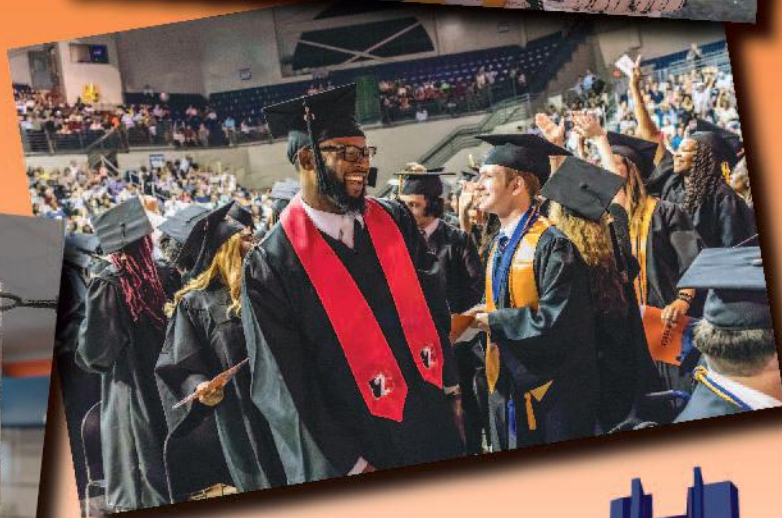


2018-2019 CATALOG



highlands.edu

GHC

GEORGIA HIGHLANDS COLLEGE

University System of Georgia



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GEORGIA HIGHLANDS COLLEGE CATALOG

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2018 – 2019 ACADEMIC CALENDAR

FALL SEMESTER 2018

Registration Begins	April 9
Classes Begin	August 18
Drop/Add	August 18-22
In-Service	August TBD
Labor Day Holiday – College Closed	September 3
Last Day to Withdraw Without Academic Penalty (Full-Term)	October 22
Fall Break	November 19-21
Thanksgiving Holiday – College Closed	November 22-25
Classes End	December 10
Exams*	December 11-17
Grades Due	December 19, NOON

SPRING SEMESTER 2019

Registration Begins	November 5
Classes Begin	January 5
Drop/Add	January 5-9
MLK Holiday – College Closed	January 19-21
Last Day to Withdraw Without Academic Penalty (Full-Term)	March 11
Spring Break – No Classes	March 25-31
Classes End	April 29
Exams*	April 30-May 6
Grades Due	May 8, NOON
Graduation (TENTATIVE)	May 11

SUMMER SEMESTER 2019

May Session

Registration Begins	March 11
Classes Begin	May 13
Drop/Add	May 13-14
Last Day to Withdraw Without Academic Penalty	May 22
Memorial Day Holiday, College Closed	May 25-27
Classes End	May 30
Exams*	May 31
Grades Due	June 5, NOON

Full Session (June/July)

Registration Begins	March 11
Classes Begin	June 3
Drop/Add	June 3-4
Holiday – No Classes	July 1-4
Last Day to Withdraw Without Academic Penalty	July 9
Classes End	July 30
Exams*	July 31-August 1
Grades Due	August 6, NOON

June Session

Registration Begins	March 11
Classes Begin	June 3
Drop/Add	June 3-4
Last Day to Withdraw Without Academic Penalty	June 17
Classes End	June 26
Exams*	June 27
Grades Due	June 28, NOON

July Session

Registration Begins	March 11
Classes Begin	July 8
Drop/Add	July 8-9
Last Day to Withdraw Without Academic Penalty	July 22
Classes End	July 31
Exams*	August 1
Grades Due	August 6, NOON

CORRESPONDENCE DIRECTORY

GEORGIA HIGHLANDS COLLEGE -
CARTERSVILLE SITE
5441 Highway 20 NE
Cartersville, GA 30121
Phone (678) 872-8000 – Fax (678) 872-8013

GEORGIA HIGHLANDS COLLEGE -
DOUGLASVILLE SITE
5901 Stewart Parkway
Douglasville, GA 30135
Phone (678) 872-4200 - Fax (678) 872-4235

GEORGIA HIGHLANDS COLLEGE -
FLOYD CAMPUS
3175 Cedartown Highway
Rome, GA 30161
Toll free – 1-800-332-2406
Phone (706) 802-5000 – Fax (706) 295-6610

GEORGIA HIGHLANDS COLLEGE
JAMES D. MADDUX
HERITAGE HALL FLOYD CAMPUS
(Downtown Rome)
415 E. Third Avenue
Rome, GA 30161
Phone (706) 295-6321

GEORGIA HIGHLANDS COLLEGE -
MARIETTA SITE
Norton Hall, Kennesaw State University-Marietta Campus
1100 South Marietta Parkway
Marietta, GA 30060
Phone (678) 872-8501 - Fax (678) 872-8560

GEORGIA HIGHLANDS COLLEGE -
PAULDING SITE
25 Courthouse Square
Dallas, GA 30132
Phone (678) 946-1100 - Fax (678) 946-1025

GEORGIA HIGHLANDS COLLEGE
DEPARTMENTAL DIRECTORY

Academic Affairs	(706) 295-6331	https://sites.highlands.edu/academic-affairs/
Academic Success Center	(706) 295-6371	https://sites.highlands.edu/academic-success-center/
Admissions	(706) 802-5000	https://sites.highlands.edu/admissions/
Advancement	(706) 802-5473	https://sites.highlands.edu/alumni/the-office-of-advancement/
Advising	(706) 802-5103	https://sites.highlands.edu/advising/
Athletics	(706) 204-2202	http://ghcchargers.com/
Audio Visual Services	(706) 295-6319	https://www.highlands.edu/audio-visual-services/
Auxiliary and		
Budget Services	(706) 805-5813	https://sites.highlands.edu/auxiliary-services-and-budget-office/
Bookstore	(706) 295-6359	http://www.highlands.edu/bookstore/
Business Office	(706) 802-5000	https://sites.highlands.edu/office-of-finance-and-administration/business-office/
Campus Safety	(709) 295-6347	https://sites.highlands.edu/campuspolice/
Cartersville Site	(678) 872-8014	https://www.highlands.edu/campus-locations/cartersville-campus/
Continuing Education		
	(678) 872-8240	https://sites.highlands.edu/ccpe/
Dental Hygiene	(706) 295-6760	https://sites.highlands.edu/dental/
Digital Media Services	(706) 802-5300	https://sites.highlands.edu/digital-media-services/
Douglasville Site		
	(678) 887-4200	https://www.highlands.edu/campus-locations/douglasville-site/
E-Learning	(678) 872-8065	https://sites.highlands.edu/elearning/
Finance and Administration	(706) 802-5105	https://sites.highlands.edu/office-of-finance-and-administration/
Financial Aid	(706) 295-6311	https://sites.highlands.edu/financial-aid/
Floyd Campus	(706) 295-6335	https://www.highlands.edu/campus-locations/floyd-campus/
Health Sciences	(706) 204-2290	https://sites.highlands.edu/division-of-health-sciences/
Human Resources	(706)-802-5136	https://sites.highlands.edu/human-resources/
Humanities	(706) 872-8064	https://sites.highlands.edu/division-of-humanities/
Information Technology	(706) 295-6775	https://www.highlands.edu/information-technology-services/
Libraries and College Testing	(706) 295-6318	http://getlibraryhelp.highlands.edu/home
Marietta Site	(678) 872-8562	https://www.highlands.edu/campus-locations/marietta-site/
Marketing and Communications	(706)295-6366	https://sites.highlands.edu/marketing-and-communications/
Mathematics	(678) 872-8099	https://sites.highlands.edu/division-of-mathematics/
Natural Sciences and Physical Education	(678) 872-8070	https://sites.highlands.edu/nspe/
Nursing	(706) 295-6321	https://sites.highlands.edu/nursing/
Paulding Site	(678) 946-1100	https://www.highlands.edu/campus-locations/paulding-site/
Physical Plant	(706) 295-6350	https://sites.highlands.edu/physical-plant/
Planning, Assessment, Accreditation and Research	706-295-6327	https://sites.highlands.edu/paar/
President	(706) 295-6328	https://sites.highlands.edu/office-of-president/
Procurement	(706) 295-6346	https://sites.highlands.edu/procurement/
Registrar	(706) 802-5000	https://sites.highlands.edu/registrar/
Social Sciences, Business and Education	(706) 295-6306	https://sites.highlands.edu/ssbe/
Student Affairs	(706) 295-6335	https://sites.highlands.edu/student-affairs/
Student Life	(706) 295-6363	https://sites.highlands.edu/student-life/
Student Support Services	(706) 295-6336	http://sites.highlands.edu/student-support-services/



GENERAL INFORMATION

GENERAL INFORMATION

The History of Georgia Highlands College

In its 48-year history, Georgia Highlands College has served the Northwest Georgia community with a solid educational foundation for the first two years of college. In 2011, the college became a limited-mission four-year state college. GHC was founded in 1970 as Floyd Junior College, and now serves students who commute from throughout a large portion of Northwest Georgia and Northeast Alabama.

In 1968, the Board of Regents of the University System authorized the establishment of Floyd Junior College in Floyd County. Under the board's policy, the local community provided a campus site and funds for the construction of the initial facilities. Led by the Junior College Committee headed by Rome attorney J.D. Maddox, Floyd County citizens responded enthusiastically by approving a \$3.2 million bond issue by a margin of nearly three to one. Construction began in early 1970. The college's first classes were offered during the fall quarter of 1970 in temporary facilities. At the end of 1970, all operations were moved to the new campus on Highway 27 (Cedartown Highway), six miles south of Rome.

Dr. David B. McCorkle became the first president of Floyd Junior College on January 1, 1970, and served in that position until June 30, 1991. Following Dr. McCorkle's retirement, Dr. Richard Trimble was appointed interim president of the college and served until the November 1992 selection of Dr. H. Lynn Cundiff as the college's second president. Dr. Cundiff left the college in August 2000. During the 2001 academic year, Robert Watts served as interim president. The Board of Regents named Dr. J. Randolph Pierce the third president of Floyd College on June 15, 2001. Pierce retired in December 2011. Dr. Renva Watterson, vice president of academic affairs, serviced as interim president until September 2014. The University System of Georgia Board of Regents named Dr. Donald Green, the fourth president of GHC and he began serving in that capacity on September 8, 2014.

Now enrolling more than 6,000 students in transfer and career academic programs, Georgia Highlands College operates five locations in Rome, Cartersville, Marietta, Dallas and Douglasville. GHC has also pioneered cooperative programs with Coosa Valley Technical College (now Georgia Northwestern Technical College) as early as 1972 and offered joint programs with North Metro Technical College (now Chattahoochee Technical College). Several years ago the college expanded its flagship nursing program by adding a cohort of 25 students in Marietta, helping to ease the nursing shortage in Northwest Georgia.

The college became a state college in 2011, and in fall 2013 accepted its first cohort of nursing students working toward a baccalaureate degree. In the summer of 2015, GHC began offering a fully online Bachelor of Science degree in dental hygiene. Beginning fall 2017, GHC will begin offering a Bachelor of Business Administration in Logistics and Supply Chain Management and Healthcare Management.

In recent years, the Georgia Highlands has become more innovative with its outreach and programming, offering more courses via nontraditional means to meet the needs of its diverse student population and initiating programs that serve as models for college across the country.

In 1994, the college opened Heritage Hall in downtown Rome to be more accessible to non-traditional working students. GHTV, a 24-hour cable television station went on the air that same year. The station offered distance credited classes that could be viewed multiple times a week for students with scheduling conflicts. Today the channel serves as an EG channel that cablecasts local educational and governmental programming. GHTV is available in the Greater Rome community on Comcast channel 4 and state wide on AT&T U-verse channel 99.

In 1999, construction was completed on a new classroom building on the campus in Rome. In addition to classrooms, the Lakeview Building features an art lab, an art gallery and an exhibit hall. The Floyd campus student center has also recently undergone extensive expansion and renovation.

As fall semester 2005 was beginning, the college changed its name from Floyd College to Georgia Highlands College to reflect its more regional nature. GHC also dedicated that fall a new campus and building in Cartersville on Route 20, just west of I-75. Immediately, enrollment there jumped by 50 percent. The -square-foot facility, which houses a library, biology and physics labs and the latest technological advances, can accommodate about 2,500 students, a capacity that has now been reached. During the first semester, Cartersville enrollment reached 1,181 and now exceeds 2,000. In June 2011, ground was broken on a student center there, and was completed in 2012. In April 2017, ground was broken on the new S.T.E.A.M. academic building at the Cartersville site. This building will house academic programs in Science, Technology, Engineering, Art, and Math.

An additional instructional site also opened in Marietta on the campus of Southern Polytechnic State University in 2005. Southern Poly merged into Kennesaw State University in January 2015. In 2009, two other sites opened – one in Paulding County on the square in downtown Dallas and the other in Douglasville.

In fall 2012, GHC introduced its first competitive athletics program with inaugural men's and women's basketball. Baseball and softball teams began in the 2013-2014 academic year. All teams have had tremendously successful seasons with impressive records and recognitions.

Georgia Highlands College, which has grown significantly in recent years continues to offer an advanced educational foundation to its expanding student body and boosts a regional economic impact of \$133 million.

Accreditation

Georgia Highlands College (GHC) is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097 or call 404-679-4500 for questions about the accreditation of GHC.

The Nursing program is accredited by the Accrediting Commission for Education in Nursing (3343 Peachtree Road, NE, Suite 850, Atlanta, GA 30326, www.acenursing.org) to award the associate's degree. The program is in accreditation candidacy with the Accrediting Commission for Education in Nursing to award the bachelor's degree.

The Dental Hygiene program is accredited by the Commission on Dental Accreditation (211 E. Chicago Avenue, Chicago, IL 60611, www.ada.org/prof/ed/accred).

College Foundation

The Georgia Highlands College Foundation has been committed to supporting the college for nearly five decades and was originally founded as the Floyd College Foundation in 1973. As the college expanded into Cartersville, the Cartersville/Bartow College Foundation was established in 1999. In support of the institution's growth and regional expansion, the two foundations were combined and the name was changed to the Georgia Highlands College Foundation in 2005.

The Georgia Highlands College Foundation works closely with the college to support its programs, student scholarships, and advancement activities, including development of a comprehensive campaign strategy to include major gifts, annual fund, and planned giving programs.

Foundation trustees are members of the communities served by the institution. They devote their time and energy enlarging the scope and influence of the college by garnering resources that benefit the college and its students, improving the quality of life for the communities it serves. Through these efforts, donations received provide much needed student scholarships and support special funding initiatives and services.

The leadership provided by the foundation trustees combined with the efforts of the college's Advancement Division is essential to the success of the college and the students who attend. As a regional, multi-campus institution serving Northwest Georgia, Georgia Highlands College is indebted to the community leaders who serve as foundation trustees and the many donors who support the mission of GHC and embrace its vision.

Civil Rights Compliance

Georgia Highlands College is an equal educational opportunity institution and, as such, students are admitted and treated on the basis of merit and performance only without regard to race, sex, color, age, religion, national origin, disability or veteran status. The college is in compliance with the regulations of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the 1978 Georgia General Assembly Act 807.

Equal Employment Opportunities

No person shall, on the grounds of race, color, sex, religion, creed, national origin, age, disability, or veteran status be excluded from employment or participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity conducted by Georgia Highlands College. This policy ensures fair treatment of all employees and applicants as well as compliance with related laws.

Drug-Free Workplace Policy

Georgia Highlands College is committed to maintaining a campus community that is drug and alcohol free. Georgia Highlands College expects all employees to meet appropriate standards of performance, to observe basic rules of good conduct and to comply with institutional employment policies and procedures. The adherence to these policies on alcohol and drugs shall be the individual and personal responsibility of each employee of the College. Any employee who violates the policy on alcohol and/or drugs shall be subject to disciplinary action, up to and including termination from the College and referral to the appropriate, federal, state, and/or local authorities for prosecution, as appropriate.

Nondiscrimination and Anti-Harassment

Georgia Highlands College strives to create and maintain an environment in which people are treated with respect and employees and students are able to work and learn in a safe environment. Therefore, Georgia Highlands College will not tolerate discrimination or harassment. Through enforcement of this policy and through education, Georgia Highlands College will seek to prevent, correct, and discipline behavior that violates this policy.

This policy applies to all employees and students at all locations regardless of their status or position within the College, and they are expected to comply with it. Any employee or student who violates this policy will be subject to dismissal or other disciplinary action commensurate with the seriousness of the offense.

Student Employment

Various student employment opportunities are available. The Georgia Security and Immigration Compliance Act requires the use of the "Federal Work Authorization Program" known as the E-Verify system to electronically verify information on all newly hired employees. The finalist will also be required to submit to a background investigation as required in USG Board of Regents policies and guidelines.

Limitation on Institutional Liability

In the event that an administrative hearing officer or a court of records determines that publications issued by the college create a contractual or quasi-contractual relationship with any person, the amount of damages recoverable by the parties shall be limited to the amount of consideration paid by the person for the privilege of admission, enrollment, continued enrollment or other service rendered by the institution to such person. As used herein, the term publications (without limiting the generality of the normal meaning of the term) shall be deemed to include any and all written forms of other documents issued by the institution concerning applications for admission, enrollment or continued enrollment, waivers of liability, consents to medical treatment, and any and all other written forms, documents, letters or other materials issued by the college in furtherance of its educational mission.

Crime and Safety Report

In compliance with Title IV, Georgia Highlands College publishes a safety report that includes crime statistics for all campus centers each year. The report is distributed to students and employees by October 1 of each year posted on the campus safety Web page. Additionally, GHC has created detailed emergency plans and regularly conducts exercises to handle a variety of situations.



INSTITUTIONAL MISSION

INSTITUTIONAL MISSION AND GOALS

I. Mission and Goals

The mission of Georgia Highlands College, a state college of the University System of Georgia, is to provide access to excellent educational opportunities for the intellectual, cultural and physical development of a diverse population through pre-baccalaureate associate degree transfer degree programs, career associate degree programs, and targeted baccalaureate degree programs that meet the economic development needs of the region.

To achieve this mission of being a gateway to success for students, Georgia Highlands College has articulated the following goals:

- Effect quality teaching and learning that are focused on academic achievement and personal and professional growth.
- Provide comprehensive student services that encourage and enable all students to be successful learners.
- Engage students in a challenging atmosphere that prepares them for responsibility and leadership in an evolving global environment.
- Utilize appropriate technologies to advance programs, services and operations to support teaching and learning.
- Maintain efficient and effective administrative services and facilities to support all programs of the college.
- Foster community relationships that facilitate partnering for mutual success.

II. Philosophy

The philosophy of Georgia Highlands College is expressed in the beliefs that education is essential to the intellectual, physical, economic, social, emotional, cultural, and environmental well-being of individuals and society and that education should be geographically and physically accessible and affordable.

In support of this philosophy, the College maintains a teaching/learning environment which promotes inclusiveness and provides educational opportunities, programs and services of excellence in response to documented needs.

III. Shared Values

- 1) Access - making programs and services available within our service area
- 2) Student Success –placing students at the heart of what we do
- 3) Integrity - demonstrating an ethical approach by our words and actions
- 4) Excellence - providing the highest level of quality service and teaching
- 5) Freedom of expression - allowing all campus constituents to share thoughts and feelings in an honorable and open way
- 6) Inclusiveness - appreciating and incorporating the uniqueness of all individuals
- 7) Cooperation - modeling and forming collegial and productive relationships
- 8) Passion - inspiring others to create an environment of teaching, learning and work where all parties grow and are challenged
- 9) Critical Thinking - making decisions informed by data and shaped by context
- 10) Collaboration - building and fostering relationships that provide the highest mutual benefit to the college and the communities we serve

Georgia Highlands College Welcome Statement

Georgia Highlands College embraces its responsibility to foster an environment of respect and understanding among all individuals and groups. We welcome everyone who wants to participate in our learning community, regardless of race, ethnicity, national origin, religious or political beliefs, gender, age, sexual orientation, economic status, physical or mental abilities, or any other distinction that represents the wide variety of experience reflected in our society.

In order to preserve this atmosphere of free thought, positive interaction and mutual respect, we promise that bigotry will not be tolerated at Georgia Highlands College, nor will any expressions of hatred, prejudice or behaviors that infringe upon the freedom that every individual deserves. Abuse or harassment against anyone on our campuses, whether verbal, physical or psychological is unacceptable and will not be allowed.

All students and employees of Georgia Highlands College dedicate themselves to the defense and implementation of these principles as core values of the college's goals and mission.



ADMISSIONS

ADMISSIONS

Georgia Highlands College (GHC) is proud to provide access to educational opportunities throughout Northwest Georgia and welcomes all applicants. Prospective students may apply online at www.highlands.edu.

Applications and all required supporting materials and/or documents must be submitted to the GHC Office of Admissions no later than the published deadline for the semester in which the student intends to enroll. Because the college might find it necessary to cease accepting applications for a specific semester, all applicants are encouraged to apply – or to reapply, well in advance of the published application/document deadline. Late applicants are considered at the discretion of the Director of Admissions.

Semester	Application/Document Deadline
Fall	July 15
Spring	December 1
Summer	May 15

An admission application is term specific and valid only for the semester and enrollment status for which it is submitted. Applicants who are admitted and wish to change the enrollment status of their application from one applicant type to a different applicant type (example from a transfer student to a transient student), must do so (in writing) prior to the published application deadline for the intended semester. Applicants who are admitted but do not register for classes, must complete another application for admission indicating the new semester for which they intend to enroll in order to have their application file moved to a future semester. If new admissions policies exist at that time, applicants must meet those requirements. An applicant who has attended another college in the interim period must have all official transcripts sent to GHC from each institution attended.

Documents and Materials Required for Consideration of Admission

NOTICE: *Required documents are based on the applicant's enrollment category. Additional documentation may be required after review of the application. **Faxed transcripts are not accepted.***

- Completed application for admission
- Application processing fee
 - Fee may be waived with SAT/ACT waiver form and submission of official test scores
 - Fee is waived for all Dual Enrollment applicants
- Proof of lawful presence in the U.S.
 - Required for applicants seeking in-state tuition

- Lawful presence requirement is waived for Dual Enrollment applicants
- Official preliminary/in-progress high school transcript with grades earned to present
 - **An early admission decision** may be granted with a minimum 2.4 preliminary high school grade point average (as calculated by the College)
- Official final high school transcript with date of graduation
 - **Required for all freshman applicants after graduation** date is posted
 - A minimum 2.0 high school grade point average is required for regular admission (as calculated by the College)
- An official college, university or technical school transcript is required from all previously attended institutions (if applicable)
- Copy of original GED score report (if applicable)
- Official Scholastic Assessment Test (SAT) scores or American College Testing (ACT) scores sent directly from the testing authority (if applicable)
- Dual Enrollment Consent Form (if applicable)
- Transient permission letter (if applicable)
- International applicant documents (see International Freshman Applicants section of this catalog or GHC International Student website for more information)
 - Proof of English language proficiency (if applicable)
 - Applicants who are non-native speakers of English, **or** who attended a secondary or post-secondary institution where English was not the primary language of instruction, **or** applicants who take English as a second language courses in 9th – 12th grade, are required to provide proof of English language proficiency.
 - An official evaluation report of international education credentials must be mailed directly from one of the recognized credential evaluation agencies listed on the GHC International Students website (if applicable)
 - Copy of original Permanent Resident Alien Card (if applicable)
 - Copy of current U.S. visa (if applicable)
 - Notarized USCIS form I-134 Affidavit of Support (if applicable)
 - Form I-134 must be accompanied by sponsor's official/original bank statement (required for students seeking / holding an F1 student visa)
 - GHC International Student Data Intake Form (required for students seeking / holding an F1 student visa)
 - GHC International Student Transfer Clearance Form (required for F1 student visa holders who seek to transfer their current SEVIS record to GHC from another U.S. school)
 - Copy of any available immigration documents (example: I-94, USCIS Notice of Action, Employment Authorization Card - if applicable)

- Certification of immunization signed by a licensed healthcare provider is required for continued registration (after students first semester of attendance) at GHC. The GHC Immunization form is available on the Office of Admissions website at highlands.edu.

Admission Requirements

New applicants and returning students who have not attended GHC within one calendar year, must meet the current University System of Georgia (USG) requirements for admission (found under the Student Affairs resource page at usg.edu) and any additional requirements that may be prescribed by the College in order to be considered for admission.

Learning Support Placement and Admissions Standards

All applicants (new and returning) are evaluated for exemption of learning support in the areas of English/Reading and/or Math, or for placement (into or out of) learning support coursework.

Although GHC does not require SAT or ACT scores for admission (except as notated for specific student types), submitting official scores may help to exempt placement testing. Applicants who submit documented proof of exemption, as detailed in the Exempting Learning Support / Placement Testing grid below are eligible to be considered for admission without learning support requirements under USG policy. SAT and/or ACT scores used for exemption of learning support cannot exceed 7 years from date of administration.

Exempting Learning Support / Placement Testing			
English/Writing			
Test Type	Course/Test Section	Score Needed	Expiration for Admission
Compass	English & Reading	60 / 77	No Expiration
SAT prior to March 2016	Verbal/Critical Reading	480	7 yrs. from date of test
SAT March 2016 Forward	Reading Test Score	26	7 yrs. from date of test
ACT	English	20	7 yrs. from date of test
Transfer credit from an accredited school	ENGL 1101 or 1102	Must have a grade of "C" or better	No Expiration
College Placement Exam (Prior to COMPASS)	English	78	No Expiration
ACCUPLACER	Reading Comprehension & Write Placer	67 / 5	No Expiration
Math			
Test Type	Course/Test Section	Score Needed	Expiration for Admission
Compass	Algebra	40	No Expiration
SAT prior to March 2016	Math	440	7 yrs. from date of test
SAT March 2016 Forward	Math Test Score	24	7 yrs. from date of test
ACT	Math	18	7 yrs. from date of test
Transfer credit from an accredited school	1001,1101 1111,1113 2040,2200,2261,2262,2263, 2280,2285,2310	Passing Grade	No Expiration
College Placement Exam (Prior to COMPASS)	Math	80	No Expiration
ACCUPLACER	Elementary Algebra	84	No Expiration

Applicants who do not provide evidence of exemption from learning support through the initial evaluation, or who do not submit an SAT or ACT test taken within the maximum age range of administration are required to take the ACCUPLACER placement exam in order to complete their application file.

- Applicants may register for the ACCUPLACER test via the "Check Admission Status" link located on the GHC website under the "Quick Links" tab
- Applicants who require ACCUPLACER must complete testing before an admission decision can be made
- Applicants who do not meet the minimum ACCUPLACER score requirements for admission or who are admitted but whose test score(s) place them into learning support, are allowed one ACCUPLACER retest (in each academic area) within a calendar year
- Applicants who have already been admitted and who submit official SAT or ACT scores or ACCUPLACER test/retest scores are required to contact the GHC Office of Admissions to request re-evaluation of their learning support placement no later than the last day of drop / add for the term they enroll
- Registration for classes terminates the retest option, **with no exceptions**

If an applicant does not complete placement testing and register for the semester that they apply, they are required to complete another GHC application for admission in order to move their application file forward to a future term. Questions regarding admissions may be directed to admitme@highlands.edu. Placement testing questions should be sent to testing@highlands.edu.

Applicants who score below the minimum ACCUPLACER scores (listed below) in BOTH the English AND Mathematics areas are NOT eligible for admission to GHC.

MINIMUM ACCUPLACER Scores Required for Admission		
English Area	Reading Comprehension & <u>WritePlacer</u>	46 / 2
Mathematics Area	Elementary Algebra	32

Enrollment Categories

New applicants and returning students who have not attended GHC within one calendar year, must meet mandatory USG Learning Support standards as previously outlined in this catalog as well as meet the minimum institutional admission standards for their particular enrollment category / student type as follows.

Traditional Freshman Applicants - A traditional freshman applicant is defined as a student who is within five years of their high school graduation date, or the graduation date of their appropriate age group, and those within that same range who have not yet earned the equivalent of 30 semester hours of transferable college credit.

Non-Traditional Freshman Applicants - A non-traditional freshman applicant is defined as a student who graduated or would have graduated from high school five or more years ago, or the graduation date of their appropriate age group, and those within that same range who have not yet earned the equivalent of 30 semester hours of transferable college credit.

Traditional freshman applicants are required to meet the following minimum standards for admission to GHC. Non-traditional applicants are held to the same minimum admissions standards but are exempt from the minimum high school grade point average.

- Hold a general diploma from a high school accredited by a regional accrediting association, such as the Southern Association of Colleges and Schools, the Georgia Accrediting Commission or from a public school regulated by a school system and state department of education, as evidenced by submission of an official high school

transcript with date of graduation

- Have a minimum high school grade point average of 2.0 (as calculated by the College based on grades earned in English, math, natural science, social science and foreign language coursework)
- Meet current USG learning support placement standards
- Be re-admissible to the last college, university or technical school attended (if applicable)

Traditional freshman GED applicants are required to meet the following minimum standards for admission to GHC. Non-traditional freshman GED applicants are not required to submit a high school transcript.

- Must hold a GED diploma awarded by a U.S. State Department of Education as evidenced by submitting a copy of the official GED score report (with passing grades)
- Must provide an official high school transcript showing all grades earned prior to withdrawal from high school
- Meet current USG learning support placement standards
- Be re-admissible to the last college, university or technical school attended (if applicable)

Additional Requirements – Traditional Freshman GED Applicants Under the Age of 18:

- Must provide official SAT or ACT scores that are at or above the previous year's freshman class average
 - Old SAT Minimum Scores Required **Prior to March 2016:**
 - 450 critical reading/verbal **and** 450 math
 - New SAT Minimum Scores Required **March 2016 and later:**
 - Reading Test Score 25 **and** Math Test Score 24.5
 - ACT Minimum Scores Required
 - English 18 **and** Math 18

Note: The highest scores on either the Old SAT (taken before March 2016) or the New SAT (taken March 2016 or later) will be used to determine admissibility, however old and new versions of the SAT **cannot be combined** to determine eligibility for admission to the College. Additionally, SAT and ACT scores **cannot be combined**.

- Must provide two letters of recommendation from individuals who are in a position to speak to the student's maturity and educational potential (and who are not family members)

Accredited Home School Graduates - Home educated applicants who have completed a home school program that is accredited by a regional accrediting association, such as the Southern Association of Colleges and Schools, or the Georgia Accrediting Commission or from a public school regulated by a school system and

state department of education will be processed, evaluated, and held to the same admission standards as all other freshman applicants and **are not required to submit a home school portfolio of work**. If you fall under this category, please refer to the traditional freshman applicants section of this catalog.

Non-Accredited Home School and High School Graduates - Applicants who did not complete a regionally accredited high school program, must apply under the non-accredited home school/high school policy as detailed in this section.

According to the admissions policies of the Board of Regents of the University System of Georgia and Georgia Highlands College institutional eligibility standards, applicants from non-accredited home schools or graduates of non-accredited high schools must meet the current USG learning support placement standards and the following minimum standards for consideration of admission.

Minimum SAT or ACT Scores Required for Non-Accredited Home Schooled and High School Graduates

Applicant must provide official SAT (or equivalent ACT scores) that are at or above the average SAT (ACT) score of GHC's previous year's fall semester first-time freshmen, as detailed below in order to be considered for admission.

- Old SAT Minimum Scores Required **Prior to March 2016**:
 - 450 critical reading/verbal **and** 450 math
- New SAT Minimum Scores Required **March 2016 and later**:
 - Reading Test Score 25 **and** Math Test Score 24.5
- ACT Minimum Scores Required:
 - English 18 **and** Math 18

Note: The highest scores on either the Old SAT (taken before March 2016) or the New SAT (taken March 2016 or later) will be used to determine admissibility, however old and new versions of the SAT **cannot be combined** to determine eligibility for admission to the College. Additionally, SAT and ACT scores **cannot be combined**.

- **Home School Academic Portfolio of Work (Grades 9 – 12)**

The high school curriculum is the cornerstone of the University System of Georgia (USG) and Georgia Highlands College admissions policy. The USG sets minimum high school requirements in each academic area to be met by all traditional freshmen applicants and those within the same age range who have earned less than 30 transferable semester hours.

Students who completed a non-accredited home school / high school program are required to submit a ***comprehensive portfolio of work*** in order to document equivalent competence in each of the five academic areas at the college preparatory level as compared to the USG guidelines for satisfactory completion of all units of the Required High School Curriculum (RHSC).

The academic portfolio must document the students' progression throughout the standard high school years (9th grade through 12th grade). The portfolio must include a detailed description of course work completed in each academic subject area as detailed below. Additional supporting documentation may be required as necessary to prove academic rigor of an individual course.

Documentation for each individual course must include:

- (1) The **title of the course**
- (2) A **comprehensive course description**
- (3) A **course syllabus to include a detailed narrative of the primary academic content taught in the course, a list of written and/or laboratory assignments, the grading structure and assessment tools used**
- (4) The **name of textbooks and/or software program** used to teach the course
- (5) The **highest education degree level achieved by the primary teacher**
- (6) The **final grade earned** for each course.

Required High School Curriculum (RHSC)

- **MATHEMATICS**: Four (4) units of mathematics, including Algebra I, Algebra II, and Geometry and a mathematics course completed at the level of Math 3 or higher.
- **ENGLISH**: Four (4) units of English which have as their emphasis grammar and usage, literature (American, English, World), and advanced composition skills.
- **SCIENCE**: Four (4) units of science, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences. The RHSC science coursework must include at least one (1) unit of biology, one (1) unit of physical science or physics, and one (1) unit of chemistry, earth systems, environmental science, or an advanced placement science course. ***Students satisfying the 4th unit of science requirement with a computer science course may not use that same computer science course towards satisfying the foreign language/American Sign Language/Computer Science requirement.***
- **SOCIAL SCIENCE**: Three (3) units of social science, with at least one (1) course focusing on United States studies and one (1) course focusing on world studies.
- **FOREIGN LANGUAGE / AMERICAN SIGN LANGUAGE / COMPUTER SCIENCE**: Two (2) units in the ***same*** foreign language emphasizing speaking, listening, reading, and writing. Two (2) units of American

Sign Language or two (2) units of Computer Science (with an emphasis in coding and programming) may be used to satisfy this requirement. ***Students satisfying this requirement through the computer science option may not use the same courses to satisfy the 4th science unit.***

Documentation for each course should be representative of one full Carnegie Unit (one academic year) of study. Half Carnegie Units may not be combined with other half units completed in a different course, except for the third unit of social science (typically .5 American Government and .5 Economics) and for the fourth unit of natural science. Both foreign language units must be in the same language.

The GHC Office of Admissions will review the portfolio of work to determine completion of **or** deficiency in the minimum required RHSC units in each subject area as outlined under the USG BOR high school curriculum document titled Staying on Course; available at the USG Board of Regents website or by direct link at the following site, http://www.usg.edu/assets/student_affairs/documents/Staying_on_Course.pdf.

Institutional guidelines for assessment of RHSC coursework are maintained in the Office of Admissions.

Alternative Options for Non-Accredited Home Schooled and High School Graduates

Graduates from non-accredited home school or high school programs may also be considered for admission to GHC through one of the following avenues.

1. By earning a GED diploma awarded by a U.S. State Department of Education as evidenced by submitting a copy of the official GED score report (with passing grades)
2. By scoring at or above the average SAT or equivalent ACT scores of the previous year's fall semester first-time freshman class, as previously detailed in this catalog. This option also requires the student to substantiate completion of all academic areas of the required high school curriculum (RHSC) by earning minimum scores on the SAT II test in seven specified subject areas – mathematics IC or IIC, English writing, English literature, biology, chemistry or physics, American history and social studies, and world history – and achieving designated scores in each area
3. By earning minimum Old SAT scores of 500 Critical Reading/Verbal **and** 500 Math **or** a minimum New SAT Reading Test Score of 25 **and** Math Test Score 26.5 **or** corresponding ACT

scores, which demonstrates the potential for success and meets eligibility requirements for a presidential exception (Old/New SAT scores and/or ACT scores cannot be combined)

4. By scoring in the top five percent of all students nationally on the SAT or ACT

Addressing Required High School Curriculum Deficiencies of all Freshman Applicants for Transfer Degree Programs ONLY (RHSC requirements do not apply to Career Degree seeking students)

The required high school curriculum completed in high school must have contained:

- **MATHEMATICS**: Four (4) units of mathematics, including Algebra I, Algebra II, and Geometry and a course at the level of Math 3 or higher.
- **ENGLISH**: Four (4) units of English which have as their emphasis grammar and usage, literature (American, English, World), and advanced composition skills.
- **SCIENCE**: Four (4) units of science, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences. The RHSC science coursework must include at least one (1) unit of biology, one (1) unit of physical science or physics, and one (1) unit of chemistry, earth systems, environmental science, or an advanced placement science course. *Students satisfying the 4th unit of science requirement with a computer science course may not use that same computer science course towards satisfying the foreign language/American Sign Language/Computer Science requirement.*
- **SOCIAL SCIENCE**: Three (3) units of social science, with at least one (1) course focusing on United States studies and one (1) course focusing on world studies.
- **FOREIGN LANGUAGE / AMERICAN SIGN LANGUAGE / COMPUTER SCIENCE**: Two (2) units in the *same* foreign language emphasizing speaking, listening, reading, and writing. Two (2) units of American Sign Language or two (2) units of Computer Science (with an emphasis in coding and programming) may be used to satisfy this requirement. *Students satisfying this requirement through the computer science option may not use the same courses to satisfy the 4th science unit.*

Students who are admitted with RHSC deficiencies are required to make up those deficiencies in the manner prescribed by the University System of Georgia, which could include placement testing as well as additional credit courses in specific subject areas.

Students who achieve a qualifying GED score and those who are admitted as presidential exceptions will be required to make up any RHSC deficiencies

noted during the admissions evaluation process. Students substantiating RHSC completion by taking the seven specified subject tests of the SAT II noted above and achieving designated scores in each area are not subject to RHSC deficiency makeup, as they will have demonstrated equivalent RHSC competence with successful completion of SAT II testing.

For more detailed information about RHSC deficiency makeup work and other academic rules and regulations, please see the General Academic Information portion of this document or contact the GHC Registrar's Office.

Freshman Applicants with Outstanding Test Scores

Those who demonstrate very high academic ability by scoring within the top 5 percent of national college-bound SAT or ACT test takers may be admitted without meeting other admissions criteria. However, these students will be required to make up high school curriculum deficiencies in areas other than English and mathematics.

