklahoma.

MISSION STATEMENT

Murray State College provides opportunities for student learning, personal growth, professional success and community enhancement.

VALUES

A. Student Success

1. Maximum development of student potential
2. Open access to educational opportunities
3. Commitment to integrity and excellence
4. Preparing tomorrow's leaders
5. Ethical behavior
6. An appreciation of global economic issues and cultures

B. Employees' Commitment, Professionalism and Growth

1. Commitment to integrity and excellence
2. A culture of positive attitudes
3. Communication as key to being a successful institution
4. Ethical behavior
5. Respect and appreciation for diversity

C. Quality Instruction and Service for Students and Communities

1. Commitment to academic excellence
2. Safe and secure campuses
3. Growing MSC campuses, programs and services
4. Health and fitness for employees, students and communities
5. Successful integration of technology in student learning
6. Continuous improvement
7. Institutional effectiveness
8. Being recognized as a distinguished institution of higher education

VISION

Murray State College has student centered, open access campuses and provides the necessary academic and support services that foster retention, graduation rates, quality instruction, student satisfaction, and student success. Our Associate in Applied Science graduates have well-paid careers and our Associate in Arts and Associate in Science graduates are recognized by receiving colleges and universities for their excellent preparation. MSC maximizes student potential for life, career and educational choices.

GENERAL INFORMATION

MSC is adaptive to the changing communities of learners. The College enhances instruction to promote service-learning workforce training and dynamic, innovative and challenging academic programs within the ten (10) county service area and beyond. The College provides resources to promote a healthy campus, global awareness, life skills and accommodation of community groups. Qualified faculty members are involved in ongoing training via up-to-date instructional resources. Our institution is committed to academic rigor, the promotion of the arts, economic development and lifelong learning to foster the intellectual climate in southern Oklahoma.

Murray State College facilitates employee satisfaction and growth by providing effective communication, requisite resources and employee recognition, advancement and professional development. College employees demonstrate professionalism and institutional commitment.

Murray provides access to current technology and energy-efficient facilities for the campus and community. The College implements and supports a master plan for multiple locations and is recognized as a national award-winning rural community college.

GOALS

- Provide programs and resources that meet the needs of our students and communities;
- Provide an environment that facilitates learning and working;
- Develop College, economic and community resources;
- Advance the College mission, values and vision in our work areas and in communication with others.

FUNCTIONS

In keeping with the needs and background of its students, the changing community that the college serves and the requirements of our society for its members, the faculty and administration of Murray State College are dedicated to the accomplishment of the following functions:

1. To provide a comprehensive two-year, post-secondary educational program to serve the needs of residents of the south central Oklahoma counties of Atoka, Bryan, Carter, Coal, Garvin, Johnston, Love, Marshall, Murray and Pontotoc.
2. To provide educational programs which give predominant emphasis to technical and occupational education.
3. To provide a program of general education which will enable students to develop the attitudes, knowledge, qualities and skills necessary for them to be effective as a person, a family member and a citizen.
4. To provide educational programs of two years or less for students who plan to transfer into baccalaureate and professional programs at four-year institutions.
5. To provide a program of education for youth and adults whose previous educational experiences have not prepared them for achievement at the collegiate level.
6. To provide the opportunity for academic guidance and counseling services for all students.
7. To provide community services to improve the cultural, economic and social environment of the area served by the college.
8. To provide leadership and assistance in economic development activities in order to enhance the quality of life in

the service area.

9. To provide the opportunity for learning environments utilizing the appropriate technology to enhance instructional delivery and student learning.

The College makes its physical plant available for the use of community organizations and supplies the special talents, leadership and influence of its professional staff for promoting the economic, civic and cultural life of the community.

LOCATION

Murray State College is comprised of two locations. The main campus is located in Tishomingo, Oklahoma, the county seat of Johnston County and originally founded as the Capital of the Chickasaw Nation. Tishomingo is one of the oldest towns in Oklahoma, rich in a background of historical and cultural associations and has grown as a city of homes, schools and churches. With a population that has never exceeded 3,500, the town has developed many of the conveniences of more populous cities without the civic problems that confront the larger industrial centers. Located on the edge of town is the Tishomingo National Wildlife Refuge that is home to a diverse population of wildlife, including migratory waterfowl and songbirds.

Adding materially to the general desirability of the town and College is Lake Texoma, one of the largest man-made lakes in the world. This lake is immediately adjacent to Tishomingo and the Murray campus. Its location adds to the possibilities of an already well-known recreation center, as well as providing unlimited opportunities for research in biology and other related fields.

The satellite campus is located in Ardmore, Oklahoma at the University Center of Southern Oklahoma (UCSO) and conveniently situated near the Ardmore High School. Ardmore has rich and diverse recreation opportunities for outdoor enjoyment at Lake Murray and the local Arbuckle Mountains. In addition, cultural opportunities are abundant through local visual and performing arts centers hosting exhibits and productions from not only local but also national artists.

ECONOMIC DEVELOPMENT

MSC is prepared to help any business or industry keep its workforce competitively trained in today's changing environment. Educational opportunities are available to provide the skills and knowledge necessary for greater productivity and efficiency. These opportunities range from management training to employee skill training.

Murray State College is eager to develop business and educational partnerships to assist businesses or industries as they meet the challenges of the 22nd century. Anyone interested in starting a business or industry, changing locations, expanding, adding new product lines or services should contact the Economic Development Specialist at 580-387-7145.

CONTINUING EDUCATION AND COMMUNITY SERVICE

Our mission is to provide both formal and informal programs of study especially designed for adults and out-of-school youth in order to serve the community generally with continuing education opportunities. The Continuing Education Program responds to the educational, economic, cultural and social needs and desires of local residents, including all ages and interest groups. Courses, classes and seminars are held

GENERAL INFORMATION

both on and off campus to meet varied interests in the service area. Employment and business related courses, as well as personal enrichment courses are emphasized.

Contact the Continuing Education Facilitator at 580-387-7142 for more information or to be placed on the mailing list for brochures.

WEB SITE

Current and future students can find information on Financial Aid, Academics, Athletics, the MSC Foundation, Alumni, Continuing Education, current events and much more at www.msco.edu.

MURRAY STATE COLLEGE NOTICE OF NON-DISCRIMINATION

Murray State College, in compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Americans with Disabilities Act of 1990 and other Federal laws and regulations; does not discriminate on the basis of race, color, national origin, gender, sex, age, religion, handicap or status as veteran in any of its policies, practices, procedures, education programs or activities. This includes, but is not limited to admissions, employment, financial aid and educational services. Compliance responsibilities regarding Section 504 and Title IX of the Education Amendments Act of 1972 are assigned to and maintained by:



ADMISSIONS

A prospective first-time student or a student who has ceased enrollment for at least one regular (Fall-Spring) semester applies for admission or re-admission by completing the online application located at www.msco.edu and by submitting required admissions documents to the Admissions-Registrar's Office on the Tishomingo Campus or at the MSC Suite in Ardmore.

FIRST-TIME ENTERING STUDENTS

First time entering students are responsible for submitting to the Admissions Office the appropriate documents listed below:

1. A completed Application for Admission (www.msco.edu);
2. An official high school transcript with graduation date or a document verifying completion of GED. (Note: To be admissible with GED, the student's high school class must have graduated);
3. National ACT (American College Test) or SAT (Scholastic Aptitude Test) scores if student is under 21 years of age.
4. ACCUPLACER test scores for students who did not score 19 or higher in the National ACT sub-score areas or who did not participate in the National ACT or SAT. The ACCUPLACER is a standardized assessment administered on the Tishomingo or Ardmore campuses.
5. Documentation of vaccinations against Hepatitis B, Measles, Mumps and Rubella (MMR).

First time entering students who did not complete high school or GED may be admissible under the Special Adult Admission criteria. Only one Residual ACT will be accepted. National ACT scores are preferred.

Students pursuing admission to Associate in Arts (AA), Associate in Science (AS) or Associate in Applied Science (AAS) degree programs, may not count transitional-remedial courses used to make up high school deficiencies toward satisfaction of degree program requirements.

HIGH SCHOOL CURRICULAR REQUIREMENTS

(Applicable to students under 21 years of age)

The Oklahoma State Regents for Higher Education requires the following high school curricular requirements:

4 UNITS LANGUAGE ARTS

1 unit of Grammar and Composition and 3 units of Literature, Advanced English or other English courses.

3 UNITS MATHEMATICS

Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus or Advanced Placement Statistics.

3 UNITS SCIENCE

1 unit of Biology and 2 units in the areas of Life, Physical or Earth Science.

3 UNITS SOCIAL STUDIES

1 unit of United States History, ½ to 1 unit of United States Government, ½ unit of Oklahoma History and ½ to 1 additional units from the subjects of History, Economics, Geography, Government or Non-Western Culture.

2 UNITS ARTS

May include but not limited to Visual Arts and General Music

8 UNITS ELECTIVES

23 TOTAL REQUIRED UNITS (A Unit equals one year of high school study)

Students under 21 years of age and lacking curricular requirements are admissible into Associate in Arts and Associate in Science programs, but must remove the deficiencies by one of the following:

1. Demonstrated competency through the National ACT or secondary assessment.
2. Successful completion of transitional courses (0-level courses) within the first 24 credit hours attempted.

These requirements are also applicable to students in Associate in Applied Science programs with the provision that if collegiate level work in a particular discipline is not required in the degree program, the student is exempt from removing the high school curricular requirement deficiency. Students admitted to AAS programs may not transfer into AA or AS programs without first completing the high school curricular deficiencies.

TRANSFER STUDENTS

Transfer student applicants are responsible for submitting to the Admissions Office the appropriate documents as listed below:

1. A completed Application for Admission (www.msco.edu)
2. An official transcript from every previous college attended. Transfer credit is granted only for credits awarded by an accredited institution and is subject to the approval of the Registrar. Failure to provide official transcripts will result in disqualification of financial aid.
3. If the student cannot demonstrate readiness for college-level course work in English, Math, Science and Reading; the following is required:
 - a. National ACT (American College Test) or SAT (Scholastic Aptitude Test) scores, if student is under 21 years of age.
 - b. ACCUPLACER test scores for students who did not score 19 or higher in the National ACT sub-score areas or who did not participate in the National ACT or SAT. The ACCUPLACER is a standardized assessment administered on campus, or at the University Center of Southern Oklahoma.
4. Documentation of vaccinations against Hepatitis B, Measles, Mumps and Rubella (MMR).

Only one Residual ACT will be accepted. National ACT scores are preferred.

RESIDENT TRANSFER ADMISSION

An Oklahoma State System student who wishes to transfer to MSC may do so by meeting the high school curricular requirements and by the following:

1. The student must have a grade point average (GPA) high enough to meet Murray State College's retention standards.
2. The student must have been in good standing in the institution from which he or she plans to transfer.
3. The student must maintain satisfactory progress (an average of 'C' or better) for at least one semester before transfer credit is validated.

Students suspended from another state system institution, who would otherwise qualify for admission to the reinstating institution, may be admitted to Murray State College on probation. Students admitted under this provision must maintain a 2.0 GPA average or meet the minimum standard required or will be suspended again.

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NON-RESIDENT TRANSFER ADMISSION

A student wishing to transfer to MSC from an out-of-state college or university may do so by meeting the high school curricular requirements and by the following:

1. The non-resident applicant must be in good standing in the institution from which he or she plans to transfer.
2. The non-resident applicant must have made satisfactory progress (an average grade of 'C' or better) in the institution from which he or she plans to transfer.
3. The student must maintain satisfactory progress (an average of 'C' or better) for at least one semester before transfer credit is validated.

Transcripts of record from colleges or universities accredited by the Higher Learning Commission or other regional associations will be given full value. Transcripts of record from institutions not accredited by a regional association may be accepted in transfer when appropriate to the student's degree program and when the receiving institution has had an opportunity to validate the courses or programs.

MILITARY TRANSCRIPTS AND TRANSFERRING CREDITS FOR VA

Murray State College provides academic credit to a military veteran, who was honorably discharged in the previous three (3) years for any applicable education, training and experience received through military duty that pertains to his or her area of study with MSC. Courses must meet the standards of the American Council on Education or equivalent standards.

A transfer guide, located at: <http://www.acenet.edu/highereducation/topics/pages/college-credit-for-military-service.aspx> will assist the veterans in understanding the process of transferring military training and experience into college credit. This guide provides information about transfer policies and issues, in order to help students better navigate the process of transferring military training and experience into college credit.

The following websites provide information on how to validate a Service Member's military experience and training by providing corresponding ACE college credit recommendations:

- Army-American Council on Education Registry Transcript System (AARTS) <http://aarts.army.mil>*
- Sailor-Marine American Council on Education Registry Transcript <https://smart.navy.mil/smart/registration.do>*
- Community College of the Air Force <http://www.au.af.mil/au/ccaf>*
- United States Coast Guard http://www.uscg.mil/hr/cgi/eso/college_assistance/transcrips.a_sp#1*

Once the veteran student has obtained his/her transcripts please provide the VA Coordinator with the original for review and evaluation.

TRANSFER PROBATION CATEGORY

Students transferring to MSC who have been placed on academic probation at their transferring institution or whose GPA does not meet MSC academic standards may be admitted on probation with the

stipulation that the students must maintain a 2.0 retention GPA each semester while on probation or raise their retention/graduation GPA to the required academic standard. Students who fail to do so will be placed on academic suspension.

Any transfer probation student requiring remediation must address the remediation within the first 12 credit hours in which enrolled. MSC will provide appropriate academic support services to assist transferred probation students in achieving academic success.

HIGH SCHOOL CONCURRENT STUDENTS

To be eligible for concurrent enrollment, a high school **SENIOR*** must:

1. Have participated in the National ACT program and scored a minimum composite of 19 or the equivalent on the SAT or have a high school non-weighted GPA of 3.0.
2. Have a minimum sub-score of 19 on the ACT or equivalent SAT before being allowed to enroll in a college level course in the sub-score subject area. For example:
 - 19 in the English National ACT sub-score to enroll in English courses;
 - 19 in the Math National ACT sub-score to enroll in Math courses;
 - 19 in the Science National ACT sub-score to enroll in Science courses;
 - 19 in the Reading National ACT sub-score area to enroll in other college courses.
3. Be eligible to satisfy requirements for graduation from high school (including curricular requirements for college admission) no later than the Spring of the Senior year, as stated by the high school principal.
4. Have a workload 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, signed recommendation of the high school counselor and the signed permission of the parent-legal guardian.

To be eligible for concurrent enrollment, a high school **JUNIOR*** must:

1. Have participated in the National ACT program and scored a minimum composite of 21 or the equivalent on the SAT or have a high school non-weighted GPA of 3.5.
2. Have a minimum sub-score of 19 on the National ACT or equivalent SAT before being allowed to enroll in a college level course in the sub-score subject area. For example:
 - 19 in the English National ACT sub-score to enroll in English courses;
 - 19 in the Math National ACT sub-score to enroll in Math courses;
 - 19 in the Science National ACT sub-score to enroll in Science courses;
 - 19 in the Reading National ACT sub-score to enroll in other college courses.
3. Be eligible to satisfy requirements for graduation from high school (including curricular requirements for college admission) no later than the Spring of the Senior year as stated by the high school principal.

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4. Have a workload 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, signed recommendation of the high school counselor and the signed permission of the parent-legal guardian.

**Note: 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. Their eligibility criteria are based only on National ACT or SAT scores. High school GPA does not apply.*

Concurrent enrollment must include opportunities for high school students to achieve college credit through a collegiate experience. The collegiate experience is evidenced by the rigor of the course, the qualifications of the personnel delivering the course and the student's readiness for college. The college experience is present in four environments:

1. High school students enrolled on a college or university campus in a course with collegiate students enrolled;
2. High school students enrolled in an off-campus site in a course that originates on campus with collegiate students enrolled;
3. High school students enrolled in a course with collegiate students enrolled at an established off-campus site with a regular program of student (defined as at least one Associate of Arts, Associate of Science or Baccalaureate degree);
4. High school students enrolled at other off-campus sites and taught by regular faculty whose primary employment is as a faculty member at the institution delivering the course. Exceptions may be considered on a case-by-case basis.

A high school student admitted under the provisions set forth may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester credit hours. A student who is otherwise eligible under this policy may enroll in a maximum of 9 semester credit hours during a Summer session or term at Murray State College without the necessity of being concurrently enrolled in high school classes during the Summer term. For purposes of calculating workload, ½ high school unit shall be equivalent to 3 semester credit hours of college work and students wishing to exceed this limit may petition MSC. The appropriate institutional officials will evaluate the student's academic performance and potential for success in determining the student's load, which may not exceed the number of semester credit hours 50 percent greater than the number of weeks in the applicable semester-term. MSC should provide appropriate academic advising prior to and continuing throughout the student's enrollment.

The completion of the high school curricular requirements shall not be required of concurrently enrolled high school students for purposes of admission. (Students may only enroll in curricular areas where the student has met the National ACT requirements for college placement) There is no secondary assessment for concurrent high school students who do not meet the National ACT or SAT criteria. Concurrently admitted high school students will not be allowed to enroll in any zero level courses offered by MSC designed to remove high school deficiencies.

A high school student concurrently enrolled in college courses may continue concurrent enrollment in subsequent semesters if he or she achieves a college cumulative GPA average of 2.0 or

above on a 4.0 scale. Following high school graduation, a student who has been concurrently enrolled as a high school student may be admitted to the original institution of concurrent enrollment or another institution in the state system if the student meets the entrance requirements of the receiving institution, including the high school curriculum requirements and subject to the State Regent's retention standards. Students enrolled concurrently are not eligible for financial aid.

All other students not qualified by grade level as specified may be considered for full enrollment or concurrent enrollment under the Opportunity Admissions Category.

INTERNATIONAL STUDENT

Students who need an I-20 issued in order to obtain a Visa to enter the United States must submit the following:

1. A completed Application for Admission,
2. A certified MSC Financial Guarantee for International Student form
3. Official report of TOEFL or other eligible documentation (for students for whom English is a Second Language). For Minimum TOEFL scores, please see the Policy Statement on Admission of Students for whom English is a second language,
4. A high school transcript with graduation date or a document verifying completion of GED. Documents must be translated in English (To be admissible with GED, the student's high school class must have graduated),
5. If no previous college, National ACT or SAT scores if student is under 21 years of age,
6. ACCUPLACER test scores for students who did not score 19 or higher in the National ACT sub-score areas or who did not participate in the National ACT or SAT. The ACCUPLACER is a standardized assessment administered on campus or at the University Center of Southern Oklahoma (UCSO),
7. Documentation of vaccinations against Hepatitis B, Measles, Mumps and Rubella (MMR).
8. **If applicable, an official transcript (translated in English) from every previous college attended.** You are required by state law to indicate all the universities you attended on the application for admission and to submit official, translated transcripts from each university.
9. **Evaluation of transcript must be approved by an approved credential evaluation institution (naces.org) such as WES or ECE.** Evaluations of transfer work from an international institution cannot be finalized until successful completion of at least 12 MSC credit hours. After you have completed these hours and have submitted your official transcript and course-by-course descriptions (not syllabi number) to the Admissions Office, then the course substitution process may begin in collaboration with your academic advisor and the Registrar.

All non-U.S. citizens must meet criteria as listed in the Policy Statement on Admission of Students for whom English is a second language. Please contact the Admission-Registrar's Office at 580-387-7232 for more information regarding admission for International students.

NOTIFICATION OF ACCEPTANCE

After the Admission-Registrar's office receives the on-line application for admission, students will receive notification of admission status.

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STUDENTS NOT IN GOOD ACADEMIC STANDING

Any acceptances of admission for students who have been placed on academic probation or academic suspension, either at MSC or another college or university are re-admitted on academic probation. Students admitted on academic probation must meet the minimum retention requirement or be academically suspended. This minimum requirement is either (a) the next semester's retention GPA of 2.0 or (b) 1.7 retention GPA with 0-30 hours attempted or (c) 2.0 retention GPA with 31+ hours attempted. Student admitted on academic probation must meet the minimum retention requirement or be academically suspended.

IMMUNIZATION COMPLIANCE REQUIREMENTS

All students who enroll as a full-time or part-time student in an Oklahoma public or private post-secondary institution must provide documentation of vaccinations against Hepatitis B, Measles, Mumps and Rubella (MMR). (Law requires verification of vaccinations.) Oklahoma Statute, Title 3244, permits exemption if 1) the vaccine is contraindicated and a licensed physician provides a signed written statement of verification or 2) if the student or minor student's parent or other legal representative signs a written waiver stating the administration of the vaccine is in conflict with the student's moral or religious tenets.

SPECIAL ADULT ADMISSION

Students who meet the following criteria are eligible for admittance under the Special Adult Admission policy:

1. Students 21 years of age and older
2. Students on active military duty
3. Non-high school graduates whose high school class has graduated and who have participated in the ACT and SAT

Students admitted by the Special Adult Admission policy must agree to the following:

1. Participate in standardized testing for assessment of their ability,
2. Be enrolled in course work appropriate to their abilities as determined through assessments,
3. Participate in all academic support services (tutorial, media, writing lab, etc.) indicated as necessary by assessment and advisement,
4. Participate in regularly scheduled advisement sessions with an academic advisor.

SPECIAL OPPORTUNITY ADMISSION

Any students who have not graduated from high school but have earned a composite ACT score of 32 or combined verbal and Mathematics SAT score of 1410 may apply for special opportunity admission. Admissibility determination will be based on test scores, evaluation of the student's level of maturity and ability to function in the adult college environment and whether the experience will be in the best interest of the student both intellectually and socially. Students admitted by the special opportunity admission policy may be required to participate in regularly scheduled advisement sessions with an academic advisor.

OKLAHOMA RESIDENCY INFORMATION

Under policy by the Oklahoma State Regents for Higher Education, a resident of Oklahoma is defined as one who has continuously lived in Oklahoma for at least 12 months as a permanent resident and not primarily as a student. The legal residence of a dependent person is the residence of the parent who has legal custody, the parent with whom the student habitually resides or the legal guardian.

Students may be classified as in-state if 1) individuals and their dependents who can document full-time active military duty and are stationed in Oklahoma or 2) a non-resident who marries an already established resident of Oklahoma with documentation of marriage and proof of domicile.

Beginning July 1, 2015, veterans, spouse or child with Post 9/11 GI bill and Montgomery GI Bill Active Duty (MGIB-AD), who live in the State which the institution of higher learning is located (regardless of his/her formal state of residence) and enroll in school within three (3) years of discharge from a period of active duty service of ninety (90) days or more, will not be charged out of state tuition.

The individuals described above, will retain in-state status as long as he/she remains continuously enrolled (Fall/Spring) semesters at the public institution of higher learning.

Any student presenting a transcript of credit from a high school, college, university or other educational institution outside the State of Oklahoma will be assumed to be a non-resident student.

Continuous and long-term attendance at a university or college does not establish in-state status. Unless residency has been established in another state, a student who resided in Oklahoma at the time of graduation from an Oklahoma high school and has resided in the State with a parent or guardian for the two years prior to graduation from high school will be eligible for resident tuition and scholarships or financial aid provided by the State.

Persons who can provide evidence of coming to Oklahoma to establish residence may request a change in the charging of non-resident fees to be effective at the next enrollment period. Students may apply in the Financial Aid Office for a scholarship to waive non-resident fees. For individuals who can document a residence in a Texas County that borders Oklahoma, the scholarship is automatic (per MSC agreement with Texas). For other non-residents, the scholarship is automatic only the first semester of attendance at MSC with subsequent renewal based on established GPA criteria.

The burden of proof for in-state rests with the student. Residency is a matter of intent and each case will be judged on its own merit by such intent. It is the responsibility of each student to raise with the Registrar's Office any possible question of the right to resident status for purposes of attending a state institution of higher education. Approval for change in status will take effect for the following semester.

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OTHER ADMISSION INFORMATION

Murray State College takes into consideration the following non-academic criteria in admitting first-time or transfer students:

1. Whether applicants have been expelled, suspended, denied admission or re-admission by any other college or university.
2. Whether applicants have been convicted of a felony or a misdemeanor involving violence or drug abuse (see Criminal Activity Disclosure).

MSC reserves the right to refuse admission or re-admission to any applicant who does not comply with admissions requirements or when evidence exists that the applicant would be incompatible with the aims and objectives of the College or when in the judgment of the MSC Officials, the applicant's presence on campus would not be in the best interest of the applicant or MSC.

Applicants who are denied admission may make a written appeal to the Admissions and Appeal Committee through the Registrar.

CRIMINAL ACTIVITY DISCLOSURE

Murray State College is committed to maintaining a safe environment for all members of the College community. As part of this commitment, MSC requires applicants who have been convicted of a felony or who have engaged in behavior that has resulted in injury to person(s) or personal property to disclose this information as a mandatory step in the application process. Previous conduct or record of a previous conviction does not automatically bar admission to MSC, but does require review.

Complete disclosure must be made at the time of application for admission. Failure to disclose convictions and/or previous conduct can result in denial for admissions. Information to be submitted should include a brief explanation, location (city-state-country) of conviction or previous conduct, dates and court disposition. Written documentation should be presented to the Registrar's Office. This statement must also include a grant of permission to Murray State College for complete access to any criminal records.

Violent and sexual convictions or previous conduct are automatically sent for committee review. Applicants may request a review of the committee's decision by written appeal to the Admission and Appeal Committee.

HOME STUDY OR UNACCREDITED HIGH SCHOOLS

An individual who is a graduate of private, parochial or other non-public high school that is not accredited by a recognized accrediting agency is eligible for admission to an institution in the State system as follows:

1. Student has participated in the National ACT or SAT
2. Student's high school class of peers has graduated
3. Student must satisfy the curricular requirements set forth

An individual may also be eligible for provisional admission under this category by presenting a GED certificate, National ACT scores and satisfying the high school curricular requirements.

ENTRY LEVEL ASSESSMENT AND PLACEMENT

Individual National ACT sub-scores in English, Math and Science must be 19 or higher in order for students to be eligible to take college level courses in those areas. The Reading National ACT sub-score must be 19 or higher to take college level courses.

Students scoring less than 19 in the above National ACT sub-score areas may take a secondary test (the ACCUPLACER) to demonstrate readiness for college level courses. Students who score less than the minimum cut score on the ACCUPLACER will be required to successfully complete zero level courses to remediate skill deficiencies within the first 24 credit hours attempted.

POLICY STATEMENT ON ADMISSION OF STUDENTS FOR WHOM ENGLISH IS A SECOND LANGUAGE

Students seeking enrollment at MSC must meet the admission standards in the "Policy Statement on Admission To, Retention In and Transfer Among Colleges and Universities of the State System" and must present evidence of proficiency in the English language prior to admission, either as first-time students or by transfer from another college or university. The intent of this policy is to ensure that students have a reasonable chance of success based on their ability to comprehend, read and write the English language. Students must demonstrate their competency in English by meeting one of the standards detailed below. Institutions may not waive this admission requirement as part of the alternative admission category of admission within the State Regents general policy on admission.

1. **First-Time Undergraduate Students**
 - a. Score 500 or higher paper-based or 173 or higher computer-based or 61 or higher internet-based on the Test of English as a Foreign Language (TOEFL)¹, or score 5.5 or higher on the International English Language Testing System (IELTS) examination.
 - b. Score 460 or higher paper-based or 140 or higher computer-based or 48 or higher internet-based on the TOEFL test administered at a special testing center or an international testing center or score 5.0 or higher on the IELTS Examination. In addition, after achieving the required score and immediately prior to admission, students must successfully complete a minimum of 12 weeks of study at an Intensive English Program approved by the State Regents. At least two-thirds of the 12 weeks must be instruction at an advanced level.
 - c. Successfully complete the high school core requirements in or graduate from a high school where English is the primary language and demonstrate competency through the "Remediation of High School Curricular Deficiencies Policy."
2. **Undergraduate Transfer Students²**
 - a. Attend an accredited United States college or university for a minimum of 24 semester credit hours with passing grades and meeting the other transfer requirements.

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Undergraduate Students with IEP	
TOEFL Test	Minimum Score
Internet-Based	48
Computer-Based	140
Paper-Based	460
IELTS Test	5.0
Undergraduate Students with Standardized Testing	
TOEFL Test	Minimum Score
Internet-Based	61
Computer-Based	173
Paper-Based	500
IELTS Test	5.5

1Results of TOEFL taken at International Testing Centers and Special Testing Centers will be accepted at all State System colleges and universities. Results of TOEFL administered at Institutional Testing Centers, shall not be accepted by colleges and universities other than the administering institution.

2Transfer student: Any undergraduate student with greater than six attempted credit hours, excluding transitional (0-level courses) or pre-college work and excluding credit hours accumulated by concurrently enrolled high school students.

SPECIFIC PROGRAM ADMISSIONS

Please note that admission to Murray State College does not guarantee admission to the specific programs of Gunsmithing, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant or Veterinary Technology.

Those programs have a separate application process with additional admission criteria.

ADMISSION TO THE GUNSMITHING PROGRAM

Interested applicants are encouraged to go to the program webpage at www.msocok.edu for current procedures for application to the program. In order to apply to the Gunsmithing Program, all applicants must **f i r s t** meet the general college admission requirements. The admission procedures are as follows: (1) Submit MSC application (www.msocok.edu) to the registrar's office. Submit to the registrar's office all of the following AND request a copy of each be sent to the Gunsmithing Program Office:

- Official high school transcript, and...
- Official ACT score report, and...
- Official college transcripts for any and all colleges attended, and...
- Official DD-214 record of military service if applicable.

(2) After the MSC application is completed, the applicant must complete an application to the Gunsmithing Program. The Gunsmithing Program application packet can be found at www.msocok.edu or contact the Gunsmithing Program Office at 580-387-7480 to request an application packet. Complete the Gunsmithing Program application packet and return to the Gunsmithing Program Office. **NOTE: Only applicants who have completed the Gunsmithing Program application packet will be considered for an on-campus interview.**

Acceptance into the MSC Gunsmithing Program is highly competitive. Applicants will be awarded points and ranked according to the admission point system. The Gunsmithing Program Selection Committee will make the final determination regarding applicant ranking, total point calculations, and ultimate acceptance into the program.

Review the Gunsmithing Program application packet for complete details on procedure, but generally the application process will require:

- Signing a release authorizing MSC to conduct a background check and passing said background check, and...
- Completing a 1-2 page biography describing your education, military service, relevant work experience, professional involvement in firearms industry, and personal involvement in shooting sports. And...
- Completing a 1-2 page Career Research paper, and...
- Submitting 3 letters of recommendations, and...
- Participating in an on-campus interview.

ADMISSION TO THE NURSING PROGRAM

Murray State College offers two programs leading to an Associate of Applied Science Degree in Nursing. MSC also offers a complete pre-licensure program (traditional route) for those interested in becoming a registered nurse as well as Online Career Mobility (LPN/Paramedic to RN) Bridge program for LPN's and licensed paramedics interested in becoming registered nurses. Students' will benefit from a state of the art clinical lab, which utilizes high-fidelity human patient simulators. Upon completion of the MSC programs, graduates are eligible to apply and write the NCLEX-RN exam for licensure.

Application procedure for consideration into the MSC Nursing Program is as follows:

Applicants must have a completed application on file in the Nursing Allied Health Building, Office Suite 105 on or before 12:00 pm the last Friday in March of each year (Students are strongly encouraged to hand deliver their applications). **Incomplete applications will not be considered for acceptance.**

Applicants for Oklahoma licensure as a Registered Nurse must meet all State and Federal requirements. Questions regarding these requirements should be directed to the Nursing Program 580-387-7420. Information may also be obtained from the Oklahoma Board of Nursing website www.ok.gov/nursing.

To make application to the Nursing Program, students must meet these institution and program specific criteria:

1. Copy of high school diploma or equivalent,
2. Application for admission to MSC,
3. ACT score of 19 or college GPA of 3.0 or higher if composite ACT is less than 19,
4. Cumulative college GPA of 2.5 or greater,
5. HESI A2 Admission Test with a composite great than 75% in the last two years,
6. Prerequisites completed with a 'C' or better,
7. Satisfactory criminal background check.

Nursing Program Selection Procedure is as follows:

1. Only completed applications containing all required criteria and received by the posted deadline will be considered for

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acceptance.

2. Acceptance into the MSC Nursing Program is competitive. Applicants will be awarded points and ranked according to the admission point system. The Nursing Selection Committee will make the final determination regarding applicant ranking and total selection point calculations. Priority for acceptance is based on the applicant's rank.
3. Applicants having identical selection point total will be ranked according to individual GPA, ACT and Science course grades.
4. Applicants selected for admission will be notified via the email address listed on the nursing application.
5. Qualified applicants who have not been selected for admission into the Fall class may be placed on an alternate list.

ADMISSION TO THE OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Interested students are encouraged to go to the program webpage: www.mscah.org for current procedures for application to the program.

Students do not need to apply to the OTA Program to take the general education courses listed in the first (1st) year of the program. The OTA program prerequisite courses prepare the applicant for success in the second (2nd) year or specialized part of the program. In addition to the requirement for admission to the College, students interested in applying to the second (2nd) year of the OTA program must also meet the following:

1. In order to take the MSC Anatomy & Physiology (A&P) courses, students must complete one year of high school Chemistry with a grade of at least a "B" or higher or take one semester of college Chemistry. Chemistry is the prerequisite for the MSC A & P courses. If you take your biological sciences (A&P) at another college, then you must meet the requirements for that school's sciences. *(Not every school requires the same prerequisite courses for A & P, therefore if you take you A & P courses at another school, you need to check the prerequisites for that school.)*
2. Complete all program prerequisite courses prior to the end of Spring semester in which he/she are applying to the OTA second (2nd) year. Attain a GPA of at least 2.5 on ALL completed college course work, with a grade of "C" or higher in prerequisite classes in biological and behavioral sciences. *(All courses in the biological and behavioral sciences must be taken with ten (10) years of anticipated year of graduation from the OTA Program.)*
3. Have an **enhanced ACT composite score of 19 or above** and sub scores of 19 or above. Deficiency in sub scores can be removed by taking appropriate courses. If the ACT composite score is below a 19, then students must have an overall GAP of at least a 3.0. Students are encouraged to retake the ACT to enhance their composite scores.
4. Attend an OTA Program Admission class conducted by the OTA Program Director. These classes consist of approximately one (1) hour of orientation to the application process. Dates for these classes will be posted on the program website by the end of January.
5. Take the **Admission Test** offered for MSC Allied Health

students. Students must meet the minimum score to be eligible to apply to the program. Available times to take the admission test are linked to the PTA home page on or before September 1st of the year in which the student is applying. There is a cost associated with the admission exam.

6. Complete a minimum of **sixteen (16) hours** of observation of an Occupational Therapist (OT) or Occupational Therapy Assistant (OTA) in a facility that provides occupational therapy. Documentation of all observation is completed on the Clinical Observation Form and returned to the program by the OT/OTA who was observed.
7. Be able to meet the physical and mental requirements of the role required of a OTA. A detailed list of these requirements is available in the Application links area of the web page.
8. Complete an OTA Application and related materials and submit these in the envelope provided at the admission test. Applications must be submitted to the OTA Office **prior to the last Friday in April**.

ADMISSION TO THE PHYSICAL THERAPIST ASSISTANT PROGRAM

Interested students are encouraged to go to the program webpage: www.mscah.org for current procedures for application to the program.

Students do not need to apply to the program to take the general education first year course work. Graduating high school students, new to college or second career students who are interested in applying to the PTA Program courses, need to complete at a minimum the first semester of the first (1st) year course work in order to be eligible to apply to the PTA portion of the program.

If you are not a current MSC student, you do not need to apply to the College in order to apply to the PTA portion of the program. If accepted into the PTA Program, you will need to complete an application to the

College. Students interested in applying must meet the following minimum program specific requirements:

1. In order to take the MSC Anatomy & Physiology (A&P) courses, students must complete one year of high school chemistry with a grade of at least a "B" or take one semester of college Chemistry. Chemistry is the prerequisite for the MSC A & P courses. If you take your biological sciences (A&P) at another college, then you must meet the requirements for that school's sciences.
2. Complete at least the Fall semester of the required first (1st) year courses or be in the process of completing at the time of application. Attain a GPA of at least 2.5 on completed college course work with a grade of "C" or higher in prerequisite classes in the biological and behavioral sciences. To be eligible to apply, students must complete all PTA Program first (1st) year courses. These courses are listed under the curriculum link on the MSC web site: www.mscoke.edu. *(All courses in the biological and behavioral sciences must be taken within 10 years of anticipated year of graduation from the PTA Program.)*
3. Have an **enhanced ACT composite score of 19 or above** and sub scores of 19 or above. Deficiency in sub scores can be removed by taking appropriate courses. If the ACT composite score is below a 19, then students must have an overall GPA of at least a 3.0. Students are encouraged to retake the ACT in order to enhance their composite score.

ADMISSIONS

4. View the required **Allied Health Admission Video** developed by the PTA Program Director. This video will be linked to the PTA Program's web page under Application Information and be available one month prior to the application due date.
5. Take the **Admission Test** offered for MSC Allied Health students. Students must meet the minimum score to be eligible to apply to the program. Available times to take the admission test are linked to the PTA home page on or before September 1st of the year in which you are applying. There is a cost associated with the admission exam.
6. Complete a minimum of **sixteen (16) hours of observation** of a physical therapist (PT) or physical therapist assistant (PTA) in a clinical facility that provides physical therapy. Students may earn additional points for extra observation hours. Students may observe the same PT or PTA for up to 16 hours with a total of 48 hours counting toward points in the process. Documentation of all observation is completed on the Clinical Observation Form and returned to the program by the PT/PTA who was observed.
7. Be able to meet the physical and mental requirements of the role required of a PTA. A detailed list of these requirements is available in the Application links area of the web page.
8. Complete a PTA Application and related materials and submit these in the envelope provided at the admission test. Applications must be submitted to the PTA Office **prior to the third (3rd) Friday in November**.

ADMISSION TO THE VETERINARY TECHNOLOGY PROGRAM

In order to apply to the Veterinary Technology Program, all applicants must meet the MSC admission requirements as well as the following:

1. Enhanced National ACT composite score of 19 or above and sub-scores of 19 or above. Deficiency in sub-scores can be removed by taking appropriate courses. *
2. A GPA no less than 2.0 on all complete college course work with a grade of 'C' or higher in prerequisite classes.

The admission procedures are as follows:

1. Submit a MSC application (www.msco.edu) to the Registrar's Office.
2. Submit to the Registrar's Office all of the following and request a copy to be sent to the Veterinary Technology Office.
 - a. Official National ACT score report.
 - b. High school transcript or equivalent.
 - c. College transcript(s), if applicable.
3. Submit a completed Veterinary Technology Application to the Veterinary Technology Office.
 - a. Priority is given to completed application received by March 15th.
 - b. Be able to meet the physical and mental requirements of the role required of a Veterinary Technician. A detailed list of these requirements is available in the VT Application link is on the web page.
4. Students accepted in to the Program are required to attend the Veterinary Technology Orientation, which will be scheduled during the week prior to the beginning of the Fall semester.

In addition, the following admission selection procedures for the Veterinary Technology Program must be completed after the general college admission process:

1. Only completed applications with all documents will be considered for acceptance.
2. Acceptance into the MSC Veterinary Technology Program is competitive. Applicants will be awarded points and ranked according to the admission point system. The Veterinary Technology Selection Committee will make the final determination regarding applicant ranking and total selection point calculations. Priority for acceptance is based on the applicants rank.
3. Applicants having identical selection point totals will be ranked according to individual GPA, ACT and Science course grades.
4. Qualified applicants who have not been selected for admission into the Fall class may be placed on an alternate list.



FINANCIAL AID

INFORMATION

Scholarship and financial aid programs at Murray State College were designed to provide either partial or full support to help families meet college costs. Help is available in the form of grants, work-study jobs, scholarships and loans. Scholarships are awarded to students of high academic achievement, special talent and/or need.

The Financial Aid Office will package financial aid from all programs available up to a student's calculated need. Students should therefore make application for the entire package of Federal, State and College sponsored programs rather than specific kinds of Federal Financial Aid. If a student is approved for credit by MSC for enrollment in a program of study abroad, Federal Financial Assistance may be available.

APPLICATION PROCEDURE

Federal and State Financial Aid programs require that a student show financial need. Students must complete the Free Application for Federal Student AID (FAFSA) to establish financial aid eligibility.

The FAFSA may be completed on the Internet at the following address: www.fafsa.gov. Other documents, such as a federal tax return, transcript, verification worksheet, etc., may be required and will be requested as needed. Students must submit academic transcripts from all colleges and/or universities previously attended, to the MSC Registrar's Office. Students must also be admitted to the College and enrolled prior to financial aid being reviewed.

WHEN TO APPLY

Students should apply for financial aid and scholarships as early as possible. Applications for scholarships are usually available from the high school counselor or the MSC Financial Aid Office in early January. An email will be sent in February to students who applied for Federal Aid the previous year reminding the student to complete the online FAFSA renewal application. On renewal applications, students will only have to correct the pre-printed information that has changed, such as income. Students must complete the renewal application or FAFSA, but not both. The FAFSA or renewal application should be completed as soon as possible **but not before January 1st**. Even if a student who does not think he/she needs financial aid or will not qualify should still apply for aid. Many scholarships, work programs and outside sources of aid such as Tribal funds, WIA, etc. require that a student apply for aid even though the student may not qualify for need-based aid.

Scholarships: For maximum consideration to receive a scholarship from Murray State College, all applications and necessary documentation should be received in the Financial Aid office by the March 15th priority deadline.

Federal Student Aid Programs: To receive priority consideration for financial aid, students must be sure that all forms and applications, including the results of the FAFSA (Student Aid Reports or ISIRS) are received by the Financial Aid Office by March 1st, prior to the following Fall semester for which funding is desired. Students must complete the form online at www.fafsa.gov and provide an electronic signature by applying for a FSA ID and password.

Students are encouraged to apply even if they miss the March 1st priority deadline, since limited funding may be available.

HOW TO APPLY

The application process is as follows:

1. Fill out the application forms. Complete the signature page by providing a FSA ID. No fee is charged to complete the FAFSA or Renewal Application. Financial aid applicants must apply for admission to the College and enroll. Academic transcripts from all schools previously attended must be submitted to the MSC Registrar's office. All of this should be done as soon after January 1st as possible to be considered for all types of aid.
2. In 2-3 weeks, the student will receive a Student Aid Report (SAR) from the processor. Review the received SAR and it is important to follow all instructions. If the SAR requires corrections, contact the Financial Aid office (FAO) for assistance. The FAO will receive the SAR electronically if the student listed MSC (code 003158) on the application and may be able to receive or correct a student's SAR electronically. Contact the Financial Aid Office for details.

If the SAR shows that the student has been selected for verification, the student and parent (if dependent) must transfer tax data from the IRS or submit a Federal Tax Return transcript. In addition, a student must also submit a completed Verification Worksheet, which may be obtained at the MSC Financial Aid office or online at www.msco.edu (see Downloadable Forms link of Financial Aid section).

If the SAR is not accurate, corrections must be made and the application is no longer considered complete. To process corrections electronically, the MSC FAO must have received signed documentation verifying the data elements requiring corrections. The MSC Financial Aid office receives FAFSA data from the federal government several times a week. If all required documents have been submitted and the financial aid file is complete and accurate, it generally takes two to four weeks to receive an award notice.

3. The priority deadline for applying for federal and state aid is March 1st. A complete and accurate financial aid file March 1st provides the best opportunity of being considered for all types of aid. In order for aid to be processed by the Fall semester, a student should have his/her financial aid file completed by June 30th. In most cases a student must submit the application to the FAO while still enrolled, attending classes and eligible for payment. If a student must withdraw from school or if the application cannot be completed before the last day of the semester, contact the Financial Aid Office for specific information regarding late disbursement.
4. The Financial Aid Advisor will review a student's application when all required documents have been submitted. Files are reviewed in chronological order based on the date the last requested document was received. It typically takes 2-4 weeks from the date the student submits all required documents to complete the review process. If the Advisor

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determines that additional information is required to determine eligibility, a letter will be sent to the student. A student must respond as soon as possible to requests for additional information. If additional information is requested or corrections are required, the financial aid application becomes incomplete until the information is received and corrections are processed. The file will again be reviewed in chronological order based on the date additional documentation is received.

5. When the student's file is complete and accurate and the student is admitted and enrolled at the college, the FAO will send the student an award letter estimating eligibility. These awards are tentative since the FAO must recalculate eligibility based on census date enrollment, which is the 10th day of the Fall and Spring terms and 5th day of the Summer term.

MSC WEB SITE

Murray State College's web site www.msocok.edu also has helpful information for the types of aid available, applying for aid, downloadable forms, condition of awards, disbursement policies, satisfactory academic progress policy, consortium agreements, completing the Free Application for Federal Student Aid (FAFSA), sources of outside assistance, etc. The Financial Aid section also contains links to the following:

1. FAFSA on the Web
2. Applying for a FSA ID on the web (allows electronic signature and electronic access)
3. On-line Entrance Counseling for Student Loans
4. On-line Exit Counseling for Student Loans
5. On-line Promissory Note for Student Loans
6. FastWeb – a nationwide scholarship search site
7. U.S. Army
8. Ombudsman for Student Loans
9. Chickasaw Education Services
10. NSLDS – National Student Loan Data System
11. Financial Literacy Counseling

THE STUDENT'S AWARD

An award letter will be mailed to the student as soon as possible after all application forms and the Financial Aid Office receives necessary documentation, the file is complete and accurate and the student is admitted and enrolled. The award letter indicates the types and amounts of aid awarded. If a student has a calculated financial need, it will probably be met by a combination of several types of aid. A typical aid package may consist of a scholarship, Federal Pell Grant, Federal Work Study and Federal Loans. Award letters need not be returned. The Financial Aid Office assumes the student will accept all grants, work study, scholarships and outside aid unless the student notifies us in writing that he/she is declining the aid awarded. Students must submit a completed Loan Request Form and complete online Loan Entrance Counseling and online Master Promissory Note regarding FSA ID and password, before student loans will be processed. Students receiving award letters by email are required to view the awards on the web and review conditions of the awards, award notice instructions, academic progress policy, etc. on the MSC website. Students unable to view these documents online should contact Financial Aid for assistance. This document notifies the student of eligibility requirements, disbursement policies, etc. Students must be **enrolled and attending class** to maintain eligibility for financial aid.

Students who cease attending class (unofficial withdrawal) officially withdraw from MSC or fail to receive a single passing grade for the term may be subject to termination or repayment of financial aid received. Leaves of Absence are not permitted.

An initial financial aid award is made with the assumption that the student will enroll full time. Unless the Satisfactory Academic Progress Policy prohibits it, the student's award will be made for the entire academic year. The academic year is 30 weeks (Fall and Spring terms). The Summer term is treated as a trailer to the previous academic year. A student's enrollment status will be checked at the end of the 100% refund period each semester and the awards will be adjusted if the student's enrollment differs from the assumed enrollment. For financial aid purposes full-time is a least 12 credit hours per term, including Summer semester.

If a student drops a class after the 100% refund period but remains enrolled, the awards will not be revised unless the student is receiving OTAG or a loan. Oklahoma State Regents for Higher Education policy requires that a student be enrolled in at least 6 credit hours at the time the enrollment is verified for OTAG (the time of verification varies from semester to semester). A student loan must be enrolled in at least 6 credit hours at the time the loan funds are disbursed.

INTERSESSIONS

Intersession semesters are considered a part of the regular semester following it: i.e. Christmas Intersession/Spring, Late Spring Intersession/summer, and Late Summer Intersession/Fall. Students can use financial aid to pay for intersession courses provided they do not exceed the total amount awarded to them for any given academic period. Financial assistance for intersession courses will be disbursed using the timetable and procedures established for the subsequent full semester (i.e. aid for the Winter Intersession will be disbursed according to the Spring semester disbursement schedule).

Students suspended at the end of the previous semester may not use their Intersession courses to regain eligibility for the subsequent term (i.e. students suspended at the end of the Fall term may not regain eligibility for Spring aid by taking Intersession courses). Students awarded financial aid for the Fall and Spring terms may use the Intersession to make up deficiencies from the prior term.

ELIGIBILITY REQUIREMENTS

In order to be eligible for aid, financial aid applicants must meet the following requirements:

1. Must have documented need.
2. Must enroll as a regular student in an eligible program.
3. Must be a U.S. citizen or an eligible non-citizen.
4. Must be making satisfactory academic progress.
5. Must be registered with Selective Service, if required.
6. Must sign a Statement of Education Intent, promising to use the aid only for school related expenses (included on FAFSA).
7. Must sign a statement that no refund is owed on any education grant and that he/she is not in default on any student loan (included on FAFSA).
8. Must have a High School Diploma, GED or have been home schooled.
9. Must be attending class.
10. Must not be suspended from Title IV aid eligibility due to drug-related convictions.

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IF A STUDENT DOES NOT QUALIFY FOR AID

A student who does not qualify for aid based on the completion of the need analysis still may be able to get help. A student may qualify for an adjustment based on a documented change in financial circumstances or the student may apply for programs that do not require that he/she have financial need. The programs that do not require demonstrated need but still require application for financial aid are most scholarships, jobs funded by the institution (not Federal Work Study), the Federal Unsubsidized Stafford Loan and the Parent loans for dependent students. In addition, if a student has expenses related to dependent care or a disability that are not paid by some other source, the student should contact the Financial Aid Office about the require documentation needed to re-evaluate the estimated need for aid.

To apply for an adjustment the student should either complete an Unusual Circumstance Form (available at the FAO) or submit a signed statement detailing the change in circumstances that may affect eligibility, such as a death in the family, loss of job, or loss of untaxed income, etc. These must be documented by providing copies of death certificates, letters from former employers verifying loss of job, etc. The student must also document how this change will affect the family income. For example, if 2014 income was used to complete the FAFSA, estimates of 2015 taxable and non-taxable income must be provided. Students selected for verification must submit all required documents to complete verification before an adjustment will be considered. Adjustment may also be made for students in certain degree programs that have documented educational costs in excess of those allowed for in the typical student budget. For example, Gunsmithing students and Nursing students have additional expenses for tools, supplies, uniforms, etc. and some students may need to purchase a computer. A one-time allowance will be considered for a computer and software. The decision of the Financial Aid Administrator regarding whether an adjustment is made is based on federal guidelines and that decision is final. A student may not appeal the decision to the college or to the federal government.

STUDENT EXPENSES

It is important for students to consider all of the costs associated with attending college. These costs include enrollment fees, room and board, books, transportation and personal expenses such as clothing, medical, laundry, etc.

All fees, dues, tuition and room and board information can be found at www.msco.edu under "Future Students – Cost of Attending". A student may want to use this information to help construct a realistic budget for the time spent at Murray State College. A student will need to compare this budget to his/her financial aid award. The student will be expected to make up the difference in direct costs to the College and amount of actual financial aid awarded.

The Financial Aid Office (FAO) uses an average Cost of Attendance Budget to determine total aid awarded (financial aid package). Student living off campus or with parents may contact the FAO to obtain cost estimates. Students with expense in excess of these costs must submit documentation to the FAO (see 'If a Student Does Not Qualify for Aid').

DISBURSEMENT POLICIES

The amount of a student's aid will be computed to the maximum amount possible in accordance with his/her need analysis and the availability of funds. Declined awards that are replaced with another type of aid will not be reinstated. In the event that this amount does not cover all costs, the student must make arrangements with the Business Office to pay the balance from some other source. Financial Aid may not be used for deposits, physical exams or any other fees that must be paid prior to registration. Murray State College has no obligation to make this aid available until after classes begin and the student is properly admitted, enrolled and attending class. The student must have submitted required academic transcripts from all colleges previously attended and met all eligibility requirements prior to financial aid being disbursed.

Award for the Fall and Spring semester are normally made at the same time. Students on probation or academic plans will be awarded for the Fall and Spring semesters and academic progress is reviewed at the end of each semester. Students placed on Financial Aid Suspension because they do not meet the requirements of the Satisfactory Academic Progress Policy, will be denied Financial Aid and Aid awards for subsequent semesters will be cancelled. One-half of the total aid for the school year will be made available in the Fall semester and one-half in the Spring. Awards for Summer school area made late in the Spring semester. Funds for Summer school are disbursed on a different schedule. The Financial Aid Office will evaluate Summer Financial Aid eligibility when all documents have been submitted and the student has enrolled for the Summer term. Students who attend full-time Fall and Spring may have a little to no remaining funding available for Summer.

If a student withdraws (either officially or unofficially ceases class attendance) or fails to receive a single passing grade for the term, return of Title IV Aid calculations will be made based on the Federal "Return of Title IV Aid Policy".

A sample disbursement schedule is listed below. This assumes that the first day of the Fall term is 8/17 and the first day of the Spring term is 1/11. Disbursements are made approximately four (4) weeks after the first scheduled class day.

IMPORTANT DATES

Summer 2016

Initial Disbursement..... June 22, 2016

Fall 2016

Initial Disbursement September 16, 2016

Spring 2017

Initial Disbursement..... February 17, 2017

Disbursements will be each Friday after the initial disbursement date for each semester (all dates are tentative and subject to change). Loan disbursement varies for students who apply for one semester only. Estimate disbursement dates vary from year to year (refer to conditions of Award Notice). Review the Financial Aid webpage for changes in disbursement dates.

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RETURN OF TITLE IV AID POLICY

WITHDRAWAL AND PAYBACK OF FUNDS

Refund Policy for Tuition and Fees

First ten days of a regular semester	100%
First five days of an 8-week semester	100%
First two days of a shorter term	100%
Thereafter.....	No Refund

Official Withdrawal Process

To officially withdraw from all courses, students must notify the MSC Registrar's Office in writing.

Return of Federal Financial Aid for Complete Withdrawal

Federal Financial Aid funds are awarded to students under the assumption that the student will attend school for the entire period for which the aid is awarded. Sometimes students need to completely withdraw from classes due to emergencies or other problems. Regardless of the reason for withdrawal, the Federal Government requires that students, who withdraw before the 60% point of the semester, repay Federal funds received. This Federal Law is called Return of IV Aid.

Students receiving Federal Financial Aid who completely withdraw from all classes, officially or unofficially will be subject to the Return of Title IV Funds policy. This policy applies to students receiving assistance through the Federal Pell Grant, Federal Supplemental Education Opportunity Grant, Iraq Afghanistan Service Grant, Federal Subsidized Direct Stafford Loan, Federal Unsubsidized Direct Stafford Loan and Federal Direct PLUS Loan.

Students who withdraw before the end of the 100% refund period or who withdraw after the end of the 60% point will not have to repay Federal Aid received.

When a student officially withdraws, the Registrar's Office will notify the Financial Aid Office. The withdrawal form gives the FAO the official withdrawal dates. The FAO determines the institutional charges, Aid disbursed and the Aid that could have been disbursed. Institutional charges include tuition and fees, on campus room and board, required books and supplies. At the end of each semester, the FAO will determine those students who unofficially withdrew and use the 50% point to calculate the amount of Aid to return to the Federal programs, unless the student proves attendance past the 60% point in the semester while it is still possible to reverse the return of Aid to the Federal program.

After determining a student's withdrawal date, the FAO will use the U.S. Department of Education's Return of Title IV software on the web to determine if the amount of Aid disbursed to the student is greater than the amount of Aid the student earned. Any unearned funds must be returned to the Federal Student Aid Program. If at the time of withdrawal the amount disbursed to the student is less than the amount earned, the student may be eligible to receive a post-withdrawal disbursement. If eligible, the student will be notified by mail and will have 14 days to respond and approve or deny the post-withdrawal disbursement.

The Return of Title IV calculation uses the number of days enrolled divided by the number of days in the term to get the percentage of aid earned. Students who remain enrolled beyond the 60% point of

the period of enrollment are considered to have earned 100% of aid received. Students enrolled less than 60% of the periods of enrollment are responsible for repaying the Aid.

Here is an example of what happens if a student withdraws before the 60% point:

If a student receives a Pell Grant of \$1,875 and a Subsidized Stafford loan for \$1000 for a total amount of Federal Aid of \$2,875. The student's tuition, fees, room and board and bookstore charges for the semester total \$3,000. If the student withdraws on the 25th day of a semester that has 121 days, approximately \$2,300 or 80% of the funds would have to be repaid.

Once the Return to Title IV calculation has been completed. MSC will return the unearned portion to the Federal Aid programs in the following order:

1. Unsubsidized Federal Direct Stafford Loans
2. Subsidized Federal Direct Stafford Loans
3. Federal Direct PLUS Loans
4. Federal Pell Grants
5. Federal Supplemental Educational Opportunity
6. Grants
7. Iraq Afghanistan Service Grant

Murray State College must complete the Return of Title IV process within 45 days of the date of a student's withdrawal.

SATISFACTORY ACADEMIC PROGRESS POLICY

Murray State College has established this Satisfactory Academic Progress Policy using the new guidelines required by the Federal Government (CFR 668.34). Students must meet all three of the minimum standards indicated below to be eligible to receive financial aid from the Federal Title IV programs, which include Pell Grants, Supplemental Educational Opportunity Grant (SEOG), Iraq Afghanistan Service Grant, Federal Work-Study and the Direct Loan Programs (Subsidized Stafford Loan, Unsubsidized Stafford Loan and Plus Loan). This policy also impacts State Programs such as the Oklahoma Tuition Aid Grant program (OTAG) and the Oklahoma Promise. The following minimum requirements must be met regardless of whether or not the student has received financial aid:

1. **GPA REQUIREMENTS:** 2.0 retention/graduation GPA
2. **CUMULATIVE HOURS REQUIREMENT (PACE):** 70% of all coursework attempted
3. **MAXIMUM TIME FRAME:** 96 credit hours for first MSC associate degree; additional 40 hours allowed for 2nd MSC associate degree.

Satisfactory Academic Progress (SAP) Evaluation:

1. The Financial Aid Administrator will evaluate SAP at the end of each academic year.
2. The MSC academic year is Fall and Spring with the subsequent Summer as a trailer.
3. For students attending Fall/Spring/Summer, Spring/Summer or Summer only, SAP is evaluated at the end of the Summer term.
4. For Students attending Fall/Spring or Spring only, SAP is evaluated at the end of the Spring term.

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- For students attending Fall only, SAP is evaluated at the end of Fall term.
- For students on financial aid probation or an Academic Plan, SAP is evaluated at the end of each Summer.

PACE:

- PACE is calculated by dividing the cumulative number of hours successfully completed by the cumulative number of hours attempted. Some examples of PACE are:
 - Student attempts 14 hours and completes 11 hours. 11 divided by 14 is 78% and the student has successfully met the PACE requirement.
 - Student attempts 6 hours and completes 4 hours. 4 divided by 6 is 66% and the student has not successfully met the PACE requirement.
- Students must complete 70% of coursework to meet the PACE requirement.
- Hours attempted is based on the number of hours enrolled in at the end of the 100% refund period (close of business on the 10th day of Fall and Spring and the 5th day of Summer). The refund period varies for shorter enrollment periods.
- Grades of A, B, C, D, S and P are counted as hours successfully completed.
- Grades of I, U, F, N, W and AW are counted as hours attempted but not successfully completed.
- Transitional courses are not counted in either PACE or the maximum timeframe and are not calculated in the GPA.
- Audit courses are not eligible for financial aid and are not counted as hours attempted.
- All classes attempted at all institutions are counted in the PACE and maximum timeframe.
- For repeated courses where the original grade is a D or F, only the second and any subsequent attempts up to a maximum of 4 courses are counted.
- To properly monitor your SAP progress, manually count all credit hours attempted and earned as the academic transcript may not accurately count withdrawals, etc.

Maximum Timeframe:

- Students have a maximum of 96 attempted hours to complete the first MSC associate degree.
- Students have a maximum of 40 additional hours beyond the first MSC associate degree to complete a second MSC associate degree.
- Students are only eligible to receive Federal Financial Aid for two associate degrees at MSC.
- Students planning to transfer to a four-year school and pursue a bachelor's degree need to be aware of the Federal maximums on the various programs to ensure they don't run out of eligibility before completing their bachelor's degree.
- Students transferring to MSC with hours in excess of 96 will be placed on financial aid suspension. Students on financial aid suspension may submit an appeal.
- Changes in major do not automatically extend the maximum timeframe. However, they may be considered as a mitigating factor during the appeals process. The Financial Aid Appeals Committee will determine if additional time is warranted.
- For appeals of the maximum timeframe the Financial Aid Office will request a degree check.

Transfer Students:

- Transfer Students must submit official transcripts from all institutions to the MSC Registrar's Office.
- All transfer hours will be transcribed on the MSC transcript and will count toward GPA, PACE and maximum timeframe. Financial aid eligibility will not be determined until all official transcripts have been submitted to the MSC Registrar's Office.
- Students with transfer hours that do not meet the standards of the MSC Satisfactory Academic Progress Policy will be placed on financial aid suspension.
- Students with transfer hours in excess of the maximum timeframe will be placed on financial aid suspension.

FEDERAL STUDENT FINANCIAL AID PENALTIES FOR DRUG LAW VIOLATIONS

A Federal or State drug conviction can disqualify students for Federal Financial Aid. Under the Higher Education Act, Title IV Section 485(k), students become ineligible for Federal student aid programs upon a conviction under State or Federal Statutes for the sale (includes convictions for conspiring to sell drugs) or possession of drugs which occurred during a period of enrollment for which the student was receiving Title IV financial aid. Students who lose eligibility for Federal Financial Aid for drug law violations will not be eligible for aid from the following: Federal Pell Grant, Supplemental Educational Opportunity Grants (SEOG), Iraq Afghanistan Service Grants, Federal Work-Study and Federal Direct Loans (Subsidized, Unsubsidized and PLUS).

Loss of financial aid eligibility only counts for convictions that occurred during a period of enrollment for which the student was receiving Federal Financial Aid. Students convicted for possession or sale of drugs during other periods of time do not result in loss of financial aid eligibility. Also, a conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when the student was a juvenile, unless the student was tried as an adult.

The chart below illustrates the period of time the student will be ineligible to receive Federal Financial Aid, depending on whether the conviction was for sale or possession and whether the student had previous offenses:

	Possession of Illegal Drugs	Sale of Illegal Drugs
1 st Offense	1 year from date of conviction	2 years from date of conviction
2 nd Offense	2 years from date of conviction	Indefinite Period
3+ Offense	Indefinite Period	Indefinite Period

If the student was convicted of both possessing and selling illegal drugs and the periods of ineligibility are different, the student will be ineligible for the longer period.

A student regains Federal Financial Aid eligibility the day after the period of ineligibility ends or when the student successfully completes a qualified drug rehabilitation program or effectively passes two unannounced drug tests given by such a program. Further drug convictions will make the student ineligible again.

Students denied eligibility for an indefinite period can regain it after successfully completing a rehabilitation program (as described below), passing two unannounced drug tests from such a program or if a conviction is reversed, set aside or removed from the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record.

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In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student's responsibility to certify to the school that the rehabilitation program was successfully completed.

Standards for a Qualified Drug Rehabilitation Program: A qualified drug rehabilitation program must include at least two unannounced drug tests and must satisfy at least one of the following requirements:

- Be qualified to receive funds directly or indirectly from a Federal, State or local government program.
- Be qualified to receive payment directly or indirectly from a Federally or State licensed insurance company.
- Be administered or recognized by a Federal, State or local government agency or court.
- Be administered or recognized by a Federally or State licensed hospital, health clinic or medical doctor.

FEDERAL AID PROGRAMS

(THIS INFORMATION IS SUBJECT TO CHANGE BY THE FEDERAL GOVERNMENT.)

Murray State College is certified by the United States Department of Education to participate in the following programs:

Federal Pell Grants

A grant is money given to a student to enable him/her to attend college. It does not have to be paid back. These grants are available to eligible undergraduate students who show a need. Students attending less than half time may be eligible to receive a Federal Pell Grant. Since the Federal Pell Grant Program is the foundation upon which all financial aid packages are built, all students must apply for the Pell Grant before any financial aid will be awarded. Completing the FAFSA may do this. Students will receive a Student Aid Report (SAR) from the Federal processor 2-3 weeks after submitting the FAFSA. The Financial Aid Office will receive the results electronically. Funds are available for eligible applicants for up to 12 full time semesters, if the student is in compliance with the Satisfactory Academic Progress Policy.

Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG grants are available to eligible undergraduate students who show need. Students must be attending at least half time to be eligible. Funding is limited and is awarded to the most needy students in chronological order, based on the date the results of the FAFSA are received by the financial Aid Office.

Federal Work-Study Program (FWS)

Part time jobs are offered to students who have demonstrated financial need. Students must work to earn the amount of the award. Work Study allows students to 'help themselves'. Students work an average of 15 hours per week and are paid monthly for hours worked while gaining job experience. Students are paid at least minimum wage. Students who have accepted their work-study awards should contact the Financial Aid Office to determine job openings. The number of jobs available on campus to help students finance their education is limited.

Community Service

Murray State College offers a variety of student employment opportunities to students desiring to participate in community service. These positions are funded through the Federal Work-

Study Program. MSC operates a Fitness Center, pool, auditorium, etc. available to and utilized by both MSC students and the general public. In addition, tutor positions in Family Literacy, America Reads and America Counts Programs are available. Students desiring to work in these areas should contact the Financial Aid Office for additional information.

Federal Direct Stafford Student Loans

These are long-term loans made by the Federal Government. There are two types of Federal Stafford loans – Subsidized and Unsubsidized. The Federal Government makes the interest payments on the Subsidized Stafford while the student loan borrower is in school at least ½ time and during approved periods of deferment. There is now a 150% limit on Direct Subsidized Loan eligibility. Since MSC is a two-year school, students may only receive Direct Subsidized Loans for three years. This limit applies to students who borrowed their first loan after July 1, 2013. Once a student reaches the 150% limit, the student loses eligibility for more subsidized loans and loses subsidies on loans already received if the student has not completed the program. The student loan borrower is responsible for all interest payments on the Unsubsidized Stafford. The borrower may defer these interest payments, but they will be capitalized (the borrower will end up paying interest on interest and principal).

Stafford loan recipients must complete entrance counseling before the loan will be processed and exit counseling when MSC enrollment status drops below half time. Students may be eligible to defer payments for half time study, economic hardship, etc. Contact the Financial Aid Office for additional information on deferments since different deferments apply depending on the date the student first borrowed a loan.

Federal PLUS Loans

These are also low-interest loans from the Federal Government. Students or parents may contact the Financial Aid Office for information about current interest rates. This loan may be available to families of dependent students when other types of aid do not meet their needs. Parents may borrow up to the cost of attendance less other financial assistance. Repayment normally begins the day after the first loan disbursement. Repayment may be deferred if the borrower is eligible for an approved deferment. Contact the Financial Aid Office for information on the types of deferments available.

Students and/or parents should check carefully before borrowing under any of the Federal Student Loan Programs. Be sure to read the loan application thoroughly and to ask questions about anything that is not understood. If a student fails to pay back his/her loan, the student could go into default. A defaulted loan could ruin the student's credit rating, jeopardize a tax refund, etc. Taking out a loan is serious and it is the student's responsibility to make sure that he/she understands the amount to be received, the amount that will have to be repaid and what deferment options are available. Contact the MSC Financial Aid Office for more information or for assistance.

The U.S. Department of Education has created a Student Loan Ombudsman position whose responsibility is to attempt to resolve complaints from loan borrowers. Contact the Financial Aid Office for information on how to contact the Student Loan for unresolved problems regarding student loans. Students may view their loan information at the National Student Loan Database (NSLDS) at www.nslsds.ed.gov

FINANCIAL AID

STATE AID PROGRAMS

Oklahoma Tuition Aid Grant (OTAG)

This program is administered by the Oklahoma State Regents and provides funds to help college students who are Oklahoma residents meet the cost of college attendance. Priority consideration will be given those eligible students whose applications are received by March 1st. Students who complete a FAFSA will automatically apply for OTAG by listing Oklahoma as their state of legal residence, listing an Oklahoma school as their first choice for attendance and authorizing the Federal Government to release information to the state and college. Students must demonstrate need and meet other eligibility criteria to receive this grant. Students must enroll in at least 6 credit hours to be eligible. Undocumented immigrants meeting certain requirements may be considered for OTAG awards. Additional information is available at the MSC Financial Aid Office or by contacting the Oklahoma Tuition Aid Grant Program at (877) 662-6231. Students who are residents of states other than Oklahoma may be eligible to receive assistance from their state agency. Contact the Financial Aid Office for a directory of state agency addresses and phone numbers.

TUITION WAIVERS

Murray State College provides campus administered tuition waivers representative of the entire college community. The primary funding source utilized in support of these tuition waivers is the Oklahoma State Regents Tuition Waiver Scholarship. Policy for the Oklahoma State Regents Tuition Waiver Scholarship is determined by the Oklahoma State Regents for Higher Education. Tuition waivers are limited in number and will be awarded to eligible applicants as long as funding remains available.

The following tuition waivers are institutional based aid to students. They may cover tuition only (not fees) up to the amount awarded. These tuition waivers may be cancelled if the recipients receive assistance that covers tuition through Voc-Rehab, WIA or other sources or have gift and grant aid in excess of need. Exact amounts are subject to revision. Students must maintain a GPA specified by the tuition waiver. Contact the Financial Aid Office for details.

President's Scholars Program (PSP)

Limited to students admitted to the Scholars Program. President's Scholars take special classes and attend seminars, as well as perform research in their field. Upon successful completion of the program, President's Scholars graduate "with honors". PSP sponsor determines amount of tuition waiver awarded. Waiver may not exceed the amount of resident tuition assessed to the student. In exchange for services performed, President's scholars are also eligible to receive a book waiver and a per semester cash scholarship. A limited number of room and board waivers are available.

Applicants to the President's Scholars Program must meet the following requirements:

1. A minimum of 21 National ACT Composite.
2. Submittal of a typed essay of at least 300 words in which the student describes him/herself, with emphasis on the people, places and experiences that have shaped the student. As part of the description, a significant educational experience is to be discussed.

3. An excellent high school grade point average.
4. Submission of MSC Application for scholarship.
5. Submission of President's Scholars Program Application.

Application must be addressed to the Chair of the President's Scholars Program and received prior to March 15th. Applicants will be notified by April 30th.

Special Talent Program

Limited to students chosen to represent MSC on special talent teams: Baseball, Basketball, Softball, Soccer, Golf, Music, Art, Drama and Livestock Judging. Special Talent sponsor determines amount of tuition waiver award not to exceed amount of resident tuition assessed to the student.

Eligibility criteria: 2.0 retention/graduation GPA and selection by sponsor/coach.

General Academic

Available to a) students with a 3.0 retention/graduation GPA; or b) Scholastic Contest Winners; c) Valedictorian/Salutatorians of Oklahoma high schools; or d) elected MSC Student Senate Officers. The Financial Aid Office will determine amount of tuition waiver awarded not to exceed amount of resident tuition assessed to the student. Students must declare a major prior to applying for this scholarship.

Non-resident Applicants

Contact the Financial Aid Office. Different scholarship values apply.

For additional information on scholarships, tuition waivers, loans, grants and student employment, please contact the Financial Aid Office.

MURRAY STATE COLLEGE FOUNDATION

SCHOLARSHIPS

The MSC Foundation is a non-profit organization dedicated to supporting the College in its endeavors. Through the generosity of Foundation supporters, several scholarships are offered to students.

The following scholarships are available through the Murray State College Foundation. Some scholarships may have restrictions, such as availability only to Sophomore students or majors in certain fields. Students must maintain a 2.5 GPA to receive second semester awards and Sophomores must have an overall GPA of 2.5 to make application. Except where otherwise noted, a student should write to the Murray State College Foundation, One Murray Campus, Tishomingo, Oklahoma 73460 to request an application or see the MSC website.

- *Shearer Scholarship – Freshmen students with high academic achievement. Amount varies with funding.
- Dora K. Gill Scholarship – Milburn High School graduate. Application made to Milburn High School Superintendent. \$500 per semester.

FINANCIAL AID

- **Noble Agriculture Scholarship** – Amounts vary with funding.
 - i. Two awards to freshmen students majoring in Agriculture & Related Technologies;
 - ii. Two awards to Sophomore students majoring in Agriculture & Related Technologies.
- **SCSA Agricultural Scholarship** - Sophomore in Agriculture. \$250.00 per semester.
- **Tom Shaw Scholarship** – Freshman student from Johnston County or Marshall County (preferred). \$200.00 per semester awarded to two students.
- **Tom Shaw Family Nursing Scholarship** – Sophomore nursing student. \$500.00 per semester for last year in nursing.
- **Grigsby Scholarship** – Freshman student from Johnston County with outstanding achievement in 4-H.
- **Joe R. Reid Business/Child Development Scholarship** – Restricted to sophomore students with a 2.5 GPA or greater, majoring in Business or Child Development. \$350.00 per semester.
- **Veterinary Technology Scholarships** – Amounts vary with funding.
 - i. Second semester Freshman or Sophomore with high academic achievement. Amount varies with funding.
 - ii. Veterinary Technology Alumni Scholarship. Second semester freshman or sophomore, with high academic achievement. Amount varies with funding.
- **Carlock Nursing Scholarship** – Nursing majors. Amount of grant or loan varies.
- **Thelma and Arthur Maguire Endowment Scholarship** – Sophomore with high academic achievement. Must maintain a 3.0 GPA. Amount varies.
- **Belle Parker Melton Scholarship** – Chickasaw Native American majoring in business. Amount varies.
- **MSC Alumni Scholarship** – First time entering freshman whose relative (mother, father, aunt, uncle, etc.) is a former MSC student. \$350.00 per semester.
- **Ralph and Nell Benham Scholarship** – Open to second-year students in Engineering Technology. \$350.00 per semester.
- **Virgie White Scholarship** – Based upon achievement and interest in public service. Marshall County student preferred. Amount varies.
- **Ed and Effie Hanvey Agriculture Endowment Scholarship** – Freshman or sophomore students majoring in agriculture. Amount varies.
- **Chickasaw Nation Endowment Scholarship** – Freshman or sophomore student of Chickasaw descent. Amount varies.
- **Tammy Davis Nursing Scholarship** – Available to sophomore nursing students with high academic achievement and that live in Atoka, Bryan, Carter, Coal, Garvin, Johnston, Love, Marshall, Murray or Pontotoc County. Amount varies.
- **Bessie Bradley and Champ Clark Carney Endowment Scholarship** – Available to full-time students at Murray State College who exhibit financial need. Amount varies.
- **Duard and Elizabeth Stobaugh Pyle Scholarship** – Available to freshmen or sophomore students majoring in engineering/technology with preference given to students who reside in the Johnston county area. \$500.00 one time award for Spring semester.
- **Shearer Ranch Endowment Scholarship** – Available to freshmen or sophomore students majoring in agriculture or veterinary technology. Amount varies.
- **Southern Oklahoma Memorial Foundation Endowment of Nursing Majors** – Nursing majors with selection based on application criteria. Amount varies.
- **John J. and Lovie Cox Stobaugh Scholarship** – Freshmen or sophomore students majoring in business, with preference given to students who reside in the Johnston County area. Fall award only: \$500.00.
- **Jane Bullard Scholarship** – Students who are a custodial, single parent enrolled at the MSC Ardmore campus. Must be enrolled full time (12 hours) with a minimum GPA of 2.5. \$350.00 per semester.
- **Drummond Family Nursing Endowment** – Restricted to students who are full time nursing students with a 3.0 GPA or greater with preference given to those who reside in Marshall or Johnston County.
- **Ron Austin, DDS, Inc. Dental Scholarship** – Available to students majoring in Dentistry whose financial needs are not being met by other sources.
- **Tom Shaw Family Nursing Scholarship** – Restricted to nursing students that have acquired a minimum of 24 credit hours at time of application.
- **Nursing Freshmen Endowment Scholarship** – Available to pre-nursing students who have been accepted into the nursing program.
- **Brownells Gunsmithing Scholarship** – Available to sophomore Gunsmithing technology students. Full time student status must be maintained to receive second semester award and with a minimum GPA of 2.5.
- **Happ and Darr Gunsmithing Scholarship** – Restricted to second semester Gunsmithing students with a minimum 2.5 GPA. Students must be enrolled in a minimum of 12 credit hours.
- **William D. Pennington Presidential Endowment Scholarship** – This endowment scholarship honors a man who believed in students and wanted the best for them and their future. Available to sophomores, preference is given to students who have an interest in pursuing a career in education or higher education and exhibit leadership qualities. The recipient must be a member of Phi Theta Kappa. Full time status (12 credit hours) must be maintained with a GPA of 3.0.
- **Beulah A. Webb Nursing Scholarship** – This scholarship is for students with high academic achievement (3.0 GPA or greater) majoring in nursing.
- **John Gomez, IV/Edwin S. Pyle, Jr. Memorial Nursing Scholarship** – This scholarship is for students with high academic achievement (3.0 GPA or greater) majoring in nursing. First preference will be given to students who reside in Tishomingo, Oklahoma.

OTHER FINANCIAL ASSISTANCE

Bureau of Indian Affairs (BIA)

The U.S. Government, through the Bureau of Indian Affairs, provides annual scholarship grants to Native American students to enable them to attend institutions of higher learning. Any interested student should contact their tribal representative.

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Benefits for Veterans and their Dependents

Veterans with at least 181 days continuous active duty, some part of which occurred after January 31, 1955 may be eligible for educational benefits under the Veterans Readjustment Benefits Act of 1966. Children of deceased or totally disabled veterans when injury was service-connected may apply for assistance in college training under Chapter 35, Title 38, United States Code.

Applications for the above benefits should be filled with the Regional Office, Veterans Administration, P.O. Box 8888, Muskogee, Oklahoma 74401-8888 or call toll-free 800-827-1000 or at www.gibill.va.gov.

Murray State College is certified by the Oklahoma State Accrediting Agency to the Veterans Administration (VA) as an approved training institution for certain veterans, eligible dependents or survivors and active service members who qualify for federally enacted education benefits administered by the VA.

The MSC Registrar's Office provides general information on application for benefits, available programs, admission and enrollment. A primary function is the certification of student enrollment and attendance to the VA. Students may inquire at the Registrar's Office concerning eligibility.

Eligible students, through the Registrar's Office, accomplish initiation and continuation of VA education benefits. The following information offers general guidelines for current and prospective students. Details and answers to specific questions are provided with assistance as required from the VA Regional office in Muskogee, Oklahoma.

1. VA processing of application and issuance of the first benefits check require 6-8 weeks from the first day of school.
2. The starting date for the payment period of the first benefits check is the date when the first term of attendance begins.
3. Students will obtain official degree plans from their advisors.
4. VA will pay benefits for only those courses required for degree completion as shown on official degree plans.
5. Students must provide evidence of planned course attendance to the Registrar's Office, in the form of acceptable PAID class schedules.
6. Certification to VA is made for each 16-week semester, 8-week Summer session.
7. VA-eligible students must satisfy the College's regular standards for academic progress and they must comply with class attendance requirements as defined by individual instructors.
8. Course load, length and type of course and number of dependents determine the dollar amount of benefit payments. To ensure awareness of course load requirements for fulltime, three-quarter time, one-half time and less than half time eligibility and payments, obtain information from the Registrar's Office Veterans Affairs Coordinator at the time of application and at each enrollment.
9. VA may, not repeat courses that have been successfully completed in the past, for compensation.

The above information is applicable to all students attending Murray under Chapter 31 (Disabled Veterans), Chapter 32 (post-Vietnam "VEAP"), Chapter 35 (Dependents), Chapter 106 (Selected Reserve) and Chapter 30 (Montgomery GI Bill), Chapter 33 (Post 911) and other similar programs administered by the VA.

Information for currently enrolled Veterans:

1. Early enrollment for the upcoming semester and presentation of a paid schedule to the MSC Registrar's Office will facilitate the continuous receipt of benefits, provided the classes taken are required for degree completion.
2. Withdrawals from courses, course additions or any changes in schedule must be reported to the VA Office.
3. Active duty students may not duplicate reimbursement by both Tuition Assistance and VA for the same exact course.

Vocational Rehabilitation

The State Board of Education, through the Vocational Rehabilitation Division, offers payment of tuition and other services to students who have substantial employment handicaps, provided the vocational objective selected by the student has been approved by a representative of the Division.

Application for such services should be sent to:

Division of Vocational Rehabilitation
3535 N.W. 58th Street
Suite 500
Oklahoma City, OK 73112
800-845-8476

STUDENT RIGHTS

The student has the right to the following:

1. Know what financial aid programs are available at Murray State College.
2. Know the deadlines for submitting applications for each of the programs available.
3. Know how financial aid will be distributed.
4. Know how much financial need has been met, as determined by the Financial Aid Office in accordance with Federal guidelines.
5. Know what resources were considered in the calculation of need.
6. Know the institution's Return of Title IV Aid Policy.
7. Request examples of the Return of Title IV Aid Policy calculations.
8. Know the Cost of Attendance Budget used to determine the financial aid package.
9. Know what portion of the student financial aid received must be repaid and what portion is a grant. If a loan is received, the student has the right to know the rate of interest, the total amount to be repaid, the payback procedures, the length of time allowed to repay the loan and when the repayment is to begin.
10. Know how the institution determines whether satisfactory academic progress is made and what happens if it is not.
11. Expect confidentiality.

STUDENT RESPONSIBILITIES

The student must do the following:

1. Adhere to financial aid policies, deadlines, etc.
2. Complete all application forms accurately and submit them on time to the appropriate office or address.
3. Must attend classes.
4. Must notify the Financial Aid Office immediately if he/she is receiving assistance other than that indicated on the award letter.

FINANCIAL AID

5. Must provide correct information on all documentation. In most instances, misreporting information on student financial aid forms is a violation of federal law and may be considered a criminal offense.

GLOSSARY OF FINANCIAL AID TERMS

Award – the amount of aid offered based on need analysis.

Deferment – an approved postponement of loan repayments.

Eligibility – requirements that must be met in order to received aid.

Grants – money awarded for college expenses, which does not have to be repaid.

Jobs – part time work to help pay the cost of education.

Loans – money that is borrowed to help pay for education. Loans must be repaid with interest.

Master Promissory Note - the legal document that details a borrower's rights and responsibilities on a loan program.

Need – the amount of aid that can be received according to the following formula: Cost of Attendance – family contribution = need. Unsubsidized Federal Stafford Loans and PLUS loans may be used to replace family contribution unless the student is receiving other assistance.

Need Analysis – the process that determines need, beginning with filing the Free Application for Federal Student Aid (FAFSA). After filing, the student will receive a report telling the MSC Financial Aid Office how much aid the student is eligible to receive.

SAR (Student Aid Report) – the report the student receives after filing the FAFSA.

Successful Completions – earn a grade of S, P, A, B, C or D for a course.

Scholarship - money awarded for college expenses, which does not have to be repaid.

Tuition Waiver – money awarded for tuition, which does not have to be repaid.

Verification – the process requiring the student to submit individual and/or parents' financial documents to be used to compare to the information filed on the Free Application for Federal Student Aid (FAFSA).



STUDENT EXPENSES

GENERAL FEE REFUND POLICY

The refund policy for fees and tuition for students who withdraw from Murray State College is as follows:

During the first two weeks of a regular session	100%
During the first week of a Summer session	100%
During the first two class days of an intersession.....	100%
Thereafter	No Refund

Any student considering withdrawing from school before the 60% point of the semester may be required to pay back a portion of their Federal Financial Aid. All financial aid recipients planning to withdraw early must see their Financial Aid Advisor before withdrawing from their classes.

Tuition and fees are charged to each student for each semester hour that the student is enrolled. Non-residents of Oklahoma are assessed at different rate. All fees are subject to change without notice. All fees and other obligations must be paid before semester grades or transcripts are issued.

Students withdrawing from school at any time are required to check out through the Academic Advisement Office, the Financial Aid Office and the Business Office.

Failure to pay all student charges by the end of the semester may result in garnishment of future income tax returns and notification to the appropriate credit bureau of your defaulted account. Accounts not settled with the Business Office may be turned over to an outside collection agency and assessed a delinquent penalty fee.

LIVING EXPENSES

Room and board charges are assessed to the student's account during general enrollment after they have been assigned a room number. Students living in resident housing are required to take their meals in the College dining hall and may select from a 15-meal or a 19-meal plan. The College reserves the right to change the meal plan charges at any time if food prices or other factors necessitate. Resident housing students who wish to pay their account in installments must pay one-fourth of their total charges before classes begin and the remainder is to be paid in equal monthly payments. In order for students to pay in monthly payments, they must see the Business Office during general enrollment. This initial payment must be made at that time. Failure to comply with the signed promissory note may result in removal from the Cafeteria Meal Plan and/or removal from resident housing. In addition, an on-line site is provided for payment. Please contact the Business Office for more information.

TERMINATION OF HOUSING CONTRACT BY RESIDENT

After the resident has signed a housing contract with Murray State College Foundation, L.L.C., the contract may be terminated by the resident only for official withdrawal from the college or upon graduation. When the resident withdraws from college during the contract period, he/she is responsible for room and board charges for that academic term. If the resident re-enrolls during the contract period, the resident shall be subject to the terms of this contract.

Resident will pay total rent at the Murray State College Business Office on or before payment date, which includes a required meal plan per semester for room and board in advance and without demand. Payment date is the first day of classes. Rent unpaid after the due date is delinquent and will authorize all remedies in this lease. If all rent is not paid on or before the due date, there will be a late fee assessed. If the resident moves during the lease period, he/she shall be responsible for the full contracted amount.

DEPOSIT FOR RESIDENT HOUSING

A room deposit will be charged to all students living in resident housing. The room deposit, paid prior to enrollment will reserve room for the student until the first day of class. Students will receive confirmation of their room reservation by mail. Please contact the Director of Student Life if you do not receive written confirmation by the week prior to arriving on campus. Room deposits, less a non-refundable portion and any damage assessments will be refunded at the end of the semester or term that the student officially withdraws or graduates. The room deposit is forfeited if the student a) decides not to attend the institution, b) leaves school prior to the end of a semester or c) moves out of resident housing prior to the end of a semester.

Campus housing and the cafeteria are closed three times during the academic year:

1. Thanksgiving Break
2. Break between semesters
3. Spring Break

If a student wishes to remain through the holiday period, notification must be given to the Resident Housing Manager.

TEXTBOOKS, SUPPLIES & EQUIPMENT

Textbooks, supplies and equipment may be purchased through the MSC bookstore at the Tishomingo campus or the Murray On Main store in Ardmore. Qualified students may have a bookstore charge account created for their convenience. To have a charge account the student must see the Business Office. Textbooks and school supplies, clothing and novelty items may be charged but personal and food items may not. Certain forms of aid, such as Vocational Rehabilitation, VA and BIA have their own requirements and are subject to those limitations.

Textbooks purchased at the beginning of a semester may be returned for a full refund with an add/drop slip only through the end of the drop period. A full refund will only be given for Textbooks that can be returned to the publisher or resold as new. Cash will be refunded only with a cash receipt; otherwise your account will be credited. Only those checking out of school may return textbooks after the drop period for end-of-semester prices.

Textbooks will only be purchased by the bookstore on dates and times posted during finals of each semester as well as a list of the textbooks that will not be bought back. The listing will be final one week prior to the first day of book-buy-back. All decisions by the bookstore management on condition of textbooks repurchased are final. Textbooks may not be water damaged, have pages missing or be excessively worn. Textbooks may be written in or have text underlined.

STUDENT EXPENSES

NOTES

No refund is allowed for supplies and equipment since students may purchase these at areas other than the MSC bookstore. Supplies and equipment are offered through the MSC bookstore for the student's convenience.

Textbook information for each semester can be found at www.msck.edu under 'About MSC/Consumer Information'.

REFUND POLICY

Student Fee Refund Policy

Refund policy for fees and tuition are as follows:

First ten days of a regular semester.....	100%
First five days of an 8-week semester.....	100%
First two days of a shorter term.....	100%
Thereafter	No Refund

STUDENT FINANCIAL OBLIGATION

All fees, dues, tuition and room and board information can be found at www.msck.edu under "Future Students – Cost of Attending".

A student is responsible for dealing with all financial matters related to attendance at Murray State College. Counseling, in financial matters will be provided by the Financial Aid Office and/or Business Office. However, all financial obligations must be settled as required by College policy. In the event a student account or loan becomes delinquent, the College will initiate collection procedures in accordance with any applicable local, State and Federal regulations. The College will withhold services from any student who fails to meet his/her financial obligations. Withholding services includes, but is not limited to denial of registration, withholding grades and transcripts and denial of admittance to classroom, laboratories, housing and food service.

Any student who has not met or made arrangement to meet their financial obligations by the end of the third week of classes will not be permitted to attend class or remain in resident housing or eat in the cafeteria using a purchased meal plan.

ENROLLMENT

COURSE ADD AND DROP PROCEDURES

Registration of students will be held on the days provided in the College Calendar. Students who fail to register on the dates stipulated will be required to pay a late registration fee.

The last day to enroll in full or part-time classes at MSC is the 5th day of the regular semester and a proportional time for shorter terms. Any requests to enroll in classes after the identified date and before the financial aid census date must be made through the Academic Advisement Office and the faculty member. After the financial aid census date, approval to add courses must be obtained from the Office of Academic Affairs, through demonstration of exceptional circumstances and with the permission of the faculty member. Upon approval from the Office of Academic Affairs, enrollment additions must be submitted to the Registrar's Office. Classes added after the financial aid census date may not be eligible for financial aid.

Once a student is enrolled, he/she is responsible for the payment of all tuition and fees unless he/she officially withdraws from classes in person or in writing by the 10th day of a regular 16-week semester or a proportional time for shorter terms.

CLASSIFICATION OF STUDENTS

A Freshman student is one who has fewer than 28 semester hours. A Sophomore student is one who has credit for at least 28 semester hours.

A full-time student is one who carries at least 12 hours per Fall or Spring semester and 6 hours during the Summer term. Federal Financial Aid guidelines define "full-time" as 12 semester hours.

FEDERAL CREDIT HOUR DEFINITION STATEMENT

Each credit hour represents one hour of classroom or direct faculty instruction and a minimum of two hours of outside class work per week for approximately 16 weeks. For semesters that are less than 16 weeks, student should also spend a minimum of two hours outside of class for every hour in class. Academic activities include, but are not limited to reading, writing, studying, research and completing worksheets. In addition, at least an equivalent amount of out of class work is required for laboratory work, internships, practica, studio work and other academic work leading to the award of credit hours.

NUMBER OF SEMESTER HOURS PERMITTED

A beginning Freshman may enroll for no more than 18 semester hours during the Fall or Spring semester or 9 semester hours during the Summer term, unless their prescribed courses of study provides for a heavier load. Other students may enroll for a heavier load with the approval of their advisors.

Students enrolling in over 21 semester hours must have the approval of the Vice President for Academic Affairs, but in no case will they be permitted to carry a load in excess of 24 semester hours during the Fall or Spring semesters or 12 semester hours during the Summer term.

CHANGE IN ENROLLMENT

During the first week of a regular semester or a proportional time for shorter terms, an enrolled student may add classes. Full charges for courses added will be made during the 'add' period.

During the second week of a regular semester or a proportional time for shorter terms, an enrolled student may drop classes. Full refund for courses dropped will be made during the drop period. After the drop period, refunds will not be made for withdrawal from classes.

ABSENCE

Attending class and being on time are essential to being a successful student. There is no "safe" number of absences. A student who misses only one class, but misses a major examination could find his/her final grade lowered drastically as a result. Thus, it is the policy of Murray State College that students be on time for and attend all classes in which they are enrolled. More than one hour absence per course hour enrolled is excessive. When a student's absences become excessive and the instructor determines that the student cannot achieve a passing grade, even if attendance is resumed the instructor may administratively withdraw the student. Students should note that if an administrative withdrawal takes place prior to disbursement of aid, the disbursement will be held until a recalculation of eligibility is completed. After aid disbursements students who are administratively withdrawn may still be subject to termination or repayment of financial aid received. Any student who is not administratively withdrawn or who does not withdraw will be maintained on the rolls and assigned the appropriate letter grade at the end of the semester. Students should consult with individual instructors regarding their specific application of the absence policy and review academic and financial aid policy regarding how course withdrawals or course failures affect satisfactory progress.

Absences are either excused or unexcused, with the exception of college-sponsored activities. Individual instructors will determine whether an absence is to be excused. An excused absence allows a student to make up, within a reasonable length of time, any course requirement missed due to the absence. An unexcused absence means that a student will not be permitted to make up course work missed as a result of the absence. However, when absences (either excused or unexcused) become so excessive that in the judgment of the instructor, the student cannot perform the requirements of the course, the instructor may administratively withdraw the student from the course.

REGISTRATION OF VEHICLES

All vehicles belonging to and/or driven by students must be registered with Campus Police. A parking sticker for the student's vehicle will indicate the registration and identify the automobile for parking.

CREDIT FOR EXTRAINSTITUTIONAL LEARNING

Extracurricular Learning (EL) is defined as learning that is attained outside the sponsorship of legally authorized and accredited post-secondary institutions. The term applies to learning acquired from work and life experiences, independent reading and study, the mass media and participation in formal courses sponsored by associations, businesses, government, industries, the military and unions. In recognition of the need to evaluate learning that has taken place outside of the formal higher education structure, the Oklahoma State Regents for Higher Education have adopted a policy to address EL.

It is not the intent of EL to be individualized study under the direction of MSC instructors. While an instructor can advise a student as to whether they may have the knowledge to pass an EL exam, it is not

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the responsibility of the instructor to provide individualized study.

The following items are listed from the State Regents Policy:

1. Students eligible to receive credit for EL must be enrolled or eligible to re-enroll at the awarding institution.
2. EL credit awarded to a student must be validated by successful completion of 12 or more semester hours at the awarding institution before being placed on the student's official transcript. An institutional policy exception to this provision must be requested by the institution and approved by the State Regents.
3. State System institutions awarding credit for EL must validate credit on a course-by-course basis. The following publications and methods are acceptable for validating EL for awarding credit:
 - a. American Council on Education (ACE) *Guide to Evaluation of Educational Experiences in the Armed Forces*.
 - b. ACE *National Guide to Educational Credit for Training Programs*.
 - c. ACE *Guide to Credit by Examinations*.
 - d. New York Regents *Credit Recommendations: The Directory of the National Program on Non-collegiate Sponsored Instruction (PONSI)*.
 - e. College Entrance Examination Board Advanced Placement Program (CEEB/AP).
 - f. Degree-relevant EL credit awarded and transcribed by other accredited institutions, as well as credit transcribed by ACE on the Army/ACE Registry Transcript System (AARTS) and the Registry of Credit Recommendations (ROCR).
 - g. Individual portfolios using Council for Adult and Experimental Learning (CAEL) or another standardized guidelines.
 - h. "Higher Level" courses in the International Baccalaureate program.
 - i. Institutionally prepared examination.
 - j. Other publications as recommended by the American Council on Education.
4. State System institutions for the awarding of credit shall utilize neither the American College Testing program's assessment battery, nor the Scholastic Aptitude Test of the College Entrance Examination Board.
5. Credit awarded for EL may be applied to a degree program subject to meeting the requirements of the institution conferring the degree.
6. Credit awards (number of semester hours and level) shall not exceed the recommendations of the American Council on Education.
7. Examination scores, used to validate EL, must meet or exceed the minimums recommended by the American Council on Education for national examinations at least a four (on a seven-point scale) in the Higher Level course in the International Baccalaureate program and a grade level of C or better for locally developed examinations.
8. Institutional validation procedures should be weighted in objectivity versus subjectivity to the extent that external

evaluators would reach the same conclusion given the material reviewed. Methods to be used to establish credit may include comprehensive papers and structured comprehensive oral examinations with competency based questions.

9. Institutions may award credit for EL only in those courses or program areas for which they are approved to offer by the Oklahoma State Regents for Higher Education. Institutions shall assign their own course title and number to the credit awarded. The neutral grade of pass (P) will be utilized to designate credit awarded for EL. Conventional letter grades shall not be used. All credit entries for EL shall be appropriately identified on the transcript.
10. Institutional charges for evaluating EL, by means other than nationally developed examination, shall be based upon the actual costs of administering the evaluations. Charges for administration and recording of credit based on nationally developed examinations shall be at the rate established by the national testing agency for the particular test. No other charges shall be made for the administration or recording of this credit.
11. Credit for EL, once recorded at a State System institution is transferable on the same basis as if the credit had been earned through regular study at the awarding institution.

An application for EL (Extracurricular Learning) credit is available in the Academic Affairs Office. It is the responsibility of the student to arrange for a test date with the instructor for locally developed test or to contact a national testing center for more information regarding the CLEP (College Level Examination Program) exam.

If a student is enrolled in the course for which he/she successfully completes an Extracurricular Learning exam, the student should follow the appropriate procedure for withdrawal from the course.

CLEP EXAMS

As listed in the table below, Murray State College will award credit for CLEP (College Level Examination Program) exams taken at a national testing center. Southeastern Oklahoma State University is the National CLEP Center for Southern Oklahoma.

For more information, please contact the SEOSU testing center at 580-745-3022. Additional information is also provided on their website at <http://homepages.se.edu/learningcenter/clep-tests>.

Subject Examination	MSC Course Equivalence	Minimum Score	Number of Credit Hours
Calculus with Elem Functions	MTH2215	61	5
College Algebra	MTH1513	52	3
College Mathematics	MTH1413	55	3
College Spanish I	SPA1114 & SPA1224	55	8
English Comp with Essay	ENG1113	50	3
Financial Accounting	ACC 2103	55	3
General Biology	BIO1114 - ZOO1114 Or BOT1114	60	4
General Chemistry	CHM1114 & CHM1214	50	8
Intro Psychology	PSY 1113	50	3
Intro Sociology	SOC 1113	50	3
Principles of Macroeconomics	ECO 2113	50	3
Principles of Microeconomics	ECO 2123	50	3

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CLEP EXAMS CONTINUED...

Students who take the CLEP Examination for English Composition must take the National Exam with Essay. The minimum score and number of credit hours are based on the American Council of Education (ACE) recommendations.

CREDIT FOR ADVANCED PLACEMENT

As listed in the table below, Murray State College will award credit for the Advanced Placement (AP) program for high school students. Advanced Placement courses allow students to take college-level course work in high school and receive credit from Oklahoma State colleges and universities. (NOTE: For more information, visit the College Board website, <http://apcentral.collegeboard.com/apc/controller.jpf> or contact your high school counselor.)

Subject Examination	MSC Course Equivalence	Minimum Score	Number of Credit Hours
Art History	ART1113	3	3
Biology	BIO114	3	4
Calculus AB	MTH2215	3	5
Calculus BC	MTH2315	3	5
	MTH2215 & MTH2315	4	10
Chemistry	CHM1114	3	4
Computer Science A	CS1313	3	3
English Language	ENG1113	3	3
English Literature	ENG1213	3	3
	ENG1113 & ENG1214	4	6
Government & Politics-US	GVT1113	3	3
Human Geography	GEO2443	3	3
Macroeconomics	ECO2113	3	3
Microeconomics	ECO2123	3	3
Music Theory	MU1202	3	2
Physics B	PHY1114 & PHY1214	3	8
Physics C-Electrical & Magnetism	PSY1214	3	4
Physics C-Mechanics	PHY1114	3	4
Psychology	PSY1113	3	3
Spanish Language	SPA1114 & SPA1214	3	3
Studio Art 2-D Design	ART1123	3	3
Studio Art 3-D Design	ART1133	3	3
Studio Art Drawing	ART1213	3	3
US History	HST1483 & 1493	3	6
World History	HST1423	3	3
	HST 1433	4	6

DROP/WITHDRAWAL FROM COURSES

The student must initiate all drops/withdrawals, other than administrative withdrawals by contacting the Registrar's Office or the MSC Office Suite in Ardmore. After the drop period, there is no refund made for the withdrawn courses.

Drop: Students may withdraw from a course during the published "Drop Period". This is the first ten days of a regular semester or a proportional time for shorter terms. No record of the course is indicated on the transcript. Students will receive a full refund for dropping from a course during this drop period.

Withdrawal: After the published "Drop Period" and any time prior to the end of the eleventh week of a regular term or a proportional time for shorter terms, a student may withdraw from a course with a grade of W. This period is called the "Last Day to Receive a W or AW" and is the 12th week of a 16-week semester or a proportional time for shorter terms.

A student withdrawing from a course after the published "Last Day to

receive a W or AW" will receive a grade of W or F. The grade is assigned by the instructor and reflects the student's current academic standing in the course.

No course withdrawals are permitted during the last two weeks of a regular term or a proportional time for shorter terms unless extraordinary circumstances are documented and approved by the Vice President for Academic Affairs. A student who stops attending a course and does not officially withdraw from the course, will receive a failing grade.

WITHDRAWAL FROM COLLEGE

If a student finds it necessary to withdraw from college before the completion of the semester in which he/she is enrolled, he/she must fill out an official withdrawal form in the Academic Advisement Office. The student may withdraw from one course or all of his/her courses according to policy explained under "Withdrawal From Courses" and all financial obligations to the college must be met. Students without official withdrawal from college, will result in grades of F.

End of the year checkout procedures begin in the Academic Advisement Office for all students. To qualify for any refunds of deposits, a student must complete this procedure.

STUDENT CONDUCT

Murray State College has authority to maintain order and to discipline students for causing disorder and/or disrupting the College's educational environment. The Director of College Auxiliary Services is responsible for student non-academic discipline and the Faculty is responsible for academic discipline. Municipal, State and Federal statutes also govern student behavior.

CELL PHONE AND ELECTRONIC DEVICES POLICY

MSC encourages the use of technology throughout the institutional environment. However, the use of such devices may be disruptive and disrespectful of others in certain instances. Therefore, every student is required to adhere to the following policy regarding the use of electronic devices within the course environment:

Definition: Electronic devices include cellphones smartphones, computers (laptops, notebooks, e-readers, netbooks and handhelds), MP3, still and movie cameras and other digital audio and video devices or other devices identified by the instructor.

Policy Statement: Instructors may restrict or prohibit the use of personal electronic devices in his or her classroom, lab or any other instructional setting. An instructor may allow students to use laptops or other devices for taking notes, class work, research or viewing electronic textbooks.

Students may be directed to turn off electronic devices if the devices are not being used for approved class purposes. If the student does not comply, the student may be asked to leave the classroom or have other disciplinary action taken.

In establishing restrictions, instructors must make reasonable accommodations for students with disabilities. At the start of the semester, students with disabilities who require electronic devices for their day-to-day functioning are to advise the ADA and Disability

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CELL PHONE AND ELECTRONIC DEVICES POLICY CONTINUED...

Services Compliance Officer in the Academic Advisement Center.

The course instructor reserves the right to withdraw a previously granted approval for the use of electronic device on an individual or blanket bases if in the instructor's best judgment continued use of such device detracts from the effectiveness of the classroom learning environment.

STUDENT EDUCATIONAL RIGHTS AND PRIVACY (FERPA)

In accordance with the Family Educational Rights and Privacy Act (FERPA-also known as the Buckley Agreement), students of Murray State College are guaranteed certain rights with respect to their educational records. These rights include the following:

1. The right to inspect and review the student's education records within 45 days of the day MSC receives a request for access. Exceptions to the right to inspect and review records are:
 - a) Confidential letters and statements of recommendation regarding admission, application for employment or receipt of an honor or honorary recognition, if the student has waived his or her right to inspect and review those letters and statements.
 - b) Financial records of his or her parents.

Students should submit to the registrar, head of the academic department, the Academic Affairs Office or other appropriate official, written requests that identify the records they wish to inspect. Positive identification of the student shall be required prior to examination of records. The MSC official will make arrangement for access and notify the student of the time and place where the records may be inspected. The student is not guaranteed the right to seclusion in examining the records or the right to remove any records. If the MSC official to whom the request was submitted does not maintain the records, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate.

Students may ask MSC to amend a record that they believe is inaccurate. The student should submit in writing to the MSC official responsible for the record and clearly identify the part of the record the student would like amended and explain in detail, the reason it is inaccurate.

If MSC decides not to amend the record requested by the student, MSC will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment as well as information regarding the hearing procedures.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is

disclosure to college officials with legitimate educational interests. A college official is a person employed by MSC in an administrative, supervisory, academic or research or support staff position including law enforcement unit personnel and health staff; a person or company with whom MSC has contracted, such as an attorney, auditor or collection agent; a person serving on the Board of Regents or a student serving on an official committee, such as disciplinary or grievance committee or assisting another college official in performing his or her tasks.

A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to refuse the release of directory information.

If the student chooses to exercise that right, he/she must appear in person in the Office of the Registrar by the tenth class day in the Fall or Spring semester or the fifth class day in the Summer term and sign a form stipulating that information not be released.

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by MSC to comply with the requirement of FERPA. The name and address of the office that administers FERPA is:

*Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4606*

RELEASE OF STUDENT INFORMATION

In accordance with FERPA, prior consent of the student is not required to release directory information. Directory information is a category of information and does not refer to a publication known as a "Directory". Students have the right to refuse the release of directory information as follows:

Information that MSC has declared to be directory information is listed below and may be supplied:

Student's name, address, telephone number, electronic mail address, photographs, participation in officially recognized activities and sports, field of study (major), honors and awards, weight and height of athletes, enrollment status (full or part time), dates of attendance, most recent previous school/college attended, classification, degrees and awards received and dates of receipt and anticipated date of graduation based on completion of hours.

FERPA requires the signed and dated consent of the student for the release to anyone, including parents with the following exceptions:

- a) Other college officials within the education institution who have legitimate educational interest,
- b) To Federal, State and local authorities conducting an audit, evaluation or enforcement of education programs,
- c) In connection with a student's application for or receipt of financial aid,

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RELEASE OF STUDENT INFORMATION CONTINUED...

- d) Organizations or educational agencies conducting legitimate research, provided no personal identifiable information about the student is made public,
- e) Accrediting organizations,
- f) Parents of a dependent student upon proof of dependency (exclusive of international students),
- g) To comply with a judicial order or lawfully issued subpoena,
- h) In connection with an emergency when such information is necessary to protect the health or safety of the student or other persons,
- i) Directory information,
- j) Results of a disciplinary hearing concerning a student who is an alleged perpetrator of a crime of violence and who is found to have committed a violation of the institution's rules or policies,
- k) Disclosure to the parent of a student under 21 years of age if the institution determines that the student has committed a violation of its drug or alcohol rules or policies.

Personal Information shall only be transferred to a third party on the condition that such party will not permit any other party to have access to the information without written consent of the student.



DISABILITY SERVICES

EQUAL ACCESS

Murray State College is committed to inclusion and equal access of individuals with disabilities. Individuals will not be discriminated against on the basis of disability or be denied equal access and appropriate accommodation to the educational opportunities available at MSC.

“No otherwise qualified person with a disability in the United States shall, solely on the basis of disability, be denied access to, or the benefits of, or be subjected to discrimination under any program or activity in any institution receiving federal financial assistance.” – Section 504 of the Rehabilitation Act of 1973.

ADMISSIONS

Admission decisions are made without regard to disabilities. All prospective students are expected to apply to MSC presenting all necessary documents and testing scores required.

Prospective students with disabilities are not required to identify themselves to the Registrar's Office upon admission or the Academic Advisement Office upon enrollment. However, those interested in receiving academic accommodations are encouraged to meet with or contact with the Director of Academic Advisement or Academic Advisor as early as possible to allow for a review of documentation and the formulation of an accommodation plan.

FINANCIAL ASSISTANCE

Students with disabilities may qualify for additional financial aid to cover special equipment and supplies. Contact the Financial Aid Office at 580-387-7221 for more information.

MSC DISABILITY SERVICES OFFERED

Murray State College works to make programs and facilities available to all students. The Director of Academic Advisement or a designated Academic Advisor is responsible for receiving a request for academic or physical accommodations. These individuals will work with the student to obtain and review the required documentation and will assign reasonable accommodations based on documentation that supports the student's request. Academic accommodations include, but are not limited to the following:

- Alternative testing formats
- Allowance to tape lectures
- Volunteer student note takers
- Copy of lecture notes
- Adaptive technology

FACILITIES

Most facilities are fully accessible to students with physical disabilities by incorporating automatic doors, elevators and wheelchair friendly restrooms.

INTELLECTUAL DISABILITIES

In addition to physical disabilities, MSC can provide reasonable services and accommodations for students with intellectual disabilities such as learning disorders, attention deficit disorder and other medical disorders.

REQUESTING ACCOMMODATIONS AND SERVICES

First and foremost, the more quickly a student notifies the Academic Advisement Office of his/her disability the better the services MSC can provide.

All faculty have incorporated into their course syllabi an ADA Statement giving information about what to do if a student has a disability and wishes to request accommodations.

The Director of Student Life requests 90 days to complete the process of determining necessary housing arrangements for students with disabilities requests.

Students are required to provide appropriate documentation for their disabilities to the Academic Advisement Office. The amount of required documentation will be based upon the nature of a disability and the nature and duration of the requested adjustments. Documentation must be sufficient enough to support the requests.

Generally, documentation must be within two years of the first request to MSC. Older documentation is to determine current functional limitations. It is understood that the original diagnosis may not have changed, but the effects that it had on major life areas may have changed over time through treatment and adaptation.

Formal written documentation is required by a certified licensed professional and such documentation must be typed on letterhead of either the practitioner or agency housing practice. The documentation must be current and the testing instruments must be appropriate for use with adults. In general, the documentation of a disability should include the following:

- A diagnostic statement identifying the disability, date of the current diagnostic evaluation and the date of the original diagnosis,
- A description of the diagnostic criteria used.
- A description of the current functional impact of the disability for use in establishing the need for and the design of accommodations.
- Treatments and medications, assistive devices currently prescribed or in use.
- A description of expected progression or stability of the impact of the disability over time.
- The credentials of the diagnosing professional.

Please keep in mind that high school IEP's do not count as "official" documentation of a disability; however, they will be considered on an individual basis.

Any accommodations will be considered in order for an accommodation to be granted, it must be supported by the documentation provided and it must be deemed as reasonable. Reasonable means that it meets the specific need of the student does not present an undue financial burden to the College and does not alter a core component of a class or academic curriculum of the College.

DISABILITY SERVICES

Requesting Accommodations and Services continued...

CONTACT INFORMATION

Murray State College
Charles Coulter, Testing Center
One Murray Campus
Tishomingo, OK 73460
580-387-7304

Murray State College
Traci Cummings, Ardmore Suite
University Center of Southern Oklahoma
Ardmore, OK 73401
580-220-2858

NOTES

STUDENT SERVICES

COURSE ENROLLMENT

The Oklahoma State Regents for Higher Education have established policy that requires assessment of all students upon admission to college and when they are at or near completion of their program of study.

Murray State College is an "open-door" institution and no Oklahoma resident will be denied admission on the basis of test scores; however the entry assessment scores are used to assist academic advisors with enrolling students in classes for which their prior academic experience has prepared them.

Prior to enrollment, the prospective student should participate in standardized testing, such as the ACT, which would indicate the level of his/her academic achievements and their potential for academic learning. For those students who have not participated in such testing, the College will provide diagnostic testing prior to enrollment.

ACCUPLACER TESTING AND PLACEMENT

The ACCUPLACER is given to incoming freshmen who have already applied and been admitted to the school. To ensure student success at Murray State College and to keep compliant with the standards required by the State Regents of Oklahoma and the Higher Learning Commission, all students who have not taken the ACT or SAT or who have scored below a 19 in the areas of Writing, Reading and Math will be required to take the ACCUPLACER for placement. Study materials for the ACCUPLACER can be found by going to <https://accuplacer.collegeboard.org/students>.

ETS PROFICIENCY PROFILE

Exit assessment scores are used to measure the academic gain achieved during the student's time in college. This information is useful to both the student and the college in planning for the future. This mid-level assessment will be administered in select courses and to all graduating students who have less than 15 credit hours from another institution.



ACADEMIC ADVISEMENT

The academic advisor takes a special interest in the welfare of his/her advisee and endeavors to assist the student in attaining academic success as well as assisting in the student's growth as an individual outside of the classroom. Students will be assigned a graduation advisor depending on their declared major. This relationship is vital to developing a sound academic plan for degree completion. All students, regardless of major are welcome to utilize the Academic Advisement Office. The staff is available to all students who might have concerns in academic and vocational areas.

FRESHMAN CONVOCATION

Freshman convocation is a part of the semester New Student Orientation requirements. Convocation means "a gathering of the community". This ceremony welcomes the freshmen incoming class to Murray State College emphasizing the importance of higher education and degree completion.

STUDENT ORIENTATION

All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies (COL1211) course and attend the New Student Symposium (COL1211L) This program is designed to enhance student learning by providing an introduction to the collegiate environment. Students will attend the New Student Symposium offered on a day prior to a regular term and a 5 week course focused on skilled learning objectives to promote success, retention and degree completion. This program plays a crucial role in a student's first year experience.

CAREER GUIDANCE

Many students entering Murray State College have not determined a major field of study. The goal of career guidance is to provide opportunities for students to explore and select a career that best meets their needs, interest and abilities.

LIBRARY/LEARNING RESOURCE CENTER

The MSC Library/Learning Resource Center (LRC) is a comfortable service oriented facility. A friendly knowledgeable staff is available to assist students in the use of electronic library resources, which include the MSC catalog, online full-text periodicals and credible web-based databases.

In addition to books, e-books, DVD's and audio books, the library purchases magazines for recreational reading. Current events are streamed on the four televisions with cable access.

The Help Center, located in the Library/LRC offers free tutoring services by professional tutors in a variety of subject areas throughout the day and evening hours. Computers and wireless Internet are available for student use. Study groups are encouraged to use the library conference room. Contact 580-387-7300 for more information.

SUBSTANCE USE/ABUSE COUNSELING SERVICES

The Student Affairs Office provides referral services for students. MSC has adopted a drug-free campus policy (Public Law 101-226). A copy of this policy is available from the Student Affairs Office.

STUDENT SERVICES

STUDENT RETENTION

Murray State College initiated an intensive college-wide retention program in the Fall semester of the 1985-1986 academic year. The four areas of the retention program provide students assistance in adapting to the demands of college. The goal is to retain the largest possible enrollment of successful students.

1. **College-Wide Student Assessment:** Student assessment is designed to assure that all new students will be assessed for appropriate placement in college curricula.
2. **Remediation Curriculum:** The Remediation Curriculum is designed to provide the student with preparation in the basic skills necessary to perform college work. The Remediation Curriculum consists of the following basic skills courses for students who have been assessed and found to be deficient: College Reading I- 3 hours; Trans English I-3 hours; Trans English II-3 hours; Introductory Math-3 hours; Beginning Algebra-3 hours; and Intermediate Algebra-3 hours.
3. **Tutoring Help-Success Center:** Designed to provide assistance by offering free tutoring services.
4. **Social Integration of Students:** Social events and activities are scheduled to enhance student involvement on campus.

As a part of the retention program, students will be assigned grades at the four-week period and an early intervention program has been developed to increase academic success.

STUDENT SUPPORT SERVICES

Student Support Services is a federally funded program designed to assist eligible students with their academic endeavors. The program's goal is to improve the retention and graduation rate of eligible students. Services offered include academic advisement, career and personal counseling, financial aid counseling, study skills workshops and transfer assistance.

To meet the eligibility requirements, students must:

1. Be enrolled as a MSC student
2. Have an academic need
3. Belong to one of the following groups:
 - a. First-generation college student (neither parent has a 4 year college degree)
 - b. Financially disadvantaged (as determined by Federal guidelines) or
 - c. Have a documented disability

For more information, call 580-387-7260 or visit the Student Support Services office.

VOLUNTARY HEALTH PROGRAMS

Insurance companies make voluntary programs of student health protection available. This protection is designed to meet the needs of students in case of serious illness or accident. The programs provide "year-round" protection to students both during school terms and summer vacations and are available to students at a special low cost. Information concerning these voluntary programs is available in the Business Office.

HOUSING REQUIRED RESIDENCE

All unmarried students are required to live in college housing as long

as resident housing room are available on the main campus. This requirement will not apply to unmarried students who:

1. Attend classes at the Ardmore location.
2. Live with parents or relatives in Tishomingo.
3. Commute from a place of residence (parents or relatives outside of Tishomingo).
4. Have a financial need to work for room in lieu of paying rent. Approval for this arrangement must be obtained from the Student Life Coordinator.
5. Live in approved student cooperative houses.
6. Have a medical condition, which could be aggravated by their living in the dorm. A medical doctor must certify this condition. Approval shall be petitioned with the Student Life Coordinator.
7. Are 21 years of age or older.

After the resident has signed a student-housing contract, the contract may be terminated by the resident for official withdrawal from the College or upon graduation. Room and board payments are due by the first day of classes, unless other arrangements have been made through the Business Office. If the resident withdraws from the college or moves out of resident housing during the contract period, the student is still responsible for room and board charges for that academic term and the security deposit is forfeited. Failure to follow proper checkout procedures may result in a forfeiture of the deposit. Checkout procedures should be initiated with the Director of Student Life.

MENINGOCOCCAL COMPLIANCE REQUIREMENT FOR RESIDENT HOUSING STUDENTS

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.

TRANSFER SERVICES

The Academic Advisement Office maintains current catalogs from Oklahoma four-year universities plus some from surrounding states. The Academic Advisement staff will assist those students wanting to transfer to a university after completing their program at Murray. Representatives from Oklahoma universities will be on campus at various times throughout the academic year to answer questions of students.

STUDENT ACTIVITIES AND ORGANIZATIONS

GENERAL

Many of the most beneficial experiences and lasting impressions in college are those acquired in extra-class activities (hereafter referred to as student activities). MSC endeavors therefore, to provide a variety of student activities. All student activities must have the approval of the Director of Student Life and be sponsored by a member of the faculty. Any funds collected by student organizations must be deposited with and dispensed through the Murray State College Business Office.

ORGANIZATIONS

All student organizations are required to operate under constitutions, which conform to the educational objectives and administrative regulations of the College. The Student Government Association is the chartering body for new organizations.

Student Government Association (SGA)

The student body organization of Murray State College each year elects a Student Government Association to represent it in school affairs. The SGA is composed of a president, a vice-president, parliamentarian, a secretary and a treasurer elected from the student body at large and a representative from each of the recognized campus organizations or clubs. All representatives and officers of the SGA are required to maintain good standing in order to continue as representatives.

The SGA is empowered to recommend any rules necessary for the betterment of the College: grant charters to clubs and organizations and sponsor and supervise many matters concerning extra-curricular activities of the College.

ACADEMIC ORGANIZATIONS

Alpha Beta Gamma

The Lambda Charter of Murray State College is a member of Alpha Beta Gamma, which is a National Business Honor Fraternity for junior colleges established to recognize and encourage scholarship among college students in business curricula. To be eligible for membership, a student must meet the following criteria:

1. Be a declared major within the Business Division – Business, Business Management, Computer Science or Computer Information Systems.
2. Have completed a minimum of 40 credit hours toward a degree.
3. Have an overall academic excellence of 3.5 GPA or higher.

Final selection for membership in the organization is made by Business Division faculty whose selection is based not only on the scholastic requirement but also on qualities of character and leadership. Invitations to join are extended once each year during the Spring semester.

Delta Psi Omega

This is a National Honorary Fraternity for people interested in theatre. The main purpose is to stimulate interest in dramatic activities and to secure all the advantages of a large National Honorary Fraternity. Delta Psi Omega develops theatre related projects and provides may services for the production program.

Phi Theta Kappa

Phi Theta Kappa is the National Honor Society for junior colleges. To

become a member; a student must meet the following standards:

1. A grade-point average of 3.5 or above.
2. Must have completed not fewer than twelve semester hours of work leading to an Associate Degree.
3. Must be an MSC campus student or enrolled at the University Center of Southern Oklahoma through MSC.
4. No grades for courses taken at another institution may be considered when determining membership eligibility.
5. Grades for courses completed at MSC more than five years prior to present enrollment will not be used for membership eligibility.

Final selection for membership in the organization is made by faculty committee whose selection is based not only on the scholastic requirement but also on qualities of character and leadership. Invitations to join are extended twice each year, during the Fall and Spring semesters.

President's Scholars Program

The PSP was organized in 1984 for the purpose of identifying and showing academically gifted students to know and work closely with each other, to provide them with the extra opportunities for developing the study and learning skills necessary for academic success and to expose them to cultural, educational and research experiences beyond those received by the ordinary college student.

Students participate in bi-weekly seminars and honors option research projects. Guest speakers, films, debates and panel discussions enliven the seminars. Each semester, the group takes cultural and educational field trips related to that semester's topic. Each trip is designed to be academically and culturally enriching as well as enjoyable.

Sigma Phi Alpha

Students interested in Music and Art maintain an active organization on the campus. This organization presents recitals during the school year, usually before the Christmas holidays and during the Spring semester. Additionally in the Spring, Sigma Phi Alpha sponsors Fine Arts Week and arranges the annual Art Show. The MSC musical groups present concerts and entertainments both on and off campus during the year as well as making concert tours.

SOCIAL ORGANIZATIONS

Characters' Club

The Characters' Club is an organization dedicated to furthering drama and art on campus. It is Characters' Club's goal to broaden theatrical and artistic awareness on campus by helping with the plays and art shows each academic year. Any student, full or part time can be a member of the club and assist in decisions regarding activities such as trips, dances, carnivals, etc.

"M" Club

The purpose of this organization is to promote the enrichment of education, athletic and recreational/social activities of students participating in collegiate activities such as women's and men's basketball, baseball, soccer and softball.

NICHE

The term niche describes an organism's way of life and the impact it has on the environment. The student organization NICHE sets out to

STUDENT ACTIVITIES AND ORGANIZATIONS

help its members understand their role in the “big picture”. In this setting, classmates can meet to discuss their coursework, organize club activities or just enjoy a little time away from their busy schedule. NICHE members are also responsible for inviting and introducing seminar speakers. The seminars are often used as a form of extra credit in science classes and represent an ideal way to expose a significant number of our science students to research, which applies to what they have learned in science classes. NICHE also spends time organizing fundraisers for club activities, providing community-related services and taking part in SGA organized functions. The specific goals of NICHE are to educate students and the community about environmental concerns, about the importance of volunteering and about protecting wildlife. For more information on NICHE, contact Michele Elmer at melmer@mscok.edu.

MSC Criminal Justice Club (Justice League)

The MSC Criminal Justice Club, also known as the Justice League, seeks to promote the advancement of criminal justice students by providing networking opportunities, field trips and career development.

Murray State College Team Roping Club

The Team Roping Club at MSC allows students to participate in all collegiate rodeo events. Members of the club have the opportunity to use the college arena and facilities. Members consist of barrel racers and team, break away and calf ropers.

Occupational Therapy Assistant Student Association

All students enrolled in the technical phase of the Occupational Therapy Assistant (OTA) program are eligible for membership. The purpose of the organization is to promote the enrichment of education and social activities for the OTA student.

Physical Therapist Assistant Student Association

All students enrolled in the technical phase of the Physical Therapist Assistant (PTA) program are eligible for membership. The purpose of the organization is to promote the enrichment of education and social activities for the PTA student.

Phi Beta Lambda

Phi Beta Lambda is a national association of nearly 12,000 students interested in becoming more successful in the business world. Students are given opportunities to interact with area business leaders and to test their business skills in state and national competitions. The MSC Chapter re-activated its charter in 2008. Local chapter activities include regularly scheduled meetings, business tours, social activities and study sessions to prepare for competition. Any student interested in a business or business-related field is welcome to join.

National Association of Veterinary Technicians in America

Murray State College Student Chapter of National Association of Veterinary Technicians in America (NAVTA) is a national association for veterinary technicians. MSC Veterinary Technology holds a student chapter membership, which provides an individual membership for each Veterinary Technology student. Membership enables students to experience the responsibilities that go along with being members of a national professional

organization and allows them the opportunity to further develop an understanding of the profession beyond Oklahoma by providing a network with other Veterinary Technology students throughout the United States and other countries.

Student Nurses Association

All students enrolled in nursing courses are eligible for membership in the association, which is a constituent of the Oklahoma Nursing Student Association. The purpose of the organization is to help prepare the student for assumption of professional responsibilities.

TRIBAL (Today's Role in Becoming America's Leaders)

TRIBAL is a Native American student organization at Murray State College; however, students do not have to be Native American to be a member. The organization is open to anyone interested in learning about and educating the public about Native American culture, both past and present. There is a membership fee for the Fall/Spring semesters.

CLUBS

Among other active clubs on campus are the Child Development, Collegiate FFA, Gunsmithing, and the Resident Housing Council.

ALUMNI ASSOCIATIONS

MSC Alumni Association

The MSC Alumni Association enables the College to promote a life-long relationship between MSC and its graduates. It enables MSC to provide a continuing fellowship among the alumni through many activities including an annual meeting and reunion. The MSC Alumni Association is open to others who support MSC and are called Murray Friends. If you would like to join the Alumni Association or would like more information, please contact Karen Cantrell, Office of External Relations at (580) 387-7142 or by email to kcantrell@mscok.edu.

Nurses Alumni Association

All graduates of the nursing program are members of the association. The purposes of the association are to stimulate continuing education and to foster continued communication among the graduates and with the nursing program.

Veterinary Technology Alumni Association

All graduates of the Veterinary Technology Program are members of the Association, established to maintain the commitment to life-long learning and involvement in organized veterinary medicine. Annual events provide opportunities for MSC Veterinary Technology graduates to stay in touch with classmates and colleagues.

STUDENT ACTIVITIES AND ORGANIZATIONS

ATHLETICS

Recognizing the almost universal popularity of competitive sports and the desirability of providing opportunities for physical development and expression, Murray State College offers a well-rounded program of intercollegiate and intramural sports as well as classroom instruction in Health Wellness and Human Performance. All athletics, interscholastic and intramural, are under the direction of specially trained members of the faculty.

Pursuant to the Equity in Athletics Disclosure Act (IASA, Section 360B(b) (7) and (34 CFR Part 668, Sections 668.41 and 668.48) Murray State College provides data on participation rates, financial support, and other information on intercollegiate athletic programs to students, parents, and the general public. The report will be available after October of the current year in either the MSC Athletic Department, the MSC Business Office, or at www.msocok.edu.



GRADES

GRADES AND GRADE POINTS

Instructors submit grades at four (4) weeks, mid-term and at the end of each semester. Instructors determine the grade point average (GPA) earned to that point in time and translate the scale into the appropriate letter grade (mid-term grades are advisory only). Students must log into their 'My Murray' account to view and/or print grade reports. At the end of each semester, final grades are recorded on a student's official transcript. The right to assign and/or change grades lies solely with the instructor of record.

At the conclusion of a course, one of the following grades will be listed on the student's transcript, along with the course title:

- A – 4.0 Grade Point – Excellent
- B – 3.0 Grade Point – Good
- C – 2.0 Grade Point – Average
- D – 1.0 Grade Point – Below Average
- F – 0.0 Grade Point - Failing

NOTE: To satisfy degree requirements, students majoring in certain programs must earn a 'C'; or better or 'B' or better in specified courses.

AU – Audit

The student audited the course. The student receives no credit for the course and the grade of AU is not used in computing GPA.

AW – Administrative Withdrawal

The institution during the designated semester, for disciplinary or financial reasons, inadequate attendance or other administrative reasons, has "involuntarily" withdrawn the student. An Administrative Withdrawal for disciplinary or financial reasons requires approval by the Vice President for Academic Affairs. An AW grade is not used in computing GPA.¹

I – Incomplete

An 'I' is used at the instructor's discretion and indicates the student is passing and has completed a substantial portion of the course work, but has been unavoidably detained from completion of the course. The submittal of an 'I' grade must be accompanied by a written agreement between the student and the instructor of record detailing the provisions required to satisfy all course requirements within a one year period. After requirements are satisfied, the instructor submits a change of grade to the Registrar. "I" grades that are not changed remain as a permanent "I" and are not used in computing GPA or retention GPA's.

N – Not Reported

An "N" grade is used to indicate that the instructor did not submit the semester grade within the appropriate deadline. The "N" grade must be replaced by the appropriate letter grade prior to the end of the subsequent semester. The "N" grade is not used in computing GPA or retention GPA's.