International Freshman Applicants

International applicants may be admitted in any of the previous enrollment categories or in a separate category under procedures established by the University System of Georgia. ***RHSC requirements do not apply to students who graduated from a high school located outside the United States and outside the jurisdiction of the United States educational system.***

International applicants who are seeking an I-20 from GHC in order to obtain an F1 student visa, or who are already in the country on an F1 student visa (at another U.S. school), are required to meet all academic admissions standards including USG learning support placement standards and to provide immigration and financial documentation to support their F1 non-immigrant status.

International applicants who currently hold some other type of immigration status are required to meet all academic admissions standards. International applicants seeking in-state tuition or a waiver of out-of-state tuition are required to be lawfully present in the U.S. as evidenced by documentation of their current immigration status. Those who are academically admissible to GHC, but are not lawfully present will be allowed to enroll at the out-of-state tuition rate.

Applicants whose native language is not English must provide proof of English language proficiency and meet all other academic admissions standards applicable to their enrollment category. International students are subject to the same testing and learning support requirements as their native counterparts.

Applicants educated outside of the United States must have all foreign

education credentials evaluated by an evaluation agency recognized by GHC and have an official report of the credential evaluation mailed directly to Georgia Highlands College. International credential evaluation agencies provide translation and evaluation services for a fee, which is the responsibility of the applicant. A list of the international credential evaluation agencies **approved by GHC** is available on the GHC International Students website.

Students seeking to enroll at Georgia Highlands College as an F1 (student) visa holder, will require a form I-20 (Certificate of Eligibility for Nonimmigrant Student Status) which will be issued to the applicant by GHC only after the student is officially admitted to the college.

In addition to meeting the minimum academic standards for admission, a student seeking an I-20 from Georgia Highlands College must supply financial documentation demonstrating that funding is available to pay all tuition and fees and to meet the general living expenses for the applicant for one full academic year. Funds must be reported in U.S. dollars or U.S. dollar equivalent, and information reported must be no more than six months old. Detailed guidelines for financial documentation can be found on the GHC International Students website or by contacting the GHC-SEVIS Primary Designated School Official (PDSO) in the Office of Admissions.

International students who hold a valid F-1 (student) visa are required to enroll as full-time students (at least twelve semester hours of study) for both fall and spring semesters during the standard academic year. The college is required to notify the U.S. Immigration and Customs Enforcement Department (via SEVIS / SEVP, the Student and Exchange Visitor Program) when certain activities occur such as; when a student's course load falls below full-time, when a student changes their academic pathway of study, when a student fails to enroll, if a student leaves the country or works without prior approval from USCIS).

All F1 student visa holders are required to report to the Office of Admissions upon their arrival in the U.S. to check in with the GHC-SEVIS Designated School Official and to have their student visa / passport and arrival-departure records copied for their permanent student record. This procedure is required by the USCIS and this process facilitates the replacement of lost immigration documents.

Due to the high cost of medical care in the United States, adequate health, accident, and repatriation **insurance coverage is REQUIRED of all international students who hold a valid F-1 visa**. The USG provides a pre-negotiated health insurance plan, the cost of which is the responsibility of the student and will be charged at the time of registration. More information

about the school insurance plan is available through the Georgia Highlands College Business Office.

Dual Enrollment Program (High School Students)

The Georgia Highlands College (GHC) Dual Enrollment Program is designed for high school students who are capable of entering college while still completing high school coursework and requirements. Students must have approval from their high school counselor *and* a parent or court appointed legal guardian before beginning the application process. If you have questions regarding the Dual Enrollment Program, you may contact a GHC Admissions representative at admitme@highlands.edu.

Dual Enrollment applications and *all required supporting materials and/or documents* must be submitted to the GHC Office of Admissions no later than the published deadline for the semester in which the student intends to enroll.

Semester	Dual Enrollment Application Deadline
Fall	April 1
Spring	November 1
Summer	March 1

IMPORTANT

- The \$30 general admissions application processing fee is waived for Dual Enrollment applicants.
- Dual Enrollment applicants are not required to provide proof of lawful presence
- The Dual Enrollment program covers tuition, most fees, and books. Some fees, such as a science lab fee or online course fee, are the responsibility of the student.
- **Students under the age of 15 are required to meet the minimum 9th Grade Level admissions standards in order to participate in the GHC Dual Enrollment program.**
- **Dual Enrollment applicants who are in the 9th or 10th grade are required to submit official SAT or ACT scores to be used for consideration for admission.**
- **Dual Enrollment applicants who are in the 11th or 12th grade may take the ACCUPLACER placement (and achieve institutional minimums for participation) as a substitute for SAT or ACT scores.**
- **Current eligibility for continued participation in the GHC Dual Enrollment program requires that the student meet the minimum Federal SAP requirements.**

Dual Enrollment - Home School and Non-Accredited High School Grade Level Evaluation

- The number of RHSC courses completed through a non-accredited home school / high school program will be evaluated, based on the **Home School Academic Portfolio of Work (Grades 9 – 12)**, (as detailed in the **Non-Accredited Home Schooled and High School Graduates** section of this **catalog**) in order to determine the applicants current/incoming grade level for participation eligibility in the Dual Enrollment Program.

Per Georgia Student Finance regulations all Dual Enrollment applicants must complete a Dual Enrollment online application through the GaFutures.org website in order to secure state funding for participation in the program. Home study programs within the state of Georgia who operate pursuant to O.C.G.A. §20-2-690(c) must execute and submit a [Dual Enrollment Annual Home Study Program Participation Agreement](#) to Georgia Student Finance in order to qualify for funding as a Dual Enrollment participant.

Minimum Dual Enrollment Admissions Standards by Grade Level **(All Applicants)**

The highest scores on either the Old SAT (taken before March 2016) or the New SAT (taken March 2016 or later) will be used to determine admissibility to the Dual Enrollment program. However, the Old and New versions of the SAT **cannot be combined** to determine eligibility for admission to the College. Additionally, SAT and ACT scores **cannot be combined**.

9TH GRADE LEVEL (Completed 1 to 3 required high school courses based on USG BOR Staying on Course)

- Minimum high school GPA **3.75** in core classes as calculated by the College
- **Old SAT** (taken prior to March 2016): Minimum **Old** SAT Combined Total score of 1500 calculated using highest scores from the SAT Critical Reading and Math sections (with minimum individual section scores in Critical Reading 480 **and** Math 440)
- **New SAT** (taken March 2016 or later): Minimum **New** SAT Total Score of 1530 (with minimum individual section scores of New SAT Reading Test Score of 26 **and** New SAT Math Test Score of 24)
- **ACT**: Minimum ACT Composite score of 34 (with minimum individual section scores of English 20 **and** Math 18)

10TH GRADE LEVEL (Completed 4 to 7 required high school courses based on USG BOR Staying on Course)

- Minimum high school GPA **3.5** in core classes as calculated by the College

- **Old SAT** (taken prior to March 2016): Minimum **Old** SAT Combined Total score of 1250 calculated using highest scores from the SAT Critical Reading and Math sections (with minimum individual section scores in Critical Reading 480 **and** Math 440)
- **New SAT** (taken March 2016 or later): Minimum **New** SAT Total Score of 1340 (with minimum individual section scores of New SAT Reading Test Score of 26 **and** New SAT Math Test Score of 24)
- **ACT**: Minimum ACT Composite score of 28 (with minimum individual section scores of English 20 **and** Math 18)

11TH & 12TH GRADE LEVEL (Completed 8 to 16 required high school courses based on USG BOR Staying on Course)

- Minimum high school GPA 3.0 in core classes as calculated by the college
- **Old SAT** (taken prior to March 2016): Minimum **Old** SAT Combined Total score of 970 calculated using highest scores from the SAT Critical Reading and Math sections (with minimum individual section scores in Critical Reading 480 **and** Math 440)
- **New SAT** (taken March 2016 or later): Minimum **New** SAT Total Score of 1050 (with minimum individual section scores of New SAT Reading Test Score of 26 **and** New SAT Math Test Score of 24)
- **ACT**: Minimum ACT Composite score of 20 (with minimum individual section scores of English 20 **and** Math 18)

Transfer Applicants

Applicants who have attended another college, university or technical school and have earned more than 30 semester hours of transferable college credit are classified as transfer students. Admission for these applicants is based upon the applicants academic standing at the last institution attended. Applicants must have official transcripts from all schools attended sent directly to the Georgia Highlands College Office of Admissions. Official transcripts from all previously attended institutions are required for admission to GHC regardless of whether an applicant wishes to receive credit for previous courses. Failure to list all previously attended institutions can result in admission decisions being rescinded.

Transfer Evaluations

After admission, students who have earned academic credits at other colleges, universities or technical schools may access their evaluation of transfer credits through the SCORE account link located under the current students section of the GHC website at highlands.edu. Transfer course credits are typically awarded for courses designed to be part of a baccalaureate degree program and for courses completed with satisfactory grades at regionally accredited institutions. Credit may also be awarded for certain military training coursework. Questions concerning transfer evaluations, including a request for reevaluation, should be directed to the GHC

Registrar's Office by emailing registrar@highlands.edu.

Students transferring credits from one University System of Georgia (USG) institution to another are guaranteed the transferability of their general education courses. Specifically, any course accepted for credit in Areas A-F at the sending institution will be accepted as credit in Areas A-F at GHC with the following conditions:

- 1) If students change their Transfer Degree-Pathway, then the Area F coursework completed at the sending institution, while transferable, may not count toward graduation credit in the newly chosen Transfer Degree-Pathway.
- 2) If students change their Transfer Degree to a pathway requiring higher levels of science and mathematics in Areas A and D (primarily fields related to science, technology, engineering, mathematics or health sciences), then the Area A and D coursework completed at the sending institution, while transferable, may not count toward graduation credit in the new Transfer Degree-Pathway.
- 3) In addition to 1) and 2) above, GHC maintains the right to require transfer students to meet expectations established for native GHC students as long as the number of credit hours required in a pathway is not increased for transfer students beyond the number required for native students.

A minimum grade of D is required for transferability of courses with the exception shown below for English courses. However, for grades to transfer, the average for all grades in courses accepted for transfer must be at least a 2.0 average.

In order for ENGL 1101 and ENGL 1102 to transfer, a grade of C or better is required.

Transfer applicants who have been placed on their first academic suspension, dismissal or exclusion from another institution are required to serve a one-semester suspension before admission to Georgia Highlands College. A student who has had several suspensions, dismissals or exclusions, will be subject to more lengthy suspensions as detailed in the General Academic section of this catalog. If transfer admission is granted before the Office of Admissions receives a final college transcript that shows a suspension, dismissal or exclusion, the student's acceptance will be rescinded until any required suspension timeframe has been observed. All transfer students are subject to the same academic policies and academic progress policies found in the General Academic section of this catalog.

Transient Applicants

Students who attend another college or university may apply for temporary admission to Georgia Highlands College as a transient student. These students are expected to return to their home institution in order to complete their degree requirements. In addition to the application for admission and proof of lawful presence, transient applicants must submit a transient permission letter from their home institution authorizing them to enroll at Georgia Highlands College as a transient and stating that the student is in good academic standing and eligible to return. A letter of no objection issued from the student's home institution will not be accepted as permission to attend GHC as a transient student.

Admission and enrollment for a transient student is limited to one semester. A GHC application for admission and processing fee, along with an updated transient permission letter from the home institution is required for each subsequent semester that a transient desires to remain at Georgia Highlands College. If a transient student decides to remain at Georgia Highlands College within a degree program, that student must apply for admission and comply with all admissions requirements and policies for the appropriate enrollment category.

Non-degree Applicants

Applicants wishing to take courses for personal enrichment, may be admitted in any of the previous enrollment categories without declaring an academic pathway of study. Applicants must submit high school and/or college transcripts and may have to take placement testing to determine proficiency in certain areas. Non-degree seeking applicants must show they have met any prerequisites of the desired course, including learning-support requirements. A limit of six semester hours can be earned by a non-degree student; after earning six hours, the student will be expected to submit a new application for admission and declare an academic pathway of study and meet any additional admissions requirements for their enrollment category when they reapply.

Auditors

Applicants wishing to attend regular college classes without receiving credit for personal enrichment, may be admitted in any of the previous enrollment categories, but are expected to self-identify their intent to audit a course at the time of registration. Students who register as auditors are charged the regular tuition and fees that apply to all other students, which could include out-of-state tuition rate should the applicant not be classified as in-state for tuition purposes. Auditors fully participate in their courses but are not required to take course examinations. No grades are issued and no credit is granted upon completion of the audited course; additionally, students may not receive credit retroactively. To receive credit for the same course, a student must register for that course on a credit basis, and show they have met any prerequisites of the desired course, including learning-support

requirements. Auditors are not allowed to change from audit to credit status once classes have begun. In order to change to credit status, an auditor must be eligible for admission and submit all required documents and materials for their enrollment category. For more information about auditor status, please contact the GHC Office of Admissions.

Persons 62 Years of Age or Older

Applicants age 62 or older may be admitted in any of the previous enrollment categories, and may be eligible to apply for a tuition waiver based on the provisions of Amendment 23 to the Georgia Constitution, the Board of Regents of the University System of Georgia established the following to accommodate the enrollment of senior adults in system schools:

- Applicants must be legal residents of Georgia, 62 years of age or older at the time of registration.
- Admitted students may enroll as regular or auditing students in courses on a space available basis without payment of tuition, except for supplies, laboratory fees, parking, and certain other technology and related fees.
- Applicants must meet all other University System and institutional admissions requirements.
- May not enroll in Dental Hygiene or Nursing under the provisions of this Policy.
- Must meet all System, institution, and legislated degree requirements.

Readmission

Students who were previously enrolled at Georgia Highlands College, have been out more than one year and wish to enroll in classes again must follow the same application procedures as all new applicants, including payment of the application processing fee. Those who have attended another college in the interim must have official transcripts sent from all institutions attended. If previously submitted transcripts are no longer available in the electronic student record or if they are illegible, additional transcripts will be required. Previous students, who want to change their name in the GHC student file, must submit a name change request form accompanied by supporting / appropriate paperwork to the GHC Registrar's Office.

Presidential Exception/Appeal for Admission to the College

Georgia Highlands College reserves the right to rescind admission before *or* after enrollment if the applicant becomes ineligible as determined by the standards of the Board of Regents of the University System of Georgia or the College. Meeting minimum requirements does not guarantee admission to Georgia Highlands College. Final acceptance or denial is determined by the Director of Admissions, subject to the applicant's right of appeal or request reconsideration as a presidential exception.

A presidential exception is considered when an applicant does not meet established criteria for admissions to the College, but provides evidence of a ***significant counterbalancing strength*** demonstrating the potential to succeed in college. Freshman applicants who do not meet the minimum high school grade point average must submit official SAT or ACT scores (taken within the last seven years) that can be used as a counterbalancing strength in order to be re-evaluated for a presidential exception admission decision. Applicants are notified of their acceptance when all materials, documents and credentials have been received and evaluation process is complete. Applicants may contact the Director of Admissions for more information.



TUITION AND FEES

TUITION AND FEES

Georgia Highlands College fees are assessed according to the policies established for all two-year colleges in the University System of Georgia. A non-refundable application fee of \$30 must accompany all applications for admission.

Tuition and fees are subject to change pending action from the Board of Regents of the University System of Georgia.

Tuition and other fees are authorized and updated periodically by the Board of Regents of the University System of Georgia and are payable and due at the time of registration each term. Registration is finalized and complete when all tuition and fees are paid for the specific term, including parts of term within the full term. Payment of fees may not be deferred. Failure to pay for any class during any term or part of term could result in cancellation of all classes. Payment may be made in-person, by cash or check, or online by credit card or electronic check and/or pre-approved financial aid is accepted. For all online payments, please visit www.highlands.edu. Students who have financial aid will have their aid applied directly to their student account. This will be done periodically throughout the term as student's aid is approved and as verification of attendance is completed.

Georgia Highlands' fee schedules can be found at www.highlands.edu under the quick links item.

In-State Tuition: As detailed in the fee schedule.

Out-of-State Tuition: As detailed in the fee schedule.

Mandatory Fees: Technology fee, student activity fee, data card fee, institutional fee, student support services fee, athletics fee, and parking/transportation fee as detailed in the fee schedule. All students attending the Marietta Site are required to pay KSU mandatory fee for parking and health services, as well as a KSU I.D. fee.

Ecore Tuition and Fees: Students registered in only eCore courses will be charged the current eCore tuition and mandatory fee rate which differs from the traditional GHC tuition and mandatory fee schedule. Students who register for eCore courses and traditional classroom courses or other distance education courses offered at GHC, will be billed at the eCore rate for the relevant courses and the traditional tuition rate for the relevant courses, as well as all mandatory fees.

Auditing: Students auditing classes register and pay as detailed in the fee schedule.

Course Participation Fees: As detailed in the fee schedule.

Twelve hours constitutes a full load for Financial Aid requirements.

Residents of Bordering Counties outside Georgia

Residents of Cherokee County, Alabama, which borders Floyd County, pay the same fees as residents of Georgia. Applicants should complete and submit to the Admissions Office the application for certification of Cherokee, Alabama residency which must be notarized by the clerk of court of Cherokee County, Alabama. To avoid delay and inconvenience at registration, the petition must be filed no later than ten working days before the registration period of the semester for which the student is petitioning in-state residence.

Lawful Presence

Each University System institution shall verify the lawful presence in the United States of every successfully admitted person applying for resident tuition status. For a complete list of acceptable documents to satisfy this requirement, please visit the Admissions web site at www.highlands.edu.

Definition of Legal Resident

The definition of resident students for the purpose of attending institutions of higher learning in Georgia are established by the policies of the Board of Regents of the University System and do not necessarily parallel other definitions of residency. Accepted definitions of residency include the following:

1 . (a) If a person is eighteen years of age or older, he or she may register as an in-state student only upon showing that he or she has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.

(b) No emancipated minor or person eighteen years of age or older shall be deemed to have gained or acquired in-state residence status for tuition purposes while attending any educational institution in this State, in the absence of a clear demonstration that he or she has in fact established legal residence in this State.

2 . If a person is under eighteen years of age, he or she may register as an in-state student only upon showing proof that his or her supporting parent or guardian has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.

3 . If a parent or legal guardian of a minor changes his or her legal residence to another state following a period of legal residence in Georgia, the student may retain his or her classification as an in-state student as

long as he or she remains continuously enrolled, regardless of the status of his or her parent or legal guardian.

4 . In the event that a legal resident of Georgia is appointed as guardian of a non-resident minor, such minor will be permitted to register as an in-state student providing the guardian can provide proof he or she has been a resident of Georgia for the period of twelve months immediately preceding the date of the court appointment.

5 . Aliens shall be classified as non-resident students; provided, however, that an alien who is living in this country under an immigration document permitting indefinite or permanent residence shall have the same privilege of qualifying for in-state tuition as a citizen of the United States.

6 . A non-resident student may register as an in-state student providing the student's parent, parents or spouse can provide proof of legal residency in the State of Georgia for at least twelve consecutive months immediately preceding the date of registration.

7 . Waivers: An institution may waive out-of-state tuition for:

(a) Students selected to participate in a program offered through the Academic Common Market.

(b) International (F1) students and superior out-of-state students in selected programs, selected by the institutional president or an authorized representative, provided that the number of such waivers in effect does not exceed 2% of the equivalent full-time students enrolled at the institution in the fall term immediately preceding the term for which the out-of-state tuition is to be waived.

(c) Full-time employees of the University System, their spouses and their dependent children.

(d) Medical and dental residents and medical and dental interns at the Medical College of Georgia.

(e) Full-time classroom teachers and administrators employed in the public schools of Georgia or by the Department of Technical and Adult Education, their spouses and their dependent children. Teachers employed full-time on military bases in Georgia shall also qualify for this waiver.

(f) Career consular officers, their spouses and their dependent children who are citizens of the foreign nation that their consular office represents and who are stationed and living in Georgia under orders of their respective governments.

(g) Military personnel, their spouses, and their dependent children stationed in Georgia and on active duty, unless such military personnel are assigned as students to System institutions for educational purposes.

(h) Resident of a specific out-of-state county bordering a Georgia county in which the reporting institution is located.

(i) Full-time members of the Georgia National Guard.

(j) Students who are certified by the Commissioner of the Georgia Department of Industry, Tourism and Trade as being part of a competitive economic development project.

(k) Students employed by a Georgia-based corporation that has a contract with the Board of Regents to provide tuition differential waivers to the corporation's non-Georgia-domiciled employees attending University System institutions.

(l) Economic advantage waiver may be granted to a dependent or independent student who can provide clear evidence that the student or the student's parent, spouse, or U.S. court-appointed guardian has relocated to the State of Georgia to accept full-time, self-sustaining employment and has established domicile in the State of Georgia. Relocation to the state must be for reasons other than enrolling in an institution of higher education. This waiver will expire twelve months from the date the waiver was granted.

(m) Recently separated military service personnel who, within twelve months of separation from such service, enroll in an academic program and demonstrate intent to become permanent residents of Georgia. This waiver will expire twelve months from the date it was granted.

(n) Non-resident student whose parent, spouse, or U.S. court-appointed legal guardian has maintained domicile in Georgia for at least twelve consecutive months so long as the student (twenty-three years old or younger) can provide clear evidence showing the relationship to the parent, spouse, or U.S. court-appointed legal guardian has existed for at least twelve consecutive months immediately preceding the first day of classes for the term.

Change of Residency Status

Students who enter Georgia Highlands College as non-resident students but who wish later to qualify as legal residents must fill out a petition for Georgia residence classification form, which may be obtained in the registrar's office. A student's residence status is not changed automatically, and the burden of proof that the student qualifies as a legal resident under the regulations of the Board of Regents of the University System of Georgia rests with the student. A student classified as non-resident who believes that he/she is entitled to be re-classified as a resident may petition the Director of Admissions for a change in status as described above.

To avoid delay and inconvenience at registration, the petition must be filed no later than ten working days before the registration for the semester in which the student is petitioning for in-state residence status. If the petition is granted, reclassification will not be retroactive to prior semesters.

Fee Refund Policy

Students who formally withdraw from all courses at Georgia Highlands College are entitled to a refund of in-state tuition, out-of-state tuition, technology fee, student activity fee, data card fee, institutional fee, student support services fee, athletics fee, and parking/transportation fee at a prorated amount up to the completion rate of 60% of the semester. Students

who do not formally withdraw from all courses are not entitled to a refund.

Students may drop a course during the drop/add period without penalty. During the drop/add period, fees will be adjusted. After the drop/add period ends, students may withdraw from a course without penalty until mid-term. The student will receive no refund for withdrawing from a course. A drop of all classes constitutes a complete withdrawal.

The refund amount for students withdrawing from the institution shall be based on pro rata percentage determined by dividing the number of calendar days completed by the student during the semester by the total calendar days in the semester. The unearned portion shall be refunded up to the point in time that the amount equals 60%.

Students who withdraw from the institution when the calculated percentage of completion is greater than 60% are not entitled to a refund of any portion of institutional charges.

Return of Student Aid

Students receiving financial aid will be required to return any unearned portion when a student withdrawal request form is completed. Amounts will be based on the calculation of the percentage of time enrolled as of the official withdrawal date times the total amount of financial aid awarded. The official withdrawal date is entered on the student withdrawal request form.

The amount of aid to be returned for any student withdrawing from the institution shall be based on pro rata percentage determined by dividing the number of calendar days completed by the student during the semester by the total calendar days in the semester. The unearned portion shall be returned up to the point in time that the amount equals 60%.

Students who withdraw from the institution when the calculated percentage of completion is greater than 60% are not subject to the returning of aid funds.

Nelnet

Georgia Highlands College partners with Nelnet Business Solutions to provide students a payment plan option for each semester.

Payment Methods

- Automatic bank payment (ACH)
- Credit card/ Debit card (An additional fee will be assessed.)

Cost to Participate

- \$50 to \$70 enrollment fee depending on the number of payments.
- \$30 returned payment fee if a payment is returned.

Steps to Enroll

- Log in to SCORE

- Click on Student Services
- Click on the Students Account Tab
- Select setup payment plan

Payments are processed on the 5th of each month.

Agreement Terms can be located at www.mycollegepaymentplan.com/ghc

Student Refunds

Each registered Georgia Highlands College student will receive a “Refund Selection Kit” from Bank Mobile 7-10 days after issuance of the Georgia Highlands College Charger Card. The Refund Selection Kit will be mailed to the primary address on file with the college. To receive refunds, students must activate the personal code sent in the refund selection kit and establish a refund preference method. During activation, the student will choose a refund preference. Activation and refund preference selection can be made online at www.Refundselection.com.

Refund Preference options include:

1. Electronic Deposit to another account.
2. Electronic Deposit to a Bank Mobile Vibe Account.
3. Paper Check delivered by USPS.

The Bank Mobile Vibe Account is a fully-functioning FDIC insured FREE CHECKING account that allows students to access refunds quicker and easier than ever before. The Vibe Account has no minimum balance, no monthly fees, and free Internet banking features. With it, students can use the Bank Mobile card to make purchases anywhere a MasterCard is accepted. Students can also get cash at any AllPoint ATM's. **Please remember this is not a credit card. It is a debit card!**

Students' entitled to a refund will receive an e-mail notifying them that their refund has been directly deposited to their Vibe Account. Additionally, students will be able to see details of their Vibe Account by accessing the Vibe Account Statement on the website.

If preferred, students may have refunds deposited to the bank of their choice. In order to have refunds deposited to a bank checking or savings account, students will have to activate their personal code received in the refund selection kit at www.RefundSelection.com.

Regardless of refund preference, students still need to activate your card at www.refundselection.com.

For more information about Bank Mobile and refunds, please visit: <https://sites.highlands.edu/bursars-office>. Or, contact the Business Office at 706-802-5000.

Financial Obligations to the College

Failure to meet financial obligations to the College may result in the student's dis-enrollment with no credit for the semester. Such students may be denied enrollment in subsequent semesters.

The College will withhold copies of educational records of students who have outstanding debts to the institution.

Collection Policy

All delinquent debts and/or obligations to the College will be turned over to a collection agency for further legal collection action. All accounts turned over to a third party for legal collections will be subject to pay the fees of any collection agency, which may be based on a percentage at a maximum of 15% of the debt, and all costs and expenses, including reasonable attorney's fees, Georgia Highlands College incurs in such collection efforts.

Returned Check Policy

Returned check charge: \$30 or 5%, whichever is greater

Once the business office is notified that a check has been returned unpaid, a hold will be placed on the student's account and the writer of the returned check will be notified via certified mail. The writer will be given ten days to satisfy the debt. If at the end of the ten day period the account remains unpaid, the class schedule of the student for which the check was presented, will be dropped for non-payment. After two returned checks, a student will lose the privilege of writing checks to the College, and the student is on a "cash only" basis for the remainder of their attendance at GHC.

Requests for 100% Refund after the First Day of Class

Student requests for 100% refund of tuition and fees after the first day of classes may be considered if the student is unable to continue enrollment.

The student must provide to the President's Cabinet the following information:

- A. A statement, in writing, as to why the request for 100% refund should be allowed
- B. Official documentation validating the student's request.

When this documentation is received, the President's Cabinet will consider the decision as to refund, and the student will be notified in writing of its decision.

Military Refunds:

Subject to institutional policies, full refunds of tuition and mandatory fees and pro rata refunds of elective fees are hereby authorized for students who are:

- a . military reservists (including members of the National Guard) who receive emergency orders to active duty after having enrolled in a University System institution and paid tuition and fees
- b . active-duty military personnel who receive an emergency reassignment after having enrolled in a University System institution and paid tuition and fees
- c . otherwise unusually and detrimentally affected by the emergency activation of members of the reserve components or the emergency deployment of active duty personnel of the Armed Forces of the United States and who demonstrate a need for exceptional equitable relief.

Tuition and fees paid by scholarship or grant from an agency or authority of the State of Georgia on behalf of a student receiving a refund under this policy shall be reimbursed to such agency or authority.

In order to qualify for the refunds, students must withdraw formally from their classes and present the institution with a copy of their official orders. Requests for exceptional relief (under section C above) must be made to the president of the institution.



STUDENT FINANCIAL AID

The student financial aid program at Georgia Highlands College is intended to assist qualified and capable students in accessing higher education.

For those students who need assistance in meeting educational costs, student financial aid is available in the form of grants, scholarships, and loans is available. Student work-study is available for those who meet federal criteria when funding is available. Students who need financial assistance should visit <https://sites.highlands.edu/financial-aid/> or contact the Georgia Highlands College Office of Student Financial Aid for applications and instructions

Financial Aid Application Procedures and Deadlines

Applicants for financial assistance should complete the Free Application for Federal Student Aid (FAFSA). The FAFSA may be completed online at <http://fafsa.ed.gov>. The Georgia Highlands College code for the FAFSA is 009507. Prior to completing the electronic FAFSA, students and parents of dependent students should create a Federal Student Aid ID (FSA ID) and password to sign the FAFSA.

Although *most* student financial aid will be processed on a continuous basis as long as resources are available, it is advisable to apply early. Students must apply for financial aid every academic year. Other relevant documents may be required of certain applicants for verification of financial aid data. In all cases, a student must be admitted to the college before aid is awarded.

FAFSAs must be received by the *priority deadlines* listed below in order for the Office of Financial Aid to guarantee a financial aid award offer prior to fee payment deadlines.

Fall Semester: July 1st
Spring Semester: November 1st
Summer Semester: March 1st

If the financial aid award does not cover 100% of the student's balance on the most current Schedule Bill by the fee payment deadline, the student is responsible for payment of tuition and fees to secure their schedule for the semester. Once eligibility for aid is determined and awarded, the Business Office will refund all credits within 14 business days from the date funds are released onto the student's account.

Verification

Verification is the confirmation through documentation that the information provided on a student's Free Application for Federal Student Aid (FAFSA) is correct. The federal government requires colleges to verify the data reported by students and their parent(s) on the FAFSA. The verification process ensures that eligible students receive all the financial aid to which they are entitled and prevents ineligible students from receiving financial aid to which they are not entitled.

If you are selected for verification, there will be an asterisk next to your Expected

Family Contribution (EFC) on your Student Aid Report (SAR). You will also be informed of having been selected for verification in the SAR acknowledgement letter, which will be included with your SAR documents. You will also have the ability to check your status on the *Check Financial Aid Status* page on SCORE as well as being notified through official financial aid email notification. You can view your SAR online at <http://fafsa.ed.gov>. Then under Step Three, click “View and Print Your Student Aid Report.”

Once you have been selected for verification, you will need to do the following:

- Go to <http://highlands.verifymyfafsa.com>, create your account by filling out all required fields. Dependent students will also need to create an account for a parent.
- Fill out the household form and e-sign. Dependent students will need to have a parent e-sign also.
- Additional tasks will be shown and those documents need to be uploaded.

If the IRS Data Retrieval tool is not used then a 2016 tax return transcript from the IRS will be required for tax filers. This document can be requested online at www.irs.gov or by going to the nearest IRS office. This will need to be obtained for the student (and spouse if applicable). Dependent students will need to also obtain one for their parent(s).

Independent students who did not file taxes and parents of dependent students who do not file taxes will also need to obtain a 2016 Non Filing Statement from the IRS.

- Additional documentation may be required in certain verification cases. You will be contacted by email and by text (if you opted) with any clarifications or additional documentation needed. The verification process takes two to four weeks to be completed once all documents are received.

If you have any issues creating your account, completing your required tasks, uploading your documents, or any other questions regarding the verification process, please create a ticket by clicking on the “NEED HELP? GHC 411” box on the bottom of our homepage at www.highlands.edu.

Determination of Awards

The U.S. Department of Education determines a student's financial need based on a standard formula, established by Congress, to evaluate the financial information reported on the *Free Application for Federal Student Aid* (FAFSA) and to determine the Expected Family Contribution or EFC.

Total aid awarded to a student cannot exceed their COA (cost of attendance) at Georgia Highlands College. The Federal Government evaluates the student's household income and their ability to contribute to their education when the student

submits a FAFSA. The student will receive a Student Aid Report (SAR) from the Federal Government once the evaluation is completed. This report is used by the school in the determination of a student's eligibility for Federal, State, Institutional, and some external or private funding.

Types of Assistance Available

Student aid programs at Georgia Highlands College consist of grants, scholarships, student employment, and loans. The funds for these programs are provided by federal, state, institutional, and some external or private sources. Examples include:

Federal Aid

Pell Grants

Supplemental Educational Opportunity Grants (FSEOG)

Direct Subsidized, Unsubsidized and Parent Plus Loans

Work Study Program

State Aid

Zell Miller Scholarship

HOPE Scholarship

Student Access Loan (SAL)

Foundation Scholarships

Thanks to the generosity of our donors, the Georgia Highlands College Foundation is pleased to provide a number of scholarships to our students. Explore scholarship opportunities by viewing listings, descriptions, and criteria of each of the scholarships and apply for online at <https://highlands.awardspring.com>

Alternative/Private Aid

Private Student Loans could be available to students of GHC. Since approval of these loans is based on financial credit worthiness, a co-signer may be needed. If the certified loan amount covers the balance due, the student's schedule will be protected through the payment deadline. More information about private Student loans and the lending agencies can be obtained from the Office of Financial Aid website at <https://www.highlands.edu/loans/>

Georgia State Scholarships

HOPE - Helping Outstanding Pupils Educationally – Scholarship and Zell Miller Scholarships are available for eligible, degree-seeking students at Georgia Highlands College. The scholarship provides assistance for tuition. Students may register for up to fifteen credit hours and receive their HOPE/Zell Miller Scholarship as long as they are meeting academic standards for progress. The HOPE/Zell Miller Scholarship does

not cover Learning Support classes. Completion of the FAFSA or GSFAPPS is required. The links to the federal and state web sites can be found at <https://sites.highlands.edu/financial-aid/>. The FAFSA or GSFAPPS must be completed before a student's eligibility can be determined and HOPE/Zell Miller awarded.

HOPE/ Zell Miller candidates must meet the following qualifications:

- Legal residency of the state of Georgia as defined by the scholarship regulations
- Graduated from an eligible high school, completed and obtained a GED, or successfully completed a home school program less than seven years from the request of eligibility
- No felony drug conviction
- Selective Service registration, if applicable

Freshman Hope candidates must also meet the following academic requirements in addition to the above qualifications:

- High school graduate with a 3.0 grade point average or higher in the core curriculum as determined by the Georgia Student Finance Commission

Freshman Zell Miller candidates must also meet one of the following academic requirements in addition to the above qualifications:

- High school graduate from an eligible high school as the Valedictorian or Salutatorian
- High school graduate with a 3.7 grade point average as determined by the Georgia Student Finance Commission with a combined minimum score of 1200 on the Math and Reading portions of the SAT or a minimum Composite score of 26 on the ACT in a single national test administration or higher in the core curriculum.

All students may earn the HOPE Scholarship at the 30, 60, or 90 attempted semester hour checkpoints if they meet the following criteria:

- Legal residency in the state of Georgia for a minimum of twenty-four consecutive months
- 30, 60, or 90 attempted semester hours
- A 3.0 grade point average for all attempted hours from all colleges or universities
- Not in default with a federal student loan
- No felony drug conviction
- Selective Service registration, if applicable

- Graduated from high school, completed and obtained a GED, or successfully completed a Home School Program less than seven years from the request of eligibility
- Complete and submit a Georgia Highlands College HOPE Eligibility Review form available via the website <https://sites.highlands.edu/financial-aid/>.

HOPE/Zell Miller Academic Checkpoints

HOPE/Zell Miller Scholarship recipients will have an academic review when they attain 30, 60, and 90 attempted semester hours and at the end of each spring semester to ensure they are still maintaining a 3.0 HOPE grade point average (a 3.3 GPA for Zell Miller recipients). A HOPE/Zell Miller grade point average will often differ from a cumulative Georgia Highlands College grade point average. HOPE/Zell Miller considers **ALL attempted semester hours** from all colleges and universities attended to compute the HOPE/Zell Miller grade point average. Applicable learning-support classes are also included, if taken prior to fall 2011.

End-of-Spring Checkpoint

HOPE/Zell Miller Scholarship End-of-Spring Checkpoint – Effective Spring 2005

- All HOPE Scholarship recipients must have a 3.0 GPA and Zell Miller Scholarship must have a 3.3 GPA at the end of each spring term in order to continue their eligibility except for freshmen recipients who enrolled for less than twelve hours for each of their first three terms in a row. (See Three-Term Checkpoint.)
- HOPE/Zell Miller Scholarship eligibility can be lost at an end-of-spring checkpoint but cannot be gained or regained at an end-of-spring checkpoint.
- HOPE/Zell Miller Scholarship eligibility can be lost at an end-of-spring checkpoint but then regained at a future attempted-hours checkpoint only once. If a student loses their Zell Miller Scholarship eligibility they are still eligible for the HOPE scholarship as long as their GPA is 3.0 or higher.

HOPE/Zell Miller Scholarship Three-Term Checkpoint – Effective Spring 2005

- This checkpoint only applies to freshmen recipients who enrolled for less than twelve hours for each of their first three terms in a row.
- All HOPE scholarship recipients must have a 3.0 GPA and Zell Miller Scholarship recipients must have a 3.3 GPA at the three-term checkpoint in order to continue their eligibility.
- After the three-term checkpoint is applied once to a student, the end-of-spring checkpoints must be applied to that student regardless of the number of hours enrolled each term.
- HOPE/Zell Miller Scholarship eligibility can be lost at the three-term

- checkpoint but cannot be gained or regained at the three-term checkpoint.
- HOPE/Zell Miller Scholarship eligibility can be lost at a three-term checkpoint but then regained at a future attempted-hours checkpoint.

Students may qualify for the HOPE/ Zell Miller Scholarship until they reach 127 attempted semester hours.

HOPE/ Zell Miller Scholarship recipients attending Georgia Highlands College as transient students should contact their home institution's financial aid offices for necessary paperwork and instruction.

Other Conditions for Receiving Financial Aid

Financial Aid Denials

Students who are otherwise eligible to receive assistance from Federal Title IV or State of Georgia student assistance programs will be denied that assistance if they owe a refund on a Federal Title IV or State of Georgia student financial aid program or are in default on repayment of a Federal Title IV or State of Georgia student loan, whether received at Georgia Highlands College or any other post-secondary institution. Institutional policy has expanded this provision to include Institutional or private aid administered by the College.

Withdraws/Repayments

If a student withdraws from a course(s) after drop/add but are still enrolled in at least one course, no adjustment will be made to their financial aid (which means no repayment of funds is required) unless the student drops a part of term course for the semester. According to institutional policy, once a student formally withdraws from all courses at Georgia Highlands College, they are entitled to a refund of tuition and certain fees. If a student is receiving the HOPE/Zell Miller scholarship, it will be adjusted in accordance to the new tuition and fee amounts. Any Federal funds received will be adjusted according to the Return of Title IV Policy.

Students receiving a Federal Direct Student loan must be enrolled in at least six hours at the time the loan is received or it will be returned. Students falling below six hours after having received a loan and remain under six credit hours for a period of six months, will have to begin repayment on your loan. However, if the student enrolls in six hours or more credit hours before those six months, repayment will not begin.

NOTE: Withdrawing from a course can affect your academic progress (SAP) which WILL affect your financial aid.

Students who have received financial assistance from an external, private source are expected to notify the donors of that assistance that they have withdrawn from school.

Return of Title IV Funds Policy

The Higher Education Amendments of 1998 includes provisions governing what must happen to your Federal financial assistance if you completely withdraw from school in any semester. If a student withdraws from Georgia Highlands College, then the college or the student may be required to return some of the Federal aid awarded to the student. The student may also be eligible for a refund of a portion of the tuition and fees paid to Georgia Highlands College for the semester.

Federal regulations assume that students “earn” their Federal financial aid awards directly in proportion to the number of days of the term that they attended until the withdrawal. If a student completely withdraws from school during a term, the school must calculate according to a specific formula the portion of the total scheduled financial assistance the student has earned and is therefore entitled to receive up to the time of the withdrawal. If the student or Georgia Highlands College receives more assistance than the student has earned, the unearned excess funds must be returned to the Department of Education. On the other hand, if the student or Georgia Highlands College receives less assistance than the amount earned, the student may be able to receive those additional funds.

The portion of Federal student aid a student is entitled to receive is calculated on a percentage basis by comparing the total number of days in the semester to the number of days completed before the student withdrew. For example, if the student completes 30% of the semester, they earn 30% of the assistance they were originally scheduled to receive. This means that 70% of scheduled awards remain unearned and must be returned to the Department of Education. Once a student completes more than 60% of the semester, they have earned all (100%) of their assistance. If a student withdraws from Georgia Highlands College before completing 60% of the semester, they may have to repay any unearned financial aid funds that were already disbursed to them.

Financial Aid Satisfactory Academic Progress

The Higher Education Act of 1965, as amended, mandates institutions of higher education to establish a standard of satisfactory academic progress for students who receive financial aid. This standard must apply to the student's entire academic history, whether Title IV financial aid was received or not. In order to remain eligible to receive aid at Georgia Highlands College, students must meet the standards specified for acceptable academic performance and for satisfactory progress toward the completion of their program of study. The standards are established within the framework of applicable federal regulations specifically for the purpose of determining the eligibility of students to receive aid under the generally funded Title IV programs, including Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Work-Study, Georgia's HOPE/Zell Miller Scholarship, Federal Direct Student Loan Programs (Subsidized and Unsubsidized), and the Federal PLUS Loan Program. They should not be confused with Probation or Good Standing as defined by academic regulations.

Students must meet the requirements in each of the three areas listed below in

order to be making Satisfactory Academic Progress (SAP). SAP is reviewed after every Semester.

1.	Students must maintain a 2.0 or above cumulative grade point average. Learning support classes are included in the GPA calculation for financial aid purposes.
2.	Students must complete at least 67% of courses attempted. The system does not "round-up" completed hours. If a student attempts twelve hours but only completes eight, the completion rate is 66.6%. That student would not be meeting the SAP policy. Learning support classes are included in the completion ratio calculation for financial aid purposes.
	<p>The following will be considered as hours successfully completed:</p> <ol style="list-style-type: none"> 1. "A" through "D" grades 2. "S" satisfactory 3. "K" credit <p>The following shall not be considered as semester hours completed:</p> <ol style="list-style-type: none"> 1. "F" grade 2. "F\$" 3. "I" incomplete 4. "W" withdraw 4. "U" unsatisfactory 6. "V" audit 7. "NR" no grade reported
3.	Students must complete their program of study in a reasonable time frame. The maximum time frame allowed for a student to complete their program of study is 150% of the total credit hours required for the program. For example, if a student's academic program requires 66 semester hours for graduation, the student may receive aid for up to 99 semester hours. All transfer credit hours accepted by GHC are included in the total credit hours regardless of whether the courses are required for the student's course of study.

Maximum Timeframe by Program of Study:

- All Transfer Degree Programs = 99 Attempted Hours
- Associates of Human Services = 101 Attempted Hours
- Associates of Nursing = 105 Attempted Hours
- Associates of Dental Hygiene = 116 Attempted Hours
- Bachelors of Business Administration in Healthcare Management = 188 Attempted Hours
- Bachelors of Business Administration in Logistics and Supply Chain Management = 188 Attempted Hours
- Bachelors of Nursing = 188 Attempted Hours
- Bachelors of Dental Hygiene = 180 Attempted Hours

Financial Aid Warning

A student will automatically be placed on financial aid warning in the event that the student fails to meet the SAP progress requirements. A student in this category may

receive financial aid for the next term, but by the end of that term, that student must be making satisfactory academic progress. If the student does not make up the deficiencies and remove himself/herself from financial aid warning, the student is then placed on financial aid suspension and is NO LONGER eligible for Financial Aid. The student will remain in this status until he/she has returned to a satisfactory academic progress standing. A student who does not meet the time frame requirement will, without warning, become ineligible for financial aid.

Appeal Process

If there are extenuating circumstances that prevented a student from meeting the SAP policy, students may meet with a financial aid counselor to determine if an appeal may be beneficial. Those eligible to file for appeal will be requested to provide a written explanation, third party documentation, and an academic plan for success. Students cannot appeal if they have exceeded the maximum time frame for their program of study (#3).

A student may appeal only once. While completing the appeals process, the student is responsible for payment of current tuition and fees by the published fee payment deadline.

All written statements and documentation for appeals must be submitted via <https://highlands.verifymyfafs.com>. No documents will be accepted in office, via fax, or outside the aforementioned portal. Partial, incomplete, or appeals not containing third party documentation will not be reviewed. The written statement must include the extenuating circumstances leading up to the student's failure to meet Satisfactory Academic Progress AND the actions that have been taken to change those circumstances and improve academic standing. Any supporting document in the form of letters of support must be official, preferably on letterhead, and contain contact information for the author.

All appeals will either be reviewed or listed as incomplete within four weeks of their submission. Once the review is complete, the student will be notified via email as well as via the portal used to submit the documentation. Incomplete records will be marked as incomplete via the portal and notification will arrive to the student based on the preferred method of communication he or she established upon the creation of the account.

Approved Appeals

If the appeal is approved, the student must adhere to the conditions stated in the appeal approval letter. Students who are approved are placed on Financial Aid Probation and are required to meet the minimum SAP requirements each term they are on probation until their overall GPA and completion rate are meeting minimum standards (2.0 GPA and 67% completion rate).

If a student does not meet good SAP standing after one semester of probation, they will require a continued probationary period. Those needing a continued probationary period will have to provide proof of compliance with an academic plan before aid is awarded for the next semester. Students will be notified via email that

they will require this information after SAP processes have been updated at the end of each term. Failure to provide documentation of adherence to an academic plan will result in a loss of the probationary period and will place the student on Financial Aid Suspension.

Students who fail to meet the terms of the probation will have their financial aid cancelled and the appeal will be revoked, leaving the student on Financial Aid Suspension. There will be no exceptions. These students will not be eligible to receive financial aid again until all terms of Satisfactory Academic Progress (SAP) are met.

Denied or Revoked Appeals

If the appeal is denied or revoked, students are not eligible to receive any type of financial aid until all terms of SAP policy are being met.

Students who have a revoked or denied appeal may schedule an appointment to speak with the Vice President of Student Affairs.

Student financial aid cannot be awarded for audited courses.

The Office of Financial Aid will notify students by email periodically if they are failing to meet Satisfactory Academic Progress. However, if, due to circumstances beyond the control of the Office of Financial aid, a student does not receive notification, that in and of itself does not excuse the student from the Financial Aid Suspension nor does it exempt the student from appealing in a timely manner.

Additional Information

For further information concerning the financial aid programs administered by the College or the policies relevant to these programs, contact the Office of Student Financial Aid or view the website at <https://sites.highlands.edu/financial-aid/>.



STUDENT SERVICES/ CAMPUS LIFE

STUDENT LIFE

The Department of Student Life (SL) seeks to develop the Georgia Highlands College student body through a series of co-curricular activities that promote experiential learning, leadership, wellness, volunteerism, and an appreciation of the arts. Student Life encourages and provides student involvement opportunities to complement the academic programs of study and to enhance the overall college experience for all GHC students.

The Department of Student Life has locations on all sites. The office suite on the Floyd Campus also houses the offices for student publications and student governance.

All programs, events and functions coordinated by SL are funded by the student activity fee that all students pay each semester. For this reason, most programs and events available during the course of the semester are FREE for all students to attend and/or to participate in. Students can receive a “Stampede Card” at any SL event and collect stamps for attending or participating in programs, events, and activities sponsored by the Department of Student Life. Stamps can be redeemed for prizes and swag items.

SL coordinates the forming of registered student organizations by students and provides resources for those groups as they sponsor a wide variety of programs and events. A list of available student organizations is provided in this handbook. Any GHC student at the Marietta Site may also join and participate in some of the registered and recognized clubs and organizations at Kennesaw State University-Marietta Campus. GHC students must meet any regular requirements or criteria for joining any group, as well as any membership dues required of regular members.

A current calendar of events and programs for each GHC location can be found online at the Student Life Calendar at <https://sites.highlands.edu/ghc-calendars/student-life-calendar/> or by contacting SL at 706-368-7721 (Floyd), 678-872-8006 (Cartersville), 678-872-8510 (Marietta), 678-872-4223 (Douglasville and Paulding).

Georgia Highlands College students who attend the Marietta Site are eligible to participate in any of the general student activity events hosted by Kennesaw State University. This includes entertainment events, cultural series events, leadership programs and other events/programs sponsored by KSU Office of Student Activities. See <http://www.kennesaw.edu/campuslife.php> for updates and a calendar of events at KSU.

Cultural/Entertainment Events

The Department of Student Life coordinates and schedules a wide variety of student activities programs and events of a cultural, entertainment and recreational nature throughout the year. Cultural events often include programs or special exhibits on literature, music and the arts. Entertainment events include professional musicians,

novelty attractions, game shows, comedians and special annual events such as Week of Welcome, Fall Frenzy and Spring Fling. The current schedule of events/activities can be found on the Campus Life Calendar.

New Student Orientation

Orientation sessions are held each term to help incoming students and their families become more acquainted with the services, programs and resources at Georgia Highlands College. These sessions offer students an overview of the various teaching locations, explain academic and student life requirements and policies, and provide academic advisement and class registration. Sessions are led by Orientation Leaders, current students who have undergone extensive training to assist new students in their transition to college.

Athletics

The college offers men's and women's basketball on the Floyd Campus, and baseball and softball in Cartersville. GHC is a Division I member of the National Junior College Athletic Association (NJCAA), as well as a member of the Georgia Collegiate Athletic Association (GCAA) conference.

Student-athletes must maintain a 2.0 GPA and pass 12 credit hours to be eligible for participation. All students interested in participating should contact the Director of Athletics at (706) 204-2201. Students are encouraged to attend the sporting contests and support their Chargers. All the schedules can be found on the athletics webpage (www.ghcchargers.com). Admission is free for all GHC students at home events.

Intramural Sports

The college offers a wide range of intramural athletic programs for those students who wish to participate in competitive athletic activities. Competition in the team sports of flag football, basketball, soccer, softball and volleyball are held in season for men and women. Individual and dual sports such as tennis, golf, table tennis, shuffleboard, horseshoes, canoeing, badminton, billiards and others are offered throughout the year.

The sign-up/team registration period for intramural activities takes place before the beginning of each event. All-star teams are often selected to compete with other colleges or to attend state tournaments.

The Fitness Incentive Team (FIT) program is also offered as a way for students, faculty and staff to participate in an intramural activity on their own, no matter their location. The program normally lasts for the majority of each semester. Participants select one of two levels (beginner or advanced) and self-report and track their progress toward the goals in either walk/run miles or full-body workouts.

For additional information interested persons should contact the Division of Natural Sciences and Physical Education office on the Floyd Campus (706-295-6353) or the

Student Life office on the Cartersville Site (678-872-8006). Students who attend the Marietta Site must elect to pay the Kennesaw State University (KSU) day use fee per semester in order to be eligible to play/participate in intramural activities.

Student Governance

The Student Government Association (SGA) is composed of student and faculty/staff representatives who work together for the betterment of the student body and its interests. The student representatives of the SGA are the designated representatives (officers) from all the student clubs and organizations at all campuses; plus a limited number of unaffiliated student representative slots called student-at-large positions. Students interested in serving in an at-large position should contact the Department of Student Life for an application. Although the SGA includes representatives from the faculty and staff, a student representative serves as chairperson of the SGA and is selected by the other council members.

The primary purpose of the SGA is to serve as the voice of the student body and act as a liaison between students and college administration in order to help formulate just and proper regulations pertaining to student government and to assist those persons designated to enforce the regulations. The SGA operates under the Constitution of the Student Body of Georgia Highlands College. The SGA also assists the Department of Student Life with its activities and events in a manner that strives to result in the greatest possible advantage and satisfaction of all students, both as individuals and as part of the student body as a whole. The SGA also operates as the student activity fee budget committee that determines how the collected student activity fee monies are to be allocated for the upcoming year.

Students also have the opportunity to serve on several institutional committees to assist faculty and staff in the setting, review and discussion of college policies and procedures. Committees available for student representation and participation include the following:

- Student Affairs Committee
- Student Judicial Committee
- Affirmative Action Committee

Students interested in serving on an institutional committee should contact Student Life.

Student Registered Organizations

A well-rounded, integrated program of student activities is provided through student organizations. Various organizations have been established on campus sites for students with similar purposes and interests. These groups include scholastic honors, academic departmental groups, student leadership, club sports, student media, and special interest groups.

Membership in all groups is open to all students; however some may require

additional criteria for joining which may include monetary dues or other expenses. Some groups operate primarily on one GHC location, while others may operate on multiple locations. A student at any campus or instructional site is eligible to join any group, regardless of whether the organization is based at that student's primary campus/site.

Students interested in joining any of the established groups should contact the club advisor for more information. Club Round-Up days are held at the beginning of both fall and spring semesters as an opportunity for students to learn more about the groups.

Any GHC student attending the Marietta Site may join and participate in many of the registered and recognized clubs and organizations of KSU-Marietta. GHC students must meet any regular requirements or criteria for joining these groups, as well as paying any membership dues required of regular members. Students at the Marietta Site may contact the KSU Marietta Office of Student Activities for more information.

If you do not see a group that interests you, the Department of Student Life encourages students to form new organizations at any time. Guidelines for creation of a new student organization can be found in the Student Handbook.

Listed clubs are followed with the code on which location it primarily operates – Floyd (F), Cartersville (C), Marietta (M), Paulding (P), Douglasville (D), Heritage Hall (HH), or All Locations (All).

Special Interest Groups

- Active Minds, C
- Adult Student Association, C
- American Association of University Women (AAUW), C
- Baptist Student Union (BSU), F
- Brother 2 Brother (B2B), All
- Capture Highlands Photography Club, F
- Creative Writing Club, C
- CRU, C
- Equality Alliance, F/ C
- Fellowship of Christian Athletes (FCA), C
- Gaming Club, F/C/P/D
- GHC Players Drama Club, F/C
- Green Highlands, F/C/P
- Highland Heirs Chorus, F/C
- Intervarsity Nurses Christian Fellowship (NCF), HH
- La Mano, M
- Spanish Activities Club, C
- Student Veterans of America (SVA), F/C
- Students Without Borders (SWB), F/C/P/M

- That Animation Club (TAC), F
- Woman to Woman, M/D

Club Sports

- Bass Fishing Team, F
- Boxing & Martial Arts Club, F/C
- Cheerleading Squad, F
- Cycling Club, C
- GH Dance Line, C
- GHC Running Club, F/C/D
- Golf Club Team, C
- Ping Pong Team, C/F
- Soccer Club, F/C

Academic Departmental Groups

- Business Leaders of Tomorrow (BLOT), F
- Engineering Society, P
- English Majors Association (EMA), All
- Highlands Association of Nursing Students (HANS), HH/M
- Honors Program Club, All
- Human Services Club, F
- Political Science & Criminal Justice Club, F
- Psychology Club, C
- Student American Dental Hygienists' Association (SADHA), HH
- Student Professional Association of Georgia Educators (SPAGE), F/C/P

Honorific Groups

- Alpha Beta Gamma Business Honor Society (ABG), All
- Phi Theta Kappa (PTK), All
- Psi Beta Psychology Honor Society, All

Leadership Groups

- Emerging Leaders, All
- Highlands Interactive Productions (HIP), All
- Orientation Leaders, All
- Student Government Association (SGA), All

Student Media

- Six Mile Post (SMP), All
- Old Red Kimono (ORK), All

Student Support Services Career, Counseling, and Disability Support

For Counseling Services:

Floyd, Heritage Hall, Paulding (706-368-7707)
Cartersville (678-872-8012)
Marietta, Douglasville (678-872-8504)

For Disability Support Services:

Floyd (706-368-7536)
Cartersville (678-872-8004)
Marietta (678-872-8508)
Paulding (678-946-1100)
Douglasville (678-872-4222)

Services for Students with Disabilities

Student Support Services (SSS) at Georgia Highlands College works with departments throughout the College to ensure that the programs, services and facilities of the College are accessible to every student with a documented, qualifying disability as defined by Section 504 of the Rehabilitation Act of 1973, as amended, and by the Americans with Disabilities Act of 1990. Additionally, SSS provides reasonable accommodations so students with disabilities who are otherwise qualified may, as independently as possible, meet the demands of college life.

Examples of Disabilities Accommodated at Georgia Highlands College.

Persons who have a disability which substantially limits a major life activity are entitled to non-discrimination and reasonable accommodations. Following are some of the disabilities accommodated at GHC:

- _ Blindness or low vision
- _ Deafness or hard of hearing
- _ Learning Disability
- _ Attention Deficit Hyperactivity Disorder
- _ Mobility impairment
- _ Chronic health condition
- _ Psychological disorder
- _ Communication disorder

SSS works with self-identified students with disabilities by offering assistance with:

- _ Priority registration
- _ Academic advisement
- _ Communication with faculty concerning disability needs
- _ Campus accessibility
- _ Disabled campus parking
- _ Sign Language interpreting services for students

- _ Assistance with note-taking
- _ Alternative exam proctoring
- _ Alternative media
- _ Referral services, as well as other needs

To obtain services and/or accommodations through Student Support Services

(SSS): It is the student's responsibility to self-identify in SSS and provide documentation of their disability to a SSS staff member very early in their admission/acceptance process. To be eligible for services, students must provide medical documentation that provides information about a substantial limitation to one or more major life activities, specifically as it applies to meeting the demands of college life in and/or out of the classroom. Documentation presented must be from a licensed professional, provide a diagnosis, and describe the current level of functioning and substantial limitation(s). IEP's and 504 Plans, although providing historical evidence of services and accommodations, are generally not considered sufficient to make a student eligible for services. However, in all situations, every student will be evaluated on a case-by-case basis. Documentation is held in confidence. It will be necessary to make an appointment in SSS to evaluate a student's needs and to become oriented with the services and accommodations provided according to a student's documentation.

Identifying oneself as having a disability on the admissions application or to an individual professor, school, or department other than SSS, **IS NOT** considered an official notification to the college.

Academic Accommodations for Prospective Students with Disabilities

Prospective students at Georgia Highlands College must meet the academic and technical standards requisite to admission or participation in the program of study. Incoming students with apparent course work deficiencies due to a disability should contact the Coordinator of SSS on their campus. Consideration may be given to the substitution or modification of certain course requirements while not detracting from the intent and quality of the educational experience. Such substitutions or modifications must be approved by SSS, Academic Dean for the Division into which the course falls, Vice President for Academic Affairs, and the Curriculum Committee through a deliberative process.

Georgia Highlands College Applicants and Employees with Disabilities

In regard to matters pertaining to compliance with provisions for the Americans with Disabilities Act, the Director of Human Resources has been designated as the institutional officer responsible for assuring compliance in matters relating to employment and employees. The SSS Director has been designated as the institutional office responsible for compliance with all other ADA requirements.

Counseling Services

Student Support Services (SSS) offers a variety of services, resources and activities designed to support student success. Services are designed to assist students with making decisions and adjusting to college life. They also promote personal growth

and development. Currently enrolled students with career, educational and/or personal concerns may be seen by a licensed professional counselor on a time-limited basis. Sessions are free and confidential. Counseling staff members are also available for consultation to students, faculty, and staff of Georgia Highlands College who are concerned about specific situations and/or individuals. Online counseling services are also available and appointments can be scheduled by emailing sss@highlands.edu.

Personal Counseling

Individual and group sessions are designed to help students adapt to the demands of the academic environment. SSS offers short-term, goal focused counseling to currently enrolled students. After an initial assessment, the student and counselor will discuss specific therapeutic goals, frequency of session and the likely length of treatment taking into account the student's presenting concerns. Common presenting concerns include:

- _Depression
- _Anxiety/stress
- _Low self-confidence
- _Relationship difficulties (e.g. romantic, family, peer)
- _Concerns related to sexual orientation and identity
- _Decision-making dilemma
- _Eating too much or too little
- _Difficulty balancing all the demands of college student life
- _Grieving over the death of someone close to you
- _Recovering from unwanted sexual contact or violence
- _Hopelessness or suicidal thinking

Academic Counseling

The staff provides support to students needing to develop or improve their academic skills (i.e., studying, note taking, managing time, test taking, and/or reducing anxiety). Students experiencing academic difficulties are also encouraged to seek assistance from SSS.

Charger Food Pantry

Students experiencing food insecurity are invited to "shop" for 12 items in the pantry at least once a week, free of charge. Charger Food Pantries are located on all GHC sites through SSS. The Charger Food Pantry removes a barrier that may keep a student from succeeding in the classroom by providing access to food. Food insecurity is real and GHC is here to help.

Career Services

Career Counseling

The goal of career counseling is to encourage students to focus on a career path and on setting career goals to complement the selection of a degree program and/or pathway. Counselors conduct career evaluations to measure interest, ability and values. Assessments such as Myers-Briggs Type Indicator (MBTI), YouScience, and

the GA Career Information Center (GCIC) are used to learn more about yourself and how you fit into the world of work.

Career Search

Notices for part-time, full-time, temporary and seasonal employment opportunities are posted regularly to our online Career Center at www.collegecentral.com/highlands. Current students, and Alumni are welcome to utilize all services provided within College Central Network. Career Fairs are provided throughout the year bringing local employers and Alumni to GHC to assist with Career development. Assistance with preparation of resumes, cover letters, interviewing skills and job searching is provided.

Workforce Innovation and Opportunity Act (WIOA)

WIOA provides eligible adults an opportunity to continue their education to gain marketable skills for immediate entry-level employment upon graduation. Types of assistance offered may include tuition, books, supplies, child care and travel expenses. Students who qualify for WIOA must be enrolled in one of the career degree programs at GHC.

Professional Clothes Closet

Students in need of professional attire for an upcoming interview may visit the Professional Clothes Closet at the College & Career Center at the Cartersville Site, or the Paulding Site on the 4th floor. The professional clothing provided is donated from the GHC community; some limitations may apply.

Resources

SSS offers free handouts/brochures on a wide range of mental health, sexual health, relationship, student interest, and substance abuse issues along with informational events about academic success strategies, celebrating diversity, stress management, student development, and leading healthy lives. Seek out SSS information and events on every campus/site.

CHARGER CARD

How can I use my Georgia Highlands ID/charger card?

- As your **Georgia Highlands ID** on all GHC locations
- For purchases at the **Charger Cafe** on the Rome and Cartersville locations
- For purchases at the **Georgia Highlands College Bookstore** on the Rome and Cartersville locations
- **Beverage and snack machines** with card readers on all GHC locations
- **Copiers** on all GHC locations
- **Pharos Print Stations** for printing from computers on all GHC locations
- At any **University System of Georgia Library** to check out books including at GHC locations

How can I add money to my card?

- Money can be added at any VTS machine situated on each campus (cash only). If you are wanting to add funds with a debit, credit, or check, please visit the business office on your local campus.

Is there financial aid money on my card?

- **NO.**

What should I do if my card does not work or I need a reprint?

- Please take your card to the business office for evaluation. Replacement cards are \$20 for any card that is under two years old.

Georgia Highlands College Meal Plan Policy for 2018-2019

Meal plan options are as follows:

Meal Plan 1 - 30 Meals per semester: \$203.00

Meal Plan 2 - 50 Meals per semester: \$364.00

Meal Plan 3 - 75 Meals per semester: \$520.00

Meal Plan 4 – 100 Meals per semester: \$624.00

Athletic Meal Plans

Meal Plan 1 - 150 Meals per semester: \$1,014.00

Terms and Conditions

- The Meal Plan is open to all students, faculty, and staff wishing to participate.
- Any additions, changes or cancellations **MUST** be made by completing a new

enrollment form and returning it to the Director of Auxiliaries Office or the Charger card Office.

- Plan cancellations or reductions can be made any time before the start of the semester and during business hours of the drop/add period. After the drop/add period, only additions and increases are permitted.
- Once a meal plan is used, changes to a lower priced plan or cancellations are not allowed.
- No refunds can be provided unless a student officially withdraws from the college. Students who formally withdraw will be refunded based on a pro-rata percentage determined by dividing the number of calendar days the student completes during the semester by the total calendar days in the semester, up to the point of time that the amount equals 60%. No refund will be issued if the calculated percentage of completion is great then 60%.
- Unused meals do not carry over from semester to semester.
- One meal allowance may be used per transaction. Restrictions on the number of allowance transactions in a meal period apply.
- Charger Cafe is able to meet the requirements for most medically prescribed diets. Students requiring such service should submit a physician's letter with detailed information to the Director of Auxiliaries Office.
- It is the responsibility of the card holder to report any lost or stolen Charger Card to the Charger card Office to prevent others from using your accounts.
- According to FERPA law, only with written permission from the student, will detailed plan information may be released to parents or legal guardians.
- In case of a refund, GHC will prorate meal plan usage and determine the remaining balance following the GHC refund policy.
- Meal Plans may be suspended based on notification to Director of Auxiliaries from college administration.
- Meals not included in a plan may be purchased on a casual basis.

***GHC reserves the right to alter these terms and conditions as it deems appropriate.**

Meal Plan Enrollment

To enroll in a meal plan, please fill out a Meal Plan Enrollment form and return it to the GHC Business Office with payment at 3175 Cedartown Hwy. Rome, GA 30161 or 5441 Highway 20 NE Cartersville, GA 30121.

Hours of Operation

Charger Café Rome

Monday - Thursday 7:30 a.m. – 2:00 p.m.

Friday- Sunday CLOSED

Charger Café Cartersville

Monday-Thursday 7:30 a.m. – 2:00 p.m.

Friday- Sunday CLOSED

CAMPUS SAFETY

The Department of Campus Safety is responsible for providing a safe and secure educational environment where life, safety and property are protected. In order to meet these important responsibilities, the college maintains a force of campus police officers and partnership with Dynamic Security whose duties are integrated to provide crime prevention, emergency services, and parking control/enforcement. Officers are on duty during classroom hours on all campuses. (The Marietta campus is served by Kennesaw State University Police Department.) The department strives to contribute to the academic environment by performing professional safety and security tasks with a positive, service-oriented and educational approach.

Our mission is to provide safety, parking and emergency preparedness services to the Georgia Highlands College community in a professional manner that will provide the College a safe environment that is conducive to education for all who study, work and visit GHC.

All Georgia Highlands College faculty, staff and students must register their vehicle before operating or parking a vehicle on campus. Parking at any GHC location is by valid permit only. Parking permits are available at any Campus Safety Office or online. A complete copy of the parking and traffic regulations is available at <https://sites.highlands.edu/campuspolice/about/traffic-information>.

The department maintains a close working relationship with local police, fire and emergency agencies and their members. They come together through meetings, training, and investigative follow-ups. Information is freely shared between local agencies. The department maintains Mutual Aid Agreements with the Floyd County Police Department, the Rome Police Department, Dallas Police Department, Douglasville Police Department and the Bartow County Sheriff's Office. The department also cooperates and coordinates with other local, state and national campus safety agencies to remain abreast of trends, concerns and problems affecting college campuses and students.

Officers patrol the campuses via marked patrol units and on foot patrol to deter acts of crime, correct safety and security hazards and to detect and intervene when criminal activity occurs. They respond and follow-up on all reported crimes along with local police officers. In addition to patrol duties, officers investigate traffic accidents, assist in medical emergencies, provide limited motorist assistance, enforce campus parking and traffic regulations and provide safety support for many campus activities and events. Officers also direct campus emergency management plans and responses. Campus crime statistics are available at <http://ope.ed.gov/security/>

CAMPUS SEX CRIMES PREVENTION ACT

The Campus Sex Crimes Prevention Act requires convicted sex offenders to provide notice of enrollment or employment at any institution of higher learning where that offender resides. This information is available through local/state law enforcement agencies to institutions of higher learning.

The Campus Sex Crimes Prevention Act amends Section 170101 of the Violent Crime Control and Law Enforcement Act of 1994 (42 U.S.C. 14071) by the following:

- NOTICE OF ENROLLMENT AT OR EMPLOYMENT BY INSTITUTIONS OF HIGHER EDUCATION –
 - (1) NOTICE TO OFFENDERS
 - (A) IN GENERAL – In addition to any other requirements of this section, any person who is required to register in a State shall provide notice as required under State law.
 - (i) Of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student; and
 - (ii) Of each change in enrollment or employment status of such a person at an institution of higher education in that State.

Georgia Highlands College is required to provide and issue a statement where information concerning registered sex offenders can be obtained. The language relating to this information is as follows:

“A statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offender may be obtained, such law enforcement office of the institution, a local law enforcement agency with jurisdiction for the campus, or a computer network address.” 20 U.S.C. 1092 (f)(1)(I)

This act amends the Family Educational Rights and Privacy Act (FERPA) of 1974, by stating nothing in the Act will prohibit the educational institution from disclosing information provided to the institution concerning registered sex offenders.

Statement:

Any student, faculty or staff member desiring to obtain information on registered sex offenders in Georgia may go to the following websites:

Georgia Bureau of Investigation – www.gbi.georgia.gov
Sexual Offender Registry-Nationwide Resource Center – www.sexualoffenders.com



COLLEGE FACILITIES

College Facilities

Georgia Highlands College's Floyd Campus is located on U.S. Highway 27, six miles south of Rome, Georgia. Heritage Hall, located in downtown Rome, is an extension center of the Floyd Campus. In addition, the college operates an instructional site in Cartersville, Douglasville, Marietta (at the Kennesaw State University-Marietta Campus) and Dallas/Paulding County.

Floyd Campus

3175 Cedartown Hwy.

Rome, Georgia 30161

Phone (706) 802-5000

1-800-332-2406

GHC's 226-acre Floyd Campus includes numerous buildings, ample space for parking, athletic activities and space for future expansion.

The David B. McCorkle Building and Annex houses administrative offices, faculty offices, classrooms, an instructional resource center and a language laboratory. The student center complex, located in the McCorkle Building, includes the Campus Safety Office, Student Life Office, college bookstore, and student center. The college bookstore, managed by Follett, stocks all textbooks, supplements, equipment and supplies needed for academic and continuing education courses. The bookstore also carries a selection of souvenirs, gift items and current best-sellers. The student center provides for dining, meeting, and studying. The solarium overlooking the lake serves as an informal lounge and contains a television viewing area.

The Wesley C. Walraven Science and Math Building includes science laboratories as well as faculty offices and classrooms. Information Technology Services are located in this building.

The physical education complex includes a gymnasium, dressing rooms and showers, fitness laboratory, CPR laboratory, tennis courts, softball fields, soccer field, and walking trails. The 56-acre lake provides both scenic beauty and a teaching laboratory for canoeing, sailing and water safety. Currently enrolled students, faculty, staff, and their guests may use the lake and outdoor recreation area.

The Floyd Campus Library provides students with four group study rooms, a large, comfy quiet study area, a computer classroom/lab, and a high-tech conference room, and also houses the Tutorial Center and the Assessment Center.

Completed in July 1999, the Lakeview Building is Georgia Highlands College's newest building in Rome and has been designed with the community in mind. It contains an elegant lobby, art gallery, five general classrooms with Internet accessibility, an art classroom/lab and a versatile auditorium/exhibit hall with retractable auditorium-style seating ideal for high-tech meetings.

The physical plant building and warehouse includes equipment offices for Plant Operations.

Ample parking areas are provided for students, faculty, staff and campus visitors. Students should note that certain areas are designated for reserved and visitor parking. All students enrolled for academic or community service courses are responsible for knowing and adhering to parking regulations.

The Georgia Highlands College Wetland Preserve is a 25-acre natural wetland area on the Floyd Campus. The preserve features a 1,200-foot boardwalk with an elevated observation deck. The project was opened in September 1996 and is open to visitors and school groups.

James D. Maddox
Heritage Hall
Downtown Rome-Floyd Campus
415 East Third Avenue
Rome, Georgia 30161
Phone (706) 295-6321

Located six miles from the Floyd Campus, in downtown Rome, James D. Maddox Heritage Hall is an extension of the Floyd Campus. The Greek revival structure was constructed in 1939 as a home for the City of Rome's high school for girls. The College acquired the facility in 1994 and has offered classes and community based programs here ever since. The facility currently houses the College's Division of Health Sciences, which includes nursing and dental hygiene programs, and the Digital Media Services Department, which oversees GHTV (Georgia Highlands' local cable television station).

The facility also provides various meeting spaces, including Centre Stage, which may be leased by outside groups for various purposes.

Students taking classes at Heritage Hall share student services and learning resources access with the Floyd Campus.

Cartersville Site
5441 Highway 20 NE
Cartersville, GA 30121
Phone (678) 872-8014

The Georgia Highlands College teaching site in Cartersville is located on Highway 20, just west of I-75 and about thirty-five minutes from the Floyd Campus. All services are available to students at this site.

It encompasses 100,000 square feet of space and features twenty-four classrooms, two biology labs, several computer labs, a testing center, a bookstore, and a tutorial

center, the library on the second floor. Transfer degree and career degree classes applicable to a wide variety of courses, pathways, as well as continuing education classes, are available at this instructional site.

Georgia Highlands College's student center on the Cartersville Site opened in August 2012. It is a two-story, 55,000 square-foot building features a game room, grab-and-go café, a two-story open-air student lounge with fireplace, two regulation-sized basketball/volleyball courts with an elevated running track above them, and state-of-the-art weight and cardio rooms. The center also houses the student book store, four offices, a large, 150-person capacity meeting room and a project room for student organizations.

Marietta Site

Norton Hall, Kennesaw State University Marietta Campus

1100 South Marietta Parkway

Marietta, Georgia 30060

Phone (678) 872-8501

The Georgia Highlands Marietta Site is located at 1100 South Marietta Parkway approximately one mile west of Interstate 75 and approximately five miles north of Interstate 285.

In addition to administrative offices and faculty offices, Georgia Highlands College at Marietta utilizes seven classrooms. Students have full access to the KSU Marietta campus library and computer labs. On-campus housing is available and students are permitted to participate in KSU Marietta Campus activities.

Transfer degree and career degree classes applicable to a wide variety of pathways are available at this instructional site.

Paulding Site

25 Courthouse Square

Dallas, GA 30132

Phone (678) 946-1100

The Paulding Site is located at 25 Courthouse Square in downtown Dallas, GA in the building known as the George T. Bagby Building. The building houses the administrative offices, one laboratory for Anatomy and Physiology and Geology courses, seven classrooms, and two computer labs. The library, located in the Historic Paulding County Courthouse adjacent to the Bagby Building, provides computers, study rooms, a conference room, and a full slate of library resources and services.

Transfer degree and career degree courses applicable to many pathways are available at this instructional site.

The Paulding Instructional Site includes an additional building located at 120 East Memorial Drive, also in downtown Dallas, GA. This building contains 10,500 square feet and will be used for expansion as our enrollment continues to grow.

Douglasville Site

5901 Stewart Parkway

Douglasville, GA 30135

Phone (678) 872-4200

The Douglasville Instructional Site is located within in the Douglasville Town Center Shopping Center at 5901 Stewart Parkway in Douglasville, GA. The building features administrative and faculty offices, three standard classrooms, three computer classrooms, one testing center, a chemistry and geology lab and an anatomy and physiology and microbiology lab, a library, an auditorium, and several student and faculty/staff lounges. The building encompasses 35,350 square feet with a possible expansion area of another approximately 7,000 square feet. Transfer degree and career degree courses applicable to many pathways are available at this instructional site.



GENERAL ACADEMIC INFORMATION

TYPES OF PROGRAMS OFFERED BY GEORGIA HIGHLANDS COLLEGE

Georgia Highlands College offers educational programs of the following types:

- Transfer degree programs
- Career degree programs
- Continuing education programs

Transfer Degree Programs

Transfer degree programs are programs of study that provide the first two years of course work toward the completion of a baccalaureate degree at a four-year institution or at GHC's baccalaureate degree programs. Transfer degree programs lead to the Associate of Arts or Associate of Science degree.

Students in transfer degree programs follow a core curriculum established by the Board of Regents of the University System of Georgia. The core curriculum was designed to facilitate the transfer of credit among the schools within the University System. All transfer degrees consist of nine semester hours in general skills (English and mathematics); four to five hours of institutional options courses; six hours humanities and fine arts; ten to eleven hours science, mathematics and technology; twelve hours social sciences; and eighteen hours of coursework leading into an academic pathway or degree program upon transfer. All transfer degree programs include physical education hours as an institutional requirement toward the completion of the degree.

Career Degree Programs

Career degree programs are programs of study designed to prepare the student for entrance into the workplace upon completion of the associate degree. These degree programs are composed of both general education and career preparation courses. Career degree programs lead to the Associate of Science Degree in nursing, human services, and dental hygiene. Bachelor of Science Degrees in Nursing and Dental Hygiene are also available.

Continuing Education

The purpose of the Continuing Education Department is to provide non-credit, high-quality educational opportunities and services that are responsive to the needs of the college community. Participants are not required to follow procedures required for regular academic admission.

Continuing education units are awarded on some professional development courses. One CEU denotes ten contact hours of participation in an organized continuing education program under responsible sponsorship, capable direction and qualified instruction.

The goal of the continuing education program is to provide programs that prepare students for gainful employment or career advancement; training for business and industry that meets area needs and promotes local and regional economic growth

development; and continuing education and personal enrichment opportunities that support life-long learning and enrich the overall quality of life. Some programs are free. However, most carry a nominal fee to support the offerings.