¹Administrative withdrawals due to inadequate attendance may be assigned (with the appropriate approval) when the determination is made that a student cannot achieve a passing grade even if attendance is resumed. Students should note, that any withdrawal could result in termination or repayment of financial aid received.

P – Passing

A "P" is a neutral mark indicating minimal competencies have been met. A "P" is also used to indicate credit earned through advanced standing examination. The grade of "P" is not used in computing GPA or retention GPA's.

S – Satisfactory

An "S" is a neutral mark, used in a limited number of courses indicating minimal competencies have been met. The grade of "S" is not used on computing GPA or retention GPA's.

U – Unsatisfactory

The grade of "U" which is used in a limited number of courses indicates that a student did not meet the minimum requirements in a course designated for S/U grading. The grade of "U" is not used in computing GPA or retention GPA's.

W – Official Withdrawal

The student has officially withdrawn from the course. The student may withdraw as late as the twelfth week of a sixteen-week semester or $\frac{3}{4}$ of the duration of a shorter course and automatically receive the grade of 'W'. The "W" grade is not used in computing GPA.²

GRADE APPEAL

It is the student's responsibility to review his/her academic transcript at the end of each semester to verify grades. An appeal of any final grade must be initiated within 30 calendar days of the end of the semester. Appeals will not be accepted after this deadline.

A student choosing to appeal a final grade should first consult with the course instructor. If an agreed upon solution is not possible, the student may contact the Academic Affairs Office for information on further procedures.

TRANSITIONAL COURSES

Any course with a number that begins with zero (0) is a remedial, pre-collegiate course designed to prepare students for collegiate-level course work. Collegiate-level credit is not awarded for completion of such courses and thus, cannot be applied toward graduation. Transitional courses are graded with "S" for satisfactory or "U" for unsatisfactory. To receive a final grade of "S", the student must complete the requirements of the course as set forth in the syllabus for this course

Transitional course grades are not calculated into the retention, graduation or cumulative GPA's. Student must complete transitional courses within the first 24 hours attempted.

² No record of a course is indicated on a transcript if the student withdraws during the add/drop period (first 10 days of a regular semester and a proportional time for shorter terms). Permission of the academic advisor is required for this withdrawal.

Students who withdraw after the 10th class day and until the end of the 11th week of a regular semester and a proportional time for shorter terms will receive a grade of W. Students withdrawing after the 12th week of a regular semester and a proportional time for shorter terms will receive a grade of W or F, depending on the student's standing. The grade is assigned by the instructor and reflects the student's current academic standing in the course. Permission of the instructor is required. A grade of "W" is GPA neutral; a grade of "F" is calculated into the GPA.

GRADES

REQUIREMENTS FOR SCHOLARSHIP RECIPIENTS

Students representing Murray State College through participation in any college sponsored "Special Talent" activities, i.e., collegiate athletics, judging teams, dramatic productions, etc., are required to maintain either a term or a retention-graduation grade point of not less than 2.0, unless the activity has an external governing agency. If the activity has an external governing agency, the GPA eligibility criteria for that agency will be applied. Grade point will be confirmed at the end of each semester.

Students participating must meet all requirements set by the local, state or national governing bodies of their particular activities.

TRANSFER OF CREDITS

Credits earned at MSC are fully transferable to other educational institutions. The student is advised to consult the catalog of his or her selected senior college in order to enroll in appropriate courses required by that college. Semester hours applicable toward a degree at senior colleges usually total 64 hours.

TRANSCRIPTS

A limit of 5 copies of transcripts per semester of a student's college record will be issued without cost to the student upon their written request.

ACADEMIC STANDING

RETENTION STANDARDS

A retention grade point average (GPA) of at least 2.00 is required for graduation from Murray State College. A student who fails to meet the following requirements will be placed on academic probation:

<u>Hours Attempted</u>	<u>Retention GPA</u>
0-30	1.7
Greater Than 30	2.0

Students with 30 or fewer credit hours, with a retention GPA of 1.7 to less than 2.0 will be placed on academic notice.

Any student not maintaining satisfactory progress toward their academic objective as indicated above will be placed on probation for one semester. At the end of that probationary semester, the student must have a semester retention GPA of 2.0, not to include activity or performance courses or meet the minimum retention 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 readmitted until one regular semester (Fall or Spring) has elapsed.

Students suspended in the Spring semester may attend the Summer session immediately following Spring suspension at the discretion of the Admission Appeals Committee. Such students may enroll only in core academic courses, which meet general education requirements or degree requirements. Students who fail to achieve retention standards after the appealed Summer session will remain on suspension with the phrase "suspension continued" entered on the transcript and may not be readmitted until one regular semester (Fall or Spring) has elapsed. This

option is only eligible for first-time suspension students.

A student may appeal academic suspension for immediate reinstatement by submitting a written request to the Admission Appeals Committee within three (3) days of notification of suspension. The written appeal must document extraordinary personal circumstances. Students whose appeals are denied and other suspended students may, after one regular semester (Fall or Spring), petition the Admissions Appeals Committee for readmission on probation. Suspended students can be readmitted only one time. Students readmitted on academic probation must maintain a 2.0 retention GPA each semester or meet the minimum standard required as listed or be suspended again. Should a reinstated student be suspended a second time, he/she cannot return to MSC until such time as he/she has demonstrated, by attending another institution and completing a minimum of 12 collegiate hours, the ability to succeed academically by raising his/her retention GPA to the retention standards.

REPEATED COURSES

A student may repeat courses and have only the second grade earned, even if it is lower than the first grade, count in the calculation of the GPA, up to a maximum of 4 courses, but not to exceed 18 hours in courses in which the original grade earned was a D or F. The first attempt shall be recorded on the transcript with the earned grade. The second course with its grade will be listed in the semester earned. The Explanation of Grades section of the transcript will note that only the second grade earned is used in the calculation of the retention and graduation GPA's. If a student repeats an individual course more than once, all grades earned with the exception of the first are used to calculate the retention and graduation GPA's. Students repeating courses above the first 4 courses or 18 credit hours of D's or F's repeated may do so with the original grades and repeat grades averaged.

GUIDELINES FOR ACADEMIC REPRIEVE REQUESTS

A student may request an academic reprieve according to the following guidelines:

1. At least three years must have elapsed between the period in which the grades being requested reprieved were earned and the reprieve request.
2. Prior to requesting the Academic reprieve, the student must have earned a retention GPA of 2.0 or higher with no grade lower than a C in all subsequent regularly graded course work (minimum of 12 hours) excluding activity or performance courses. This course work may have been completed at any accredited higher education institution.
3. The request may be for one semester or term of enrollment or two consecutive semesters or terms of enrollment. 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, MSC may choose to reprieve only one semester.
4. The student must petition for consideration of an academic reprieve by submitting a written request (with an accompanying transcript) listing which semester(s) are being requested for reprieve and outlining extenuating circumstances that resulted in poor grades. The request must be submitted to the Registrar for review and action.

GRADES

5. All courses remain on the student's transcript, but are not calculated in the student's retention-graduation GPA. Course work with a passing grade included in a reprieved semester may be used to demonstrate competency in the subject matter. However, the course work may not be used to fulfill credit hour requirements.
6. The student may not receive more than one academic reprieve during their academic career.

For students receiving academic reprieve:

1. The explanation of grades section of the transcript will note the courses and semester(s) reprieved.
2. The transcript will reflect the retention and graduation GPA's excluding reprieved courses/semesters.
3. The transcript will also note the cumulative GPA, which includes all attempted regularly graded course work.

All Academic Reprieve Requests must be sent to the following:

Murray State College
Admissions Office
One Murray Campus
Tishomingo, OK 73460

The Academic Reprieve Request will then be brought to committee for approval or denial. The student will be notified of decision via mail.

Note: Students who receive a reprieve and who plan to transfer to another college or university should be aware that the receiving institution has the option of honoring the academic reprieve received at MSC.

For students who transfer to MSC from another state system institution, MSC has the option of honoring course work and semesters reprieved at that institution, which that determination would be made by the Registrar.

GUIDELINES FOR ACADEMIC RENEWAL REQUEST

A student may request an academic renewal according to the following guidelines:

1. At least five years must have elapsed between the last semester being renewed and the renewal request.
2. Prior to requesting the academic renewal, the student must have earned a GPA of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (minimum of 12 hours) excluding activity or performance courses. This course work may have been completed at any accredited higher education institution.
3. The request will be for all courses completed before the date specified in the request for renewal.
4. The student must petition for consideration of an academic renewal by submitting a written request (with an accompanying transcript) listing which semester(s) are being requested for renewal and outlining extenuating circumstances that resulted in poor grades. The request must be submitted to the Registrar for review and action.

5. All courses remain on the student's transcript, but are not calculated in the student's retention/graduation GPA. Neither the content nor credit hours of renewed course work may be used to fulfill any degree or graduation requirements.
6. The student may not receive more than one academic renewal during their academic career.

For students receiving academic renewal:

1. The explanation of grades section of the transcript will note the course and semester(s) renewed.
2. The transcript will reflect the retention and graduation GPA's excluding renewed courses/semesters.
3. The transcript will also note the cumulative GPA, which includes all attempted regularly graded course work.

Students who receive a renewal and who plan to transfer to another college or university should be aware that the receiving institution has the option of honoring the academic renewal received at MSC.

SATISFACTORY PROGRESS IN NURSING COURSES

Students enrolled in nursing courses must maintain a 2.0 retention GPA for each nursing course and in specified support courses to enroll in subsequent nursing courses and to graduate (see Nursing brochure and degree plan).

Nursing courses are comprised of theoretical study and clinical laboratory experience. A satisfactory standard of performance must be maintained on both portions of each nursing course. No student who has unsatisfactory clinical performance will be given a 2.0 or above grade.

SATISFACTORY PROGRESS IN THE OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Students enrolled in Occupational Therapy Assistant (OTA) courses must maintain a 2.0 retention grade point average for each OTA course in the second year or technical phase of the program in order to enroll in subsequent OTA courses and in order to graduate.

SATISFACTORY PROGRESS IN THE PHYSICAL THERAPIST ASSISTANT PROGRAM

Students enrolled in Physical Therapist Assistant (PTA) courses must maintain a 2.0 retention grade point average for each PTA course in the second year or technical phase of the program to enroll in subsequent PTA courses and to graduate.

SATISFACTORY PROGRESS IN THE VETERINARY TECHNOLOGY PROGRAM

Students enrolled in the Veterinary Technology Program must maintain a 2.0 retention grade point average for each Veterinary Technology course in order to enroll in subsequent Veterinary Technology courses. Veterinary Technology courses include both theory and clinical laboratory components and student must maintain satisfactory progress in both areas of study.

GRADES

HONORS AND AWARDS

Who's Who at Murray State College

Students who qualify for this award must have completed at least one year as a full-time student at MSC and be currently enrolled fulltime. They must have earned at least a 3.0 retention GPA in work completed. Participation and leadership within school organization and extracurricular activities are strongly recommended as well as community involvement. Student must show future leadership ability and/or potential. Faculty will make nominations and final selection is determined by Division Chairs on the committee.

President's Honor Roll

To qualify for this award, which is awarded each regular semester, a student must be enrolled in a minimum of twelve credit hours of collegiate level course work and must have received no grade lower than an A. Honor will not be awarded during a semester in which remediation courses are taken.

Vice President's Honor Roll

This award, also granted each regular semester is given to student enrolled in a minimum of twelve credit hours of collegiate level course work that have no grade lower than a B. The honor will not be awarded during a semester in which remediation courses are taken.

President's Scholars

To participate in this honor program at MSC, the student must be admitted to the President's Scholars Program, execute all program requirements satisfactorily and maintain a 3.25 retention GPA.

Special Awards

Students graduating with Honors (see "Graduation with Honors") and those with a 4.0 retention GPA are recognized each year at commencement. Plaques, etc. are mailed to recipients after Registrar's verification of final retention GPA.

Student's most outstanding activities are recognized at the annual Honors and Awards presentation.



GRADUATION REQUIREMENTS

GENERAL EDUCATION REQUIREMENT

Murray State College's curriculum is designed to provide the general education needed to produce literate, informed and involved citizens. It provides training in written and oral communication skills, critical thinking and knowledge about the history and political system of the United States and of world culture. It exposes the student to literature and to the visual and performing arts. It grounds students in the basic mathematical, scientific and computer skills necessary to function in the modern world.

AAS DEGREE CHECKLIST

Minimum Credit Hours: 60

Minimum Retention/Graduation GPA: 2.00

Minimum Credit Hours Taken at MSC: 15

Section A General Education Core (19-20 Credit Hours)	
Area 1	
ENG 1113	English Comp I
ENG 1213	English Comp II
SPC 1113	Fundamentals of Speech
Area 2	
HST 1483	U.S. History to 1877
Or HST 1493	U.S. History since 1877
And GVT 1113	American Fed Government
Area 3	
General Electives 6 Credit Hours	
See specific program curriculum. These general electives are listed as transferable on the State System Course Equivalency Project Matrices.	
Area 4	
Humanities 1 Credit Hour	
HUM 1111 or any Humanities course listed in the AA/AS General Education requirements.	
Business & Computer Technology majors may also complete Bus 2841 Contemporary Business Issues.	
Area 5	
Academic Success 1 Credit Hour	
First Time college students who attend full-time are required to take COL 1211 entering Fall/Spring semester.	
Section B Program Requirements (44-45 Credit Hours)	
Additional College Credit Courses	

AA OR AS DEGREE CHECKLIST

Minimum Credit Hours: 63

Minimum Retention/Graduation GPA: 2.00

Minimum Credit Hours Taken at MSC: 15

Section A General Education Core (40-41 Credit Hours)	
Area 1	
Effective Communication 6 Credit Hours	
ENG 1113	English Comp I
ENG 1213	English Comp II
Area 2	
History & Political Awareness 6 Credit Hours	
HST 1483	U.S. History to 1877
Or HST 1493	U.S. History Since 1877
And GVT 1113	American Fed. Government
Area 3	
Scientific Reasoning 8 Credit Hours	
Must include at least one lab course	
*Prerequisite Required (Check Course Descriptions)	
<u>Lab Science</u>	
AP 2124	Human A&P I*
AP 2134	Human A&P II*
BIO 1114	General Biology
BIO 1404	Principles of Biology*
BOT 1114	General Botany
CHM 1114	General Chemistry I
CHM 1214	General Chemistry II*
CHM 2345	Organic Chemistry*
CHM 2114	Qualitative Analysis*
CHM 2214	Quantitative Analysis*
CON 1404	Con of Natural Resources
GEOL 1014	General Geology
MIC 2224	Intro to Microbiology*
PHS 1114	General Physical Science
PHS1214	Intro to Astronomy
PHS1313	Intro to Robotics
PHY 1114	General Physics I*
PHY 1214	General Physics II*
PHY 2015	Engineering Physics I*
PHY 2115	Engineering Physics II*
ZOO 1114	General Zoology
<u>Non-Lab Science</u>	
SCI 2224	Earth-Space & Environment

GRADUATION REQUIREMENTS

Section A Cont. General Education Core (40-41 Credit Hours)	
Area 4	
Humanities	6 Credit Hours
Must include two courses from any of the following areas:	
<u>Literature</u>	
ENG 2413	Introduction to Literature
ENG 1053*	Introduction to Folklore
ENG 2433*	Intro to World Literature
ENG 2543	English Lit thru 18 th Century
ENG 2653	English Lit Since 18 th Century
ENG 2773	American Lit to 1865
ENG 2883	American Lit Since 1865
ENG 2713*	Native American Lit
<u>Music</u>	
MU 1113	Music Appreciation
<u>Art</u>	
ART 1113	Art Appreciation
<u>Humanities*</u>	
GES 2910	Global Education Studies
HUM 1111*	Humanities
HUM 2113	Humanities I
HUM 2223	Humanities II
HUM 2233*	Travel Studies
PH 1113*	Introduction to Philosophy
<u>History</u>	
HST 1423	World Civilization to 1500
HST 1433	World Civilization Since 1500
HST 1723*	History of Indian Tribes of US
<u>Theatre</u>	
TH 1133	Introduction to Theatre
<i>*These courses have not been approved on the OSHRE Course Equivalency Project and may not transfer for Humanities credit</i>	
Area 5	
Math & Quantitative Reasoning	3 Credit Hours
Any 1000 level or higher from the Mathematics area. Only courses with the prefix MTH.	
Area 6	
Liberal Arts & Global Awareness	3 Credit Hours
At least one course from the following areas:	
Behavioral Science (Psychology or Sociology), Social Sciences, Foreign Language, Fine Arts (Art, Music or Drama). Includes courses with the prefixes of ART, ASL, CJ, ECO, GEO, GVT, HST, HUM, MU, PSY, SOC, SPA or TH	
Area 7	
Arts & Sciences	3 Credit Hours
Includes courses listed in Area 2 – Area 6. Includes courses with prefixes of BC, COM, DOL, FA, HP, LIB, RE and SPC.	

Section A Cont. General Education Core (40-41 Credit Hours)	
Area 8	
Health Wellness & Human Performance	2 Credit Hours
Or any HWHP Activity course	
HWP 1112	Personal Health
HWP 2212	First Aid
HWP 1132	Lifetime Wellness
Area 9	
Computer Proficiency	3 Credit Hours
*Or Validated computer proficiency	
CIS 1113	Computer Applications
Area 10	
Academic Success	1 Credit Hour
First time college students who attend full-time are required to take COL1211 entering Fall/Spring semester.	
Section B Program Requirements (22-23 Credit Hours)	
Additional College Credit Courses	
Does not include HWHP Activity, Intercollegiate Sport or Zero Level courses.	

COMPUTER PROFICIENCY REQUIREMENTS

According to the Oklahoma State Regents for Higher Education, students must demonstrate computer proficiency for completion of the AA or the AS degrees by completing one of three (3) options:

1. Successful completion of a high school computer science course that meets the State Regent's high school curricular requirements
2. Satisfactory score on an institution's computer proficiency assessment
3. Successful completion of college-level course work that the institute designates.

Murray State College recognizes that students entering higher education have increased opportunities in computer use through business, industrial education and personal activities; therefore, students graduating from MSC with an AA or AS degree will demonstrate computer proficiency skills in one or more of the following areas:

- Word Processing
- Spreadsheet Use
- Database Management
- Multimedia – Graphic Design
- Programming
- Software Application
- Networking Applications
- Internet Use
- Presentation Software (i.e. PowerPoint)

GRADUATION REQUIREMENTS

A student may satisfy the computer proficiency requirements for MSC by the following:

1. Completion of two (2) credits of high school computer science courses with a 'B' or higher.
2. Satisfactory score on an MSC computer proficiency assessment.
3. Successful completion of any one of the following MSC courses:

- ACC2303 Computerized Accounting
- AP 2124 Human Anatomy & Physiology I
- AP 2134 Human Anatomy & Physiology II
- ART1113 Art Appreciation
- BIO1114 General Biology Science
- BIO1404 Principals of Biology
- CIS1533 Introduction to Visual Basic
- CIS1653 Data Communications & Network Fundamentals
- CIS1683 Operating Systems
- CIS2113 Computer Application Packages (no longer offered)
- CIS2143 computer Networking
- CIS2213 Data Base Management Systems
- CIS2223 Systems Analysis
- CIS2253 Web Page Design
- CIS2603 Specialized Word Processing
- CIS2723 Spreadsheet Applications
- CIS2803 Desktop Publishing
- CIS2810 Special Problems in Computer Information System
- CIS2813 CIS Student Internship
- CJ 1113 Introduction to Criminal Justice
- CJ 1353 Juvenile Justice
- CJ 1433 Introduction to Law
- CJ 1483 Legal Research
- CJ 2323 Criminal Law
- CJ 2423 Introduction to Law Enforcement
- CJ 2433 Domestic Relations
- CJ 2443 Criminal Procedure
- CS 1313 Programming Fundamentals
- CS 2163 C++ Programming
- CS 2173 Object Oriented Programming
- CS 2183 Introduction to JAVA
- CS 2910 Special Problems in Computer Science
- CON1404 Conservation of National Resources
- CON2504 Introduction to Wildlife Forensics
- ENG1113 English Comp I
- ENG1213 English Comp II
- ENG2123 Creative Writing
- ENG2413 Introduction to Literature
- GEL1114 General Geology
- GEO1113 Introduction to Geography
- GEO2513 World Regional Geography
- GS 1532 Introduction to AutoCAD
- GS 2542 Advance AutoCAD
- GS 2553 Introduction to CNC
- GS 2412 Advanced Handloading and Ballistics
- GVT1113 American Federal Government
- GVT2324 State and Local Government
- HP 1122 Honors Leadership Program
- HP 1232 Honors Leadership Program
- HP 2142 Honors Leadership Program
- HP 2252 Honors Leadership Program
- HUM1111 Humanities I
- HUM2223 Humanities II
- HST1423 World Civilization to 1500
- HST1433 World Civilization since 1500
- HST1483 US History to 1877
- HST1493 US History since 1877
- HST1723 History of the Indian Tribes of the US
- HST2323 Oklahoma History
- HWP1112 Personal Health
- HWP112 Lifetime Wellness
- HWP1912 Health-Wellness Issue Awareness
- HWP2212 First Aid
- HWP2222 Sports Rules and Officiating
- HWP2232 Theory of Coaching Baseball
- MIC2224 Introduction to Microbiology
- MOA2123 Medical Office Procedures I
- MOA2213 Medical Office Procedures & Billing
- MTH0103 Introduction to Math
- MTH0303 Beginning Algebra
- MTH0403 Intermediate Algebra
- MTH1413 Survey of Mathematics
- MTH1513 College Algebra
- MTH1613 Plane Trigonometry
- MTH2215 Calculus I with Analytic Geometry
- MTH2315 Calculus II with Analytic Geometry
- MU 1113 Music Appreciation
- OTA2113 Occupational Therapy Process I
- OTA2122 Therapeutic Techniques
- OTA2233 Professional Management
- PHS1114 General Physical Science
- PSY1113 Introduction to Psychology
- PSY2113 Psychology of Adjustment
- PSY2313 Introduction to Counseling
- PSY2333 Introduction to Research and Writing
- PSY2443 Personality Theories
- PSY2533 Social Psychology
- PTA2103 Anatomy and Movement I
- PTA2112 Introduction to Physical Therapy
- PTA2126 Physical Therapy Principles and Procedures I
- PTA2134 Pathology for the PTA
- PTA2145 Anatomy and Movement II
- PTA2152 Clinical Practicum I
- PTA2213 Physical Therapy Principles and Procedures II
- PTA2223 Seminar in Physical Therapy
- PTA2234 Rehabilitation Techniques
- PTA2243 Clinical Practicum II
- PTA2253 Clinical Practicum III
- PTA2811 Special Problems in Physical Therapy
- SCI2224 Earth-Space & Environmental Science
- SOC1113 Introduction to Sociology
- SOC2013 Marriage & Family Relationships
- SOC2023 Social Problems
- SOC2063 Deviance, Crime & Delinquency
- SOC2143 Cultural Diversities
- SOC2433 Domestic Relations

GRADUATION REQUIREMENTS

- SPC1413 Fundamental of Speech
- SW 1113 Introduction to Social Work
- TH 1133 Introduction to Theatre
- VT 1124 Introduction to Veterinary Technology
- VT 1114 Anatomy of Domestic Animals
- VT 1111 Veterinary Medical Terminology I
- VT 1223 Physiology of Domestic Animals
- VT 1224 Veterinary Clinical Pathology I
- VT 1233 Pharmacology of Veterinary Technicians
- VT 1214 Veterinary Medical Nursing I
- VT 1221 Veterinary Medical Terminology II
- VT 2114 Anesthesia & Surgical Nursing
- VT 2123 Disease of Domestic Animals
- VT 2212 Veterinary Hospital Management
- VT 2214 Veterinary Medical Nursing II
- VT 2223 Wild, Zoo & Laboratory Animals
- VT 2236 Veterinary Technology Externship
- ZOO1114 General Zoology

COURSES NOT APPLYING TOWARD GRADUATION

There are a number of courses in which a student may earn credit that do not apply toward meeting graduation requirements. These courses include all zero-level courses.

HEALTH-WELLNESS AND HUMAN PERFORMANCE

Activity courses within the Department of Health-Wellness and Human Performance, including intercollegiate activity courses, utilize the A-F grading system (as compared to the Satisfactory/Unsatisfactory or Pass/Fail grading system) and accrue grade points only toward a student's cumulative GPA.

Note: HWHP activity courses are courses such as Lifetime Sports, Bowling, Tennis, Golf, Swimming, Dance, etc. HWHP Intercollegiate activity courses are applicable to competitive sports, such as Basketball, Baseball, Softball, Golf or Soccer.

These courses can be counted to meet AA and AS degree requirement over 60 credit hours when the total credit hours required exceed 60. Non-activity HWHP courses, such as First Aid and Personal Health, will count for credit hour requirements within the 60 credit hours required for degree completion.

CHANGES IN DEGREE REQUIREMENTS

If degree requirements change, a student seeking a degree may satisfy requirements as stated in the catalog at the beginning of continuous enrollment. Continuous enrollment is defined as uninterrupted enrollment of regular semesters until graduation. Any changes imposed by law or policies by governing regulatory boards or agencies become effective at the date specified regardless of continuous enrollment. If a student interrupts enrollment, the student must satisfy requirements as stated in the MSC catalog effective at the time of re-entry.

COMMENCEMENT

HS	Health Science
HWP	Health, Wellness-Human Performance
HST	History

Commencement exercises are held at the close of the regular Spring session. Students are encouraged to apply for graduation in the Registrar's Office during the early enrollment period for the semester in which the student expects to finish degree requirements.

GRADUATION WITH HONORS

To be eligible for graduation with honors from MSC, students must meet the following requirements:

1. Satisfactory completion of all general MSC graduation requirements.
2. Satisfactory cumulative grade point average:
 - a. Cum Laude (3.5-3.74)
 - b. Magna Cum Laude (3.75-3.94)
 - c. Summa Cum Laude (3.95-4.0)

DESCRIPTIONS OF COURSE PREFIX

<u>PREFIX</u>	<u>DESCRIPTION</u>
ACC	Accounting
AG	Agriculture
AGE	Agriculture Economics
AGL	Agriculture Leadership
AGR	Agronomy
ASL	American Sign Language
AP	Anatomy & Physiology
ANS	Animal Science
ART	Art
BF	Banking & Finance
BIO	Biology
BOT	Botany
BUS	Business
BC	Business Communication
BM	Business Management
CHM	Chemistry
CHA	Chickasaw
CD	Child Development
COM	Communication
CIS	Computer Information System
CS	Computer Science
COL	Academic Success
CON	Conservation
CJ	Criminal Justice
DOL	Dynamics of Leadership
ECO	Economics
ENG	English
ENT	Entomology
FIN	Finance
FA	Fine Arts
GEO	Geography
GEL	Geology
GES	Global Education Studies
GVT	Government
GS	Gunsmithing

GRADUATION REQUIREMENTS

HP	Honors Program
HUM	Humanities
LIB	Library
MTH	Math
MOA	Medical Office Assistant
MIC	Microbiology
MU	Music
NUR	Nursing
NUT	Nutrition
OTA	Occupational Therapy Assistant
ORI	Orientation
PHS	Physical Science
PTA	Physical Therapist Assistant
PHY	Physics
PSY	Psychology
RE	Religion
SCI	Science
SL	Service Learning
SS	Social Science
SOC	Sociology
SW	Social Work
SPA	Spanish
SPC	Speech
TH	Theatre
VA	Veterinary Assistant
VT	Veterinary Technology
ZOO	Zoology

INSTITUTIONAL ASSESSMENT

IMPORTANCE OF ASSESSMENT

Murray State College is committed to the continual improvement of academic programs, student learning and faculty development. This improvement can be conducted through many ways, including evaluation of courses, students and instructors.

Students will participate in course placement and end of course assessments as well as imbedded course assessments, faculty evaluations, student satisfaction surveys and alumni surveys. For more information about assessment visit the website at www.msco.edu, or contact Becky Henthorn at 580-387-7181.

THE INSTITUTIONAL ASSESSMENT COMMITTEE

Assessment processes are led by the Institutional Assessment Committee (IAC). The purpose of the IAC is to identify reliable measures of student learning for different academic programs, deploy those student learning assessment measures and evaluate the campus-wide assessment processes for continuous quality improvement. The Course Assessment Sub-Committee creates protocol for the evaluation of instruction based on departmental, institutional and individual instructional goals.

GENERAL EDUCATION OUTCOMES

General Education Outcomes with statement depicting objectives are:

Effective Communication

MSC provides students with the educational opportunities necessary to develop effective communication skills essential for daily interaction in society and the workplace.

Responsible Citizenship

MSC provides an educational environment in which students demonstrate an awareness of social and civic responsibilities.

Global Awareness

MSC provides students with educational opportunities to learn about cultural diversity and global awareness through curricular and extracurricular activities including lectures, music, literature, film and art.

Critical Thinking

MSC provide educational opportunities in which students demonstrate problem solving and critical thinking skills necessary for personal and professional success.

Quantitative Reasoning

MSC provides educational opportunities for students to collect and use quantitative data, create and examine quantitative models, apply mathematical skills and solve scientific problems.

Information Literacy

MSC provides students with educational opportunities necessary to demonstrate and apply information literacy skills and utilize technological resources necessary for personal and professional success.

Health and Wellness

MSC provides students with educational opportunities, which will encourage self-management skills, foster a healthy lifestyle and provide personal enrichment.

COURSES OF STUDY

An educational program is a sequentially organized series of educational experiences culminating in an academic degree or certificate (Definition of an Instructional Program, Oklahoma State Regents for Higher Education). Students should review their potential program for required credit hours to earn a degree. At the discretion of the respective Academic Division/Program Chair, the Vice President for Academic Affairs and the Registrar, the Registrar may confer an Associate Degree with a minimum of 60 credit hours, provided the core degree requirements have been met.

The following programs of study designated AA or AS will better prepare a student to enter a senior college or professional school to continue work toward a bachelor's degree. The other programs are two-year technical and occupational programs, which will better prepare a student to enter the work force.

Since some colleges and universities have particular requirements for entrance into the junior or senior level, it is suggested that students work closely with their advisors so the proper programs may be arranged. Catalogs of Oklahoma colleges and universities, as well as those from some out-of-state schools, are available in the Office of Admissions, the MSC Administrative Offices in Ardmore and the Academic Advisement Office.

ASSOCIATE OF ARTS (A.A.)

Art

*Child Development

Communication and Performance Studies

Options: Communication
Musical Theatre
Theatre

Language Arts

*Enterprise Development (Reach Higher Program)

Options: Business Administration
General Studies

*History

Mathematics

ASSOCIATE OF SCIENCE (A.S.)

Agriculture

Options: Agriculture Education
Agriculture Communications
Agronomy
Animal Science
Biochemistry and Molecular Biology
Environmental Science
Leadership

*Arts & Sciences (General Studies)

Behavioral Science

Options: *Psychology
*Sociology

*Business

Options: Hospitality Management

Chemistry

Science

Conservation and Wildlife Management

*Computer Science

Criminal Justice

Option: COPS

Elementary Education

*Enterprise Development (Reach Higher Program)

Options: Business Administration
General Studies

Health-Wellness and Human Performance

Pre-Professional

Options: Pre-Pharmacy
Pre-Veterinary Medicine

ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

Business Management

Options: Legal Assistant
Administrative Accounting
Business/Office Technology
Medical Office Assistant
Retail Management

*Child Development

Computer Information Systems

Custom Gunmaking

Gunsmithing Technology

Nursing

Occupational Therapy Assistant

Physical Therapist Assistant

Veterinary Technology

*Indicates online delivery option is available for this degree.

CERTIFICATE PROGRAMS

CERTIFICATE PROGRAMS

The specific information pertaining to each embedded certificate may be found on the respective degree sheet applicable to the discipline. The following embedded certificates may be completed at Murray State College:

CHILD DEVELOPMENT WORKFORCE DEVELOPMENT

Certificate of Mastery

VETERINARY TECHNOLOGY

Veterinary Assistant Certificate



Murray State College
Tishomingo and Ardmore

Agriculture

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Introductory Psychology	3
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Student Success Strategies.....	(1)
PROGRAM CORE REQUIREMENTS	12
AG 1214 Intro to Plant Science	4
AG 1124 Intro to Animal Science	4
AG 1113 Intro to Ag. Economics	3
AG 2011 Topics in Agriculture.....	1
*Substitutions may be made with prior departmental approval.	
RECOMMENDED PROGRAM ELECTIVES	10
ACC 2103 Fund of Financial Acct	3
AGR 2124 Soil & Soil Mgmt	4
AGR 2324 Principles of Range Mgmt	4
ANS 1101 Livestock Judging & Eval	1
ANS 1112 Livestock Selection & Carcass Eval.....	2
ANS 2123 Livestock Feeding	3
TOTAL CREDIT HOURS	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	62

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL1211 Success Strategies	1
ENG 1113 English Comp I.....	3
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
BIO 1114 General Biology	4
AG 2011 Topics in Agriculture	1
SECOND SEMESTER	
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
CHM 1114 General Chemistry I	4
CIS 1113 Computer Applications.....	3
ENG 1213 English Comp II	3
HWP 1112 Personal Health (or)	2
Or any approved HWP course	
THIRD SEMESTER	
HST 1483 U.S. History to 1877 (or).....	3
HST 1493 U.S. History since 1877	
Humanities Elective	3
Liberal Arts And Global Awareness Elective	3
AG 1114 Intro to Ag Economics	4
Recommended Program Elective	3
FOURTH SEMESTER	
GVT 1113 American Federal Government	3
Humanities Elective	3
Arts & Sciences	3
Recommended Program Elective	3
Recommended Program Elective.....	3

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

A degree in agriculture will enable a student to become better trained in the discipline, satisfy a job requirement for an advanced degree, or become a leader, manager or executive in any one of several agricultural sciences and natural resources areas. The recommended curriculum satisfies degree requirements and courses that are usually completed in the first two years of a four-year degree program. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

Agriculture graduates are prepared for a wide variety of jobs in the agriculture industry because they have a broad base of knowledge combined with communication skills.

CAREER OPPORTUNITIES

- Corporate Agriculture
- Cooperative Extension Service
- Agriculture Sales Representative
- Agriculture Loan Agent
- Farm Service Agency
- Natural Resources Conservation Service
- Research Institutes (The Noble Foundation)
- Public Relations

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams

Murray State College
Tishomingo and Ardmore

Agriculture-Agriculture Communications Option
Articulates into Oklahoma State University Agriculture Communication Program

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (6 hours)	
MTH 1413 Survey of Math and/or	3
MTH 1513 College Algebra	3
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Intro to Psychology	3
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech	3
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Success Strategies	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
NEW STUDENT ORIENTATION (If applicable)	
ORI 1011 New Student Orientation)	(1)
PROGRAM CORE REQUIREMENTS	12
AG 1214 Intro to Plant Science	4
AG 1124 Intro to Animal Science	4
AG 1113 Intro to Ag. Economics	3
AG 2011 Topics in Agriculture	1
(Substitutions may be made with prior approval.	
RECOMMENDED PROGRAM ELECTIVES	12
ACC 2103 Fund of Financial Acc	3
AG 2810 Special Problems in Agri	3
AGR 2013 Natural Res.&Eco Mgmt	3
ANS 1101 Livestock Judging&Eval	1
ANS 1112 Livestock Select&Carc Eval	2
COM 2113 Writing for Mass Comm	2
MSC TOTAL CREDIT HOURS REQUIRED	62

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
16	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I	3
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
BIO 1114 General Biological Science	4
AG 2011 Topics in Agriculture	1
SECOND SEMESTER	
17	
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
CHM 1114 General Chemistry I	4
ENG 1213 English Comp II	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
Recommended Program Elective	3
THIRD SEMESTER	
15	
HST 1483 U.S. History to 1877 (or)	3
HST 1493 U.S. History since 1877	
AG 1113 Intro to Ag Economics	3
Arts & Sciences	3
Humanities Elective	3
Recommended Program Elective	3
FOURTH SEMESTER	
15	
GVT 1113 American Federal Government	3
Humanities Elective	3
Liberal Arts And Global Awareness Elective	3
Recommended Program Elective	3
Recommended Program Elective	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

This degree is designed to articulate into the Oklahoma State University Agriculture Communication Degree. Students will gain knowledge of different aspects of agricultural communications such as journalism, public relations and advertising. A degree in agriculture will enable a student to become better trained in the discipline, satisfy a job requirement for an advanced degree, or become a leader, manager or executive in any one of several agricultural sciences and natural resources areas. The recommended curriculum satisfies degree requirements and courses that are usually completed in the first two years of a four-year degree program.

CAREER OPPORTUNITIES IN AGRICULTURE WITH AN AGRICULTURE COMMUNICATIONS EMPHASIS

- Newspaper and magazine writing and editing
- Agriculture-related publications
- Photography
- Advertising and sales
- Video and television production
- Broadcast journalism
- Radio production
- Public relations
- Environmental reporting
- Advanced degrees in law, business, education or communications

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Agriculture – Agriculture Education Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
SPC 1113 Fundamentals of Speech	3
HISTORY AND POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	3
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Introductory Psychology	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	3
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Student Success Strategies	(1)
PROGRAM CORE REQUIREMENTS	12
AG 1214 Intro to Plant Science	4
AG 1124 Intro to Animal Science	4
AG 1113 Intro to Ag. Economics	3
AG 2011 Topics in Agriculture	1
*Substitutions may be made with prior departmental approval.	
RECOMMENDED PROGRAM ELECTIVES	10
ACC 2103 Fund of Financial Acct	3
AG 2012 Agriculture Education	2
AGR 2124 Soil & Soil Mgmt	4
AGR 2324 Principles of Range Mgmt	4
ANS 1101 Livestock Judging & Eval	1
ANS 1112 Livestock Sel & Carcass Eval	2
ANS 2123 Livestock Feeding	3
TOTAL CREDIT HOURS	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	62

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL 1211 Success Strategies	1
ENG 1113 English Comp I	3
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	4
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	3
BIO 1114 General Biology	4
AG 2011 Topics in Agriculture	1
SECOND SEMESTER	
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	4
CHM 1114 General Chemistry I	4
CIS 1113 Computer Applications	3
ENG 1213 English Comp II	3
HWP 1112 Personal Health (or)	2
Or any approved HWP course	2
THIRD SEMESTER	
HST 1483 U.S. History to 1877 (or)	3
HST 1493 U.S. History since 1877	3
Liberal Arts And Global Awareness Elective	3
AG 1114 Intro to Ag. Economics	4
Humanities Elective	3
Recommended Program Elective	3
FOURTH SEMESTER	
GVT 1113 American Federal Government	3
Humanities Elective	3
Arts & Sciences	3
Recommended Program Elective	4
Recommended Program Elective	2

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

A degree in agriculture will enable a student to become better trained in the discipline, satisfy a job requirement for an advanced degree, or become a leader, manager or executive in any one of several agricultural sciences and natural resources areas. The recommended curriculum satisfies degree requirements and courses that are usually completed in the first two years of a four-year degree program. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

Agriculture graduates are prepared for a wide variety of jobs in the agriculture industry because they have a broad base of knowledge combined with communication skills.

CAREER OPPORTUNITIES

- High School Agriculture Education Teacher
- Middle School Science Teacher
- Community/Junior College Agriculture Instructor
- Cooperative Extension Service
- Agriculture Sales Representative
- Agriculture Loan Agent
- Farm Service Agency
- Natural Resources Conservation Service

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.

Academic placement is determined either by ACT results or placement exams

Murray State College
Tishomingo and Ardmore

Agriculture-Animal Science Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	35
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	3
Any Area 4 course in college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Intro to Psychology	3
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech.....	3
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211 Student Success Strategies	(1)
PROGRAM CORE REQUIREMENTS	12
AG 1214 Intro to Plant Science	4
AG 1124 Intro to Animal Science	4
AG 1113 Intro to Ag. Economics.....	3
AG 2011 Topics in Agriculture.....	1
Substitutions may be made with prior approval.	
RECOMMENDED PROGRAM ELECTIVES	15
ACC 2103 Fund of Financial Acct.....	3
AGR 2124 Soil & Soil Mgmt	4
AGR 2324 Principles of Range Mgmt	4
ANS 1101 Livestock Judging & Eval.....	1
ANS 1112 Livestock Selection & Carcass Eval	2
ANS 2123 Livestock Feeding	3
ORI 1011 New Student Orientation	1
MSC TOTAL CREDIT HOURS REQUIRED	62

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
16	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I	3
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
BIO 1114 General Biological Science.....	4
AG 2011 Topics in Agriculture	1
SECOND SEMESTER	
14	
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
CHM 1114 General Chemistry I	4
ENG 1213 English Comp II	3
Recommended Program Elective	3
THIRD SEMESTER	
16	
HST 1483 U.S. History to 1877 (or).....	3
HST 1493 U.S. History since 1877	
Humanities Elective.....	3
Liberal Arts And Global Awareness Elective..	3
AG 1113 Intro to Ag Economics.....	3
Recommended Program Elective	4
FOURTH SEMESTER	
16	
GVT 1113 American Federal Government.....	3
Humanities Elective	3
Arts & Sciences.....	3
Recommended Program Elective	4
Recommended Program Elective	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

A degree in agriculture will enable a student to become better trained in the discipline, satisfy a job requirement for an advanced degree, or become a leader, manager or executive in any one of several agricultural sciences and natural resources areas. The recommended curriculum satisfies degree requirements and courses that are usually completed in the first two years of a four-year degree program. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

Agriculture graduates are prepared for a wide variety of jobs in the agriculture industry because they have a broad base of knowledge combined with communication skills.

CAREER OPPORTUNITIES IN AGRICULTURE WITH AN ANIMAL SCIENCE OPTION

- Agriculture sales representative
- Agriculture loan agent
- Ag Lobbyist
- Corporate agriculture
- Cooperative extension service
- Farm service agency
- Natural resources conservation service
- Pre-Veterinary study
- Ranch Manager
- Stocker/Feeder Operator

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.
Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Agriculture-Biochemistry & Molecular Biology Option

Articulates into Oklahoma State University Pre-Medical/Pre-Veterinary Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	39
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (10 hours)	
MTH 2215 Calculus I	5
MTH 2315 Calculus II	5
Substitutions may be made with prior approval.	
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I	4
BIO 1404 Principles of Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	
Any Area 4 course in college catalog	
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech	3
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Success Strategies	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS

AG 1214 Intro to Plant Science	4
AG 1124 Intro to Animal Science	4
AG 1113 Intro to Ag. Economics	3
AG 2011 Topics in Agriculture	1
(Substitutions may be made with prior approval.)	

RECOMMENDED PROGRAM ELECTIVES

Biochemistry & Molecular Biology Option

CHM 1214 Gen Chemistry II	4
MIC 2224 Microbiology	4
PHY 1114 General Physics I	4
PHY 1214 General Physics II	4
ORI 1011 New Student Orientation	1
ZOO 1114 General Zoology	4
(Substitutions may be made with prior approval.)	

MSC TOTAL CREDIT HOURS REQUIRED

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
17	
AG 2011 Topics in Agriculture	1
BIO 1114 General Biological Science	4
ENG 1113 English Comp I	3
Humanities Elective	3
MTH 2215 Calculus I	5
ORI 1011 New Student Orientation ...	1
SECOND SEMESTER	
16	
CHM 1114 General Chemistry I	4
ENG 1213 English Comp II	3
MTH 2315 Calculus II	5
ZOO 1114 General Zoology	4
THIRD SEMESTER	
14	
AG 1113 Intro to Ag Economics	3
CHM 1214 General Chemistry II	4
HST 1483 U.S. History to 1877 (or) ...	3
HST 1493 U.S. History since 1877	
Recommended Program Elective	4
FOURTH SEMESTER	
17	
Arts & Sciences	3
GVT 1113 American Federal Government	3
Humanities Elective	3
Recommended Program Elective	4
Recommended Program Elective	4

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

This degree is designed to articulate into the Oklahoma State University Biochemistry and Molecular Biology Degree plan with a Pre-Medical or Pre-Veterinary Science option.

Biochemistry is the central scientific discipline linking the chemical, physical, and biological sciences. The curriculum offers a broad background in chemistry and biological science.

This degree is an excellent preparation for professional studies in Medical, Dental, Optometry, Pharmacy, and Veterinary Medical Schools.

CAREER OPPORTUNITIES IN AGRICULTURE WITH AN BIOCHEMISTRY & MOLECULAR BIOLOGY EMPHASIS

Biochemists and Molecular Biologists are available in colleges and universities, state and federal laboratories, research institutes, medical centers and in an increasing number of industrial organizations, particularly the pharmaceutical and food industries. Biochemists are involved with research on the chemistry of processes occurring in plants, animals and various microorganisms, and with discovery and development of antibiotics, vitamins, hormones, enzymes, insecticides and molecular genetic techniques.

- BIOMEDICAL RESEARCH
- BIOTECHNOLOGY
- CLINICAL CHEMISTRY
- ENVIRONMENTAL RESEARCH
- FORENSICS
- MEDICINE
- VETERINARY MEDICINE
- PHARMACEUTICAL INDUSTRY
- RESEARCH INSTITUTES
- NUTRITION
- FORENSICS
- SCIENCE EDUCATION

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.
Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Agriculture-Environmental Science Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	35
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra.....	3
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	3
Any Area 4 course in college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Intro to Psychology	3
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech.....	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications	(3)
(if applicable)	
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Student Success Strategies	(1)
PROGRAM CORE REQUIREMENTS	19
AG 1113 Intro to Ag. Economics.....	3
AG 1214 Intro to Plant Science.....	4
AG 2011 Topics in Agriculture.....	1
AGR 2013 Natural Resource & Ecology Mgmt.....	3
AGR 2124 Soil & Soil Mgmt.....	4
BOT 1114 General Botany.....	4
Substitutions may be made with prior approval.	
RECOMMENDED PROGRAM ELECTIVES	
AG 1124 Intro to Animal Science.....	4
AGR 2324 Principles of Range Mgmt	4
PHY 1114 General Physics I.....	4
ORI 1011 New Student Orientation	1
TOTAL CREDIT HOURS	59
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity.....	2
Courses (i.e., Swimming, Bowling Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	61

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in student orientation.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I	3
AG 1214 Intro to Plant Science	4
MTH 1513 College Algebra	3
AG 2011 Topics in Agriculture	1
Recommended Program Elective	4
SECOND SEMESTER	
BIO 1114 General Biological Science.....	4
BOT 1114 General Botany	4
CIS 1113 Computer Applications	3
ENG 1213 English Comp II	3
HWP 1112 Personal Health (or)	2
Or any approved HWP course	
THIRD SEMESTER	
CHM 1114 General Chemistry I	4
HST 1483 U.S. History to 1877 (or).....	3
HST 1493 U.S. History since 1877	
Humanities Elective.....	3
AG 1113 Intro to Ag Economics.....	3
AGR 2013 Natural Res. & Ecology Mgmt.	3
FOURTH SEMESTER	
GVT 1113 American Federal Government.....	3
Humanities Elective.....	3
Liberal Arts And Global Awareness Elective..	3
Arts & Sciences.....	3
AGR 2124 Soil & Soil Mgmt.	4

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

Many agriculture students transfer to OSU, NWOSU, Texas A&M, OPSU and WTA&M plus many more. MSC agriculture graduates are on track to receive a B.S. degree in their chosen field after 2 additional years of study at the University level. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

Agriculture graduates are prepared for a wide variety of jobs in the agriculture industry because they have a broad base of knowledge combined with communication skills.

CAREER OPPORTUNITIES IN AGRICULTURE WITH AN ENVIRONMENTAL SCIENCE OPTION

- Environmental compliance specialist
- Environmental health specialist
- Environmental lawyer
- Environmental planner
- Environmental quality specialist
- Soil scientist
- Water quality specialist

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Agriculture-Agriculture Leadership Option
Articulates into Oklahoma State University Agriculture Communication Program

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (6 hours)	
MTH 1413 Survey of Math and/or	3
MTH 1513 College Algebra	3
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Intro to Psychology	3
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech	3
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or activity	2
Courses (i.e., Swimming, Bowling Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Success Strategies	(1)
<small>*All first-time, full-time freshman students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.</small>	
PROGRAM CORE REQUIREMENTS	12
AG 1214 Intro to Plant Science	4
AG 1124 Intro to Animal Science	4
AG 1113 Intro to Ag. Economics	3
AG 2011 Topics in Agriculture	1
(Substitutions may be made with prior approval.)	
RECOMMENDED PROGRAM ELECTIVES	12
AGL 1511 Introduction to Leadership	1
AGL 2303 Personal Leadership Develop.	3
AGR 2013 Natural Res.&Ecology Mgmt.	3
AGR 2124 Soil & Soil Mgmt.	4
COM 2113 Writing for Mass Comm	3
ENTO 2024 General Entomology	4
MSC TOTAL CREDIT HOURS REQUIRED	62

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	16
COL1211/1211L Success Strategies/Symp*(1)	
ENG 1113 English Comp I	3
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	4
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	3
BIO 1114 General Biological Science	4
AG 2011 Topics in Agriculture	1
SECOND SEMESTER	16
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	4
CHM 1114 General Chemistry I	4
ENG 1213 English Comp II	3
HWP Course	2
Recommended Program Elective	3
THIRD SEMESTER	15
HST 1483 U.S. History to 1877 (or)	3
HST 1493 U.S. History since 1877	3
AG 1113 Intro to Ag Economics	3
Arts & Sciences	3
Humanities Elective	3
Recommended Program Elective	3
FOURTH SEMESTER	15
GVT 1113 American Federal Government	3
Humanities Elective	3
Liberal Arts And Global Awareness Elective	3
Recommended Program Elective	3
Recommended Program Elective	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

This degree is designed to articulate into the Oklahoma State University Agriculture Leadership Degree. Students in agricultural leadership pursue a course of study that is multidisciplinary providing a strong foundation in agriculture and leadership. Agriculture leadership students develop a solid foundation in agricultural sciences and natural resources through a breadth of coursework including agricultural economics, animal science, entomology, mechanized agriculture, and plant and soil sciences. Students also take advanced agricultural courses in rural community development, international agriculture and environmental science. The recommended curriculum satisfied degree requirements and courses that are usually completed in the first two years of a four-year degree program.

CAREER OPPORTUNITIES IN AGRICULTURE WITH AN AGRICULTURE LEADERSHIP OPTION

- Cooperative Extension agent
- Agriculture loan agent
- Agricultural sales representative
- Director of member services
- Director of information
- Farm service agency representative
- Natural resource conservation manager

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

(As of May 8, 2015)

Murray State College
Tishomingo and Ardmore

Agriculture-Plant & Soil Science Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	35
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra.....	3
SCIENTIFIC REASONING (8 hours)	
CHM 1114 Gen Chemistry I.....	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	3
Any Area 4 course in college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Intro to Psychology	3
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech.....	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications	(3)
(if applicable)	
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Student Success Strategies	(1)
PROGRAM CORE REQUIREMENTS	12
AG 1214 Intro to Plant Science.....	4
AG 1124 Intro to Animal Science.....	4
AG 1113 Intro to Ag. Economics.....	3
AG 2011 Topics in Agriculture.....	1
Substitutions may be made with prior approval.	
RECOMMENDED PROGRAM ELECTIVES	12
AGR 2013 Natural Resource & Ecology Mgmt.....	3
AGR 2124 Soil & Soil Mgmt	4
AGR 2324 Principles of Range Mgmt.....	4
ANS 1101 Livestock Judging & Eval.....	1
ANS 1112 Livestock Selection & Carcass Eval	2
BOT 1114 General Botany.....	4
PHY 1114 General Physics I.....	3
ORI 1011 New Student Orientation	1
TOTAL CREDIT HOURS	59
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity.....	2
Courses (i.e., Swimming, Bowling Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	61

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in student orientation.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	16
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I	3
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
MTH 1513 College Algebra	3
BIO 1114 General Biological Science.....	4
AG 2011 Topics in Agriculture	1
SECOND SEMESTER	16
AG 1124 Intro to Animal Science (or)	4
AG 1214 Intro to Plant Science	
CHM 1114 General Chemistry I	4
CIS 1113 Computer Applications	3
ENG 1213 English Comp II	3
HWP 1112 Personal Health (or)	2
Or any approved HWP course	
THIRD SEMESTER	16
HST 1483 U.S. History to 1877 (or).....	3
HST 1493 U.S. History since 1877	
Humanities Elective.....	3
Liberal Arts And Global Awareness Elective..	3
AG 1114 Intro to Ag Economics.....	4
Recommended Program Elective	3
FOURTH SEMESTER	16
GVT 1113 American Federal Government.....	3
Humanities Elective.....	3
Arts & Sciences.....	3
Recommended Program Elective	3
Recommended Program Elective	4

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

Many agriculture students transfer to OSU, NWOSU, Texas A&M, OPSU and WTA&M plus many more. MSC agriculture graduates are on track to receive a B.S. degree in their chosen field after 2 additional years of study at the University level. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

Agriculture graduates are prepared for a wide variety of jobs in the agriculture industry because they have a broad base of knowledge combined with communication skills.

CAREER OPPORTUNITIES IN AGRICULTURE WITH A PLANT & SOIL SCIENCE OPTION

- Agronomist
- Biochemist
- Cooperative extension service
- Educator
- Farm service agency
- Natural resources conservation service
- Pest scout
- Research institutes (The Noble Foundation)
- Soil scientist

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Art

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION.....	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	3
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
(Must include an Area 3 lab course from college catalog.)	
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
Any Area 6 course from college catalog.....	3
ARTS & SCIENCES (3 hours)	
Any course with a HUM, MU, TH, or SPC	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Student Success Strategies	(1)
PROGRAM CORE REQUIREMENTS 15	
ART 1103 Ceramics I	3
ART 1123 Design I	3
ART 1133 Design II	3
ART 1213 Drawing I	3
ART 2103 Drawing II	3
*Substitutions may be made with prior departmental approval.	
RECOMMENDED PROGRAM ELECTIVES.....8	
ART 2113 Watercolor I	3
ART 2123 Painting I	3
ART 2203 Ceramics II	3
ART 2403 Sculpture I	3
ART 2811 Special Problems in Art	1
ART 2812 Special Problems in Art	2
ART 2813 Special Problems in Art	3
ART 2814 Special Problems in Art	4
TOTAL CREDIT HOURS61	
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED63	

**All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in student orientation.*

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER 17	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I.....	3
ART 1213 Drawing I.....	3
CIS 1113 Computer Applications.....	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	3
Science w/Lab Elective	4
SECOND SEMESTER 16	
ENG 1213 English Composition II.....	3
ART 1123 Design I	3
Science Elective	4
Recommended Program Electives	6
THIRD SEMESTER 15	
HST 1483 U.S. History to 1877 (or)	3
HST 1493 U.S. History since 1877	3
ART 1103 Ceramics I.....	3
ART 2103 Drawing II.....	3
Humanities Elective	3
Liberal Arts Elective	3
FOURTH SEMESTER 17	
GVT 1113 American Federal Government.....	3
ART 1133 Design II	3
HWP 1112 Personal Health (or)	2
Any approved HWP course	
Humanities Elective	3
Arts & Sciences Elective	3
Recommended Program Elective.....	3

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The course offerings in the Art Program have these objectives: 1) to provide students with the basic courses in art which are prerequisite to more advanced study in this field; 2) to contribute toward requirements of public school teachers; 3) to increase students appreciation and enjoyment of the artistic; 4) to provide opportunities for artistic self-expression; and 5) to develop skills which may have a vocational application.

CAREER OPPORTUNITIES

- Advertising Artist
- Graphic Designer
- Art Teacher
- Floral Designer
- Glass Blower
- Art Critic
- Textile Designer
- Curator
- Book Illustrator/Designer
- Billboard Artist
- Urban Designer
- Art Director
- Sculptor
- Animator

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

*Online delivery option available

Murray State College
Tishomingo and Ardmore

Arts and Sciences

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
(Must include an Area 3 lab course from college catalog.)	
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
SOC 1113 Intro to Sociology (or)	3
Any Area 6 course from college catalog	
ARTS & SCIENCES (3 hours)	
Any Area 7 course from college catalog.....	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (If applicable)*	
COL 1211 Student Success Strategies	(1)
PROGRAM CORE REQUIREMENTS	12
Courses may be selected from Areas 2-6 in the current college catalog.	
RECOMMENDED PROGRAM ELECTIVES	10
Courses may be selected from General Education courses listed in Areas 1-10 in the current college catalog.	
TOTAL CREDIT HOURS	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity.....	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	62

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in student orientation.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	15
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I.....	3
HWP 1112 Personal Health (or)	2
HWP 2212 First Aid	
CIS 1113 Computer Applications.....	3
Program Core Requirements.....	3
Recommended Program Electives	3
SECOND SEMESTER	16
Program Elective	3
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
ENG 1213 English Comp II	3
Liberal Arts Elective	3
Scientific Reasoning Elective	4
THIRD SEMESTER	16
Scientific Reasoning w/Lab Elective	4
Humanities Elective	3
Program Core Requirements.....	6
Recommended Program Electives	3
FOURTH SEMESTER	15
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
Humanities Elective	3
Arts & Sciences Elective	3
Program Core Requirements.....	3

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

This program gives students a broad knowledge base in communications, humanities, social science, quantitative reasoning, and science. Upon completion of the A.S. in Arts and Sciences, students will be prepared for further undergraduate study at the bachelor's level and the contemporary work force.

CAREER OPPORTUNITIES

- Real Estate
- Advertising
- Sales
- Management
- Social Services
- Various Technology Careers

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.

Academic placement is determined either by ACT results or placement exams.

Murray State College

Tishomingo and Ardmore

*Online Delivery Option Available

Behavioral Science - Psychology Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I.....	3
ENG 1213 English Composition II.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology.....	4
See Area 3 courses in college catalog for more options.	
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
Any Area 6 course from college catalog	3
ARTS & SCIENCES (3 hours)	
Any Area 7 course from college catalog	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (If applicable)*	
COL 1211/1211L Success Strategies.....	(1)
PROGRAM CORE REQUIREMENTS	12
PSY 1113 Introductory Psychology	3
SOC 1113 Intro to Sociology	3
PSY 2523 Developmental Psychology	3
PSY2533 Social Psychology	3
RECOMMENDED PROGRAM ELECTIVES	6
Choose two courses from the following list.	
PSY 2113 Psychology of Adjustment	3
PSY 2313 Intro to Counseling	3
PSY 2433 Psychological Statistics	3
PSY 2443 Personality Theories.....	3
RELATED ELECTIVES	6
TOTAL CREDIT HOURS	62
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or activity courses.....	2
(i.e., swimming, bowling, golf, tennis, dance, weight training, walking/jogging, women's fitness, etc.)	
MSC TOTAL CREDIT HOURS REQUIRED	64

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL 1211/1211L Success Strategies.....	1
ENG 1113 English Composition I.....	3
CIS 1113 Computer Applications	3
PSY 1113 Introductory Psychology	3
HWP 1112 Personal Health (or)	2
Any approved HWP course	
Science w/Lab Elective	4
SECOND SEMESTER	
ENG1213 English Composition II.....	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
PSY 2523 Developmental Psychology	3
SOC 1113 Introduction to Sociology.....	3
Science Elective	4
THIRD SEMESTER	
HST 1483 U.S. History to 1877 (or).....	3
HST 1493 U.S. History since 1877	
Humanities Elective	3
Related Electives.....	6
PSY2533 Social Psychology.....	3
FOURTH SEMESTER	
GVT 1113 American Federal Government	3
Humanities Elective	3
Arts & Sciences Elective	3
Liberal Arts Elective	3
Recommended Program Elective.....	6

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

Behavioral Science Psychology Option is designed for transfer to a four-year institution. Professions open to a psychology majors include teaching, testing, social work, psychological services, counseling, personnel work, and with additional education, clinical psychology, college teaching, sports psychology, medical social work, treatment therapist, and many others.

CAREER OPPORTUNITIES

- Counselor
- Social Worker
- Educator

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

*Online Delivery Option Available

Behavioral Science - Sociology Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
(Must include an Area 3 lab course from college catalog.)	
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
Any Area 6 course from college catalog	3
ARTS & SCIENCES (3 hours)	
Any Area 7 course from college catalog	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (If applicable)*	
COL 1211/1211L Success Strategies	(1)
PROGRAM CORE REQUIREMENTS	12
PSY 1113 Intro to Psychology	3
SOC 1113 Intro to Sociology	3
PSY 2523 Developmental Psych	3
PSY 2533 Social Psychology	3
RECOMMENDED PROGRAM ELECTIVES9
SOC 2013 Marriage & Family Relationships	3
SOC 2063 Deviance, Crime, & Delinquency	3
SOC 2143 Cultural Diversities	3
SOC 2613 Sociology of Gender	3
CJ 1113 Intro to Criminal Justice	3
GEO 2513 World Regional Geography	3
SOC 2023 Social Problems	3
RELATED ELECTIVES	3
TOTAL CREDIT HOURS	62
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	64

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL1211/1211L Success Strategies	1
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
SOC 1113 Introduction to Sociology	3
HWP 1112 Personal Health (or)	2
Any approved HWP course	
Science w/Lab Elective	4
SECOND SEMESTER	
ENG 1213 English Composition II	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
SOC 2023 Social Problems	3
PSY 1113 Introductory Psychology	3
Recommended Program Elective	3
THIRD SEMESTER	
HST 1483 U.S. History to 1877 (or)	3
HST 1493 U.S. History since 1877	
Science Elective	4
Humanities Elective	3
Related Elective	3
Recommended Program Elective	3
FOURTH SEMESTER	
GVT 1113 American Federal Government	3
Liberal Arts Elective	3
Humanities Elective	3
Related Elective*	3
Arts & Sciences Elective	3
Recommended Program Elective	3

*Related electives include additional program electives listed in the left hand column, as well as courses in Criminal Justice or Sociology or other courses approved by the department.

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The Behavioral Science- Sociology Option is designed for transfer to four-year institutions. Professions open to a sociology majors include: teaching, testing, social work, statistical research, personnel work, law enforcement, penology, city, state and federal governmental agencies, census bureau, and with additional graduate work, college teaching, sociological research, and supervisory positions in private and governmental agencies.

CAREER OPPORTUNITIES

- Social Worker
- Corrections Officer
- Educator

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Business

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra	3
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology.....	4
HUMANITIES (6 hours)	
Any courses with a HUM prefix	3
Any Area 4 courses from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
ECO 2113 Principles of Macroeconomics	3
ARTS & SCIENCES (3 hours)	
BC 2113 Business Communications	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (If applicable)*	
COL 1211/1211L Success Strategies.....	(1)
PROGRAM CORE REQUIREMENTS 12	
ACC 2103 Fundamentals of Financial Acct.....	3
ACC 2203 Fundamentals of Managerial Acct	3
BM 1103 Introduction to Business.....	3
ECO 2123 Principles of Microeconomics	3
*Substitutions may be made with prior departmental approval.	
RECOMMENDED PROGRAM ELECTIVES 11	
ACC 1113 Introduction to Accounting	3
ACC 2303 Computerized Accounting	3
BM 1123 Marketing	3
BM 2013 Principles of Management	3
BM 2533 Small Business Ownership & Mngt.....	3
BUS 2763 Professional Development	3
CIS 2253 Web Page Design	3
CIS 2603 Specialized Word Processing.....	3
CIS 2723 Spreadsheet Applications.....	3
CIS 2803 Desktop Publishing.....	3
ECO 2603 Business & Economic Statistics	3
SL 1111 Service Learning	1
TOTAL CREDIT HOURS	
61	
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	
63	

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
16	
COL 1211/1211L Success Strategies.....	1
ENG 1113 English Composition I.....	3
CIS 1113 Computer Applications	3
BM 1103 Introduction to Business.....	3
GVT 1113 American Government	3
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SECOND SEMESTER	
16	
ENG 1213 English Composition II	3
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
Cultural Diversity Elective	3
BC 2113 Business Communications	3
Recommended Program Elective.....	4
THIRD SEMESTER	
15	
ACC 2103 Fund of Financial Acct	3
ECO 2113 Principles of Macroeconomics	3
PHS 1114 General Physical Science	4
Any approved HWP course	2
Recommended Program Elective.....	3
FOURTH SEMESTER	
16	
ACC 2203 Fund. of Managerial Acct	3
ECO 2123 Principles of Microeconomics	3
BIO 1114 General Biology	4
Cultural Diversity Elective	3
Recommended Program Elective.....	3

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The recommended curriculum satisfies degree requirements and courses that are usually completed in the first two years of a four-year degree program. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

The business curriculum, in general is designed to prepare graduates for transfer to a regional or comprehensive university. The Associate in Science in Business is a general business degree. When students transfer, they may decide to specialize in specific areas of business such as, Accounting, Finance, Management, Marketing, Human Resources or Economics.

CAREER OPPORTUNITIES

- Accountant
- Auditor
- Commercial and/or Investment Banker
- Human Resource Manager
- Marketing Consultant
- Entrepreneur
- Financial Planner

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Business - Hospitality Management Option

Workforce Development Certificates:
Business Computer User – Excel

Business Computer User – Word

Business Computer User – Access

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH AND QUANTITATIVE REASONING (3 Hours)	
MTH 1513 College Algebra	3
SCIENTIFIC REASONING (8 Hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
HUMANITIES (6 Hours)	
Any courses with a HUM prefix (or)	6
Any courses from Area 4 in the current College Catalog)	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or displayed proficiency)	
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Student Success Strategies.....	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in student orientation.	
GLOBAL AWARENESS (3 Hours)	
ECO 2113 Principles of Macroeconomics.....	3
ARTS AND SCIENCE ELECTIVES (3 Hours)	
SPC 1113 Speech (or).....	3
BC 2113 Business Communications	
PROGRAM CORE REQUIREMENTS	12
ACC 2103 Fundamentals of Financial Accounting	3
ACC 2203 Fundamentals of Managerial Accounting... 3	
BM 1103 Introduction to Business.....	3
ECO 2123 Principles of Microeconomics	3
Substitutions may be made with prior approval.	
TECHNICAL CORE REQUIREMENTS	11
BM 2103 Intro to Hospitality Management	3
BM 2123 Marketing	3
BM 2512 Business Management Internship	2
ECO 2603 Business & Economic Statistics.....	3
RECOMMENDED PROGRAM ELECTIVES	1
ACC 1113 Intro to Accounting.....	3
BM 2013 Principles of Management	3
BUS 2763 Professional Development.....	3
TOTAL CREDIT HOURS	62
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity.....	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.)	
MSC TOTAL CREDIT HOURS REQUIRED	64

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	16
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
ORI 1011 New Student Orientation	1
BM 1103 Introduction to Business	3
GVT 1113 American Government	3
MTH 1513 College Algebra	3
SECOND SEMESTER	15
ENG 1213 English Composition II.....	3
HST 1483 American History to 1877 (or) ..3	
HST 1493 Amer. History since 1877	
Any Approved Humanities Course	3
SPC 1113 Speech	3
ECO 2603 Business & Economic Stats.....	3
THIRD SEMESTER	18
ACC 2103 Fund of Financial Acct.....	3
ECO 2113 Principles of Macroeconomics ..3	
PHS 1114 General Physical Science	4
Any approved HWP course.....	2
BM 2123 Marketing.....	3
BM 2103 Intro. to Hospitality Mngt.	3
FOURTH SEMESTER	15
ACC 2203 Fund. of Managerial Acct.....	3
ECO 2123 Principles of Microeconomics ...3	
BIO 1114 General Biology	4
Any Approved Humanities Course	3
BM 2512 Business Mngt. Internship.....	2

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

The recommended curriculum satisfies degree requirements and courses that are usually completed in the first two years of a four-year degree program. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

The business curriculum, in general, is designed to prepare graduates for transfer to a regional or comprehensive university. The Associate in Science in Business—Hospitality Management is a general business transfer degree. When students transfer, they may decide to specialize in specific areas of business such as Hospitality Management and related industries.

CAREER OPPORTUNITIES IN BUSINESS INCLUDE:

- Hospitality and Tourism
- Hotel and Restaurant Operations
- Supervisory Management
- Hospitality Human Resource Manager
- Native American Gaming Management
- Entrepreneur
- Event Management

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

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Business Management

PROGRAM REQUIREMENTS	Credit Hours
GENERAL EDUCATION	19-20
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
HUMANITIES (1 Hour)	
HUM 1111 Humanities (or)	1
Any course from Area 4 listed in the current College Catalog	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	
ARTS & SCIENCES (3 Hours)	
BC 2113 Business Communications	3
ACADEMIC SUCCESS (IF APPLICABLE)*	
COL 1211 Student Success Strategies	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Student Success Strategies and the New Student Symposium	
PROGRAM CORE REQUIREMENTS	24
ACC 2103 Fund. Financial Accounting	3
BM 1103 Introduction to Business	3
BM 1403 Business Math	3
BM 2013 Prin. of Management	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Bus. Mngt. Internship I	3
RECOMMENDED PROGRAM ELECTIVES	18
ACC 1113 Intro. to Accounting	3
ACC 2203 Fund. Managerial Accounting	3
ACC 2303 Computerized Accounting	3
BF 1113 Prin. of Banking	3
BM 1013 Introduction to Financial Literacy	3
BM 1143 Retail Management	3
BM 1503 Human Resource Management	3
BM 2123 Marketing	3
BM 2533 Small Bus. Management	3
BM 2803 Probate Procedures	3
CIS 2213 Database Management Systems	3
CIS 2253 Web Page Design	3
CIS 2603 Specialized Word Processing	3
CIS 2803 Desktop Publishing	3
ECO 2113 Prin. of Macroeconomics (or)	3
ECO 2123 Prin. of Microeconomics	
ECO 2603 Bus. & Economic Statistics	3
FIN 2633 Personal Finance	3
TOTAL CREDIT HOURS	61-62
MSC TOTAL CREDIT HOURS REQUIRED	61-62

SUGGESTED COURSE SEQUENCE	Credit Hours
FIRST SEMESTER	16
COL 1211 Student Success Strategies	1
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
BM 1103 Intro to Business	3
GVT 1113 American Federal Government	3
Recommended Program Electives	3
SECOND SEMESTER	15
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HST 1483 American History to 1877 (or)	3
HST 1493 Amer. History since 1877	
BM 2013 Principles of Management	3
Recommended Program Electives	6
THIRD SEMESTER	16
BM 1403 Business Math	3
ACC 2103 Fund of Financial Accounting	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Bus. Mgmt. Internship I	3
Humanities Elective	1
Recommended Program Electives	3
FOURTH SEMESTER	15
BC 2113 Business Communications	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development	3
Recommended Program Elective	6

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete

- CAREER OPPORTUNITIES IN BUSINESS MANAGEMENT**
- Entrepreneur
 - Business manager
 - Executive assistant
 - Administrative services manager
 - Customer service manager
 - Property manager
 - Records manager

PROGRAM OVERVIEW

This suggested curriculum includes degree requirements and courses that will prepare students to begin a career in their specific field of interest. Be careful to select the courses that will best meet job requirements for your desired occupation. The Occupational Outlook Handbook (www.bls.gov/oooh) lists many career opportunities in management. The expected growth in this area, depending on your specific field, is as fast as or faster than average.

The business management curriculum, in general, is designed to prepare graduates for the business environment. Specific options within Business Management are also available:

- Business Office Technology Option
 - Medical Office Assistant Option
 - Retail Management Option
 - Legal Assistant Option
 - Administrative Accounting Option
- These options allow the graduates to customize their educational background to fit the career in which they can be most successful. See specific degree sheets for more information on the courses required for each option.

GENERAL COLLEGE PREPARATORY REQUIREMENTS
Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
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Business Management—Administrative Accounting Option

PROGRAM REQUIREMENTS **Credit Hours**

GENERAL EDUCATION **19-20**

EFFECTIVE COMMUNICATION (6 Hours)
ENG 1113 English Composition I3
ENG 1213 English Composition II (or)3
SPC 1113 Fundamentals of Speech

HISTORY AND POLITICAL AWARENESS (6 Hours)
HST 1483 US History to 1877 (or)3
HST 1493 US History since 1877
GVT 1113 American Federal Government3

HUMANITIES (1 Hour)
HUM 1111 Humanities (or)1
Any course FROM Area 4 in the current College Catalog

COMPUTER PROFICIENCY (3 Hours)
CIS 1113 Computer Applications3
(or Displayed Proficiency)

ARTS & SCIENCES (3 Hours)
BC 2113 Business Communications3

ACADEMIC SUCCESS (IF APPLICABLE)*
COL 1211 Student Success Strategies (1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Student Success Strategies and the New Student Symposium

PROGRAM CORE REQUIREMENTS **24**

ACC 2103 Fundamentals of Financial Accounting3
BM 1103 Intro. to Business3
BM 1403 Business Math3
BM 2013 Principles of Management3
BM 2613 Business Ethics3
BUS 2763 Professional Development3
CIS 2723 Spreadsheet Applications3
BM 2513 Bus. Management Internship I3

TECHNICAL CORE REQUIREMENTS **12**

ACC 1113 Intro. to Accounting3
ACC 2203 Fund. Managerial Accounting3
ACC 2303 Computerized Accounting3
ACC 2803 Special Problems in Accounting3
Substitutions may only be made with prior approval.

RECOMMENDED OPTION ELECTIVES **6**

BM 2523 Business Management Internship II3
BM 2533 Small Business Management3
CIS 2213 Data Base Management Systems3
ECO 2113 Prin. of Macroeconomics (or)3
ECO 2123 Prin. of Microeconomics
ECO 2603 Bus. & Economic Statistics3
FIN 2633 Personal Finance3
ORI 1011 New Student Orientation1

TOTAL CREDIT HOURS **61-62**

MSC TOTAL CREDIT HOURS REQUIRED **61-62**

SUGGESTED COURSE SEQUENCE

Credit Hours

FIRST SEMESTER **16**

COL 1211 Student Success Strategies 1
ACC 1113 Intro to Accounting 3
BM 1103 Intro to Business 3
BM 1403 Business Math 3
CIS 1113 Computer Applications 3
ENG 1113 English Comp I 3

SECOND SEMESTER **15**

ACC 2103 Fund. Financial Accounting 3
BM 2013 Principles of Management 3
ENG 1213 English Composition II (or) 3
SPC 1113 Fundamentals of Speech
HST 1483 American History to 1877 (or) ... 3
HST 1493 Amer. History since 1877
Recommended Option Elective 3

THIRD SEMESTER **15**

ACC 2203 Managerial Accounting 3
ACC 2303 Computerized Accounting 3
CIS 2723 Spreadsheet Applications 3
GVT 1113 American Federal Government... 3
BM 2513 Bus. Management Internship I 3

FOURTH SEMESTER **16**

ACC 2803 Special Problems in Acct. 3
BC 2113 Business Communications 3
BM 2613 Business Ethics 3
BM 2673 Professional Development 3
Humanities Elective 1
Recommended Option Elective 3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete

CAREER OPPORTUNITIES IN BUSINESS MANAGEMENT—ACCOUNTING CLERK OPTION*

- Accounting assistant
- Accounts receivable or payable clerk
- Bookkeeper
- Business manager
- Entrepreneur
- Management trainee
- Payroll clerk

PROGRAM OVERVIEW

An Associate of Applied Science in Business Management—Accounting Clerk Option provides the foundation toward career goals in the Accounting and Bookkeeping fields.

The Occupational Outlook Handbook (www.bls.gov/oooh)* lists many accounting and bookkeeping careers. Bookkeeping, accounting, and auditing clerks produce financial records for organizations. They record financial transactions, update statements, and check financial records for accuracy.

The median annual wage for bookkeeping, accounting, and auditing clerks was \$35,170 in May 2012. Careers in this field are expected to grow as fast as average as other career choices. There is plenty of room for upward mobility within the accounting field, after a few years of successful work experience.

Are you looking for certifications? Some bookkeeping, accounting, and auditing clerks become certified. The Certified Bookkeeper (CB) designation, awarded by the [American Institute of Professional Bookkeepers](http://www.aiaa.org), shows that people have the skills and knowledge needed to carry out all bookkeeping tasks, including overseeing payroll and balancing accounts, according to accepted accounting procedures. Students in this program will have the opportunity to prepare for the AIPB Certified Bookkeeper certification.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
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Business Management – Business Office Technology Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	19-20
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
HUMANITIES (1 Hour)	
HUM 1111 Humanities (or)	1
Any course from Area 4 listed in the current College Catalog	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	
ARTS & SCIENCES (3 Hours)	
BC 2113 Business Communications.....	3
ACADEMIC SUCCESS (IF APPLICABLE)*	
COL 1211 Student Success Strategies	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Student Success Strategies and the New Student Symposium

PROGRAM CORE REQUIREMENTS	24
ACC 2103 Fund. Financial Accounting	3
BM 1103 Introduction to Business.....	3
BM 1403 Business Math.....	3
BM 2013 Prin. of Management	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development.....	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Bus. Mgmt. Internship I.....	3

TECHNICAL CORE REQUIREMENTS	12
BM 1503 Human Resource Management.....	3
BUS 2743 Administrative Office Procedures	3
CIS 2603 Specialized Word Processing	3
FIN 2633 Personal Finance	3
Substitutions may be made with prior approval.	

RECOMMENDED OPTION ELECTIVES6
ACC 1113 Introduction to Accounting.....	3
ACC 2203 Fundamentals of Managerial Accounting...	3
ACC 2303 Computerized Accounting	3
BUS 2743 Administrative Office Procedures	3
BUS 2810 Special Problems in Business	1-3
CIS 2213 Database Management Systems.....	3
CIS 2253 Web Page Design	3
CIS 2803 Desktop Publishing	3
CJ 1433 Introduction to Law	3
MOA 1113 Medical Terminology I.....	3
MOA 2123 Medical Office Procedures I.....	3
MOA 2213 Medical Office Procedures and Billing.....	3

TOTAL CREDIT HOURS

61

MSC TOTAL CREDIT HOURS REQUIRED.....

61

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	16
COL 1211 Student Success Strategies	1
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
BM 1103 Introduction to Business	3
GVT 1113 American Federal Government	3
BM 1403 Business Math	3
SECOND SEMESTER	
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HST 1483 American History to 1877 (or)	3
HST 1493 Amer. History since 1877	
BM 2013 Principles of Management	3
BM 2613 Business Ethics.....	3
Recommended Option Elective	3
THIRD SEMESTER	
ACC 2103 Fund. of Financial Acct.....	3
BM 1503 Human Resource Management	3
CIS 2603 Specialized Word Processing	3
BUS 2743 Admin. Office Procedures	3
Humanities Elective	1
BM 2513 Bus. Mgmt. Internship I	3
FOURTH SEMESTER	
BC 2113 Business Communications.....	3
BUS 2763 Professional Development	3
CIS 2723 Spreadsheet Applications	3
FIN 2633 Personal Finance.....	3
Recommended Option Elective	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

This suggested curriculum includes degree requirements and courses that will prepare students to begin a career in their specific field of interest. Be careful to select the courses that will best meet job requirements for the desired occupation.

The business management curriculum, in general is designed to prepare graduates for the business environment. Specific options, such as Business Office Technology, assist graduates in customizing their educational background to fit the career in which they can be most successful.

CAREER OPPORTUNITIES IN BUSINESS MANAGEMENT – BUSINESS OFFICE TECHNOLOGY

- Office manager
- Executive assistant
- Payroll specialist
- Customer service manager
- Applications specialist
- Records manager

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or Math prior to being admitted into college level courses. Academic Placement is determined either by ACT results or placement exams

Murray State College
Tishomingo and Ardmore

Business Management- Legal Assistant Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	19-20
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
HUMANITIES (1 Hour)	
HUM 1111 Humanities (or)	1
Any course with a HUM prefix (or) Area 4 course in the current College Catalog	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or displayed proficiency)	
ARTS & SCIENCE (3 Hours)	
BC 2113 Business Communications.....	3
ACADEMIC SUCCESS (IF APPLICABLE)*	
COL 1211 Student Success Strategies	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Student Success Strategies and the New Student Symposium

PROGRAM CORE REQUIREMENTS..... 24

ACC 2103 Fundamentals of Financial Accounting	3
BM 1103 Introduction to Business.....	3
BM 1403 Business Math	3
BM 2013 Principles of Management	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development.....	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Business Management Internship I.....	3

TECHNICAL CORE REQUIREMENTS..... 15

BM 2803 Probate Procedures.....	3
CJ 1433 Intro to Law	3
CJ 1483 Legal Research.....	3
CJ 2323 Criminal Law	3
CJ 2433 Domestic Relations.....	3
Substitutions may be made with prior approval.	

RECOMMENDED OPTION ELECTIVES

(Select 3 Hours from the following courses)..... .3

ACC 1113 Introduction to Accounting.....	3
BM 1013 Introduction to Financial Literacy.....	3
BM 1813 Law Office Practice & Procedures.....	3
BM 1863 Trial Prep. & Procedures	3
BM 2543 Prin. of Real Estate.....	3
BM 2823 Bus. Organization & Admin. Law.....	3
BM 2863 Real Property	3
BM 2883 Debtor Rights/Creditor Remedies.....	3
CJ 1113 Intro. To Criminal Justice.....	3
CJ 2443 Criminal Procedures	3
FIN 2633 Personal Finance	3

TOTAL CREDIT HOURS 61-62

MSC TOTAL CREDIT HOURS REQUIRED..... 61-62

SUGGESTED COURSE SEQUENCE

Credit Hours

FIRST SEMESTER 16

COL 1211 Student Success Strategies	1
BM 1103 Introduction to Business	3
CIS 1113 Computer Applications	3
CJ 1433 Introduction to Law.....	3
ENG 1113 English Composition I	3
Recommended Option Elective	3

SECOND SEMESTER 15

BM 2013 Principles of Management	3
CJ 1483 Legal Research.....	3
CJ 2323 Criminal Law.....	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HST 1483 American History to 1877 (or)	3
HST 1493 Amer. History since 1877	

THIRD SEMESTER 16

ACC 2103 Fund of Financial Acct.....	3
BM 1403 Business Math	3
BM 2803 Probate Procedures.....	3
GVT 1113 American Federal Government...3	
Humanities Elective.....	1
BM 2513 Business Mngt. Internship I	3

FOURTH SEMESTER 15

BC 2113 Business Communications	3
BM 2613 Business Ethics.....	3
BUS 2763 Professional Development.....	3
CIS 2723 Spreadsheet Applications	3
CJ 2433 Domestic Relations.....	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

The Business Management-Legal Assistant Option is designed to prepare its graduates to work under the general supervision of an attorney performing tasks traditionally performed by attorneys. Paralegals and legal assistants do a variety of tasks to support lawyers, including maintaining and organizing files, conducting legal research, drafting documents; and assisting in litigation allowing the supervising attorney to provide quality representation at a lower cost to the client. The Occupational Outlook Handbook (<http://www.bls.org/ooh>) states that the median wage for legal assistants and paralegals with an Associates Degree in 2015 was \$48,810 per year, and jobs in this field are expected to grow as fast as average.

CAREER OPPORTUNITIES
IN BUSINESS
MANAGEMENT – LEGAL
ASSISTANT AND
RELATED OCCUPATIONS

- Legal assistant
- Office manager
- Executive assistant
- Records manager
- Law clerks
- Title examiners
- Claims adjusters

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Business Management- Medical Office Assistant Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	19-20
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or).....	3
SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
CULTURAL DIVERSITY/ARTISTIC EXPRESSION (1 Hour)	
HUM 1111 Humanities (or).....	1
Any course from Area 4 in the current Catalog	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or displayed proficiency)	
GENERAL EDUCATION ELECTIVES (3 Hours)	
BC 2113 Business Communications	3
ACADEMIC SUCCESS (IF APPLICABLE)*	
COL 1211 Student Success Strategies	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Student Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS 24

ACC 2103 Fund. Financial Accounting.....	3
BM 1103 Introduction to Business.....	3
BM 1403 Business Math.....	3
BM 2013 Principles of Management.....	3
BM 2613 Business Ethics.....	3
BUS 2763 Professional Development	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Bus. Management Internship I*	3

TECHNICAL CORE REQUIREMENTS 18

MOA 1113 Medical Terminology I	3
MOA 1123 Coding for Med Office	3
MOA 1213 Medical Law, Liability, Ethics.....	3
MOA 1233 Med. Term, A & P.....	3
MOA 2123 Medical Office Procedures	3
MOA 2223 Spanish for Health Professionals....	3
Substitutions may only be made with prior approval.	

RECOMMENDED OPTION ELECTIVES..... 3

ACC 1113 Introduction to Accounting.	3
ACC 2303 Computerized Accounting	3
CIS 2213 Database Management Systems	3
CIS 2603 Specialized Word Processing	3
MOA 1223 Adv. Coding for Medical Office	3
MOA 2213 Med. Office Procedures & Billing	3
MOA 2221 Medical Office Seminar	1
MOA 2810 Special Problems in MOA	1-3
PSY 1113 Introduction to Psychology	3

TOTAL CREDIT HOURS 64

MSC TOTAL CREDIT HOURS REQUIRED..... 64

SUGGESTED COURSE SEQUENCE

Credit Hours

FIRST SEMESTER 16

COL 1211 Student Success Strategies	1
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
GVT 1113 American Federal Government	3
BM 1103 Introduction to Business	3
MOA 1113 Medical Terminology I.....	3

SECOND SEMESTER 18

ENG 1213 English Composition II (or).....	3
SPC 1113 Fundamentals of Speech	
HST 1483 American History to 1877 (or).....	3
HST 1493 Amer. History since 1877	
CIS 2763 Spreadsheet Applications.....	3
MOA 1233 Medical Terminology, A&P.....	3
MOA 1213 Medical Law, Liability, Ethics.....	3
Recommended Program Elective.....	3

THIRD SEMESTER 15

ACC 2103 Fund. of Financial Accounting.....	3
BM 2013 Principles of Management.....	3
MOA 1123 Coding for Medical Office.....	3
MOA 2123 Medical Office Procedures	3
MOA 2223 Spanish for Health Professionals.....	3

FOURTH SEMESTER 16

BC 2113 Business Communications	3
BM 1403 Business Math.....	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development	3
BM 2513 Business Management Internship I	3
Humanities Elective.....	1

*BM 2513 Business Management Internship I replaces the previous course MOA 2233 Medical Office Clinical Practicum.

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or Math prior to being admitted into college level courses. Academic Placement is determined either by ACT results or placement exams.

PROGRAM OVERVIEW

The Business Management-Medical Assistant Option is dedicated to providing students with the essential knowledge to develop techniques and skills in medical terminology, medical billing and coding, and medical office procedures to gain immediate employment or to advance in positions of increasing responsibility in various medical offices, clinics, hospitals, doctors' offices and related health and medical facilities.

The Occupational Outlook Handbook (www.bls.gov/ooh) lists many medical office related careers. The median annual wage for information clerks was \$32,050 in 2015. Medical records and health information technicians can expect a median annual wage of \$37,110 per year. The projected job growth in this area is much faster than average. The demand for health services is expected to increase as the population ages. Some medical office assistant workers become certified. Students in this program will have the opportunity to prepare for certifications such as the National Healthcare Association Certified Medical Administrative Assistant (CMAA) certification.

CAREER OPPORTUNITIES IN BUSINESS MANAGEMENT – MEDICAL OFFICE ASSISTANT

- Medical office manager
- Medical office assistant
- Medical secretary
- Medical records clerk
- Medical biller & coder
- Medical receptionist
- Information clerk

Murray State College
Tishomingo and Ardmore

Business Management—Retail Management Option

PROGRAM REQUIREMENTS	Credit Hours
GENERAL EDUCATION	19-20
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
HUMANITIES (1 Hour)	
HUM 1111 Humanities (or)	1
Any course from Area 4 listed in the current College Catalog	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	
ARTS & SCIENCES (3 Hours)	
BC 2113 Business Communications	3
ACADEMIC SUCCESS (IF APPLICABLE)*	
COL 1211 Student Success Strategies	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Student Success Strategies and the New Student Symposium	
PROGRAM CORE REQUIREMENTS	24
ACC 2103 Fund. Financial Accounting	3
BM 1103 Introduction to Business	3
BM 1403 Business Math	3
BM 2013 Prin. of Management	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Business Management Internship I	3
TECHNICAL CORE REQUIREMENTS	12
BM 1143 Retail Management	3
BM 1503 Human Resource Management	3
BM 2143 Marketing	3
BM 2523 Business Management Internship II	3
Substitutions may only be made with prior approval	
RECOMMENDED PROGRAM ELECTIVES	6
ACC 1113 Intro. to Accounting	3
ACC 2203 Fund. Managerial Accounting	3
ACC 2303 Computerized Accounting	3
BM 2533 Small Bus. Management	3
CIS 2213 Database Management Systems	3
CIS 2253 Web Page Design	3
CIS 2603 Specialized Word Processing	3
CIS 2803 Desktop Publishing	3
ECO 2113 Prin. of Macroeconomics (or)	3
ECO 2123 Prin. of Microeconomics	
ECO 2603 Bus. & Economic Statistics	3
FIN 2633 Personal Finance	3
TOTAL CREDIT HOURS	61-62
MSC TOTAL CREDIT HOURS REQUIRED	61-62

SUGGESTED COURSE SEQUENCE	Credit Hours
FIRST SEMESTER	16
COL 1211 Student Success Strategies	1
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
BM 1103 Intro to Business	3
BM 1143 Retail Management	3
GVT 1113 American Federal Government	3
SECOND SEMESTER	15
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HST 1483 American History to 1877 (or)	3
HST 1493 Amer. History since 1877	
BM 1403 Business Math	3
BM 1503 Human Resource Management	3
BM 2013 Principles of Management	3
THIRD SEMESTER	16
BM 2143 Marketing	3
ACC 2103 Fund of Financial Accounting	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Bus. Mgmt. Internship I	3
Humanities Elective	1
Recommended Program Elective	3
FOURTH SEMESTER	15
BC 2113 Business Communications	3
BM 2523 Business Mngt. Internship II	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development	3
Recommended Program Elective	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete

- CAREER OPPORTUNITIES IN RETAIL/ MANAGEMENT**
- Entrepreneur
 - Business manager
 - Sales manager
 - Administrative services manager
 - Advertising sales manager
 - Sales clerk
 - Travel agent

PROGRAM OVERVIEW

This suggested curriculum includes degree requirements and courses that will prepare students to begin a career in their specific field of interest. Be careful to select the courses that will best meet job requirements for your desired occupation. The Occupational Outlook Handbook (www.bls.gov/ooah) lists many career opportunities in retail management. Depending on the specific area for your career, you can expect a median salary between \$22,040 and \$48,490. The expected growth in this area, depending on your specific field, is as fast as or faster than average.

The business management curriculum, in general, is designed to prepare graduates for the business environment. Other options within Business Management are also available:

- Business Office Technology Option
- Medical Office Assistant Option
- Legal Assistant Option
- Administrative Accounting Option

These options allow the graduates to customize their educational background to fit the career in which they can be most successful. See specific degree sheets for more information on the courses required for each option.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Chemistry

DEGREE REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 Hours)	
ENG1113 English Composition I	3
ENG1213 English Composition II	3
SPC1113 Fundamentals of Speech	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST1483 US History to 1877 (or)	3
HST1493 US History since 1877	3
GVT1113 American Federal Government	3
MATH AND QUANTITATIVE REASONING (3 Hours)	
MTH2143 Brief Calculus (or)	3
MTH1513 College Algebra	3
SCIENTIFIC REASONING (8 Hours)	
PHS1114 General Physical Science (or)	4
Any General Education Science Course (See listing of acceptable courses in the college catalog)	4
BIO1404 Principles of Biology	4
CULTURAL DIVERSITY/ARTISTIC EXPRESSION (6 Hours)	
Any general education humanities course	3
Any general education art course	3
(See listing of acceptable courses in the college catalog)	3
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	3
LIBERAL ARTS AND GLOBAL EDUCATION (3 Hours)	
PSY1113 Introduction to Psychology (or)	3
SOC1113 Introduction to Sociology	3
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Student Success Strategies	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in student orientation.	
SCIENCE REQUIREMENTS	12
CHM1114 General Chemistry I	4
CHM1214 General Chemistry II	4
PHY1114 General Physics I	4
Substitutions may be made with prior Division Chair approval.	4
SCIENCE ELECTIVES	10
BOT1114 General Botany	4
CHM1314 General, Organic & Biochemistry	4
CHM2345 Intro. To Organic Chemistry	5
GEOL1014 General Geology	4
PHY1214 General Physics II	4
ZOO1114 General Zoology	4
Special Problems course	1-3
(BIO2810, CON2810, CHM2810, MIC2810, etc.)	1-3
CON2911 Conservation Volunteerism	1
TOTAL CREDIT HOURS	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
Personal Health, First Aid, or Activity course	2

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
17	
ENG 1113 English Composition I	3
GVT 1113 American Government	3
MTH1513 College Algebra	3
ART Elective	3
PHS1114 General Physical Science	4
ORI 1011 New Student Orientation	1
SECOND SEMESTER	
17	
ENG 1213 English Composition II	3
HST 1483 American History to 1877 (or) ..	3
HST 1493 Amer. History since 1877	3
HUM Elective	3
BIO1404 Principles of Biology	4
CHM1114 General Chemistry I	4
THIRD SEMESTER	
16	
PSY1113 Introduction to Psychology	3
Any approved HWP course	2
CIS 1113 Computer Applications	3
CHM1214 General Chemistry II	4
PHY1114 General Physics I	4
FOURTH SEMESTER	
17	
SPC1113 Fundamentals of Speech	3
PHY1214 General Physics II	4
CHM2345 Intro. To Organic Chemistry	5
CON2911 Conservation Volunteerism	1
Degree Elective	4

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

Chemistry allows us to understand how atoms and molecules are formed, how they behave, and how they help shape the world around us. The concepts and principals learned in chemistry are fundamental to other sciences such as biology. In addition to the careers listed below, chemistry plays a large role in every aspect of our life. Many of our daily activities involve a great deal of chemistry knowledge.

CAREER OPPORTUNITIES IN CHEMISTRY

- Agrochemistry
- Atmospheric chemistry
- Biochemistry
- Biotechnology
- Chemical engineering
- Consumer products
- Environmental chemistry
- Food chemistry
- Hazardous waste management
- Medicine
- Paper industry
- Perfume chemistry
- Petroleum and natural gas industry
- Pharmaceuticals
- Plastics industry
- Science writer
- Teaching
- Textile industry

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

*Online Delivery Option Available

Child Development

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 hours)	
ENG 1113 English Composition I.....	3
ENG 1213 English Composition II.....	3
SPC 1113 Fundamentals of Speech.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science.....	4
BIO 1114 General Biology.....	4
HUMANITIES (6 hours)	
Any course with a HUM prefix.....	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Introductory Psychology (or).....	3
SOC 1113 Intro to Sociology	
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL 1211 Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

RECOMMENDED PROGRAM ELECTIVES	24
CD 1243 Health, Safety, & Nutrition.....	3
CD 1253 Infant & Toddler Program.....	3
CD 1353 Child & Family Development.....	3
CD 2453 Curriculum Planning.....	3
CD 2463 Admin. Of Child Care Centers.....	3
CD 2533 Guidance of Young Children.....	3
CD 2543 Creative Arts for Children.....	3
CD 2553 Cognitive Activities.....	3
CD 2563 Family & Community Relations.....	3
CD 2573 Children w/Special Needs.....	3
CD 2583 Lang. & Phys. Skills for Child.....	3
CD 2593 The School-Age Child.....	3

TOTAL CREDIT HOURS **62**

HEALTH, WELLNESS, & HUMAN PERFORMANCE
HWP Personal Health, First Aid, or Activity..... 2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).

MSC TOTAL CREDIT HOURS REQUIRED **64-65**

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	16
COL1211 Academic Success.....	1
ENG 1113 English Comp I.....	3
CIS 1113 Computer Applications.....	3
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
Child Development Electives.....	6
SECOND SEMESTER	16
ENG1213 English Composition II.....	3
PHS 1114 General Physical Science.....	4
Humanities Elective.....	3
Child Development Electives.....	6
THIRD SEMESTER	16
SPC 1113 Fundamentals of Speech.....	3
HST 1483 U.S. History to 1877 or.....	3
HST 1493 U.S. History since 1877	
BIO 1114 General Biology.....	4
Child Development Electives.....	6
FOURTH SEMESTER	17
GVT 1113 American Federal Government.....	3
Humanities Elective.....	3
PSY 1113 Introductory Psychology (or).....	3
SOC 1113 Intro to Sociology	
HWP Personal Health (or).....	2
Any approved HWP course	
Child Development Electives.....	6

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

This Associate in Arts degree prepares students to work as teachers in early childhood programs and to transfer to a four-year institution. This program includes degree requirements and courses generally completed in the first two years of a baccalaureate degree curriculum.

CAREER OPPORTUNITIES

- Head Start Teacher
- Early Head Start Teacher
- Child Care Master/Lead Teacher
- Family Child Care Home Provider
- Child Care Center Director
- School-age Program Provider
- Early Intervention/Special Needs Program
- Paraprofessional Assistant
- Home Visitor

POTENTIAL BENEFITS OF DEGREE

- Earn a promotion and/or more money.
- Develop professional skills.
- Provide higher quality child care.
- Network with professionals
- Become a more confident child care provider.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

*Online Delivery Option Available

Child Development

Workforce Development Certificates:
Certificate of Mastery

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	21
EFFECTIVE COMMUNICATION (9 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
SPC 1113 Fundamentals of Speech	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
HUMANITIES (3 hours)	
Any course with a HUM prefix (or)	3
Any Area 4 course from college catalog	
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Student Success Strategies	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

PROGRAM CORE REQUIREMENTS	7
BIO1114 General Biological Science (or)	4
PHS 1114 General Physical Science	
PSY 1113 Introductory Psychology	3
*Substitutions may be made with prior Division Chair approval.	

RECOMMENDED PROGRAM ELECTIVES	33
CD 1243 Health, Safety, & Nutrition	3
CD 1253 Infant & Toddler Programs	3
CD 1353 Child & Family Development	3
CD 2453 Curriculum Planning	3
CD 2463 Admin. Of Child Care Centers.....	3
CD 2533 Guidance of Young Children	3
CD 2543 Creative Arts for Children	3
CD 2553 Cognitive Activities	3
CD 2563 Family & Community Relations	3
CD 2573 Children w/Special Needs	3
CD 2583 Lang. & Phys. Skills for Child	3
CD 2593 The School-Age Child	3

TOTAL CREDIT HOURS**61**

HEALTH, WELLNESS, & HUMAN PERFORMANCE

HWP Personal Health, First Aid, or Activity

2 Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).

MSC TOTAL CREDIT HOURS REQUIRED.....**63**

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL 1211 Academic Success	1
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
Child Development Electives	9
SECOND SEMESTER	
ENG 1213 English Comp II	3
HWP Personal Health, First Aid, or Activity	2
Any approved HWP course	
SPC 1113 Fundamentals of Speech	3
Child Development Electives	9
THIRD SEMESTER	
Humanities Elective	3
PSY 1113 Introductory Psychology	3
GVT 1113 American Federal Government	3
Child Development Electives	6
FOURTH SEMESTER	
HST 1483 U.S. History to 1877(or)	3
HST 1493 U.S. History since 1877	
BIO 1114 General Biological Science (or)	4
PHS 1114 General Physical Science	
Child Development Electives	9

WORKFORCE DEVELOPMENT CERTIFICATES AVAILABLE

- **Certificate of Mastery (18 hours)**

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

This Associate in Applied Science program prepares students for careers in child development services and provides those already employed in childcare with the opportunity to increase their knowledge and update their skills. The demand for graduates of this program continues to increase as the need for quality childcare becomes one of the most important concerns of our nation. Working with children to enrich their lives can be a very personally satisfying occupation.

CAREER OPPORTUNITIES

- Head Start Teacher
- Early Head Start Teacher
- Child Care Master/Lead Teacher
- Family Child Care Home Provider
- Child Care Center Director
- School-age Program Provider
- Early Intervention/Special Needs Program
- Paraprofessional Assistant
- Home Visitor

POTENTIAL BENEFITS OF DEGREE

- Earn a promotion and/or more money.
- Develop your professional skills.
- Provide higher quality child care.
- Network with professionals like yourself.
- Become a more confident child care provider.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Communication & Performance Studies – Communication Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II.....	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
SCIENTIFIC REASONING (8 Hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
(Must include at least one lab course, in the college catalog)	
HUMANITIES (6 Hours)	
Any course with a HUM prefix (or)	3
Any course with an ART prefix.....	3
(See listing of acceptable courses in the college catalog)	
MATH AND QUANTITATIVE REASONING (3 Hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	
LIBERAL ARTS & GLOBAL AWARENESS (3 Hours)	
SPC 1113 Fundamentals of Speech.....	3
ARTS AND SCIENCE ELECTIVES (3 Hours)	
Any course with a HUM, MU, TH, or SPC.....	3
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Student Success Strategies.....	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
PROGRAM CORE REQUIREMENTS	12
TH 1133 Introduction to Theatre	3
TH 2133 Acting I	3
COM 1153 Voice & Diction	3
TH 2123 Oral Interpretation	3
Substitutions may be made with prior approval.	
RECOMMENDED PROGRAM ELECTIVES.....	12
COM 2003 Career Prep Comm &Perf Studies	3
COM 2153 Interpersonal Communication	3
COM 2113 Writing for Mass Communication.....	3
BC 2113 Business Communication.....	3
TOTAL CREDIT HOURS	62
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dancing, Weight Training, Walking/Jogging, Women's Fitness, etc.)	
MSC TOTAL CREDIT HOURS REQUIRED.....	64

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	17
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I	3
Science w/Lab Elective.....	4
CIS 1113 Computer Applications.....	3
HST 1483 U.S. History to 1877	3
Program Core Requirement	3
SECOND SEMESTER	16
ENG 1213 English Composition II.....	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
HWP 1112 Personal Health (or)	2
Any approved physical education course	
Program Core Requirement	3
Recommended Program Electives	6
THIRD SEMESTER	16
SPC 1113 Fundamentals of Speech	3
Humanities Elective	3
Science w/Lab Elective	4
Program Core Requirement	3
Recommended Program Electives.....	3
FOURTH SEMESTER	15
GVT 1113 American Federal Government ..	3
Humanities Elective	3
Arts and Sciences Elective	3
Program Core Requirement	3
Recommended Program Electives	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

PROGRAM OVERVIEW

The degree requirements listed are designed for easy transfer into a four-year university. It would be in the interest of the student to consult with the college or university catalog curriculum to ensure an easy transfer. Careful selection of courses that will meet all requirements for both the Associate and Baccalaureate degree programs will benefit the student.

The Communication courses will provide both theory and practical experience ranging from Interpersonal to Business Communication.

Career Opportunities:

- Business Management
- Editor
- Advertising
- Speech Education
- Journalism
- Public Relation
- Program Coordinator
- Hospital Director of Communication
- Public Information Officer

Murray State College
Tishomingo and Ardmore

Communication & Performance Studies – Musical Theatre Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II.....	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
SCIENTIFIC REASONING (8 Hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
<small>(Must include at least one lab course, in the college catalog)</small>	
HUMANITIES (6 Hours)	
Any course with a HUM prefix (or)	3
Any course with an ART prefix.....	3
<small>(See listing of acceptable courses in the college catalog)</small>	
MATH AND QUANTITATIVE REASONING (3 Hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
<small>(or Displayed Proficiency)</small>	
LIBERAL ARTS & GLOBAL AWARENESS (3 Hours)	
SPC 1113 Fundamentals of Speech.....	3
ARTS AND SCIENCE ELECTIVES (3 Hours)	
Any course with a HUM, MU, TH, or SPC.....	3
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Success Strategies.....	(1)
<small>*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.</small>	
PROGRAM CORE REQUIREMENTS	12
TH 1133 Introduction to Theatre	3
TH 2133 Acting I	3
COM 1153 Voice & Diction	3
TH 2123 Oral Interpretation	3
<small>Substitutions may be made with prior approval.</small>	
RECOMMENDED PROGRAM ELECTIVES	12
MU 1203 Fundamentals of Music	3
MU 2561 or 2562 College Choir.....	4
MU 1211 Voice.....	1
MU 1221 Voice.....	1
MU 2211 Piano	1
MU 2221 Piano	1
TH 1001 Play Production I	1
TOTAL CREDIT HOURS	62
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
<small>Courses (i.e., Swimming, Bowling, Golf, Tennis, Dancing, Weight Training, Walking/Jogging, Women's Fitness, etc.)</small>	
MSC TOTAL CREDIT HOURS REQUIRED	64

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	16
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I	3
Science w/Lab Elective.....	4
HST 1483 U.S. History to 1877	3
Program Core Requirement	3
Recommended Program Electives	2
SECOND SEMESTER	18
ENG 1213 English Composition II.....	3
CIS 1113 Computer Applications.....	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
HWP 1112 Personal Health (or)	2
<small>Any approved physical education course</small>	
Program Core Requirement	3
Recommended Program Electives	4
THIRD SEMESTER	15
SPC 1113 Fundamentals of Speech	3
Humanities Elective	3
Science w/Lab Elective	4
Program Core Requirement	3
Recommended Program Electives.....	2
FOURTH SEMESTER	15
GVT 1113 American Federal Government ..	3
Humanities Elective	3
Arts and Sciences Elective	3
Program Core Requirement	3
Recommended Program Electives	3

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

The degree requirements listed are designed for easy transfer into a four-year university. It would be in the interest of the student to consult with the college or university catalog curriculum to ensure an easy transfer. Careful selection of courses that will meet all requirements for both the Associate and Baccalaureate degree programs will benefit the student.

The Theatre courses will provide both theory and practical experience ranging from vocal production to theatrical production.

Career Opportunities:

- Actor
- Choir Director
- Music Teacher
- Costume Designer
- Director
- House Manager
- Lighting Designer
- Playwright
- Production Manager
- Scene Designer
- Sound Designer
- Stage Manager
- Technical Director

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.

Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Communication & Performance Studies – Theatre Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II.....	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
SCIENTIFIC REASONING (8 Hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
(Must include at least one lab course, in the college catalog)	
HUMANITIES (6 Hours)	
Any course with a HUM prefix (or)	3
Any course with an ART prefix.....	3
(See listing of acceptable courses in the college catalog)	
MATH AND QUANTITATIVE REASONING (3 Hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	
LIBERAL ARTS & GLOBAL AWARENESS (3 Hours)	
SPC 1113 Fundamentals of Speech.....	3
ARTS AND SCIENCE ELECTIVES (3 Hours)	
Any course with a HUM, MU, TH, or SPC.....3	
ACADEMIC SUCCESS (If applicable)*	
COL1211/1211L Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in the Success Strategies course and attend the New Student Symposium.

PROGRAM CORE REQUIREMENTS	12
TH 1133 Introduction to Theatre	3
TH 2133 Acting I	3
COM 1153 Voice & Diction	3
TH 2123 Oral Interpretation	3
Substitutions may be made with prior approval.	
RECOMMENDED PROGRAM ELECTIVES	11
TH 1143 Creative Dramatics	3
TH 2143 Stagecraft.....	3
TH 2233 Acting II	3
TH 1002 Play Production	2
TOTAL CREDIT HOURS	61
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity Courses	2
(i.e., Swimming, Bowling, Golf, Tennis, Dancing, Weight Training, Walking/Jogging, Women's Fitness, etc.)	
MSC TOTAL CREDIT HOURS REQUIRED	63

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	17
COL1211/1211L Success Strategies*.....	1
ENG 1113 English Comp I	3
Science w/Lab Elective.....	4
CIS 1113 Computer Applications.....	3
HST 1483 U.S. History to 1877	3
Program Core Requirement	3
SECOND SEMESTER	14
ENG 1213 English Composition II.....	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	
HWP 1112 Personal Health (or)	2
Any approved physical education course	
Program Core Requirement	3
Recommended Program elective	3
THIRD SEMESTER	16
SPC 1113 Fundamentals of Speech	3
Humanities Elective	3
Science w/Lab Elective	4
Program Core Requirement	3
Recommended Program Electives.....	3
FOURTH SEMESTER	16
GVT 1113 American Federal Government ..	3
Humanities Elective	3
Arts and Sciences Elective	3
Program Core Requirement	3
Recommended Program Elective	4

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

The degree requirements listed are designed for easy transfer into a four-year university. It would be in the interest of the student to consult with the college or university catalog curriculum to ensure an easy transfer. Careful selection of courses that will meet all requirements for both the Associate and Baccalaureate degree programs will benefit the student.

The Theatre courses will provide both theory and practical experience ranging from oral interpretation to theatrical production.

Career Opportunities:

- Actor
- Costume Designer
- Director
- House Manager
- Lighting Designer
- Playwright
- Production Manager
- Scene Designer
- Sound Designer
- Stage Manager
- Technical Director

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.

Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Computer Information Systems

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
ECO 2113 Principles of Macroeconomics	3
ARTS & SCIENCES (3 hours)	
BC 2113 Business Communications	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS	12
CS 1313 Logic & Problem Solving	3
CIS 1653 Data Comm & Network Fund	3
CIS 2213 Database Mgmt Systems	3
CIS 2603 Specialized Word Processing (or)	3
CIS 2723 Spreadsheet Applications	

*Substitutions may be made with prior departmental approval.

RECOMMENDED PROGRAM ELECTIVES	10
CIS 1533 Intro Visual Basic.....	3
CIS 2173 Object Oriented Programming.....	3
CIS 2183 Intro to JAVA	3
CIS 2223 Systems Analysis	3
CIS 2253 Web Page Design	3
CIS 2803 Desktop Publishing.....	3
CS 2163 C++ Programming	3

TOTAL CREDIT HOURS**60**

MSC TOTAL CREDIT HOURS REQUIRED**60**

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I.....	3
PHS 1114 Gen Phys Science.....	4
ECO 2113 Principles of Macroeconomics.....	3
CIS 1113 Computer Applications.....	3
SECOND SEMESTER	
ENG 1213 English Comp II	3
HWP 1112 Personal Health (or)	2
HWP 2212 First Aid	
CS 1313 Logic & Problem Solving.....	3
CIS 1653 Data Comm & Network Fund.....	3
Recommended Program Elective	3
THIRD SEMESTER	
HST 1483 American History to 1877 (or)	3
HST 1493 Amer. History since 1877	
CIS 2213 Database Mgmt Systems	3
BC 2113 Business Communications.....	3
Humanities Elective	3
Recommended Program Elective	3
FOURTH SEMESTER	
GVT 1113 American Federal Government.....	3
CIS 2723 Spreadsheet Applications	3
BIO 1114 Gen Biology	4
Humanities Elective	3
Recommended Program Elective.....	3

WORKFORCE DEVELOPMENT CERTIFICATES AVAILABLE

- 1. Business Computer User-Word (6 hours)**
CIS 1113 Computer Applications
CIS 2603 Specialized Word Processing
- 2. Business Computer User-Excel (6 hours)**
CIS 1113 Computer Applications
CIS 2723 Spreadsheet Applications
- 3. Business Computer User-Access (6 hours)**
CIS 1113 Computer Applications
CIS 2213 Database Management Systems

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

This curriculum is intended to provide students with the essential knowledge to develop information system and networking techniques and skills and prepare them to begin a career in their specific field of interest.

Students are exposed to fundamental computer concepts, various computer applications, hardware, software, and more. Substantial "hands on" practical experience in all topics is required.

CAREER OPPORTUNITIES

- Personal Computer Technical Support
- Computer Help Desk Support
- Database Manager
- Office Management

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.

Academic placement is determined either by ACT results or placement exams.

*Online delivery option available.

Murray State College
Tishomingo and Ardmore

Computer Science

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	3
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
ECO 2113 Principles of Macroeconomics	3
ARTS & SCIENCES (3 hours)	
BC 2113 Business Communications	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (if applicable)*	
COL 1211/1211L Success Strategies	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS	12
MTH 1613 Plane Trigonometry	3
CS 1313 Programming Fundamentals.....	3
CIS 1533 Intro Visual Basic.....	3
CIS 2223 Systems Analysis	3

*Substitutions may be made with prior departmental approval.

RECOMMENDED PROGRAM ELECTIVES	12
CIS 1653 Data Comm & Network Fund	3
CIS 2173 Object Oriented Programming.....	3
CIS 2183 Intro to JAVA	3
CIS 2213 Database Mgmt Systems	3
CS 2163 C++ Programming	3
MTH 2215 Calculus w/Analytic Geometry	3
(highly recommended for this degree)	
MTH 2315 Calculus II w/Analytic Geometry	3

TOTAL CREDIT HOURS

62

HEALTH, WELLNESS, & HUMAN PERFORMANCE

HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	

MSC TOTAL CREDIT HOURS REQUIRED

64

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL 1211/1211L Success Strategies.....	1
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
CIS 1113 Computer Applications.....	3
(or displayed proficiency)	
ENG 1113 English Comp I.....	3
*MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	3
PHS 1114 Gen Phys Science	4
SECOND SEMESTER	
ENG 1213 English Comp II	3
BIO 1114 Gen Biology	4
HWP 1112 Personal Health (or)	2
HWP 2212 First Aid	3
CS 1313 Programming Fundamentals.....	3
Humanities Elective	3
BC 2113 Business Communications	3
THIRD SEMESTER	
CIS 1533 Intro Visual Basic.....	3
*MTH 1613 Plane Trigonometry	3
Humanities Elective	3
Recommended Program Elective	3
Recommended Program Elective	3
FOURTH SEMESTER	
CIS 2223 Systems Analysis	3
GVT 1113 American Federal Government.....	3
ECO 2113 Principles of Macroeconomics.....	3
Recommended Program Elective.....	3
Recommended Program Elective.....	3

*Note: MTH 1513 must be taken before MTH 1613; if a student takes MTH 1413, they must still take MTH 1513 before proceeding with the rest of the CS degree math course requirements.

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

This curriculum is intended for students interested in traditional computer science. The program is designed to provide sound instruction and a firm foundation for students who will transfer to a four-year college or university. Students are exposed to fundamental computer concepts, various computer applications, hardware, software (both operating systems and languages), and more. Substantial "hands-on" practical experience in all topics is required.

CAREER OPPORTUNITIES

- Programmer Analyst
- Software Development Manager
- Web Developer
- Application Support Technician

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Conservation and Wildlife Management

DEGREE REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 Hours)	
ENG1113 English Composition I	3
ENG1213 English Composition II	3
SPC1113 Fundamentals of Speech	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST1483 US History to 1877 (or)	
HST 1493 US History since 1877	3
GVT1113 American Federal Government	3
CRITICAL THINKING (8 Hours)	
PHS1114 General Physical Science (or)	4
Any General Education Science Course	
(See listing of acceptable courses in the current College Catalog)	
BIO1404 Principles of Biology	4
QUANTITATIVE REASONING (3 Hours)	
MTH2143 Brief Calculus (or)	3
MTH1513 College Algebra (or)	
MTH1413 Survey of Math	
HUMANITIES (6 Hours)	
CON2113 Rainforest Ecology (or)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog	3
COMPUTER PROFICIENCY (3 Hours)	
CIS1113 Computer Applications	3
(or displayed proficiency)	
SOCIAL AND BEHAVIORAL SCIENCE (3 Hours)	
PSY1113 Introduction to Psychology (or)	3
SOC1113 Introduction to Sociology	
ACADEMIC SUCCESS (if applicable)*	
COL 1211/1211L Success Strategies	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
SCIENCE PROGRAM CORE REQUIREMENTS	12
ZOO1114 General Zoology (or)	4
BOT1114 General Botany	
CHM1114 General Chemistry I	4
CHM1214 General Chemistry II	4
Substitutions may be made with prior Department Chair approval.	
RECOMMENDED PROGRAM ELECTIVES	10
AGR2124 Soils and Soil Management	4
AGR2324 Principals of Range Management	4
BOT1114 General Botany	4
CON1404 Conservation of Natural Resources	4
CON2113 Rainforest Ecology	3
CON2403 Conservation of Wildlife Resources	3
CON2504 Wildlife Forensics	4
ENT2023 General Entomology	3
MIC2224 Introduction to Microbiology	4
BIO2810 Special Problems course (or)	1-3
AP 2810, CHM 2810, CON 2810, or MIC 2810	
CON2911 Conservation Volunteerism	1
TOTAL CREDIT HOURS	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	62

SUGGESTED COURSE SEQUENCE

	Credit Hours	
FIRST SEMESTER		14
ENG 1113 English Composition I	3	
GVT 1113 American Government	3	
MTH 1513 College Algebra	3	
PHS 1114 General Physical Science	4	
COL 1211/1211L Success Strategies.*	1	
SECOND SEMESTER		13
ENG 1213 English Composition II	3	
HWP 1112 Personal Health	2	
BIO 1404 Principles of Biology	4	
CHM 1114 General Chemistry I	4	
THIRD SEMESTER		17
HST 1483 American History to 1877 (or)	3	
HST 1493 Amer. History since 1877		
PSY 1113 Introduction to Psychology	3	
ART Elective	3	
CHM 1214 General Chemistry II	4	
CON 140 Conserv. Natural Resources	4	
FOURTH SEMESTER		17
SPC 1113 Fundamentals of Speech	3	
ZOO 1114 General Zoology	4	
CON 2403 Conserv. Wildlife Resources	3	
Science Elective	4	
CON 2113 Rainforest Ecology (or)	3	
HUM Elective		

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

General College Preparatory Requirements

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

PROGRAM OVERVIEW

The Conservation and Wildlife Management program helps the student achieve a more global view of how different aspects of human behavior impact the natural world. This program has working relationships with the Tishomingo National Wildlife Refuge and The Nature Conservancy that enables students to experience fieldwork during the course of their education. Faculty members in this program work on research projects that connect students with faculty from several regional Universities and facilitate their transfer to a Bachelor's Degree.

CAREER OPPORTUNITIES IN CONSERVATION

- Education
- Consultant for industry

- Federal Organizations
 - Natural Resource Conservation Service
 - Fish and Wildlife Service
 - Bureau of Land Management
 - US Forestry Service

- State Organization
 - Oklahoma Department of Wildlife Conservation
 - Texas Parks and Wildlife Department

Non-government Organizations

- The Nature Conservancy
- Ducks Unlimited
- Wild Turkey Federation

Murray State College
Tishomingo and Ardmore

Criminal Justice

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I.....	3
ENG 1213 English Composition II.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science.....	4
BIO 1114 General Biology.....	4
(Must include an Area 3 lab course from college catalog.)	
HUMANITIES (6 hours)	
Any courses with a HUM prefix.....	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
SOC 1113 Intro to Sociology (or).....	3
Any Area 6 course from college catalog	
ARTS & SCIENCES (3 hours)	
Any Area 7 course from college catalog.....	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Success Strategies.....	(1)

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
17	
ORI 1011 New Student Orientation.....	1
ENG 1113 English Comp I.....	3
CJ 1113 Intro to Criminal Justice	3
GVT 1113 American Federal Government	3
Science w/Lab Elective	4
CIS 1113 Computer Applications.....	3
SECOND SEMESTER	
15	
Arts & Science Elective (or).....	3
SOC 1113 Introduction to Sociology	
ENG 1213 English Comp II	3
Science Elective	4
CJ 2323 Criminal Law	3
HWP 1112 Personal Health (or)	2
Any approved HWP course	
THIRD SEMESTER	
15	
Arts & Science Elective (or).....	3
PSY 1113 Introductory Psychology	
SPC 1113 Fundamentals of Speech.....	3
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
Humanities Elective	3
Recommended Program Elective	3
FOURTH SEMESTER	
16	
SPA 1114 Beginning Spanish I	4
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
Humanities Elective	3
Recommended Program Electives	6

PROGRAM OVERVIEW

Professions open to a criminal justice major include law enforcement, corrections, probation and parole, juvenile offender programs, private security, federal and state government agencies, and with additional training, the legal profession. The criminal justice curriculum is designed for transfer to a four-year institution although many of the individual courses can be used to meet continuing education requirements in law enforcement and related fields.

CAREER OPPORTUNITIES

- Police Officer
- Corrections Officer
- Parole Officer

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS..... **6**

CJ 1113 Intro to Criminal Justice.....	3
CJ 2323 Criminal Law.....	3

RECOMMENDED PROGRAM ELECTIVES.....**17**

CJ 1433 Intro to Law.....	3
CJ 1483 Legal Research	3
CJ 2353 Juvenile Justice	3
CJ 2423 Intro Law Enforcement	3
CJ 2433 Domestic Relations	3
CJ 2443 Criminal Procedures	3
CJ 2523 Intro to Corrections	3
GVT 2343 Intro to State & Local Gov	3
PSY 1113 Introductory Psychology	3
SOC 1113 Intro to Sociology	3
SOC 2063 Dev., Crime, & Delinquency.....	3
SOC 2143 Cultural Diversities	3
SPA 1114 Beginning Spanish I.....	4

*Substitutions may be made with prior departmental approval.

TOTAL CREDIT HOURS.....**61**

HEALTH, WELLNESS, & HUMAN PERFORMANCE

HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	

MSC TOTAL CREDIT HOURS REQUIRED.....**63**

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Criminal Justice - COPs Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology.....	4
(Must include at least one lab course, see listing in the current College Catalog)	
HUMANITIES (6 hours)	
Any course with a HUM prefix (and/or)	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
SOC 1113 Intro to Sociology (or)	3
Any Area 6 course from college catalog	
ARTS & SCIENCES (3 hours)	
Any Area 7 course from college catalog	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (if applicable)*	
COL 1211 Student Success Strategies.....	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
PROGRAM CORE REQUIREMENTS	34
CJ 1113 Intro to Criminal Justice	3
CJ 2323 Criminal Law	3
CJ 2423 Intro Law Enforcement.....	3
CJ 2453 Criminal Investigation.....	3
CJ 2443 Criminal Procedures	3
CJ 2353 Intro to Juvenile Justice	3
HWP 2212 First Aid.....	2
HWP 1132 Lifetime Wellness.....	2
CJ 2936 Law Enforce. Skills Aca. I	6
CJ 2946 Law Enforce. Skills Aca. II	6
TOTAL CREDIT HOURS	72
MSC TOTAL CREDIT HOURS REQUIRED	72

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
16	
ORI 1011 Student Success Strategies	1
ENG 1113 English Comp I.....	3
CJ 1113 Intro to Criminal Justice.....	3
HWP 1132 Health Wellness	2
Science w/Lab Elective	4
CIS 1113 Computer Applications.....	3
SECOND SEMESTER	
15	
ENG 1213 English Comp II.....	3
SOC 1113 Introduction to Sociology	3
CJ 2323 Criminal Law	3
HWP 2212 First Aid	2
Science Elective	4
THIRD SEMESTER	
15	
GVT 1113 American Federal Government.....	3
PSY 1113 Introductory Psychology	3
Humanities Elective	3
CJ 2423 Intro to Law Enforcement*	3
CJ 2353 Intro to Juvenile Justice	3
FOURTH SEMESTER	
15	
CJ 2453 Criminal Investigation*.....	3
CJ 2443 Criminal Procedures.....	3
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
Humanities Elective	3
HST 1483 American History to 1877 (or).....	3
HST 1493 Amer. History since 1877	
SUMMER SEMESTER	
12**	
CJ 2936 Law Enforce. Skills Aca. I.....	6
CJ 2946 Law Enforce. Skills Aca. II	6

*Pre-Requisite: CJ 2323 Criminal Law
**Students must be sophomores and have departmental approval in order to take the summer skills academy at the CLEET facility in Ada, Oklahoma

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

Professions open to a criminal justice major include law enforcement, corrections, probation and parole, juvenile offender programs, private security, federal and state government agencies, and with additional training, the legal profession. The criminal justice curriculum listed is designed for transfer to a four-year institution although many of the individual courses can be used to meet continuing education requirements in law enforcement and related fields. The law enforcement skills academy allows students to be certified by the state of Oklahoma as a police officer.

CAREER OPPORTUNITIES IN CRIMINAL JUSTICE

- **Police Officer**
- **Deputy Sheriff**
- **Correctional Officer**
- **Investigator**

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Custom Gunmaking

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	18
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
(or) SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877	3
(or) HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATHEMATICS (6 hours)	
MTH 1123 Technical Mathematics	3
(or) MTH 1513 College Algebra	
BM 1403 Business Mathematics.....	3
PROGRAM CORE REQUIREMENTS	50
GS 1001 Basic Firearm Maintenance.....	1
GS 1012 Gun Bluing.....	2
GS 1113 Gunsmithing Theory I	3
GS 1122 Gunsmithing Theory II	2
GS 1213 Bench Metal Work	3
GS 1223 General Metals	3
GS 1313 Machine Tool Practices	3
GS 1324 Machine Metal Work I.....	4
GS 1512 Blueprint Reading	2
GS 1521 Gun Store Management	1
GS 1613 Riflesmithing.....	3
GS 2032 Advanced Metal Finishing.....	2
GS 2042 Production Bluing.....	2
GS 2333 Machine Metal Work II	3
GS 2603 Riflesmithing II.....	3
GS 2683 Revolversmithing.....	3
GS 2684 Applied Stockmaking.....	4
GS 2983 Practical gunsmithing leadership.....	3
GS 2993 Practical Gunsmith Experience.....	3
TOTAL HOURS REQUIRED for AAS Degree in Gunsmithing	68
ACADEMIC SUCCESS (if applicable)*	
COL1211 Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

**FOR ADDITIONAL SPECIFIC TECHNICAL TRAINING:
OPTIONAL PROGRAM ELECTIVES**

GS 1362 Machine Shop I.....	2
GS 1372 Machine Shop II.....	2
GS 1412 Handloading & Ballistics.....	2
GS 1532 Intro to AutoCAD.....	2
GS 2382 Machine Shop III.....	2
GS 2392 Machine Shop IV.....	2
GS 2542 Advanced AutoCAD.....	2
GS 2553 Intro to CNC.....	3
GS 2642 Stockmaking II.....	2
GS 2662 Accurizing Factory Rifles.....	2
GS 2412 Adv. Handloading and Ballistics.....	2
HST 2833 Hst. Firearms/Law Dev.....	3
GS 2653 Shotgunsmithing.....	3

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	17
MTH 1123 Technical Mathematics	
(or) MTH 1513 College Algebra.....	3
GS 1001 Basic Firearm Maintenance.....	1
GS 1012 Gunbluing.....	2
GS 1113 Gunsmithing Theory I	3
GS 1213 Bench Metal Work	3
GS 1313 Machine Tool Practices	3
GS 1512 Blueprint Reading.....	2
*GS Elective(s)	
SECOND SEMESTER	16
BM 1403 Business Math	3
GS 1122 Gunsmithing Theory II	2
GS 1223 General Metals.....	3
GS 1324 Machine Metal Work I.....	4
GS 1521 Gun Store Management	1
GS 1613 Riflesmithing.....	3
*GS Elective(s)	
MID PROGRAM ASSESSMENT*	
THIRD SEMESTER	17
GVT 1113 American Fed. Government	3
ENG 1113 English Comp I	3
GS 2042 Production Bluing.....	2
GS 2603 Riflesmithing II.....	3
GS 2683 Revolversmithing.....	3
GS 2983 Practical Gunsmithing Leadership.....	3
*GS Elective(s)	
FOURTH SEMESTER	18
HST 1483 US History to 1877	
(or) HST 1493 US History since 1877.....	3
ENG 1213 English Comp II	
(or) SPC 1113 Fundamentals of Speech.....	3
GS 2333 Machine Metal Work II.....	3
GS 2684 Applied Stockmaking.....	4
GS 2032 Advanced Metal Finishing	2
GS 2993 Practical Gunsmithing Experience.....	3
*GS Elective(s)	

This is a suggested sequence time line only. A Student may need more than four semesters to complete an Associate in Applied Science Degree.

Entry into MSC's Gunsmithing Technology Custom AAS degree track (15 student limit) will be allowed if (**any one** of the following):

- The student's portfolio meets the program requirements at the end of the first two semesters of the General AAS.
- The student has completed MSC's AAS degree in General Gunsmithing Technology and is selected by the committee.
- The student has completed an AAS Gunsmithing degree from another college and passes the application and interview process.