GENERAL ACADEMIC INFORMATION

Catalog Editions

Students will normally satisfy the curricular degree requirements of the catalog in effect at the time they enter Georgia Highlands College, although it must be recognized that revisions may be required to provide more effective programs. The term curricular degree requirements refer to the courses and grades required to earn the degree. Changes in academic regulations affect all students, regardless of catalog edition. Examples include the scholastic discipline policy, procedures for removing incomplete grades and appeals procedures.

Students may choose to satisfy the curricular degree requirements of a later catalog, but if they choose to do this they must meet all the requirements of the later catalog. The curricular degree requirements of more than one catalog edition cannot be combined. Students who choose to satisfy requirements of a later catalog must notify the Registrar's Office.

A degree will be awarded only to students who have satisfied all the academic and administrative requirements of Georgia Highlands College.

Academic Integrity

Members of the college community are expected to be familiar with the Georgia Highlands College Academic Integrity Code. This policy is found in the Student Handbook and online at the college website. Academic integrity applies to all academic work, including, but not limited to, exams, tests, quizzes, papers, reports, presentations, lab work, artwork, experiments or any other effort that would be used in assessing the student's grade. Work may be in written, oral, digital or electronic form. All courses taught at the college have the option of using plagiarism detection software as part of the class requirements. Suspected or alleged violations will be reported and adjudicated according to the established policies and procedures found in the Student Handbook.

The Academic Year

The academic year is divided into two academic semesters of approximately sixteen weeks each and a shorter summer semester. The semester calendar may be found in the front of this catalog. Students may enter Georgia Highlands College at the beginning of any semester.

Academic Credit Units

The unit of credit is the semester hour. A semester hour represents one hour of class meetings per week for one semester or its equivalent in other forms of instruction. Two or more hours of laboratory work per week are considered the

equivalent of one semester hour. In the course description section of the catalog, the number of hours per week for the course is listed as follows: the first number is the number of lecture hours per week; the second number is the number of laboratory hours per week; the final number is the semester hours of credit earned in the course. For example, 3-0-3 denotes three hours of lecture per week, no laboratory hours, and three hours of credit.

Student Classifications

Students are classified as freshmen or sophomores. A student who has completed fewer than 30 semester hours of college credit is classified as a freshman. To be admitted to sophomore standing, a student must have successfully completed 30 semester hours of college credit.

Registration Procedure

Registration for classes is held before the beginning of each semester. Registration dates, times, procedures and deadlines for fee payment are published online. Students are not officially registered for classes until all fees are paid. Before registration, continuing/returning students are expected to contact an academic advisor for assistance in selection of coursework that will lead to completion of their chosen degree. After advisement, students may register using the Web registration system, the SCORE. Although a rare occurrence, the Registrar's Office may change a student's schedule when it is deemed necessary.

Course Load

Twelve to seventeen hours is considered a normal class load. Students who enroll for twelve or more hours are considered full-time students. Students who wish to take more than seventeen hours and who have demonstrated exceptional academic achievement may apply to the Vice President for Academic Affairs for approval for an overload. This approval must be granted prior to the completion of the registration process.

Course Schedule Changes

Students may make changes in class schedules during registration periods published online. Students who do not need an advisor's assistance may make changes using the online web registration system. Students who need an academic advisor's assistance for approval of the changes should see an advisor before making any changes.

Schedule Changes After the Drop-Add Period

Students may, under certain circumstances, make adjustments to their course schedule after the drop-add period each semester. In order to make changes, students must fill out a *Request to Change Schedule After Drop-Add* form. This form is available at all campuses and a scanned version is available to online students. Completed forms will be sent to the Registrar's Office for processing after the appropriate signatures have been secured.

Students should not add a new course that they have not previously been attending after the drop-add period; entering a course late compromises the student's ability to be successful in that course.

Students may adjust their course schedule to move into a different section of a course they have previously been attending with the permission of the instructors and the academic dean of the division for that course.

Students may re-register for courses they have been previously attending if they have been dropped for non-payment under the following circumstances:

- They have permission of the instructor and Academic Dean of the division or Campus Dean for the courses
- They have financial aid in place at the time of re-registration; or they are prepared to pay out of pocket at the time of registration

After two weeks past the drop-add period each semester, additional permission will have to be granted to make sure schedule changes. Students will, at that point, also need to obtain permission from the Vice President for Academic Affairs, the Vice President for Student Affairs or the Registrar.

Course Drop

Students who wish to withdraw officially from a course after the drop/add period ends and before the last date to withdraw with a W may do so in any campus office or online using the SCORE. The student will receive no refund for dropping a course. Those who withdraw before the last date to withdraw with a W will receive a W (withdrawal without penalty). Withdrawals without penalty will not be given after the midpoint of the total grading period (including final examinations) except in cases documented as hardship. See section on Dropping a Course after Mid-Semester. Abandoning a course instead of following the official drop procedure will result in a grade of F or F\$ at the end of the course.

Dropping a Class after Mid-semester/Hardship Withdrawal

In order to drop a class after mid-semester without penalty, a student may apply for a hardship withdrawal. The Hardship Withdrawal Application Form is available in the office of the Vice President for Academic Affairs located on the Floyd Campus or from any other Administrative office at any campus location. In addition, this form is online at www.highlands.edu (click on Quick Links/Academic Affairs/Forms/Hardship Withdrawals). Dropping after mid-semester is not allowed unless the student presents documentation of extenuating circumstances, and the hardship is approved by the Vice President for Academic Affairs. If the hardship is not approved by the Vice President for Academic Affairs, the student will receive the course grade earned. If the hardship is approved, the student may receive a W. The possibility that a student may fail a course after mid-semester will not be considered a hardship.

While a hardship withdrawal may help a student's academic status (GPA) it could still have an adverse effect on the student's financial aid. For further information on Satisfactory Academic Progress (SAP), refer to the policy that is found in the Financial Aid section or at <https://sites.highlands.edu/financial-aid/sap>.

Extended Absence Policy

Students who have circumstances that prevent them from continuing to attend classes over an extended period of time sometimes request that the faculty member permit them to submit work in absentia to receive credit to complete the course. If the concurrent absences will constitute more than 15% of the class sessions for the term, written permission from the Academic Dean is required before any course assignments can be completed while missing class. The student must be in good academic standing in the course to make the request. All approved course work must be completed by the end of the semester in which the course was begun. (Note: If a program has a more stringent absence policy than this, the program policy prevails.)

Withdrawal from All Classes

Any student withdrawing from Georgia Highlands College following registration must notify the Registrar's Office so that an official withdrawal can be made. This procedure also applies to veterans receiving allowance under any act of Congress and to students receiving financial aid. Withdrawals without penalty will not be permitted past the mid-point of the semester except in cases of hardship as determined by the Vice President for Academic Affairs.

Students must complete a student withdrawal request form, available on all campuses, to withdraw officially from all classes. Students with financial aid awards should be aware that fees may be owed if their withdrawal affects their financial aid. The official withdrawal date is indicated by the student's intent on the signed and dated form. Student accounts will be refunded according to a graduated percentage scale beginning the second meeting day of classes.

Hardship withdrawals and grade appeals must be filed by the end of the academic semester immediately following the academic semester in which the withdrawal or appeal is requested.

If a student decides not to attend the College the semester for which he/she has registered and paid fees, the student must officially withdraw. Students who abandon classes without following proper procedures will receive a grade of F in all classes.

Class Attendance

Regular, punctual attendance at all classes is the student's responsibility. Students are expected to account for absences to each instructor and, at the discretion of the instructor, to make up all work missed because of the absence. Final approval for any class absence remains with the individual instructor. At the beginning of each semester instructors will report students who have never attended class to the

Registrar's Office who will administratively withdraw the student from the class for the term. Any difference if fees paid will be refunded to the student by the Business Office.

At the beginning of each semester instructors will make clear statements to their classes regarding their attendance requirements.

Field trips and extracurricular activities that require a student's absence from class must be approved by the Vice President for Academic Affairs.

Requests for 100% Refunds after the First Day of Class

Student requests for 100% refund of tuition and fees after the first day of classes may be considered if the student is unable to continue enrollment at the college.

The student must provide to the President's Cabinet the following information:

- A written statement as to why the request for 100% refund should be allowed
- Official documentation validating the student's request

When this documentation is received the President's Cabinet of the college will consider the request, and the student will be notified in writing of the final decision.

Grade Reports

At the close of each semester, grades will be made available to students through the Web system, the SCORE. This secure technology requires that students access the system through student identification numbers and a personal identification number known only to the student and the college.

Grading System

The grading system used by Georgia Highlands College is as follows:

Letter Grade	Nature of Work	Quality Points per credit hour
A	Excellent	4.0
B	Good	3.0
C	Satisfactory	2.0
D	Passing	1.0
F	Failure	0.0
F\$	Unearned Failure	0.0
H	Honor Project Completed	Not
I	Incomplete	Not
K	Credit by Examination	Not
NR	No Grade Reported	
S	Satisfactory Performance	Not
U	Unsatisfactory	Not
V	Audited	Not
W	Withdrew Passing	Not
WM	Military Withdrawal	Not

A grade of incomplete indicates that a student who is performing satisfactory work is unable to meet the full course requirements for non-academic reasons beyond the student's control. **An "I" must be removed within two semesters of residence, or one calendar year, whichever is shorter, or it will automatically become an F.** An "I" grade is not given in Learning Support courses. Arrangements for the removal of an "I" should be made with the instructor during the semester immediately succeeding the semester in which the "I" was awarded. Students **do not** reregister for a class in which an "I" has been given.

All grade change requests must be made within two semesters of residence following the semester during which the course was taken, or one calendar year, whichever is shorter. The entire appeals process must conclude by the end of the next Fall or Spring semester. After this time, any grade change request must be made through the Office of the Vice President for Academic Affairs.

F\$ – This symbol is for an unearned F, which indicates that the student stopped attending class and did not fill out appropriate paperwork to withdraw. This grade is computed in the grade point average as an F.

H – This symbol indicates that a student has successfully completed an honors project. See the General Academic Information section for requirements for Georgia Highlands College honors project.

K – This symbol indicates an awarding of course credit to a student via the credit-by-examination program.

NR – This symbol is temporarily posted on a student's transcript when a professor fails to turn in grades on time. It will be removed when the actual grade is reported.

S – This symbol indicates that credit has been given for completion of degree requirements other than academic course work.

U – This symbol indicates unsatisfactory performance in an attempt to complete degree requirements other than academic course work.

V – This symbol indicates that the student audited the course. The V carries no credit and cannot later be changed to a credit grade, either during the time in which the student is enrolled in the course or at a later date.

W – This symbol indicates that the student was permitted to withdraw from the course without penalty. Withdrawals without penalty will not be permitted past the midpoint of the semester, except in cases of hardship as determined by the Vice President for Academic Affairs.

WM – This symbol indicates that the student withdrew due to military orders

* – This symbol indicates a course credit for a RHSC deficiency

– This symbol indicates academic renewal

% – This symbol indicates Learning Support coursework

T – This symbol indicates transfer coursework

Computation of Grade Point Average

The grade point average may be calculated by dividing the number of hours earned in all courses attempted in which a grade of A,B,C,D or F has been assigned into the total number of quality points earned on those hours. Grades or hours earned in Learning Support courses are not computed in the GPA.

Repeating Courses

Students may elect to repeat a course in an effort to earn a higher grade. When the course has been repeated with a grade of C or higher, **only the newest grade** will be computed in the **adjusted** GPA, regardless of its relationship to the first grade earned. All attempts at all courses will be maintained in the **cumulative** GPA. When the student transfers to another college, that college will determine how repeated courses will be handled in the transferring GPA. All course work earned remains a part of the student's academic history.

Academic Progress

If, after attempting twelve to twenty-three semester credit hours, a student's **adjusted GPA is below 2.0**, the student is placed on academic warning. If, after more than twenty-three attempted credit hours, the student's **adjusted GPA falls below 2.0**, the student is placed on academic probation. Students on academic probation cannot enroll in Maymester.

Once on academic probation, the student must then make at least a 2.0 term GPA during the next and any subsequent semesters until the adjusted GPA is 2.0 or more or the student will be placed on academic dismissal.

The duration of an academic dismissal is as follows:

First academic dismissal:	One semester
Second academic dismissal:	One calendar year (must re-admit)
Third academic dismissal:	Five-year suspension (must re-admit)

After each dismissal, students returning to Georgia Highlands College will be placed on probation until the adjusted GPA is 2.0 or greater. Any student placed on an academic dismissal may make an appeal before the Academic Progress committee. The committee may impose academic restrictions or requirements to which the student must adhere or risk termination of classes and revocation of the granted appeal.

All students who transfer to Georgia Highlands are subject to the policy as described above for the course work taken at their previous institution.

Change of Program of Study

Students wishing to change a degree program or pathway should obtain a Change of Program of Study Form from the Academic Advising Office or Registrar's Office. This completed form is to be submitted to the Registrar's Office for clearance of new program requirements before the change. The student will be advised of any deficiencies or test requirements for the specific degree or pathway.

Academic Renewal

Students who have experienced academic difficulty at Georgia Highlands College may have one opportunity to make a fresh start at the institution after an absence of five or more calendar years from any higher education institution. Georgia Highlands College students must apply and be granted academic renewal to have a fresh start on their cumulative GPA.

The following regulations apply to the academic renewal process:

- A renewal GPA begins when the student resumes course work following approval for renewal status.
- The academic renewal GPA will be used for determining academic standing

and eligibility for graduation. To earn a degree a student must meet the institution's residency requirement by earning at least twenty semester hours of credit after acquiring renewal status. At least 50% of work toward a degree must be completed after academic renewal status for a student to be eligible for graduation with honors.

- Retained grades are not calculated in the renewal GPA but are counted toward degree completion. All course work earned remains a part of the student's academic history.
- Institutions to which the student may transfer may not recognize the academic renewal GPA for transfer to their institution.

Application for renewal must be made through the Office of the Registrar where additional information regarding the program is also available. Explanation of and application for academic renewal may be obtained in any of the administrative offices at off-campus sites or the Registrar's Office on the Floyd Campus.

Independent Study

Students who wish to complete a course offered by the college on an independent study basis may do so with permission from the instructor and the Dean of the Academic Division through which the course is offered. The Dean of the Academic Division will arrange for registration in the course for the student. These arrangements must be made before the beginning of the semester. The instructor shall establish requirements for successful completion of the course. Academic credit earned through independent study is recognized as official course credit.

Credit by Examination

Certain courses have been approved for credit by examination. An individual who wishes to take any of the desired examinations must be registered at the College and must complete the examination under the supervision of the Dean of the Academic Division to which the course is assigned.

Advanced Placement

Academic credit earned through successful completion of Georgia Highlands College Advanced Placement examinations is recognized as official course credit and is granted a grade of K. Students may also receive credit for Advanced Placement testing in high school or college level examination program if the scores meet the criteria established by the college. Official score reports must be sent to the Registrar's Office for evaluation of credit to be awarded.

International Baccalaureate

Georgia Highlands College (GHC) will award academic credit for appropriate courses in the USG core curriculum for corresponding subject areas in a completed International Baccalaureate Diploma Program in which the student obtained designated end of course assessment scores. Both Standard Level (college

preparatory) and Higher Level (college comparable) courses will be considered for credit in a completed Diploma Program, as the program does not allow students to take all Higher Level courses. The course credit schema in the table below will be used at GHC, with allowances made for variable credits in each category to account for labs, and on occasion, for depth of material covered in the IB Program subject area that may be comparable to more than one college level course.

Semester Credit Hours Granted		
Score	Standard Level	Higher Level
4	0	3 - 4
5	0 - 4	3 - 8
6 - 7	3 - 8	3 - 12

The Registrar will work with GHC Academic Divisions to determine the courses for which students receive college credit. **The total college course credits awarded for IB assessments may not exceed twenty-four.**

If a student believes that the assessment of his or her work from the IB Diploma Program and subsequent awarding of credits for such is in error, he or she may file an appeal with the appropriate Division Dean and request a re-assessment. As with other academic matters, if the issue is not satisfactorily resolved at the division level, the student may appeal to the Vice President for Academic Affairs, whose decision in the matter will be final.

After the appropriate core courses are credited, if the student (diploma completer) has additional acceptable IB assessment scores (four or better for HL, five or better for SL) that have not been awarded course credits, GHC may award credit for other courses outside of the core for up to a maximum of twenty-four credits (total). GHC may choose to award credit to students who did not complete the diploma program but were awarded a certificate for completion of a specific subject area for Higher Level courses with an assessment score of four or better.

Credit for Prior Learning

Credit for prior learning may be granted to students in Human Services (Social Sciences, Business and Education Division) and Nursing (Health Sciences Division) career degree programs. The credit awarded is based on the judgment of the faculty in the specific discipline. The Physical Education Department (Natural Sciences and Physical Education Division) may also grant course credit for military experience. The Interested students should contact the Academic Dean of the specific division in which prior learning course credit is sought.

Honors Program

The mission of the Honors Program at Georgia Highlands College is to bring together promising students of outstanding academic records with teachers committed to excellence and dedicated to student growth in order to foster a

cohort of emerging scholars recognizable throughout the college and community. Such a cadre will provide an example to their peers that educational excellence is to be valued and celebrated. Similarly, it will demonstrate that learning for its own sake is an ideal appropriate for all students, regardless of background or goals. The Honors Program is overseen by the Honors Committee, an Ad Hoc Committee of the College, and the Honors Program Director.

In order to take HNRS, H-designated or Honors option courses, students must be admitted to the Honors Program, contingent upon meeting the following criteria:

- A 500 word application essay AND
- Minimum SAT combined score of 1100 with at least a 3.5 high school GPA* OR
- Minimum ACT score of 26 with at least a 3.5 high school GPA* OR
- Institutional 3.5 GPA after the completion of 12 credit hours of college level coursework (1000 level or above)
- Students who are currently enrolled in Learning Support (LS) courses are not eligible to apply until after successful completion of all LS requirements

***High School GPA calculated by GHC Admissions Office for college admittance.**

To maintain their status in the Honors Program, students must:

- enroll in at least one HNRS or H-designated course per semester AND
- maintain a 3.25 GPA AND
- earn a C or better in all HNRS, H-designated, or Honors option courses

If the student's institutional GPA falls below 3.25, students will be given one probationary semester to raise the overall GPA. If the student does not raise her/his GPA after the one probationary semester, s/he will no longer be allowed to take Honors courses.

Dean's and President's List

Academic excellence is recognized by inclusion on the Dean's or President's List. Students who complete nine semester credit hours in a given semester, excluding developmental studies course work, and earn a GPA of 3.5 or higher will be named to the Dean's List for that semester. Students who earn a GPA of 4.0 will be named to the President's List for that semester.

Student Records

The Registrar's Office maintains permanent academic records on all students who have ever enrolled at the college. All practices and policies dealing with the acquisition, retention and disclosure of information to student records are formulated with respect to the student's right to privacy. No record is kept that will detrimentally discriminate by race, creed, gender or political belief of a student.

The Registrar's Office maintains the official transcript and the official documents of each student. In summer 1995, the department began retaining new-student information in an electronic documents retrieval system. These records may be reproduced should the need arise. Transcripts of educational records contain only information about the student's academic status and disciplinary action in cases where it affects the student's eligibility to register. The personal electronic folder may contain the application for admission, immunization record, official transcript(s) from high school or previous college/university, results of admissions test, copies of official correspondence concerning admission status and other actions taken with respect to the student's academic work or study. These records are available only to members of the staff and faculty of the College who have demonstrated need for such information. Information is made available to other persons only with written permission of the student.

Students have the right to inspect the official transcript of their academic record and personal folder; to request an interpretation and explanation of information contained within these records; to request amendment of educational records that are incorrect or misleading or that violate privacy or other rights; and to request a hearing to amend such records, if necessary. The College, without the student's consent, may release the following information: name, address, email, phone number, date of birth, enrollment status, dates of enrollment, degrees earned, major, honors and awards. This information will be released upon request unless the student requests in writing to the Registrar that it not be released. The College will comply with applicable federal and state laws and with court orders that require the release of information under legal compulsion or in cases in which the physical well-being or safety of persons or property is involved.

Release of Transcripts

The Registrar's Office of the College will release student transcripts only with written permission of the student. This permission may be given by completing a transcript request form available at all Georgia Highlands College locations, by submission of a signed facsimile request or by secure electronic methods. All requests should include the student's GHC ID number and signature. Other identifying information may be required, such as years of attendance or birth date. The College reserves the right to require additional identifying information in order to protect the student's right to privacy.

Permission to Attend another Institution as a Transient Student

Students may petition for transient status at another institution for no more than two consecutive semesters. Students should complete the necessary paperwork in the Registrar's Office. The student should have one current semester of residency at Georgia Highlands College before requesting this status. The student must also have completed all academic support and required high school curriculum requirements. Students should know the application deadline at the receiving institution and apply for admission as transient students at that institution. The student is responsible for insuring that an official transcript of all course work completed is sent to Georgia

Highlands College in order for credit to be granted. Students who have been absent from Georgia Highlands College for more than one academic year will not be granted transient status.

In special circumstances, a student taking Learning Support courses may be able to petition for transient status. In these cases, the student must first obtain written approval from the Vice President for Academic Affairs before receiving transient permission.

ACADEMIC SUPPORT SERVICES

Required High School Curriculum Deficiencies

An entering freshman's high school transcript is evaluated at the time of admission for the possibility of required high school curriculum (RHSC) deficiencies. These deficiencies occur because the entering freshman may not have completed one or more areas of the required high school curriculum. Students who are admitted with RHSC deficiencies will be required to satisfy those deficiencies by subject area in the following manner:

ENGLISH – Students who are admitted with fewer than the four required units of English must pass ENGL 1101 to satisfy the deficiency. For students transferring from a SACSCOC-accredited TCSG college, comparable scores or course credit from the TCSG college may be used according to guidelines issued by the Senior Vice Chancellor for Academic Affairs of the University System.

MATHEMATICS – Students who are admitted with fewer than the four required units of mathematics and without transfer credit for MATH 1001, MATH 1111 or MATH 1113 must pass MATH 1001 or MATH 1111 to satisfy the deficiency. For students transferring from a SACSCOC-accredited TCSG college, comparable scores or course credit from the TCSG college may be used according to guidelines issued by the Senior Vice Chancellor for Academic Affairs of the University System.

SCIENCE – Students with fewer than the four required units of science must take a credit course in a laboratory science chosen from the approved laboratory sciences in area D of the system core curriculum.

SOCIAL SCIENCE – Students with fewer than the three required units of social science must complete one additional three- or four- semester hour credit course chosen from the approved social science courses in area E of the system core curriculum. POLS 1101 may not be taken to satisfy the deficiency.

FOREIGN LANGUAGE – Students with fewer than two units of the same foreign language must complete one credit introductory foreign language course.

Entering freshmen must complete any required high school curriculum deficiency requirements in foreign language, social science or natural science by the time they

have earned twenty semester hours of credit and must earn a minimum grade of C in the course. Transfer students from outside the University System who accumulate thirty or more semester hours of college-level credit in the institution before completing all RHSC requirements may not register for other courses unless they also register for the appropriate deficiency course or courses. This requirement applies to those students in two-year degree programs that lead to baccalaureate degrees.

Placement

According to policies of the Board of Regents of the University System of Georgia, applicants for admission must meet a minimum academic grade point average and minimum SAT or ACT score requirements. In 2005, however, the SAT/ACT requirement was dropped for two-year colleges within the University System. Many students take these tests anyway, and their scores are considered when assessing whether a student must take learning-support classes. The college has established additional guidelines to determine whether or not the applicant requires additional evaluation of academic strengths and weaknesses without regard to enrollment category. The program assists applicants in planning a program of study that is commensurate with their educational background and in keeping with their academic abilities.

Applicants who are required to take one or more ACCUPLACER placement tests will be notified by the admissions office. An applicant who scores above the minimum score for admission but below the exempt score will be required to enroll in the appropriate Learning Support course(s).

Mathematics:

The Mathematics placement exam is not required if any of the following are satisfied

- SAT Math Test score of 24 or higher, if taken March 2016 or after
- SAT Math score of 440 or higher, if taken prior to March 2016
- ACT Math of 18 or higher

If a student has satisfied RHSC mathematics requirements and satisfies any of the criteria in the table below, the student is eligible to take an exemption exam for MATH 1001-Quantitative Reasoning. Credit, a grade of K, for MATH 1001-Quantitative Reasoning, is awarded to a student passing the exam.

Exam	Score
SAT MATH (prior to March 2016)	500 or higher
SAT MATH TEST	26.5 or higher
ACT MATH	19 or higher

If a student has satisfied RHSC mathematics requirements and satisfies any of the criteria in the table below, the student is eligible to take an exemption exam for MATH 1111-College Algebra. Credit, a grade of K, for MATH 1111-College Algebra, is awarded to a student passing the exam.

Exam	Score
SAT MATH (prior to March 2016)	550 or higher
SAT MATH TEST	28.5 or higher
ACT MATH	22 or higher

If a student has satisfied RHSC mathematics requirements and satisfies any of the criteria in the table below, the student is eligible to place directly into MATH 1113-Precalculus, or to take an exemption exam for MATH 1113-Precalculus. Credit, a grade of K, for MATH 1113-Precalculus, is awarded to a student passing the exam.

Exam	Score
SAT MATH (prior to March 2016)	620 or higher
SAT MATH TEST	32 or higher
ACT MATH	25 or higher

English/Writing:

The English placement exam is not required if any of the following are satisfied:

- SAT Reading score of 26 or higher, if taken March 2016 or after
- SAT Verbal score of 480 or higher, if taken prior to March 2016
- ACT Verbal of 20 or higher

If any of the following are satisfied, the student is eligible to take the advanced verbal placement test:

- SAT Reading score of 32 or higher, if taken March 2016 or after
- SAT Verbal score of 580 or higher, if taken prior to March 2016
- ACT Verbal of 27 or higher

Learning Support Program

Learning Support programs at Georgia Highlands College are intended to serve students who are not prepared for credit-level courses and who need additional preparation in reading, English and/or mathematics for success in the academic course work required for their program of study. Two groups of students may be served within the Program:

- ☐ Students who do not meet the minimum requirements established by

the University System and/or Georgia Highlands College for participation in the student's chosen program of study.

- ☐ Students who elect to enroll in Learning Support courses in order to strengthen their academic skills in preparation for their enrollment in their chosen program of study.

Learning Support Placement

Placement into Learning Support courses is based upon student Accuplacer test scores.

English Learning Support Placement	
Accuplacer Reading & WritePlacer Scores	English Placement
Reading below 67 or WritePlacer below 5	ENGL 1101 and ENGL 0999
Reading 67 or higher and WritePlacer 5 or higher	ENGL 1101 (Out of English LS)

Mathematics Learning Support Placement		
Accuplacer Algebra Score	Statistics Path Placement	Calculus Path Placement
Below 67	MATH 1001 & MATH 0997	MATH 1001 & MATH 0997
Below 67 and additional condition (see below)	MATH 1001 & MATH 0997	MATH 1111 & MATH 0999
Above 66 and below 84	MATH 1001	MATH 1111 & MATH 0999
84 or higher	MATH 1001 (Out of LS)	MATH 1111 (Out of LS)

Additional Conditions:

Any one of the following additional conditions may be used in placement.

- SAT Math (before March 2017) above 330
- SAT Math Test Score (since March 2017) above 18
- ACT Math above 13

Regents' Test Exemption

Georgia Highlands College no longer gives the Regents' Tests for writing or reading skills. Students who complete English 1101 and English 1102 (or receive transfer credit for those courses) after spring 2010 are considered to have met the Regents' Test requirements.

The exemption from the tests granted to GHC in spring 2010 was not retroactive. A student who completed English 1101 and English 1102 in an earlier term but did not graduate must still fulfill the Regents' Test requirements and may do so by taking one

class that has English 1102 as a prerequisite.

ACADEMIC SUCCESS CENTER

The units within the Academic Success Center are designed to provide on-time and personalized support to students in the areas of advising, early alert, and tutoring.

Academic Advising

Academic Advising is a teaching, counseling, and investigative process between a student and his/her advisor with the goal of creating the best educational plan for the student's life goals.

Advising for Fall 2018 Students

Georgia Highlands offers many opportunities for advising. Students should consult an advisor every term before registering. Professional advisors serve each GHC location and are available for drop-in advising or by appointment throughout the semester. Faculty advisors are available by appointment during Early Bird Advising each fall and spring semester. Students are encouraged to sign up with a faculty advisor in their program during these long-term planning periods. Visit the advising webpage for advisor contact information: advising.highlands.edu. Students who need advising assistance can use the methods listed here or e-mail advising@highlands.edu to submit a ticket request or contact 706-802-5103.

When does it occur?

- **Early Bird Advising:** Students meet with faculty advisors one-on-one to develop a two- to three-semester academic plan. Early Bird Advising is held prior to registration during Fall and Spring semesters. Students should make an appointment with an academic advisor in their program of study. Watch for posters and e-mails announcing the event.
- **Formal Advising Appointment:** Students may schedule a one-on-one appointment with a faculty advisor or professional advisor at any time.
- **Informal Advising:** Students may seek information from a faculty advisor or professional advisor before/after class meetings, via email, or via telephone. Please provide your GHC ID number and email from your GHC email account.
- **Special Events:** Advising/Registration workshops and class visits will occur periodically and by request.

Advising for Spring 2019 Students

Beginning in Spring 2018, students will be introduced to an advising model new to GHC: Quest for Success, which will emphasize the importance of academic advising in retention, progression, and graduation. Students will be required to attend a number of advising sessions throughout their time at GHC.

When does it occur?

- **Orientation:** Students are introduced to advising expectations when they attend orientation. They will learn about the advising process and next steps.

- Advising Activity #1: Students will meet with a professional advisor or a faculty advising specialist for a small group meeting sometime in weeks 3-5 of a student's first semester. Small group advising meetings will provide students an opportunity to talk through challenges they may have encountered and get assistance with college resources. This is a mandatory activity, and failure to participate will prevent the student from registering for the next semester.
- Advising Activity #2: During weeks 6-13 of the first semester, students will make an appointment with a professional advisor or a faculty advising specialist for a one-on-one advising session. In this session, the student and advisor will work through the creation of an academic plan, address concerns, and discuss the registration process for the next term. Students will also learn who their assigned faculty advisor will be for the remainder of their time at the college. This is a mandatory activity, and failure to participate will prevent the student from registering for the next semester.
- Advising Activity #3: This activity happens in the student's second semester. During weeks 6-13 of the second semester, students will make an appointment with their assigned faculty advisor for a one-on-one advising session. In this session, the student and advisor will review the student's academic plan, address concerns, and make plans for future meetings. This is a mandatory activity, and failure to participate will prevent the student from registering for the next semester.
- Additional Advising: After the first two semesters, students are strongly encouraged to make an appointment with their assigned faculty advisor each semester for follow-up conversations about their academic plan.

Early Alert Program

Georgia Highlands College requires that all faculty members report their students' progress throughout the course of the semester as part of the institution-wide Early Alert Program. The objective of the program is to support academic success by providing early indicators of student progress. Faculty members provide the Registrar's Office with academic reports of each student enrolled in their course(s) at two checkpoints during the semester. The following success factors are reported at their corresponding checkpoint:

- Never Attended: 13% of the session
- Satisfactory or Unsatisfactory Progress: 40% of the session

Students are administratively withdrawn from classes if reported as having never attended the class during the first checkpoint. At the second checkpoint, students receive a message from the Academic Success Center staff if faculty members report that they are not making satisfactory progress in the course (attending, completing assignments, participating in class). At each point, students are advised to speak with their instructor(s) or a professional advisor. Students who believe that they have erroneously received an e-mail regarding Early Alert status should reply to the e-mail

to let the Academic Success Center staff know. Students are encouraged to act upon receiving the early alert notification in order to get back on track to satisfactorily complete the course.

Tutoring

The Tutorial Centers help students improve their academic skills and succeed in college. Tutors are dedicated to helping students acquire the skills to become independent learners while enhancing the education that is received in the classroom. Tutoring serves as a supplement to classroom instruction, not a substitute. Tutors provide one-to-one and group tutoring sessions in areas of math, writing, research, science, test-taking, note-taking, learning strategies, and other subjects as needs arise. The Tutorial Centers also provide information and practice for standardized tests, assistance with computer skills, workshops in special areas of study, and guidance with course specific technology. Face-to-face tutoring is provided on the Cartersville, Douglasville, Floyd, Marietta, and Paulding campus/sites. Online tutoring through Brainfuse is available to students enrolled in online courses. To view locations and hours for each campus, see <https://sites.highlands.edu/tutorial-center/>

ONLINE LEARNING

The eLearning Support Services division coordinates the offering of fully online and partially online courses and programs which provide higher education options for those who need flexibility in scheduling and completing college work. Online learning extends a chance to earn credit toward a degree to those whose work, family responsibilities, or geographic distance make attending classes in person impractical. Through online learning, students can complete coursework wherever is convenient to them with a computer and an internet connection.

Delivery of Online Classes. Online courses at GHC are web-based and allow students to interact with the instructor and other students through discussion boards, email, and other online tools. Course content, assignments, projects and grades are delivered using an online learning environment referred to as **D2L** (Brightspace powered by D2L). Some courses incorporate live sessions through two-way live videoconferencing or other synchronous technologies. Classes identified as **eClassroom** require attendance on specific days and times via web conferencing.

Meeting or Proctoring Requirements. Many online courses do not require students to travel to a campus or other instructional site. However, some courses may be only partially online and may require travel to a campus or instructional sites for an orientation, exams, or meetings. Be sure to check the course description listed with each course section via the Course Offerings service on SCORE (visit <http://highlands.edu> and click on Quick Links, then SCORE). Some instructors may require students to take proctored exams which can be taken at any approved testing center world-wide or taken via proctoring software when available.

Fees and Tuition. Additional proctored testing site fees may apply to online classes at

GHC and tuition rates or fees may be different. Review the special instructions noted in the course description and reference your bill carefully.

Structure of Online Classes. Online learning generally allows students to choose when and where they participate in class activities. However, online courses at GHC are not typically independent study or self-paced courses where students work by themselves or at their own pace. Each course has a syllabus and schedule to follow. Instructors specify the content to be covered in the course, dates for exams and quizzes, individual and group assignments and other activities that students must complete by a particular date.

Course Drop for Non-Participation. Students who do not login to D2L and participate by the initial participation deadline specified by the instructor may be dropped for non-participation (the equivalent of non-attendance in a face-to-face class).

The eLearning Quiz. Before students can register for their first GHC online course, they must complete a short tutorial and quiz on what to expect in online classes. To take the quiz, visit <http://online.highlands.edu> and locate the link.

GHC and eCore Courses. Some online courses are designed and taught exclusively by instructors at GHC while others may be part of a state-wide initiative called eCore (electronic core). eCore courses may include students from other University System of Georgia schools and may be taught by non-GHC instructors. Start dates, end dates, policies and procedures may be different for eCore than for other GHC courses. eCore courses also require an introductory quiz before the first eCore class may be taken. See <http://ecore.westga.edu> or contact an advisor to learn more.

Students should view the GHC/eCore equivalency list <https://ecore.usg.edu/courses/course-equivalency> ensure they do not take a course for which they have already received credit. Courses which are repeats may not be used to satisfy degree requirements.

Some GHC courses may be offered fully at a distance (95-99% online), requiring one face to face meeting, while some are offered partially at a distance (51-94% online, called hybrid). Many online courses are entirely at a distance (100% online). Always be sure to check the special instructions noted in the course description for a class as shown in Course Offerings.

Online Degree Options. Associate degrees are available fully online in multiple transfer pathways that lead to further study for a bachelor degree. In addition, GHC provides online completion programs for bachelor degrees in Nursing and Dental Hygiene. For more information about these and other options, visit <http://online.highlands.edu>.

LIBRARIES

The Georgia Highlands College Libraries support the College's mission of teaching, research, and service, and provide access to resources in all formats in order to meet the curricular and intellectual needs of the Georgia Highlands College community.

Our Vision:

- Treat every library patron with courtesy, dignity, and respect.
- Provide the best possible library resources and services for students, faculty, staff, and the community.
- Do our utmost to meet the research and information needs of every library patron.

In order to better meet the needs of our six GHC locations, our Libraries have made many changes in recent years. Our Georgia Highlands College Libraries have more than 78,000 printed books, held at the Floyd, Cartersville, Douglasville, and Paulding Libraries, and we provide access to more than 136,000 online books that are available from any location with internet access. Through the statewide GIL Express system, our students can request almost any book held by any library in the University System of Georgia. Through Interlibrary Loan, our Libraries can usually enable students to borrow books from almost any library in the world.

Other new services include access to online video databases, such as Films on Demand, Kanopy, and Theatre in Video, which provide access to over 35,000 high-quality academic videos online. These databases allow faculty and students to access videos online from any location, rather than attempting to shuffle DVDs and VHSs among multiple locations.

Our Libraries have subscriptions to numerous print magazines, journals, and newspapers, held at the Floyd, Cartersville, Douglasville, and Paulding Libraries. Through GALILEO, our students, faculty, and staff can access nearly 37,000 additional magazine, journal, and newspaper titles from any campus/site. If an article is not available in our print collections or in GALILEO, our students can use Interlibrary Loan to request a copy of the article from another library.

Students will find a welcoming and helpful atmosphere at all GHC Libraries. At the Rome, Cartersville, and Paulding locations, students have access to group and private study rooms, quiet study areas, high-tech conference rooms, abundant computer resources, and many additional features to enhance their learning experience. The Douglasville Library provides books, periodicals, computers, and more. Students on the Marietta Site will find an equally welcoming and helpful environment at the L.V. Johnson Library, where librarians from Kennesaw State University are always ready to help.

Students, faculty, and staff at any location can get help through live chat, text messaging, and other social media by visiting <http://ask.highlands.edu>.

As teaching libraries, our librarians provide assignment-related instruction sessions in classes across the curriculum, with the goal of encouraging our students to be independent researchers and lifelong learners.

GRADUATION REQUIREMENTS

Degrees are awarded annually in the graduation ceremony held at the end of the spring semester. Students who plan to graduate should petition at the Registrar's Office during the semester preceding the semester in which they expect to complete graduation requirements. It is the student's responsibility to notify the Registrar as to their intent to graduate.