*Note: Student portfolio will include the students overall GPA, College credit hours completed, capstone project GPA, and interview results.

PROGRAM OVERVIEW

This program is designed to teach the student a wide range of techniques used specifically in the field of custom gun making. Skills developed with these techniques will provide the custom gun making student with the knowledge to operate in the field of custom gun making. Students will learn to work with clients to meet specific needs and wants in relation to custom firearms, plan, design, and execute a custom firearm meeting the specifications of the individual shooter, learn to fabricate and precisely fit custom parts working within a certain style in order to create one of a kind museum quality firearms. Since there are limited colleges teaching Gunsmithing throughout the United States, and only one college teaching custom gun making demand for graduates will be excellent for many years to come. Students seeking enrollment in Custom Gun Making at Murray State College must apply to both MSC and the Gunsmithing department. In this program we work to a high standard, enrollment is limited, and subject to refusal by the department.

**CAREER OPPORTUNITIES
IN GUNSMITHING
TECHNOLOGY**

- Gun Shop Owner/Manager
- Firearms sales
- General Gunsmith
- Custom Gunsmith
- Government/Law Enforcement Armorer
- Military Armorer
- Cryogenic Operator
- Machinist
- Factory Service Representative
- Gun Range Operator

Murray State College

Tishomingo and Ardmore

Elementary Education

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 hours)	
ENG 1113 English Composition I.....	3
ENG 1213 English Composition II.....	3
SPC 1113 Fundamentals of Speech.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877.....	3
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH1513 College Algebra (or).....	3
MTH1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science.....	4
BIO 1114 General Biology.....	4
HUMANITIES (6 hours)	
Any course with a HUM prefix.....	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Introductory Psychology (or).....	3
SOC 1113 Intro to Sociology	
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL 1211/1211L Success Strategies.....	(1)
PROGRAM CORE REQUIREMENTS	
ASL 2613 American Sign Language I (or).....	4
SPA 1114 Beginning Spanish (or)	
Foreign Language Elective	
GEO 2513 World Regional Geography.....	3
HST 1493 U.S. History since 1877.....	3
MTH1513 College Algebra (or).....	3
MTH1413 Survey of Math	
RECOMMENDED PROGRAM ELECTIVES	
Any Area 4 thru 7 courses from college catalog.....	9
TOTAL CREDIT HOURS	
	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity.....	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	
	62

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL 1211/1211L Success Strategies*.....	1
ENG 1113 English Comp I.....	3
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
PSY 1113 Intro Psychology.....	3
CIS 1113 Computer Applications.....	3
Humanities Elective.....	3
SECOND SEMESTER	
ENG 1213 English Comp II.....	3
PHS 1114 General Physical Science.....	4
HIS 1483 U.S. History to 1877.....	3
ASL, SPA, or other Foreign Language.....	4
HWP 1112 Personal Health (or).....	2
Any approved HWP course	
THIRD SEMESTER	
MTH 1413 Survey of Mathematics (or).....	3
MTH 1413 Survey of Math	
HST 1493 U.S. History since 1877.....	3
BIO 1114 General Biological Science.....	3
Arts & Sciences Elective.....	3
GEO 2513 World Regional Geography.....	3
FOURTH SEMESTER	
SPC 1113 Fundamentals of Speech.....	3
GVT 1113 American Federal Government.....	3
Humanities Elective (HST or ENG).....	3
Arts & Sciences Elective.....	3
Humanities Elective.....	3

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

Elementary education students should choose electives in consultation with their academic advisor and based on the catalog of the college or university to which they plan to transfer. ECU or SOSU transfer students should enroll with an advisor to follow 2 + 2 Agreements specific to their transferring university.

Students must maintain a minimum of a 2.5 grade point average. Students must also earn the minimum grade of a "C" in ENG 1113, ENG 1213, and SPC 1113.

CAREER OPPORTUNITIES

- Elementary School Teacher
- Child Development Specialist
- Master's Degree in Mental Health Services

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College

Tishomingo and Ardmore

English/Language Arts

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	3
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
BIO 1114 General Biology	4
(Must include an Area 3 lab course from college catalog.)	
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
Any Area 6 course from college catalog.....	3
ARTS & SCIENCES (3 hours)	
SPC 1113 Fundamentals of Speech	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or).....	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211 Success Strategies.....	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
RECOMMENDED CORE REQUIREMENTS	15
ENG 2113 Technical Report Writing	3
ENG 2123 Creative Writing	3
ENG 2413 Intro to Literature	3
ENG 2543 Eng Lit thru 18th Century.....	3
ENG 2653 Eng Lit since 18th Century	3
ENG 2713 Native Amer. Literature.....	3
ENG 2773 American Lit to 1865.....	3
ENG 2883 American Lit since 1865	3
ENG 2433 Introduction to World Literature	3
RECOMMENDED PROGRAM ELECTIVES	9
HST 1423 World Civ. to 1500.....	3
HST 1433 World Civ. since 1500	3
LIB 1002 Intro Library Research	2
SOC 2143 Cultural Diversities.....	3
TH 1133 Intro to Theatre	3
TH 1143 Creative Dramatics	3
TH 2123 Oral Interpretation I.....	3
Arts & Science Elective	3
TOTAL CREDIT HOURS	62
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	
MSC TOTAL CREDIT HOURS REQUIRED	64

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
15	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I.....	3
CIS 1113 Computer Applications.....	3
HWP 1112 Personal Health (or)	2
Any approved HWP course	
Program Core Requirements.....	6
SECOND SEMESTER	
16	
ENG 1213 English Composition II	3
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math	
Liberal Arts Elective	3
Science Elective	4
Program Core Requirements.....	3
THIRD SEMESTER	
16	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
SPC 1113 Fund of Speech.....	3
Science w/Lab Elective	4
Humanities Elective	3
Program Core Requirements.....	3
FOURTH SEMESTER	
17	
GVT 1113 American Federal Government	3
Humanities Elective	3
Program Core Requirement	3
Recommended Program Electives	9

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses.

Academic placement is determined either by ACT results or placement exams.

PROGRAM OVERVIEW

The Associate of Arts Degree in English involves study in modern and historical literature focusing on American and English works; in composition courses, criticism, analysis, and concise communication of written course work; in speech, creative writing, and theater exploration of verbal and written self-expression. Classes are designed to allow students to acquire skills in writing and textual analysis designed to complement other academic studies, increase an aesthetic appreciation of the arts, and enhance later professional and personal goals.

CAREER OPPORTUNITIES

- Administrative Asst.
- Communications Specialist
- Copy Writer
- Editor/Writer
- English Teacher
- Journalist
- Lawyer
- Public Relations
- Newspaper/magazines Editor
- Researcher

*Online delivery option available.

Murray State College

Tishomingo and Ardmore

Enterprise Development – Business Administration Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
SPC 1113 Fundamentals of Speech.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
BIO 1114 General Biology (or)	4
BOT 1114 General Botany (or)	
Any Area 3 lab course from college catalog	
PHY 1114 General Physics	4
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
SOC 1113 Intro to Sociology (or)	3
PSY 1113 Introductory Psychology (or)	3
Any Area 6 course from college catalog	
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)	
COL1211 Success Strategies.....	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
CORE PROGRAM REQUIREMENTS	15
ACC 2103 Fund of Financial Accounting	3
ACC 2203 Fund of Managerial Accounting	3
ECO 2113 Principals of Macroeconomics	3
ECO 2123 Principals of Microeconomics	3
BM 2123 Marketing.....	3
RELATIVE ELECTIVES	7
TOTAL CREDIT HOURS	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.)	
MSC TOTAL CREDIT HOURS REQUIRED	62

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I.....	3
SPC 1213 Fundamentals of Speech.....	3
CIS 1113 Computer Applications.....	3
Recommended Program Electives	6
SECOND SEMESTER	
ENG 1213 English Comp II	3
Liberal Arts Elective	3
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
Scientific Reasoning Elective	4
Recommended Program Elective	3
THIRD SEMESTER	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
Scientific Reasoning w/Lab Elective	4
Humanities Elective	3
Recommended Program Electives	6
FOURTH SEMESTER	
GVT 1113 American Federal Government.....	3
Humanities Elective	3
Arts & Sciences Elective	3
General Education Electives	6

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The Business Administration option in the Enterprise Development Degree is a flexible two-year degree in business that includes the most desirable core competencies requested by employers and will provide a degree completion framework that matches student aspirations with the needs of all industry sectors.

This option provides a well-rounded degree program, while allowing the student to focus on the knowledge, skills and attributions needed in their chosen field. Offering undergraduates the opportunity to learn and practice core skills for business growth, become leaders in an organization, master key technology processes and continuously upgrade those skills throughout their working years are the central themes of this degree completion program.

Must have at least 18 previous college credit hours, a 2.5 GPA and all remediation courses complete.

CAREER OPPORTUNITIES

- Accountant
- Auditor
- Commercial and/or Investment Banker
- Human Resource Manager
- Marketing Consultant
- Entrepreneur
- Financial Planner

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

*Online delivery option available.

Murray State College

Tishomingo and Ardmore

Enterprise Development – General Studies Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
SPC 1113 Fundamentals of Speech.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	3
SCIENTIFIC REASONING (8 hours)	
BIO 1114 General Biology (or)	4
BOT 1114 General Botany (or)	4
Any Area 3 lab course from college catalog	4
PHY 1114 General Physics	4
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
SOC 1113 Intro to Sociology (or)	3
PSY 1113 Introductory Psychology (or)	3
Any Area 6 course from college catalog	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	3
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211 Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

RECOMMENDED PROGRAM ELECTIVES.....22

Courses may be selected from General Education courses listed in Areas 1-10 in the current college catalog.

TOTAL CREDIT HOURS60

HEALTH, WELLNESS, & HUMAN PERFORMANCE

HWP Personal Health, First Aid, or Activity 2
 Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.)

MSC TOTAL CREDIT HOURS REQUIRED62

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER 17	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I.....	3
SPC 1213 Fundamentals of Speech.....	3
CIS 1113 Computer Applications.....	3
Recommended Program Electives	6
SECOND SEMESTER 16	
Program Elective	3
ENG 1213 English Comp II	3
Liberal Arts Elective	3
MTH 1413 Survey of Math (or)	3
MTH 1513 College Algebra	3
Scientific Reasoning Elective	4
THIRD SEMESTER 16	
HST 1483 U.S. History to 1877 (or)	3
HST 1493 U.S. History since 1877	3
Scientific Reasoning w/Lab Elective	4
Humanities Elective	3
Recommended Program Electives	6
FOURTH SEMESTER 16	
GVT 1113 American Federal Government.....	3
Humanities Elective	3
Arts & Sciences Elective	3
General Education Electives	7

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The General Studies option in the Enterprise Development Degree builds on the core competencies to provide a well-educated and well-rounded citizen in the workplace. Since the Oklahoma core competencies are covered by the 37 hour general education curriculum; the aim of this option is not to dictate a strict set of courses, but to allow a wide range of offerings that will enrich the student and contribute to the educational level of Oklahoma. The option is also designed to transfer directly to the "Reach Higher" Initiative offered by Oklahoma's Regional Colleges and Universities (Bachelor of Science in Organizational Leadership). Two-year graduates will be assured of full transfer of credits into the Reach Higher program.

Must have at least 18 previous college credit hours, a 2.5 GPA and all remediation courses complete.

CAREER OPPORTUNITIES

- Real Estate
- Advertising
- Sales
- Management
- Social Services
- Various Technology Careers

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

2016-2017 Catalog

Gunsmithing Technology

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	18
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I.....	3
ENG 1213 English Composition II.....	3
(or) SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877.....	3
(or) HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATHEMATICS (6 hours)	
MTH 1123 Technical Mathematics.....	3
(or) MTH 1513 College Algebra	
BM 1403 Business Mathematics.....	3
ACADEMIC SUCCESS (if applicable)*	
COL1211 Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS **47**

GS 1001 Basic Firearm Maintenance.....	1
GS 1012 Gun Bluing.....	2
GS 1113 Gunsmithing Theory I	3
GS 1122 Gunsmithing Theory II	2
GS 1213 Bench Metal Work	3
GS 1223 General Metals	3
GS 1313 Machine Tool Practices.....	3
GS 1324 Machine Metal Work I.....	4
GS 1512 Blueprint Reading	2
GS 1521 Gun Store Management.....	1
GS 1613 Riflesmithing	3
GS 2023 Metal Finishing.....	3
GS 2133 Repairing of Firearms I	3
GS 2142 Repairing of Firearms II	2
GS 2623 Stockmaking I	3
GS 2633 Pistolsmithing	3
GS 2653 Shotgunsmiting.....	3
GS 2163 Applied Repair Techniques.....	3

TOTAL HOURS REQUIRED
for AAS Degree in Gunsmithing.....**65**

**FOR ADDITIONAL SPECIFIC TECHNICAL TRAINING:
OPTIONAL PROGRAM ELECTIVES**

GS 1362 Machine Shop I.....	2
GS 1372 Machine Shop II.....	2
GS 1412 Handloading & Ballistics	2
GS 1532 Intro to AutoCAD	2
GS 2382 Machine Shop III.....	2
GS 2392 Machine Shop IV	2
GS 2542 Advanced AutoCAD.....	2
GS 2553 Intro to CNC.....	3
GS 2642 Stockmaking II.....	2
GS 2662 Accurizing Factory Rifles.....	2
GS 2412 Adv. Handloading and Ballistics.....	2
HST 2833 Hst. Firearms/Law Dev.....	3

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	17
MTH 1123 Technical Mathematics	
(or) MTH 1513 College Algebra.....	3
GS 1001 Basic Firearm Maintenance.....	1
GS 1012 Gunbluing.....	2
GS 1113 Gunsmithing Theory I	3
GS 1213 Bench Metal Work	3
GS 1313 Machine Tool Practices	3
GS 1512 Blueprint Reading.....	2
*GS Elective(s)	
SECOND SEMESTER	16
BM 1403 Business Math.....	3
GS 1122 Gunsmithing Theory II	2
GS 1223 General Metals	3
GS 1324 Machine Metal Work I.....	4
GS 1521 Gun Store Management	1
GS 1613 Riflesmithing.....	3
*GS Elective(s)	

MID PROGRAM ASSESSMENT*

THIRD SEMESTER	18
GVT 1113 American Fed. Government.....	3
ENG 1113 English Comp I	3
GS 2133 Repairing of Firearms I	3
GS 2623 Stockmaking I.....	3
GS 2653 Shotgunsmiting.....	3
GS 2023 Metal Finishing.....	3
*GS Elective(s)	

FOURTH SEMESTER	14
HST 1483 US History to 1877	
(or) HST 1493 US History since 1877.....	3
ENG 1213 English Comp II (or) SPC 1113	
Fundamentals of Speech.....	3
GS 2142 Repairing of Firearms II	2
GS 2633 Pistolsmithing.....	3
GS 2163 Applied Repair Techniques.....	3
*GS Elective(s)	

This is a suggested sequence time line only. A Student may need more than four semesters to complete an Associate in Applied Science Degree.

Students may change to or enter the AAS Custom Gunmaking Degree track by meeting one of the following requirements:

***Students meet the mid-program assessment requirements for entering the AAS in Custom Gunmaking at the end of the second semester.**

***After completion of the AAS in Gunsmithing Technology graduates may apply for entry into MSC's AAS degree in Custom Gunmaking.**

Entry numbers into the AAS degree in Custom Gunmaking are limited to 15 students per year. Selection will be based on a student portfolio including overall GPA, interview results, capstone project GPA, and approval by the selection committee.

PROGRAM OVERVIEW

This program is designed to teach the student a wide range of techniques used in the field of Gunsmithing. Skills developed with these techniques will provide the Gunsmithing student with the basic knowledge to perform gun repairs/maintenance, understand technical drawings, operate conventional and CNC machine tooling, customize and alter firearms, apply various firearms finishes, manufacture parts/tooling, understand gun store management, perform gunstock work, heat treat and cryogenically process metals. Since there are very limited colleges teaching Gunsmithing throughout the United States, the demand for graduates will be excellent for many years to come. Students seeking to enroll in Gunsmithing at Murray State College must apply to both the MSC Registration and MSC Gunsmithing Department. Enrollment is limited.

CAREER OPPORTUNITIES IN GUNSMITHING TECHNOLOGY

- Gun Shop Owner/Manager
- Firearms sales
- General Gunsmith
- Custom Gunsmith
- Government/Law Enforcement Armorer
- Military Armorer
- Cryogenic Operator
- Machinist
- Factory Service Representative
- Gun Range Operator

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Health - Wellness and Human Performance

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	3
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science	4
Any Area 3 lab course from college catalog	4
(Must include an Area 3 lab course from college catalog.)	
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
SOC 1113 Intro to Sociology (or)	3
PSY 1113 Introductory Psychology (or)	3
Any Area 6 course from college catalog	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ARTS & SCIENCES (2 hours)	
Any Area 7 Course from college catalog	3
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211 Success Strategies	(1)
PROGRAM CORE REQUIREMENTS	
20	
HWP 1112 Personal Health	2
HWP 1132 Lifetime Wellness	2
HWP 2212 First Aid	2
HWP 2222 Sports Rules and Officiating	2
HWP 2242 Theory of Coaching Basketball (or)	2
HWP 2232 Theory of Coaching Baseball	
HWP 2962 Introduction to Kinesiology	2
HWP 2713 Care/Prevention of Athletic Injuries	3
HWP 2912 Health/Wellness Issues Awareness	2
NUT 1553 Nutrition	3
*Substitutions may be made with prior division approval.	
RECOMMENDED PROGRAM ELECTIVES	
4	
AP 2124 Human Anatomy and Physiology I	4
TOTAL CREDIT HOURS	
62	
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.)	
MSC TOTAL CREDIT HOURS REQUIRED	
64	

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
15	
ORI 1011 New Student Orientation	1
ENG 1113 English Comp I	3
HWP 1112 Personal Health (or)	2
HWP 2212 First Aid	
HWP 1132 Lifetime Wellness	2
PHS 1114 General Physical Science	4
CIS 1113 Computer Applications	3
SECOND SEMESTER	
16	
HWP 1112 Personal Health (or)	2
HWP 2212 First Aid	
HWP 2222 Sports Rules and Officiating	2
ENG 1213 English Comp II	3
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
Liberal Arts Elective	3
Program Electives	2
HWP Activity Class	1
THIRD SEMESTER	
17	
HWP 2962 Introduction to Kinesiology	2
HWP 2242 Theory Coaching Basketball (or)	2
HWP 2232 Theory Coaching Baseball	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
Scientific Reasoning w/Lab Elective	4
Humanities Elective	3
Program Electives	2
HWP Activity Class	1
FOURTH SEMESTER	
14	
HWP 2713 Care/Prevention Athletic Injuries	3
NUT 1553 Nutrition	3
GVT 1113 American Federal Government	3
HWP 2912 Hlth/Well Issue Awareness	2
Humanities Elective	3

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The course offerings in Health Wellness and Human Performance are designed to provide the basic courses which are prerequisite to advanced study in the field and to assist students in the development of physical skills and to provide instruction which will promote personal health wellness.

Students should choose electives in consultation with their academic advisor and based on the catalog of the college/university to which they plan to transfer.

CAREER OPPORTUNITIES

- Coaching
- Teaching
- Health and Fitness
- Health and Sports Management

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

History

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I.....	3
ENG 1213 English Composition II.....	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math	
SCIENTIFIC REASONING (8 hours)	
PHS 1114 General Physical Science.....	4
BIO 1114 General Biology	4
(Must include an Area 3 lab course from college catalog.)	
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
SOC 1113 Intro to Sociology (or).....	3
Any Area 6 course from college catalog	
ARTS & SCIENCES (3 hours)	
Any Area 7 course from college catalog	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)	
COL1211/1211L Success Strategies.....	(1)

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER 17	
COL 1211/1211L Success Strategies*.....	1
ENG 1113 English Comp I	3
Science w/Lab Elective	4
CIS 1113 Computer Applications	3
HST 1483 U.S. History to 1877.....	3
Recommended Program Elective	3
SECOND SEMESTER 15	
ENG 1213 English Composition II.....	3
HST 1493 U.S. History since 1877	3
MTH 1413 Survey of Math (or).....	3
MTH 1513 College Algebra	
HWP 1112 Personal Health (or).....	2
Any approved physical education course	
Science Elective.....	4
THIRD SEMESTER 15	
HST 1423 World Civilization to 1500	3
Humanities Elective	3
Liberal Arts Elective	3
Recommended Program Electives	6
FOURTH SEMESTER 18	
GVT 1113 American Federal Government.....	3
HST 1433 World Civilization since 1500	3
Arts and Sciences Elective	3
Humanities Elective	3
Recommended Program Elective	6

PROGRAM OVERVIEW

History is the study of the written human past and helps in understanding how individuals and societies behave. The study of history encourages students to acquire critical skills, such as the ability to reason, analyze, investigate problems and synthesize diverse information and express ideas or data clearly and precisely. Students receive a broad introduction to the history of the great civilizations of the world and specific areas of historical inquiry. A bachelor's or graduate level degree is necessary for most history-related careers. The curriculum listed is designed for transfer to four-year institutions.

CAREER OPPORTUNITIES

- Educator
- Archivist
- Researcher
- Government Service
- Law

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS 9

HST 1423 World Civilization to 1500	3
HST 1433 World Civilization since 1500.....	3
HST 1483 U.S. History to 1877 (or).....	3
HST 1493 U.S. History since 1877	

*Substitutions may be made with prior division approval.

RECOMMENDED PROGRAM ELECTIVES.....15

ECO 2113 Principles of Macroeconomics	3
ECO 2123 Principles of Microeconomics	3
HST 2323 Oklahoma History	3
GEO 1113 Introduction to Geography	3
GEO 2513 World Regional Geography	3
GEO 2343 Intro. to State and Local Gov't	3
PSY 1113 Introductory Psychology	3
PSY 2533 Social Psychology	3
SOC 2143 Cultural Diversities	3
SPC 1113 Fundamentals of Speech	3

TOTAL CREDIT HOURS62**HEALTH, WELLNESS, & HUMAN PERFORMANCE**

HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	

MSC TOTAL CREDIT HOURS REQUIRED64**GENERAL COLLEGE PREPARATORY REQUIREMENTS**

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Mathematics

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	39
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra	3
SCIENTIFIC REASONING (9 hours)	
PHY 2015 Engineering Physics I	5
BIO 1114 General Biology (or)	4
Any Area 3 course from college catalog	
HUMANITIES (6 hours)	
Any course with a HUM prefix	3
Any Area 4 course from college catalog.....	3
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
PSY 1113 Introductory Psychology (or)	3
Any Area 6 course from college catalog	
ARTS & SCIENCES (3 hours)	
MTH 1613 Plane Trigonometry	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 Computer Applications (or)	3
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211/1211L Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

PROGRAM CORE REQUIREMENTS	18
MTH 2215 Calculus I w/Analytic Geometry	5
MTH 2315 Calculus II w/Analytic Geometry	5
PHY 2115 Engineering Physics II	5
CS 1313 Logic and Problem Solving.....	3
*Substitutions may be made with prior division approval.	
RECOMMENDED PROGRAM ELECTIVES	3
CS 2113 Programming in BASIC (or).....	3
CS 2123 Pascal Programming	
TOTAL CREDIT HOURS	60
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.)	
MSC TOTAL CREDIT HOURS REQUIRED	62

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
COL 1211/1211L Success Strategies*.....	1
ENG 1113 English Comp I.....	3
MTH 1513 College Algebra	3
PSY 1113 Introductory Psychology	3
CIS 1113 Computer Applications.....	3
HWP 1112 Personal Health (or)	2
Any approved HWP course	
SECOND SEMESTER	
ENG 1213 English Comp II.....	3
MTH 1613 Plane Trigonometry.....	3
Humanities Elective	3
CS 1313 Logic and Problem Solving	3
CHM 1114 General Chemistry I (or)	4
Other Scientific Reasoning course	
THIRD SEMESTER	
MTH 2215 Calculus I w/Analytic Geometry	5
PHY 2015 Engineering Physics I	5
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
FOURTH SEMESTER	
MTH 2315 Calculus II w/Analytic Geometry	5
PHY 2115 Engineering Physics II.....	5
Humanities Elective	3
CS 2113 Programming in BASIC (or)	3
Other programming course	

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The recommended curriculum satisfies degree requirements and includes courses that are usually completed in the first two years of a four-year degree program. It is advised that students interested in transferring to a four-year college or university consult with an academic advisor from that school to ensure transferability.

The mathematics curriculum, in general, is designed to prepare graduates for transfer to a regional or comprehensive university.

CAREER OPPORTUNITIES

- Actuarial Science
- Operations Research
- Applied Mathematics
- Statistics
- Mathematical Biology
- Mathematics Teacher
- Banking
- Research Mathematics
- Biomathematics
- Cryptography

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Nursing

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	19
EFFECTIVE COMMUNICATION (12 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	3
PSY 1113 Introductory Psychology	3
PSY 2523 Developmental Psychology	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	3
GVT 1113 American Federal Government	3
HUMANITIES REQUIREMENTS (1 Hour)	
HUM 1111 Humanities (or).....	1
Any course with a HUM prefix or Any Area 4 course in college catalog	
ACADEMIC SUCCESS (if applicable)*	
COL1211/1211L Success Strategies.....(1)	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
PROGRAM CORE REQUIREMENTS	51
AP 2124 Human Anatomy & Physiology I	4
AP 2134 Human Anatomy & Physiology II.....	4
NUT 1553 Nutrition.....	3
MIC 2224 Microbiology.....	4
NUR 1118 Fundamentals for Nursing	8
NUR 1129 Hlth Promo & Nursing Process I.....	9
NUR 2219 Hlth Promo & Nursing Process II.....	9
NUR 2220 Leadership & Nursing Process	10
Substitutions may be made with prior approval.	
NUR 1113 Nursing Role Transition (Career Mobility Students only)	3
TOTAL CREDIT HOURS	70

Suggested Electives

CHM1114 Intro to Chemistry
SOC 1113 Intro to Sociology
HS 1113 Fundamentals of Pharmacology
MTH1112 Math for Meds
MOA1113 Medical Terminology

Any student that scores less than a 19 on the math portion of the ACT will be required to take one of the following math courses.

MATH AND QUANTITATIVE REASONING (3 Hours)

MTH 1513 College Algebra (or)..... 3
MTH 1413 Survey of Math (or)
MTH 1112 Math for Meds

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	18
Fall Semester	
PSC 1113 Intro to Psychology.....	3
ENG 1113 English Comp I	3
AP 2124 Human Anatomy & Physiology I ..	4
NUR 1118 Fundamentals for Nursing	8
SECOND SEMESTER	16
Spring Semester	
PSY 2523 Developmental Psychology	3
AP 2134 Human Anatomy & Physiology II	4
NUR 1129 Hlth Promo & Nursing Process I ..	9
THIRD SEMESTER	4
Summer Session	
MIC 2224 Intro to Microbiology.....	4
FOURTH SEMESTER	16
Fall Semester	
NUT 1553 Nutrition	3
HST 1483 U.S. History to 1877 (or)	3
HST 1493 U.S. History since 1877	
HUM1111 Humanities.....	1
NUR 2219 Hlth Promo & Nursing Process II .	9
FIFTH SEMESTER	16
Spring Semester	
ENG 1213 English Comp II or	3
SPC 1113 Fundamentals of Speech	3
GVT 1113 American Federal Government	3
NUR 2220 Leadership & Nursing Process ..	10

New Student Orientation may be required for incoming high school students.

♦ *One semester of Biology 1404 with a grade of C or higher is required as a prerequisite for AP2124, AP2134 & MIC2224 at Murray State College. Nursing Program Chair may waive the Chemistry requirement. Science courses cannot be older than 10 years from anticipated graduation date.*

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

PROGRAM OVERVIEW

Murray State College offers a four semesters and one summer session nursing program and a Career Mobility Option nursing program. Graduates of these programs will receive an Associate of Applied Science Degree in Nursing from Murray State College, and will be eligible to take The National Council Licensure Exam. Upon successfully passing this exam you will be a Registered Nurse (RN).

Career Mobility Option

Previous Educational experiences of licensed practical nurses and licensed paramedics are recognized by providing advanced standing credit opportunities. LPN/Paramedics must complete all 35 hours of general education courses in order to complete the nursing program.

*See Website for more information

Applications are due the first Friday in March each year for the upcoming fall semester. Applications can be accessed from our website. www.msncnursing.com.

See Application Process on the website for more details.

If you have questions regarding the education requirements, please contact the Nursing Program Chair.

Robin Coppedge, MS, RN

Nursing Program Chair
Assistant Professor
One Murray Campus N/AH Suite 105
Tishomingo, OK 73460
(580) 387-7421
rcoppedge@mscok.edu

Janice Wallace
Health Sciences Executive Assistant
(580) 387-7420
jwallace@mscok.edu

The MSC Nursing Program maintains a website for general information. Please visit the MSC Nursing website at www.msncnursing.com. The MSC Nursing Program is accredited by Accredited Commission for Nursing Education (ACEN), 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326 (1-404-975-5000). The program is approved by the Oklahoma Board of Nursing.

Murray State College

Tishomingo and Ardmore

Occupational Therapy Assistant

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	34
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech (or)	
ENG 2113 Technical Report Writing	
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or)	3
MTH 1413 Survey of Math (or)	
MTH 1123 Technical Math I	
SCIENTIFIC REASONING (8 hours)	
AP 2124 Human Anatomy & Physiology I	4
AP 2134 Human Anatomy & Physiology II	4
HUMANITIES (1 hour)	
HUM 1111 Humanities Electives (or)	1
Any Area 4 course from college catalog	
LIBERAL ARTS & GLOBAL AWARENESS (9 hours)	
PSY 1113 Introductory Psychology	3
PSY 2523 Developmental Psychology (Lifespan) ..	3
SOC 1113 Introduction to Sociology	3
COMPUTER PROFICIENCY (0 hours)	
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211 Success Strategies.....	(1)
RECOMMENDED PROGRAM ELECTIVE	
MOA 1113 Medical Terminology I.....	3
HWP 2212 First Aid	2
PROGRAM CORE REQUIREMENTS	
OTA 2112 Introduction to Occupational Therapy...	2
OTA 2122 Therapeutic Techniques	2
OTA 2113 OT Process I	3
OTA 2133 Clinical Conditions.....	3
OTA 2143 Human Movement & Kinesiology	3
OTA 2101 FW Level IA	1
OTA 2203 Therap. Intervent. for Infants/Child	3
OTA 2223 Community & Psychosocial Practice	3
OTA 2243 OT Practice & Adaptations	3
OTA 2222 Activity/Task Analysis	2
OTA 2121 FW Level IB	1
OTA 2233 Professional Management	3
OTA 2253 Clinical FW Level IIA	3
OTA 2263 Clinical FW Level IIB	3
MSC TOTAL CREDIT HOURS	69

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
ORI 1011 New Student Orientation	1
ENG 1113 English Composition I	3
MTH 1413 Survey of Math (or)	3
MTH 1123 Technical Math I (or)	
MTH 1513 College Algebra	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
PSY 1113 Introductory Psychology	3
• AP 2124 Human Anatomy & Physiology I	4
SECOND SEMESTER	
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech (or)	
ENG 2113 Technical Report Writing	
GVT 1113 American Fed Government	3
SOC 1113 Introduction to Sociology	3
PSY 2523 Developmental Psychology	3
• AP 2134 Human Anatomy & Physiology II	4
Humanities Elective	1
Students must apply and be accepted in the 2nd year or specialty year of the OTA program.	
THIRD SEMESTER	
OTA 2112 Introduction to OT	2
OTA 2122 Therapeutic Techniques	2
OTA 2113 OT Process I	3
OTA 2133 Clinical Conditions.....	3
OTA 2143 Human Movement & Kinesiology	3
OTA 2101 FW Level IA	1
FOURTH SEMESTER	
OTA 2203 Therapeutic Interventions	3
for Infants/Children	
OTA 2223 Community & Psychosocial Prac	3
OTA 2243 OT Practice & Adaptation	3
OTA 2222 Activity/Task Analysis	2
OTA 2121 FW Level IB	1
SUMMER SEMESTER	
OTA 2233 Professional Management	3
FIFTH SEMESTER	
OTA 2253 Clinical FW Level IIA	3
OTA 2263 Clinical FW Level IIB	3
• Please note:	
To enroll in A&P I & II, students must have had one year of high school Chemistry with a grade of "B" or better to take one semester of college chemistry as a prerequisite for Biological sciences (see MSC Catalog). If a student takes biological sciences (A & P) at another college, then they would be required to meet the requirements for that school's sciences.	
This is a suggested course sequence only.	
Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.	

PROGRAM OVERVIEW

The OTA Program is designed to prepare students to become Certified Occupational Therapy Assistants who work in collaboration with and under the supervision of licensed Occupational Therapists to help others fully participate in the job of living. Learning, growing, playing, working, managing our homes and caring for our families are among the "occupations" of life. Occupational Therapy focuses on enabling people of all ages to regain, develop, or master the activities of daily life.

The OTA Program's curriculum will prepare individuals to work in a team with the supervision of the occupational therapist in screening, assessing, planning, and implementing treatment strategies, as well as documenting progress for clients receiving occupational therapy services.

The Associate in Applied Science degree OTA program is a 1+1 model program. Students interested in this program may begin taking general education classes (34 hours of prerequisites) to prepare to enter the second year of the program. Students who are interested in the OTA program must apply to be accepted in the 2nd year or the specialty year of the program.

If you have questions regarding the application process or education requirements, please contact:

Jayne Campanini, OTD, OTR
OTA Program Director
(580) 387-7442
jcampanini@mscok.edu

Sharon Young
Allied Health Secretary
(580) 387-7440
syoung@mscok.edu

CAREER OPPORTUNITIES

- Occupational Therapy Assistant

For more information about the OTA program, please visit the MSC Allied Health Web page: www.mscok.edu

The MSC OTA Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association, Inc. (AOTA) located at 4720 Montgomery Lane, PO Box 31220, Bethesda, MD 20824-1220. ACOTE's contact number, c/o AOTA, is (301) 652-AOTA. Website: www.acoteonline.org

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College

Tishomingo and Ardmore

Physical Therapist Assistant

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	31
EFFECTIVE COMMUNICATION (6 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government.....	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH 1513 College Algebra (or).....	3
MTH 1413 Survey of Math (or)	
MTH 1123 Technical Math I	
SCIENTIFIC REASONING (8 hours)	
AP 2124 Human Anatomy & Physiology I.....	4
AP 2134 Human Anatomy & Physiology II	4
HUMANITIES (1 hour)	
HUM 1111 Humanities Electives (or)	1
Any Area 4 course from college catalog	
LIBERAL ARTS & GLOBAL AWARENESS (6 hours)	
PSY 1113 Introductory Psychology	3
PSY 2523 Developmental Psychology (Lifespan) .	3
COMPUTER PROFICIENCY (0 hours)	
Demonstrated Proficiency	
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211 Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

GENERAL EDUCATION ELECTIVES

When applicable, select courses from Fine Arts, Foreign Languages, Humanities, Mathematics, Language Arts, Natural Sciences, or Behavior/Social Sciences.

RECOMMENDED PROGRAM ELECTIVE

MOA 1113 Medical Terminology I.....	3
HWP 2212 First Aid	2
SOC 1113 Intro to Sociology.....	3
CIS 1113 Computer Applications	3

PROGRAM CORE REQUIREMENTS..... 38

PTA 2103 Anatomy & Movement I.....	3
PTA 2112 Intro to Physical Therapy.....	2
PTA 2126 PT Principles and Procedures I	6
PTA 2134 Pathology for the PTA	4
PTA 2145 Anatomy & Movement II	5
PTA 2152 Clinical Practicum I	2
PTA 2213 PT Principles and Procedures II	3
PTA 2223 Seminar in Physical Therapy	3
PTA 2234 Rehabilitation Techniques.....	4
PTA 2243 Clinical Practicum II	3
PTA 2253 Clinical Practicum III	3

MSC TOTAL CREDIT HOURS REQUIRED..... 69

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	
ORI 1011 New Student Orientation.....	1
ENG 1113 English Composition I.....	3
MTH 1413 Survey of Math (or).....	3
MTH 1123 Technical Math I (or)	
MTH 1513 College Algebra	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
PSY 1113 Introductory Psychology	3
• AP 2124 Human Anatomy & Physiology I	4
SECOND SEMESTER	
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech (or)	
ENG 2113 Technical Report Writing	
GVT 1113 American Fed Government	3
PSY 2523 Developmental Psychology	3
• AP 2134 Human Anatomy & Physiology II	4
THIRD SEMESTER	
PTA 2126 PT Principles and Procedures I.....	6
PTA 2134 Pathology for the PTA	4
PTA 2145 Anatomy & Movement II	5
FOURTH SEMESTER	
PTA 2152 Clinical Practicum I.....	2
PTA 2213 PT Principles and Procedures II	3
PTA 2223 Seminar in Physical Therapy	3
PTA 2234 Rehabilitation Techniques.....	4
FIFTH SEMESTER	
PTA 2243 Clinical Practicum II	3
PTA 2253 Clinical Practicum III.....	3

- Please note:
To enroll in A&P I & II, students must have had one year of high school Chemistry with a grade of "B" or better to take one semester of college chemistry as a prerequisite for Biological sciences (see MSC Catalog). If a student takes biological sciences (A & P) at another college, then they would be required to meet the requirements for that school's sciences.

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

The PTA Program is designed to prepare students to become dynamic team members working with the direction and supervision of physical therapists (PT).

Graduates of this program will work with people of all ages and with many different conditions that limit movement and function. **"Physical Therapy helps people move better!"** Physical therapy is a dynamic and exciting profession.

Qualified students must apply to take the program core courses that begin in the second semester of the first year. The application process begins in September of each year with applications due the third Friday in November.

To learn more about the application process go to the PTA Program web page. Follow the procedures explained at the **Application Information** menu link at the program web site. Not all students who apply to the PTA program are accepted. The entire program is completed in 78 academic weeks or 5 semesters. Once accepted into the PTA program, the student will have a total of 62 academic weeks or 4 semesters remaining.

If you have questions regarding the education requirements, please contact the program director.

Gary Robinson, MS, PT, PCS

PTA Program Director
Allied Health Department Chair
Physical Therapist Assistant
Program One Murray Campus
NAH #108
Tishomingo, OK 73460
(580) 387-7441
grobinson@mscok.edu
www.mscah.org

Sharon Young
Allied Health Secretary
(580) 387-7440
syoung@mscok.edu

CAREER OPPORTUNITIES

- Physical Therapist Assistant

For more information about the PTA Program go to the program web page linked to the MSC home page: www.mscah.org You can locate important information on the success of graduates at this site under the Program Information link.

The Physical Therapist Assistant Program at Murray State College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: (703) 706-3245; email: accreditation@apta.org; website: www.capteonline.org

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Pre-Professional - Pre-Pharmacy Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 Hours)	
ENG1113 English Composition I	3
ENG1213 English Composition II	3
SPC1113 Fundamentals of Speech.....	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST1483 US History to 1877 (or)	3
HST1493 US History since 1877	
GVT1113 American Federal Government	3
SCIENTIFIC REASONING (8 Hours)	
PHY1114 General Physics I	4
BIO1404 Principles of Biology.....	4
MATH & QUANTITATIVE REASONING (3 Hours)	
MTH2143 Brief Calculus (or).....	3
MTH1513 College Algebra	
HUMANITIES (6 Hours)	
CON2113 Rainforest Ecology (or)	3
Any course with HUM prefix	
ECO2113 Principals of Macroeconomics (or)	3
Any Area 4 course from college catalog.	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or displayed proficiency)	
SOCIAL AND BEHAVIORAL SCIENCE (3 Hours)	
PSY1113 Introduction to Psychology (or)	3
SOC1113 Introduction to Sociology	
ACADEMIC SUCCESS (1 Hour, if applicable)*	
COL1211/1211L Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

SCIENCE PROGRAM CORE REQUIREMENTS	12
CHM1114 General Chemistry I	4
CHM1214 General Chemistry II	4
ZOO1114 General Zoology	4
Substitutions may be made with Department Chair approval.	

PRE-PHARMACY OPTION REQUIREMENTS	10
AP 2124 Anatomy and Physiology I	4
AP 2134 Anatomy and Physiology II	4
CHM2345 Intro. to Organic Chemistry	5
MIC2224 Introduction to Microbiology	4
PHY1214 General Physics II	4
SL 1111 Volunteerism (or)	1
CON2911 Conservation Volunteerism	

TOTAL CREDIT HOURS **60**

HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity.....	2
Courses (i.e., Swimming, Bowling Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	

MSC TOTAL CREDIT HOURS REQUIRED **62**

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	15
ENG1113 English Composition I	3
CIS1113 Computer Applications.....	3
MTH2143 Brief Calculus.....	3
PHY1114 General Physics I	4
HWP1112 Personal Health	2
SECOND SEMESTER	16
ENG1213 English Composition II	3
CHM1114 General Chemistry I	4
PHY1214 General Physics II	4
ZOO1114 General Zoology	4
SL1111 Volunteerism	1
THIRD SEMESTER	15
PSY1113 Introduction to Psychology	3
GVT1113 American Government.....	3
AP2124 Anatomy and Physiology I.....	4
CHM1214 General Chemistry II	4
SL1111 Volunteerism	1
FOURTH SEMESTER	16
ECO2113 Principals of Macroeconomics ..	3
SPC1113 Fundamentals of Speech.....	3
HST1483 American History to 1877	3
AP2134 Anatomy and Physiology II.....	4
CON2113 Rainforest Ecology (or)	3
HUM Elective	

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

This pre-professional program prepares the student for completing a degree in a field of study that leads to a Pharmacy program. The diversity of requirements for individual programs requires that students consult with an advisor at Murray State College, the Chair of the Science Department and the Pharmacy School they plan to attend after graduation.

CAREER OPPORTUNITIES IN PHARMACY

- Pharmacist

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Pre-Professional – Veterinary Medicine Option

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II.....	3
SPC 1113 Fundamentals of Speech	3
HISTORY & POLITICAL AWARENESS (6 hours)	
HST 1483 US History to 1877	
(or.....)	3
HST1493 US History since 1877	
GVT 1113 American Federal Government	3
MATH & QUANTITATIVE REASONING (3 hours)	
MTH1513 College Algebra	3
SCIENTIFIC REASONING (8 hours)	
PHY 1114 General Physics I	4
BIO 1404 Principles of Biology	4
HUMANITIES (6 hours)	
Any two courses from Area 4 in college catalog.....	6
LIBERAL ARTS & GLOBAL AWARENESS (3 hours)	
Any Area 6 course from catalog.....	3
COMPUTER PROFICIENCY (3 hours)	
CIS 1113 College Applications.....	3
Or display proficiency.	
ACADEMIC SUCCESS (1 hour, if applicable)*	
COL1211/1211L Success Strategies.....	(1)

*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.

SCIENCE PROGRAM CORE REQUIREMENTS	24
BOT 1114 General Botany	4
CHM 1114 General Chemistry I.....	4
CHM 1214 General Chemistry II.....	4
MIC 2224 Introduction to Microbiology	4
PHY 1214 General Physics II.....	4
ZOO 1114 General Zoology	4

*Substitutions may be made with prior departmental approval.

RECOMMENDED PROGRAM ELECTIVES	
PSY1113 Introductory Psychology (or).....	3
SOC1113 Introduction to Sociology	

TOTAL CREDIT HOURS..... **65**

HEALTH, WELLNESS, & HUMAN PERFORMANCE	
HWP Personal Health, First Aid, or Activity	2
Courses (i.e., Swimming, Bowling, Golf, Tennis, Dance, Weight Training, Walking/Jogging, Women's Fitness, etc.).	

MSC TOTAL CREDIT HOURS REQUIRED..... **67**

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	15
BIO 1404 Principles of Biology.....	4
CHM 1114 Chemistry I.....	4
ENG 1113 English Composition I	3
MTH 1513 College Algebra.....	3
COL 1211/1211L Success Strategies*.....	1
SECOND SEMESTER	16
ENG 1213 English Composition II	3
CHM 1214 Chemistry II	4
ZOO 1114 General Zoology	4
CIS 1113 Computer Applications.....	3
PE 1112 Personal Health (or).....	2
Any approved physical education course	
THIRD SEMESTER	17
HST 1483 US History to 1877 (or).....	3
HST 1493 US History since 1877	
Humanities Elective.....	3
MIC 2224 Intro to Microbiology.....	4
PHY 1114 General Physics I.....	4
SPC 1113 Fundamentals of Speech.....	3
FOURTH SEMESTER	17
BOT 1114 General Botany	4
GVT 1113 American Government.....	3
Humanities Elective.....	3
PHY 1214 General Physics II	4
PSY 1113 Introduction to Psychology	3

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Advisor, make changes to their specific course sequence. The student should be aware that changes may result in more than four semesters to complete their desired Associates Degree.

PROGRAM OVERVIEW

For admission to an undergraduate pre-professional curriculum the prospective veterinarian should have a special interest and excellent grades in the sciences, such as chemistry, physics, biology, and mathematics. Communication skills are also important. All veterinary colleges require a minimum of two years of pre-professional courses for admission, and the professional curriculum includes two years of the basic medical sciences followed by two years of clinical veterinary medicine, surgery, and other supplemental courses.

CAREER OPPORTUNITIES

- Private Companion Animal Practice
 - Small Animal
 - Large Animal
 - Equine
 - Exotic
- Animal Pathology Laboratories
- US Department of Agriculture
 - Food and Safety Inspection Service
 - Homeland Security
 - Epidemiological Research
- Industry
 - Animal Food Companies
 - Pharmaceutical Companies
- Biomedical Research
 - Universities
 - Pharmaceutical Companies
- US Military

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Science

DEGREE REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	38
EFFECTIVE COMMUNICATION (9 Hours)	
ENG1113 English Composition I	3
ENG1213 English Composition II	3
SPC1113 Fundamentals of Speech	3
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST1483 US History to 1877 (or)	3
HST1493 US History since 1877	3
GVT1113 American Federal Government	3
MATH AND QUANTITATIVE REASONING (3 Hours)	
MTH2143 Brief Calculus (or)	3
MTH1513 College Algebra (or)	
MTH1413 Survey of Math	3
SCIENTIFIC REASONING (8 Hours)	
PHS1114 General Physical Science (or)	4
Any General Education Science Course (See listing of acceptable courses in the college catalog)	
BIO1404 Principles of Biology	4
HUMANITIES (6 Hours)	
CON2113 Rainforest Ecology (or)	3
Any course with the HUM prefix	
Any Area 4 course from college catalog	3
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	
ACADEMIC SUCCESS (if applicable)*	
COL1211/1211L Success Strategies.....	(1)
 LIBERAL ARTS AND GLOBAL EDUCATION (3 Hours)	
PSY1113 Introduction to Psychology (or)	
SOC1113 Introduction to Sociology.....	3
 PROGRAM REQUIREMENTS	12
CHM1114 General Chemistry I.....	4
ZOO1114 General Zoology (or)	4
BOT1114 General Botany	4
PHY1114 General Physics I	4
Substitutions may be made with prior Department Chair approval.	
SCIENCE ELECTIVES	10-12
AP 2124 Anatomy and Physiology I	4
AP 2134 Anatomy and Physiology II	4
BOT1114 General Botany	4
CHM1314 General, Organic & Biochemistry	4
CHM1214 General Chemistry II	4
CHM2345 Intro. To Organic Chemistry	5
CON1404 Conservation of Natural Resources	4
CON2113 Rainforest Ecology	3
CON2403 Conservation of Wildlife Resources	3
CON1404 Intro. To Wildlife Forensics	4
ENT2023 General Entomology.....	3
GEOL1014 General Geology	4
MIC2224 Introduction to Microbiology	4
PHY1214 General Physics II	4
SCI2224 Earth, Space and Environment	4
ZOO1114 General Zoology	4
Special Problems course	1-3
(BIO2810, CON2810, CHM2810, MIC2810, etc.)	
CON2911 Conservation Volunteerism	1
TOTAL CREDIT HOURS	60-62
HEALTH, WELLNESS, & HUMAN PERFORMANCE	
Personal Health, First Aid, or Activity course	2
MSC TOTAL CREDIT HOURS REQUIRED	62-64

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	14
ENG1113 English Composition I	3
CIS1113 Computer Applications.....	3
MTH1513 College Algebra	3
BIO1404 Principals of Biology	4
COL 1211/1211L Success Strategies*.....	1
SECOND SEMESTER	17
ENG1213 English Composition II	3
HST1483 American History to 1877	3
HUM Elective	3
CHM1114 General Chemistry I	4
PHS1114 General Physical Science	4
THIRD SEMESTER	16
PSY1113 Introduction to Psychology	3
GVT1113 American Government	3
Any approved HWP course	2
Science Elective	4
CHM1214 General Chemistry II	4
FOURTH SEMESTER	15
SPC1113 Fundamentals of Speech	3
ART Elective	3
CON2911 Conservation Volunteerism	1
ZOO1114 General Zoology	4
Science Elective	4

PROGRAM OVERVIEW

The Science program is designed to provide students with a flexible program of study that provides opportunities to explore a broad range of scientific areas and prepare them for a Bachelor degree program. The diversity of programs available after transfer requires that the student consult with a Murray State College advisor, a Faculty Graduation Advisor and the transfer program they intend to attend after graduation.

CAREER OPPORTUNITIES IN SCIENCE

- Astronomy
- Biochemistry
- Conservation
- Electronics
- Environmental Science
- Geology
- Nursing
- Occupational Therapy Assistant
- Physical Therapy Assistant
- Physics
- Education

This is a suggested course sequence only. Students may, with guidance from an Academic Advisor as well as a Faculty Graduation Advisor, make changes to the course sequence. The student should be aware that changes to the course sequence may need more than four semesters to complete the Associate in Science degree.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

Murray State College
Tishomingo and Ardmore

Veterinary Technology

PROGRAM REQUIREMENTS

	Credit Hours
GENERAL EDUCATION	17
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
HUMANITIES (1 Hour)	
Any course with a HUM prefix (or)	1
Any Area 4 course from course catalog.	
CRITICAL THINKING (4 Hours)	
BIO 1404 Principals of Biology	4
ACADEMIC SUCCESS (if applicable)*	
COL1211/1211L Success Strategies.....(1)	
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Success Strategies and the New Student Symposium.	
PROGRAM REQUIREMENTS	58
VT 1111 Veterinary Medical Terminology I.... 1	
VT 1112 Veterinary Technology Math for Meds. 2	
VT 1114 Anatomy of Domestic Animals..... 4	
VT 1124 Introduction to Veterinary Technology.. 4	
VT 1221 Veterinary Medical Terminology II ... 1	
VT 1223 Physiology of Domestic Animals 3	
VT 1224 Veterinary Clinical Pathology I 4	
VT 1233 Pharmacology for Veterinary Technicians 3	
VT 1234 Veterinary Medical Nursing I 4	
VT 2113 Veterinary Imaging	3
VT 2114 Anesthesia & Surgical Nursing..... 4	
VT 2123 Diseases of Domestic Animals 3	
VT 2134 Veterinary Clinical Pathology II 4	
VT 2212 Veterinary Hospital Management 2	
VT 2214 Veterinary Medical Nursing II 4	
VT 2223 Wild, Zoo, and Laboratory Animals.. 3	
VT 2243 Veterinary Clinical Nutrition..... 3	
VT 2336 Veterinary Technician Externship.... 6	
PROGRAM ELECTIVES	
VA 1114 Veterinary Assistant I..... 4	
VA 1214 Veterinary Assistant II..... 4	
HWP Personal Health, First Aid, or Activity ... 2	
TOTAL CREDIT HOURS	75

Note: A total of at least 75 hours with minimum "Retention-Graduation GPA" of 2.00 is required. At Least 15 of the last 20 hours toward a degree must be completed with MSC.

SUGGESTED COURSE SEQUENCE

	Credit Hours
FIRST SEMESTER	18
VT1111 Veterinary Medical Terminology I ... 1	
VT1112 Veterinary Technology Math for Meds 2	
VT1114 Anatomy of Domestic Animals..... 4	
VT1124 Introduction to Veterinary Technology 4	
COL 1211/1211L Success Strategies.....1	
*ENG1113 English Comp 1..... 3	
*HST1483 US History to 1865 (or)	3
*HST1493 US History since 1865	
SECOND SEMESTER	19
VT1221 Veterinary Medical Terminology II .. 1	
VT1223 Physiology of Domestic Animals..... 3	
VT1224 Veterinary Clinical Pathology I 4	
VT1233 Pharmacology for Veterinary Technicians3	
VT1234 Veterinary Medical Nursing I 4	
*BIO1404 Principals of Biology	4
THIRD SEMESTER	18
VT2113 Veterinary Imaging	3
VT2114 Anesthesia & Surgical Nursing	4
VT2123 Diseases of Domestic Animals	3
VT2134 Veterinary Clinical Pathology II..... 4	
*ENG1213 English Comp II (or)	3
*SPC1113 Fundamentals of Speech (or)	
*ENG2113 Technical Report Writing	
*HUM1111 Humanities	1
FOURTH SEMESTER	18
VT2212 Veterinary Hospital Management ... 2	
VT2214 Veterinary Medical Nursing II 4	
VT2223 Wild, Zoo, and Laboratory Animals. 3	
VT2243 Veterinary Clinical Nutrition..... 3	
*GVT1113 American Federal Government... 3	
FIFTH SEMESTER-Summer	6
VT2336 Veterinary Technician Externship....6	

*Students are encouraged to complete General Education requirements prior to beginning the Veterinary Technology core curriculum.

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than five semesters to complete their Associate's Degree.

PROGRAM OVERVIEW

The Program emphasizes "hands-on" training with both large and small animals to prepare graduates to become integral members of the professional Veterinary Health Care Team. The Veterinary Technology Program is fully accredited by the American Veterinary Medical Association. Graduates of the Veterinary Technology Program are eligible to sit for State and National Board Examinations to become Registered Veterinary Technicians. Registered Veterinary Technicians perform all facets of veterinary medicine except diagnosis, prescribing medication and performing surgery.

Career opportunities for Registered Veterinary Technicians

- Veterinary clinical practice and laboratories
- Non-profit organizations
- Veterinary supply and pharmaceutical companies
- Zoological parks
- Farm management
- Education
- Military and other governmental agencies
- Veterinary technician specialties

The US Department of Labor Statistics predicts a 52% growth rate in this profession between now and 2020. There has never been a better time to become a Veterinary Technician.

GENERAL COLLEGE PREPARATORY REQUIREMENTS

Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.

COURSE DESCRIPTIONS

INFORMATION

Arrangement

All course descriptions are arranged in alphabetical order and by subject (Example: Accounting (ACC)).

Course Numbers

Courses are numbered in four digits. The first digit indicates the class year; the last digit indicates the credit hours and all four serve to denote the course. (Example: course numbered 1123 signifies a freshman course with three credit hours.) Courses beginning with a number 0 are transitional and pre-collegiate, are not for credit and do not apply towards graduation. Course numbers ending in 0 signifies that the credit carried varies.

ACCOUNTING (ACC)

ACC 1113 INTRODUCTION TO ACCOUNTING

Prerequisite: NONE

This course is designed to provide the student with the basic accounting knowledge and skills necessary for development and maintenance of a set of books. Students will gain a working knowledge of the accounting cycle; bank reconciliation, payroll accounting, taxes, accounting for service and merchandising concerns, special journals and subsidiary ledgers, adjustments, financial statements, and the closing process. Emphasis will be placed on preparing students for entry-level bookkeeping and accounting clerk positions.

Three lecture hours a week.

Credit: Three semester hours.

ACC 2103 FUNDAMENTALS OF FINANCIAL ACCOUNTING

Prerequisite: NONE

The study of concepts and procedures for preparation of general-purpose financial statements using general accounting principles. This course is designed to provide the student with basic principles of accounting theory. Students will gain a working knowledge of accounting for sole proprietorships, partnerships, and corporations. Topics covered will include the accounting cycle, financial statements/ratio analysis, capital and stockholders equity, merchandising, stock transactions, cash flow statements, investments, and ethics. Emphasis will be placed on the study of financial accounting. It is recommended that a student entering this course have bookkeeping, accounting, work related experience, or high school equivalent.

Three lecture hours a week.

Credit: Three semester hours.

ACC 2203 FUNDAMENTALS OF MANAGERIAL ACCOUNTING

Prerequisite: ACC 2103.

This course is the study of managerial accounting concepts and objectives, planning and control of sales and costs, analysis of costs and profits for management decision making. This course is designed as a continuation of fundamentals of financial accounting. Topics covered will include manufacturing/cash flow, cost behavior, cost-volume-profit, managerial decisions, capital budgeting, present value/future value, budget allocation, variance analysis, job order costing, process costing, and standard costing. Emphasis will be placed on managerial decision-making based upon the analysis of accounting information.

Three lecture hours a week.

Credit: Three semester hours.

ACC 2303 COMPUTERIZED ACCOUNTING

Prerequisite: ACC 1113 or ACC 2103 & CIS 1113.

This course is designed to provide the student with an introduction to modern computerized integrated accounting systems utilizing a hands-on

approach. Students will gain a working knowledge of accounting for sole proprietorship and partnership service and merchandising concerns within an integrated system beginning with analysis of transactions or "input," the actual functions of the computer system, and the "output" or end result generated by the computer.

Three lecture hours a week. Credit: Three semester hours.

ACC 2503 OIL & GAS ACCOUNTING

Prerequisite: ACC 2103 or demonstrated competence approved by program chair.

This course is an introduction to specific financial accounting rules and practices common to the petroleum industry from exploration to producing properties. Topics covered will include terminology exclusive to the field, successful efforts accounting procedures, full cost accounting procedures, SEC regulations, FASB procedures, and tax treatment. Three lecture hours a week.

Credit: Three semester hours.

ACC 2703 TAX ACCOUNTING

Prerequisite: ACC 2203 or demonstrated competence approved by program chair.

This course examines basic income tax laws, which apply to individuals and sole proprietorships. Topics include personal exemptions, gross income, business expenses, non-business deductions, capital gains, and losses. Completion of an individual income tax return will be included. Some computer skills would be beneficial.

Three lecture hours a week.

Credit: Three semester hours.

ACC 2810 SPECIAL PROBLEMS IN ACCOUNTING

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Accounting. May be taken more than once.

Credit varies from one to four hours.

AGRICULTURE (AG)

AG 1113 INTRODUCTION TO AGRICULTURAL ECONOMICS

Prerequisite: None.

The course covers the economic theory of production, marketing and consumption of agricultural products. The role and structure of agriculture in the American economy are also included.

Three lecture hours a week.

Credit: Three semester hours.

AG 1124 INTRODUCTION TO THE ANIMAL SCIENCES

Prerequisite: None.

This survey course deals with meat, milk, eggs, and other animal products, world needs and distribution of farm animals, production and management, quality standards, processing and distribution.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

AG 1214 INTRODUCTION TO THE PLANT SCIENCES

Prerequisite: None.

This basic course covers the concepts and principles of growth and distribution, classification, culture, and utilization of economic plants.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

COURSE DESCRIPTIONS

AG 1513 INTRODUCTION TO HORSE PRODUCTION

Prerequisite: None.

This course begins an introduction to the horse industry. The course then covers the history of the horse including the various breeds and their uses. Digestive physiology and equine nutrition, diseases and parasites of the horse, and health care are other topics discussed in this course.

Three lecture hours a week.

Credit: Three semester hours.

AG 1532 ADVANCED HORSE PRODUCTION

Prerequisite: AG 1513.

This course completes the study of the horse. The first half of this course deals with equine anatomy and physiology, covering the skeletal system, muscular systems, respiratory system, circulatory system, urinary-excretory system, nervous system, and skin and hair.

Two lecture hours a week.

Credit: Two semester hours.

AG 1543 EQUINE EVALUATION

Prerequisite: NONE

This course deals with the evaluation of a horse's conformation and performance. Topics covered in this course include: terms used in judging horse conformation, evaluation of the horse's conformation and structural soundness, evaluating and judging a horse show, and expressing oral reasons. Also discussed in this course are the blemishes and unsoundness of the horse, and determining age by teeth.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

AG 2011 TOPICS IN AGRICULTURE

Prerequisite: NONE

This course involves the use of farm and ranch operators as resource personnel in discussions of current problems and issues in agriculture.

One lecture hour a week.

Credit: One semester hour.

AG 2012 AGRICULTURE EDUCATION

Prerequisite: NONE

This is an entry-level course designed to help students explore teaching agriculture education as a career. Students will consider and reflect on the history, philosophy, and current issues affecting agricultural education and the nature of the educational process. Emphasis will be placed on the characteristics, duties, and responsibilities of successful teachers, the components of an agricultural education program, state teacher certification requirements, and student differences and special needs.

Two lecture hour a week.

Credit: Two semester hours.

AG 2810 SPECIAL PROBLEMS IN AGRICULTURE

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Agriculture.

May be taken more than once.

Credit varies from one to four hours.

AGRICULTURE ECONOMICS (AGE)

AGE 2103 PRINCIPLES OF ECONOMICS APPLIED TO AGRICULTURE

Prerequisite: AG 1114.

This course covers economics of farm and business decisions as well as

the national economic policy with emphasis toward agriculture.

Three lecture hours a week.

Credit: Three semester hours.

AGE 2810 SPECIAL PROBLEMS IN AGRICULTURE ECONOMICS

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Agriculture Economics. May be taken more than once.

Credit varies from one to four hours.

AGRICULTURE LEADERSHIP (AGL)

AGL 1511 INTRODUCTION TO LEADERSHIP

Prerequisite: None

This course introduces students to the concept of leadership as a field of study. Emphasis is placed on the application of acquired knowledge to practical problems.

One lecture hour per week.

Credit: One semester hour.

AGL 2303 PERSONAL LEADERSHIP DEVELOPMENT

Prerequisite: None

This course focuses on how leaders identify key attributes of leadership and link them to their own unique vision, values and personal strengths.

Three lecture hours per week.

Credit: Three semester hours.

AGRONOMY (AGR)

AGR 2013 AGROECOSYSTEM

Prerequisite: NONE

This course is the study of natural plant and animal processes and how man interacts and regulates these. Issues such as factory farming, animal welfare, pesticides and water quality, world food supply and global warming will be discussed. Designed for the non-agriculture major. Three lecture hours a week.

Credit: Three semester hours.

AGR 2124 SOIL AND SOIL MANAGEMENT

Prerequisite: One-year inorganic chemistry.

The survey course deals with the fundamentals of soil origin, development, classification, fertility, and management. Laboratory is devoted to analytical procedures relevant to the chemical and physical conditions of soil.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

AGR 2324 PRINCIPLES OF RANGE MANAGEMENT

Prerequisite: AG 1214 & AG 1124.

This course involves a study of the general principles of range and pasture management. Principles of forage plant properties, ecology and management of rangelands for sustained production are covered.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

AGR 2810 SPECIAL PROBLEMS IN AGRONOMY

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Agronomy.

May be taken more than once.

Credit varies from one to four hours.

COURSE DESCRIPTIONS

AMERICAN SIGN LANGUAGE (ASL)

ASL 2613 AMERICAN SIGN LANGUAGE I

Prerequisite: NONE

This course consists of the principles, methods, and techniques of communicating manually with the deaf. Emphasis will be on developing manual communication skills, a basic vocabulary in American Sign Language and an understanding of the basic grammatical principles of American Sign Language.

Three lecture hours a week.

Credit: Three semester hours.

ASL 2623 AMERICAN SIGN LANGUAGE II

Prerequisite: ASL 2613.

This course provides continued development of American Sign Language vocabulary and A.S.L. grammar. Emphasis will be on developing expressive and receptive signing skills in ASL.

Three lecture hours a week.

Credit: Three semester hours.

ANATOMY & PHYSIOLOGY (AP)

AP 2124 HUMAN ANATOMY AND PHYSIOLOGY I

Prerequisite: C or better in BIO 1404.

Students with a declared Nursing, Physical Therapy Assistant, or Occupational Therapy Assistant majors can get prerequisites waived by the Nursing Program Director, the PTA Program Director, or the OTA Program Director.

This is the first course in a two-course sequence designed to provide the student with knowledge of human anatomy and physiology starting from the molecular level and progressing to the level of integrated systems. Topics covered include anatomical terminology, cell structure and function, tissue organization as well as histology and physiology of the following body systems: integumentary system, skeletal system, muscular system, and nervous system. Laboratory sessions include histological examination of tissues, mammalian dissections, and physiological exercises appropriate to each system.

Three lecture and three laboratory hours a week.

Credit: Four semester hours.

AP 2134 HUMAN ANATOMY AND PHYSIOLOGY II

Prerequisite: C or better in AP 2124.

This is the second in a two-course sequence designed to provide the student with knowledge of human anatomy and physiology starting from the molecular level and progressing to the level of integrated systems. The anatomy and physiology of the following systems will be studied in both lecture and lab: special senses, the endocrine system, the cardiovascular system, lymphatic system, the immune system, the respiratory system, the digestive system, the urinary system and reproduction system.

Three lecture and three laboratory hours a week.

Credit: Four semester hours.

AP 2810 SPECIAL PROBLEMS IN ANATOMY AND PHYSIOLOGY II

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Anatomy and Physiology.

May be taken more than once.

Credit varies from one to four hours.

ANIMAL SCIENCE (ANS)

ANS 1101 LIVESTOCK JUDGING AND EVALUATION

Prerequisite: None.

Practice is afforded in the evaluation and selection of species and types of

farm livestock including beef cattle, dairy cattle, sheep, swine, and horses. The course will include the judging of classes of breeding and market animals with written and oral reasons.

Two laboratory hours a week. Credit: One semester hour.

ANS 1112 LIVESTOCK SELECTION AND CARCASS EVALUATION

Prerequisite: ANS 1101 or permission of instructor.

Emphasis will be placed on carcass evaluation of meat animals. Slaughtering and processing of farm meats will be included.

Four laboratory hours a week.

Credit: Two semester hours.

ANS 2012 LIVESTOCK GROOMING, FITTING AND SHOWING

Prerequisite: None.

This course deals with the fundamentals behind grooming, fitting and showing of livestock. Practical application of the skills presented in the course will be evaluated in a showmanship contest at the end of the course.

Four laboratory hours a week.

Credit: Two semester hours.

ANS 2123 LIVESTOCK FEEDING

Prerequisite: None.

Nutrients and their functions, nutrient requirements of the various classes of livestock, composition and classification of feedstuffs and ration formulation are covered.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

AS 2810 SPECIAL PROBLEMS IN ANIMAL SCIENCE

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Animal Science.

May be taken more than once.

Credit varies from one to four hours.

ART (ART)

ART 1103 CERAMICS I

Prerequisite: NONE

Ceramics I will cover a variety of building techniques, glazing and ceramics terminology. Students will develop basic hand building skills (pinch, coil and slab), demonstrate basic glaze theory and application, and exhibit basic knowledge of the firing processes.

Four laboratory hours a week will be done by arrangement with the instructor.

Credit: Three semester hours.

ART 1113 ART APPRECIATION

Prerequisite: NONE

Art Appreciation is the study of art from a variety of different background and culture as both product and process. Aesthetic judgment making in evaluation of art from different times and places is stressed. It is an illustrated lecture course that examines the functions of the visual arts in contemporary life. The historic development of art in western culture is included where it is relevant to the appreciation of modern art.

Three lecture hours a week.

Credit: Three semester hours.

COURSE DESCRIPTIONS

ART 1123 DESIGN I

Prerequisite: None.

Design I is a study of the principal elements of two-dimensional design. Those elements include color, perspective, fundamental drawing concepts and compositional elements. By using a variety of materials students will apply the information to a series of studio assignments. Three lecture hours a week.

Credit: Three semester hours.

ART 1133 DESIGN II

Prerequisite: None.

Design II is a continuation of Design I. This course is a study and analysis of three-dimensional forms. By using a variety of materials and processes, the student will complete a series of studio assignments.

Three lecture hours a week.

Credit: Three semester hours.

ART1213 DRAWING I

Prerequisite: None.

Drawing I will develop the student's understanding of the basic concepts of drawing and their powers of observation. Students will

work with various black and white media utilizing a variety of sources and environments.

Four laboratory hours a week will be done by arrangement with the instructor.

Credit: Three semester hours.

ART 2103 DRAWING II

Prerequisite: None.

Drawing II will continue to develop the student's understanding of the concepts of drawing. Students will continue to develop their skills in color media by using a variety of sources and environments.

Four laboratory hours a week will be done by arrangement with the instructor.

Credit: Three semester hours.

ART 2113 WATERCOLOR I

Prerequisite: None.

Watercolor I will develop skills in watercolor painting, stressing form and composition, visual perception and individual expression. Students will develop their understanding of composition and theory as it relates to transparent painting media.

Four laboratory hours a week will be done by arrangement with the instructor.

Credit: Three semester hours.

ART 2123 PAINTING I

Prerequisite: NONE

Painting I will develop skills in opaque painting, stressing form and content, visual appreciation and individual expression. Students will develop conceptual skills in various painting methods, compositions and color theories.

Four laboratory hours a week will be done by arrangement with the instructor.

Credit: Three semester hours.

ART 2203 CERAMICS II

Prerequisite: NONE

Ceramics II continues to develop the student's skills in a variety of ceramic techniques. Students will continue to develop their glazing and knowledge of ceramic and its terminology. Students will continue the development of hand building and throwing techniques, and the development of their personal style within the ceramic medium.

Four laboratory hours a week will be done by arrangement with the instructor.

Credit: Three semester hours.

ART 2403 SCULPTURE I

Prerequisite: NONE

Sculpture I is a creative approach to sculptural techniques and form exploration using a variety of media. Students will develop their knowledge of sculptural forms, their technical skills in various media/materials and increase their conceptual skills.

Four laboratory hours a week will be done by arrangement with the instructor.

Credit: Three semester hours.

ART 2810 SPECIAL PROBLEMS IN ART

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Art. May be taken more than once.

Credit varies from one to four hours.

BANKING & FINANCE (BF)

BF 1113 PRINCIPLES OF BANKING

Prerequisite: NONE

This foundation course touches on nearly every aspect of banking functions. An introduction to banking in today's economy, the language and documents of banking, check processing, teller functions, trust services, bank bookkeeping and bank loans and investments will be covered.

Three lecture hours a week.

Credit: Three semester hours.

BF 2810 SPECIAL PROBLEMS IN BANKING AND FINANCE

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Banking and Finance.

May be taken more than once.

Credit varies from one to four hours.

BIOLOGY (BIO)

BIO 1114 GENERAL BIOLOGICAL SCIENCE

Prerequisite: Must have a 15 or higher on the Science portion of the ACT.

Students that have not taken a science class in 5 years or more need to take this class prior to enrolling in sophomore level science courses.

This is a general education course directed toward non-majors. It covers a wide range of basic biological concepts and introduces the student to the scientific process. Topics introduced will include basic chemistry, introductory cell structure and function, Mendelian genetics, biotechnology, evolution, ecology, health and nutrition.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

BIO 1404 PRINCIPLES OF BIOLOGY I

Prerequisite: A 15 or higher on the science portion of the ACT and declare a Science or Allied Health major. Students that have not taken a science class in 5 years or more need to take this class prior to enrolling in sophomore level science courses. This course is designed for biology and life science-related majors. This class will introduce students to important biological concepts as well as the scientific process. Topics covered will include the chemistry of biological molecules, cell structure and function, metabolism, meiosis and

COURSE DESCRIPTIONS

mitosis, Mendelian and molecular genetics and biotechnology.
Three lecture hours and two laboratory hours per week.
Credit: Four semester hours.

BIO 2810 SPECIAL PROBLEMS IN BIOLOGY

Prerequisite: Approval of the Division Chair.
This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Biology. May be taken more than once.
Credit varies from one to four hours.

BOTANY (BOT)

BOT 1114 GENERAL BOTANY

Prerequisite: NONE
This course is a basic introduction to the life processes and structure of the higher plants. Emphasis is on basic plant physiology, morphology and anatomy. Students will study plant cell structure and function (including photosynthesis and respiration), flower structure and function, the seed and fruit, stem, root and leaf structure, and plant identification.
Three lecture and two laboratory hours a week.
Credit: Four semester hours.

BOT 2810 SPECIAL PROBLEMS IN BOTANY

Prerequisite: Approval of the Division Chair.
This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Botany.
May be taken more than once.
Credit varies from one to four hours.

BUSINESS (BUS)

BUS 2743 ADMINISTRATIVE OFFICE PROCEDURES

Prerequisite: NONE
This course emphasizes ethics, traits, and duties of the professional office assistant; correlates related office skills and knowledge, develops initiative and judgment, and improves human relations skills, work habits and procedures in the professional office.
Three lecture hours a week.
Credit: Three semester hours.

BUS 2763 PROFESSIONAL DEVELOPMENT

Prerequisite: NONE
This course is organized around the premise that the techniques and personal qualities students need to find the best possible job in a particular field are identical to those that they must develop and refine in order to become effective and promotable employees.
Three lecture hours a week.
Credit: Three semester hours.

BUS 2803 BUSINESS/OFFICE INTERNSHIP

Prerequisite: BUS 2763 and concurrent enrollment in BUS 2841
This course will be a supervised "on-the-job" training experience, providing practical and technical skills. Includes practical experience obtained through actual work assignment in offices.
Twelve office hours a week.
Credit: Three semester hours.

BUS 2810 SPECIAL PROBLEMS IN BUSINESS

Prerequisite: Approval of the Division Chair
This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Business.
May be taken more than once. Credit varies from one to four hours.

BUS 2841 CONTEMPORARY BUSINESS ISSUES

Prerequisite: NONE
This will be a "capstone" course for all A.A.S. majors in the Business and Information Technology program. Students must submit a portfolio and receive faculty approval prior to graduation.
Credit: One semester hour.

BUSINESS COMMUNICATION (BC)

BC 2113 BUSINESS COMMUNICATIONS

Prerequisite: ENG 1113
This course is designed to provide the student with the opportunity to study the various types of business communications. Students will learn to prepare professional, letters suitable for mailing that inform, explain, direct, instruct, and sell, as well as letters that seek credit, collection, recommendation, and application. Students will develop oral communication skills through the preparation and delivery of several formal presentations. Course activities also include the discussion of job interview techniques and development of interviewing skills.
Three lecture hours a week.
Credit: Three semester hours.

BC 2810 SPECIAL PROBLEMS IN BUSINESS COMMUNICATIONS

Prerequisite: Approval of the Division Chair
This course is designed specifically for special seminars, special studies, special interests and other special projects/events/activities related to Business Communications.
May be taken more than once.
Credit varies from one to four hours.

BUSINESS MANAGEMENT (BM)

BM 1103 INTRODUCTION TO BUSINESS

Prerequisite: NONE
This course gives the beginning business student background information related to the scope of business activity and the methods of solving business problems. Emphasis is placed upon units dealing with management, finance, marketing, business organizations, stocks and bonds, business law, and accounting.
Three lecture hours a week.
Credit: Three semester hours.

BM 1143 INTRODUCTION TO RETAILING

Prerequisite: NONE
Principles of modern retailing emphasizing consumer behavior, store location and layout, retail pricing and merchandise management are studied.
Credit: Three semester hours

BM 1223 PROMOTIONS

Prerequisite: NONE
This course entails the study and application of procedures used in planning, evaluating and directing effective sales promotion activities. Advertising and other special-purpose media used in promoting products, services and ideas will be covered. Salesmanship skills will be enhanced.
Three lecture hours per week.
Credit: Three semester hours

BM 1403 BUSINESS MATHEMATICS

Prerequisite: NONE
This course is designed to develop knowledge and skill in the computation of practical financial problems of a business and personal nature. A thorough review of the fundamental processes of mathematics will begin the course and topics that follow will include percentages, trade, cash and bank discounts, simple and compound interest, credit sales and billing, mark up and mark down, payroll, social

COURSE DESCRIPTIONS

security and other taxes, installment buying and periodic payments, negotiable instruments, depreciation and inventory valuation methods. This course does not meet math requirements for general education. Three lecture hours a week.
Credit: Three semester hours.

BM 1503 HUMAN RESOURCE MANAGEMENT

Prerequisite: NONE

This course provides up-to-date information on contemporary issues, trends and legislation related to human resource management. The major human resource management processes are covered, including human resource planning, job design, staffing, training and development, motivation, performance appraisal and review, compensation and reward, protection and representation and organization improvement. Historical perspectives on many aspects of human resources management are also discussed.

Three lecture hours per week.

Credit: Three semester hours

BM 1813 LAW OFFICE PRACTICES AND PROCEDURES

Prerequisite: NONE

This course includes the preparation and use of forms and checklists for causes of action and procedures. These items will be applied to actual legal problems. Emphasis will be given to learning legal terminology, to client interviews and methods of extracting relevant information from them. Additionally, the course will examine the regulation of paralegals. Three lecture hours a week.

Credit: Three semester hours.

BM 1863 TRIAL PREPARATION AND PROCEDURE

Prerequisite: NONE

The various trial courts on state and federal levels are reviewed in this course. The preparation of pleadings associated with civil actions, the digesting of transcripts and depositions, the preparation of exhibits, and the outlining of testimony are important topics, which are covered.

Three lecture hours a week.

Credit: Three semester hours.

BM 2013 PRINCIPLES OF MANAGEMENT

Prerequisite: NONE

This course provides instruction in principles of management that have general applicability to all types of enterprises, basic management philosophy and decision making, principles involved in planning, organizing, leading, and controlling, and recent concepts in management.

Three lecture hours a week.

Credit: Three semester hours.

BM 2103 INTRODUCTION TO HOSPITALITY MANAGEMENT

Prerequisite: NONE

This course is designed to acquaint students with career opportunities, the scope, the development, the history of the hospitality industry and provide an overview of the management functions and concerns associated with hospitality operation.

Three lecture hours a week.

Credit: Three semester hours

BM 2123 MARKETING

Prerequisite: NONE

This course is a study of the institutions engaged in the movement of goods and services from producers to consumers. Also included are the functions, methods, channels, pricing, and regulation of marketing policies.

Three lecture hours a week.

Credit: Three semester hours.

BM 2213 INTERNATIONAL BUSINESS

Prerequisite: None

This course is a general survey of the unique problems faced by firms engaging in international activities. It will cover the importance of understanding the foreign economic, social, political, cultural, and legal environment. The mechanics of importing and exporting, joint venture, franchising, and subsidiaries will be studied. International dimensions of management, marketing and accounting as well as international financial management will be included. The aspect of human resource implications in international business as well as the special problems of multi-national corporations will be discussed. Recent problems of the international economic system will be included in this course as well as country risk analysis.

Three lecture hours a week.

Credit: Three semester hours.

BM 2513 BUSINESS MANAGEMENT INTERNSHIP I

Prerequisite: Business-Management major or consent of instructor.

This course provides the opportunity for students to earn college credit for employment situations to include: traditional employment (full-time and part-time), work-study, volunteer, clinical training, internships, and service learning. Human Relations in Organizations will be covered in the course. This course will include the application of theory and practices to on-the-job training relating to the student's specific field of study.

Credit: Three semester hours.

BM 2523 BUSINESS MANAGEMENT INTERNSHIP II

Prerequisite: BM 2513

This course is one part of a three part program developed to provide the opportunity to earn college credit for employment situations to include traditional employment (full-time and part-time), work-study, volunteer, clinical training and service learning. Leadership will be the focus for the course and will involve an application in theory and practices to on-the-job training.

Credit: Three semester hours.

BM 2533 SMALL BUSINESS OWNERSHIP AND MANAGEMENT

Prerequisite: ACC 2103 or ACC 1113

Study is made of problems faced in creation and early growth periods of business enterprises; such as accounting, finance, opportunity recognition, management, marketing and consumer economics. To solidify the concepts covered, students are asked to create a plan for implementation and operation of a new business venture. Also, an interdisciplinary problem-solving approach with emphasis on "live" case studies will be used.

Three lecture hours a week.

Credit: Three semester hours.

BM 2543 PRINCIPLES OF REAL ESTATE

Prerequisite: NONE

This is a principles course designed to give the student a fundamental background for the real estate industry. Included in the course are sections on the Oklahoma real estate laws, laws of agency, contracts, deeds, mortgages, property right, titles, finance, taxation and appraising. This course qualifies the student to sit for the State Real Estate Commission Examination for a Sales Associate.

Three lecture hours a week.

Credit: Three semester hours.

BM 2613 BUSINESS ETHICS

Prerequisite: NONE

A course in ethics that includes case studies of situations that poses moral and ethical problems in business. The course focuses on what constitutes right or wrong behavior in the business world and how business people use moral and ethical principles to solve problems

COURSE DESCRIPTIONS

and situations in the workplace.

Three lecture hours.

Credit: Three semester hours.

BM 2623 REAL ESTATE PRACTICES

Prerequisite: NONE

This course is an in-depth study of the principles of real estate, designed to help an individual measure up to his/her potential in the real estate profession. Included in the course are sections on brokerage, property management, financing, appraising, investing, public control and taxation. This course qualifies the student to sit for the State Real Estate Commission Examination for a broker license.

Three lecture hours.

Credit: Three semester hours.

BM 2633 BUSINESS MANAGEMENT INTERNSHIP III

Prerequisite: BM 2523

This course is one part of a three part program developed to provide the opportunity to earn college credit for employment situations to include traditional employment (full-time and part-time), work-study, volunteer, clinical training and service learning. Human relations in organizations will be the focus for the course and will involve an application of theory and practices to on-the-job training.

Credit: Three semester hours.

BM 2803 PROBATE PROCEDURES

Prerequisite: CJ 1433

This course covers the steps in probating a will or administering an estate. Items covered teach a student to assemble the information necessary for collecting and evaluating assets, maintain proper records for accounting purposes, prepare pleadings for the initial petition and appointment of an administrator and executor, sale of assets, mortgage of assets, and lease of assets; and prepare estate tax returns.

Three lecture hours a week.

Credit: Three semester hours.

BM 2810 SPECIAL PROBLEMS IN BUSINESS MANAGEMENT

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Business Management. May be taken more than once.

Credit varies from one to four hours.

BM 2823 BUSINESS ORGANIZATIONS AND ADMINISTRATIVE LAW

Prerequisite: CJ 1433

This course covers the preparation and amendment of articles of incorporation by-laws, ways to satisfy the state filing requirement, maintenance of corporate minute books, the preparation of stock certificates and securities, the maintenance of stock ledgers, drafting of resolutions and authorizing dividends, stock splits, and stock option plans.

Three lecture hours a week.

Credit: Three semester hours.

BM 2863 REAL PROPERTY

Prerequisite: CJ 1433

This course reviews the preparation of documents for common real estate transactions and conveyance including deeds, contracts, leases, and mortgages. It also covers various causes of action associated with real property including foreclosure, quiet title, and determination of heirship. Three lecture hours a week.

Credit: Three semester hours.

BM 2873 CRIMINAL LAW

Prerequisite: CJ 1433

This course deals with the Oklahoma and federal criminal justice system. The student will learn from both the prosecution and defense view of the law. On the prosecution side, the student will learn the differences between a misdemeanor and a felony, how to put together a case, when to file the action and what information it will take to prosecute the individual. On the defense side, the student will learn about the various motions, which can be used to produce discovery in a case and how to defend against an action.

Three lecture hours a week.

Credit: Three semester hours.

BM 2883 DEBTOR'S RIGHTS/CREDITORS' REMEDIES

Prerequisite: CJ 1433

In this course, the student is trained in methods, processes and procedures for representation of a debtor or creditor in bankruptcy actions, secured transaction matters, garnishment, levy and execution, replevins and related areas.

Three lecture hours a week.

Credit: Three semester hours.

BM 2890 SELECTED LEGAL TOPICS

Prerequisite: NONE

This course gives the student the opportunity to explore legal topics of current interest and importance to the legal assistant profession.

May be taken more than once.

Credit: One to six semester hours.

CHEMISTRY (CHM)

CHM 1114 GENERAL CHEMISTRY I

Prerequisite: NONE

Given each semester and required of first year college students majoring in Agriculture, Engineering, or Science. The course deals with the fundamentals of general chemistry and consists of lectures, recitations, written exercises and laboratory experiments. It is essential that students of this course be well grounded in mathematics.

Three lecture and three laboratory hours a week.

Credit: Four semester hours.

CHM 1204 DESCRIPTIVE CHEMISTRY

Prerequisite: NONE

A one-semester terminal course for non-science majors or those with a limited school experience in sciences. Principal concepts and theories of inorganic and biological chemistry will be examined. (No Credit for students who require further chemistry courses.) This course does not meet the general education requirement for science.

Three lecture and three laboratory hours a week.

Credit: Four semester hours.

CHM 1214 GENERAL CHEMISTRY II

Prerequisite: a C or better in CHM 1114

Given each semester, this course is a continuation of course 1114. It is required of the same students and is conducted in the same manner as course 1114.

Three lecture and three laboratory hours a week.

Credit: Four semester hours.

COURSE DESCRIPTIONS

CHM 1313 GENERAL, ORGANIC, BIOCHEMISTRY

Prerequisite: NONE

This course provides an overview of general inorganic chemistry, organic chemistry, and biochemistry. Course content will include unit conversions, atomic structure as it relates to chemical bonding, pH of acids and bases, equilibrium, and electrolytes. The course also introduces topics from organic chemistry such as structural theory of carbon-based compounds, functional groups, and stereochemistry. The biochemistry of the four major biological molecules (carbohydrate, protein, nucleic acids, and lipids) will also be presented in this course.

Three lecture hours per week.

Credit three semester hours.

CHM 2114 QUALITATIVE ANALYSIS

Prerequisite: CHM 1114 and 1214 or equivalent

This course covers modern theories of solution and precipitation in relation to analysis for common metallic elements and acid radicals and makes use of semimicro laboratory technique.

Two lecture and four laboratory hours a week.

Credit: Four semester hours.

CHM 2214 QUANTITATIVE ANALYSIS

Prerequisite: CHM 1114 and 1214 or equivalent

This course covers principles and techniques of volumetric and gravimetric analysis and is recommended for Engineering, Pre-Medical, Pre-Veterinary, and Soils majors.

Two lecture and six laboratory hours a week.

Credit: Four semester hours.

CHM 2345 ORGANIC CHEMISTRY

Prerequisite: CHM 1114 and 1214

Required of second-year college students majoring in Agriculture and other curricula, the course includes a brief introduction on physiological chemistry, and consists of lectures, recitations, written exercises and laboratory experiments. The laboratory work includes the preparation and purification of some of the more common compounds as well as the performance of many fundamental laboratory processes.

Three lecture and four laboratory hours a week.

Credit: Five semester hours.

CHM 2810 SPECIAL PROBLEMS IN CHEMISTRY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Chemistry.

May be taken more than once.

Credit varies from one to four hours.

CHICKASAW (CHA)

CHA 2243 CLEMENTE I

Prerequisite: NONE

Explore Chickasaw history, art, culture, government, language and philosophy alongside Western thought and humanities of the same time periods. Basic Chickasaw language instruction is a component and weekly written assignments are required based on readings provided. Students discuss responses to readings each week.

Three lecture hours.

Credit: Three semester hours.

CHA 2253 CLEMENTE II

Prerequisite: NONE

Students continue studies of Chickasaw history, art, culture, government, language and philosophy contrasted to that of other North American tribes. Weekly written assignments, basic Chickasaw

language instruction and a class discussion format are all components of Clemente II. Clemente I is not a prerequisite for this course.

Three lecture hours.

Credit: Three semester hours.

CHILD DEVELOPMENT (CD)

CD 1002 THE CHILD DEVELOPMENT PROFESSIONAL

Prerequisite: NONE

This course is an introduction to the Child Development profession and program, exploring the fields of child development and early childhood education. Students will gain knowledge regarding the expectations of the Child Development program, while incorporating professional competency standards as well as options available upon completion. This course is required for Child Development majors and should be taken prior to OR concurrently with the remaining Child Development courses.

Two lecture hour per week.

Credit: Two semester hour.

CD 1243 HEALTH, SAFETY & NUTRITION FOR CHILDREN

Prerequisite: NONE

This course is designed to provide the student an understanding of the principles and practices for development of positive health, safety and nutrition practices for children. The laboratory provides opportunity for application of these principles.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 1253 INFANT AND TODDLER PROGRAMS

Prerequisite: NONE

This course is designed to provide the student an understanding of the developmental processes and environmental factors that affect physical growth and emotional and social development from conception to three years of age. It includes skills for individual care of infants or toddlers such as daily schedules, record keeping, food preparation, age appropriate discipline techniques and activities.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 1353 CHILD AND FAMILY DEVELOPMENT

Prerequisite: NONE

This course is designed to provide the student knowledge of the child from conception to adolescence in the areas of physical, intellectual, social and emotional growth. The laboratory provides opportunity for observation of these developments.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 2453 CURRICULUM PLANNING

Prerequisite: None.

This course is designed to provide the student the skills and techniques of program planning, room arrangement and scheduling of activities for young children in group settings (including long range, weekly, daily) and activity plans and objectives for activities. The laboratory provides for application of these techniques and skills.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 2463 ADMINISTRATION OF CHILD CARE CENTERS

Prerequisite: NONE

This is a course with emphasis on managerial principles; skills, knowledge and attitudes required of managers of the growing number of child care centers.

Two lecture and two laboratory hours a week. Credit: Three semester hours.

COURSE DESCRIPTIONS

CD 2511 INTRODUCTION TO THE CHILD DEVELOPMENT ASSOCIATE

Prerequisite: NONE

This course is designed to develop a basic understanding of the Child Development Associate, its competencies, assessment and credentialing award system. Also, observation and recording skills of individual are developed.

One lecture a week.

Credit: One semester hour.

CD 2533 GUIDANCE OF YOUNG CHILDREN

Prerequisite: NONE

This course is designed to provide the student an understanding of the principles and techniques of guiding children in group and individual settings. General understanding of behavior patterns of children, methods of guiding and directing children's behavior, and activities for positive growth and development are studied. The laboratory provides for application of these principles.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 2543 CREATIVE ARTS FOR CHILDREN

Prerequisite: NONE

This course is designed to provide the student an understanding of the principles and practices for the development of skills and techniques for working with children in creative arts-art, music, drama and poetry. The laboratory provides opportunity for application of these principles.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 2553 COGNITIVE ACTIVITIES FOR CHILDREN

Prerequisite: NONE

This is a laboratory course with specific emphasis on the development of skills and techniques for working with young children in cognitive activities--math, science, social science, and field trips. An understanding of each area and presentation of learning experiences and activities to children in a group setting is developed.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 2563 FAMILY AND COMMUNITY RELATIONS

Prerequisite: NONE

This course will enable students to develop the skills and techniques for working with parents and community in relation to the child care setting. It includes methods for communication, parent involvement, and parent education.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 2573 CHILDREN WITH SPECIAL NEEDS

Prerequisite: NONE

This is a laboratory course to develop an understanding of children with special needs, their world, their families, and their problems, through working with them. The special needs of children and development of methods for working with them and their families to develop each child's greatest potential are recognized.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

CD 2583 LANGUAGE & PHYSICAL SKILLS FOR CHILDREN

Prerequisite: NONE

This course is designed to provide the student the skills and techniques for working with students in language development and physical skills activities. The laboratory provides opportunity for application of these principles. Two lecture and two laboratory hours a week. Credit: Three semester hours a week.

CD 2593 THE SCHOOL-AGE CHILD

Prerequisite: NONE

This course is designed to provide the student an understanding of the development, appropriate environments, materials and activities and teaching and guidance techniques for the child 5-13 years. It focuses on the social, emotional, mental and physical developmental processes. It includes interpreting Oklahoma licensing standards, problem-solving techniques and personal qualities as related to guiding children 5-13.

Two lecture and two laboratory hours a week.

Credit: Three semester hours a week.

CD 2691 THE CHILD DEVELOPMENT CAPSTONE

Prerequisite: CD 1112 and 80% of required Child Development Classes.

Program chair approval.

This course is designed to evaluate graduate candidates ability to apply practical skills and demonstrate proficiency of evidence based practices based on principles and theories of child development and early childhood education. The course additionally provides an opportunity to synthesize learning and reflect upon knowledge gained through both course work and field experiences. This capstone course is required of all child development graduate candidates. Students apply learning in final field experience of 32 clock hours at locations designated by child development chair. A grade of a C or better must be obtained in this course for degree completion.

One lab hours per week.

Credit: One semester hour.

CD 2810 SPECIAL PROBLEMS IN CHILD DEVELOPMENT

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Child Development.

May be taken more than once.

Credit varies from one to four hours.

Academic Success (COL)

COL 1112 ACADEMIC SUCCESS

Prerequisite: NONE

This is a course designed to develop the skills to succeed in college and life – addressing topics like time management, communication, motivation, critical thinking, and rehearsal strategies and planning. Through Self-Assessments and interactive activities, students will get hands on applicable experience that will impact their success in future environments. Credit: 2 Semester Hours.

COL 1211 SUCCESS STRATEGIES

Prerequisite: NONE

This course is designed to support new students develop skills for collegiate success in and out of the classroom. This course focuses on topics related to goal setting, time management, study skills, communication, motivation and campus resources that are available for students. This course supports the New Student Symposium and for students to receive their collegiate credit, they will need to enroll in both the New Student Symposium and the Success Strategies course. This course will take place the first 5 weeks of a regular term and will consist of face time instruction, activity projects, online participation and application exercises.

Credit: 1 Semester hour.

COL1211L NEW STUDENT SYMPOSIUM

The New Student Symposium will take place on a day prior to the start of a regular semester. This event places a crucial role in your first year experience and participation is required on this day as it will count towards completion of the Success Strategies course credit. An introduction to the

COURSE DESCRIPTIONS

Murray State College environment, academic expectations and useful resources will be presented this day to help students prepare for the start of a new semester.

COL1212 EDUCATION TECHNOLOGY

In this online or blended course, learn the essential computer technology you need to know to enhance your successful experience at Murray State College. This course will help you improve your knowledge and competence in using the common functions of a personal computer and its operating system along with common applications and the content management system used in a variety of courses at MSC. Topics covered will include: vocabulary and terminology; electronic file management; Blackboard; Microsoft Office Word, Excel spreadsheets, and PowerPoint; graphics; multimedia; Internet tools such as e-mail and attachments, and Web-based research. Each topic will consist of self-paced lesson plans emphasizing step-by-step instructions along with exercises, activities, discussions, and assessments. An attempt will be made to support all students' individual needs.

COL1511 STUDENT LEADERSHIP

Prerequisite: By nomination only.

This course introduces students to the concept of leadership as a field of study. Emphasis is placed on the application of acquired knowledge to practical problems.

COMMUNICATION (COM)

COM1153 VOICE AND DICTION

Prerequisite: None.

This course is a study of the physiology of speech, including such concepts as improvement of vocal control, expansion of vocabulary, and introduction to the International Phonetic Alphabet.

Three lecture hours a week.

Credit: Three semester hours.

COM 1233 INTERPERSONAL COMMUNICATION

Prerequisite: NONE

This course gives a thorough introduction to the field of interpersonal communication. The student will be shown how to apply these principles to everyday interactions.

Three lecture hours.

Credit: Three semester hours.

COM 2003 CAREER PREPARATION IN COMMUNICATION AND PERFORMANCE STUDIES

Prerequisite: NONE

This course will allow students to pursue research into career opportunities for one holding a degree in Communication and Performance Studies. The course includes guest lecturers who have worked in the field or created new opportunities using the skills learned.

Credits: Three semester hours.

COM 2113 WRITING FOR MASS COMMUNICATION

Prerequisite: ENG 1113

This course will focus on the study of principles of writing styles for mass media. Study includes writing formats in print, broadcast and the Internet.

Credit: Three semester hours.

COM 2810 SPECIAL PROBLEMS IN COMMUNICATION

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Communication.

May be taken more than once. Credit varies from one to four hours.

COMPUTER INFORMATION SYSTEMS (CIS)

CIS 1113 COMPUTER APPLICATIONS

Prerequisite: NONE

This course is designed to train students in the use of computer application software packages commonly used by industrial or commercial businesses. Students will learn about several application programs such as document production software, spreadsheet software and graphics presentation software. Email usage is highly recommended. Students will use computers daily to perform rigorous tasks to enhance their computer skills.

Three lecture hours a week.

Credit: Three semester hours.

CIS 1533 INTRODUCTION TO VISUAL BASIC

Prerequisite: NONE

This course is designed to give the student a basic knowledge of Visual Basic Programming. Topics covered include: elements of the object model, design methods, message passing, and the inheritance hierarchy.

Three lecture hours a week.

Credit: Three semester hours.

CIS 1653 DATA COMMUNICATIONS AND NETWORK FUNDAMENTALS

Prerequisite: NONE

This course is a study of the theory, protocols and signaling devices employed in the transmission of data between computer installations, network elements, and peripherals. Network topologies and organization are emphasized. The emphasis is upon advanced applications that include methods used to access, transfer and/or exchange data between conversations, shared environments and local and remote networks.

Three lecture hours a week.

Credit: Three semester hours.

CIS 1683 OPERATING SYSTEMS

Prerequisite: NONE

This course will cover the history of the computer and its companion, the system software known as the Operating System. The Operating System makes it possible to communicate between computer hardware and the application software and acts as a mediator between them. The student will learn about the first Operating System written for microcomputers in the 70's called DOS (disk operating systems: Windows 95, 98, NT, LINUX, Novell and others. Three lecture hours a week.

Credit: Three semester hours.

CIS 2113 COMPUTER APPLICATION PACKAGES

Prerequisite: NONE

This course is designed to familiarize the student with commonly used computer applications. A brief history of computers is discussed, as well as required terminology. Students receive instruction on the use of a commonly used word processor, Internet browser, presentation graphics software and a spreadsheet package. The students will learn to use the Internet as a research tool. E-mail usage is encouraged. In this course, students will use the computer daily. It is recommended that students know how to type before enrolling in this course.

Three lecture hours a week.

Credit: Three semester hours.

CIS 2143 COMPUTER NETWORKING

Prerequisite: None

This course is an introduction to computer networks, distributed systems and their systematic design. The students will learn the structure and architecture of computer networks. Networking experiments will be used to demonstrate network topologies.

Three lecture hours a week. Credit: Three semester hours.

COURSE DESCRIPTIONS

CIS 2213 DATA BASE MANAGEMENT SYSTEMS

Prerequisite: CIS 1113

This course provides a modern approach and concise introduction to database management systems for computing and business students. This course offers an introduction to database concepts in a visual, flexible and a comprehensive way to build Microsoft Access skills using hands-on database design and management approach. This course focuses on the relational model of databases and takes students clearly and effectively through the entire process of database design, implementation and development stages. In this class, we will discuss real-world database issues like database design, data integrity and data security. It will include detailed coverage of the relational model.

Three lecture hours a week.

Credit: Three semester hours.

CIS 2223 SYSTEMS ANALYSIS

Prerequisite: CIS 1113

This course is an introduction to the full scope of systems analysis, including problem definition, data collection (observation, interviewing and questionnaires), documentation of existing systems, and definition of new system requirements. Also included are topics such as the role of the systems analyst, tools and techniques, written and oral presentations, working on a systems development team, and interaction with computer users.

Three lecture hours a week.

Credit: Three semester hours.

CIS 2253 WEB PAGE DESIGN

Prerequisite: NONE

For Associate of Applied Science majors only, this course is designed to teach students current and effective web page design techniques. Students are required to build and maintain their own web page.

Three lecture hours a week.

Credit: Three semester hours.

CIS 2603 SPECIALIZED WORD PROCESSING

Prerequisite: CIS 1113 or one year of high school computer classes with a grade of "B" or higher.

This is an advanced course designed to assist students to increase proficiency in processing data. Emphasis is on those types of programs most likely to be used by office personnel. Special attention is given to word processing applications. This is a hands-on, heavily user-oriented course.

Three lecture hours a week.

Credit: Three semester hours.

CIS 2723 SPREADSHEET APPLICATIONS

Prerequisite: CIS 1113 or one year of high school computer classes with a grade of "B" or higher.

This course provides the student with an intensive study of selected spreadsheet applications. The student will apply the basic theoretical and practical concepts of an electronic spreadsheet as used in business applications. Study will include the design and creation of worksheets, templates, graphs, macros and other options as they apply to the software being used. This is a heavily hands-on, user-oriented course.

Three lecture hours a week.

Credit: Three semester hours.

CIS 2803 DESKTOP PUBLISHING

Prerequisite: CIS 1113 or one year of high school computer classes with a grade of "B" or higher.

This course will introduce students to the popular new field of computerized desktop publishing. Major topics to be covered are document component preparation through scanning, word processing or graphics. This is a hands-on, heavily user-oriented course.

Three lecture hours a week.

Credit: Three semester hours.

CIS 2810 SPECIAL PROBLEMS IN COMPUTER INFORMATION SYSTEMS

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Computer Information Systems.

May be taken more than once.

Credit varies from one to four hours.

CIS 2813 CIS STUDENT INTERNSHIP

Prerequisite: Approval of the Division Chair

This course will provide the student with comprehensive, supervised computer hardware and software training. The training will be under the direct supervision of the course facilitator. The student will learn general hardware concepts, including basic PC troubleshooting, personal computer upgrading, and general PC networking. Software concepts include packages evaluation and installation, operating system installation, networking evaluation and installation, and end-user help desk functions and training.

Credit: Three semester hours.

COMPUTER SCIENCE (CS)

CS 1313 PROGRAMMING FUNDAMENTALS

Prerequisite: NONE

This course is designed for beginning computer science majors and addresses the study of sound reasoning and the application of this reasoning to problem solving. The course will cover many approaches to problem solving such as step algorithms, flow charts, set theory and truth tables. Students will learn techniques to translate real life problems into forms that will enable computer programs to solve them.

Three lecture hours a week.

Credit: Three semester hours.

CS 1533 INTRODUCTION TO VISUAL BASIC

Prerequisite: NONE

This course is designed to give the student a basic knowledge of Visual Basic Programming. Topics covered include: elements of the object model, design methods, message passing, and the inheritance hierarchy.

Three lecture hours a week.

Credit: Three semester hours.

CS 2113 PROGRAMMING IN BASIC

Prerequisite: NONE

This is a computer-programming course using the computer language BASIC. Topics included are fundamental concepts of programming, system-level commands, program execution and debugging, sequential files, input/output operations, conditional operations, arithmetic operations, predefined functions, report generation, program loops, string manipulation, subscripted variables and arrays (both list and tables), and an introduction to structured program techniques. Students are required to complete out-of-class programming assignments on a computer.

Three lecture hours a week.

Credit: Three semester hours.

CS 2163 C++ PROGRAMMING

Prerequisite: NONE

This course is a study of the structured programming language C++. Topics included are modular program design, logic structures, programming style, top-down design, syntax/semantics, input/output operations, file types, memory management, and data structures. Students are required to complete out-of-class programming

COURSE DESCRIPTIONS

assignments on a computer.
Three lecture hours a week.
Credit: Three semester hours.

CS 2173 OBJECT-ORIENTED PROGRAMMING

Prerequisite: NONE

This course is a continuation of CS 2163, and an overview of contemporary object-oriented languages, such as C++ and JAVA. It includes practical application of object-oriented techniques. The student will learn elements of the object model, object-oriented design methods, message passing and the inheritance hierarchy.

Three lecture hours a week.

Credit: Three semester hours.

CS 2183 INTRODUCTION TO JAVA

Prerequisite: NONE

This course is designed to introduce the student to basic programming techniques using JAVA. Topics covered include expressions, functions, conditionals, iteration and data abstraction.

Three lecture hours a week. Credit: Three semester hours.

CS 2263 C# PROGRAMMING

Prerequisite: NONE

This course provides an introduction to computer programming using a modern, object-oriented programming language, such as C#. It is intended to be a beginning, programming course focusing on programming concepts, fundamentals and source control. Students are required to complete out-of-class programming assignments on a computer.

Three lecture hours per week.

Credit: Three semester hours

CS 2810 SPECIAL PROBLEMS IN COMPUTER SCIENCE

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Computer Science. May be taken more than once.

Credit varies from one to four hours.

CONSERVATION (CON)

CON 1203 OUTDOOR RECREATION MANAGEMENT

Prerequisite: NONE

This course explores the use and management of recreational resources on federal, state, local, and private land. Students in this course will be introduced to basic principles involved in outdoor safety and planning outdoor recreational activities. Topics include the influence of social and economic values on recreational use and planning, techniques for environmental interpretation and facilities and site maintenance. This course will also discuss policies, procedures, and problems associated with outdoor recreations.

Three lecture hours a week.

Credit: Three semester hours.

CON 1404 CONSERVATION OF NATURAL RESOURCES

Prerequisite: NONE

This course is designed for both conservation majors and as a general education science alternative for students who wish to learn more about important environmental concepts and issues. It includes a study of global issues such as acid rain, global warming and ozone depletion. It also explores local and regional issues such as conservation of water, soils, minerals, energy, rangelands and forests. An introduction to chemistry and other areas of science are covered to provide the students with the foundation to better understand these natural resource conservation topics.

Three lecture hours and two laboratory hours per week.

Credit: Four semester hours.

CON 1414 DENDROLOGY

Prerequisite: BOT 1114

Included in this course are the identification and classification of tree and shrubs both in the field and laboratory in winter and summer seasons. Consideration is given to the principal uses and geographical distribution of each species.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

CON 2233 MEXICAN ECOLOGY & CULTURE

Prerequisite: Approval of instructor based on personal interview. Main interview topics are presented in syllabus and may be obtained prior to interview. This course includes a study-abroad component of nearly two weeks. Students study with Mexican university students and are taught an "immersion" tropical field zoology course by the faculty of the Centro de Investigaciones Biológicas of the Universidad Autónoma del Estado del Morelos and United States faculty from participating institutions. Field sampling and identification techniques for birds, reptiles, amphibians, fish and mammals are the focus. Murray State College is the charter U.S. institution in this collaborative program. Students meet on campus throughout the semester both before and after the trip abroad. Internet use is required. Required books and readings and in-class discussions address some of the great diversity of Mexican cultural, political and socioeconomic conditions. A major objective of this course for both Murray State College and UAEM is to promote greater tolerance, understanding and appreciation of our two countries by our students. This course counts as either a science elective or general education humanities elective. Field study abroad component consists of 12-14 days. "Immersion" study hours with UAEM are approximately 50 hours of the days abroad.

One lecture/discussion hour is scheduled per week on campus.

Credit: Three semester hours.

CON 2403 CONSERVATION OF WILDLIFE

RESOURCES Prerequisite: C or better in CON1404

This course is presented from a conservation ecology perspective. The history and importance of the conservation movement is reviewed, and important conservation agencies and organizations are presented. Coverage of fundamental concepts of wildlife management are integrated in units on the structure and function of a wide range of terrestrial and aquatic ecosystems. Special problems such as endangered species preservation, genetic diversity conservation, predator management, designing wildlife preserves, and effects of chemical pollution are also addressed.

Three lecture hours a week plus required field trips.

Credit: Three semester hours.

CON 2504 INTRODUCTION TO Forensic Science

Prerequisite: BIO 1404

This course is an introductory course in which students will have the opportunity to explore how scientific principles are used in analyzing physical evidence found at crime scenes and to be introduced to the wide array of career choices in forensics. The fundamental objective is to teach the basic processes and principles of critical thinking so as to apply them to solving problems that are related not only to science but also to all disciplines.

Four lecture hours a week.

Credit: Four semester hours.

CON 2810 SPECIAL PROBLEMS IN CONSERVATION

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Conservation. May be taken more than once.

Credit varies from one to four hours.

COURSE DESCRIPTIONS

CON 2911 VOLUNTEER INTERNSHIP

Prerequisite: Approval of the Departmental Chair and the Conservation & Wildlife Advisor

This course will allow students to gain experience in various aspects of the conservation field by volunteering for a state, federal or non-governmental agency within the conservation field. The student will be responsible for completing forty (40) documented hours of volunteerism for one or more of the agencies to gain one credit hour of coursework.

This course may be taken more than once, but only one hour will count as credit towards graduation.

Credit varies from one to four hours.

CRIMINAL JUSTICE (CJ)

CJ 1113 INTRODUCTION TO CRIMINAL JUSTICE

Prerequisite: NONE

An examination of the historical and social development of and contemporary practices related to the major components of the U.S. criminal justice system: law enforcement, the courts, corrections, and their role in a democratic society.

Three lecture hours per week.

Credit: Three semester hours.

CJ 1433 INTRODUCTION TO LAW

Prerequisite: NONE

This course is designed to provide the student with the foundation upon which to commence legal studies. The course should be taken before the student takes any law-related course, but it may be taken in conjunction with Legal Research (BM 1843). This course will include an analysis of the following items: legal terms, state and federal court systems, civil and criminal actions, appeal process, functions of county offices, filing procedures and ethics. This course will require the student to conduct an exploration of the various parts of the legal system so as to understand their nature, function and interrelationship. This course is presented in a lecture format, and testing will be based upon an objective format, though some components will be written/essay assignments. The student will be required to demonstrate a working knowledge of the materials covered in the course.

Three lecture hours a week.

Credit: Three semester hours.

CJ 1483 LEGAL RESEARCH

Prerequisite: None.

This course prepares the student to use a law library. Other areas covered help to explain the use, function and purpose of each type of legal publication; utilize proper methods of citing references, research legal problems, prepare individual case briefs, legal memoranda, a legal bibliography on legal research problems, accurately research reported cases, commit the findings of legal research to clear precise writing, and prepare appellate briefs in accordance with applicable court rules.

Three lecture hours a week.

Credit: Three semester hours.

CJ 2323 CRIMINAL LAW

Prerequisite: CJ 1113

This course is an examination of the basic concepts of the theory of substantive criminal law including sources, classification of crimes, anticipatory offenses, parties to crime, uncompleted crimes, criminal liability, and defenses.

Three lecture hours per week.

Credit: Three semester hours.

CJ 2353 JUVENILE JUSTICE

Prerequisite: CJ 1113

This course will be designed to provide an understanding of the Juvenile

Justice System both in Oklahoma and on a national basis. The major areas explored will be diversion and treatment goals.

Three lecture hours per week.

Credit: Three semester hours.

CJ 2423 INTRODUCTION TO LAW ENFORCEMENT

Prerequisite: CJ 1113

This course will introduce history, development and philosophy of law enforcement in a democratic society, introduction to agencies involved in the administration of criminal justice and provide certain career orientation. In addition, CLEET requirement can be incorporated into the course as stated above.

Three lecture hours a week.

Credit: Three semester hours.

CJ 2433 DOMESTIC RELATIONS

Prerequisite for Criminal Justice Major: CJ 1113

Prerequisite for Business Management Legal Option Major: CJ 1433

This course examines the laws of divorce, annulment, separate maintenance actions, and a review of various juvenile problems including adoption, custody and delinquency.

Three lecture hours a week.

Credit: Three semester hours.

CJ 2443 CRIMINAL PROCEDURES

Prerequisite: CJ 1113 or CJ 1433

This course is an examination of the rules, principles, and concepts governing the enforcement of arrest, search and seizure primarily focusing on the 4th, 5th, and 6th Amendments to the United States Constitution.

Three lecture hours per week.

Credit: Three semester hours.

CJ 2453 CRIMINAL INVESTIGATIONS

Prerequisite: CJ 1113 or CJ 1433.

This course is an introduction to criminal investigation, including theory and history, conduct at crime scenes, collection and preservation of evidence. Major sections cover current issues, environmental crime, videotaping of crime scenes, street gangs and drugs.

Credit: Three semester hours.

CJ 2523 INTRODUCTIONS TO CORRECTIONS

Prerequisite: None.

This course is an overview and complete analysis of the entire adult corrections system and is designed to provide an understanding of the adult correctional system, both in Oklahoma and on a national basis. The course will provide the student with information regarding the entire field of adult corrections.

Credit: Three semester hours.

CJ 2810 SPECIAL PROBLEMS IN CRIMINAL JUSTICE

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Criminal Justice.

May be taken more than once.

Credit varies from one to four hours.

CJ 2936 LAW ENFORCEMENT SKILLS ACADEMY I

Prerequisite: Approval of the Division Chair.

This course develops skills in the functional areas of firearms, law enforcement driving and first aid utilizing Council on Law Enforcement Education and Training (CLEET) developed and required curriculum.

Three lecture and four lab hours per week.

Credit: Six semester hours.

COURSE DESCRIPTIONS

CJ 2946 LAW ENFORCEMENT SKILLS ACADEMY II

Prerequisite: Approval of the Division Chair

This course develops skills in the functional areas of conducting criminal investigations, custody and control of suspects, and police patrol techniques utilizing Council on Law Enforcement Education and Training (CLEET) developed and required curriculum.

Three lecture and four lab hours per week.

Credit: Six semester hours.

DYNAMICS OF LEADERSHIP (DOL)

DOL 2201 DYNAMICS OF LEADERSHIP

Prerequisite: By nomination only

This course is of particular interest to students with an interest in developing leadership skills or in exhibiting skills possessed. Through a series of lectures and social activities, students will come to a greater awareness of the importance of current events, economic development, citizenship and social skills, and the role they play in life.

Credit: One semester hour.

ECONOMICS (ECO)

ECO 2113 PRINCIPLES OF MACROECONOMICS

Prerequisite: NONE

This course exposes the student to the forces and institutions governing the economic system. Topics covered include economic issues, scarcity, choice, supply and demand, the role of government, performance, macroeconomics theory and policy, Keynesian Model, money, aggregate supply, productivity, banking, and the world economy.

Three lecture hours a week.

Credit: Three semester hours.

ECO 2123 PRINCIPLES OF MICROECONOMICS

Prerequisite: NONE

This course exposes the student to basic choices, supply and demand, microeconomic issues and applications policy analysis, price ceilings and floors, income and substitution, firms and production, pure competition, model monopoly, monopolistic competition and oligopoly, factor markets, government intervention and the market, and the world economy.

Three lecture hours a week.

Credit: Three semester hours.

ECO 2603 BUSINESS AND ECONOMIC STATISTICS

Prerequisite: MTH 1513 and BC 2113

This introductory course covers such topics as statistical terminology, averages, dispersion, data display, probability, sampling, tests of hypothesis, and inferences. Throughout the course, the major emphasis will be placed on using statistical methods to solve business problems. As a requirement of this course, each student will complete a major applied research project (MARP).

Three lecture hours a week.

Credit: Three semester hours.

ECO 2810 SPECIAL PROBLEMS IN ECONOMICS

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Economics. May be taken more than once. Credit varies from one to four hours.

ENGLISH (ENG)

ENG 0114 TRANSITIONAL READING AND WRITING I

Prerequisite: Initial placement into transitional English based on placement scores.

This four hour non-credit course will emphasize the skills required to read college level texts through the application of active reading strategies and will emphasize the sentence and paragraph composing process. Readings will provide models and topics for writing. Sentence structure, grammar, mechanics and usage will be included. College readiness skills are a major component. Enrollment is based upon standardized placement test scores. Final grade in this course is transcribed as S or U. To receive a passing grade, the student must have a passing average of 70% in course work in order to enroll in ENG 0214 Transitional English II.

Three lecture hours and one lab hour a week.

Credit: None

ENG 0214 TRANSITIONAL READING AND WRITING II

Prerequisite: Placement scores or successful completion of ENG 0114.

This non-credit course will emphasize the skills required to read college level texts with satisfactory comprehension, speed, and retention and will emphasize the paragraph to essay composing process. Readings will provide models and topics for writing. Sentence structure, grammar, mechanics and usage will be included. Vocabulary development is a major component. Enrollment is based upon standardized placement test scores. Final grade in this course is transcribed as S or U. To receive a passing grade, the student must have a passing average of 70% in course work in order to enroll in ENG 1113 English Composition I.

Three lecture hours and one lab hour a week.

Credit: None

ENG 1053 INTRODUCTION TO FOLKLORE

Prerequisite: None

A classic and general introduction to the theories, origins, forms, and characteristics of folklore is provided in this course. It also provides a background in folklore terminology, genres, motifs in folklore and serves as a supplementary course to other folklore.

Three lecture hours a week.

Credit: Three semester hours.

ENG1113 ENGLISH COMPOSITION I

Prerequisite: ACT English Subscore of 19 or higher, or minimum secondary assessment score, or successful completion of ENG 0403

This reading and writing course emphasizes the process of beginning, developing, organizing, revising and completing essays. Narrative, descriptive and expository writing forms will be covered.

Three lecture hours a week.

Credit: Three semester hours.

ENG 1213 ENGLISH COMPOSITION II

Prerequisite: Successful completion of ENG 1113

A continuation of the writing practices begin in ENG 1113, this course continues critical reading, thinking and writing processes. It emphasizes various essay writing techniques covering essays for particular career-related purposes and audiences, and continues research techniques and basic computer-generated formatting.

Three lecture hours a week.

Credit: Three semester hours.

ENG 1223 MEDICAL TERMINOLOGY

Prerequisite: NONE

Emphasis in this course is on the development of medical terminology skill; i.e., pronunciation, spelling, and meaning of word elements that comprise medical vocabulary. Focus is on the understanding and proficiency in using terminology common to all areas of the medical and

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nursing professions.

One lecture and four laboratory hours a week.

Credit: Three semester hours.

ENG 2113 TECHNICAL REPORT WRITING

Prerequisite: ENG 1113

This course is designed to provide study and practice in the format, organization, and style of writing for technical purposes. Emphasis will be placed on objectivity, clarity, and precision.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2123 CREATIVE WRITING

Prerequisite: NONE

This course is a writing workshop format focusing on various forms of fiction and nonfiction creative writing, including poetry, short stories and plays. Students will learn the effective use of dialogue, descriptive, narrative, and various poetry and prose forms while becoming familiar with modern and past authors, poets and playwrights.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2413 INTRODUCTION TO LITERATURE

Prerequisite: NONE

Using selections from prose fiction, drama and poetry, this course will provide student useful reading strategies for increasing understanding

and appreciation of these literary forms. Reading selections will survey world literature. The course will provide insight into the uses of language as an artistic form and into the value of literature.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2433 INTRODUCTION TO WORLD LITERATURE

Prerequisite: NONE

This is a survey of world literature, primarily of the 20th century, from Europe, Africa, the Caribbean and South Asia. Students will read at least one text from each area. Selections will cover prose, poetry and drama.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2543 ENGLISH LITERATURE THROUGH THE EIGHTEENTH CENTURY

Prerequisite: NONE

Beginning with the Anglo-Saxon epic Beowulf, this course will provide a historical survey of the English literary canon through the eighteenth century. In addition to study in the primary texts, the course will cover the social, political, scientific and religious contexts, which shaped the literature. Particular emphasis will be given to the shift from a medieval worldview to a post-Reformation and new science worldview.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2653 ENGLISH LITERATURE SINCE THE NINETEENTH CENTURY

Prerequisite: NONE

Starting with nineteenth-century romanticism, this course will provide a historical survey of major English writing to the present day. Particular emphasis will be given to the major features of the romantic literary outlook and literary adaptations to cultural influences such as, industrialization, urbanization, Darwinian science and the two world wars.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2713 NATIVE AMERICAN INDIAN LITERATURE

Prerequisite: NONE

This course explores the literary evolution and historical experiences of American Indian authors, orators and writers. The course will focus on historical, societal, and cultural contributions by native authors to the American literary society and culture. We will discover the reclamation of voice, heritage, and culture through modern and past native authors in a variety of writing genres and styles.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2773 AMERICAN LITERATURE TO 1865

Prerequisite: NONE

This course will provide a historical survey of the American literary canon from the arrival of the Puritans and Pilgrims to the end of the Civil War period. It will emphasize the religious and political origins of American literature and the process by which writers in America distinguished themselves as American authors, helping to create and to define what "American" means.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2883 AMERICAN LITERATURE SINCE 1865

Prerequisite: NONE

This course will concentrate on some of the best of classic to modern science fiction and sub-genres from the 1800s to the present. This

class will introduce students to some of the major science fiction novels and short stories. Also covered will be current subgenres and trends in science fiction writing.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2813 SCIENCE FICTION LITERATURE

Prerequisite: NONE

This historical survey of American literature from 1865 to the present will cover the major writers and texts of this period. It will emphasize the transition of American literature from the romantic outlooks of the pre-Civil War period to the development of "realistic" and "naturalistic" practices in response to the war and Darwinian ideas in science. Twentieth-century study will examine the cultural forces, which produce "modernistic" and "post-modernistic" literature.

Three lecture hours a week.

Credit: Three semester hours.

ENG 2810 SPECIAL PROBLEMS IN ENGLISH

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to English.

May be taken more than once.

Credit varies from one to four hours.

ENTOMOLOGY (ENT)

ENT 2023 GENERAL ENTOMOLOGY

Prerequisite: ZOO 1114 or BIO 1114

This course is a general study of insect life including biology, morphology, classification, control and modern research developments.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

ENT 2024 INTRODUCTION TO ENTOMOLOGY

Prerequisite: BIO1404

This is a single semester course designed to introduce concepts associated with insects and insect relatives, including: biology,

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morphology, classification, control, and modern research developments. The role of insects in the natural and managed ecosystems will also be explored.

Three lecture and three laboratory hours per week.

Credit: Four semester hours.

ENT 2810 SPECIAL PROBLEMS IN ENTOMOLOGY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Entomology.

May be taken more than once.

Credit varies from one to four hours.

FINANCE (FIN)

FIN 2633 PERSONAL FINANCE

Prerequisite: ACC 1113 or ACC 2103 or approval of the Division Chair.

An introductory course covering the various problems of individual and consumer financial management. Course topics may 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 institution services, personal taxes, wills, estate planning, retirement planning, career planning, financial planning, and leasing arrangements.

Three lecture hours a week.

Credit: Three semester hours.

FIN 2810 SPECIAL PROBLEMS IN FINANCE

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Finance.

May be taken more than once.

Credit varies from one to four hours.

FINE ARTS (FA)

FA 2810 SPECIAL PROBLEMS IN FINE ARTS

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Fine Arts. May be taken more than once.

Credit varies from one to four hours.

GEOGRAPHY (GEO)

GEO 1113 INTRODUCTION TO GEOGRAPHY

Prerequisite: NONE

This course is a study of basic geographic concepts and global physical and cultural patterns.

Three lecture hours a week.

Credit: Three semester hours.

GEO 1223 ECONOMIC GEOGRAPHY

Prerequisite: NONE

This course is a study of the processes significant to the spatial structures of economic systems. Production, consumption and exchange activities are examined in regard to location, distribution, aerial differentiation and spatial interaction patterns. Attention is given to processes of change as well as to globalization.

Three lecture hours a week.

Credit: Three semester hours.

GEO 2443 HUMAN AND CULTURAL GEOGRAPHY

Prerequisite: None.

This course deals with the major organizing concepts of economic and cultural geography. It examines people's geographic behavior in terms of their spatial organization of the earth's surface and their development of regional and political systems.

Three lecture hours a week.

Credit: Three semester hours.

GEO 2513 WORLD REGIONAL GEOGRAPHY

Prerequisite: NONE

This course focuses on the world's major cultural regions with emphasis on the geographic aspects of contemporary economic, social and political relationships with the physical environment.

Three lecture hours a week.

Credit: Three semester hours.

GEO 2810 SPECIAL PROBLEMS IN GEOGRAPHY

Prerequisite: Approval of Division Chair

This course is a study and/or analysis of a selected area and/or topic in Geography.

May be taken more than once.

Credit varies from one to four semester hours.

GEOLOGY (GEL)

GEL 1114 GENERAL GEOLOGY

Prerequisite: NONE

This is a course in general geology, dealing with the structure of the earth, the forces that change it, and the history of physical developments. Three lecture hours and three laboratory hours a week.

Credit: Four semester hours.

GEL 2810 SPECIAL PROBLEMS IN GEOLOGY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Geology. May be taken more than once.

Credit varies from one to four hours.

GLOBAL EDUCATION STUDIES(GES)

GES 2910 GLOBAL EDUCATION STUDIES

Prerequisite: Permission by International Studies Chair

Global Education Studies offer students the ability to design a global social work opportunity in a foreign country while earning 1-4 elective credits. Projects are student-initiated and may include service learning, research, and cultural immersion, language building skills or other educational cultural activities. Students and the faculty instructor determine the course content, goals, and assignments before the student travels abroad. Credit hours are determined by the time commitment required by the design of the service learning, research, and cultural immersion, language building skills or other educational cultural activities. Credit hours are not awarded for the global experience/trip itself, but rather on the academic content and outcome of the Global Education Studies course.

May be taken more than once.

Credit varies from one to four hours.

GOVERNMENT (GVT)

GVT 1113 AMERICAN FEDERAL GOVERNMENT

Prerequisite: NONE

This course is a study of the principles, structure, processes and functions of the United States Federal Government.

Three lecture hours.

Credit: Three semester hours.

COURSE DESCRIPTIONS

GVT 2323 INTRODUCTION TO POLITICAL SCIENCE

Prerequisite: NONE

This course will be an overview of the four major fields of political science: American politics, international politics, political theory and methodology, and comparative politics. The course will also examine special topics such as the public policy process and current political events and issues.

Three lecture hours a week.

Credit: Three semester hours.

GVT 2343 INTRODUCTION TO STATE AND LOCAL GOVERNMENT

Prerequisite: NONE

This course is a study of the government of Oklahoma that examines the historical foundations of the Constitution of Oklahoma, the constitutional evolution of the three branches of Oklahoma government, and the present organizational structure of Oklahoma government. Included in the course is a study of Oklahoma politics and important civil rights cases.

Three lecture hours a week.

Credit: Three semester hours.

GVT 2810 SPECIAL PROBLEMS IN GOVERNMENT

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Government.

May be taken more than once.

Credit varies from one to four hours.

GUNSMITHING (GS)

GS 1001 BASIC FIREARMS MAINTENANCE

Prerequisite: NONE

This course is an introduction to basic firearms care and maintenance. This course will focus on firearms safety, understanding basic nomenclature of parts, the cleaning and maintaining of firearms, the tools needed for basic care, the function of mechanical and telescopic sights including alignment and basic gunsmithing concepts as applicable to the novice.

One lecture hour a week. Credit: One semester hour.

GS 1012 GUN BLUING

Prerequisite: NONE

This course is a study of the chemical processes and procedures used to produce a black oxide finish on firearms utilizing the hot caustic immersion and rust bluing processes. Metal preparation, bluing room design, equipment, chemicals, and safety factors will be covered. Polishing techniques and metal preparation utilizing primarily hand techniques will be emphasized. Students will develop skills by applying these processes to test pieces, tools, and project firearms.

One lecture and two laboratory hours a week.

Credit: Two semester hours.

GS 1113 GUNSMITHING THEORY I

Prerequisite: NONE

This course will give the student an explanation of firearms design, function nomenclature, assembly & disassembly and minor repair. Students will use factory updates in this course. The course will cover shotguns (Over/under, Pump, Internal Gas Systems, External Gas Systems, Short & Long, Recoil & Blowback Systems).

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

GS 1122 GUNSMITHING THEORY II

Prerequisite: GS 1113

This course will cover firearms design, function nomenclature, assembly and disassembly of guns, and minor gun repair. Factory updates for

each gun will also be covered. The course will cover semi-automatic pistols, double-action revolvers, single-action revolvers, gas operated rifles, and lever action rifles.

Two lecture and two laboratory hours a week.

Credit: Two semester hours.

GS 1213 BENCH METAL WORK

Prerequisite: NONE

This course is a study of the care and use of common bench tools as they apply to the field of gunsmithing. The use of the sensitive drill press, the basics of forging, heat treatment, non-fusion bonding techniques (i.e. brazing, silver soldering and soft soldering), semi-precision layout and the use of the oxyacetylene torch will also be covered. The student will develop skills with common hand tools and gunsmithing bench techniques through the construction of common gunsmithing tools.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

GS 1223 GENERAL METALS

Prerequisite: GS 1213

This course is designed to provide the student with a basic working knowledge in the field of metallurgy as it applies to gunsmithing and metalsmithing techniques. Emphasis will be placed on characteristics and selection of various metal alloys, heat treating/tempering processes that apply to metal alloys, and hardness and tensile strength testing of various metal alloys. Students will also develop skills in the process of color case hardening, the manufacturing and tempering of gun springs, and tungsten inert gas (TIG) welding.