- Students must complete all required courses as outlined in the prescribed curriculum for the degree sought ("C" required in ENGL 1101, 1102).
- A student must earn an adjusted grade point average of at least 2.0 in all credit-level course work at the college in order to earn a degree. Courses accepted for transfer from other colleges do not carry quality points and are not considered in computing the student's grade point average for graduation purposes.
- Georgia state law requires that each candidate for a degree receive instruction in Georgia and American histories and the Georgia and United States Constitutions. Students in Associate Transfer and Bachelor degree programs may satisfy this requirement by taking POLS 1101 and HIST 2111 or 2112. Students in Associate Career degree programs may satisfy this requirement by taking HIST 1000 if it is within the prescribed curriculum. Students satisfying U.S. history and /or political science from out-of-state institutions must satisfy the Georgia history and Constitution requirements by taking appropriate classes or an exemption exam administered by the Division of Social Sciences, Business, and Education.
- Georgia Highlands College requires that all students complete a residency requirement. Each prescribed curriculum for a degree program will indicate the number of hours required for the specified degree. If students transfer credit-level course work to the institution, they must complete the institution's requirement of resident hours, even though prescribed curriculum may be satisfied. K credit earned for testing out of or exempting courses does not count toward residence.

Associate Degrees

- Minimum of 60 semester hours in classes taken to satisfy Areas A, B, C, D, E, and F.
- Minimum of 18 semester hours must be earned at GHC to satisfy residency requirement and to be eligible for honors.

Bachelor's Degrees

- A "C" or higher in all courses satisfying Lower Division Major Requirements, Major course requirements, and Major Electives.
- Minimum of 120 semester hours of college level work.
- Minimum of 30 hours must be at 3000-4000 level.
- 25% of the degree requirements must be earned at GHC to satisfy residence requirements and to be eligible for honors.

The diploma of a candidate for a degree will bear the date of the annual commencement at which the degree is awarded. Graduates are expected to participate in the formal graduation exercises. Students who have completed their work during a prior semester may receive their associate degree at the exercise or in absentia. All students must apply at the Registrar's Office in order to receive their degree in this manner.

Students must meet all financial obligations to the college before graduation.

Applicants are granted their degrees by the President of the College by authorization of the Board of Regents of the University System of Georgia. Approval is signified by the President's signature on the diploma.

Graduation with Honors

For graduation with honors a student must meet the minimum scholastic grade point average requirement of 3.50. Students earning a 3.50-3.69 GPA receive the designation cum laude; 3.70 to 3.89 receive the designation magna cum laude; students earning a 3.90-4.00 receive the designation summa cum laude. Grade point averages will NOT be rounded. The honors designation appears on the student's diploma and remains on his or her permanent record.

Second Associate Degree

To obtain a second associate degree at Georgia Highlands College, a student must earn at least 18 semester hours of another pathway in excess of the credit hours required within the pathway for any previous degree earned. In addition, a student must earn credit for all required courses for the first degree and the second degree. If course requirements for the two degrees overlap then the student will need to consult with the appropriate Academic Dean to determine the courses to be used to make up the additional 18 credit-level semester hours to count towards the second degree. The second degree may not be retroactive to a time before the completion of the first degree.

Associate Degree you Deserve/Reverse Transfer

The Associate Degree You Deserve/Reverse Transfer program allows students who have earned a minimum of 18 hours at Georgia Highlands College to combine credits earned from all regionally accredited institutions and apply them toward an associate degree. Students do not have to be currently enrolled and there is no fee to petition for graduation. For more information please contact the Registrar's Office.

ACADEMIC APPEALS PROCEDURE

Any student who believes that his/her academic rights have been violated and finds that the complaint cannot be resolved through informal conferences with the faculty member involved may seek redress following the procedures listed below in the order in which they are stated:

- The aggrieved student may direct his/her complaint in writing to the chair of

the academic division in which the alleged violation occurred. If the academic dean is the instructor in question the complaint will be directed to the Vice President for Academic Affairs.

- If the student is dissatisfied with the results of that complaint, and has not already done so, he/she may direct the complaint in writing to the Vice President for Academic Affairs.
- In the event the student is dissatisfied with the results of both appeals, he/she may direct a complaint to the President.

Process for Appealing a Grade

All appeals and documentation must be in writing.

- If a student disagrees with a final grade in a course, he or she should first contact the instructor to see if the disagreement can be worked out. If it cannot be, the student has the right to appeal the grade. A student may not appeal the professional judgment of the faculty member. In all cases the policy in the course syllabus will prevail in determining the grade. The student's appeal must be based on the belief that the final grade was legally discriminatory in some way or that there was a mathematical error. If the student believes the final grade fits this category and wishes to appeal, he or she should ask the instructor for a written statement as to how he or she arrived at the grade. The instructor must provide the student with this statement.
- If the student is enrolled in a program with a departmental appeal process, he or she should follow that process as written (again, in writing) and send it with the instructor's statement to the academic dean under whom the instructor works.

The student should explain what grade he or she thinks should have been awarded and why. Submit all documentation with the explanation. The academic dean may contact the instructor for further documentation.

- If the problem has not been satisfied to the student's satisfaction, the next step is to appeal to the academic dean. The student should submit the instructor's written statement with his or her explanation of the dispute.
- If the student is dissatisfied with the decision of the academic dean, he or she may appeal (again, in writing) to the Vice President for Academic Affairs. All documentation should be forwarded with the student's statement. The Vice President has the option to appoint an appeal review committee.
- If the student is dissatisfied with the decision, he or she may appeal to the President.

Again, send all the previous documentation. The President's decision is final. The University System Board of Regents, to whom the President reports, will not hear grade appeals.

- The deadline for appeals is the midterm date of the semester after the course was taken.

In the case of a spring semester course, this is the midterm date of the following long summer term.



TRANSFER DEGREE PROGRAMS

TRANSFER DEGREE PROGRAMS

Transfer degree programs lead to an Associate of Arts or an Associate of Science degree. The transfer degree programs include the core of general-education requirements that provide the foundation for the completion of programs of study at four-year colleges and universities.

The **Associate of Arts** degree is offered with the following pathways:

Art	Music
Communication	Music Business
Criminal Justice	Philosophy
English	Political Science
Foreign Languages	Psychology
History	Sociology
Journalism	

The **Associate of Science** degree is offered with the following pathways:

Agriculture	Geology
Biology	Health Information Management
Business Administration	Health Professions
Chemistry	Mathematics
Computer Information Systems	Physics
Computer Science	Teacher Education
Engineering	
General Studies	

Other Programs of Study

While Georgia Highlands College does not offer associate degree programs and pathways in other transfer areas, students may complete a portion of the requirements for other programs offered at four-year colleges and universities while at Georgia Highlands College. Students should consult with advisers in the advising office regarding course work that may be taken at Georgia Highlands College and applied toward these programs.

Core Curriculum

Students in transfer degree programs follow a general education core established by the Board of Regents of the University System of Georgia. The core curriculum was designed to facilitate the transfer of credit among the schools within the University System. A minimum of forty-two semester hours are required in classes taken to satisfy Areas A, B, C, D, and E.

The Core Curriculum at GHC

Areas A through E -- Core Learning Goals and Required Courses

AREA A – ESSENTIAL SKILLS – 9 hours

Goal A1 (Communication)

- ☐ 1. Students will express ideas logically and clearly in standard written English as appropriate for audience and purpose.
- ☐ 2. Students will analyze and critically interpret the content, style, point-of-view, and perspectives of factual or creative works using suitable terminology.
- ☐ Required courses:
 - ENGL 1101 English Composition I (3-0-3)
 - ENGL 1102 English Composition II (3-0-3)

Goal A2 (Quantitative Reasoning)*

- ☐ Students will interpret and apply mathematical information, concepts, and principles embedded in verbal, numerical, graphic, or symbolic representations.
- ☐ Choose one of the following courses:
 - MATH 1001 Quantitative Skills and Reasoning (3-0-3)
 - MATH 1111 College Algebra (3-0-3)
 - MATH 1113 Precalculus (3-0-3)

**Note that certain programs in science, technology, mathematics and health sciences require higher levels of mathematics in Area A2. Please refer to individualized programs of study for details.*

AREA B – INSTITUTIONAL OPTIONS – 4-5 hours (*please see additional notes on Area B at the bottom of the page)

Goal B (Institutional Options)

- ☐ Through oral or written communication, students will demonstrate the ability to synthesize information and articulate knowledge on issues relating to culture, society, creative expression, or the human experience.
- ☐ Required course:
 - COMM 1110 Public Speaking (variable 2-3) **or**
 - COMM 1100 Human Communication (3-0-3)
- ☐ Choose one of the following courses:
 - GHHU 2901 Special Topics in the Humanities (variable 1-3)
 - GHMA 2901 Special Topics in Mathematics (variable 1-3)
 - GHSC 2901 Special Topics in the Sciences (variable 1-3)
 - GHSS 2901 Special Topics in the Social Sciences (variable 1-3)
 - IDIS 1100 Social & Cultural Issues (2-0-2)
 - IDIS 1101 Social & Cultural Issues (3-0-3)
 - NSCI 1100 Science in Today's World (2-0-2)

**Note: Most students in scientific/technical pathways need four credit hours in Area B,*

while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.

AREA C – HUMANITIES/FINE ARTS – 6 hours

Goal C (Humanities/Fine Arts/Ethics)

- ☐ Students will articulate how various forms of thought and expression reflect individual, social, or cultural values and perspectives.
- ☐ Required - Choose one of the following courses:
 - ENGL 2111 World Literature I (3-0-3)
 - ENGL 2112 World Literature II (3-0-3)
 - ENGL 2121 British Literature I (3-0-3)
 - ENGL 2122 British Literature II (3-0-3)
 - ENGL 2131 American Literature I (3-0-3)
 - ENGL 2132 American Literature II (3-0-3)
 - ENGL 2133 African-American Literature Survey (3-0-3)
 - ENGL 2135 Latino Literature (3-0-3)
- ☐ Choose one three-hour course from these options:
 - ARTS 1111 Art History to the Renaissance (3-0-3)
 - ARTS 1112 Art History, Renaissance to the Present (3-0-3)
 - ARTS 1113 Art Appreciation (3-0-3)
 - ENGL 2010 Humanities in Drama (3-0-3)
 - ENGL 2111 World Literature I (3-0-3)
 - ENGL 2112 World Literature II (3-0-3)
 - ENGL 2121 British Literature I (3-0-3)
 - ENGL 2122 British Literature II (3-0-3)
 - ENGL 2131 American Literature I (3-0-3)
 - ENGL 2132 American Literature II (3-0-3)
 - ENGL 2133 African-American Literature Survey (3-0-3)
 - ENGL 2135 Latino Literature (3-0-3)
 - FREN 1001 Elementary French I (3-0-3)
 - FREN 1002 Elementary French II (3-0-3)
 - FREN 2001 Intermediate French I (3-0-3)
 - FREN 2002 Intermediate French II (3-0-3)
 - HUMS 2011 Studies in Humanities (3-0-3)
 - MUSC 1100 Music Appreciation (3-0-3)
 - PHIL 2010 Introduction to Philosophy (3-0-3)
 - RELI 1116 Introduction to Religion (3-0-3)
 - SPAN 1001 Elementary Spanish I (3-0-3)
 - SPAN 1002 Elementary Spanish II (3-0-3)
 - SPAN 2001 Intermediate Spanish I (3-0-3)
 - SPAN 2002 Intermediate Spanish II (3-0-3)
 - THEA 1100 Theatre Appreciation (3-0-3)

AREA D - SCIENCE, MATHEMATICS, AND TECHNOLOGY – 10-11 hours

Goal D (Natural Sciences) *

- ☐ 1. Students will demonstrate knowledge of the concepts of college-level

scientific concepts, along with the application of those concepts through experimentation and observation.

- ☐ 2. Students will use appropriate models and quantitative methods to analyze data, explore relationships among variables, and find missing information.



**Science, Mathematics, and Technology
Non-Science/Non-Mathematics Pathways**

Choose two of the following courses: At least one of the two must include a lab*

- ASTR 1000 Introduction to the Universe (3-0-3)
- ASTR 1010K Astronomy of the Solar System (3-3-4)
- ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
- BIOL 1010K Introductory Biology (3-3-4)
- BIOL 1020 Plants, Society, and the Environment (3-0-3)
- BIOL 2107K Principles of Biology I (3-3-4)
- BIOL 2108K Principles of Biology II (3-3-4)
- BIOL 2151K Invertebrate Zoology (3-3-4)
- BIOL 2152K Introduction to Field Studies (3-3-4)
- BIOL 2153K Botany (3-3-4)
- BIOL 2154K General Zoology (3-3-4)
- BIOL 2190 Principles of Nutrition (3-0-3)
- CHEM 1151K Survey of Chemistry I (3-3-4)
- CHEM 1152K Survey of Chemistry II (3-3-4)
- CHEM 1211K Principles of Chemistry (3-3-4)
- CHEM 1212K Principles of Chemistry (3-3-4)
- ENVS 1123K Environmental Science I (3-3-4)
- ENVS 1124K Environmental Science II (3-3-4)
- GEOL 1121K Physical Geology (3-3-4)
- GEOL 1122K Historical Geology (3-3-4)
- PHSC 1011K Physical Science I (3-3-4)
- PHSC 1012K Physical Science II (3-3-4)
- PHYS 1111K Introductory Physics I
- PHYS 1112K Introductory Physics II
- PHYS 2211K Principles of Physics I
- PHYS 2212K Principles of Physics II

***Courses with numbers ending with a K include a lab.**

Choose one of the following courses:

- MATH 1113 Precalculus (3-0-3)
- MATH 2200 Elementary Statistics (3-0-3)
- MATH 2040 Applied Calculus (3-0-3)
- MATH 2261 Calculus (4-0-4)

**Science, Mathematics, and Technology
Science/Mathematics Pathways**

- ☐ Required – Choose one of the following science sequences:
- ☐ BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I and II **OR**
- ☐ CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I and II **OR**
- ☐ PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I and II **OR**
- ☐ PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I and II **OR**

Choose one of the following courses:

- MATH 1113 Precalculus (3-0-3)
- MATH 2040 Applied Calculus (3-0-3)
- MATH 2261 Calculus 1 (4-0-4)

**Note that certain programs in science, technology, mathematics and health sciences require higher levels of mathematics in Area D. Please refer to individualized programs of study for details.*

**Science, Mathematics, and Technology
Nursing & Dental Hygiene**

- ☐ BIOL 1010K Introductory Biology (3-3-4) and **one** of the following to complete the sequence:
 - BIOL 2154K General Zoology (3-3-4) **OR**
 - BIOL 2190 Principles of Nutrition (3-0-3) **OR**
- ☐ BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I and II **OR**
- ☐ CHEM 1151K (3-3-4) and CHEM 1152K (3-3-4) Survey of Chemistry I and II **OR**
- ☐ CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I and II **OR**
- ☐ PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I and II **OR**
- ☐ PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I and II

Choose one of the following:

- MATH 1001 Quantitative Skills and Reasoning (3-0-3)
- MATH 1111 College Algebra (3-0-3)

AREA E - SOCIAL SCIENCES – 12 hours

Goal E (Social Sciences)

- ☐ Students will analyze, from multiple perspectives, the ways that historical, economic, political, social, or cultural relationships develop.
 - Required course:
 - ☐ POLS 1101 American Government (3-0-3)
 - Choose one required World/Western Civilization course:

- ☐ HIST 1111 World Civilization to 1500 (3-0-3)
- ☐ HIST 1112 World Civilization since 1500 (3-0-3)
- ☐ HIST 1121 Western Civilization I (3-0-3)
- ☐ HIST 1122 Western Civilization II (3-0-3)
- Choose one required course in American History:
 - ☐ HIST 2111 American History I (3-0-3)
 - ☐ HIST 2112 American History II (3-0-3)
- Choose one course from those listed below:
 - ☐ GEOG 1101 Introduction to Human Geography (3-0-3)
 - ☐ ECON 2105 Principles of Macroeconomics (3-0-3)
 - ☐ HIST 1111 World Civilization to 1500 (3-0-3)
 - ☐ HIST 1112 World Civilization since 1500 (3-0-3)
 - ☐ HIST 1121 Western Civilization I (3-0-3)
 - ☐ HIST 1122 Western Civilization II (3-0-3)
 - ☐ HIST 2111 American History I (3-0-3)
 - ☐ HIST 2112 American History II (3-0-3)
 - ☐ HIST 2154 Minorities in United States History (3-0-3)
 - ☐ POLS 2401 Global Issues (3-0-3)
 - ☐ POLS 2501 Domestic Issues (3-0-3)
 - ☐ PSYC 1101 Introduction to General Psychology (3-0-3)
 - ☐ RELI 1116 Introduction to Religion (3-0-3)
 - ☐ SOCI 1101 Introduction to Sociology (3-0-3)
 - ☐ SOCI 1160 Introduction to Social Problems (3-0-3)

Core Overlay Requirements - Learning Goals and Courses Fulfilling the Requirements

As a part of the core curriculum, all students must take a course that will fulfill each of the following three overlay goal requirements:

Goal I (US Perspectives)

- ☐ Students will demonstrate an understanding of U.S. society, culture, government, economics, or institutions through contemporary and historical perspectives.
- ☐ Courses fulfilling the US Perspectives Overlay:
 - HIST 2111
 - HIST 2112
 - POLS 1101
 - ENGL 2131
 - ENGL 2132
 - ENGL 2133

Goal II (Global Perspectives)

- ☐ Students will demonstrate understanding of political, social, cultural, economic, or institutional aspects of nations outside the U.S.
- ☐ Courses fulfilling the Global Perspectives Overlay:
 - HIST 1111
 - HIST 1112
 - HIST 1121
 - HIST 1122

- HIST 2111
- HIST 2112

Goal III (Critical Thinking)

- ☐ Students will identify, analyze, evaluate, and synthesize information to support ideas or arguments or solve problems.
- ☐ Courses fulfilling the Critical Thinking Overlay:
 - COMM 1100
 - ENGL 1101
 - ENGL 1102
 - ENGL 2111
 - ENGL 2112
 - ENGL 2121
 - ENGL 2122
 - ENGL 2131
 - ENGL 2132
 - ENGL 2133
 - MATH 2200
 - PHIL 2010

Specialized Area B Courses -- Overall Learning Goal for Area B. Student Learning Outcomes for Area B. and Specialized Courses

Through oral or written communication, students will demonstrate the ability to synthesize information and articulate knowledge on issues relating to culture, society, creative expression, or the human experience.

Area B Student Learning Outcomes:

- Students will demonstrate effective communication skills.
- Students will be able to, individually or as a member of a group, use information effectively to accomplish a specific purpose.
- Students will demonstrate the ability to effectively synthesize information from multiple sources.
- Students will be able to articulate the relevance of the topic under consideration to society, culture, creative expression, or the human experience.

Specialized Area B Courses:

- ☐ **GHHU 2901**– (Georgia Highlands Humanities)
Exploration of a particular humanities focus with an examination of its relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge.
- ☐ **GHSS 2901** – (Georgia Highlands Social Sciences)
Exploration of a particular social sciences focus with an examination of its

relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge.

☐ **GHMA 2901** – (Georgia Highlands Mathematics)

Exploration of a particular mathematics focus with an examination of its relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge.

☐ **GHSC 2901** – (Georgia Highlands Science)

Exploration of a particular natural sciences focus with an examination of its relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge.

Institutional Graduation Requirements:

Georgia Highlands College has a residency requirement that all students complete eighteen hours of credit-level course work at the college for an associate's degree and 25% of credit-level course work at the college for the Bachelor's of Science in Nursing degree. For further information on this requirement, see the list of graduation requirements in the General Academic Information section.

To complete the associate degrees listed above, the student must complete institutional requirements in physical education, including PHED 1010 and two elective hours in physical education.

Georgia state law requires instruction in Georgia and American history as well as the Georgia and United States Constitution. Students transferring to Georgia Highlands from private or out-of-state institutions should consult their adviser for information regarding completion of this requirement.

See the listing of graduation requirements in the General Academic Information section for further information.

Associate of Science Degree

Agriculture Pathway

Division: Natural Sciences and Physical Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 1113 Precalculus (3-0-3), or a mathematics course for which this course is a prerequisite.	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	
C. Humanities/Fine Arts	6 hours
Required: One three-hour literature survey course: ENGL 2111 World Literature I (3-0-3)	

ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History, Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature(3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Science/Mathematics Pathways

Choose a two-course science sequence from the

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
 CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II*

**Strongly recommended*

PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I & II
 PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I & II

Choose one course from the following:

CSCI 1301 Computer Science I (4-0-4)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2261 Calculus I (4-0-4)

MATH 2262 Calculus II (4-0-4)

Note: Students in science/mathematics pathways should consult an adviser to coordinate Area D course selection with Area F requirements.

In some majors, students who accumulate excess hours in Area D may apply one to two hours to Area F.

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 Western Civilization to 1500 (3-0-3)

HIST 1112 West Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 West Civilization II (3-0-3)

Choose one required course in the following:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

BIOL 2107K and BIOL 2108 K Principles of Biology I & II (3-3-4)*

CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II *

****Required if not taken in Area D***

Choose courses from the following as necessary to complete 18 hours:

CHEM 2401K Fundamental Organic Chemistry I (3-3-4)

GEOL1121K Physical Geology (3-3-4)

GEOL1122K Historical Geology (3-3-4)

MATH 2200 Elementary Statistics (3-0-3)

MATH 2040 Applied Calculus (3-0- 3)

MATH 2261 Calculus I (4-0-4)

Area D Excess (1-2)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Students in science pathways should consult an adviser to coordinate Area D course selections with Area F requirements. In some pathways, students who accumulate 11 hours in Area D may elect to take four hours in Area B. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

Several different majors within the field of agriculture are offered at senior-level institutions. Since desirable course selections in Area F vary among these majors, students should be guided by their adviser in making these selections.

Associate of Arts Degree

Art Pathway

Division: Humanities

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

ARTS 1010 Drawing I (0-6-3)
 ARTS 1011 Drawing II (0-6-3)
 ARTS 1020 Two-Dimensional Design/Color Theory (0-6-3)
 ARTS 1030 Three-Dimensional Design (0-6-3) **OR**
 ARTS 2181 Painting I (0-6-3)
 ARTS 1111 Art History to the Renaissance (3-0-3)*
 ARTS 1112 Art History, Renaissance to the Present (3-0-3)*
****If either ARTS 1111 or ARTS 1112 has been taken in Area C, choose one of the following courses to complete the required 18 hours:***
 ARTS 1030 Three-Dimensional Design (0-6-3)
 ARTS 2181 Painting I (0-6-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are also required.

Any course taken to satisfy an Area C requirement cannot also be used to satisfy an Area F requirement.

Associate of Science Degree

Biology Pathway

Division: Natural Sciences and Physical Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 1113 Precalculus (3-0-3) or a mathematics course for which the above is a prerequisite	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	
C. Humanities/Fine Arts	6 hours
Required: One three-hour literature survey course:	

ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course from:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History: Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology **10-11 hours**
Science/Mathematics Pathways

Choose a two-course science sequence from the

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
 CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II*

**Strongly recommended*

PHYS 1111K and PHYS 1112K Introductory Physics I & II (3-3-4)
 PHYS 2211K and PHYS 2212K Principles of Physics I & II (3-3-4)

Choose one course from the following courses:

CSCI 1301 Computer Science I (4-0-4)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2261 Calculus I (4-0-4)

MATH 2262 Calculus II (4-0-4)

MATH 2040 Applied Calculus (3-0-3)

Note: Students in science/mathematics pathways should consult an adviser to coordinate Area D course selection with Area F requirements. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

BIOL 2107K Principles of Biology I (3-3-4)*

BIOL 2108K Principles of Biology II (3-3-4)*

CHEM 1211K Principles of Chemistry I (3-3-4)*

CHEM 1212K Principles of Chemistry (3-3-4)*

**Required if not taken in Area D*

Choose from the following to complete eighteen hours:

BIOL 2151K Invertebrate Zoology (3-3-4)
BIOL 2152K Introduction to Field Studies (3-3-4)
BIOL 2153K Botany (3-3-4)
BIOL 2154K General Zoology (3-3-4)
BIOL 2180 Directed Study in Issues in Biological Sciences (1-0-1 to 3-0-3)
CHEM 2401K Fundamental Organic Chemistry I (3-3-4)
CHEM 2402K Fundamental Organic Chemistry II (3-3-4)
CSCI 1301 Introduction to Computers (4-0-4)
MATH 2200 Elementary Statistics (3-0-3)
MATH 2261 Calculus I (4-0-4)
MATH 2262 Calculus II (4-0-4)
PHYS 1111K Introductory Physics I (3-3-4)
PHYS 1112K Introductory Physics II (3-3-4)
PHYS 2211K Principles of Physics I (3-3-4)
PHYS 2212K Principles of Physics II (3-3-4)
Area D Excess (1-2)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional 2 credit hours of physical education are also required.

The student in the biology pathway should consult an academic adviser to coordinate selection of courses in mathematics and science in areas A & D as well as the social science course selection in area E. Specific course selections must be made in order to satisfy degree requirements. The academic adviser will provide this information for the student .

Associate of Science Degree

Business Administration Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) Choose one of the following or a mathematics course for which one of the following is a prerequisite: MATH 1001 Quantitative Reasoning (3-0-3) MATH 1111 College Algebra (3-0-3) <i>*STRONGLY SUGGEST or higher</i> MATH 1113 Precalculus (3-0-3) <i>Note: It is strongly recommended that students take MATH 1111 or higher in Area A in order to not be delayed by a course their last two years.</i>	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) Pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) <i>Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.</i>	

C. Humanities/Fine Arts

6 hours

Required

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
HIST 2111 American History I (3-0-3)
HIST 2112 American History II (3-0-3)
HIST 2154 Minorities in United States History (3-0-3)
POLS 2401 Global Issues (3-0-3)
POLS 2501 Domestic Issues (3-0-3)
PSYC 1101 Introduction to General Psychology (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SOC 1101 Introduction to Sociology (3-0-3)
SOC 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

ECON 2105 Principles of Macroeconomics (3-0-3)
ECON 2106 Principles of Microeconomics (3-0-3)

ACCT 2101 Principles of Accounting I (3-0-3)
ACCT 2102 Principles of Accounting II (3-0-3)

Choose two courses from the following:

BUSA 1105 Introduction to Business (3-0-3)
BUSA 2105 Communicating in the Business Environment (3-0-3)
BUSA 2106 The Environment of Business (3-0-3)
BUSA 2205 Fundamentals of Computer Applications (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
Additional two credit hours of physical education are also required.

Associate of Science Degree

Chemistry Pathway

Division: Natural Sciences and Physical Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 1113 Precalculus (3-0-3) or a mathematics course for which MATH 1113 is a prerequisite	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies Pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) <i>Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.</i>	
C. Humanities/Fine Arts	6 hours
Required: One three-hour literature survey course: ENGL 2111 World Literature I (3-0-3)	

ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History: Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours
Science/Mathematics Pathways

Choose a two-course science sequence from the following:

BIOL 2107K and BIOL 2108K Principles of Biology I & II (3-3-4)
 CHEM 1211K and CHEM 1212K Principles of Chemistry I & II (3-3-4)
 PHYS 1111K and PHYS 1112K Introductory Physics I & II (3-3-4)
 PHYS 2211K and PHYS 2212K Principles of Physics I & II (3-3-4) *

** Strongly recommended*

Required:

MATH 2261 Calculus I (4-0-4)

Note: *Students in science/mathematics pathways should consult an adviser to*

coordinate Area D course selection with Area F requirements. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American History

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

CHEM 1211K Principles of Chemistry I (3-3-4)

CHEM 1212K Principles of Chemistry II (3-3-4)

Area D excess hours (2)

Choose eight hours from the following:

CHEM 2401K Fundamental Organic Chemistry I (3-3-4)

CHEM 2402K Fundamental Organic Chemistry II (3-3-4)

MATH 2262 Calculus II (4-0-4)

MATH 2263 Calculus III (4-0-4)

PHYS 1111K Introductory Physics I (3-3-4)

PHYS 1112K Introductory Physics II (3-3-4)

PHYS 2211K Principles of Physics I (3-3-4)

PHYS 2212K Principles of Physics II (3-3-4)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Arts Degree

Communication Pathway

Division: Humanities

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts

6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)
BIOL 2107K Principles of Biology I (3-3-4)

BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3) **RECOMMENDED*
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours
Required:

Communication Foundation Courses (6 hours)

COMM 1100 Human Communication (3-0-3)**

COMM 1110 Public Speaking (variable 2-3)**

Note: Public Speaking is offered in the spring and fall semesters.

COMM 2230 Introduction to Mass Media (3-0-3)

***One of these will be applied to fulfill Area B requirements, and the other will be applied to fulfill Area F requirements.*

Foreign Languages (3-6 hours)

FREN 1002 (3-0-3)

FREN 2001 (3-0-3)

FREN 2002 (3-0-3)

SPAN 1001 (3-0-3)

SPAN 1002 (3-0-3)

SPAN 2001 (3-0-3)

SPAN 2002 (3-0-3)

3-9 hours from the following:

NOTE: student must take a minimum of 18 credit hours in Area F. The number of credit hours taken in from this list depends on the number of credit hours taken under the "Area F Foreign Language" list, immediately above. So, if a student only takes 3 hours under "foreign language" the student MUST take at least 9 hours from this list in order to bring the Area F total hours to 18.

ARTS 1113 Art Appreciation (3-0-3)

BUSA1105 Introduction to Business (3-0-3)

BUSA 2105 Communicating in the Business Environment (3-0-3)

BUSA 2205 Fundamentals of Computer Applications (3-0-3)

COMM 1502 Intercultural Communication (3-0-3) ****Recommended******

COMM 2105 Interpersonal Communication (3-0-3) ****Recommended******

ENGL 2116 Creative Writing (3-0-3)

HUMS 2011 Studies in Humanities (3-0-3)

MUSC 1100 Music Appreciation (3-0-3)

PHIL 2010 Introduction to Philosophy (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

PSYC 2135 Psychology of Gender (3-0-3)

SOCI 1101 Introductory Sociology (3-0-3)

SOCI 2130 Group Processes (3-0-3)

THEA 1100 Theatre Appreciation (3-0-3)

******This course is only offered during fall and spring semesters on a rotating schedule among campuses. Please see a communication advisor for the updated schedule.***

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional 2 credit hours of physical education are also required.

Associate of Science Degree

Computer Information Systems Pathway

Division: Mathematics

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) Choose one of the following or a mathematics course for which one of the following is a prerequisite: MATH 1111 College Algebra (3-0-3) MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i> <i>Business Pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

CSCI 1301 Principles of Computer Programming I (4-0-4)
 CSCI 1302 Principles of Computer Programming II (4-0-4)
 ACCT 2101 Principles of Accounting I (3-0-3)
 ACCT 2102 Principles of Accounting II (3-0-3)

Four hours to be chosen from the following:

CSCI 1205 Visual Basic (3-0-3)
 CSCI 1320 Introduction to File Processing and File Structures (3-0-3)
 CSCI 2153 Introduction to Database Systems (4-0-4)
 CSCI 2300 Object Oriented Programming (4-0-4)
 CSCI 2500 Introduction to Data Structures (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)
 MATH 2262 Calculus II (4-0-4)
 MATH 2280 Discrete Mathematics (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are also required.

Associate of Science Degree

Computer Science Pathway

Division: Mathematics

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 1113 Precalculus (3-0-3) or a mathematics course for which this course is a prerequisite	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (Variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	
C. Humanities/Fine Arts	6 hours
Required: One three-hour literature survey course: ENGL 2111 World Literature I (3-0-3)	

ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History: Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Science/Mathematics Pathways

Choose a two-course science sequence from the

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
 CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II
 PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I & II
 PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I & II

Required:

MATH 2261 Calculus I (4-0-4)

Note: Students in science/mathematics pathways should consult an adviser to coordinate Area D course selection with Area F requirements. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

- E. Social Sciences 12 hours**
- Required:**
 POLS 1101 American Government (3-0-3)
Choose one required western/world civilization course:
 HIST 1111: World Civilization to 1500 (3-0-3)
 HIST 1112: World Civilization since 1500 (3-0-3)
 HIST 1121: Western Civilization I (3-0-3)
 HIST 1122: Western Civilization II (3-0-3)
Choose one required course in American history:
 HIST 2111: American History I (3-0-3)
 HIST 2112: American History II (3-0-3)
Choose one course:
 GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)
- F. Courses Related to the Pathway 18 hours**
- Required:**
 CSCI 1301 Principles of Computer Programming 1 (4-0-4)
 CSCI 1302 Principles of Computer Programming II (4-0-4)
 MATH 2262 Calculus II (4-0-4)
 Area D excess (2)
Four hours to be chosen from:
 CSCI 1320 Introduction to File Processing and File Structures (3-0-3)
 CSCI 2153 Introduction to Database Systems (4-0-4)
 CSCI 2300 Object Oriented Programming (4-0-4)
 CSCI 2400 Computer Graphics (3-0-3)
 CSCI 2500 Introduction to Data Structures (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2263 Calculus III (4-0-4)
 MATH 2280 Discrete Mathematics (3-0-3)
 MATH 2285 Linear Algebra (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

-

Associate of Arts

Criminal Justice Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

CRJU 1100 Introduction to Criminal Justice (3-0-3)

Choose two of the following courses:

PSYC 1101 Introduction to General Psychology (3-0-3)
 PSYC 2103 Introduction to Human Development (3-0-3)
 PSYC 2165 Abnormal Psychology (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)

Choose three of the following courses:

CRJU 2111 The American Police System (3-0-3)
 CRJU 2311 Corrections (3-0-3)
 CRJU 2411 Criminology (3-0-3)
 CRJU 2701 Courts and Basic Criminal Procedures (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Science Degree

Engineering Pathway

Division: Natural Sciences and Physical Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 2261 Calculus I (4-0-4) or a mathematics course for which this is a prerequisite.	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2)* <i>Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best option.</i>	
*Highly Recommended	
C. Humanities/Fine Arts	6 hours
Required One three-hour literature survey course: ENGL 2111 World Literature I (3-0-3) ENGL 2112 World Literature II (3-0-3)	

ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Science/Mathematics Pathways

Choose a two-course science sequence from the

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II
PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I & II
PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I & II*

***Highly Recommended**

Required:

MATH 2262 Calculus II (4-0-4)

Note: Students in science/mathematics pathways should consult an adviser to

coordinate Area D course selection with Area F requirements. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

8 hours of Science

PHYS 2211K Principles of Physics I (3-3-4)*

PHYS 2212K Principles of Physics II (3-3-4)*

CHEM 1211K Principles of Chemistry I (3-3-4)

CHEM 1212K Principles of Chemistry II (3-3-4)

***Required if not taken in Area D**

Choose 8 hours from the following:

MATH 2263 Calculus III (4-0-4)

MATH 2280 Discrete Mathematics (3-0-3)

MATH 2285 Linear Algebra (3-0-3)

MATH 2310 Differential Equations (4-0-4)

Area A and Area D Excess Hours (2)

Note: Students should consult with an advisor when choosing mathematics classes.

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required

Associate of Arts Degree

English Pathway

Division: Humanities

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) Choose one of the following or a mathematics course for which one of these is a prerequisite: MATH 1001 Quantitative Reasoning (3-0-3) MATH 1111 College Algebra (3-0-3) MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)

ENGL 2112 World Literature II (3-0-3)

ENGL 2121 British Literature I (3-0-3)

ENGL 2122 British Literature II (3-0-3)

ENGL 2131 American Literature I (3-0-3)

ENGL 2132 American Literature II (3-0-3)

ENGL 2133 African-American Literature (3-0-3)

ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course from those below:

ARTS 1111 Art History to the Renaissance (3-0-3)

ARTS 1112 Art History: Renaissance to the Present (3-0-3)

ARTS 1113 Art Appreciation (3-0-3)

ENGL 2010 Humanities in Drama (3-0-3)

ENGL 2111 World Literature I (3-0-3)

ENGL 2112 World Literature II (3-0-3)

ENGL 2121 British Literature I (3-0-3)

ENGL 2122 British Literature II (3-0-3)

ENGL 2131 American Literature I (3-0-3)

ENGL 2132 American Literature II (3-0-3)

ENGL 2133 African-American Literature (3-0-3)

ENGL 2135 Latino Literature (3-0-3)

FREN 1001 Elementary French I (3-0-3)

FREN 1002 Elementary French II (3-0-3)

FREN 2001 Intermediate French I (3-0-3)

FREN 2002 Intermediate French II (3-0-3)

HUMS 2011 Studies in Humanities (3-0-3)

MUSC 1100 Music Appreciation (3-0-3)

PHIL 2010 Introduction to Philosophy (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SPAN 1001 Elementary Spanish I (3-0-3)

SPAN 1002 Elementary Spanish II (3-0-3)

SPAN 2001 Intermediate Spanish I (3-0-3)

SPAN 2002 Intermediate Spanish II (3-0-3)

THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)

ASTR 1010K Astronomy of the Solar System (3-3-4)

ASTR 1020K Stellar & Galactic Astronomy (3-3-4)

BIOL 1010K Introductory Biology (3-3-4)

BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

- | | | |
|-----------|--|-----------------|
| E. | Social Sciences
Required:
POLS 1101 American Government (3-0-3)
Choose one required western/world civilization course:
HIST 1111: World Civilization to 1500 (3-0-3)
HIST 1112: World Civilization since 1500 (3-0-3)
HIST 1121: Western Civilization I (3-0-3)
HIST 1122: Western Civilization II (3-0-3)
Choose one required course in American history:
HIST 2111: American History I (3-0-3)
HIST 2112: American History II (3-0-3)
Choose one course from those below:
GEOG 1101 Introduction to Human Geography (3-0-3)
ECON 2105 Principles of Macroeconomics (3-0-3)
HIST 1111 World Civilization to 1500 (3-0-3)
HIST 1112 World Civilization since 1500 (3-0-3)
HIST 1121 Western Civilization I (3-0-3)
HIST 1122 Western Civilization II (3-0-3) | 12 hours |
|-----------|--|-----------------|

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Choose three hours in world literature from:

ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)

Choose three hours from the following literature courses:

ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)

ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose six hours of intermediate level foreign language courses:

FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)

Choose six hours from the following elective courses:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History, Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 ENGL 2110 Humanities in Drama (3-0-3)
 ENGL 2116 Creative Writing (3-0-3)
 ENGL 2117 Advanced Creative Writing (3-0-3)

ENGL 2151 Communicating in the Business Environment (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
PSYC 1101 Introduction to Psychology (3-0-3)
PSYC 2103 Introduction to Human Development (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Arts Degree

Foreign Languages

Division: Humanities

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) Choose one of the following mathematics courses or one for which one of these is a prerequisite: MATH 1001 Quantitative Reasoning (3-0-3) MATH 1111 College Algebra (3-0-3) MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathways completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts

6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required Foreign Language courses:

FREN 1001 (3-0-3); FREN1002 (3-0-3)**

and/or

SPAN 1001 (3-0-3); SPAN 1002 (3-0-3)**

**1001-1002 must be taken if a student has not completed two years of foreign language study in the same language – that is, if he or she has a deficiency in foreign language noted on high school transcript. Some schools in the University System require the completion of 1002 as well. If a student has had two years of foreign language in the same language, he or she may be exempted from 1001 and/or 1002 by departmental exam. Up to six hours of exemption may be granted if a student is not a native speaker of that language. 1001 and 1002 are prerequisites to 2001 and may not carry graduation credit at some University System institutions.