Two lecture and two laboratory hours per week.

Credit: Three semester hours.

GS 1313 MACHINE TOOL PRACTICES

Prerequisite: NONE

This course is designed to provide the student with basic operational skills and knowledge of some common machine tools associated with the field of gunsmithing. Use of the engine lathe, lathe accessories, tool bit grinding and lathe machining procedures will be emphasized in this course. Use of the bench and pedestal grinders and metal cutting saws will also be covered. The student will develop skills with these machine tools through the manufacture of gunsmithing tools.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

GS 1324 MACHINE METAL WORK I

Prerequisite: GS 1313

This course is a continuation of GS 1313, Machine Tool Practices. It is designed to continue developing operational and procedural skills on the engine lathe and to provide the student with basic operational skills of the vertical milling machine and the horizontal spindle surface grinder. The student will develop skills with these machine tools through laboratory exercises and the manufacture of gunsmithing tools.

Two lecture and three laboratory hours a week.

Credit: Four semester hours.

GS 1362 MACHINE SHOP I

Prerequisite: None

This course is designed to give practical machine tool experience and guidance to gunsmithing students. It allows students to use the machining skills they have developed to solve everyday problems that they will face as professional gunsmiths. Advanced students may further develop skills and speed through practical use of various machine tools and machining processes.

One lecture hour and two laboratory hours a week.

Credit: Two semester hours.

COURSE DESCRIPTIONS

GS 1372 MACHINE SHOP II

Prerequisite: GS 1362

This course is designed to give practical machine tool experience and guidance to gunsmithing students. It allows students to use the machining skills they have developed to solve everyday problems that they will face as professional gunsmiths. Advanced students may further develop skills and speed through practical use of various machine tools and machining processes.

One lecture hour and two laboratory hours a week.

Credit: Two semester hours.

GS 1412 HANDLOADING AND BALLISTICS

Prerequisite: NONE

This course is a study of the bullet's flight from barrel to target, history and evolution of loading components, use of various types of powder, primers and cases, types of bullets and effect on rifling in barrel, actual loading and testing of ammunition, loading tools and dies, and safety factors.

One lecture and two laboratory hours a week.

Credit: Two semester hours.

GS 1512 BLUEPRINT READING

Prerequisite: NONE

This course is designed to provide the technical student with the necessary skills to visualize and interpret industrial drawings and prints encountered in the machine trades. This course includes an introduction to drawing and print types, principles of orthographic projection, the alphabet and precedence of line types, interpretation of single and multi-view drawing, interpretation of title blocks, various methods of dimensioning and tolerance, types of view sectioning, special notation, and auxiliary views will be discussed. The student will also learn the basics of Isometric sketching used to produce simple technical sketches. An emphasis will be placed on the use of technical illustrations and prints to develop these basic skills and understanding. The use of Computer Aided Drafting (CAD) may be added as laboratory conditions permit.

One lecture hour and two laboratory hours per week.

Credit: Two semester hours.

GS 1521 GUN STORE MANAGEMENT

Prerequisite: NONE

A study of the problems faced in creation and growth of a gunsmithing business such as, opportunity recognition, financing, money flow, business organization, shop location and layout, record keeping, stock and inventory, local, state, federal laws, and insurance.

One lecture hour a week.

Credit: One semester hour.

GS 1532 INTRO TO AUTOCAD

Prerequisite: GS 1512.

This course is a beginner's introduction to AutoCAD. In this course, students will learn how to create a drawing, set up individualized workspace settings, build drawing templates and apply proper dimensioning rules. Primary focus of this class is the introduction and utilization of 2D drafting and modeling and using the different drawing formats available in order to maintain compatibility between the various drafting software available. Projects will be assigned, but the majority of the drawings will be of the students' choice.

One lecture hour and two lab hours per week.

Credit: Two semester hours.

GS 1613 RIFLESMITHING

Pre-requisite: GS 1113 GS 1213 & GS 1313

This course is a detailed study in the construction and assembly of custom rifles. It will include the study of the design and function of common commercial and military turn bolt rifles and the AR-15 style upper receiver.

The following Riflesmithing topics will be covered during this course: design and function of various receiver designs, restyling of military actions to a sporter configuration, Accurizing procedures, breeching systems, barrel contouring and fitting, headspacing and chambering of barrels, trigger design and installation, bolt modifications, safety modifications, sight calculation and installation, magazine and receiver modifications, trouble diagnosis, and gas port location. The student will develop skills in these topics by re-barreling a commercial or military turn bolt rifle action and assembling an AR-15 style upper receiver. All barrel work will be done from a barrel blank. Students will be required to do research paper and presentation on rifle design. The student will need to continue supervised laboratory work to complete this course.

Two lecture hours and two laboratory hours per week.

Credit: Three semester hours.

GS 2023 METAL FINISHING

Prerequisite: GS 1012

This course is a study of various chemical processes and metal preparation techniques as applied to gunmetal finishing. Metal finishing processes including nitre bluing or coloring, electro less nickel plating, zinc and manganese phosphate coating parkerizing), and aluminum anodizing will be covered in this course, as will metal preparation utilizing power and hand techniques, equipment, and safety factors. Students will develop skills with by preparing and applying these various metal finishes to project firearms.

Two lecture hours and two laboratory hours a week.

Credit: Three semester hours.

GS 2032 ADVANCED METAL FINISHING

Pre-requisite: GS 2023

This course is a continued study in metal preparation techniques and the chemical processes as they relate to metal finishing of firearms. Processes that were introduced in GS 1012: Gun Bluing and GS 2023: Metal Finishing will be expanded to more complex levels. These processes may include various bluing techniques, Parkerizing; spray finishes, aluminum anodizing, Electroless nickel plating, and hydrographic. Additional processes including Nickel Boron Plating and Electro-brush plating will be covered. The student will continue to develop and refine skills with these processes by the application to firearm projects. This course will consist of one lecture hour and two laboratory hours per week. Addition supervised laboratory hours will be required to complete this course.

One lecture hour and two laboratory hours per week.

Credit: Two semester hours.

GS 2042 PRODUCTION BLUING

Prerequisite: GS 1012

This course is a continued study in metal finishing processes as they relate to production or high volume metal finishing processes. It is an advanced course in the application of processes that were introduced in GS 1012 Gunbluing and GS 2013 Metal Finishing. Continued development and caustic processes, stainless and standard gun steel, rust bluing, including slow and fast techniques, and phosphate coating (Parkerizing) will be used to finish projects. This class will emphasize laboratory project performance.

One lecture and two laboratory hours a week.

Credit: Two semester hours.

GS 2133 REPAIRING OF FIREARMS I

Prerequisite: GS 1122

This course is a study of repairing of all types of rifles, pistols, and shotguns stressing factory methods and techniques, diagnosing malfunctions, fitting and adjusting parts.

One lecture and two laboratory hours a week.

Credit: Three semester hours

COURSE DESCRIPTIONS

GS 2142 REPAIRING OF FIREARMS II

Prerequisite: GS 2133

This course is a study of diagnosing malfunctions fitting and adjusting gun parts stressing factory methods and techniques for more complex repairs are studied.

One lecture hours a week and two laboratory hours a week.

Credit: Two semester hours.

GS 2163 APPLIED REPAIR TECHNIQUES

Prerequisite: GS2133 and GS 2653

This course will focus on applying specialized gun repair techniques that are common to modestly equipped gunsmithing operations. This course will include repair methods for rifles, handguns, shotguns and covers topics such as lining rifle barrels, installing Sako extractors, sleeving bolt bodies, turning bolt handles for tactical bolt knobs and other specialized rifle, shotgun and handgun repair techniques. Emphasis will be placed on performing safe repairs while maintaining efficiency and profitability in a gun shop.

One lecture and two lab hours per week.

Credit: Three semester hours.

GS 2333 MACHINE METAL WORK II

Prerequisite: GS 1324

This course is a continuation of GS 1313 and GS 1324. It is designed to continue developing operational and procedural skills on the engine lathe, vertical milling machine, and the Horizontal Spindle Surface Grinder. Use of the Electric Checkering tool will also be covered. Application of the use of these machine tools toward the manufacture of custom gun parts and custom modifications will be emphasized. The student will further develop and refine skills with these machine tools through the manufacture of custom gun parts and gunsmithing tools.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

GS 2382 MACHINE SHOP III

Prerequisite: GS 1362

This course is designed to give practical machine tool experience and guidance to gunsmithing students. It allows students to use the machining skills they have developed to solve everyday problems that they will face as professional gunsmiths. Advanced students may further develop skills and speed through practical use of various machine tools and machining processes.

One lecture hours and two laboratory hours a week.

Credit: Two semester hours.

GS 2392 MACHINE SHOP IV

Prerequisite: GS 2382

This course is designed to give practical machine tool experience and guidance to gunsmithing students. It allows students to use the machining skills they have developed to solve everyday problems that they will face as professional gunsmiths. Advanced students may further develop skills and speed through practical use of various machine tools and machining processes.

One lecture hour and two laboratory hours a week.

Credit: Two semester hours.

GS 2412 ADVANCED HANDLOADING AND BALLISTICS

Prerequisites: GS 1412

This course builds upon the fundamentals learned in Handloading and Ballistics. This course delves deeper into the preparation and reloading of ammunition. An emphasis will be placed on advanced techniques used for constructing accurate ammunition, chronographing and understanding bullet velocities, design and efficiency, using progressive reloading equipment and the procedures used to create cast bullets. Safety factors will continue to be emphasized.

One lecture and two laboratory hours per week.

Credit: Two semester hours.

GS 2542 ADVANCED AUTOCAD

Prerequisite: GS 1532

This course is a continuation of GS 1512 Blueprint Reading. In this course students will build upon their knowledge of AutoCAD by using more advanced methods of drawing and utilizing the different input methods to increase their speed. In this course the student will become familiar with 3D drawing in AutoCAD and learn how to model parts in both 2D and 3D before projecting them into a three view standard format. Primary focus of this class is the introduction and utilization of 3D modeling, as well as using the different drawing formats available in order to maintain compatibility between the various modeling software available, such as Solidworks and Catia. Projects will be assigned, but the majority of the drawing will be of the students' choice.

One lecture hours and two laboratory hours.

Credit: Two semester hours.

GS 2553 INTRODUCTION TO CNC

Prerequisite: GS 1532

This course is designed to provide students in the Gunsmithing Technology Program with a basic knowledge of Computer Numerical Control (CNC) programming. An emphasis will be place on programming in 3 axes on a milling machine as students learn to write simple part programs using conversational programming, importing programs and drawings to the mill and learning basic 'G' codes.

Two lecture hours and two laboratory hours.

Credit: Three semester hours.

GS 2603 RIFLESMITHING II

Prerequisite: GS 1613

This course is an advanced study in the construction of custom rifles and re-barreling of vintage rifles. It will include the study of the design and function of common commercial and military rifles. Problems associated with the re-barreling of single shot rifles, re-barreling lever action rifles, problems associated with pre-contoured short chamber/long chambered barrels, and various bedding techniques will be covered. The student will continue to develop proficiency and refine skills introduced in GS1713: Riflesmithing. Student assessment will be highly weighted on capstone projects. Students will be required to do research paper and presentation on rifle design. This course will consist of one lecture hour and four laboratory hours per week (Three credit hours). The student will need to continue supervised laboratory work for successful completion of this course.

One lectures hour and four laboratory hours per week.

Credit: Three semester hours.

GS 2623 STOCKMAKING I

Prerequisite: GS 1613

This course is an in-depth study of the design, fit, layout, and function of wood stocks. Students will learn to fit a stock to a shooter by the use of a "try-gun", and then perform the proper layout and construction of an American classic stock. Students will work on semi-inletted stocks.

Two lecture hours and two laboratory hours per week.

Credit: Three semester hours.

GS 2633 PISTOLSMITHING

Prerequisite: GS 2133

This course is an in-depth study of the custom handgun. Primary focus will be on the construction of a custom 1911 pistol. Students will also learn about custom Colt/Ruger single action revolvers and the various S&W double action Precision Pistol Competition (PPC) revolvers. Topics covered include, building competition level pistols, fitting link and ramped barrels, throating, ranging, cylinder timing, fitting slides to frames, installing aftermarket accessories, as well as dealing with accuracy and recoil issues.

Two lecture and two laboratory hours per week.

Credit: Three semester hours.

COURSE DESCRIPTIONS

GS 2642 STOCKMAKING II

Prerequisite: GS 2623

This course is a continuation of GS 2623. This course is designed to continue the construction of the American Classic Gunstock. Topics covered will include forend tips, grip caps, butt plates, sling swivels, sanding, finishing and checkering.

One lecture and two laboratory hours per week.

Credit: Two semester hours.

GS 2653 ADVANCED GUNSMITHING THEORY

Prerequisite: GS 1613

This course is a study of advanced gunsmith practices, required in a professional Gunsmithing career. Topics covered include: barrel relining, choke tubes, barrel dent removal, back boring of shotgun barrels, bolt action feed work, stuck cartridge removal, bolt face repair, quarter ribs and custom scope bases.

Two lecture and two laboratory hours per week.

Credit: Three semester hours.

GS 2662 ACCURIZING FACTORY RIFLES

Prerequisite: GS 1324 and GS1613

In this course, the student will learn to modify a factory rifle to maximize its performance. This class will provide the knowledge necessary to develop the skills needed to convert a factory rifle into a precision instrument. This course will focus on the Remington, Savage and Winchester Model 70/FN SPR actions, but will also be open to other pre-approved actions as well. This class will provide instruction in blue printing actions and precision barrel chambering practices will be covered extensively, along with bedding the completed barreled action. This class also covers practical accessories, proper scope selection and mounting optics.

One lecture hour and two laboratory hours.

Credit: Two semester hours.

GS 2683 REVOLVERSMITHING

Prerequisite: GS 1122 and GS 1223

This course will focus on advanced revolver repairs and the specialized techniques that are required in performing custom conversions and accurizing. Topics covered include personalized repair and general customization, accurizing, caliber conversions, 5 shot cylinder conversions, and line boring. Emphasis will be placed on Ruger and Colt single action revolvers that are typically used in Cowboy Action Shooting. Smith & Wesson double action PPC revolvers will also be discussed.

One lecture hour and four laboratory hours per week.

Credit: Three semester hours.

GS 2673 CUSTOM DOUBLE RIFLES

Prerequisite: GS 1613 Riflesmithing I and GS 1223 General Metals and GS 1324 Machine Metal Work I and Instructor approval.

This course is an in-depth study of custom, high grade double rifles. Students will gain experience through hands-on training as they convert a double barrel shotgun into a double barrel rifle. Students will be required to obtain a suitable shotgun, perform the necessary action, perform all necessary action work, then manufacture a barrel set and fit them to the receiver. Topics covered include: action selection, bolting systems, retightening and rejoining, extractors/ejectors, barrel manufacture, ribs, and regulation.

GS 2684 APPLIED STOCKMAKING

Prerequisite: GS 2603

This course is an in depth study of the design, fit, function and proper layout of a rifle gunstock. Students will learn how to properly measure to fit the shooter, utilize the dimensions to layout the stock and then cut it entirely from a properly selected blank. Proper structural reinforcing methods for heavy recoiling rifles, dealing with poor grain flow and major stock repairs will be covered. Students will gain an

understanding of these advanced Stockmaking principles while constructing a stock for a heavy recoiling safari rifle and continue incorporating and building upon their skills learned in GS 2623 Stockmaking I.

Two lecture and four laboratory hours per week.

Credit: Four semester hours.

GS 2810 SPECIAL PROBLEMS IN GUNSMITHING

Prerequisite: Approval of the Program chair and Academic Affairs Office.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Gunsmithing. May be taken more than once. Credit varies from one to four hours.

GS 2983 PRACTICAL GUNSMITHING LEADERSHIP

Prerequisite: Instructor Approval

This course is designed around a 3 part structure to enhance the marketability of the advanced Gunsmithing student. The first component allows the advanced Gunsmithing student an opportunity to gain field experience via an *internship* with an industry partner. Next, the advanced student will be required to provide instruction and laboratory assistance to underclass students in the Gunsmithing program via *lab assistantships*. In the third phase of this course the advanced student will be assigned a *mentorship position* with underclass Gunsmithing students. Emphasis will be placed on completion of student projects and final preparation for entering the work force.

One lecture and four laboratory hours per week.

Credit: Three semester hours.

GS 2993 PRACTICAL GUNSMITHING EXPERIENCE

Prerequisite: Instructor Approval

This course is designed around a 3 part structure to enhance the marketability of the advanced Gunsmithing student. The first component allows the advanced Gunsmithing student an opportunity to gain field experience via an *internship* with an industry partner. Next, the advanced student will be required to provide instruction and laboratory assistance to underclass students in the Gunsmithing program via *lab assistantships*. In the third phase of this course the advanced student will be assigned a *mentorship position* with underclass Gunsmithing students. Emphasis will be placed on completion of student projects and final preparation for entering the work force.

One lecture and four laboratory hours per week.

Credit: Three semester hours

HEALTH SCIENCE (HS)

HS 1113 FUNDAMENTALS OF PHARMACOLOGY

Prerequisite: NONE

This course introduces the study of pharmacologic principles including pharmacodynamics, pharm kinetics, specific drug groups, and consideration in administration.

Three lecture hours.

Credit: Three semester hours.

HS 1213 INTRODUCTION TO HEALTH PROFESSIONS

Prerequisite: NONE

This course is designed to provide students with core knowledge and skills in the broad area of health and medical related professions. The course will help students to develop a framework for further growth and future career decision-making. Students with interest in any area of healthcare or public service careers will benefit from learning about the many opportunities and vast career options available. Students will gain understanding about the roles, responsibilities, and duties of many health careers and have opportunity to strengthen their

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understanding of specific career areas they may have interest. This course will help students refine their interest and understanding of professional, technical, and many related health care careers and to develop skills to gain employment or further advance their education toward their desired career. Three lecture hours. Credit: Three semester hours.

HEALTH, WELLNESS & HUMAN PERFORMANCE (HWP)

HWP 1011 INTERCOLLEGIATE PARTICIPATION

Prerequisite: NONE

This course includes intercollegiate participation in varsity athletics. Course may be repeated for a maximum of four-semester hours credit. Five laboratory hours a week in season.

Credit: One semester hour. Does not apply toward graduation.

HWP 1041 BEGINNING SWIMMING

Prerequisite: NONE

The purpose of this class is to introduce a novice swimmer to aquatics. It is a class conducted in the water designed to learn the skills for the crawl, back crawl, breaststroke, elementary backstroke, and sidestroke. Emphasis will be given to proper technique and proper breathing skills. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: One semester hour.

HWP 1021 BEGINNING WEIGHT TRAINING

Prerequisite: NONE

A course designed to introduce a variety of programs for building strength, power, endurance, flexibility and cardiovascular endurance. Both machines and free weights will be used for programs. Weight management will be discussed. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: Two semester hours.

HWP 1031 BEGINNING BASKETBALL

Prerequisite: NONE

This course is designed for the student interested in basketball. Course content is to learn the rules, fundamental techniques and strategies for the sport of basketball. Emphasis will be placed on proper execution of individual and team skill concepts. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: One semester hour.

HWP 1042 SCUBA

Prerequisite: NONE

Entry-level course in the principles and skills of scuba diving, consisting of classroom and pool training in preparation for certification as a scuba diver. Optional open water certification trips are available to complete certification. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: Two semester hours.

HWP 1051 BEGINNING SOFTBALL

Prerequisite: NONE

This course is designed for the student interested in softball. Course content is to learn the rules, fundamental techniques and strategies for the sport of softball. Emphasis will be placed on proper execution of individual and team skill concepts. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: One semester hour.

HWP 1061 LIFETIME SPORTS

Prerequisite: NONE

This course is designed to give an overview of a variety of sports activities. Emphasis is placed on the skills and rules necessary to participate in a variety of lifetime sports. Upon completion, students should be able to demonstrate an awareness of the importance of participating in lifetime sports activities. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: One semester hour

HWP 1071 BEGINNING GOLF

Prerequisite: NONE

The course is designed and taught to provide a practical approach at helping the student understand and implement coaching in a way that can help both the student and the players under him or her.

Credit: One semester hour.

HWP 1111 INTRODUCTION TO INTERCOLLEGIATE MEN'S SOCCER I

Prerequisite: NONE

The beginning skills and concepts of soccer at the collegiate level including basic fundamental skill development and team and individual concepts in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP1112 PERSONAL HEALTH

Prerequisite: NONE

Instruction is given in personal health and hygiene.

Two lecture hours a week.

Credit: Two semester hours.

HWP 1132 LIFETIME WELLNESS

Prerequisite: NONE

A course designed to discuss the components of health-related fitness: cardiorespiratory endurance, muscular strength and endurance, flexibility and body composition, as well as nutrition, stress management and alcohol education. Students are exposed to a variety of lifetime activities that promote health and well-being.

Two lecture-lab hours per week.

Credit: Two semester hours.

HWP 1081 WOMEN'S FITNESS

Prerequisite: NONE

This course introduces basic and intermediate strategies to developing an appropriate individual strength and resistance program. Emphasis will be placed on understanding basic program design, implementation, and execution of basic resistance exercises.

Two laboratory hours a week.

Credit: One semester hour.

HWP 1131 WALKING AND JOGGING

Prerequisite: NONE

The purpose of this class is to encourage regular participation in health and fitness walking as the primary aerobic activity for a personal fitness program. Students will learn the guidelines to begin and sustain a walking or jogging program safely and effectively. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: One semester hour.

HWP 1141 SOCIAL AND SQUARE DANCE

Prerequisite: NONE

This course is designed to give an overview of a variety of dance activities. This course includes fundamental theories and

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techniques in social dancing (Ballroom, Folk, and Square Dancing). This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements. Credit: One semester hour.

HWP 1211 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S SOCCER I

Prerequisite: NONE

The beginning skills and concepts of soccer at the collegiate level including basic fundamental skill development and team and individual concepts in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 1311 INTRODUCTION TO INTERCOLLEGIATE MEN'S BASEBALL I

Prerequisite: NONE

The beginning skills and concepts of baseball at the collegiate level including basic fundamental skill development and team and individual concepts in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 1221 INTRODUCTION TO INTERCOLLEGIATE Soccer II

Prerequisite: NONE

A continuation of the basic fundamental skills and concepts began in Introduction to Intercollegiate Soccer I.

Credit: One semester hour.

HWP 1321 INTRODUCTION TO INTERCOLLEGIATE MEN'S BASEBALL II

Prerequisite: NONE

A continuation of the basic fundamental skills and concepts began in Introduction to Intercollegiate Baseball I.

Credit: One semester hour.

HWP 1411 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S SOFTBALL I

Prerequisite: NONE

This course is designed as a basic introduction to the sport of softball. Participants will gain an understanding of scorekeeping, various position responsibilities, and an overall knowledge of the sport.

Credit: One semester hour.

HWP 1421 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S SOFTBALL II

Prerequisite: NONE

This course is designed as a basic advanced knowledge of fastpitch softball. The participant will have a general overall knowledge of position responsibility plus general fitness and weightlifting knowledge.

Credit: One semester hour.

HWP 1511 INTRODUCTION TO INTERCOLLEGIATE MEN'S BASKETBALL I

Prerequisite: NONE

The beginning skills and concepts of basketball at the collegiate level including basic fundamental skill development and team and individual concepts in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 1521 INTRODUCTION TO INTERCOLLEGIATE MEN'S BASKETBALL II

Prerequisite: NONE

A continuation of the basic fundamental skills and concepts began in Introduction to Intercollegiate Men's Basketball I.

Credit: One semester hour.

HWP 1121 INTRODUCTION TO INTERCOLLEGIATE SOCCER II

Prerequisite: NONE

A continuation of the basic fundamental skills and concepts began in Introduction to Intercollegiate Soccer I. Credit: One semester hour.

HWP 1611 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S BASKETBALL I

Prerequisite: NONE

The beginning skills and concepts of basketball at the collegiate level including basic fundamental skill development and team and individual concepts in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 1621 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S BASKETBALL II

Prerequisite: NONE

A continuation of the basic fundamental skills and concepts began in

Introduction to Intercollegiate Women's Basketball I.

Credit: One semester hour.

HWP 1711 INTRODUCTION TO INTERCOLLEGIATE MEN'S GOLF I

Prerequisite: NONE

This class introduces freshmen students to golf at the college level. They will learn practicing techniques and play several tournaments.

Credit: One semester hour.

HWP 1721 INTRODUCTION TO INTERCOLLEGIATE MEN'S GOLF II

Prerequisite: NONE

This class will teach players to compete at the college level and how to practice efficiently. They will play several tournaments.

Credit: One semester hour.

HWP 1811 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S GOLF I

Prerequisite: NONE

This class introduces freshmen students to golf at the college level. They will learn practicing techniques and play several tournaments.

Credit: One semester hour.

HWP 1821 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S GOLF II

Prerequisite: NONE

This class will teach players to compete at the college level and how to practice efficiently. They will play several tournaments.

Credit: One semester hour.

HWP 2021 ADVANCED SWIMMING

Prerequisite: NONE

This course is designed to meet the needs of students who have completed satisfactorily the skills involved in beginning swimming. This is an advanced level swimming course designed to have a positive effect on cardiovascular fitness and to increase the endurance and speed of each individual. This course can be used to satisfy the PE Core Educational Requirement, but cannot be used to satisfy elective requirements.

Credit: One semester hour.

HWP 2111 ADVANCED INTERCOLLEGIATE MEN'S SOCCER I

Prerequisite: NONE

The skills and concepts covered in 1111 and 1121 at a more advanced level in a competitive setting against other college level athletes.

Credit: One semester hour.

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HWP 2121 ADVANCED INTERCOLLEGIATE MEN'S SOCCER II

Prerequisite: NONE

A continuation of the more advance skills and concepts began in Advanced Intercollegiate Soccer I.

Credit: One semester hour.

HWP 2211 ADVANCED INTERCOLLEGIATE WOMEN'S SOCCER I

Prerequisite: NONE

The skills and concepts covered in 1211 and 1221 at a more advanced level in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 2212 FIRST AID

Prerequisite: NONE

Open to both men and women, this standard first aid course as outlined by the American Red Cross, consists of emergency assistance and treatment in cases of accident, injury, or illness. Included is instruction on prevention of injuries and methods of massage, taping and bandaging.

Two lecture hours a week.

Credit: Two semester hours.

HWP 2221 ADVANCED INTERCOLLEGIATE WOMEN'S SOCCER II

Prerequisite: NONE

A continuation of the more advance skills and concepts began in Advanced Intercollegiate Soccer I.

Credit: One semester hour.

HWP 2222 SPORTS RULES AND OFFICIATING

Prerequisite: NONE

This course involves a study of the rules, mechanics and principles of officiating in different sports. Two lecture hours with laboratory work required.

Credit: Two semester hours.

HWP 2232 THEORY OF COACHING BASEBALL

Prerequisite: NONE

This course covers the basic fundamentals of all player positions, the philosophy of high school coaching, and the principles involved in construction and maintenance of a baseball park.

Two lecture hours a week.

Credit: Two semester hours.

HWP 2242 THEORY OF COACHING BASKETBALL

Prerequisite: NONE

This course involves the basic principles of coaching basketball.

Two lecture hours a week.

Credit: Two semester hours.

HWP 2311 ADVANCED INTERCOLLEGIATE MEN'S BASEBALL I

Prerequisite: NONE

The skills and concepts covered in 1311 and 1321 at a more advanced level in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 2321 ADVANCED INTERCOLLEGIATE MEN'S BASEBALL II

Prerequisite: NONE

A continuation of the more advance skills and concepts began in Advanced Intercollegiate Baseball I.

Credit: One semester hour.

HWP 2411 ADVANCED INTERCOLLEGIATE WOMEN'S SOFTBALL I

Prerequisite: NONE

This course is designed for individuals who have completed the

previous softball courses. Individuals must have advanced fast pitch knowledge and will gain an understanding of various first and third defensive options plus bunt coverage.

Credit: One semester hour.

HWP 2421 ADVANCED INTERCOLLEGIATE WOMEN'S SOFTBALL II

Prerequisite: NONE

This course is designed for individuals who have completed the previous softball courses. Individuals must have advanced fast pitch knowledge and will gain an understanding of various slap defenses and bunt defenses. Plus, individuals in this course will create a skills video to showcase their knowledge and skills on all previous softball related topics.

Credit: One semester hour.

HWP 2511 ADVANCED INTERCOLLEGIATE MEN'S BASKETBALL I

Prerequisite: NONE

The skills and concepts covered in 1511 and 1521 at a more advanced level in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 2521 ADVANCED INTERCOLLEGIATE MEN'S BASKETBALL II

Prerequisite: NONE

A continuation of the more advance skills and concepts began in Advanced Intercollegiate Men's Basketball I.

Credit: One semester hour.

HWP 2531 INTRODUCTION TO INTERCOLLEGIATE WOMEN'S SOCCER II

Prerequisite: NONE

A continuation of the basic fundamental skills and concepts began in Introduction to Intercollegiate Women's Soccer I.

Credit: One semester hour.

HWP 2611 ADVANCED INTERCOLLEGIATE WOMEN'S BASKETBALL I

Prerequisite: NONE

The skills and concepts covered in 1611 and 1621 at a more advanced level in a competitive setting against other college level athletes.

Credit: One semester hour.

HWP 2621 ADVANCED INTERCOLLEGIATE WOMEN'S BASKETBALL II

Prerequisite: NONE

A continuation of the more advance skills and concepts began in Advanced Intercollegiate Women's Basketball I.

Credit: One semester hour.

HWP 2711 ADVANCED INTERCOLLEGIATE MEN'S GOLF I

Prerequisite: NONE

This class teaches the sophomore student to work at a higher level, to aid in being noticed by four- year schools. Scoring is an essential

part of this semester. They need to learn to have a good round of golf even when things aren't going well.

Credit: One semester hour.

HWP 2712 CARE AND PREVENTION OF ATHLETIC INJURIES

Prerequisite: NONE

Students will acquire knowledge regarding the signs and symptoms of injuries specific to each body part. Along with injury recognition, they will also learn how to treat and stabilize a variety of orthopedic injuries. To help students learn practical skills, hands-on learning labs will be utilized throughout the course in areas of wound management, splinting, vital signs, transporting athletes, modalities, and supportive taping techniques.

Two lecture hours. Credit: Two semester hours.

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HWP 2721 ADVANCED INTERCOLLEGIATE MEN'S GOLF II

Prerequisite: NONE

This class teaches the players to play tournaments and lower their scores. At this level, they should be offered scholarships to higher level colleges and move on with their golf career.

Credit: One semester hour.

HWP 2811 ADVANCED INTERCOLLEGIATE WOMEN'S GOLF I

Prerequisite: NONE

This class teaches the sophomore student to work at a higher level, in order to be noticed by four-year schools. Scoring is an essential part of this semester. They need to learn to have a good round of golf even when things aren't going well.

Credit: One semester hour.

HWP 2812 SPECIAL PROBLEMS IN HEALTH, WELLNESS & HUMAN PERFORMANCE

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Physical Education.

May be taken more than once.

Credit: Varies from one to four semester hours.

HWP 2821 ADVANCED INTERCOLLEGIATE WOMEN'S GOLF II

Prerequisite: NONE

This class teaches the players to play tournaments and lower their scores. At this level, they should be offered scholarships to higher level colleges and move on with their golf career. Credit: One semester hour.

HWP 2822 HEALTH, WELLNESS & HUMAN PERFORMANCE

Prerequisite: Approval of the Division Chair

This course is designed specifically as an independent study course around the student's specific needs within the Health Wellness and Human Performance degree.

Credit: Two semester hours.

HWP 2960 INTRODUCTION OF KINESIOLOGY

Prerequisite: NONE

This course is designed for those students who are interested in pursuing a career in the field of kinesiology. The philosophy, history and scientific foundations of kinesiology, exercise science, health/wellness, fitness and sport will be covered. Students will have the opportunity to explore professional career opportunities in teaching, coaching, athletic training, sport management, fitness leadership, sport media and health/wellness. The challenges, future of kinesiology, sport and health/wellness are also addressed.

Credit varies from one to four hours.

HISTORY (HST)

HST 1423 WORLD CIVILIZATION TO 1500

Prerequisite: NONE

This course examines the major world civilizations from the prehistoric era to the early renaissance.

Three lecture hours.

Credit: Three semester hours.

HST 1433 WORLD CIVILIZATION SINCE 1500

Prerequisite: NONE

This course examines the events, movements, and ideas of the last five centuries that have shaped contemporary civilizations.

Three lecture hours.

Credit: Three semester hours.

HST 1483 UNITED STATES HISTORY TO 1877

Prerequisite: NONE

This course is a survey of the history of the United States from the pre-European era to 1877.

Three lecture hours.

Credit: Three semester hours.

HST 1493 UNITED STATES HISTORY SINCE 1877

Prerequisite: NONE

This course is a survey of the history of the United States from 1877 to the present.

Three lecture hours.

Credit: Three semester hours.

HST 1723 HISTORY OF THE INDIAN TRIBES OF THE UNITED STATES

Prerequisite: None.

This course is a survey of the Indian tribes of the United States from the pre-Columbian to the contemporary period. The presentation will encompass the impact on tribal cultures of contact with white civilization and the relationship of various tribes with the colonial and United States governments.

Three lecture hours a week.

Credit: Three semester hours.

HST 2323 OKLAHOMA HISTORY

Prerequisite: NONE

This college level course in Oklahoma history surveys early European exploration, Indian and white settlement, and development of state government. It examines the Oklahoma experience in the context of the larger national experience.

Three lecture hours a week.

Credit: Three semester hours.

HST 2433 ENGLISH HISTORY TO 1688

Prerequisite: NONE

This course examines the history of Great Britain from the Pre-Roman Era to 1688.

Three lecture hours. Credit: Three semester hours.

HST 2443 ENGLISH HISTORY SINCE 1688

Prerequisite: NONE

This course examines history of Great Britain from 1688 era to the present.

Three lecture hours. Credit: Three semester hours.

HST 2453 THE FAR EAST

Prerequisite: HST 1423 or 1433

This course is a survey of Asian history from the pre-historic era to the present. It examines the political, social, economic, and intellectual histories of China, Japan, and the countries of Southeast Asia.

Three lecture hours.

Credit: Three semester hours.

HST 2463 AFRICAN HISTORY

Prerequisite: HST 1423 or 1433

This course is a survey of African history from the pre-historic era to the present. It identifies and discusses the diverse cultural traditions of the continent and examines the impact that European imperialism and modern nationalism has had on those cultures.

Three lecture hours.

Credit: Three semester hours.

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HST 2810 SPECIAL PROBLEMS IN HISTORY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to History. May be taken more than once.

Credit varies from one to four hours.

HST 2833 AMERICAN FIREARM AND FIREARM LAW DEVELOPMENT

Prerequisite: NONE

This course will be a concurrent survey study of two aspects of American firearm culture. The first aspect will cover the technological development of iconic American firearms from American Independence to the 21st Century; with particular focus on how employment of firearms for both military and civilian purposes impacted the design improvement in firearms. The second aspect will study firearms related law through the same time frame. There will be detailed study of original documents of the Founders, Federal, State and local laws, Supreme Court decisions and how all those directly impacted firearm manufacturers, importation, ownership and usage in several states.

Credit: Three semester hours.

HONORS PROGRAM (HP)

HP 1122 or 1232 HONORS PROGRAM SEMINAR

Prerequisite: Concurrent Honors Enrollment

This course is an interdisciplinary seminar (team taught) open only to honors program students who are concurrently enrolled in honors option and/or independent study.

May be repeated once for credit.

One lecture hour a week.

Credit: Two semester hours.

HP 2142 or 2252 HONORS PROGRAM SEMINAR

Prerequisite: Concurrent Honors Enrollment

This course is an interdisciplinary seminar (team taught) open only to honors program students who are concurrently enrolled in honors option and/or independent study.

May be repeated once for credit.

One lecture hour a week. Credit: Two semester hours.

HP 2810 SPECIAL PROBLEMS IN HONORS PROGRAM

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities.

May be taken more than once.

Credit varies from one to four hours.

HP 2893 HONORS INDIVIDUAL RESEARCH PROJECT

Prerequisite: Concurrent Honors Enrollment in HP 1001 or HP 2001

This course is a President's Scholars Research Project. The project will be developed by the student and a faculty member in that discipline and will involve some original research, a scholarly contribution of some lasting value to that area or to the institution and/or a substantial academic study. The President's Scholars Committee will review and approve the Individual Research Contract between the student and the faculty member and receive the final paper containing the results of their research project. If prior approval has been obtained from the Committee, the Individual Research Project may be a continuation or broadening of an earlier H-Option Research project.

Three to six contact hours a week.

Credit: Three semester hours.

HUMANITIES (HUM)

HUM 1111 HUMANITIES

Prerequisite: NONE

This course is composed of a series of humanities-related events (concerts, art shows, plays, etc.). Students earn credit by attending these events and completing assignments as described in the course syllabus. Credit: One semester hour.

HUM1223/(NUR1223) GLOBAL EDUCATION STUDIES IN NURSING

Prerequisite: Completion of one semester of nursing program or be a licensed health care professional and by approval of the supervising nursing faculty and Nursing Program Chair.

This course explores and compares the influence of culture, government, financing, society, and geography on the patterns of health care delivery for both health care professionals and health care recipients. Nursing roles in the health care system, quality improvement, current nursing issues, education, and the globalization of health care are also discussed. The course will be supervised by faculty from Murray State College Nursing Program. Course length will be approximately 1 week and will include theoretical concepts and hands on clinical experiences. Students will tour and/or participate in care in a variety of acute and community settings and have opportunities to collaborate with health professionals from the host country and/or other college/university students, and visiting health care teams.

Credit: Three semester hours.

HUM 2113 HUMANITIES I

Prerequisite: NONE

Humanities I is a study of how the significant ideas of western and other world cultures have been expressed in the visual arts, architecture, music, film, and literature from the pre-historic era through the Renaissance.

Three lecture hours a week.

Credit: Three semester hours.

HUM 2223 HUMANITIES II

Prerequisite: NONE

Humanities II is a study of how the significant ideas of western and other world cultures have been expressed in the visual arts, architecture, music, film, and literature from the late Renaissance through the present.

Three lecture hours a week. Credit: Three semester hours.

HUM 2233 TRAVEL STUDIES

Prerequisite: NONE

In this humanities course students will travel and learn firsthand about the history and culture of the countries they visit. Students will tour art and historical museums, study the regional architecture, learn about cultural, commercial and agricultural practices, and taste the delicacies each country has to offer. Students will meet prior to departure for trip-specific research to be completed before departure and will be assisted in preparing for foreign travel. Students will be required to keep a daily travel journal. Course work will be completed within two weeks of return.

Credit: Three semester hours.

HUM 2403 SERVICE LEARNING ACROSS BORDERS

Prerequisites: Instructor Approval

Service learning engages students in projects that serve the community while building social, civic and academic skills. The Oklahoma Study Abroad Project brings together students from community colleges across the state to travel to an international location and participate in a service-learning project, focusing on education, environmental development and/or income generation. Utilizing an intensive weeklong, field-based model the students will

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work with the local community on various projects such as floor installation, creating ecological trails and working with local youth on health issues and building latrines. Each project will enhance their understanding of community service and social responsibility. Upon their return to the U.S., each student will utilize the knowledge and skills learned while studying abroad to create their own service project within their community. Credit: Three semester hours.

HUM 2810 SPECIAL PROBLEMS IN HUMANITIES

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Humanities.

May be taken more than once.

Credit varies from one to four hours.

LIBRARY (LIB)

LIB 1012 INTRODUCTION TO LIBRARIES

Prerequisite: NONE

This course is designed to teach students about the inner workings of a library. Students will become proficient in conducting research using print and non-print resources as well as specific electronic databases. A service-learning component is required.

Two lecture hours a week.

Credit: Two semester hours.

MATHEMATICS (MTH)

MTH 0102 FOUNDATIONS OF ARITHMETIC

Prerequisite: NONE

This non-credit course is an overview of arithmetic operation of various groups of real numbers. The course will cover addition, subtraction, multiplication, division of integers, fractions, decimals. It will also introduce basic application problems, such as proportions, percent, how to interpret and graph data and how to read a graph. This course is graded with "S" for satisfactory or "U" for unsatisfactory. To receive a final grade of "S", the student must have an average of 75% or better on course work for the semester.

Two lecture hours a week.

Credit: None.

MTH 0304 FOUNDATIONS OF GENERAL MATHEMATICS

Prerequisite: MTH 0102 or minimum secondary assessment score

This non-credit course is meant as preparation for a general college level math course such as Survey of Mathematics or Basic Statistics. Students that plan on a STEM major should take MTH0404 instead of this course. Topics include a review of basic operations with numbers, problem solving, logic, sets and set operations, graphing data and reading graphs. This course is graded with "S" for satisfactory or "U" for unsatisfactory. To receive a final grade of "S", the student must have an average of 80% or better on course work for the semester.

Four lecture hours a week.

Credit: None.

MTH 0404 FOUNDATIONS OF ALGEBRA

Prerequisite: MTH 0304 or minimum secondary assessment score.

This non-credit course is meant as preparation for a general college level math course such as College Algebra or Functions and Change. Students that plan on a STEM major should take this course. Topics include a review of basic operations with numbers, problem solving, manipulation of algebraic expressions, solution of equations, factoring, graphing linear and polynomial equations. This course is graded with "S" for satisfactory or "U" for unsatisfactory. To receive a final grade of "S", the student must have an average of 80% or better on course work for the semester. Four lecture hours a week. Credit: None.

MTH 0501 COLLEGE ALGEBRA CO-REQUISITE LAB

Prerequisite: None

This is a lab course designed to replace MTH 0404 for select students. In order to be enrolled in this course, students should be in the upper quartile of placement into MTH 0404. These students will take MTH 0501 INSTEAD of MTH 0404. The course will reinforce the concepts of Algebra covered in College Algebra.

Two labs per week.

Credit: One semester hour.

MTH 1112 MATH FOR MEDS

Prerequisite: NONE

Offered in Fall intersession, Math for Meds is a course designed to provide the student with a beginning level of understanding of math as it relates to the health field. Students will review basic math skills and learn how to apply this basic knowledge to medication dosage calculations. Specific areas covered include basic units of measurements, abbreviations, equivalencies, apothecary, household, metric conversions, pediatric dosage calculations, and calculation by weight, and intravenous dosage therapy. The student will have the opportunity to learn and practice math skills necessary for dosage calculation and administration.

Equivalent of two lecture hours a week.

Credit: Two semester hours.

MTH 1123 TECHNICAL MATH I

Prerequisite: None.

After completing a short review of arithmetic operations, this course is designed to provide the student skills needed to successfully solve problems containing elementary algebraic operations including signed numbers, scientific notation, exponents, linear equations and functions, Pythagorean theorem, elementary right triangle trigonometry, and the English-Metric measuring systems.

Three lecture hours a week.

Credit: Three semester hours.

MTH 1213 MODERN MATHEMATICS

Prerequisite: ACT Math subscore of 19 or higher, or minimum secondary assessment score, or MTH 0304.

This course is a study of the mathematics needed in everyday life. It will focus on basic statistics, quantitative reasoning, and involve real world data analysis. It includes an introduction to basic logical reasoning, basic statistics, and probability interpretation or numerical data, graph reading and analysis, hypothesis testing, and simple regression. No previous knowledge of these tools is assumed.

Three lecture hours a week. Credit: Three semester hours.

MTH 1233 TECHNICAL MATH II

Prerequisite: MTH 1123

A continuation of Technical Math I, this course is designed to provide the student a review of linear equations and trigonometry and

includes a study of factoring, algebraic functions, graphs, systems of linear equations, exponents and scientific notation, roots and radicals, quadratic equations, logarithms, and an introduction to statistics.

Three lecture hours a week.

Credit: Three semester hours.

MTH 1413 SURVEY OF MATHEMATICS

Prerequisite: ACT Math Subscore of 19 or higher, or minimum secondary assessment score, or MTH 0304.

This is a contemporary math course designed to emphasize the many uses and practical applications of mathematics, providing the foundations for arithmetic and problem solving. Origin of numbers,

COURSE DESCRIPTIONS

number bases, systems of whole numbers, integers, rational numbers, real number operations, problem solving and consumer mathematics are topics included in the course.

Three lecture hours a week.

Credit: Three semester hours.

MTH 1483 FUNCTIONS AND CHANGE

Prerequisite: Math ACT Subscore of 19 or higher or placement test score or MTH 0404.

This course is meant as a terminal course to satisfy general education degree requirements equivalent to college algebra for non-STEM majors. After completion of this course, students would be able to enter MTH 2143 Calculus for Business and Life Sciences but students that need Trigonometry and Calculus should take College Algebra. The course will deal with mathematics encountered in everyday life such as problem solving, logic, gaining meaningful knowledge from statistics and graphs. Creation and analysis of linear, exponential, logistic, and other functions and their graphs from the viewpoint of rates of change composes the main theme of the course. Applications from the natural sciences, agriculture, business and the social sciences will be expected throughout the course.

Three lecture hours a week.

Credit: Three semester hours.

MTH 1513 COLLEGE ALGEBRA

Prerequisite: ACT Math Subscore of 19 or higher, or minimum secondary assessment score, or MTH 0404

This course involves the study of linear, quadratic and higher equations and functions, exponential and logarithmic equations and functions, complex numbers, and ratio and proportion. Binomial theorem, progressions, determinants, combinations and permutations are covered as time permits.

Three lecture hours a week.

Credit: Three semester hours.

MTH 1613 PLANE TRIGONOMETRY

Prerequisite: Two years of high school Algebra and one year Plane Geometry or MTH 1513 or equivalent

This course involves the development, use, and graphs of trigonometric functions, polar coordinates, solution of right and oblique triangles, the development and use of identities, and application to practical problems throughout the course.

Hybrid course; 75 minutes in classroom and 75 minutes online activity each week.

Credit: Three semester hours.

MTH 2133 GEOMETRY FOR ELEMENTARY MAJORS

Prerequisite: MTH 1513 or equivalent

This course involves the study of Geometry concepts such as measurement, congruence and similarity, constructions, lines, circles, and transformations for elementary education majors.

Three lecture hours a week.

Credit: Three semester hours.

MTH 2143 CALCULUS FOR BUSINESS, LIFE AND SOCIAL SCIENCES

Prerequisite: MTH 1513 or MTH1483

This is a sophomore level brief Calculus course for the non-science major. The purpose of this course is to provide mathematical knowledge and ability to develop and analyze mathematical models using the calculus. Topics covered in this course include a brief review of Algebra and functions, differentiation and applications of the derivative, exponential and logarithmic functions and models, and integration and applications of the integral, and multivariable functions.

Three lecture hours a week.

Credit: Three semester hours.

MTH 2215 CALCULUS I WITH ANALYTIC GEOMETRY

Prerequisite: MTH 1513 AND 1613 or equivalent

This course covers introduction to analytical Geometry in two dimensions, functions, limits, continuity, derivatives, integrals and applications.

Five lecture hours a week.

Credit: Five semester hours.

MTH 2315 CALCULUS II WITH ANALYTIC GEOMETRY

Prerequisite: C or better in MTH 2215

Further application of integrals, conic sections, parametric equations, polar coordinates, series, vectors, solid analytic geometry, partial derivatives and multiple integrals are covered in this course.

Five lecture hours per week.

Credit: Five semester hours.

MTH2333 FINITE MATH FOR ELEMENTARY EDUCATION

Prerequisite: MTH1413 or MTH1513

This course is a survey of number theory, probability and statistics for Elementary Education Majors.

Three lecture hours per week.

Credit: Three semester hours.

MTH 2810 SPECIAL PROBLEMS IN MATHEMATICS

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Mathematics.

May be taken more than once.

Credit varies from one to four hours.

MEDICAL OFFICE ASSISTANT (MOA)

MOA 1113 MEDICAL TERMINOLOGY I

Prerequisite: NONE

A study of the terminology used in all areas of medical science, hospital science, and paramedical specialties. Emphasis placed on understanding proficiency in use of medical terminology.

Three lecture hours a week.

Credit: Three semester hours.

MOA 1123 CODING FOR THE MEDICAL OFFICE

Prerequisite: MOA 1113 or concurrent enrollment or permission of instructor This course presents current procedural terminology (CPTA) and international classification Disease-10-Clinical Modification (ICD-10-CM) coding system for beginning coders.

Three lecture hours a week.

Credit: Three semester hours.

MOA 1213 MEDICAL LAW, LIABILITY AND ETHICS

Prerequisite: NONE

A study of the legal and ethical issues facing medicine today and to inform and alert employers in the health care delivery system of the legal and ethical responsibilities to their employer in the medical office. Bioethical issues will also be covered.

Two lecture hours a week.

Credit: Three semester hours.

MOA 1223 ADVANCED CODING/INSURANCE FOR THE MEDICAL OFFICE

Prerequisite: MOA 1123 or permission of instructor

This course will continue to build upon the coding principles learned in Coding for the Medical Office. ICD-10-CM and CPT-4 coding will be enhanced and the student will learn more complex diagnoses and

COURSE DESCRIPTIONS

procedures. Federal and private insurance programs will be emphasized.

Three lecture hours a week.

Credit: Three semester hours.

MOA 1233 MEDICAL TERMINOLOGY, ANATOMY & PHYSIOLOGY

Prerequisite: MOA 1113 or permission of instructor

Specialized terminology related to the various medical specialties, pathological terminology used to describe diseases and a foundation in Anatomy and Physiology with clinical practice applications.

Three lecture hours a week.

Credit: Three semester hours.

MOA 1243 MEDICAL TRANSCRIPTION I

Prerequisite: MOA 1113 and basic keyboarding skills

This course is designed to develop speed and accuracy in keyboarding, skill in the use of transcribing, and the expansion of medical terminology.

Two lecture and two laboratory hours a week.

Credit: Three semester hours

MOA 2113 MEDICAL TRANSCRIPTION II

Prerequisite: MOA 1243

This course is a continuation of MOA 1243.

Two lecture and two laboratory hours a week.

Credit: Three semester hours.

MOA 2123 MEDICAL OFFICE PROCEDURES I

Prerequisite: MOA 1113 or permission of instructor

This course consists of administrative medical assistant procedures necessary in the management of the patient with emphasis on: public relations, receptionist skills, telephone and appointment skills, preparation and maintenance of patient records, mail processing, and filing. Included is a study of computer terminology with applications.

Three lecture hours and one laboratory hour a week.

Credit: Three semester hours.

MOA 2213 MEDICAL OFFICE PROCEDURES & BILLING

Prerequisite: MOA 2123 or permission of instructor

This course presents the administrative medical assistant procedures on office management, written and oral communications, and management of physician's professional schedule and travel arrangements. Emphasis is placed on billing, collecting, and types of bookkeeping. All of these topics will be covered through computer application.

Three lecture hours and one laboratory hour a week. Credit: Three semester hours.

MOA 2221 MEDICAL OFFICE SEMINAR

Prerequisite: MOA 2113 and concurrent enrollment in MOA 2233

Problem solving and correlation of classroom theory and practice with work experience in a conference course. Attention will be given to understanding the role of the medical secretary, human relations, and legal relations.

One lecture hour a week.

Credit: One semester hour.

MOA 2223 Spanish for Medical Office

Prerequisite: NONE

Spanish for Health Professionals is a blended intensive-accelerated learning course in which students will learn simple phrases, terminology, and pronunciation necessary to communicate on a very basic level with Spanish-speaking clients. You will learn the phrases to help assist patients at the front office. There is a minimal reading and

writing component as well. This will be an active learning experience that incorporates simulated real life situations. Class time is minimal and learning will be largely comprised of self-study using technology tools and small group interaction. This class is intended for individuals who anticipate working with Spanish-speaking clients in a health related area. Students will also examine cultural differences, which impact health and health care decisions.

Credit: Three semester hours.

MOA 2233 CLINICAL PRACTICE

Prerequisite: Approval of the Division Chair or permission of Instructor.

Supervised experience in a doctor's office or clinic.

Twelve clinical hours a week.

Credit: Three semester hours.

MOA 2810 SPECIAL PROBLEMS IN MEDICAL OFFICE ASSISTANT

Prerequisite: Approval of Program Chair

This course is a study and/or analysis of a selected area and/or topic in Medical Office Administration.

May be taken more than once.

Credit varies from one to four semester hours.

MICROBIOLOGY (MIC)

MIC 2224 INTRODUCTION TO MICROBIOLOGY

Prerequisite: C or better in BIO 1404.

Students with a declared Nursing, Physical Therapy Assistant, or Occupational Therapy Assistant majors can get prerequisites waived by the Nursing Program Director, the PTA Program Chair, or the OTA Program Chair.

This course will provide instruction in the major concepts of Microbiology. Lectures will cover the bacteria, viruses, and fungi and will include discussion of disease processes, host defense mechanisms, epidemiology and the basics of microbial control. Laboratories will emphasize routine bacteriology skills such as aseptic technique, staining and microscopy, the isolation and biochemical differentiation of unknown bacteria, bacterial cell counts, and antibiotic sensitivity testing.

Three lecture and three laboratory hours a week. (Nursing and PTA majors who withdraw from Microbiology will need permission of the Director of Nursing prior to enrolling the next semester.)

Credit: Four semester hours.

MIC 2810 SPECIAL PROBLEMS IN MICROBIOLOGY

Prerequisite: Approval of Program Chair

This course is a study and/or analysis of a selected area and/or topic in Microbiology. May be taken more than once.

Credit varies from one to four semester hours.

Music (MU)

MU 1113 MUSIC APPRECIATION

Prerequisite: NONE

This course is designed to cultivate a broader listening and appreciative attitude toward good music. Lectures with musical illustrations on important works of musical literature are included.

Three lecture hours a week.

Credit: Three semester hours.

MU 1203 FUNDAMENTALS OF MUSIC

Prerequisite: NONE

This is a course designed to lay the foundation for an approach to music by ear, eye and keyboard, using rudiments of rhythm, notation, and melodic and harmonic writings.

Two lecture hours a week.

Credit: Two semester hours.

COURSE DESCRIPTIONS

MU 1211/1221 APPLIED VOCAL MUSIC

Prerequisite: MU 1211 must be completed prior to MU 1221

Students will study vocal technique including proper posture, breath and placement as well as solo vocal literature from the classical and Broadway repertoire culminating in a voice jury at the end of each semester. Students will study privately with an instructor for 60 minutes a week. Time and day of week to be agreed upon by student and instructor. May be repeated for credit. Credit: One semester hour.

MU 1313 MUSICAL THEATRE ENSEMBLE I

Study of scenes and songs from the Musical Theatre Repertoire culminating in a prepared public performance. Emphasis on exploring practical techniques of interpretation and expression in order to integrate singing and acting skills into the vocal, physical, and mental aspects of performing. May be repeated for credit.

Credit: Three semester hours.

MU 1323 MUSICAL THEATRE ENSEMBLE II

Study of scenes and songs from the Musical Theatre Repertoire culminating in a prepared public performance. Emphasis on exploring practical techniques of interpretation and expression in order to integrate singing and acting skills into the vocal, physical, and mental aspects of performing. May be repeated for credit.

Credit: Three semester hours.

MU 2313 MUSICAL THEATRE ENSEMBLE III

Study of scenes and songs from the Musical Theatre Repertoire culminating in a prepared public performance. Emphasis on exploring practical techniques of interpretation and expression in order to integrate singing and acting skills into the vocal, physical, and mental aspects of performing. May be repeated for credit.

Credit: Three semester hours.

MU 2323 MUSICAL THEATRE ENSEMBLE IV

Study of scenes and songs from the Musical Theatre Repertoire culminating in a prepared public performance. Emphasis on exploring practical techniques of interpretation and expression in order to integrate singing and acting skills into the vocal, physical, and mental aspects of performing. May be repeated for credit.

Credit: Three semester hours.

MU 2211/2221 APPLIED PIANO MUSIC

Prerequisite: MU 2211 must be completed prior to MU 2221

Students will study piano literature from different historical periods and styles.

Students will study privately with an instructor for 30 minutes a week.

Credit: One semester hour.

MU 1541-2541 MIXED ENSEMBLE

Prerequisite: Must meet a prescribed level of achievement as defined by the instructor

Each course may be repeated once for additional credit.

Ten laboratory hours a week. Credit: One semester hour.

MU 2311 MUSICAL THEATER ENSEMBLE

Prerequisite: NONE

Study of scenes and songs from the Musical Theatre Repertoire culminating in a prepared public performance. Emphasis on exploring practical techniques of interpretation and expression in order to integrate singing and acting skills into the vocal, physical, and mental aspects of performing.

May be repeated for credit.

Credit: One semester hour.

MU 2561-2563 COLLEGE CHOIR

Prerequisite: NONE

A vocal ensemble of mixed voices that performs choral music from all style periods in regular campus and off campus concerts which are open to both college students and members of the community. Two and three credit hour courses will require additional assignments. May be taken more than once.

Three laboratory hours a week.

Credit varies from one to three semester hours.

MU 2402 MUSIC LITERATURE I

Prerequisite: NONE

This course is a study of music from ancient times to 1750. It covers the stylistic characteristics of music, analysis of musical form, and emphasizes listening experience and broadens student acquaintance with literature of music.

Two lecture hours a week.

Credit: Two semester hours.

MU 2412 MUSIC LITERATURE II

Prerequisite: NONE

This is a continuation of Music Literature I from 1750 to present.

Two lecture hours a week.

Credit: Two semester hours.

MU 2810 SPECIAL PROBLEMS IN MUSIC

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Music.

May be taken more than once.

Credit varies from one to four hours.

NURSING (NUR)

NUR 1113 NURSING ROLE TRANSITION

Prerequisite: Permission of Nursing Program Chair

This online course is designed to introduce the licensed practical nurse, licensed vocational nursing and registered paramedic to concepts related to change and transition as they pursue education to become registered nurses. Students will learn about the philosophy of the nursing education process, differentiation of LPN and RN roles, critical thinking in registered nursing, role concepts essential for registered nursing practice, and application for the nursing process.

Credit: Three semester hours.

NUR 1118 FUNDAMENTALS FOR NURSING

Prerequisite: Acceptance into the Nursing Program.

This course is designed to introduce the beginning nursing student to the profession of nursing, legal, moral and ethical constructs, effective communication, pharmacology, and the nursing process for improvement of patient care and safety. The student will learn safe essential nursing skills to be performed while caring for individual patients.

Credit: Eight semester hours.

NUR 1125 FUNDAMENTALS FOR NURSING

Prerequisite: Acceptance into the Nursing Program. NUR1113

This course is designed to introduce the beginning nursing student to the profession of nursing, legal, moral and ethical constructs, effective communication, pharmacology, and the nursing process for improvement of patient care and safety. The student will learn safe essential nursing skills to be performed while caring for individual patients.

Credit: Five semester hours.

COURSE DESCRIPTIONS

NUR 1129 HEALTH PROMOTION & THE NURSING PROCESS I

Prerequisite: NUR 1118.

This course is designed to introduce the nursing student to respiratory, cardiac, hematology, renal and endocrine content while providing care for individual patients. The nursing student will collaborate with patients through the nursing process to deliver holistic culturally appropriate care. Students will demonstrate accountability and responsibility for their evolving identity as a nurse committed to safe quality care.

Credit: Nine semester hours.

NUR1223/(HUM1223) GLOBAL EDUCATION STUDIES IN NURSING

Prerequisite: Completion of one semester of nursing program or be a licensed health care professional and by approval of the supervising nursing faculty and Nursing Program Chair.

This course explores and compares the influence of culture, government, financing, society, and geography on the patterns of health care delivery for both health care professionals and health care recipients. Nursing roles in the health care system, quality improvement, current nursing issues, education, and the globalization of health care are also discussed. The course will be supervised by faculty from Murray State College Nursing Program. Course length will be approximately 1 week and will include theoretical concepts and hands on clinical experiences. Students will tour and/or participate in care in a variety of acute and community settings and have opportunities to collaborate with health professionals from the host country and/or other college/university students, and visiting health care teams.

Credit: Three semester hours.

NUR 2219 HEALTH PROMOTION & THE NURSING PROCESS II

Prerequisite: NUR 1118 and NUR 1129

This course is designed to build upon knowledge of the nursing process gained in previous nursing courses; additionally mental health, maternity, reproductive, and gastrointestinal concepts are explored. Students will adapt management and coordinator of the workflow environment with the health care team to improve client safety and continuity of care. Students will promote patient autonomy, ongoing growth and integrity through the role of client educator.

Credit: Nine semester hours.

NUR 2220 LEADERSHIP & THE NURSING PROCESS

Prerequisite: NUR 1118, NUR 1129 and NUR 2219

This course is designed to build upon knowledge of the nursing process gained in previous nursing courses; additionally, management and leadership roles, and concepts of neuromuscular and emergent critical care are explored. Students will use ethical guidelines to fulfill their role as client advocate while providing evidenced based patient care. Role transition from student to registered nurse is supported by student development of individualized learning outcomes to be achieved during a preceptorship experience and preparation for the National Council Licensing Examination – RN.

Credit: Ten semester hours.

NUR 2810 SPECIAL PROBLEMS IN NURSING

Prerequisite: Approval of the Nursing Division Chair.

This course is designed specifically for special seminars, studies, course interests, and other special projects/events/activities related to Nursing. May be taken more than once.

Credit varies.

NUTRITION (NUT)

NUT 1553 NUTRITION

Prerequisite: NONE

This course is designed to provide the student with an understanding of basic nutrition and how it applies to good health throughout the life cycle. This course is required for nursing students and Health,

Wellness, and Human Performance student, but is not limited to those seeking those degrees.

Three lecture hours a week.

Credit: Three semester hours.

OCCUPATIONAL THERAPY ASSISTANT (OTA)

OTA 2101 FIELDWORK IA

Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

Level I fieldwork is designed to introduce students to the fieldwork experience, to apply knowledge to practice, and to develop understanding of the needs of clients. It is designed to enrich the first semester coursework through participation in selected aspects of the occupational therapy process.

Eight clinical hours a week.

Credit: One semester hour.

OTA 2112 INTRODUCTION TO OCCUPATIONAL THERAPY

Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

This initial course provides an overview of occupational therapy including the history, philosophy, values, ethics and beliefs, which form the foundations of the profession. The role of occupational therapy in various healthcare settings and the role of the OTA and the OTR will be introduced. The essentials of success in the OTA program will be investigated including basic computer competence, utilization of media and learning resources, and success strategies for learning. The processes of self-examination, cooperation, and teambuilding for enhancing learning will be explored.

Two lecture hours a week and thirty-two clock hours.

Credit: Two semester hours.

OTA 2113 OCCUPATIONAL THERAPY PROCESS I

Prerequisite: Acceptance to the Occupational Therapy Assistant Program

This course provides an introduction to the Occupational Therapy Framework that provides the basis for treatment planning and treatment interventions. The fundamentals of occupational therapy practice will be presented. Frames of reference will be introduced and the Developmental Model and Occupational Functioning Model will be presented and applied. Human development as it relates to occupation across the life span will be studied.

Three lecture hours a week.

Credit: Three semester hours.

OTA 2121 FIELDWORK IB

Prerequisite: Acceptance to the Occupational Therapy Assistant Program Students continue practical clinical experiences in clinical settings to allow observation and application of knowledge and skills gained in the first semester coursework.

Forty clinical hours a week. Credit: One semester hour.

OTA 2122 THERAPEUTIC TECHNIQUES

Prerequisite: Acceptance to the Occupational Therapy Assistant Program. Students will learn basic media, modalities and methods of occupational therapy techniques and skills. Skill building in activity and task analysis will be developed as a basis for future treatment planning.

Two lecture hours and six laboratory hours a week.

Credit: Two semester hours.

OTA 2133 CLINICAL CONDITIONS AND TERMINOLOGY

Prerequisite: Acceptance to the Occupational Therapy Assistant Program. Medical terminology and common clinical

COURSE DESCRIPTIONS

conditions encountered in occupational therapy practice including information on etiology, signs and symptoms, medical management and impact on function and occupation.

Three lecture hours a week.