Choose three to six hours from the

following: FREN 2001 Intermediate French I (3-0-3)

FREN 2002 Intermediate French II (3-0-3)*

SPAN 2001 Intermediate Spanish I (3-0-3)

SPAN 2002 Intermediate Spanish II (3-0-3)*

*** Three hours may be taken in Area C**

Note: Student pursuing the Foreign Language Pathway are encouraged to double-major at their senior institution and to complete at least through 2002 in the selected language at the two-year institution.

Choose courses from the following to complete the 18-hour Area F requirement:

ARTS 1111 Art History to the Renaissance (3-0-3)

ARTS 1112 Art History, Renaissance to the Present (3-0-3)

ARTS 1113 Art Appreciation (3-0-3)

COMM 1100 Human Communication (3-0-3)

ENGL 2111 World Literature I (3-0-3)

ENGL 2112 World Literature II (3-0-3)

ENGL 2116 Creative Writing (3-0-3)

ENGL 2117 Advanced Creative Writing (3-0-3)

ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature (3-0-3)
ENGL 2133 African American Literature (3-0-3)
GEOG 1101 Introduction to Human Geography (3-0-3)
HIST 1111 World Civilization to 1500 (3-0-3)
HIST 1112 World Civilization since 1500 (3-0-3)
HIST 1121 Western Civilization I (3-0-3)
HIST 1122 Western Civilization II (3-0-3)
HIST 2111 American History I (3-0-3)
HIST 2112 American History II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
POLS 2301 Introduction to Comparative Politics (3-0-3)
POLS 2401 Global Issues (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SOCI 1101 Introduction to Sociology (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Science Degree

General Studies Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following mathematics courses or one for which one of these is a prerequisite:	
MATH 1001 Quantitative Skills Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts **6 hours**

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
MUSC 1120 Fundamentals of Music (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology **10-11 hours**

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)

BIOL 1020 Plants, Society, and the Environment (3-0-3)
 BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)
 HIST 1112: World Civilization since 1500 (3-0-3)
 HIST 1121: Western Civilization I (3-0-3)
 HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)
 HIST 2112: American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
HIST 2111 American History I (3-0-3)
HIST 2112 American History II (3-0-3)
HIST 2154 Minorities in United States History (3-0-3)
POLS 2401 Global Issues (3-0-3)
POLS 2501 Domestic Issues (3-0-3)
PSYC 1101 Introduction to General Psychology (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SOC1 1101 Introduction to Sociology (3-0-3)
SOC1 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Choose Eighteen hours from the following:

Any transfer course in the catalog that has been approved for Areas B through F in a pathway but is not used to satisfy requirements in an area.

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

 Division: Natural Sciences and Physical Education

	Credit Hours
A. Essential Skills Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 1113 Precalculus (3-0-3) or a course for which this course is a prerequisite.	9 hours
B. Institutional Options Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) <i>Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.</i>	4-5 hours
C. Humanities/Fine Arts Required: One three-hour literature survey course from: ENGL 2111 World Literature I (3-0-3)	6 hours

ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History: Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Science/Mathematics Pathways:

Choose a two-course science sequence from the

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
 CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II*

*** Strongly recommended**

PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I & II
 PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I & II

Required:

MATH 2261 Calculus I (4-0-4)

Note: Students in science/mathematics pathways should consult an adviser to coordinate Area D course selection with Area F requirements. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

GEOL 1121K: Physical Geology (3-3-4)

GEOL 1122K: Historical Geology (3-3-4)

Area D excess (2)

Choose eight hours from the following:

CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II*

***Required if not taken in Area D**

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II

CHEM 2401K Fundamental Organic Chemistry (3-3-4)

MATH 2262 Calculus II (4-0-4)

PHYS 1111K (3-3-4), PHYS 1112K (3-3-4) Introductory Physics I & II

PHYS 2211K (3-3-4), PHYS 2212K (3-3-4) Principles of Physics I & II

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Science Degree

Health Information Management Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following courses or a mathematics course for which one of these is a prerequisite:	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111: Art History to the Renaissance (3-0-3)
ARTS 1112: Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 or 2002 Intermediate French I & II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 or 2002 Intermediate Spanish I & II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Health Professions Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)
BIOL 2107K Principles of Biology I (3-3-4)
BIOL 2108K Principles of Biology II (3-3-4)

BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)* *Strongly recommended*
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus I (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)
HIST 2154 Minorities in United States History (3-0-3)
POLS 2401 Global Issues (3-0-3)
POLS 2501 Domestic Issues (3-0-3)
PSYC 1101 Introduction to General Psychology (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SOCL 1101 Introduction to Sociology (3-0-3)
SOCL 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

BIOL 2121K Human Anatomy and Physiology I (3-3-4)
BIOL 2122K Human Anatomy and Physiology II (3-3-4)
ACCT 2101 Principles of Accounting I (3-0-3)
BUSA 2205 Fundamentals of Computer Application (3-0-3)

Choose four hours from the following courses:

ACCT 2102 Principles of Accounting (3-0-3)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 2182 Bioethics (2-0-2)
BUSA 2105 Communicating in the Business Environment (3-0-3)
PSYC 1101 Introduction to Psychology (3-0-3)
SOCL 1101 Introduction to Sociology (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
Additional 2 credit hours of physical education are also required.

Associate of Science

Health Professions Pathway

Division: Natural Sciences and Physical Education

	Credit Hours
A. Essential Skills	9
hours	
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
C. Humanities/Fine Arts	6 hours
Required:	
One three-hour literature survey course:	
ENGL 2111 World Literature I (3-0-3)	
ENGL 2112 World Literature II (3-0-3)	
ENGL 2121 British Literature I (3-0-3)	
ENGL 2122 British Literature II (3-0-3)	
ENGL 2131 American Literature I (3-0-3)	
ENGL 2132 American Literature II (3-0-3)	
ENGL 2133 African-American Literature (3-0-3)	
ENGL 2135 Latino Literature (3-0-3)	
Choose one three-hour course:	
ARTS 1111 Art History to the Renaissance (3-0-3)	
ARTS 1112 Art History, Renaissance to the Present (3-0-3)	

ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Note: Students in Health professions pathway should consult an advisor to coordinate Area D course selections.

Choose a two-course science sequence from the following:

BIOL 2107K and BIOL 2108K Principles of Biology I & II (3-3-4)

CHEM 1211K and CHEM 1212K Principles of Chemistry I & II (3-3-4)

***Strongly Recommended**

PHYS 1111K and PHYS 1112K Introductory Physics I & II (3-3-4)

PHYS 2211K and PHYS 2212K Principles of Physics I & II (3-3-4)

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)

MATH 2200 Elementary Statistics (3-0-3)

MATH 2040 Applied Calculus (3-0-3)

MATH 2261 Calculus I (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3) * **RECOMMENDED**

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Program of Study

18 hours

Required:

BIOL 2121K Human Anatomy and Physiology I (3-2-4)

Choose from the following as necessary to complete eighteen hours:

Note: Students in Health professions pathway should consult an advisor to coordinate Area F course selections.

BIOL 2107K Principles of Biology I (3-3-4)

BIOL 2108K Principles of Biology II (3-3-4)

BIOL 2122K Human Anatomy and Physiology II (3-2-4)

BIOL 2161K Introduction to Medical Microbiology (3-3-4)

BIOL 2182 Bioethics (2-0-2)

CHEM 1211K Principles of Chemistry I (3-3-4) (if not taken in Area D)

CHEM 1212K Principles of Chemistry II (3-3-4)

CHEM 2401K Fundamentals of Organic Chemistry I (3-3-4)

MATH 2200 Statistics (3-0-3)

PHYS 1111K Introductory Physics I (3-3-4)

PHYS 1112K Introductory Physics II (3-3-4)

PHYS 2111K Principles of Physics I (3-3-4)

PHYS 2112K Principles of Physics II (3-3-4)

PSYC 2165 Abnormal Psychology (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3) (if not taken in Area E)

PSYC 2103 Introduction to Human Development (3-0-3)

SOCI 1101 Introductory Sociology (3-0-3) (if not taken in Area E)
Area D Excess (1-2)

**Institutional Requirements Outside the Core (Required for Graduation
in Transfer Degree Programs)**

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Arts Degree

History Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

Three hours of western/world history:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Three hours of American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Six hours foreign language:

FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 SPAN 1002 Elementary Spanish (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)

Choose six hours of electives from the following:

ECON 2105 Introduction to Macroeconomics (3-0-3)
 ECON 2106 Introduction to Microeconomics (3-0-3)
 GEOG 1101 Introduction to Human Geography (3-0-3)
 HIST 2154 Minorities in American History (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 POLS 2301 Introduction to Comparative Politics (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 POLS 2222 Issues in Political Science (2-0-2)
 PSYC 1101 Introduction to Psychology (3-0-3)
 PSYC 2103 Introduction to Human Development (3-0-3)
 PSYC 2135 Psychology of Gender (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)
 SOCI 2293 Introduction to Marriage and the Family (3-0-3)

**Institutional Requirements Outside the Core (Required for Graduation
in Transfer Degree Programs)**

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Arts Degree

Journalism Pathway

Division: Humanities

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) Choose one of the following or a mathematics course for which one of these is a prerequisite: MATH 1001 Quantitative Reasoning (3-0-3) MATH 1111 College Algebra (3-0-3) MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathway need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts **6 hours**

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course from:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology **10-11 hours**

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)
Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)
 HIST 1112: World Civilization since 1500 (3-0-3)
 HIST 1121: Western Civilization I (3-0-3)
 HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)
 HIST 2112: American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111: World Civilization to 1500 (3-0-3)
 HIST 1112: World Civilization since 1500 (3-0-3)
 HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)
 HIST 2111: American History I (3-0-3)
 HIST 2112: American History II (3-0-3)
 HIST 2154: Minorities in United States History (3-0-3)
 POLS 2401: Global Issues (3-0-3)
 POLS 2501: Domestic Issues (3-0-3)
 PSYC 1101: Introduction to General Psychology (3-0-3)
 RELI 1116: Introduction to Religion (3-0-3)
 SOCI 1101: Introduction to Sociology (3-0-3)
 SOCI 1160: Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

Choose three hours in written and oral expression:

ENGL 2116 Creative Writing (3-0-3)
 ENGL 2151 Communicating in the Business Environment (3-0-3)
 COMM 1100 Human Communication (3-0-3)

Choose six hours in foreign language:

FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)

**** Note: Spanish 1001 may not meet degree requirements at some University System of Georgia institutions; additional foreign language courses may be required.**

Choose three hours in media literacy and computer

literacy: BUSA 2205 Fundamentals of Computer Applications (3-0-3) COMM 2230 Introduction to Mass Media (3-0-3)

JOUR 1125 Mass Communication Practicum (1-2-1) **May be repeated for credit*

Choose six elective hours from the following options:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History: Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ARTS 1010 Drawing I (0-6-3)
 ARTS 1011 Drawing II (3-0-3)
 BUSA 2106 The Environment of Business (3-0-3)
 COMM 1100 Human Communication (3-0-3)
 COMM 2230 Introduction to Mass Media (3-0-3)
 CRJU 1100 Introduction to Criminal Justice (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 ECON 2106 Principles of Microeconomics (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)

ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2116 Creative Writing (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
ENGL 2151 Communicating in the Business Environment (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
GEOG 1101 Introduction to Human Geography (3-0-3)
HIST 1111 World Civilization to 1500 (3-0-3)
HIST 1112 World Civilization since 1500 (3-0-3)
HIST 1121 Western Civilization I (3-0-3)
HIST 1122 Western Civilization II (3-0-3)
HIST 2111 American History I (3-0-3)
HIST 2112 American History II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
JOUR 1125 Mass Communication Practicum (1-2-1) **May be repeated for credit*
MATH 2200 Elementary Statistics (3-0-3)
MUSI 1100 Music Appreciation (3-0-3)
POLS 2301 Introduction to Comparative Politics (3-0-3)
POLS 2401 Global Issues (3-0-3)
PSYC 1101 Introduction to Psychology (3-0-3)
PSYC 2103 Introduction to Human Development (3-0-3)
PSYC 2135 Psychology of Gender (3-0-3)
PSYC 2165 Abnormal Psychology (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SOCI 1101 Introduction to Sociology (3-0-3)
SOCI 1160 Introduction to Social Problems (3-0-3)
SOCI 2130 Group Process (3-0-3)
SPAN 2002 Intermediate Spanish (3-0-3)
THEA1100 Theatre Appreciation (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Science Degree

Mathematics Pathway

Division: Mathematics

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 1113 Precalculus (3-0-3) or a mathematics course for which this is a prerequisite.	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) <i>Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.</i>	
C. Humanities/Fine Arts	6 hours
Required: One three-hour literature survey course: ENGL 2111 World Literature I (3-0-3)	

ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II, (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History: Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics and Technology 10-11 hours

Science/Mathematics Pathways

Choose a two-course science sequence from the

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
 CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II
 PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I & II
 PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I & II

Required:

MATH 2261 Calculus I (4-0-4)

Note: Students in science/mathematics pathways should consult an adviser to coordinate Area D course selection with Area F requirements. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

MATH 2262 Calculus II (4-0-4)

MATH 2263 Calculus III (4-0-4)

Area D excess (2)

Choose eight hours electives from the following:

CSCI 1301 Computer Science I (4-0-4)

CSCI 1302 Computer Science II (4-0-4)

MATH 2280 Discrete Mathematics (3-0-3)

MATH 2285 Linear Algebra (3-0-3)

MATH 2310 Differential Equations (4-0-4)

PHYS 2211K Principles of Physics I (3-3-4)

PHYS 2212K Principles of Physics II (3-3-4)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Arts Degree

Music Pathway

Division: Humanities

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts

6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)

BIOL 1020 Plants, Society, and the Environment (3-0-3)
 BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)
 HIST 1112: World Civilization since 1500 (3-0-3)
 HIST 1121: Western Civilization I (3-0-3)
 HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)
 HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

MUSC 1121 Music Theory I (3-0-3)
 MUSC 1122 Music Theory II (3-0-3)
 MUSC 1221 Music Theory III (3-0-3)
 MUSC 1131 Aural Skills (0-2-1)
 MUSC 1111 Applied Music Instruction (1-0-1)

MUSC 1112 Applied Music Instruction (1-0-1)
 MUSC 2111 Applied Music Instruction (1-0-1)
 MUSC 2112 Applied Music Instruction (1-0-1)
 MUSC 1140 Music Ensemble (3-0-1)*

**students must take four sections of MUSC1140, for a total of four hours credit*

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are also required.

Any course taken to satisfy an Area C requirement cannot also be used to satisfy an Area F requirement.

Associate of Arts Degree

Music Business Pathway

Division: Humanities

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathway need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)

HIST 1121: Western Civilization I (3-0-3)

HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)

HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

MUSC 1121 Music Theory I (3-0-3)
 MUSC 1122 Music Theory II (3-0-3)
 MUSC 1111 Applied Music Instruction (1-0-1)
 MUSC 1112 Applied Music Instruction (1-0-1)
 MUSC 2111 Applied Music Instruction (1-0-1)
 MUSC 2112 Applied Music Instruction (1-0-1)

MUSC1140 1140 Music Ensemble (3-0-1)*

**students must take two sections of MUSC1140, for a total of two hours credit*

ACCT 2101 Principles of Accounting (3-0-3)

ECON 2106 Microeconomics (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Any course taken to satisfy an Area C requirement cannot also be used to satisfy an Area F requirement.

Associate of Arts Degree

Philosophy Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to Pathway 18 hours

Required:

6 hours in Philosophy

PHIL 2010 Introduction to Philosophy (3-0-3)
 PHIL 2020 Introduction to Logic and Critical Thinking (3-0-

Choose three hours in Social Sciences:

Three hours in any transferable Area E course beyond those necessary to meet the requirements of Area E.

Electives:

Three electives (minimum of 3 credit hours each).

Electives may be any transferable course in Area C-E beyond those necessary to meet the requirements of those areas.

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health 1-2-2)

Additional two credit hours of physical education are also required.

Associate of Science Degree

Physics Pathway

Division: Natural Sciences and Physical Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) MATH 1113 Precalculus (3-0-3) or a mathematics course for which this course is a prerequisite.	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) <i>Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.</i>	
C. Humanities/Fine Arts	6 hours
Required: One three-hour literature survey course: ENGL 2111 World Literature I (3-0-3)	

ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History, Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African-American Literature (3-0-3)
 ENGL 2135 Latino Literature (3-0-3)
 FREN 1001 Elementary French I (3-0-3)
 FREN 1002 Elementary French II (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SPAN 1001 Elementary Spanish I (3-0-3)
 SPAN 1002 Elementary Spanish II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
 THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours
Science/Mathematics Pathways

Choose a two-course science sequence from the

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
 CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II*

*** Strongly recommended**

PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I & II
 PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I & II

Required:

MATH 2261 Calculus I (4-0-4)

Note: Students in science/mathematics pathways should consult an adviser to

coordinate Area D course selection with Area F requirements. In some pathways, students who accumulate excess hours in Area D may apply one to two hours to Area F.

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

MATH 2262 Calculus II (4-0-4)

PHYS 2211K and PHYS 2212K (3-3-4) Principles of Physics I & II
Area D excess (2)

Choose one course from those below:

MATH 2263 Calculus III (4-0-4)

CSCI 1301 Computer Science I (4-0-4)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

Associate of Arts Degree

Political Science Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts **6 hours**

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology **10-11 hours**

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Area F in Political Science consists of 18 semester hours of lower-division (1000/2000 level) courses related to the political science pathway and/or prerequisite to courses required in the pathway.

Social Science Foundation Courses (12-18 hours maximum):

Students must choose four to six courses from the following, depending on whether the foreign language option is chosen below:

ECON 2105 Principles of Macroeconomics (3-0-3)
 ECON 2106 Principles of Microeconomics (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 POLS 2301 Introduction to Comparative Politics (3-0-3)
 POLS 2401 Introduction to Global Issues (3-0-3)
 POLS 2501 Introduction to Domestic Issues (3-0-3)
 PSYC 1101 Introduction to Psychology (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)

Foreign language option (0-6 hours maximum):

Students may choose up to two of the following courses:

FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)

**Institutional Requirements Outside the Core (Required for Graduation
in Transfer Degree Programs)**

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional 2 credit hours of physical education are also required.

Associate of Arts Degree

Psychology Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours

Required:

PSYC 1101 Introduction to General Psychology (3-0-3)
 PSYC 2210 Careers in Psychology (2-0-2)
 PSYC 2300 Research Methods in Psychology (3-2-4)

Choose three additional hours of PSYC courses from those specified below:

PSYC 2103 Introduction to Human Development (3-0-3)
 PSYC 2126 Introduction to Applied Psychology (3-0-3)
 PSYC 2128 Introduction to Theories of Personality (3-0-3)
 PSYC 2135 Psychology of Gender (3-0-3)
 PSYC 2145 Psychology of Death and Dying (3-0-3)
 PSYC 2165 Abnormal Psychology (3-0-3)
 PSYC 2258 Psychology of Adjustment (3-0-3)

Choose six hours of guided electives from the disciplines listed below:

Spanish, Sociology, Philosophy, Biological Science, Chemistry, Religion, and Criminal Justice

Students may take either PSYC 2145 or SOCI 2145; only one will count for Area F.

If a course was used to meet requirements of Areas B -E, it may not be used to meet the requirements of Area F.

For Area F: The minimum number of hours that must be earned from Psychology courses, including Psychology 1101, is 9 hours. The maximum number of hours that can be earned from Psychology courses, including Psychology 1101, is 12 hours.

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are also required.

Associate of Arts Degree

Sociology Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-03) ENGL 1102 English Composition II (3-0-3) Choose one of the following or a mathematics course for which one of these is a prerequisite: MATH 1001 Quantitative Reasoning (3-0-3) MATH 1111 College Algebra (3-0-3) MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (Variable 2-3) <i>This requirement is satisfied for students who are in the:</i> <i>Business pathway completing BUSA 2105 in Area F</i> <i>English pathway completing ENGL 2151 in Area F</i> <i>Foreign Languages pathway completing COMM 1100 in Area F</i> <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i> <i>Health Information Management pathway completing BUSA 2105 in Area F</i> <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i> <i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts

6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 Hours

Required:

SOCI 1101 Introductory Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)
 SOCI 2293 Introduction to Marriage and the Family (3-0-3)

Choose three electives from the following:

CRJU 1100 Introduction to Criminal Justice (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 ECON 2106 Principles of Microeconomics (3-0-3)
 FREN2001 Intermediate French I (3-0-3)
 FREN2002 Intermediate French II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3) **strongly recommended*
 PHIL 2010 Introduction to Philosophy (3-0-3) **strongly recommended*
 POLS 2301 Introduction to Comparative Politics (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to Psychology (3-0-3)
 PSYC 2103 Introduction to Human Development (3-0-3)
 PSYC 2135 Psychology of Gender (3-0-3)
 SOCI 1110 Introduction to Social Services (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are also required.

Associate of Science Degree

Teacher Education Early Childhood Education Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3) <i>*Recommended</i>	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)
BIOL 2107K Principles of Biology I (3-3-4)

BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3) **Recommended*
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)
HIST 2112 American History II (3-0-3)
HIST 2154 Minorities in United States History (3-0-3)
POLS 2401 Global Issues (3-0-3)
POLS 2501 Domestic Issues (3-0-3)
PSYC 1101 Introduction to General Psychology (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SOCI 1101 Introduction to Sociology (3-0-3)
SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway **18 hours**
Early Childhood Education

Required:

EDUC 2110 Investigating Critical and Contemporary Issues in Education (3-0-3)
EDUC 2120 Exploring Socio-Cultural Perspectives on Diversity in
Educational Contexts (3-0-3)
EDUC 2130 Exploring Learning and Teaching (3-0-3)
ISCI 2001 Life Science/Earth Science (2-2-3)
ISCI 2002 Physical Science (2-2-3)
MATH 2008 Foundations of Numbers and Operations (3-0-3)

**Institutional Requirements Outside the Core (Required for Graduation in
Transfer Degree Programs)**

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
Additional two credit hours of physical education are required.

Associate of Science Degree

Teacher Education Middle Grades Education Pathway (Non-STEM Concentrations)

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required: ENGL 1101 English Composition I (3-0-3) ENGL 1102 English Composition II (3-0-3) Choose one of the following or a mathematics course for which one of these is a prerequisite: MATH 1001 Quantitative Reasoning (3-0-3) MATH 1111 College Algebra (3-0-3) MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required: COMM 1100 Human Communication (3-0-3) OR COMM 1110 Public Speaking (variable 2-3) <i>This requirement is satisfied for students who are Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i> Choose from the following courses as necessary to complete a total of two courses in Area B: GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2) GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2) GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2) GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2) IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2) <i>Note: Most students in non-STEM concentrations need five credit hours in Area B. Students should consult their advisers to discuss which courses are their best options.</i>	
C. Humanities/Fine Arts	6 hours
Required: One three-hour literature survey course: ENGL 2111 World Literature I (3-0-3) ENGL 2112 World Literature II (3-0-3) ENGL 2121 British Literature I (3-0-3) ENGL 2122 British Literature II (3-0-3) ENGL 2131 American Literature I (3-0-3)	

ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)
BIOL 2107K Principles of Biology I (3-3-4)
BIOL 2108K Principles of Biology II (3-3-4)
BIOL 2151K Invertebrate Zoology (3-3-4)
BIOL 2152K Introduction to Field Studies (3-3-4)
BIOL 2153K Botany (3-3-4)
BIOL 2154K General Zoology (3-3-4)
BIOL 2190 Principles of Nutrition (3-0-3)
CHEM 1151K Survey of Chemistry I (3-3-4)
CHEM 1152K Survey of Chemistry II (3-3-4)

CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

- F. Courses Related to the Pathway** **18 hours**
Middle Grades Education
Required:
 EDUC 2110 Investigating Critical and Contemporary Issues
 Education (3-0-3)
 EDUC 2120 Exploring Socio-Cultural Perspectives on
 Diversity in Educational Contexts (3-0-3)
 EDUC 2130 Exploring Learning and Teaching (3-0-3)
**Identify two teaching areas (language arts, science, math, social
 studies). Choose nine hours of course work to complete Area F
 requirements. No more than two courses should be selected from any
 of the following groupings:**
- Sciences:**
 ASTR 1010K Astronomy of the Solar System (3-3-4)
 ASTR 1020K Stellar and Galactic Astronomy /lab (3-3-4)
 BIOL 1010K Introductory Biology (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
- Language Arts:**
 ENGL 2010 Humanities in Drama (3-0-3)
 ENGL 2111 World Literature I (3-0-3)
 ENGL 2112 World Literature II (3-0-3)
 ENGL 2116 Creative Writing I (3-0-3)
 ENGL 2117 Creative Writing II (3-0-3)
 ENGL 2121 British Literature I (3-0-3)
 ENGL 2122 British Literature II (3-0-3)
 ENGL 2131 American Literature I (3-0-3)
 ENGL 2132 American Literature II (3-0-3)
 ENGL 2133 African American Literature (3-0-3)
 ENGL 2151 Communicating in the Business Environment (3-0-3)
 FREN 2001 Intermediate French I (3-0-3)
 FREN 2002 Intermediate French II (3-0-3)
 SPAN 2001 Intermediate Spanish I (3-0-3)
 SPAN 2002 Intermediate Spanish II (3-0-3)
- Mathematics:**
 MATH 1113 Precalculus (3-0-3)

MATH 2200 Elementary Statistics (3-0-3)

MATH 2040 Applied Calculus (3-0-3)

MATH 2261 Calculus I (4-0-4)

MATH 2262 Calculus II (4-0-4)

MATH 2263 Calculus III (4-0-4)

Social Sciences:

GEOG 1101 Introduction to Human Geography (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization Since 1500 (3-0-3)

HIST 1121 Western World Civilization I (3-0-3)

HIST 1122 Western World Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2301 Introduction to Comparative Politics (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are required.

Associate of Science Degree

Teacher Education Middle Grades Education Pathway (STEM Concentrations)

Division: Social Sciences, Business, and Education

- | | | Credit Hours |
|-----------|--|------------------|
| A. | Essential Skills
Required:
ENGL 1101 English Composition I (3-0-3)
ENGL 1102 English Composition II (3-0-3)
Choose one of the following or a mathematics course for which one of these is a prerequisite:
MATH 1001 Quantitative Reasoning (3-0-3)
MATH 1111 College Algebra (3-0-3)
MATH 1113 Precalculus (3-0-3) | 9 hours |
| B. | Institutional Options
Two courses must be completed in Area B.
Required:
COMM 1100 Human Communication (3-0-3) OR
COMM 1110 Public Speaking (variable 2-3)
<i>This requirement is satisfied for students who are Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>

Choose from the following courses as necessary to complete a total of two courses in Area B:
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)
IDIS 1100 Social & Cultural Issues (2-0-2)
IDIS 1101 Social & Cultural Issues (3-0-3)
NSCI 1100 Science in Today's World (2-0-2)
<i>Note: Most students in non-STEM concentrations need five credit hours in Area B. Students should consult their advisers to discuss which courses are their best options.</i> | 4-5 hours |
| C. | Humanities/Fine Arts
Required:
One three-hour literature survey course:
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3) | 6 hours |

ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology **10-11 hours**

Choose one of the following science sequences:

BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II
PHYS 1111K (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics I & II
PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics I & II

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3) ****Strongly Recommended for Mathematics Concentration***
MATH 2200 Elementary Statistics (3-0-3)
MATH 2040 Applied Calculus (3-0-3)
MATH 2261 Calculus (4-0-4)

E. Social Sciences 12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)

SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Program of Study 18 hours

Middle Grades Education (Program Code: 1322)

Required:

EDUC 2110 Investigating Critical and Contemporary Issues
Education (3-0-3)

EDUC 2120 Exploring Socio-Cultural Perspectives on
Diversity in Educational Contexts (3-0-3)

EDUC 2130 Exploring Learning and Teaching (3-0-3)

Identify two teaching areas (language arts, science, math, social studies). Choose nine hours of course work to complete Area F requirements. No more than two courses should be selected from any of the following groupings:

Sciences:

ASTR 1010K Astronomy of the Solar System (3-3-4)

ASTR 1020K Stellar and Galactic Astronomy /lab (3-3-4)

BIOL 1010K Introductory Biology (3-3-4)

BIOL 2151K Invertebrate Zoology (3-3-4)

BIOL 2152K Introduction to Field Studies (3-3-4)

BIOL 2153K Botany (3-3-4)
BIOL 2154K General Zoology (3-3-4)
BIOL 2190 Nutrition (3-0-3)
CHEM 1151K Survey of Chemistry I (3-3-4)
CHEM 1152K Survey of Chemistry II (3-3-4)
GEOL 1121K Physical Geology (3-3-4)
GEOL 1122K Historical Geology (3-3-4)
PHYS 1111K Introductory Physics I (3-3-4)
PHYS 1112K Introductory Physics II (3-3-4)

Language Arts:

ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2116 Creative Writing I (3-0-3)
ENGL 2117 Creative Writing II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African American Literature (3-0-3)
ENGL 2151 Communicating in the Business Environment (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)

Mathematics:

MATH 1113 Precalculus (3-0-3) **Required if not taken in Areas A or D*
MATH 2200 Elementary Statistics (3-0-3)
MATH 2040 Applied Calculus (3-0-3)
MATH 2261 Calculus I (4-0-4)
MATH 2262 Calculus II (4-0-4)
MATH 2263 Calculus III (4-0-4)

** Students concentrating in mathematics for Middle Grades Education are required to complete MATH 1113 as part of the core curriculum. MATH 1113 can be used to satisfy requirements in Area A, D or F.*

Social Sciences:

GEOG 1101 Introduction to Human Geography (3-0-3)
HIST 1111 World Civilization to 1500 (3-0-3)
HIST 1112 World Civilization Since 1500 (3-0-3)
HIST 1121 Western World Civilization I (3-0-3)
HIST 1122 Western World Civilization II (3-0-3)
HIST 2111 American History I (3-0-3)
HIST 2112 American History II (3-0-3)
HIST 2154 Minorities in United States History (3-0-3)
POLS 2301 Introduction to Comparative Politics (3-0-3)
POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Degree Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are required.

Associate of Science Degree

Teacher Education Physical Education Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3) <i>*Recommended</i>	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism majors completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts 6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3) **Recommended*
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours
Physical Education

Required:

BIOL2121K Human Anatomy and Physiology I (3-2-4) **and**
 BIOL 2122K Human Anatomy and Physiology II (3-2-4)
 EDUC 2110 Investigating Critical and Contemporary Issues in Education (3-0-3)
 EDUC 2120 Exploring Socio-Cultural Perspectives on Diversity in
 Educational Contexts (3-0-3)
 EDUC 2130 Exploring Learning and Teaching (3-0-3)

Choose a PHED elective to complete eighteen hours.

**Institutional Requirements Outside the Core (Required for Graduation in
 Transfer Degree Programs)**

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are required.

Associate of Science Degree

Teacher Education Special Education Pathway

Division: Social Sciences, Business, and Education

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3) <i>*Recommended</i>	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
<i>This requirement is satisfied for students who are in the:</i>	
<i>Business pathway completing BUSA 2105 in Area F</i>	
<i>English pathway completing ENGL 2151 in Area F</i>	
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>	
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>	
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>	
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>	
<i>Teacher Education (Middle Grades Education) pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (2-0-2)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (2-0-2)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (2-0-2)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (2-0-2)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical pathways need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	

C. Humanities/Fine Arts

6 hours

Required:

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Non-Science/Non-Mathematics Pathways

Choose two of the following courses: At least one of the two must be a lab

ASTR 1000 Introduction to the Universe (3-0-3)
ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab
Choose one of the following courses:
 MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3) **Recommended*
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Pathway 18 hours
Special Education

Required:

EDUC 2110 Investigating Critical and Contemporary Issues in
 Education (3-0-3)
 EDUC 2120 Exploring Socio-Cultural Perspectives on Diversity in
 Educational Contexts (3-0-3)
 EDUC 2130 Exploring Learning and Teaching (3-0-3)
 MATH 2008 Foundations of Numbers and Operations (3-0-3)

Choose any six hours of course work from areas C, D and E of the core curriculum to complete Area F requirements.

**Institutional Requirements Outside the Core (Required for Graduation in
 Transfer Degree Programs)**

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are required.

**TEACHER EDUCATION
SECONDARY EDUCATION PATHWAY**

Students desiring to teach at the secondary level should complete the pathway in the discipline in which they plan to teach (e.g., English, Foreign Language, Biology, Chemistry, Mathematics, History).

Additionally, students are strongly encouraged to complete the following courses which are required by colleges within the University System of Georgia:

EDUC 2110

EDUC 2120

EDUC 2130



CAREER DEGREE PROGRAMS

CAREER DEGREE PROGRAMS

Career degree programs are programs of study that prepare students for employment upon graduation. Most programs can be finished in two years. Program completion leads to the Associate of Applied Science degree or to the Associate of Science degree in specific health areas. There are two baccalaureate career programs – the RN-BSN Registered Nurse to Bachelor of Science in Nursing and the BSDH Bachelor of Science in Dental Hygiene.

Each career program contains a core of general education courses and a block of career preparation courses. All students should work closely with their advisors in the selection of courses within the programs of study that are most applicable to their career interests and further educational aspirations.

Students entering the college in career degree programs are required to graduate from the designated program before they will be allowed to change to a transfer program of study. Exceptions may be made if the student met admissions criteria for transfer degree programs at the time of original enrollment at the college.

PROGRAMS OF STUDY

Georgia Highlands College offers programs leading to the **Associate of Science** degree in the following health-related areas:

- ☐ Dental Hygiene
- ☐ Human Services
- ☐ Nursing (RN)

The **Bachelor of Science** degree is offered in the following areas:

- ☐ Nursing (BSN)
- ☐ Dental Hygiene (BSDH)

The **Bachelor of Business Administration** degree is offered in the following areas:

- ☐ Healthcare Management (BBA)
- ☐ Logistics and Supply Chain Management (BBA)

Healthcare Management

Bachelor of Business Administration

Division: Social Sciences, Business and Education

The BBA in Healthcare Management is a 4-year Bachelor Degree that offers students the foundational knowledge and practical skills that are essential for a demanding and rapidly changing healthcare industry. The BBA in Healthcare Management will prepare students to have careers in areas such as Hospital Administration, Clinic Administration, Health Information Management, Nursing Management, and Rehabilitation Administration. The program will build on the Associates of Science in Business Administration pathway already established at GHC. Therefore, the lower division courses required by the proposed degree, and of all BBA students, are already in place. Students who have not earned such a degree must complete 50 transferable hours including the Core and General Education requirements mentioned above.

Criteria for Admissions

The BBA Program is a competitive program with a limited number of seats. Admission to the BBA program is a three-step process – (I) admission to the college, (II) submission and acceptance of the required documentation and (III) acceptance into the BBA program.

I. Admission to Georgia Highlands College

Submit the following materials to the Admissions office:

- A. Completed Georgia Highlands College application or application for readmission.
- B. If applying for initial admission to GHC, must submit a \$30 non-refundable application fee made out to Georgia Highlands College, a copy of your high- school transcript and official transcripts from any college(s) previously attended.
- C. If applying for readmission, you must submit official transcripts from any college(s) you attended since last attending GHC.

II. Submission and Approval of Required Documentation

Submit the following documents prior to application deadline

- A. BBA program Application – (available online during application period only)
- B. All official transcripts from other Colleges must be submitted to GHC Admissions Office prior to the application deadline.

III. Acceptance to the BBA Program

Acceptance is based on completed application requirements, cumulative GPA, and strong academic performance in pre-admission courses.

Applicants must:

- A. Must be fully admitted to Georgia Highlands College (see GHC admissions requirements at highlands.edu)
- B. Have a minimum of 50 hours in Area A-F, including all Area F courses and MATH 2200
- C. Have a grade of C or better in all required Area F courses and MATH 2200
- D. Have an overall GPA of 2.5 or better
- E. Have a minimum GPA of 2.8 in Area F courses (<http://www.calculator.net/gpa-calculator.html>)

BACHELOR OF BUSINESS ADMINISTRATION Healthcare Management Curriculum

Students seeking admissions into the BBA program will be required to complete a minimum of 50 credit hours in the Business Administration pathway (*Area A-F, including all Area F courses and Math 2200*) prior to beginning BBA courses.

- | | | Credit Hours |
|-----------|---|------------------|
| A. | Essential Skills
Required:
ENGL 1101 English Composition I (3-0-3)
ENGL 1102 English Composition II (3-0-3)
Choose one of the following or a mathematics course for which one of the following is a prerequisite:
MATH 1001 Quantitative Reasoning (3-0-3)
MATH 1111 College Algebra (3-0-3) <i>*STRONGLY RECOMMENDED</i>
MATH 1113 Precalculus (3-0-3)
<i>Note: It is strongly recommended that students take MATH 1111 or higher in Area A for the Bachelor of Business Administration Program</i> | 9hours |
| B. | Institutional Options
Two courses must be completed in Area B.
Required:
COMM 1100 Human Communication (3-0-3) OR
COMM 1110 Public Speaking (variable 2-3)
<i>This requirement is satisfied for students who are in the:</i>
<i>Business pathway completing BUSA 2105 in Area F</i>
<i>English pathway completing ENGL 2151 in Area F</i>
<i>Foreign Languages pathway completing COMM 1100 in Area F</i>
<i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>
<i>Health Information Management pathway completing BUSA 2105 in Area F</i>
<i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>
<i>Teacher Education (Middle Grades Education) Pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>
Choose from the following courses as necessary to complete a total of two courses in Area B:
GHHU 2901 Georgia Highlands College Humanities-Special Topics (Variable Credit)
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (Variable Credit)
GHSC 2901 Georgia Highlands College Sciences-Special Topics (Variable Credit)
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (Variable Credit)
IDIS 1100 Social & Cultural Issues (2-0-2)
IDIS 1101 Social & Cultural Issues (3-0-3)
NSCI 1100 Science in Today's World (2-0-2)

<i>Note: Most students in scientific/technical majors need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.</i> | 4-5 hours |

C. Humanities/Fine Arts **6 hours**
Required

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology **10-11 hours**
Non-Science/Non-Mathematics Majors

Choose two of the following science courses: At least one of the two must be a lab

ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)
BIOL 1010K Introductory Biology (3-3-4)
BIOL 1020 Plants, Society, and the Environment (3-0-3)
BIOL 2107K Principles of Biology I (3-3-4)

BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

NOTE: MATH 2200 REQUIRED FOR BACHELOR OF BUSINESS ADMINISTRATION

E. Social Sciences

Required:

12 hours

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)
 HIST 1112: World Civilization since 1500 (3-0-3)
 HIST 1121: Western Civilization I (3-0-3)
 HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)
 HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)
 HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Program of Study 18 hours

Required:

ECON 2105 Principles of Macroeconomics (3-0-3)
 ECON 2106 Principles of Microeconomics (3-0-3)
 ACCT 2101 Principles of Accounting I (3-0-3)
 ACCT 2102 Principles of Accounting II (3-0-3)
 BUSA 2106 The Environment of Business (3-0-3)
 BUSA 2205 Fundamentals of Computer Applications (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)
 Additional two credit hours of physical education are also required.