Credit: Three semester hours.

OTA 2143 HUMAN MOVEMENT/KINESIOLOGY

Prerequisite: Acceptance to the Occupational Therapy Assistant Program Review of basic musculoskeletal anatomy and introduction to medical terminology as it relates to the structure and function of the human musculoskeletal and sensory systems. The concepts of kinesiology, the basic mechanics of motion, will be introduced and the development of skills in the analysis of movement will be emphasized.

Two lecture hours and three laboratory hours a week.

Credit: Three semester hours.

OTA 2203 THERAPEUTIC INTERVENTIONS FOR INFANTS & CHILDREN

Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

The theory and practice of selected occupational therapy interventions for specified populations will form the basis for this course including specific developmental, pediatric, sensory motor, psychosocial, and mental health techniques. Group process skills, helpful interviewing, conflict resolution, group dynamics, and therapeutic use of the self, developmental therapy, remediation of sensory processing disorders and interventions for school age children will be highlighted. A review of pertinent clinical conditions and effects on occupational functioning will be included. Two lecture hours and three laboratory hours a week. Credit: Three semester hours.

OTA 2223 COMMUNITY & PSYCHOSOCIAL PRACTICE

Prerequisite: Acceptance to the Occupational Therapy Assistant Program. Concepts of health and wellness will be explored and students will develop a personal model of health. Frames of reference and treatment implementation and planning will be emphasized. Cultural competency, self-assessment for team building, adult learning theory, effective teaching methods, communication skills, data gathering and documentation proficiency will be developed. Clinical reasoning and critical thinking skills will be modeled and practiced. Basic assessment tools will be demonstrated and practiced. Community models of practice will be explored and each student will develop a community clinical practice activity. This course also focuses on psychosocial disorders, psychiatric conditions, and OT practice in mental health.

Three lecture hours a week.

Credit: Three semester hours.

OTA2233 PROFESSIONAL MANAGEMENT

Prerequisite: Acceptance to the Occupational Therapy Assistant Program Professional and self-management skills form the basis of this course. Topics include: self-directed learning, understanding of regulatory requirements, reimbursement issues, fieldwork requirements and responsibilities, ethics in practice, and use of professional literature and research. Supervision requirements and state licensure, partnerships, HIPAA, OTA roles and practice standards for competence, NBCOT certification will also be covered in depth and resources identified. Students will become familiar with AOTA documents that guide practice. Scope and standards of practice, code of ethics, core values, communication skills, multicultural competence, and role delineation will be offered. Job search skills will be covered.

Three lecture hours a week. Credit: Three semester hours.

OTA 2243 OCCUPATIONAL THERAPY PRACTICE AND ADAPTATIONS

Prerequisite: Acceptance to the Occupational Therapy Assistant Program

The theory and practice of occupational adaptations for specific populations and appropriate occupational therapy compensatory and adaptive treatment techniques for patients with physical and cognitive disabilities, and the elderly will be stressed. A review of related clinical conditions and need for adaptations for improving or maintaining occupational performance will be included. Adaptations in emerging areas of practice such as hand therapy, work programs, driving, lymphedema, and low vision will be explored.

Two lecture hours and three laboratory hours a week.

Credit: Three semester hours.

OTA 2253 CLINICAL FIELDWORK IIA

Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

This course is an eight-week full-time clinical experience under the supervision of a licensed occupational therapy assistant or occupational therapist. Fieldwork requirements must be completed within 12 months of technical coursework. **Fieldwork requirements must be completed within 12 months after successful completion of the didactic coursework.**

Forty clinical hours a week.

Credit: Three semester hours.

OTA 2263 CLINICAL FIELDWORK IIB

Prerequisite: Acceptance to the Occupational Therapy Assistant Program

This course is an eight-week full-time clinical experience under the supervision of a licensed occupational therapy assistant or occupational therapist. Fieldwork requirements must be completed within 12 months of technical coursework. **Fieldwork requirements must be completed within 12 months after successful completion of the didactic coursework.**

Forty clinical hours a week.

Credit: Three semester hours.

ORIENTATION (ORI)

ORI 1011 NEW STUDENT COLLEGE ORIENTATION

Prerequisite: NONE

This course is required of all first-time college freshmen. It is designed to introduce students to college. Topics include but are not limited to: study skills, financial literacy, career/degree information, campus tour, and financial aid information.

Eight (8) classroom hours in one (1) day, plus eight (8) classroom hours over an eight (8) week period. It may be offered as an Internet course, or instead of the (8) classroom hours over the course of an eight-week period, it may be offered in an all-day Saturday section.

Credit: One semester hour.

PHILOSOPHY (PH)

PH 1113 INTRODUCTION TO PHILOSOPHY

This course is a survey of the several major studies of philosophy, as well as, an examination of how the discipline has molded and continues to shape society. Such areas of scrutiny and comparison include, but are not limited to: metaphysics, empiricism, epistemology, religion and existentialism. It is the goal of the course to hone critical thinking skills and provide the student with cornerstones for the foundation upon which they may build a greater comprehension of that most complex subject known to man-human nature.

Credit: Three semester hours.

COURSE DESCRIPTIONS

PHYSICAL SCIENCE (PHS)

PHS 1113 GENERAL PHYSICAL SCIENCE

Prerequisite: None.

The course consists of the study of Astronomy, Chemistry, Geology, and Physics. The course is recommended for satisfying the non-lab science general education requirement.

This course will include three lecture hours per week.

Credit: Three credit hours.

PHS 1114 GENERAL PHYSICAL SCIENCE

Prerequisite: NONE

The course explores important topics in Astronomy, Chemistry, Geology, and Physics. This is a lecture-demonstration course with a laboratory component.

There are three hours lecture per week and two hours laboratory per week. Credit: Four semester hours.

PHS 1214 INTRODUCTION TO ASTRONOMY

Prerequisite: None

This is a general education course in astronomy. Topics include the history and development of astronomy, basic astronomical methods, our solar system, life cycle of stars, quasars, galaxies, and cosmology. Four lecture hours per week with laboratory/observation work included.

Credit: Four semester hours.

PHS 1313 INTRODUCTION TO ROBOTICS

Prerequisite: It is recommended, but not required, that students take CIS1113 Computer Applications.

This is an introductory course based on the theory and application of building, coding, and input/output control of basic robotic devices based on the Arduino computer. The Arduino uses the SKETCHES program for coding the robotics. Students will build and modify various input/output devices, so their robot can follow or avoid light, objects, and temperatures. Finally, they will learn how to include commercial add-ons to Arduino-based SHIELDS stacking system to extend the robots capabilities.

Two lecture hours per week and two lab hours per week.

Credit: Three semester hours.

PHS 2810 SPECIAL PROBLEMS IN PHYSICAL SCIENCE

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Physical Science.

May be taken more than once.

Credit varies from one to four hours.

PHYSICAL THERAPIST ASSISTANT (PTA)

PTA 2103 ANATOMY AND MOVEMENT I

Prerequisite: Admission to the PTA Program

Corequisite: PTA 2112

This course introduces students to the movement system including skeletal, articular, muscular, circulatory, and nervous systems as they relate to the practice of physical therapy. Topics include anatomical terminology, identification of landmarks and structures a foundation for further learning for assessment of and interventions to enhance motion, strength, endurance, balance, and coordination through therapeutic exercise interventions.

Credit: Three semester hours.

PTA 2112 INTRODUCTION TO PHYSICAL THERAPY

Prerequisite: Admission to the PTA Program

Corequisite: PTA 2103

This course introduces students to the physical therapy profession.

Foundational topics include: program success strategies, history of physical therapy, defining contemporary physical therapy, professional organization, preferred relationship between PT and PTA, ethical and legal issues, federal/state regulations, interpersonal communication, diversity/cultural competence, and professional documentation. The content in this course will serve as a foundation from which to further develop skills required for success in the PTA program and in the profession of physical therapy. This class includes in-class and online components.

Credit: Two semester hours.

PTA 2126 PHYSICAL THERAPY PRINCIPLES AND PROCEDURES I

Prerequisite: PTA 2103 and PTA 2112

Corequisite: PTA 2134, PTA 2145

This course includes principles and procedures for selected physical therapy procedures including assessments and interventions. Topics include: preparation for patient care, positioning/draping, aseptic technique, safety, patient transfers, assistive devices, and vital signs. Biophysical agents including: electrotherapeutic agents, compression therapies, cryotherapy, hydrotherapy, superficial and deep thermal agents, traction and light therapies. Patient education, professional behaviors, and documentation related to course content is included.

The course includes in-class, online and laboratory components.

Credit: Six semester hours.

PTA 2134 PATHOLOGY FOR THE PTA

Prerequisite: PTA 2103 and PTA 2112

Corequisite: PTA 2126, PTA 2145

This course is the study of diseases and conditions common in individuals receiving physical therapy. Students will learn the etiology, pathophysiology, and impact of selected medical and surgical conditions with emphasis on movement and function in individual across the life span. Topics include: introduction to health illness, and disability, clinical medicine, pathology of musculoskeletal system, pathology of nervous system, and other selected topics. Content will include the medical terminology associated with each topic and a focus on physical therapy interventions/practices associated with select conditions. This course includes in-class and online components.

Credit: Four semester hours.

PTA 2145 ANATOMY AND MOVEMENT II

Prerequisite: PTA 2103 and PTA 2112

Corequisite: PTA 2134, PTA 2126

This course involves the study of the structure and function of the musculoskeletal system with an emphasis on human movement. This course builds on the interventions to enhance movement and function across the life span. Topics include: Introduction to therapeutic exercise, postural assessment, flexibility testing, muscle strength assessment, and assessment of gait. The course includes in-class, online and laboratory components.

Credit: Five semester hours.

PTA 2152 CLINICAL PRACTICUM I

Prerequisite: Concurrently enrolled in PTA 2103, PTA 2112, PTA 2126, PTA 2134 and PTA 2145

This course is a full-time integrated clinical experience. Students will actively participate in supervised clinical application of physical therapy assessment and interventions in real-life clinical environments. Students will work under the direct supervision of clinical faculty. This course will require the application of knowledge and skills presented in prior courses. Four weeks (4 x 40 hours = 160 hours). The location of clinical practicum is assigned by program faculty based on learning needs and available clinical sites. Students are responsible for transportation and housing during this course.

Credit: Two semester hours.

COURSE DESCRIPTIONS

PTA 2213 PHYSICAL THERAPY PRINCIPLES AND PROCEDURES II

Prerequisite: PTA 2103, PTA 2112, PTA 2126, PTA 2134, PTA 2145 and PTA 2152

Corequisite: PTA 2223, PTA 2234

Physical therapy principles and procedures in addition to those included in prior classes are discussed in this class. Topics include: gait training techniques, balance assessment and intervention, additional therapeutic exercise applications, manual therapy appropriate to the PTA, orthopedic management, and pulmonary physical therapy. This course includes in-class, online and lab components.

Credit: Three semester hours.

PTA 2223 SEMINAR IN PHYSICAL THERAPY

Prerequisite: PTA 2103, PTA 2112, PTA 2102, PTA 2126, PTA 2134, PTA 2145 and PTA 2152

Corequisite: PTA 2213, PTA 2234

This course is designed to assist the student in transition to being a licensed physical therapist assistant. Topics included are current trends, patient services, integrating theory and practice in various practice settings, licensure issues, and employment process.

The course includes in-class and online components.

Credit: Three semester hours.

PTA 2234 REHABILITATION TECHNIQUES

Prerequisites: PTA 2103, PTA 2112, PTA 2126, PTA 2134, PTA 2145 and PTA 2152

Corequisite: PTA 2213, PTA 2223

This course emphasizes the rehabilitation process. Students will learn contemporary physical therapy rehabilitation techniques/interventions used with individuals across the life span that may have disability associated with congenital or acquired conditions. Topics include: psychosocial, amputation, brain injury, spinal cord injury, cardiac conditions, genetic/congenital disorders, and the use of prosthetic, orthotic, mobility, and other assistive devices and technology.

The course includes in-class, online and laboratory components.

Credit: Four semester hours.

PTA 2243 CLINICAL PRACTICUM II

Prerequisite: PTA 2103, PTA 2112, PTA 2126, PTA 2134, PTA 2145, PTA 2152, PTA 2213, PTA 2223 and PTA 2234.

This course is a full-time terminal clinical experience. Students will actively perform clinical observation, application, and practice of physical therapy including assessment and intervention under the direction and supervision of qualified clinical faculty. This course requires the application of knowledge and skills presented throughout the program. Six weeks (6 x 40 hours = 240 hours). The location of clinical practicum is assigned by program faculty based on learning needs, prior experiences, and availability of clinical sites. Students are responsible for transportation and housing during this course.

Credit: Three semester hours.

PTA 2253 CLINICAL PRACTICUM III

Prerequisite: PTA 2103, PTA 2112, PTA 2126, PTA 2134, PTA 2145, PTA 2152, PTA 2213, PTA 2223, PTA 2234 and PTA 2243.

This course is a full-time terminal clinical experience. Students will actively perform clinical observation, application, and practice of physical therapy including assessment and intervention procedures under the direction and supervision of qualified clinical faculty progressing to entry-level practice expectations. This course requires the application of knowledge and skills presented throughout the program. Six weeks (6 x 40 hours = 240 hours). The location of clinical practicum is assigned by program faculty based on learning needs, prior experiences, and availability of clinical sites. Students are responsible for transportation and housing during this course. A post-

clinical seminar (3 to 4 days) required as part of this course.

Credit: Three semester hours.

PTA 2810 SPECIAL ISSUES IN PHYSICAL THERAPY

Prerequisite: None

This course is an elective class that may be taken by permission from the PTA Program director. Interested students in need of specific learning opportunities may contact the program director. A "Special Issues" course may be 1, 2, or 3 credit hours and may be used to foster specific learning of new content or to ensure continued competency. The student will participate with the instructor in the development of a learning contract that will include the program of study, student responsibilities, and expectations for the class. This class is available at the discretion of the program director and is primarily for students who are enrolled in the technical portion of the program or in the process of application to the PTA program.

Credit: One, two or three hours dependent upon course/project requirements.

PHYSICS (PHY)

PHY 1114 GENERAL PHYSICS I

Prerequisite: MTH 1513; MTH 1613 recommended

This is a general technical physics for non-engineering students. It is a beginning lecture and laboratory study of the fundamental principles of mechanics and heat.

Three lecture and three laboratory hours a week.

Credit: Four semester hours.

PHY 1214 GENERAL PHYSICS II

Prerequisite: Earn a C or better in PHY 1114 or equivalent

This is a continuation of Physics 1114. It is a lecture and laboratory study of the fundamental principles of sound, electricity, magnetism, light, and modern physics.

Three lecture and three laboratory hours a week.

Credit: Four semester hours.

PHY 2015 ENGINEERING PHYSICS I

Prerequisite: MTH 2215

This course, designed for engineers or science majors, is a lecture-laboratory course of general physics taught with Calculus. It includes topics from mechanics and heat.

Four lecture and three laboratory hours a week.

Credit: Five semester hours.

PHY 2115 ENGINEERING PHYSICS II

Prerequisite: Earn a C or better in PHY 2015 or equivalent

This is a continuation of PHY 2015 including topics from sound, electricity, magnetism, light and modern physics. Four lecture and three laboratory hours a week.

Credit: Five semester hours.

PHY 2313 MODERN PHYSICS

Prerequisite: PHY 2115.

Introductory topics in relativity, atomic structure, nuclear theory, wave mechanics, statistical physics, and solid-state physics are studied.

Three lecture hours a week. Credit: Three semester hours.

PHY 2810 SPECIAL PROBLEMS IN PHYSICS

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Physics.

May be taken more than once.

Credit varies from one to four hours.

COURSE DESCRIPTIONS

PSYCHOLOGY (PSY)

PSY 1113 INTRODUCTORY PSYCHOLOGY

Prerequisite: NONE

A survey of the major areas of study in Psychology, such as: motivation, learning physiology, human development, social psychology, abnormal behavior, perception, memory, cognition/thought, and treatment.

Three lecture hours a week.

Credit: Three semester hours.

PSY 2113 PSYCHOLOGY OF ADJUSTMENT

Prerequisite: NONE

This course is a Psychology course that is a study of adjustment problems and their effect on the lives, behavior, and personalities of individuals.

Three lecture hours per week.

Credit: Three semester hours.

PSY 2313 INTRODUCTION TO COUNSELING

Prerequisite: PSY 1113

This course is an introduction to theoretical principles and techniques of counseling. This course will also include the professional and ethical issues of counseling and social services issues.

Three lecture hours per week.

Credit: Three semester hours.

PSY 2333 Introduction to Research and Writing in Psychology

Prerequisite: PSY 1113

This course is a broad-based introduction to the methods used in behavioral research, including how to search the literature of the discipline of psychology, reading and writing research papers, and using American Psychological Association (APA) writing style.

Credit: Three semester hours.

PSY 2433 PSYCHOLOGICAL STATISTICS

Prerequisite: PSY 1113 - Recommended: MTH 1513

This course is an introduction to descriptive and inferential, parametric and nonparametric statistical techniques used in behavioral research including: measures of central tendency, variability, correlation, regression analysis, hypothesis testing, t-tests, chi-square, and simple analysis of variance.

Three lecture hours per week.

Credit: Three semester hours.

PSY 2443 PERSONALITY THEORIES

Prerequisite: PSY 1113

A Psychology course that examines personality processes and the various theoretical approaches to the study of personality such as: psychodynamic, behavioral, phenomenological, trait, and social learning theories.

Three lecture hours per week.

Credit: Three semester hours.

PSY 2523 DEVELOPMENTAL PSYCHOLOGY

Prerequisite: PSY 1113

This is a theoretical and research-based course that will cover social, emotional, physical and cognitive aspects of human development throughout the lifespan.

Three lecture hours.

Credit: Three semester hours.

PSY 2533 SOCIAL PSYCHOLOGY

Prerequisite: PSY 1113 or SOC 1113

This course will cover topics such as: conformity, social influence, social cognition, prosocial behavior, prejudice, group processes, interpersonal attraction and social comparison.

Three lecture hours a week.

Credit: Three semester hours.

PSY 2810 SPECIAL PROBLEMS IN PSYCHOLOGY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Psychology. May be taken more than once.

Credit varies from one to four hours.

RELIGIOUS EDUCATION (RE)

RE 1713 SURVEY OF THE OLD TESTAMENT

Prerequisite: NONE

This course is a survey of Old Testament literature with special attention given to literary form, historical background, and religious message.

Two lecture hours a week.

Credit: Two semester hours.

RE 1723 SURVEY OF THE NEW TESTAMENT

Prerequisite: NONE

This course is a survey of New Testament literature with special attention given to literary form, historical background, and religious message.

Two lecture hours a week.

Credit: Two semester hours.

RE 2810 SPECIAL PROBLEMS IN RELIGIOUS EDUCATION

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Religious Education.

May be taken more than once.

Credit varies from one to four hours.

SCIENCE (SCI)

SCI 0103 BASIC SCIENCE

Prerequisite: NONE

Requirements: This course is for any student that has scored below a 14 on the Science portion of the ACT or any student that must take transitional reading and transitional math.

This non-credit course is designed for students who need to improve their science background before taking college-level Science courses. It is an integrated course, which introduces a range of basic concepts of both physical and life sciences. This course is graded with "S" for satisfactory or "U" for unsatisfactory. To receive a grade of "S", the student must have an average of 70% or better on course work for the semester.

Three lecture laboratory hours per week.

Credit: None.

SCI 1563 THERAPEUTIC NUTRITION

Prerequisite: NONE

Designed for persons concerned with nutrition as it relates to disease processes and health problems. Emphasis is on special nutritional needs throughout the life cycle and diet modifications required by specific health problems.

Three lecture hours a week.

Credit: Three semester hours.

COURSE DESCRIPTIONS

SCI 2224 EARTH, SPACE & ENVIRONMENTAL SCIENCE

Prerequisite: None.

This course is an introduction to Geology, Astronomy, Meteorology, and Environmental Science with laboratory for elementary majors. This course will also discuss the interrelationship between biotic and abiotic components of the environment and the influence human activities have on the environment.

Four lecture hours a week.

Credit: Four semester hours.

SCI 2810 SPECIAL PROBLEMS IN SCIENCE

Prerequisite: Approval of the Division Chair

This course will provide students with the opportunity to develop educational science demonstrations and activities for an outreach project called "Elements of Murray State College". The goal of this course will be to establish the methods and materials required for the science demonstrations. Students will develop educational materials that explain the science behind the demonstrations. As a class, they will come up with designs for the signage, stagecraft and promotion of the outreach project.

Credit varies from one to four hours.

SERVICE LEARNING (SL)

SL1111 VOLUNTEERISM

Prerequisite: NONE

This course is designed to promote service learning and volunteerism within the community. Students will be required to complete a service-learning project.

May be taken more than once.

Credit: One semester hour.

SOCIAL SCIENCE (SS)

SS 2810 SPECIAL PROBLEMS IN SOCIAL SCIENCE

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Social Science.

May be taken more than once.

Credit varies from one to four hours.

SOCIOLOGY (SOC)

SOC 1113 INTRODUCTION TO SOCIOLOGY

Prerequisite: NONE

This course is a general survey of the field of Sociology, the origin and development of social institutions and social processes.

Three lecture hours a week.

Credit: Three semester hours.

SOC 2013 MARRIAGE AND FAMILY RELATIONSHIPS

Prerequisite: NONE

This course includes:

- 1) a study of the factors for successful marital adjustment;
- 2) a study of the problems of courtship and marriage;
- 3) a comparative analysis of family structure and change in relation to other aspects of society; and
- 4) a study of family processes such as courtship, marriage, reproduction, childbearing and marital dissolution.

Three lecture hours.

Credit: Three semester hours.

SOC 2023 SOCIAL PROBLEMS

Prerequisite: SOC 1113

This course is a study of contemporary social problems, their causes and proposed solutions. An attempt is also made to anticipate

areas of future difficulty and to examine proposals for mitigating them.

Three lecture hours.

Credit: Three semester hours.

SOC 2063 DEVIANCE, CRIME, AND DELINQUENCY

Prerequisite: SOC 1113

This course is a study of the theories and research on deviance and social controls, and the causes and prevention of crime and delinquency.

Three lecture hours per week.

Credit: Three semester hours.

SOC 2143 CULTURAL DIVERSITIES

Prerequisite: SOC 1113

This course is a study of minority and majority relations and cultural difference. This course examines prejudice, discrimination and related factors.

Three lecture hours a week.

Credit: Three semester hours.

SOC 2433 DOMESTIC RELATIONS

Prerequisite: SOC 1113

This course examines the laws of divorce, annulment, separate maintenance actions, and a review of various juvenile problems including adoption, custody and delinquency.

Three lecture hours a week.

Credit: Three semester hours.

SOC 2533 SOCIAL PSYCHOLOGY

Prerequisite: PSY 1113 or SOC 1113

This course is a study of the psychological basis of social interaction and change.

Three lecture hours per week.

Credit: Three semester hours.

SOC 2613 SOCIOLOGY OF GENDER

Prerequisite: SOC 1113

This course examines the reinforcement of gender roles by the major institutions of society and examines the effect of gender roles on education, mass media, economics, laws, religion and society.

Credit: Three semester hours.

SOC 2810 SPECIAL PROBLEMS IN SOCIOLOGY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Sociology. May be taken more than once.

Credit varies from one to four hours.

SOCIAL WORK (SW)

SW 2113 INTRODUCTION TO SOCIAL WORK

Prerequisite: NONE

This course is designed to acquaint the student with different types of social service. It provides an introduction to the philosophy, purposes, and functions of various social agencies.

Three lecture hours a week.

Credit: Three semester hours.

SW 2810 SPECIAL PROBLEMS IN SOCIAL WORK

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to social work. May be taken more than once. Credit varies from one to four hours.

COURSE DESCRIPTIONS

SPANISH (SPA)

SPA 1013 CONVERSATIONAL

SPANISH Prerequisite: NONE

This course should be taken by students who have never studied Spanish and who want to learn basic conversational patterns. The beginning student will develop oral communication skills through intensive practice in Spanish with a focus on listening and speaking activities. The student will be able to function in Spanish on topics of everyday life. Three lecture hours a week.

Credit: Three semester hours.

SPA 1114 BEGINNING SPANISH I

Prerequisite: NONE

This is an elementary course in understanding, speaking, reading and writing Spanish and includes a language lab component.

Three lecture hours and one laboratory hour a week.

Credit: Four semester hours.

SPA 1214 BEGINNING SPANISH II

Prerequisite: SPA 1114 (or two years of high school Spanish)

A continuation of Spanish I, this is an elementary course in understanding, speaking, reading and writing Spanish and includes a language lab component.

Three lecture hours and one laboratory hour a week.

Credit: Four semester hours.

SPA 2810 SPECIAL PROBLEMS IN SPANISH

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Spanish.

May be taken more than once.

Credit varies from one to four hours.

SPEECH (SPC)

SPC 1113 FUNDAMENTALS OF SPEECH

Prerequisite: NONE

This is an elementary course emphasizing the principles and techniques of preparing for, participating in, and the evaluation of communication behavior at the interpersonal and public levels.

Three lecture hours a week.

Credit: Three semester hours.

SPC 2103 ARGUMENTATION AND DEBATE

Prerequisite: SPC 1113 or permission of instructor

This course is concerned with the study and application of logic and argumentation in persuasion. It includes theories of argumentation and practical debate experience.

Three lecture hours a week.

Credit: Three semester hours.

SPC 2113 ORAL INTERPRETATION

Prerequisite: Division approval

This course focuses on the theory and practice of the art of interpreting to an audience from the printed page, works of literature in their intellectual, emotional, and aesthetic entirety.

Three lecture hours a week.

Credit: Three semester hours.

SPC 2213 PUBLIC SPEAKING

Prerequisite: SPC 1112 or Division approval

Emphasis is placed on speeches designed for special occasions.

Three lecture hours a week.

Credit: Three semester hours.

SPC 2810 SPECIAL PROBLEMS IN SPEECH

Prerequisite: Approval of the Division Chair.

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Speech.

May be taken more than once.

Credit varies from one to four hours.

THEATRE (TH)

TH 1001/1002 PLAY PRODUCTION

Prerequisite: NONE

Credit is earned by preparation for and participating in dramatic productions and/or intercollegiate speaking activities.

May be repeated for a total of four credit hours

Two laboratory hours per week.

Credit: One or two semester hour.

TH 1133 INTRODUCTION TO THEATRE

Prerequisite: NONE

This course is a survey and analysis of theatre history, literature, and practices relating to the theatre as a social force.

Three lecture hours a week.

Credit: Three semester hours.

TH 1143 CREATIVE DRAMATICS

Prerequisite: None.

This course examines the use of theatre for personal development, self-expression, and education using creative dramatics, storytelling, and improvisation.

Three lecture hours a week.

Credit: Three semester hours.

TH 1151-2151 THEATRE PRODUCTION

Prerequisite: NONE

Credit is earned by preparation for and participating in dramatic productions and/or intercollegiate speaking activities and may be repeated for a total of four credit hours.

Two laboratory hours a week.

Credit: One semester hour.

TH 1612 DANCE I

Prerequisite: NONE

This course is an introduction of techniques for basic tap and ballet with a strong emphasis in vocabulary, fundamental philosophies, body alignment, and positions of the arms and feet. There may be performing opportunities. Credit: Two semester hours.

TH 1712 DANCE II

Prerequisite: TH 1612

This course is a beginning level of techniques for basic tap and ballet with a strong emphasis in vocabulary, fundamental philosophies, body alignment, and positions of the arms and feet. There may be performing opportunities. To enroll in this class, student must have completed TH 1612.

Credit: Two semester hours.

TH 2612 DANCE III

Prerequisite: TH 1612 and TH 2612

This course is an intermediate level of techniques for tap and ballet with a strong emphasis in vocabulary, fundamental philosophies, body alignment, and positions of the arms and feet. This course will combine steps for specific dance construction. There may be performing opportunities. To enroll in this class, student must have completed TH1612 and TH 2612. Credit: Two semester hours.

COURSE DESCRIPTIONS

TH 2712 DANCE IV

Prerequisite: TH 1612, TH 2612 and TH 2712

This course is an advanced level of techniques for tap and ballet with a strong emphasis in vocabulary, fundamental philosophies, body alignment and positions of the arms and feet. This course will combine complicated steps in a specific rhythmic and/or dance construction.

There may be performing opportunities.

Credit: Two semester hours.

TH 2732 DANCE COMPANY

Prerequisite: NONE

This course is an ensemble performance class with emphasis based on a variety of dance techniques. Students must audition and be willing to perform at Murray State College events.

This class may be repeated.

Credit: Two semester hours.

TH 2123 ORAL INTERPRETATION

Prerequisite: Division Approval

This course instructs the student in the re-creation and oral communication of works of literary art. The selection, evaluation, analysis, interpretation, and oral presentation of various prose and verse selections are emphasized.

Three lecture hours a week.

Credit: Three semester hours.

TH 2133 ACTING I

Prerequisite: NONE

Designed to acquaint the beginning actor with the fundamentals of acting, this course explores the physical, vocal, emotional and technical aspects of the actor's craft. Three lecture hours a week.

Credit: Three semester hours.

TH 2143 STAGECRAFT I

Prerequisite: NONE

This course deals with the principles of constructing, rigging, and assembling modern stage scenery and equipment.

Three lecture hours a week. May be taken more than once.

Credit: Three semester hours.

TH 2233 ACTING II

Prerequisite: TH 2133

This course will develop the actor's craft through scene study, and various techniques of character analysis and development.

Three lecture hours a week.

Credit: Three semester hours.

TH 2243 STAGECRAFT II

Prerequisite: NONE

This course is the continuation of Stagecraft dealing with the principles of constructing, rigging, and assembling modern stage scenery and equipment.

Three lecture hours a week. May be taken more than once.

Credit: Three semester hours.

TH 2810 SPECIAL PROBLEMS IN THEATRE

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Theatre. May be taken more than once.

Credit varies from one to four hours.

VETERINARY ASSISTANT (VA)

VA 1114 VETERINARY ASSISTANT I

Prerequisite: NONE

This course will provide the student with necessary skills utilized in the everyday duties of the veterinary assistant, including, but not limited to: office procedures and client relations, medical terminology, handling and restraint, animal behavior, pharmacology and pharmacy, and various related studies.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

VA 1214 VETERINARY ASSISTANT II

Prerequisite: Completion of VA 1114 with a grade point of 2.0 or better.

This course will provide the student with nursing skills related to surgery, anesthesia, laboratory procedures, and diagnostic imaging. It will also cover avian and exotic animal care and nursing skills.

Three lecture hours and two laboratory hours a week.

Credit: Four semester hours.

VETERINARY TECHNOLOGY (VT)

VT 1111 VETERINARY MEDICAL TERMINOLOGY I

Prerequisite: Admission to VT Program or approval of Program Chair.

This course is designed to provide the students with a basic foundation in the language of veterinary medicine and those terms, which are used in the course VT 1114 Anatomy of Domestic Animals. Students will be introduced to the various aspects of terminology in the veterinary technology field; including construction, meaning and pronunciation.

One lecture hour per week.

Credit: One semester hour.

VT 1112 VETERINARY TECHNOLOGY MATH FOR MEDS

Prerequisite: Admission to VT Program or approval of Program Chair.

This course is designed to provide the student with a beginning level of understanding of Math as it relates to the health field. Students will review basic Math skills and learn how to apply this basic knowledge to medication dosage calculation. Specific areas covered include basic units of measurements, abbreviations, equivalencies, apothecary, household, metric conversions, dosage calculations, calculations by weight, fluid therapy, and percent solutions. The student will have the opportunity to learn and practice Math skills necessary for dosage calculation and administration.

Two lecture hours per week.

Credit: Two semester hours.

VT 1114 ANATOMY OF DOMESTIC ANIMALS

Prerequisite: Admission to VT Program or approval of Program Chair.

This course is designed to provide the student an opportunity to identify and compare the anatomical structures of common domestic animals in preparation for the study of physiological processes.

Three lecture hours and four laboratory hours per week.

Credit: Four semester hours.

VT 1124 INTRODUCTION TO VETERINARY TECHNOLOGY

Prerequisite: Admission to VT Program or approval of Program Chair.

This course is designed to introduce students to the scope of a veterinary technician's duties, career opportunities, salary ranges, organizations available to veterinary technicians, OSHA regulations and both state and federal laws, rules and regulations that govern technicians. Provide students the opportunity to identify breeds, breed characteristics and demonstrate appropriate restraint of domestic species. The student will also begin developing skills in sanitation procedures, admitting and discharging patients, performing physical examinations, administering medications, using veterinary software and

COURSE DESCRIPTIONS

maintaining medical records. Three lecture hours and three laboratory hours per week. Credit: Four semester hours.

VT 1221 VETERINARY MEDICAL TERMINOLOGY II

Prerequisite: Completion of VT 1111 with a grade point of 2.0 or better
This course is designed to provide the students with a basic foundation in the language of veterinary medicine and those terms, which are used in the course VT 1223 Physiology of Domestic Animals. Students will be introduced to the various aspects of terminology in the veterinary technology field; including construction, meaning and pronunciation.

One lecture hour per week.

Credit: One semester hour

VT 1223 PHYSIOLOGY OF DOMESTIC ANIMALS

Prerequisite: Completion of VT 1114 with a grade point of 2.0 or better
This course is designed to provide the student with the cognitive skills to comprehend the principles of body function, which are basic to the performance of the skills expected of a Veterinary Technician. The course will cover comparative function of domestic animals beginning at the cellular level and progressing through the systems of the body.

Three lecture hours per week.

Credit: Three semester hours.

VT 1224 VETERINARY CLINICAL PATHOLOGY I

Prerequisite: Completion of VT 1114 with a grade point of 2.0 or better.
This course is designed to provide the student an opportunity to perform hematological techniques including: sample collection, preparation, identification and counting blood cells, determination of hematocrit, sedimentation rate, hemoglobin content, and red blood cell indices. Along with hematological performances, internal and external parasites are identified and classified with discussions of their significance within veterinary public health, epidemiology and prevention.

Three lecture and four laboratory hours per week.

Credit: Four semester hours.

VT 1233 PHARMACOLOGY FOR VETERINARY TECHNICIANS

Prerequisite: Completion of VT 1124 with a grade point of 2.0 or better
This course is designed to familiarize students with veterinary pharmacy management and pharmacologic agents; their principles and methods of administration, pharmacokinetics. Specific drugs (including vaccines), their classification, mode of action, indications and contraindications will be included for each body system. Basic Anatomy and Physiology will be reviewed and students will be introduced to disease processes treated by the pharmacologic agents covered in this course. This course will incorporate both in class and on-line learning principles.

Hybrid course with content presented in an on-line format, with two-one hour in-class sessions per week. Credit: Three semester hours.

VT 1234 VETERINARY MEDICAL NURSING I

Prerequisite: Completion of VT 1124 with a grade point of 2.0 or better
This course is designed to provide the student cognitive and technical skills as they relate to small and large animal medical nursing. Areas of study will include animal husbandry, technician assessments, developing nursing care plans, obtaining histories, medical records, veterinary software, medication techniques, dentistry, diagnostic sampling, clinical nursing and providing client education.

Three lecture hours and four laboratory hours per week.

Credit: Four semester hours.

VT 2113 VETERINARY IMAGING

Prerequisite: Completion of VT 1234 with a grade point of 2.0 or better
This course is designed to introduce the student to various aspects of radiology, including analog and digital x-ray machines, positioning,

exposure, developing techniques, contrast radiography and troubleshooting. The course also includes exposure to ultrasonography, dental radiography, fluoroscopy, scintigraphy, and nuclear radiography. Safety and technique are emphasized throughout the course.

Two lecture and four laboratory hours a week.

Credit: Three semester hours.

VT 2114 ANESTHESIA AND SURGICAL NURSING

Prerequisite: Completion of VT 1233 with a grade point of 2.0 or better.
This course is designed to provide the student a working knowledge of the various common chemical agents associated with modern veterinary anesthesia. In addition to drug pharmacokinetics, students will also learn and develop skills in proper operation and maintenance of anesthetic machines, induction and monitoring of patients, maintenance of accurate anesthetic records, recognition of anesthetic emergencies, identification of common surgical instruments, integration of proper sterilization techniques, patient preparation, catheter and endotracheal placement, aseptic preparation of patients as indicated for the procedure, aseptically scrub for surgery, surgical assisting, and surgical suite etiquette.

Three lecture and four laboratory hours per week.

Credit: Four semester hours.

VT 2123 DISEASES OF DOMESTIC ANIMALS

Prerequisite: Completion of VT 2124 with a grade point of 2.0 or better
This course is designed to provide the student with the cognitive skills to recognize general pathology common to the domestic animal. The student will be expected to assimilate information and enter into a decision-making process at the level necessary for the practicing Veterinary Technician. Sections to be covered in this course include general pathology, immunology, toxicology and common diseases of domestic animals, including zoonotic diseases and preventive measures.

Three lecture hours per week.

Credit: Three semester hours.

VT 2134 VETERINARY CLINICAL PATHOLOGY II

Prerequisite: Completion of VT 1224 with a grade point of 2.0 or better.
This course is designed to introduce the student to the various aspects of pharmacology including: recognition of general types and groups of drugs, routes of administration and dosage regimen, pharmacokinetics, and labeling and packaging of drugs for dispensing. Clinical laboratory topics covered include restraint, physical examinations, administration of medications, medical nursing, fluid therapy, IV and urinary catheterization, wound management, emergency medical nursing and client education.

Three lecture and four laboratory hours per week.

Credit: Four semester hours.

VT 2212 VETERINARY HOSPITAL MANAGEMENT

Prerequisite: Completion of VT 2123 with a grade point of 2.0 or better
This course is designed to introduce the student to business applications related to management of a veterinary hospital; includes building a winning team, management/supervision of employees, front office procedures, revenues and financial control, accounting and bookkeeping, veterinary management software, inventory control, marketing, client relations and personnel skills.

Two lecture hours per week.

Credit: Two semester hours.

VT 2214 VETERINARY MEDICAL NURSING II

Prerequisite: Completion of VT 1234 with a grade point of 2.0 or better
This course is designed to provide the student cognitive and technical skills as they relate to small and large animal medical nursing. Areas of study will include diseases, reproduction, applied diagnostic

COURSE DESCRIPTIONS

imaging, anesthesia/surgical nursing and emergency/critical care. Animal husbandry, technician assessments, developing nursing care plans, obtaining histories, medical records, medication techniques, dentistry, diagnostic sampling, clinical nursing and providing client education will be carried over from Veterinary Medical Nursing I. Three lecture hours and four laboratory hours per week.

Credit: Four semester hours.

VT 2223 WILD, ZOO AND LABORATORY ANIMALS

Prerequisite: Completion of VT 1234 with a grade point of 2.0 or better.

This course is an introductory course in handling, restraint, nutrition, breeding, and common diseases of wild, zoo and laboratory animals. Two lecture and three laboratory hours per week.

Credit: Three semester hours.

VT 2243 VETERINARY CLINICAL NUTRITION

Prerequisite: Completion of VT 2123 with a grade point of 2.0 or better.

The lecture portion of this course will encompass objectives to help students understand proper animal nutrition and feeding. It will also require students to communicate their understanding of proper animal nutrition. Topics covered will include principles of nutrition, nutrient requirements of domestic animals, pet food production, feeding management throughout an animal's life and the dietary management of nutritional responsive diseases or disorders. This course will incorporate both in class and on-line learning principles.

Hybrid course with content presented in an on-line format with tow-one hour in-class session per week.

Credit: Three semester hours.

VT 2336 VETERINARY TECHNICIAN EXTERNSHIP

Prerequisite: Completion of VT 2214 with a grade point of 2.0 or better.

This course is an occupational experience provided through a cooperative agreement with an approved veterinary practice or allied area. Students must have successfully completed all required course work prior to beginning their externship.

The externship is a required six-hour course and is not a paid position.

Forty laboratory hours per week for eight weeks.

Credit: Six semester hours.

VT 2810 SPECIAL PROBLEMS IN VETERINARY TECHNOLOGY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Veterinary Technology. May be taken more than once. Credit varies from one to four hours.

ZOOLOGY (ZOO)

ZOO 1114 GENERAL ZOOLOGY

Prerequisite: NONE

The course covers structure, function and diversity of animals. It includes the study of biological concepts and processes such as evolution, cellular metabolism, reproduction, heredity, development, and homeostasis. The laboratory component includes the study of the taxonomy and systematics on animal phyla and the anatomy and morphology of representative taxa.

Three lecture and two laboratory hours a week.

Credit: Four semester hours.

ZOO 2810 SPECIAL PROBLEMS IN ZOOLOGY

Prerequisite: Approval of the Division Chair

This course is designed specifically for special seminars, special studies, special interests, and other special projects/events/activities related to Zoology. May be taken more than once. Credit varies from 1 to 4 hours.

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MURRAY STATE COLLEGE ADMINISTRATION, FACULTY AND STAFF

Listed by: Professorial Rank, Name, Year Employed, Title or Area, and Education.

PRESIDENT

Joy A. McDaniel, 1985

B.S., Oklahoma State University; M.Ed., Central State University; Post Graduate Study, University of Oklahoma

VICE PRESIDENTS

Michaëlle Gray, 2001 – Vice President of Student Affairs

B.A.A.S., Southeastern Oklahoma State University; M.S., East Central University

Dennis Westman, 2011 – Vice President of Administrative Services

A.A.S., Murray State College, B.S., M.B.A., Southeastern Oklahoma State University, Post Graduate Study, University of North Texas

Rebecca Henthorn, 1995 – Vice President of Academic Affairs and Institutional Effectiveness

B.S., East Central University; M.A., Western Illinois University

DEANS

Ginger Cothran, 2005 – Dean of Instruction

B.A.; M.Ed., Southeastern Oklahoma State University

FACULTY

John M. Bohon, 1990 - Gunsmithing Program Chair

A.A.S., Trinidad State Junior College; B.S., University of Oklahoma

Kathy Bowen, 2006 – Associate Professor

Business and Professional Studies Division Chair

B.S.Ed., Southeastern Oklahoma State University; M.Ed., East Central University

Greg Boyd, 1997 – Professor

Mathematics and Computer Science Division Chair

B.S., M.S., West Texas A & M

Gala Braudrick, 2011 – Nursing

B.S.N., East Central University; M.S.N., University of Oklahoma

Rhonda Brown, 2013 - Nursing

A.S., Murray State College; B.S., East Central University; M.S., University of Oklahoma Health Sciences

Alan Burris, 2007 – Art and Humanities

B.A., East Central University; M.Ed., East Central University

Sharon Burris, 2005 – Associate Professor, English

B.A., East Central University;

M.A., University of Oklahoma & University of Central Oklahoma

Jayne Campanini, 2015 -

Occupational Therapy Assistant Program Chair

Ph.D., Creighton University

Justin Cellum, 2014 -- Health, Wellness and Human Performance

B.A., Cameron University; M.Ed., Cameron University

Robin M. Coppedge, 1989 – Professor

Health Science Division Chair

B.S., Oklahoma Baptist University; M.S., University of Oklahoma

Brian Cothran, 1999 – Agronomy and Science

President's Scholar Program Chair

B.S., Southeastern Oklahoma State University

Lisa J. Coulter, 1991 - Professor - Language Arts

B.S., Fort Hays State University;

M.A., Post Graduate Study, Kansas State University

Zachary Crabtree, 2010 - Health Wellness and Human Performance,

Athletic Director, Baseball Coach

B.S., M.S., Southeastern Oklahoma State University

Derek Dodson, 2012 –

Social Science Program Chair for Psychology and Sociology

M.Ed., Oklahoma City University

Aaron Elmer, 2008 - Director of the NASNTI Grant

B.S., M.S., University of Central Oklahoma;

Ph.D., Washington State University

Michele Elmer, 2011 – Biology and Conservation

Global Education and Study Abroad Program Chair

B.S., M.T., Southeastern Oklahoma State University

REGENTS AND STAFF

Lloyd Gage, 2012 –
Health Wellness and Human Performance Program Chair
B.S., Eastern Oregon University,
Post Graduate, Central Washington University

Christy Green, 2014 – Language Arts
Transitional Education Program Chair
M.S., Texas A & M University

Kimberly Hancock, 2010 - Occupational Therapy Assistant
A.S., Eastern New Mexico University – Roswell; COTA/I; AFWC

Rebecca Jacobs-Pollez, 2012 – Assistant Professor, History
B.S., M.A., University of Houston-Clear Lake;
Ph.D., University of Missouri

Brenda Keeling, 2014 - Nursing
A.A.S. Murray State College, B.S., East Central University

Yoon Kim, 2014 – Arts and Humanities
M. A. University of Oklahoma, Ph. D. Oklahoma State University

Bobbi LaFevers, 2013 - Nursing
A.A.S., Murray State College, B.S.N., Oklahoma City University

Marvin Leeper, 2012 - English
B.A., Southeastern Oklahoma State University

Don Loving, 2008 – Associate Professor, Biological Science
B.S., Oklahoma State University; M.S., University of Oklahoma

Erandi Mayadunne, 2014 – Science
Ph.D., Oklahoma State University

Amy McCain, 2010 – Education and Behavioral Science Division Chair
B.S., Oklahoma State University; M.A., University of Oklahoma

Chris McGill, 2013 – Health, Wellness and Human Performance
M.S., New Mexico Highlands University

Chad Mercer, 2011 – Gunsmithing and NRA Coordinator
A.A.S., Murray State College; B.S., East Central University

Daniel Moore, 2011 - Science
B.S., Southeastern Oklahoma State University,
M.S., Oklahoma State University

Philip Morton, 2013 – Science and Agriculture Division Chair
B.S., Oklahoma State University; Ph.D., Purdue University

Mary Owen, 2013- Nursing
A.A.S., Murray State College, B.S.N., Southern Nazarene University,
M.S.N., Southern Nazarene University

Robbie Pearson, 2014 – Business
B.A., Ottawa University, MBA Ottawa University,
M.S. Texas A&M University, Ph.D. Texas A&M University

Blaine Red, 2014 – Agriculture
B.S. West Texas A&M

Debora S. Reed, 1987 – Assistant Professor
Veterinary Technology Program Co- Chair
A.A.S., Murray State College;
B.S., Southeastern Oklahoma State University

Wes Reddish, 2015 – Science
B.S., M.S., UT Dallas

Mary Rixen, 2008 - Director of Library
B.A., College of Great Falls;
M.S.LIS, Clarion University of Pennsylvania

Gary Robinson, 1995 - Professor
Physical Therapist Assistant Program Chair
B.S., East Central University;
B.S., Oklahoma University Health Sciences Center
M.S., Oklahoma University Health Sciences Center

Kirk A. Rodden, 1990 - Professor, Social Science Division Chair
B.A., Northeastern State University; M.A., Oklahoma State University

Laura Sandmann, 1986 – Assistant Professor
Veterinary Technology Program Co- Chair
A.A.S., Murray State College;
B.S., East Central University

Debra Simmons, 2011 - Physical Therapist Assistant
A.A.S., Murray State College

Randy Tanner, 2010- Business Management Program Chair
B.A., Texas Tech University; M.B.A., University of Texas at Arlington

Katelyn Tyler, 2014 – Veterinary Technology
D.V. M. Oklahoma State University

Christy Uzzel, 2012 - Mathematics
B.S., East Central University

Susan Yeager, 2015 – Arts and Humanities Division Chair
B.M. Arizona State University, M.M. Cincinnati Conservatory of Music,
A.D. Cincinnati Conservatory of Music

Mandy Waters, 2013 - Nursing
B.S., East Central University

Jeana West, 2003 – Associate Professor Language Arts
Language Arts and Transitional Education Division Chair
B.A., Southeastern Oklahoma State University,
M.Ed., Southeastern Oklahoma State University

Cortney Wiesler, 2015 – Health, Wellness and Human Performance
B.S., West Virginia University; M.S., University of Kentucky

ADJUNCT FACULTY

Betty Acevedo, 2012 – Language Arts
M.Ed., Southeastern Oklahoma State University

Rodolfo Acosta, 2013 - Science
Ph.D., University of Arizona

Amanda J. Baldrige, 2004 – Academic Success
B.S.W., Lubbock Christian University,
M.S., East Central University; CRCC

Aaron Beshears, 2015 – Fine Arts and Language Arts
B.A., Southeastern Oklahoma State University, M.A. Mercy College

Zac Birth, 2014 – Social Studies
B.A., East Central University

REGENTS AND STAFF

Michael Bourne, 2013 – Server Administrator
B.S., Oklahoma State University; M.S., Michigan State University

Sam Bjorling, 2013 – Health, Wellness and Human Performance
M.S., North Dakota State University

Marg Blake, 2010 - English
Ph.D., University of Oklahoma

Michelle Bray, 2014- Social Studies
B.S., University of Oklahoma

Richard Bowen, 2012 – Computer Science
M.S. Ed., East Central University

William Bowen, 2010 - Social Sciences
B.S., Cameron University

Kim Brewer, 1996 – Business
A.A., Tarrant County College;
B.J., University of Missouri-Columbia;
M.A., University of North Texas

Renita Broades, 2012 - Behavior Science
B.S., University of Central Oklahoma;
M.A., Southern Nazarene University

Lora Brooks, 2012 - Acting
B.S., Oklahoma State University

Kari Cagle, 2014 – Science
A.A., B.S., Rogers State University

John Caldwell, 2011 - English
M.A., Southeastern Oklahoma State University

Lee Card, 2015 – Social Sciences
B.A., J.D., M.A., Oklahoma State University

Susan Carrigan, 2008 – Child Development
B.S., Olivet College; M.S., East Central University

Shandell Clark, 2015 – Language Arts
B.A., University of Central Oklahoma
M.A., University of Central Oklahoma

Rendell Cole, 2015 – Social Sciences
M.S., East Central University

Darrell Collins, 2010 - Social Sciences
M.P.A., Troy State University

Fred Collins, 2000 – Speech, Government and Law
J.D., Oklahoma City University School of Law

Ronnie Coppedge, 2011 – Computer Science
B.S., East Central University

Charles Coulter, 2014 – Arts and Humanities
B.S. Kansas State University, M.A. East Central University

Joshua Crittenden, 2015 – Mathematics
B.S., East Central University

Erick Cross, 2010 - History and Geography
B.A., Southeastern Oklahoma State University;
M.A., Oklahoma State University

LaDonna Culp, 2012 - Nursing
A.S., Murray State College, B.S.N., East Central University,
Post Graduate, Southern Nazarene University

Paul Dameron, 1996 - Social Sciences and Business
M.S., Northeastern State University

Cindy Dickerson, 2013 - Agriculture
B.S., Tarleton State University, M.A., WTAMU

Anna Duran, 2013 - Bilingual Education
B.S., Universidad Nacional Autonoma De Mexico

Tammy Edwards, xxxx – Language Arts
B.A., M.A. , Southeastern Oklahoma State University

Charlotte Estep, 1985 – Language Arts
B.A., Southeastern Oklahoma State University

Susan Frasier-Robinson, 2011 - Social Sciences
M.A., University of Louisiana

David Fuller, 2008 - Social Sciences
M. Ed., University of Oklahoma

Amy Gantt, 2007 - Language and Fine Arts
M F.A., Texas Women's University

Aimee Garrett, 2012 - Language Arts
M. A., Oklahoma State University

Rhonda Glenn, 2016 – Language Arts
B.A., M.S., East Central University

Heather Goggans, 2011 - English
M.A., Mary Immaculate College

Krystal Gonzalez, 2015 – Business and Computer Science
A.S., Murray State College;
B.S., Southeastern Oklahoma State University

Lee Grant, 2009 - Health Wellness and Human Performance
B.S., Parker College of Chiropractic

John Hairell, 2008 - Mathematics
M. Ed., Southeastern Oklahoma State University

Eric Hamblin, 2005 – Social Sciences
B.S., Southeastern Oklahoma State University

Trish Harding, 2009 –Academic Success
A.S., Murray State College;
B.S., Southeastern Oklahoma State University

Colette Harper, 1999 – Child Development
M.S., Central State University

Lakesha Hawkins, 2014 – Academic Success
B.S., Oklahoma State University, MA Oklahoma State University

Paula Henley, 2013 – Academic Success
A.S., Murray State College; B.A., East Central University

REGENTS AND STAFF

Marcus High, 2013 – Academic Success
B.S., Southeastern Oklahoma State University

Shari Hockersmith, 2011 - Mathematics
B.S., Southeastern Oklahoma State University

Morgan Hopson, 2010 - Social Sciences
M.H.R., Southeastern Oklahoma State University

Cathryn Hughes, 2015 – Social Sciences
A.A. Maryland Community College; B.A. Mars Hill College;
M.S. Appalachian State University

Jana Imotichey, 2015 – Computer Science
M.T., Southeastern Oklahoma State University

Gage Jeter, 2013 - Language Arts
M. Ed., University of Central Oklahoma

Anita M. Jones, 1993 - Nursing
B.S., East Central University;
B.S., Southeastern Oklahoma State University;
M.S., Texas Women's University

Prasanna Kankanala, 2015 – Science
B.S., Ph.D., Kansas State University

Linda Kirby, 2015 – Language Arts
B.A., Southeastern Oklahoma State University
M.S., East Central University

Jennifer Lassahn, 2016 – Language Arts
B.S., University of Dayton M.S., St. Joseph's University

Patricia Lee, 2012 - Language Arts
B.A., Oklahoma City University

Philip Leonard, 2015 – Science
M.S., Southeastern Oklahoma State University

Tamara Long, 2005 - Social Sciences
M.S., East Central University

Bonnie Lovell, 2015 – Language Arts
B.A., M.A., M.A., Ph.D., North Texas State University

Tanya Lowrance, 2015 – Arts and Humanities
B.A. East Central University

Brandon Marris, 2016 – Health, Wellness and Human Performance
B.S., Southeastern Oklahoma State University

Genna Marten, 2008 – Business
B.S., Southeastern Oklahoma State University
M.S., East Central University

Reba Massey, 2004 - Mathematics
M. Ed., Southeastern Oklahoma State University

Patrick McCain, 2010 - Social Sciences
M.H.R., Southeastern Oklahoma State University

Lindsay McCarter, 2009 – Business and Information Technology
B.S., Southeastern Oklahoma State University

Tommy McCrite, 2012 - Social Science
B.A., Southeastern Oklahoma State University

Nicholas McMillin, 2007 - Social Science
M. Ed., East Central University

Walton McMurry, 2016 – Fine Arts
B.M., Southeastern Oklahoma State University
M.M., University of Central Oklahoma

Alan Mendenall, 2000 – Business and Information Technology
B.S., Southeastern Oklahoma State University

Misty Mendenall, 2006 – Business and Information Technology
B.S., Southeastern Oklahoma State University

Don Mercer, 2012 – Computer Science
B.S., Park University M.B.A., Liberty University

Katherine Morgan, 2012 – Social Science
M. Ed., East Central University

Lori Ordway, 2010 - Mathematics
B.S., Southwestern Oklahoma State University

T.G. Orr, 2013 – Business
B.S., Oklahoma State University

Laura Patton, 2010 - Mathematics
M.S., Baylor University

J.R. Polzien, 2010 - Medical Office and Business
M.S., East Central University

Terri Quinn, 2011 - Medical Office Administration
M. Ed., Southwestern Oklahoma State University

Don Reed, 2012 - Gunsmithing
M.Ed., East Central University

Lisa Riggle, 2010 – Arts and Humanities
B.A., Oklahoma City University Brandy

Brandy Ruff, 2015- Math
A.S., Murray State College;
B.S., M.Ed., M. Ed., Southeastern Oklahoma State University.

Calline Rushing, 2009 - Social Sciences
M.H.R., East Central University

David Seals, 2005 – Social Sciences
M.S., East Central University

Eddie Self, 1999 - Social Sciences
Ed. D., East Texas State University

Debra Sharp, 2012 - Health Wellness and Human Performance
M.S., Oklahoma State University

William Simeroth, 2011 - Social Sciences
M.Ed., University Of Oklahoma

Jayne Spears, 2006 - Mathematics
B.S.A., Southeastern Oklahoma State University

REGENTS AND STAFF

Linda Taylor, 1987 - Social Sciences
M.B.S., Southeastern Oklahoma State University

Thelesa Taylor, 2010 – Arts and Humanities
B.A., Southeastern Oklahoma State University

Misty Treas, 1991 – Business and Information Technology
B.S., Southeastern Oklahoma State University

Jana Wakefield, 2005 - Mathematics
B.A.; M.Ed., University of Oklahoma

Shawn Wakefield, 2010 – Computer Science
B.S., University of Oklahoma; M.S., Oklahoma State University

Garland Washington, 2003 - Social Sciences
M.E.A., Southeastern Oklahoma State University

Priscilla Washington, xxxx – Business
B.S., M.S., Southeastern Oklahoma State University

Robin Waters, 2011 – Business and Information Technology
B.S., University of Central Oklahoma,
M.Ed. Southwestern Oklahoma State University

Robert Webb, 2014 – Gunsmithing
A. A.S., Murray State College

Dilan Webster, 2016- Health, Wellness and Human Performance
B.S., East Central State University

Rebecca Welch, 2011 - Mathematics
B.S., University of Central Oklahoma

Dennis Westman, 2007 – Business and Information Technology
M.B.A., Southeastern Oklahoma State University

Ray Willingham, 2012 - Social Science
M.Ed., University of Arkansas at Fayetteville

Chris Winter, 2013 – Social Sciences
B.S., Southeastern Oklahoma State University;
M.S., Northeastern State University;
M.A., New Mexico State University.

Deborah Wolfe, 2014 – Language Arts
B.A. Michigan State University,
M.A. University of South Florida at Tampa

Darlene Wuensche, 2013 - Mathematics
Ed. D., University of Houston

Charles Yesudas, 2013 – Science
B.S., M.S., M. Phil., Madras University;
Ph.D., Southern Illinois University

PROFESSIONAL STAFF

Shelly Andrews, 2013 – Financial Aid & Academic Support
B.S., Southeastern Oklahoma State University

Wilma Ayers, 2005 - Coordinator/Instructor of TANF/MIT Atoka Campus
B.A., Southeastern Oklahoma State University

Amanda J. Baldrige, 2004 – Executive Director of Academic Advisement
and Ardmore Services

B.S.W., Lubbock Christian University,
M.S., East Central University; CRCC

Jerry Brown, 2002 - Director of TANF/MIT
B.A., Southeastern Oklahoma State University,
M.Ed., Southeastern Oklahoma State University

Michael Bourne, 2013 – Server Administrator
B.S., Oklahoma State University; M.S., Michigan State University

Michael Burrell, 2010 – Director of Student Life
B.A., B.B.A., M.S., University of Oklahoma

Karen Cantrell, 2005 - External Relations and Community Education
B.S., M.Ed., University of Central Oklahoma

Tara Clary, 2008 – Coordinator and Instructor of TANF/MIT
Tishomingo Campus
B.A., Southeastern Oklahoma State University

Daren Ellis, 2013 – Application Analyst
A.A.S. Murray State College; A.S., Murray State College

Machelle Ellis, 2006 - Director of Financial Aid
A.S., Murray State College

Rhonda Glenn, 2014 – Academic Advisor-Financial Aid Liaison
BA East Central University, MS East Central University

Sherry Gray-Devine, 2006 - Comptroller
A.S., Murray State College; B.S. East Central University

Trish Harding, 2009 -Records Certification Coordinator/NJCAA
A.S., Murray State College;
B.S., Southeastern Oklahoma State University

Lakesha Hawkins, 2014 – Academic Advisor-Business Office Liaison
BS Oklahoma State University, MA Oklahoma State University

Paula Henley, 2013 – Director Academic Advisement and Ardmore Services
A.S., Murray State College; B.A., East Central University

Marcus High, 2013 – Academic Advisor-Registrar Liaison
B.S., Southeastern Oklahoma State University

Tammy Jackson, 2012 – Financial Aid & Academic Support
B.A., Southeastern Oklahoma State University

Kara Jeffers, 2016 – Financial Aid & Academic Support
A.S., Northern Oklahoma College; B.S., Oklahoma State University
Derinda Kennedy, 2001 – Accounts Payable Specialist
A.S., Murray State College

Heather McLean, 2000 - Child Development Scholar Coordinator
B.S., University of Oklahoma

Donald Mercer, 2012 – Executive Director for IT/CIO
B.A., Park University; M.B.A. Liberty University

Paula Michael, 2012 – Executive Assistant to Academic Affairs
A.S., Murray State College B.S., Northeastern State University
M.S., Northeastern State University

Shawn Minzes, 2015 – Outreach Coordinator
B.A., University of Missouri

REGENTS AND STAFF

Caroline Nenninger, 2013 – Director of Outreach and Recruitment
M.S., North Carolina A & T State University,
MBA, Southeastern Oklahoma State University

T.G. Orr, 2013 – Director of Academic Technology Services
B.S., Oklahoma State University

Virginia Orr, 2004 – Executive Assistant to Institutional Research
and Retention Coordinator
B.S., Southeastern Oklahoma State University

Jennifer Powell, 2013 - Federal Financial Aid Accountant
A.S., A.A.S., Murray State College,
B.G.S., Southeastern Oklahoma State University

Ronda Pickens, 2004 - Student Support Services Counselor
B.S., Southeastern Oklahoma State University;
M.S.H.R., East Central University

Mari Plumlee, 2007 - Coordinator/Instructor of TANF/MIT Ada Campus
B.S., East Central University

Judy Rowland, 1991 – Executive Assistant for Finance & Administration
A.A.S., Murray State College

Christen Puckett-Smith, 2012 - Veterinary Technology
A.A.S., Murray State College; B.S., East Central University

Marilyn Schwarz, 1992 – Executive Director of Enrollment Services
B.S., University of Central Oklahoma

Susan Sides, 2012-Student Support Services
Educational Support Specialist
A.S., Murray State College;
B.A., Southeastern Oklahoma State University

Jayne Spears, 2008 - Mathematics Lab Supervisor
B.A., Southeastern Oklahoma State University

Linda S. Taylor, 1987 - Director of Student Support Services
B.S., M.B.S., Southeastern Oklahoma State University

Misty Treas, 1991 - Director of Human Resources
B.S., Southeastern Oklahoma State University

Pam Ward, 1998 – Registrar
A.A.S., Murray State College; B.A.A.S., Southeastern Oklahoma State
University

EMERITUS STAFF

EMERITUS STAFF

Joni Jeter
1985-2013, Nursing

Anita Jones
1993-2013, Nursing

Becky Wyatt
1983-2010, Child Development

Judy Huston
1988-2010, Foundation Director

Rex Morrell
1969-2010, Social Science

Ann Beck
1974-2009, Registrar and Director of Admissions

Joe Beck
1987-2010, Engineering & Technology

Joyce Spurgin
1994-2008, Nursing

Steve Huston
1979-2007, Botany/Microbiology

Jim Kennedy
1979-2007, Director of the Learning Resources Center

Dennis Toews
1967-2007, Senior Vice President

Willa Dean Caldwell
1985-2006, Business Management

Carol S. Johnson
1978-2006, Nursing

James E. Schammerhorn
1969-2006, Chemistry

Fred D. Poe
1965-2005, Language Arts

Bill Malone
1974-2004, Engineering & Technology

Donnie Williams
1971-2004, Engineering & Technology

Jamie J. Inman
1982-2001, Music

J. Phillip Traughber
1973-2000, Vice President for Academic and Student Affairs

Kay K. Helms
1978-1998, Applied Science

Donald F. Ryan
1969-1998, Language Arts

Rozella Chandler
1988-1997, Counselor

Mary L. Golloway
1978-1997, Student & Community Services

Joe R. Reid
1968-1996, Business & Technology

Clyde R. Kindell
1967-1994, President

Delbert Taylor
1979-1993, Metallurgy

Stanley Wilson
1968-1991, Science

Larry M. Milligan
1965-1990, Art & Humanities

Gerald R. Alloway
1952-1987, Mathematics

Doris I. Townsend
1968-1987, Secretarial Administration

MURRAY STATE COLLEGE

Murray State College
One Murray Campus
Tishomingo, OK 73460
(580) 387-7000
(580) 371-9844 Fax
www.mscol.edu

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