To be eligible for 3000 and 4000 level courses, students must be fully admitted to GHC with a current status and must have received acceptance into the BBA Program (see BBA admissions)

BBA Major Courses 60 hours

HEALTHCARE MANAGMENT

REQUIRED:

BUSA 3000 Statistical Analysis (3-0-3)
 BUSA 4000 Professional Career Management (3-0-3)
 BUSA 4100 Internship (1-6-3)
 ECON 3500 The International Business Environment (3-0-3)
 FINA 3000 Principles of Finance (3-0-3)
 HCMT 3000 Healthcare Management (3-0-3)
 HCMT 3100 Healthcare Financing and Insurance (3-0-3)
 HCMT 4000 Healthcare Economics (3-0-3)
 HCMT 4100 Healthcare Law and Ethics (3-0-3)
 HCMT 4200 Healthcare Human Resources (3-0-3)
 HCMT 4300 Healthcare Information Systems (3-0-3)
 HCMT 4400 Healthcare Financial Management (3-0-3)
 HCMT 4700 Contemporary Issues in Healthcare Management (3-0-3)

HCMT 4800 Advanced Topics in Healthcare Management (3-0-3)

MGMT 3000 Principles of Management (3-0-3)

MGMT 3010 Operations Management (3-0-3)

MGMT 3020 Human Resources Management (3-0-3)

MGMT 3030 Organizational Behavior (3-0-3)

MGMT 4900 Strategic Management Capstone (3-0-3)

Total hours required: 60

Logistics and Supply Chain Management

Bachelor of Business Administration

Division: Social Sciences, Business and Education

The BBA in Logistics/Supply Chain Management offers students the foundational knowledge and practical skills that are essential for efficient logistics and supply chain operations. This program will teach skills ranging from procurement to production to distribution and beyond. Careers in Logistics and Supply change management include but are not limited to distribution management, inventory control, material acquisition, and supplier management, transportation management, etc. The BBA program will build on the Associates of Science in Business degree already established at GHC. Therefore, the lower division courses required by the proposed degree, and of all BBA students, are already in place. Students who have not earned such a degree must complete 50 transferable hours including the Core and General Education requirements above.

Criteria for Admissions

The BBA Program is a highly competitive program with a limited number of seats. Admission to the BBA program is a three-step process – (I) admission to the college, (II) submission and acceptance of the required documentation, and (III) acceptance into the BBA program.

I. Admission to Georgia Highlands College

Submit the following materials to the Admissions office:

- A. Completed Georgia Highlands College application or application for readmission.
- B. If applying for initial admission to GHC, must submit a \$30 non-refundable application fee made out to Georgia Highlands College, a copy of your high- school transcript and official transcripts from any college(s) previously attended.
- C. If applying for readmission, you must submit official transcripts from any college(s) you attended since last attending GHC.

II. Submission and Approval of Required Documentation

Submit the following documents prior to application deadline

- A. BBA program Application – (available online during application period only)
- B. All official transcripts from other Colleges must be submitted to GHC Admissions Office prior to the application deadline.

III. Acceptance to the BBA Program

Acceptance is based on completed application requirements, cumulative GPA, and strong academic performance in pre-admission courses.

Applicants must:

- A. Must be fully admitted to Georgia Highlands College (see GHC admissions requirements at highlands.edu)
- B. Have a minimum of 50 hours in Area A-F, including all Area F courses and MATH 2200
- C. Have a grade of C or better in all required Area F courses and MATH 2200
- D. Have an overall GPA of 2.5 or better
- E. Have a minimum GPA of 2.8 in Area F courses (<http://www.calculator.net/gpa-calculator.html>)

BACHELOR OF BUSINESS ADMINISTRATION Logistics and Supply Chain Management Curriculum

Students seeking admissions into the BBA program will be required to complete a minimum of 50 credit hours in the Business Administration pathway (*Area A-F, including all Area F courses and Math 2200*) prior to beginning BBA courses.

- | | | Credit Hours |
|-----------|---|---------------------|
| A. | <p>Essential Skills</p> <p>Required:
 ENGL 1101 English Composition I (3-0-3)
 ENGL 1102 English Composition II (3-0-3)
 Choose one of the following or a mathematics course for which one of the following is a prerequisite:
 MATH 1001 Quantitative Reasoning (3-0-3)
 MATH 1111 College Algebra (3-0-3) <i>*STRONGLY RECOMMENDED</i>
 MATH 1113 Precalculus (3-0-3)
 <i>Note: It is strongly recommended that students take MATH 1111 or higher in Area A in order to not be delayed by a course their last two years.</i></p> | 9hours |
| B. | <p>Institutional Options</p> <p>Two courses must be completed in Area B.</p> <p>Required:
 COMM 1100 Human Communication (3-0-3) OR
 COMM 1110 Public Speaking (variable 2-3)
 <i>This requirement is satisfied for students who are in the:</i>
 <i>Business pathway completing BUSA 2105 in Area F</i>
 <i>English pathway completing ENGL 2151 in Area F</i>
 <i>Foreign Languages pathway completing COMM 1100 in Area F</i>
 <i>General Studies pathway completing COMM 1100 or ENGL 2151 or BUSA 2105 in Area F</i>
 <i>Health Information Management pathway completing BUSA 2105 in Area F</i>
 <i>Journalism pathway completing COMM 1100 or ENGL 2151 in Area F</i>
 <i>Teacher Education (Middle Grades Education) Pathway completing ENGL 2151 in Area F (Language Arts concentration)</i>
 Choose from the following courses as necessary to complete a total of two courses in Area B:
 GHHU 2901Georgia Highlands College Humanities-Special Topics (Variable Credit)
 GHMA 2901Georgia Highlands College Mathematics-Special Topics (Variable Credit)
 GHSC 2901Georgia Highlands College Sciences-Special Topics (Variable Credit)
 GHSS 2901Georgia Highlands College Social Sciences-Special Topics (Variable Credit)
 IDIS 1100 Social & Cultural Issues (2-0-2)
 IDIS 1101 Social & Cultural Issues (3-0-3)
 NSCI 1100 Science in Today's World (2-0-2)</p> | 4-5 hours |

Note: Most students in scientific/technical majors need four credit hours in Area B, while

students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.

C. Humanities/Fine Arts 6 hours

Required

One three-hour literature survey course:

ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology 10-11 hours

Non-Science/Non-Mathematics Majors

Choose two of the following science courses: At least one of the two must be a lab

ASTR 1010K Astronomy of the Solar System (3-3-4)
ASTR 1020K Stellar & Galactic Astronomy (3-3-4)

BIOL 1010K Introductory Biology (3-3-4)
 BIOL 1020 Plants, Society, and the Environment (3-0-3)
 BIOL 2107K Principles of Biology I (3-3-4)
 BIOL 2108K Principles of Biology II (3-3-4)
 BIOL 2151K Invertebrate Zoology (3-3-4)
 BIOL 2152K Introduction to Field Studies (3-3-4)
 BIOL 2153K Botany (3-3-4)
 BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
 MATH 2200 Elementary Statistics (3-0-3)
 MATH 2040 Applied Calculus (3-0-3)
 MATH 2261 Calculus (4-0-4)

NOTE: MATH 2200 REQUIRED FOR BACHELOR OF BUSINESS ADMINISTRATION

E. Social Sciences

Required:

12 hours

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)
 HIST 1112: World Civilization since 1500 (3-0-3)
 HIST 1121: Western Civilization I (3-0-3)
 HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)
 HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)
 ECON 2105 Principles of Macroeconomics (3-0-3)
 HIST 1111 World Civilization to 1500 (3-0-3)
 HIST 1112 World Civilization since 1500 (3-0-3)
 HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)
 HIST 2111 American History I (3-0-3)
 HIST 2112 American History II (3-0-3)
 HIST 2154 Minorities in United States History (3-0-3)
 POLS 2401 Global Issues (3-0-3)
 POLS 2501 Domestic Issues (3-0-3)
 PSYC 1101 Introduction to General Psychology (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)
 SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Program of Study 18 hours
Required:

ECON 2105 Principles of Macroeconomics (3-0-3)
 ECON 2106 Principles of Microeconomics (3-0-3)
 ACCT 2101 Principles of Accounting I (3-0-3)
 ACCT 2102 Principles of Accounting II (3-0-3)
 BUSA 2106 The Environment of Business (3-0-3)
 BUSA 2205 Fundamentals of Computer Applications (3-0-3)

Institutional Requirements Outside the Core (Required for Graduation in Transfer Programs)

Required:

PHED 1010 Concepts of Fitness and Health (1-2-2)

Additional two credit hours of physical education are also required.

To be eligible for all 3000 and 4000 level courses, students must be fully admitted to GHC with a current status and must have received acceptance into the BBA Program (see BBA admissions)

BBA Major Courses 60 hours

Logistics and Supply Chain Management

REQUIRED:

BUSA 3000 Statistical Analysis (3-0-3)
 BUSA 4000 Professional Career Management (3-0-3)
 BUSA 4100 Internship (1-6-3)
 ECON 3500 The International Business Environment (3-0-3)
 FINA 3000 Principles of Finance (3-0-3)
 LSCM 3100 Principles of Logistics (3-0-3)
 LSCM 3200 Principles of Supply Chain Management (3-0-3)
 LSCM 4000 Operations, Warehousing and Inventory Management (3-0-3)
 LSCM 4100 Global Supply Chain Management (3-0-3)
 LSCM 4200 Decision Modeling in Logistics and Supply Chain Management (3-0-3)
 LSCM 4300 Sourcing and Procurement in Logistics and Supply Chain Management (3-0-3)

LCSM 4600 Logistics and Supply Chain Information
Technology (3-0-3)
LSCM 4800 Contemporary Issues in Logistics and
Supply Chain Management (3-0-3)
LSCM 4900 Advanced Topics in Logistics and Supply
Chain Management (3-0-3)
MGMT 3000 Principles of Management (3-0-3)
MGMT 3010 Operations Management (3-0-3)
MGMT 3020 Human Resources Management (3-0-3)
MGMT 3030 Organizational Behavior (3-0-3)
MGMT 4900 Strategic Management (3-0-3)
MKTG 3000 Principles of Marketing (3-0-3)

Total hours required: 60

DENTAL HYGIENE Associate of Science

Division: Health Sciences

The dental hygiene program leads to an Associate of Science in dental hygiene. Students who satisfactorily complete the program are eligible to take the National Board Dental Hygiene Examination and any state or regional board dental hygiene examination in the United States. The professional sequence is designed to be completed in five semesters and requires an on-campus full-time commitment. A class is accepted for entrance each fall.

Accreditation

Granted full approval by the Commission on Dental Accreditation of the American Dental Association. Commission on Dental Accreditation, American Dental Association, 211 East Chicago Avenue, Chicago, Illinois 60611-2678.

Criteria for Admission

Admission to Georgia Highlands College does not guarantee admission to the dental hygiene program. Students must make a separate application to the dental hygiene program. All current application materials, procedures, and deadlines may be obtained by contacting the department at (706) 295-6760 or on the Web at www.highlands.edu/dental. **Applicants must have completed, with a grade of C or better, the following courses by the end of the spring semester in which they are applying: CHEM 1151K or CHEM 1211K, BIOL 2121K, and BIOL 2122K. The C or better in the science courses include both class and lab.** All general academic courses must be completed with a grade of C or better. Because of the limited number of spaces available in the dental hygiene program, the dental hygiene admissions committee will evaluate records of all students who have applied for admission and have met the minimum requirements. The most qualified students will be selected. **Students must complete pre-requirements for program admission before entering the professional sequence. Students must retake BIOL 2121K, BIOL 2122K, BIOL 2161K, and Nutrition courses if those courses were taken more than six years before application to the dental hygiene program.**

Records must be submitted by deadline to be considered for admission to the program the following fall semester. It is the responsibility of each applicant to make sure that his/her records are in order before the application deadline.

In addition to the admission requirements for Georgia Highlands College, applicants for admission to the dental hygiene program must meet all of the following minimum requirements:

- Dental hygiene application and personal statement
- Proof of current GHC admission
- Have a 2.5 or higher GPA on core curriculum
- A score of at least 850 on the SAT taken before March 2005, or a total of 850 on the critical reading and math sections of the SAT taken after March 2005, or 18

on the ACT

- Proof of attendance at an Information Session within the year one applies.
- Signed Acknowledgement of the GHC BloodBorne Pathogens Policy.
- Three letters of reference (ideally from employers, dental professionals, educators, etc.)
- Documentation of 30 hours of observation (with two different hygienists in two different offices) in a general dental practice (no specialty practices).
- Completion of CHEM 1151K or CHEM 1211K, BIOL 2121K and BIOL 2122K with a grade of C or better by the end of the spring semester in which they are applying. This applies to both class and lab.
- Official transcripts from other colleges attended
- Students applying to the dental hygiene program for whom English is a second language will need to submit proof of the following achievement on the TOEFL (Test of English as a Foreign Language) exam in addition to the aforementioned admission requirements:
 - 550 on paper-based exam
 - 213 on computer exam
 - 80 on Internet exam

Please see the website for detailed information on program admission criteria, dates of the Information Sessions and the Bloodborne Pathogens/Infectious Disease Policy.

<http://sites.highlands.edu/dental> For additional questions, please contact our office at (706)295-6760.

The records of all applicants who meet minimum requirements will be reviewed and the top applicants will be invited for an interview.

A letter of acceptance will be sent to those applicants admitted into the dental hygiene program. Additional information and forms will be sent to the applicant concerning necessary requirements after confirmation of the student's intent to enroll.

A student who has been arrested or convicted of a crime other than a minor traffic violation may be admitted into the dental hygiene program at Georgia Highlands College. However, permission to obtain a Georgia license to practice dental hygiene rests with the Georgia Board of Dentistry.

Background Check and Drug Testing Policy

All dental hygiene students are required to submit to drug testing and a background check prior to beginning the dental hygiene program. Additionally, random testing and suspected drug abuse testing may be conducted throughout the program duration. Background checks and drug screenings are required prior to clinical practice and students are responsible for all costs associated with the procedures. (See Dental Hygiene Program Manual for Substance Abuse Policy and Procedures.)

Required Documentation

Once accepted to the dental hygiene program, students must provide proof of the following:

- Physical well-being as documented on the physician form and immunizations (hepatitis B, tuberculosis) form. The dental hygiene program may require additional proof of physical and /or mental well-being.
- Proof of certification by the American Heart Association in Healthcare Providers Basic Life Support throughout the program.
- Proof of health insurance coverage throughout program

ADA Essential Functions*

Dental hygiene program applicants must possess the following essential abilities necessary for admission and progression in the dental hygiene program: (*See website for detailed information on the essential functions)

- Visual acuity with corrective lenses to identify oral tissue color changes, accumulation of deposits on the teeth and other oral conditions
- Hearing ability with auditory aids to understand the normal speaking voice without viewing the speaker's face and take/hear the blood pressure with a stethoscope
- Effective verbal and written communication in English when explaining treatment procedures, describing patient conditions and implementing dental health teaching
- Ability to write legibly and correctly in patient's chart for legal documentation and enter patient information in a database.
- Physical ability to use dental hygiene instruments and equipment safely and effectively
- Ability to function safely under stressful situations to adapt to the ever-changing environment inherent in clinical situations involving patient care

Estimated Costs

Dental hygiene students have the responsibility for the following expenses in addition to tuition and books:

- Uniforms and supply kits (approximately \$2,000)
- Instruments (approximately \$5,000)
- Malpractice liability Insurance (approximately \$30 annually)
- Professional dues (approximately \$80 annually)
- Annual tuberculosis screen (approximately \$20)
- Licensure and examinations (approximately \$2,000)
- Background and drug testing (approximately \$100 annually)

Requirements for Promotion and Graduation in the Dental Hygiene Program

The dental hygiene faculty at Georgia Highlands College will make every effort to assist students who are accepted into the Dental Hygiene program to successfully complete the program. The student must, however, assume responsibility for their success. The following criteria have been established for this purpose:

- If a student earns a final course grade of D in any dental hygiene course he or she must remediate as specified by the dental hygiene faculty within the time specified. If this is not done, the grade will be changed to an F. The student will not be permitted to continue in the professional sequence.

- After receiving a second final course grade of D in any dental hygiene course, the student will not be permitted to continue in the professional sequence.
- If a student earns a final course grade of F in any dental hygiene course, he or she will not be permitted to continue in the professional sequence.
- Incomplete grades in dental hygiene courses must be completed within the time specified by the dental hygiene faculty. If this is not done, the student will automatically receive an F.
- A dental hygiene student who is dropped from the dental hygiene program due to academic failure (two Ds or one F) may apply to the program during the next application period and must meet all admission requirements of an entry-level student. If the student is accepted, he or she may be required to repeat all courses to increase likelihood of academic success.
- A student who has been dismissed from the college for any reason will not be considered for readmission into the dental hygiene program
- A dental hygiene student must adhere to all policies and procedures of the dental hygiene program and Georgia Highlands College. These can be found in the GHC student handbook, in the Dental Hygiene Program Manual and course syllabi.
- The student must maintain current certification in American Heart Association Basic Life Support for Healthcare Providers, liability insurance, health insurance and proof of tuberculosis screening throughout the program.
- The student must meet all requirements for graduation specified by the college and the dental hygiene program. The dental hygiene faculty reserves the right to reconsider all stated policies under unusual circumstances. This includes the right to fail a dental hygiene student for unsafe practices.

General Academic Courses:.....38 hours

BIOL 2121K Human Anatomy and Physiology I (3-2-4)*
 BIOL 2122K Human Anatomy and Physiology II (3-2-4)*
 BIOL 2161K Introduction to Medical Microbiology (3-3-4)*
 CHEM 1151K Survey of Chemistry I (3-3-4) **or**
 CHEM 1211K Principles of Chemistry I (3-3-4)**
 ENGL 1101 English Composition I (3-0-3)
 HIST 1000 US and GA History (3-0-3)**
 PSYC 1101 Introduction to Psychology (3-0-3)
 SOCI 1101 Introduction to Sociology (3-0-3)

One of the following:

BIOL 2190 Principles of Nutrition (3-0-3)*
 PHED 2202 Principles of Human Nutrition (1-2-2)*

One of the following:

MATH 1001 Quantitative Skills and Reasoning (3-0-3)
 MATH 1111 College Algebra (3-0-3)

One of the following:

COMM 1110 Public Speaking (Variable 2-3)

COMM 1100 Human Communication (3-0-3)***

One of the following:

- ARTS 1111 Art History to the Renaissance (3-0-3)
- ARTS 1112 Art History, Renaissance to the Present (3-0-3)
- ARTS 1113 Art Appreciation (3-0-3)
- ENGL 2010 Humanities in Drama (3-0-3)
- ENGL 2111 World Literature I (3-0-3)
- ENGL 2112 World Literature II (3-0-3)
- ENGL 2121 British Literature I (3-0-3)
- ENGL 2122 British Literature II (3-0-3)
- ENGL 2131 American Literature I (3-0-3)
- ENGL 2132 American Literature II (3-0-3)
- ENGL 2133 African-American Literature Survey (3-0-3)
- ENGL 2135 Latino Literature (3-0-3)
- FREN 1001 Elementary French I (3-0-3)
- FREN 1002 Elementary French II (3-0-3)
- FREN 2001 Intermediate French I (3-0-3)
- FREN 2002 Intermediate French II (3-0-3)
- HUMS 2011 Studies in Humanities (3-0-3)
- MUSC 1100 Music Appreciation (3-0-3)
- PHIL 2010 Introduction to Philosophy (3-0-3)
- RELI 1116 Introduction to Religion (3-0-3)
- SPAN 1001 Elementary Spanish I (3-0-3)
- SPAN 1002 Elementary Spanish II (3-0-3)
- SPAN 2001 Intermediate Spanish I (3-0-3)
- SPAN 2002 Intermediate Spanish II (3-0-3)
- THEA 1100 Theatre Appreciation (3-0-3)

Career Preparation Requirements.....39 hours

DHYG 1100	Pre-Clinical Dental Hygiene (1-6-3)
DHYG 1110	Introduction to Patient Care (2-0-2)
DHYG 1120	Dental Anatomy/Histology (1-3-2)
DHYG 1130	Oral Pathology (2-0-2)
DHYG 1200	Clinical Dental Hygiene I (2-8-4)
DHYG 1210	Dental Hygiene I (2-0-2)
DHYG 1220	Dental Radiology (1-3-2)
DHYG 1320	Periodontics (2-0-2)
DHYG 1300	Clinical Dental Hygiene II (0-8-2)
DHYG 1310	Dental Hygiene II (0-3-1)
DHYG 1330	Dental Pharmacology (2-0-2)
DHYG 2400	Clinical Dental Hygiene III (0-12-3)
DHYG 2410	Dental Hygiene III (1-3-2)
DHYG 2420	Dental Materials (1-3-2)

DHYG 2430 Community Dental Health (1-3-2)
DHYG 2500 Clinical Dental Hygiene IV (0-12-3)
DHYG 2510 Dental Hygiene IV (2-3-3)

Total hours required: 77

* Students must retake required biology courses and Nutrition if those courses were taken more than six years before application to the dental hygiene program.

** Students wishing to transfer to a four-year institution or enter the BSDH completion program should substitute POLS 1101 together with either HIST 2111 or HIST 2112 for HIST 1000. Take CHEM 1211K instead of CHEM 1151K in order to complete the online science sequence required for BSDH program.

***The choice to take alternative courses may increase the total credit hours of the program.

RDH-BSDH ONLINE PROGRAM

Bachelor of Science in Dental Hygiene

Division: Health Sciences

The Bachelor of Science in Dental Hygiene online program is designed for Registered Dental Hygienists (RDHs) with an associate or diploma degree in dental hygiene. Admission to the program is based upon meeting the criteria for admission and acceptance to Georgia Highlands College and the Department of Dental Hygiene. The RDH-BSDH is a degree completion program that will be offered fully online with the exception of an internship course that can be completed in the student's local community.

The RDH-BSDH program curriculum emphasizes student-centered learning and incorporates interdisciplinary components. Graduates of the program will have the knowledge, skills, attitudes, and values necessary for positions of responsibility in a variety of healthcare, educational, research, and community settings. In addition, graduates will be able to effectively interact with other health professionals in a competent, collaborative, and ethical manner.

Criteria for Admission

Admission to the RDH-BSDH program is a three-step process: admission to the college, submission and approval of required documentation, and acceptance to the RDH-BSDH program. The deadline for submission of applications is **May 1** of each year. The BSDH program begins each summer semester.

I. Admission to Georgia Highlands College

*Submit the following materials to the **Admissions** office:*

- A. Completed Georgia Highlands College application or application for readmission.
- B. If applying for initial admission to GHC, a copy of your high- school transcript and official transcripts from any college(s) previously attended must be submitted with application.
- C. If applying for readmission, you must submit official transcripts from any college(s) you attended since last attending GHC.
- D. The application can be accessed online from the RDH-BSDH website located at <https://sites.highlands.edu/dental/>.

II. Submission and Approval of Required Documentation

*Submit materials that document the following requirements to the **Dental Hygiene Department** office of GHC by **May 1** to ensure consideration for acceptance:*

- A. Proof of general admission to Georgia Highlands College (separate application)**
- B. RDH to BSDH Application form – can be completed online at our website**
- C. Current BLS Card (CPR certification)**
- D. Copy of Driver's License**
- E. Copy of Dental Hygiene License**

III. Acceptance to the RDH-BSDH Program

The admission process is competitive and a minimum cumulative GPA of 2.5 out of 4.0 is required for consideration. Acceptance is based on cumulative GPA, completed application, and supporting materials.

Progression and Graduation in the RDH- BSDH Program

In order to progress in the RDH-BSDH program, the student must:

- Maintain certification in American Heart Association basic life support and provide verification of required immunizations throughout the program
- Maintain a GHC cumulative GPA of at least 2.00 cumulative average.
- Make a grade of C (2.00) or better in each dental hygiene course in the RDH-BSDH curriculum.
- If a grade of D or F is made in a dental hygiene course, the course must be repeated and a C or better must be attained for the student to progress to the next dental hygiene course in the program.
- Incomplete grades in dental hygiene courses must be completed within the time specified by the dental hygiene faculty. If this is not done, the student will automatically receive an F.

The student must meet all the requirements for graduation specified by the college and the dental hygiene program including a minimum of a 2.0 average in all combined courses and dental hygiene courses to graduate.

Readmission to the RDH- BSDH Online Program

Readmission will be considered only for students who have withdrawn only once from the program or made only one D or F. To request readmission, a student must write to the Director of Dental Hygiene requesting readmission at least three months prior to the semester they wish to reenter and identify reasons they would be successful if re-admitted. Readmission is limited to one time in the RDH-BSDH program. The applicant must meet the current admission requirement for all dental hygiene applicants. Applicants seeking readmission will be considered on a space- available basis with the following conditions:

- Approval of the RDH-BSDH Director and Dean of Health Sciences is required for re- entry into the dental hygiene sequence
- A 2.5 or higher cumulative grade point average
- A student who has been dismissed from the college for any reason **will not** be considered for readmission into the BS dental hygiene program.

Required Documentation Once Accepted into RDH-BSDH Program

1. Liability/Personal Health Insurance

Personal health insurance may be required for undergraduate students.

Professional liability insurance is required for all RDH-BSDH students during internship course.

Evidence of coverage of both must be presented to the dental hygiene department.

2. Drug Testing & Background Checks

All students are required to submit to drug testing and a background check prior to beginning the internship. Students are responsible for all costs associated with the drug test and background.

Additional Requirements: Clinical agencies may place additional health requirements on students affiliating with that agency. Evidence of a background check with all components required by clinical

facilities must be submitted by the student and on file in the department of dental hygiene.

RDH-BSDH Curriculum

For registered dental hygienists with a diploma or associate degree who are returning to school to earn a baccalaureate in dental hygiene degree.

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Skills and Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B.	
Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (Variable Credit)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (Variable Credit)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (Variable Credit)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (Variable Credit)	
IDIS 1100 Social & Cultural Issues (2-0-2)	
IDIS 1101 Social & Cultural Issues (3-0-3) NSCI 1100 Science in Today's World (2-0-2)	
Note: Most students in scientific/technical majors need four credit hours in Area B, while students in most other areas need five. Students should consult their advisers to discuss which courses are their best options.	
C. Humanities/Fine Arts	6 hours
Required:	
One three-hour literature survey course:	
ENGL 2111 World Literature I (3-0-3),	
ENGL 2112 World Literature II (3-0-3)	
ENGL 2121 British Literature I (3-0-3)	
ENGL 2122 British Literature II (3-0-3)	
ENGL 2131 American Literature I (3-0-3)	
ENGL 2132 American Literature II (3-0-3)	
ENGL 2133 African-American Literature (3-0-3)	
ENGL 2135 Latino Literature (3-0-3)	

Choose one three-hour course:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History: Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Health Professions Majors Choose one of the following science sequences:

CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4), Principles Chemistry I & II
CHEM 1151K (3-3-4) and CHEM 1152K (3-3-4) Survey of Chemistry I & II
BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
BIOL 1010K (3-3-4) and BIOL 2190 (3-0-3), Introductory Biology & Principles of Nutrition
PHYS 1111K, (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics 1 and II
PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics 1 and II

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
MATH 2200 Elementary Statistics (3-0-3) or MATH 1401 Intro to Statistics ***Strongly Recommended**
MATH 2040 Applied Calculus (3-0-3)
MATH 2261 Calculus I (4-0-4)

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111: World Civilization to 1500 (3-0-3)

HIST 1112: World Civilization since 1500 (3-0-3)
HIST 1121: Western Civilization I (3-0-3)
HIST 1122: Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111: American History I (3-0-3)
HIST 2112: American History II (3-0-3)

Choose one course:

GEOG 1101 Introduction to Human Geography (3-0-3)
ECON 2105 Principles of Macroeconomics (3-0-3)
HIST 1111 World Civilization to 1500 (3-0-3)
HIST 1112 World Civilization since 1500 (3-0-3)
HIST 1121 Western Civilization I (3-0-3)
HIST 1122 Western Civilization II (3-0-3)
HIST 2111 American History I (3-0-3)
HIST 2112 American History II (3-0-3)
HIST 2154 Minorities in United States History (3-0-3)
POLS 2401 Global Issues (3-0-3)
POLS 2501 Domestic Issues (3-0-3)
PSYC 1101 Introduction to General Psychology (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SOCI 1101 Introduction to Sociology (3-0-3)
SOCI 1160 Introduction to Social Problems (3-0-3)

F. Courses Related to the Program of Study

18 hours

Required:

BIOL 2121K Human Anatomy & Physiology I (3-2-4)
BIOL 2122K Human Anatomy & Physiology (3-2-4)
MATH 2200 Elementary Statistics (3-0-3) **(if not used in Area D)**
Approved Lower Level Electives (7+ hours)

Choose from below courses not used to satisfy in Area A-E:

BIOL 2190 Principles of Nutrition (3-0-3); PHED 2202 Nutrition (1-2-2); or AHSC 2202 Nutrition (1-2-2)
BIOL 2161K Medical Microbiology (3-3-4)
CHEM 1211K (3-3-4) or CHEM 1151K (3-3-4)
SOCI 1101 Introduction to Sociology (3-0-3)
PSYC 1101 Introduction to General Psychology (3-0-3)

Dental Hygiene Requirements- (All new courses)

30 hours

Required:

DHYG 3090-Current Concepts in Dental Hygiene (3-0-3)
DHYG 4010-Special Populations (3-0-3)
DHYG 4020-Supportive Periodontal Therapy (3-0-3)
DHYG 4030-Foundations of Research (3-0-3)
DHYG 4040-Leadership and Management in Healthcare (3-0-3)
DHYG 4050-Healthcare Education (3-0-3)

DHYG 4080-Internship (1-6-3)

DHYG 4090-Capstone (3-0-3)

Electives: (Choose two)

DHYG 4091-Healthcare and Diverse Cultures (1-6-3)

DHYG 4092-Healthcare Informatics and Technology (3-0-3)

DHYG 4093- Clinical Teaching (3-0-3)

DHYG 4094- Ethics in Healthcare (3-0-3)

DHYG 4098- Independent Study in Dental Hygiene I (Varied 1-6 hours)

DHYG 4099-Independent Study in Dental Hygiene II (Varied 1-6 hours)

Graduation Requirements

Core A-F 60 hours

Block Transfer for Dental Hygiene Associate degree 30 hours

Dental Hygiene Courses 24 hours

Upper Level Electives (may transfer in upper level credits) 6 hours

120 hours

HUMAN SERVICES Associate of Science

Division: Social Sciences, Business and Education

The human services program is designed for those seeking a career in the areas of mental health, mental retardation, substance abuse, child welfare, corrections or other social or human rehabilitation services. The Associate of Science in human services degree will allow the student to pursue employment in various federal, state and private agencies.

Graduates of the program can also transfer much of their course work to select four-year institutions and continue their work by pursuing a Bachelor of Science degree in psychology, social work, human services, mental health technology, rehabilitation counseling, sociology, criminal justice, etc. Students who think they may continue for a four-year degree should consult with their human services adviser before registering for any course to minimize the number of courses that will not transfer.

In addition to meeting the basic requirements for admission to Georgia Highlands College, applicants to the human services program must complete two satisfactory interviews with human services faculty members and demonstrate aptitude and acceptable interpersonal competence while taking HMSV 1120. An individual may enter the program at the beginning of any semester.

Associate of Science in human services degree requirements include a grade of C or better in all required courses in criminal justice, education, human service, psychology or sociology.

	Credit Hours General
Education Courses	25-26
ENGL 1101 Composition I (3-0-3)	

One course to be selected from the following:

MATH 1001 Quantitative Skills and Reasoning (3-0-3)

MATH 1111 College Algebra (3-0-3)

Two science courses to be selected from the following: *

ASTR 1000 Introduction to the Universe (3-0-3)

ASTR 1010K Astronomy of the Solar System (3-3-4)

ASTR 1020K Stellar & Galactic Astronomy (3-3-4)

BIOL 1010K Introductory Biology (3-3-4)

BIOL 1020 Plants, Society, and the Environment (3-0-3)

BIOL 2107K Principles of Biology I (3-3-4)

BIOL 2108K Principles of Biology II (3-3-4)

BIOL 2121K Human Anatomy and Physiology I (3-3-4) ****

BIOL 2122K Human Anatomy and Physiology II (3-3-4)****

BIOL 2151K Invertebrate Zoology (3-3-4)

BIOL 2152K Introduction to Field Studies (3-3-4)

BIOL 2153K Botany (3-3-4)

BIOL 2154K General Zoology (3-3-4)
 BIOL 2190 Principles of Nutrition (3-0-3)
 CHEM 1151K Survey of Chemistry I (3-3-4)
 CHEM 1152K Survey of Chemistry II (3-3-4)
 CHEM 1211K Principles of Chemistry (3-3-4)
 CHEM 1212K Principles of Chemistry (3-3-4)
 ENVS 1123K Environmental Science I (3-3-4)
 ENVS 1124K Environmental Science II (3-3-4)
 GEOL 1121K Physical Geology (3-3-4)
 GEOL 1122K Historical Geology (3-3-4)
 PHSC 1011K Physical Science I (3-3-4)
 PHSC 1012K Physical Science II (3-3-4)
 PHYS 1111K Introductory Physics I (3-3-4)
 PHYS 1112K Introductory Physics II (3-3-4)
 PHYS 2211K Principles of Physics I (3-3-4)
 PHYS 2212K Principles of Physics II (3-3-4)
Courses with numbers ending with a K include a lab

Each of the following:

HIST 1000 U.S. and Georgia History** (3-0-3)
 PSYC 1101 General Psychology (3-0-3)
 SOCI 1101 Introductory Sociology (3-0-3)
 COMM 1100 Human Communication (3-0-3)

One of the following:

ARTS 1111 Art History to the Renaissance (3-0-3)
 ARTS 1112 Art History, Renaissance to the Present (3-0-3)
 ARTS 1113 Art Appreciation (3-0-3)
 ENGL 2010 Humanities in Drama (3-0-3)
 HUMS 2011 Studies in Humanities (3-0-3)
 MUSC 1100 Music Appreciation (3-0-3)
 PHIL 2010 Introduction to Philosophy (3-0-3)
 RELI 1116 Introduction to Religion (3-0-3)
 THEA 1100 Theater Appreciation (3-0-3)

Career Preparation Courses:.....34

HMSV 1120 Interpersonal Communication and Helping Skills (3-3-4)
 PSYC 2103 Introduction to Human Development (3-0-3)
 PSYC 2128 Theories of Personality (3-0-3)
 HMSV 2140 Applied Behavior Analysis (3-0-3)
 PSYC 2165 Abnormal Psychology (3-0-3)
 SOCI 1110 Introduction to Social Services (3-0-3)
 SOCI 1160 Social Problems (3-0-3)
 SOCI 2130 Group Process (3-0-3)
 SOCI/PSYC 2145 Death & Dying (3-0-3)
 HMSV 2160 Field Work I (1-8-3)
 HMSV 2161 Field Work II (1-8-3)***

Institutional Requirements:.....2

PHED 1010 Concepts of Fitness and Health (1-2-2)

Total hours required: 64-65

*Students who anticipate transfer to a senior level institution should determine the laboratory science sequence needed at their receiving institution. Some of the sequence options require MATH 1111 as a prerequisite.

** Students wishing to transfer to a four-year institution should substitute POLS 1101 together with either HIST 2111 or HIST 2112 for HIST 1000. This will add an additional three semester credit hours to the total hours required by Georgia Highlands College.

***Students wishing to receive credit for HMSV 2161 (Field Work II) must be able to document at least nine months or 1,560 hours of human services experience. The work experience must be directly related to the educational experience provided through the course work and the field experience required for the human services degree. For details of documentation requirements and criteria for review, contact the coordinator of the human services program or the chair of the division of social sciences. Further information is provided in the Human Services Fieldwork Experience Student/Agency Handbook.

****Students who anticipate transfer to a senior-level institution should understand that BIOL 2121K and BIOL 2122K will not transfer under area D as a science course or science sequence.

NURSING Associate of Science

Division: Health Sciences

The nursing program leads to the Associate of Science in Nursing degree. A student who completes the program and is certified by the director of nursing is eligible to take the National Council Licensure Examination - Registered Nurse. Graduates of this program who have passed the NCLEX-RN® licensing examination are eligible for articulation with a bachelor or master's program in nursing.

Full-time students can complete the nursing program in two calendar years. However, the course work can be spread over a longer period of time if a student chooses to attend on a part-time basis. Licensed practical nurses and paramedics who meet all admission criteria of the college and the nursing program will be eligible for advanced placement; therefore, LPNs and paramedic-bridge students may be able to complete the program in three semesters.

The nursing courses that include clinical experiences are offered on a sequential basis beginning with the semester a student is admitted to the nursing program. The nursing sequence for students admitted to the program is fall, spring, fall, spring. The nursing sequence for students accepted in the LPN and paramedic bridge programs is spring, fall, spring. The biology courses should also be taken in sequence. **A minimum grade of C or better is required in the following courses: Biology 2121K, 2122K and 2161K; mathematics and ENGL 1101 for admission and/or progression in the nursing sequence.** All general academic science courses must be completed before starting NURS 2500, the first nursing course in the second year of nursing.

Accreditation

Full approval by the Georgia Board of Nursing.

Agency member of the NLN Council of Associate Degree Programs. Accredited by the Accreditation Commission for Education in Nursing:

3343 Peachtree Rd., NE, Suite 850
Atlanta, GA 30326
Phone: 404-975-5000
Fax: 404-975-5020
Email: info@acenursing.org
<http://www.acenursing.org>

Criteria for Admissions

Admission to the nursing program is a three step process.

I. Admission to Georgia Highlands College

Submit the following materials to the admissions office:

- Completed Georgia Highlands College application
- Copy of high school transcript
- Official copy of transcripts from all colleges previously attended

II. Acceptance to the Nursing Program

Submit materials that document the following requirements by April 1 for the August admission to ensure consideration for acceptance. Students applying for admission to the LPN-RN or the paramedic-RN career mobility tracks must submit required documents by September 1 for a spring admission.

- A completed nursing application
- A minimum cumulative GPA of 2.5 in the required general core courses and a grade of C or better are required in BIOL 2121K, 2122K and 2161K, ENGL 1101 and MATH 1001 or 1111. (The C or better in the biology courses includes both class and lab.)
- It is the policy of the GHC Nursing program to require students to retake biology courses if these courses were taken more than six years before the application deadline for the nursing program.
- If English is the student's second language, proof of the following achievement on the TOEFL is also required:
 - 550 on paper-based exam
 - 213 on computer exam
 - 80 on Internet exam
- Minimum of a 70 composite score on the ATI TEAS test. Official transcript for the ATI TEAS test. The ATI TEAS must have been taken within one year of the application deadline. ATI TEAS tests greater than one year old must be taken again. Only two attempts will be allowed per application cycle.
- Proof of nursing assistant certification (CNA certificate).

III. Background Checks

Criminal background checks and drug screenings are required for clinical practice by institutions used by the nursing program for the clinical experiences associated with the nursing courses. A student will be required to participate in these checks upon admission to the program and at least annually while in the program. **All criminal background checks and drug screenings will be at the expense of the student.** Criminal background checks and drug screenings are to be performed through AdvantageStudents (www.advantagestudents.com) as required by many of the clinical facilities. Clinical experience is a component of all required nursing courses. A course cannot be satisfactorily completed without completing the clinical component of the course. Should a student be denied placement by a clinical facility related to results on a criminal background check or drug screening, the student will be dismissed from the program with no opportunity for readmission.

A student who has been arrested or convicted of a crime other than a minor traffic violation may not be permitted to take the RN licensure examination. This decision rests with the Georgia Board of Nursing (www.sos.state.ga.us).

Students with a criminal record must see the nursing program director for advice before submitting an application regarding the licensure examination.

Preference will be given to students with a high GPA, high TEAS scores, and completion of biology, English, and Math courses.

IV. Required Documentation

Students must submit the following **after acceptance** to the nursing program, **before admission and registration** for nursing classes:

- Evidence of good health as documented by a nursing health form signed by a physician or a certified nurse practitioner. Additional health requirements must be met prior to clinical experiences in selected agencies. The following are required:
 - two negative tuberculin tests, negative TSpot, or negative QuantiFERON Gold (Note: if the student has a positive TB skin test the student must provide results from TSpot or QuantiFERON Gold)
 - proof of two MMR injections or positive rubella, rubeola and mumps titers
 - TDAP within the last ten years
 - two varicella vaccines or positive varicella titer (proof of disease is not sufficient)
 - completion of Hepatitis B vaccines series and a positive titer.
- The department of nursing may require additional proof of physical and/or mental well-being.
- Current certification by American Heart Association in basic life support.
- Proof of health insurance coverage.
- Evidence of completion of a background check and drug screen with all components required by clinical facilities.

Core Performance Standards

Nursing applicants must be able to perform the following functions for admission and progression in the nursing program.

Performance Standard	Activity/ Ability
<i>Interpersonal</i> abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.	<ul style="list-style-type: none">● Establish rapport (relationship) with clients/ colleagues● Maintain therapeutic relationships with clients and colleagues● Respect the rights of others● Work effectively in small groups as a team member and as a team leader● Practice verbal and non-verbal therapeutic communication● Recognize times or events that disrupt normal lives and institute appropriate interventions to help resolve adverse situations

<p>Critical thinking ability sufficient for clinical judgment</p>	<ul style="list-style-type: none"> • Identify cause/ effect relationships in clinical situations • Develop nursing care plans, evaluate the plan of care and revise as appropriate • Analyze and use assessment findings to plan and implement care for clients and families • Use relevant data to support the decision making process • Identify priorities of care based analysis of data • Manage multiple priorities in stressful situations • Respond instantly to emergency situations • Exhibit arithmetic competence that would allow the student to read, understand, and perform calculations for computing dosages • Solve problems and make valid rational decisions using logic, creativity, and reasoning • Remember multiple messages and information
<p>Gross and fine motor abilities sufficient to provide safe and effective nursing care</p>	<ul style="list-style-type: none"> • Perform physical activities necessary to do basic nursing skills such as putting on sterile gloves, donning mask and gown, attaching blood pressure cuff, etc. • Use appropriate hand washing technique • Provide or assist with activities of daily living such as bed bath, or hygiene, positioning clients, making an occupied and unoccupied bed • Manipulate instruments, supplies, and equipment with speed, dexterity, precision, and adequate eye-hand coordination • Administer oral and parenteral medications • Perform electronic keyboarding/documentation and /or extensive writing with a pen and /or pencil • Maintain immobilization device such as traction equipment and casts • Perform cardiopulmonary procedures

<p><i>Auditory abilities</i> sufficient to monitor and assess health needs.</p>	<ul style="list-style-type: none"> • Hear monitor alarm, emergency signals, ringing phones, telephone interactions, and cries for help • Distinguish sounds with background noise ranging from conversational levels to high pitch sounding alarms • Perceive and receive verbal communication from clients and members of the health team. • Tolerate occasional exposure to loud and unpleasant noises • Hear and understand muffled communication without visualization of the communicator mouth/ lips and within 20 feet • Distinguish changes in tone and pitch such when listening to a client's breathing characteristics • Distinguish normal from abnormal heart and lung sounds using a stethoscope or modified stethoscope
<p><i>Tactile ability</i> sufficient for physical assessment</p>	<ul style="list-style-type: none"> • Perform palpation, functions of physical examination and/or those related to therapeutic intervention • Wear gloves and other protective devices • Perform all skills requiring use of hands • Palpate for pulses, temperature, texture hardness or softness, landmarks, etc.

<p>Visual ability sufficient for observation and assessment necessary in nursing care</p>	<ul style="list-style-type: none"> • Perform basic nursing skills such as insertion of a catheter, insertion of an IV, counting respirations, preparing and giving medications • Observe client responses (level of consciousness, breathing patterns) and recognize subtle physical change • Read small print, gauges, thermometers, measuring cups, syringes, and other equipment • Discriminate colors, changes in color, size, continuity of body part • Accurately prepare and administer medicines • Identify hazards in the environment (safety rails, restraints, water spills and harmful situations (e.g., insects) • Demonstrate sufficient visual ability to load a fine (10-0) suture onto needle holders with/without corrective lens while wearing safe glasses • Visualize written words and information on paper and on a computer screen
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Admission to Nursing Sequence

Admission to Georgia Highlands College does not guarantee admission to the nursing program.

Priority will be given to applicants who have successfully completed most of the general academic courses, preferably Biology, Math, and English. Multiple attempts in courses will also be screened. Because of the limited number of spaces available in the nursing sequence, records of all students who have applied for admission and who meet the minimum requirements will be evaluated and the most qualified students will be selected. **To be considered for acceptance into the LPN-RN career mobility program and the paramedic-RN career mobility program all requirements for admission must be received by September 1. To be considered for acceptance into the traditional associate degree program all requirements for admission must be received by April 1.**

The evaluation and selection process includes new students, transfer students and students seeking readmission to the nursing program. **Each student must take responsibility for making sure his/her records are current, complete and received prior to the application deadline.**

A letter of acceptance will be sent to those applicants admitted to the nursing sequence. After confirmation of intent to enroll (within ten business days) and submission of a

photograph, additional information and forms will be sent to the applicant concerning health requirements, uniforms, professional liability insurance, health insurance and the National Student Nurses' Association.

Send letters of confirmation to:
Georgia Highlands College
Director of Associate Degree
Nursing
Heritage Hall
415 East Third Avenue
Rome, GA 30161
Telephone (706)295-6321
FAX (706)295-6732
Call Toll Free in Georgia 1-800-332-2406

Readmission into the Nursing Program

A student who made a D, F, or W in a required nursing course at Georgia Highlands College may be eligible for readmission into the nursing program. The student must be able to complete all nursing courses within a four-year period to be an eligible applicant for readmission. This includes courses taken in which a grade of C or above was received. Readmission is limited to one time in any of the Associate Degree Nursing tracks. The applicant must meet the current admission requirements for all nursing applicants. Applicants seeking readmission will be considered on a space available basis with the following conditions.

1. Approval of the Readmissions Committee is required for re-entry into the nursing sequence.
2. A 2.5 or higher **cumulative** grade point average (including transfer courses).
3. Students seeking readmission into the program must inform the Director of Nursing in writing at least three months before the term in which they wish to re-enter. The letter should identify the reason(s) for failure to progress in the nursing program, the reason(s) the applicant would like to be readmitted, and the circumstances that have changed to indicate successful completion of the program.
4. The traditional nursing sequence is defined as NURS 1000, NURS 1001, NURS 1002, NURS 1100, NURS 1200, NURS 2500, NURS 2600 and NURS 2650. NURS 1000, NURS 1001, and NURS 1002 are non-clinical courses within the sequence. NURS 1100, NURS 1200, NURS 2500, NURS 2600 and NURS 2650 are clinical courses within the sequence. A student who makes a D, F, or W in any one non-clinical course may repeat that course one time only. The course must be taken concurrently with NURS 1200. If unsuccessful on the second attempt, the student will not be able to progress in the program and may be considered for readmission into the nursing sequence. A student who makes a D, F, or W in more than one non-clinical course cannot continue in the program and may be considered for readmission into the nursing sequence. A student who makes a D, F, or W in a clinical course may not progress in the program and may be considered for readmission into the nursing sequence.

5. LPN-RN and Paramedic-RN students only: The professional bridge sequence is defined as NURS 1300, NURS 1400, NURS 2500, NURS 2600 and NURS 2650. Unsatisfactory completion of NURS 1300 or NURS 1400 (D, F, or W) will prevent reentry into the professional bridge sequence. A student who makes a D, F, or W in either NURS 1300 or NURS 1400 may request admission to the traditional nursing sequence beginning with NURS 1000, NURS 1001, NURS 1002 and NURS 1100. A student who makes a D, F, or W in both NURS 1300 and NURS 1400 may apply for admission to the traditional nursing sequence. A student who makes a D, F, or W in NURS 2500, NURS 2600 or NURS 2650 may be considered for readmission into the professional bridge sequence.
6. A student who has been dismissed from the college for any reason will not be considered for readmission into the nursing program.
7. All nursing courses must be completed within a four-year period.
8. The student may be required to retake the biology courses if the courses were taken more than six years prior to applying for readmission.

Requirements for Promotion and Graduation in the Nursing Program

- A nursing student must maintain a grade of C in a nursing course and achieve a satisfactory evaluation of clinical performance to advance to the next nursing course or graduate from the program.
- Incomplete grades in nursing courses must be completed prior to the student beginning the next course in the nursing sequence. If this is not done, the student will automatically receive an F.
- The student must meet all the requirements for graduation specified by the college and the nursing program.
- The student must maintain certification in American Heart Association Basic Life Support for Healthcare Professionals throughout the program. Heartsaver courses are not acceptable.
- Other requirements to register for sophomore nursing classes:
 - o Annual tuberculosis skin test, T-spot or QuantiFERON results
 - o Proof of third hepatitis B vaccine and hepatitis titer
 - o Annual criminal background check and drug screen
- The nursing faculty reserves the right to reconsider all stated nursing policies under unusual circumstances.

Estimated Costs

In addition to the general college fees listed in this catalog, nursing students have the following additional expenses:

- Books and electronic resources (approximately \$1500 the first semester, will be used the entire program)
- Uniforms (approximately \$200)
- Liability insurance (approximately \$17.00 annually)*
- Required clinical supplies (approximately \$110/semester)
- Course fee of \$198.00/semester (supplemental learning resources, standardized testing fee, NCLEX review)

****All students in the nursing sequence are required to have professional liability insurance.***

Professional Bridge Program for LPNs and Paramedics

Licensed practical nurses and paramedics may exempt the first four nursing courses (NURS 1000, NURS 1001, NURS 1002, and NURS 1100.) and reduce the length of their program to three semesters. The LPNs and paramedics must take the bridge courses (NURS 1300 and NURS 1400) designed specifically to assist in the transition to the RN program. These courses are offered as hybrid courses starting in the spring semester. After successful completion of NURS 1300 and NURS 1400 students receive a grade of K for NURS 1000, NURS 1001, NURS 1002, and NURS 1100.

Applicants must meet the following admission requirements:

- Be licensed as an LPN or paramedic in the state of Georgia
- Have been a practicing LPN or paramedic with at least 1000 hours of clinical practice in the last two years or have graduated from a LPN or paramedic program within the last two years
- Meet the basic requirements for admission to Georgia Highlands College
- Meet all criteria for admission into the nursing program

It is the policy of the Georgia Highlands College nursing program to require students to retake the required biology courses if those courses were taken more than six years before application to the nursing program. For practicing LPNs, if the required biology courses are over six years old but less than ten years old an applicant may submit a waiver request to have the age of the biology courses extended to 10 years. Any biology courses considered for waiver must be courses recognized by GHC as equivalent to BIOL 2121K, BIOL 2122K and/or BIOL 2161K. Waivers are granted on an individual basis based on credits on official transcripts and documented clinical experience. Waivers are to be addressed to the nursing program director.

Required for Transfer Students

Transfer students will be accepted on an individual basis. Placement in the nursing curriculum will be determined by the director of the nursing program. Since campus and clinical laboratory skill requirements vary from one nursing program to another, the student will be held responsible for completion of any deficiency in the areas specified in the Georgia Highlands College nursing program. The student must complete all deficient campus and clinical laboratory skills by the end of the term in which he/she enrolls in the nursing program at Georgia Highlands College. A transfer student who fails to complete any of these deficiencies will not be allowed to progress in the nursing sequence.

The Extended Program in Nursing

The extended program in nursing involves students who for personal reasons lengthen their program beyond the required four semesters. The student who requires remediation in mathematics, English or reading will not be admitted directly into the nursing program. Students must pass all remedial courses with a minimum grade of C. On a 4.0 scale, the student must maintain an overall 2.5 average in the required general education courses and meet all other requirements in order to be considered for placement in the nursing sequence.

Additional Information

There are specific student policies that apply to nursing students (i.e. uniform regulations, confidentiality, etc.) The policies are maintained in the ASN Nursing Student Handbook which is available online.

ASSOCIATE OF SCIENCE IN NURSING CURRICULUM

Credit Hours

General Academic Courses:30

BIOL 2121K Human Anatomy and Physiology I (3-2-4)*
BIOL 2122K Human Anatomy and Physiology II (3-2-4)*
BIOL 2161K Introductory Medical Microbiology (3-3-4)*
ENGL 1101 English Composition I (3-0-3)
HIST 2111 or HIST 2112 American History 1 or 2 (3-0-3)
POLS 1101 American Government (3-0-3)
MATH 1001 Quantitative Skills and Reasoning (3-0-3) or
MATH 1111 College Algebra (3-0-3)
COMM 1100 Human Communications (3-0-3)**
***** Humanities Elective (3-0-3)

Choose a Humanities Elective from one of the following:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature Survey (3-0-3)
ENGL 2135 Latino Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish II (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)

THEA 1100 Theater Appreciation (3-0-3)

Nursing Career Preparation Courses:36

NURS 1000 Introduction to Nursing (1-0-1)
NURS 1001 Health Assessment (2-0-2)
NURS 1002 Pharmacology (2-0-2)
NURS 1100 Conceptual Foundations of Nursing (4-6-6)
NURS 1200 Nursing Practice for Common Health Issues (5-9-8)
NURS 1300 Bridge to Professional Nursing (2-3-3) ***
NURS 1400 Conceptual Nursing for Paramedics and LPNs (5-3-6) ***
NURS 2500 Nursing Practice for Complicated Health Concerns (5-12-9)
NURS 2600 Nursing Practice for Complex Health Problems (4-3-5)
NURS 2650 Transition to Professional Nursing Practice (1-6-3)

Total hours required: 66

** There is an Area D prerequisite course for BIOL 2121K. Students must retake required biology courses if those courses were taken more than six years before application to the nursing program.*

*** Students may substitute COMM 1110 for COMM 1100*

****NURS 1300 and 1400 are required only of LPNs and paramedics who are entering the Professional Bridge to Nursing track.*

RN-BSN ONLINE PROGRAM

Bachelor of Science

Division: Health Sciences

The RN-BSN online program is designed for RNs with an associate or diploma degree in nursing and an unencumbered Registered Nurse license in the state of residence. Admission to the program is based upon meeting the criteria for admission and acceptance to Georgia Highlands College and the Department of Nursing. The courses are all delivered completely online except NURS 4404, which has a clinical/field experience component that may be partially completed in the student's place of employment.

Accreditation and Approval

The Georgia Highlands Nursing BSN program has full approval of the Georgia Board of Nursing and is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Rd NE Suite 850, Atlanta, GA 30326, Phone 404-975-5000, Fax 404 975-5020, <http://www.acenursing.org>

Criteria for Admission

- A. Graduated in the last four years from a program with accreditation from the Accreditation Commission for Education in Nursing (ACEN) or the Commission on Collegiate Nursing Education (CCNE); **or** graduated more than four years ago from a program with ACEN, NLNAC, or CCNE accreditation, plus evidence of at least 1000 hours of clinical practice within the last three years
- B. A minimum cumulative GPA of 2.5 on a 4.0 scale
- C. Lack no more than 3 core courses; all Sciences courses, English 1102, and Math 2200 must already be completed with a grade of "C" or better
- D. Verification of employment form if applicable
- E. Submit required transcripts
- F. Submit all required documentation
- G. An active valid RN license to practice nursing in the state of residence with no current disciplinary actions. **Note:** Upon meeting all other criteria, new nursing graduates may enter the program without RN licensure during summer semester only. Proof of licensure will be required for progression to fall semester and for all other applicants

Consideration for admission to the RN-BSN program is a three-step process. Meet above criteria for admission to the RN-BSN program as stated above; complete the process for general admission to Georgia Highlands College, complete a separate application for admission to the RN-BSN program, and submit documentation as required by the RN-BSN program. The deadline for submission of applications to the RN-BSN is March 31 of each year for summer and June 30 for fall admission. Students may be admitted for the summer or fall semester as full- time or part-time students. ***Please note that the application deadlines for general admission to

Georgia Highlands College may be different from the RN-BSN application deadlines.

*** Note: Application due dates are located at

<https://sites.highlands.edu/nursing/BSN/>

Admission to Georgia Highlands College

- A. If applying for initial admission to GHC, must submit a \$30 non-refundable application fee made out to Georgia Highlands College, a copy of your high- school transcript and official transcripts from any college(s) previously attended.
- B. If applying for readmission, you may be required to submit a \$30 non-refundable fee made out to Georgia Highlands College and any official transcripts from any college(s) you attended since last attending GHC.
- C. Information regarding admission to Georgia Highlands College is located at <https://sites.highlands.edu/admissions/>

Required Documentation for RN-BSN Program

Students must complete and submit the following requirements online by due date noted in conditional acceptance letter:

- Evidence of good health as documented by a nursing health form signed by a physician or a certified nurse practitioner. Additional health requirements must be met prior to clinical experiences in selected agencies
- Completion of annual influenza vaccine or signed declination form on file which meets state requirements
- Current (within 1 year) negative tuberculin screening. Students who have been advised against tuberculin skin testing must maintain current documentation from Health Dept. or healthcare provider of TB risk assessment and completion of any recommended follow-up care. Documentation must remain current throughout enrollment. In addition, students will adhere to requirements of assigned clinical facility.
- Proof of two MMR injections or positive rubella, rubella and mumps titers,
- TDAP within the last ten years
- Two varicella vaccines or positive varicella titer
- Completion of Hepatitis B vaccines series/ positive titer/declination
- Current certification by American Heart Association in basic life support
- Main proof of health insurance
- Evidence of completion of a background check and drug screen with all components required by clinical facilities: All students are required to submit to drug testing and a background check prior to beginning the RN-BSN program. A student may be tested if drug abuse is suspected. Students are responsible for all costs associated with the drug test and background
- The department of nursing may require additional proof of physical and/or

mental well-being.

- Verification of employment if applicable
- Student contact information
- Signed acknowledgement and agreement for all RN-BSN required documentation.
- A copy of student's current valid license to practice nursing in the state of residence with no current disciplinary actions
- Copy of Driver's License (valid state accepted identification)
- Student contact information must be kept current in Banner and RN-BSN office throughout program enrollment.

Progression and Graduation in the RN- BSN Program

In order to progress in the RN- BSN program, the student must:

- Monitor dates on all required documents and update prior to expiration (health records, vaccinations, CPR (American Heart Association Basic Life Support), background checks, negative drug screen, and any other requirement document
- Maintain a cumulative GPA of 2.0 on a 4.0 scale
- Maintain certification in American Heart Association basic life support
- Achieve a grade of C or better in each nursing course in the RN-BSN curriculum

Note: A numeric grade of 75 must be achieved for a C in nursing; a grade of D or F constitutes a failure in any nursing course. If a grade of D or F is made in any RN-BSN nursing course, the course must be repeated and a C or better must be attained for the student to progress to the next nursing course in the program; other BSN courses cannot be taken along with a "repeated" course.

- Students may fail (grade of D or F) and repeat a BSN course only one time during the program. Failing a second BSN course at any time will result in dismissal from, and ineligibility to re-enter, the RN-BSN program.
- Incomplete grades in RN-BSN nursing courses must be completed within one year according to GHC policy. After one year, courses remaining incomplete will automatically convert to a grade of F. Students must have completed at least 75% of coursework to be eligible for an incomplete grade; other BSN courses cannot be taken until the incomplete grade is removed.
- Students must meet all the requirements for graduation as specified by the college and the nursing program

RN-BSN Curriculum

For registered nurses with a diploma or associate degree who are returning to school to earn a baccalaureate in nursing degree.

	Credit Hours
A. Essential Skills	9 hours
Required:	
ENGL 1101 English Composition I (3-0-3)	
ENGL 1102 English Composition II (3-0-3)	
Choose one of the following or a mathematics course for which one of these is a prerequisite:	
MATH 1001 Quantitative Reasoning (3-0-3)	
MATH 1111 College Algebra (3-0-3)	
MATH 1113 Precalculus (3-0-3)	
B. Institutional Options	4-5 hours
Two courses must be completed in Area B. Required:	
COMM 1100 Human Communication (3-0-3) OR	
COMM 1110 Public Speaking (variable 2-3)	
Choose from the following courses as necessary to complete a total of two courses in Area B:	
GHHU 2901 Georgia Highlands College Humanities-Special Topics (Variable Credit)	
GHMA 2901 Georgia Highlands College Mathematics-Special Topics (Variable Credit)	
GHSC 2901 Georgia Highlands College Sciences-Special Topics (Variable Credit)	
GHSS 2901 Georgia Highlands College Social Sciences-Special Topics (Variable Credit)	
IDIS 1100 Social & Cultural Issues (2-0-2) IDIS 1101 Social & Cultural Issues (3-0-3)	
NSCI 1100 Science in Today's World (2-0-2)	
C. Humanities/Fine Arts	6 hours
Required	
One three-hour literature survey course:	
ENGL 2111 World Literature I (3-0-3)	
ENGL 2112 World Literature II (3-0-3)	
ENGL 2121 British Literature I (3-0-3)	
ENGL 2122 British Literature II (3-0-3)	
ENGL 2131 American Literature I (3-0-3)	
ENGL 2132 American Literature II (3-0-3)	
ENGL 2133 African-American Literature (3-0-3)	
ENGL 2135 Latino Literature (3-0-3)	

Choose from the following courses:

ARTS 1111 Art History to the Renaissance (3-0-3)
ARTS 1112 Art History, Renaissance to the Present (3-0-3)
ARTS 1113 Art Appreciation (3-0-3)
ENGL 2010 Humanities in Drama (3-0-3)
ENGL 2111 World Literature I (3-0-3)
ENGL 2112 World Literature II (3-0-3)
ENGL 2121 British Literature I (3-0-3)
ENGL 2122 British Literature II (3-0-3)
ENGL 2131 American Literature I (3-0-3)
ENGL 2132 American Literature II (3-0-3)
ENGL 2133 African-American Literature (3-0-3)
FREN 1001 Elementary French I (3-0-3)
FREN 1002 Elementary French II (3-0-3)
FREN 2001 Intermediate French I (3-0-3)
FREN 2002 Intermediate French II (3-0-3)
HUMS 2011 Studies in Humanities (3-0-3)
MUSC 1100 Music Appreciation (3-0-3)
PHIL 2010 Introduction to Philosophy (3-0-3)
RELI 1116 Introduction to Religion (3-0-3)
SPAN 1001 Elementary Spanish I (3-0-3)
SPAN 1002 Elementary Spanish (3-0-3)
SPAN 2001 Intermediate Spanish I (3-0-3)
SPAN 2002 Intermediate Spanish II (3-0-3)
THEA 1100 Theatre Appreciation (3-0-3)

D. Science, Mathematics, and Technology

10-11 hours

Health Professions Majors must choose one of the following science sequences:

CHEM 1151K (3-3-4) and CHEM 1152K (3-3-4) Survey of Chemistry I & II
CHEM 1211K (3-3-4) and CHEM 1212K (3-3-4) Principles of Chemistry I & II
BIOL 1010K (3-3-4) Introductory Biology and BIOL 2190 (3-0-3) Principles of Nutrition
BIOL 2107K (3-3-4) and BIOL 2108K (3-3-4) Principles of Biology I & II
PHYS 1111K, (3-3-4) and PHYS 1112K (3-3-4) Introductory Physics 1 and II
PHYS 2211K (3-3-4) and PHYS 2212K (3-3-4) Principles of Physics 1 and II

Choose one of the following courses:

MATH 1113 Precalculus (3-0-3)
MATH 2200 Elementary Statistics (3-0-3) * ***strongly recommended***
MATH 2040 Applied Calculus (3-0-3)
MATH 2261 Calculus I (4-0-4)

Note: Students should consult an adviser to coordinate Area D course selections with Area F requirements.

E. Social Sciences

12 hours

Required:

POLS 1101 American Government (3-0-3)

Choose one required western/world civilization course:

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

Choose one required course in American history:

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

Choose one course from those below:

GEOG 1101 Introduction to Human Geography (3-0-3)

ECON 2105 Principles of Macroeconomics (3-0-3)

HIST 1111 World Civilization to 1500 (3-0-3)

HIST 1112 World Civilization since 1500 (3-0-3)

HIST 1121 Western Civilization I (3-0-3)

HIST 1122 Western Civilization II (3-0-3)

HIST 2111 American History I (3-0-3)

HIST 2112 American History II (3-0-3)

HIST 2154 Minorities in United States History (3-0-3)

POLS 2401 Global Issues (3-0-3)

POLS 2501 Domestic Issues (3-0-3)

PSYC 1101 Introduction to General Psychology (3-0-3)*

RELI 1116 Introduction to Religion (3-0-3)

SOCI 1101 Introduction to Sociology (3-0-3)*

SOCI 1160 Introduction to Social Problems (3-0-3)

*** Strongly recommend**

Note: Students should consult an adviser to coordinate Area E course selections with Area F requirements.

F. Courses Related to the Program of Study Required:

Required:

18 hours

BIOL 2121K Human Anatomy and Physiology I (3-2-4)

BIOL 2122K Human Anatomy and Physiology II (3-2-4)

BIOL 2161K Introductory Medical Microbiology (3-3-4)

MATH 2200 Elementary Statistics (3-0-3) – ***if not taken to satisfy Area D requirement***

Approved Lower Level Electives (3+ hours)

Choose from approved lower level electives below (courses not taken to satisfy Area A-E):

PSYC 1101 Introduction to General Psychology (3-0-3)

PSYC 2103 Introduction to Human Development (3-0-3)

SOCI 1101 Introductory Sociology (3-0-3)

Transfer Credit via Georgia's RN to BSN Articulation Plan**30 hours**

NURS 1001 Health Assessment (2-0-2)**

NURS 1100 Conceptual Foundations of Nursing (4-6-6)**

NURS 1200 Nursing Practice for Common Health Issues (5-9-8)**

NURS 2500 Nursing Practice for Complicated Health Concerns (5-12-9)**

NURS 2600 Nursing Practice for Complex Health Problems (4-3-5)**

RN-BSN Major Courses -(All new courses):**30 hours****Required:**

NURS 3301 Concepts of Professional Nursing (3-0-3)

NURS 3302 Health Assessment (4-0-4)

NURS 3303 Issues & Perspectives in Nursing (3-0-3)

NURS 3304 Foundations of Nursing Research (3-0-3)

NURS 4401 Community Health Nursing (3-3-4)

NURS 4402 Leadership and Management (3-0-3)

NURS 4403 Community Research Project (3-0-3)

NURS 4404 Clinical Leadership Practicum (3-3-4)

Nursing elective (choose one):

NURS 3300 Ethical Issues in Nursing (3-0-3)

NURS 3305 Nursing Informatics (3-0-3)

NURS 3306 Healthcare in Diverse Cultures (1-6-3)

NURS 3308 Perioperative Nursing (1-6-3)

NURS 3309 Public Health Nursing (1-6-3)

Graduation Requirements

Area A-E

42 hours

Area F

18 hours

Transfer Credit via Georgia's RN to BSN Articulation Plan

30 hours

BSN Required Courses

27 hours

BSN Elective Course (may transfer in upper level credit)

3 hours

120 hours

Georgia's RN to BSN Articulation Plan**

GHC participates in the statewide articulation plan that streamlines getting into an accredited RN-BSN program in nursing. The plan was developed through the collaborative efforts of faculty of the ASN and BSN nursing programs in Georgia and the Georgia Board of Nursing. To be eligible, you must meet the following criteria:

- Be a graduate of an accredited ASN or diploma program within the last 4 (four) years, or be a graduate from one of these programs more than four years ago with documentation of 1,000 hours of clinical nursing practice in the last three years
- Hold a current, valid RN license to practice in the United States and be eligible for licensure in Georgia.

Graduates of ASN programs who meet the above criteria will be granted credit by transfer for 19 semester hours and credit-by-exam for 9 semester hours. Graduates of diploma programs who meet the above criteria will be granted credit by exam for 30 semester hours. The credit-by-exam hours will be earned by satisfactorily completing NURS 3301 Concepts of Professional Nursing.



COURSE DESCRIPTIONS

COURSE DESCRIPTIONS

Course descriptions for courses offered by Georgia Highlands College are presented in this section. Following the course title is the course abbreviation and the course listing. The number of hours per week for the course is listed as follows: the first number is the number of lecture hours per week; the second number is the number of laboratory hours per week; the final number is the number of credit hours earned in the course. For example, 3-0-3 denotes three hours of lecture per week, no laboratory, and three hours of credit.

COURSE ABBREVIATIONS

ACCT	Accounting
AHSC	Allied Health Sciences
ARTS	Art
ASTR	Astronomy
BIOL	Biology
BUSA	Business Administration
CHEM	Chemistry
COMM	Communication
CSCI	Computer Science
CRJU	Criminal Justice
DHYG	Dental Hygiene
ECON	Economics
EDUC	Education
ENGL	English
FINA	Finance
FREN	French
GEOG	Geography
GEOL	Geology
GHHU	Georgia Highlands Humanities
GHMA	Georgia Highlands Mathematics
GHSC	Georgia Highlands Sciences
GHSS	Georgia Highlands Social Sciences
HCMT	Health Care Management
HIST	History
HMSV	Human Services
HUMS	Humanities
IDIS	Social and Cultural Issues
JOUR	Journalism
LSCM	Logistics and Supply Chain Management
MGMT	Management
MATH	Mathematics
MKTG	Marketing
MLCS	Mathematical Literacy for College Students
MUSC	Music
NSCI	Natural Science in Today's World

NURS	Nursing
PHIL	Philosophy
PHED	Physical Education
PHSC	Physical Science
PHYS	Physics
POLS	Political Science
PSYC	Psychology
READ	Reading
RELI	Religion
SOCI	Sociology
SPAN	Spanish
THEA	Theater

Accounting 2101: Principles of Accounting I**ACCT 2101**

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of all learning support requirements

A study of the underlying theory and application of financial accounting concepts.

Accounting 2102: Principles of Accounting II**ACCT 2102**

3-0-3. Prerequisites: ACCT 2101 with a grade of C or better

A study of the underlying theory and application of managerial accounting concepts.

Allied Health Sciences 1101: Medical Terminology**AHSC 1101**

2-0-2. Prerequisites: None

This course is designed to prepare students to use a specialized language so they may communicate with other professionals in a health-care setting. Basic principles of medical word building are taught. The student will be able to define, pronounce, spell and analyze medical terms used in the health-care fields.

Allied Health Sciences 1105: Computers in Healthcare**AHSC 1105**

1-0-1. Prerequisites: None

All students must attend the mandatory orientation session. This course offers students an introduction to the use of computer technology in health care practice. The course will be offered online using WebCT. Students will use word processing software and use the internet as a source of current healthcare information

Allied Health Sciences 2202: Principles of Nutrition**AHSC 2202**

1-2-2. Prerequisites: Satisfactory placement scores

This course covers the fundamental principles of human nutrition from a biological perspective. Included will be the study of the major nutrient classes, nutrition and related diseases, consumer concerns about foods and the requirements of various stress groups. This course is usually offered only once every two academic years. Consult the academic dean for the Health Sciences Division for schedule plans.

Art 1010: Drawing I**ARTS 1010**

0-6-3. Prerequisite: None

Introduction to the techniques, and principles of drawing. Designed primarily for art pathway students and future art majors and others interested in studio art work, this course emphasizes the development of drawing skills and focuses on basic two-dimensional design problems.

Art 1011: Drawing II**ARTS 1011**

0-6-3. Prerequisite: ARTS 1010

Techniques, materials and principles of drawing. This course is designed for students in art pathway and future art majors. It expands on basic skills taught in Drawing I (ARTS 1010) and introduces new materials and avenues of expression with a special emphasis on color and design.

Art 1020: Two-Dimensional Design/Color Theory**ARTS 1020**

0-6-3. Prerequisite: ARTS 1010 with a grade of C or better

The fundamentals of two-dimensional design introduced through projects in a variety of media. Designed for students in art pathway and future art majors, this course investigates the problems and possibilities of color in relation to two-dimensional design through exercises involving hue, value, saturation and other properties of color. It also introduces students to the use of acrylic paint.

Art 1030: Three-Dimensional Design**ARTS 1030**

0-6-3. Prerequisite: ARTS 1010

An investigation of three-dimensional forms and space using various materials and methods. This basic course in sculpture examines the three-dimensional aspects of art structure as applied in a variety of materials, including plaster, wood and clay. Students study the technical aspects and design problems of working with three dimensional forms and spatial relationships.

Art 1111: Art History to the Renaissance**ARTS 1111**

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of learning support English requirements

This survey of art history covers the major periods of Western art from pre-history to 1400. It focuses on stylistic trends and cultural relationships. Some consideration is given to non-Western art forms.

Art 1112: Art History, Renaissance to the Present**ARTS 1112**

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of learning support English requirements

This survey of art history covers the main periods of Western art from 1400 to the present. Some consideration is also given to non-Western art.

Art 1113: Art Appreciation**ARTS 1113**

3-0-3. Prerequisites: None

This course seeks to develop an understanding of the arts built upon an exposure to the painting, sculpture, architecture and other arts of contemporary and earlier times. Illustrated lectures and readings present the sociological and psychological factors that influence the production of art and show the basic problems of design and technique in the development of an artist and associated works. Students receive credit toward graduation for only one of the following courses: ARTS 1113, ARTS 1100.

Art 1117: Advanced Drawing (Computer)**ARTS 1117**

0-6-3. Prerequisite: ARTS 1010

This course will continue to expand drawing and design skills through the application of new technologies with special emphasis on the use of the computer in opening and enriching the possibilities of image making.

Art 2181: Painting I**ARTS 2181**

0-6-3. Prerequisite: 15 hours of art studio coursework

This studio art course is limited to students in the art pathway and future art majors who have completed their basic studio requirements and wish to work for a semester in a major discipline of painting. The course concentrates on techniques in traditional and innovative oil painting. The course requires extensive effort, both supervised and independent.

Astronomy 1000: Introduction to the Universe**ASTR 1000**

3-0-3. Prerequisites: None

A survey of the universe, examining the historical origins of astronomy; the motions and physical properties of the Sun, Moon, and planets; the formation, evolution, and death of stars; and the structure of galaxies and the expansion of the universe.

Astronomy 1010K: Astronomy of the Solar System**ASTR 1010K**

3-3-4. Prerequisites: None

Astronomy from early ideas of the cosmos to modern observational techniques. The solar system planets, satellites and minor bodies. The origin and evolution of the solar system.

Laboratory Fee**Astronomy 1020K: Stellar and Galactic Astronomy****ASTR 1020K**

3-3-4. Prerequisite: ASTR 1010K with a grade of "C" or better

The study of the sun and stars, their physical properties and evolution, interstellar matter, star clusters, our galaxy and other galaxies, and the origin and evolution of the universe.

Laboratory Fee**Biology 1010K: Introductory Biology****BIOL 1010K**

3-3-4. Prerequisites: None

BIOL 1010K constitutes the required core course for a seven to eight semester-hour laboratory science sequence. Topics to be covered include the chemical basis of cells, general cell biology and genetics, respiration and photosynthesis, patterns of inheritance, natural selection and speciation and an introduction to the major kingdoms of life. The laboratory component provides hands-on experience in analysis and evaluation of biological processes. This course provides a foundation for the non-science pathway in the skills of inquiry, data collection, and critical thinking while introducing the student to the basic concepts of the life sciences. Students receive credit toward graduation for only one of the following courses: BIOL 1010K, BIOL 1011K. ***Laboratory Fee***

****NOTE: Credit for this course is not granted for students with credit in BIOL 2107K.***

Biology 1020: Plants, Society, and the Environment**BIOL 1020**

3-0-3. Prerequisites: None

This course explores the basic structure and function of plants; how they reproduce; their evolution and adaptation to unique ecosystems; the process of domesticating plants; and the sociocultural, economic, scientific and medical impacts of domesticating plants. This course

is designed for non-science majors.

Biology 2107K: Principles of Biology I

BIOL 2107K

3-3-4. Prerequisites: Satisfactory placement scores

or Successful completion of all learning support requirements

This course is designed for students in the biological sciences and pre-professional pathways. This course will investigate the history of science and the scientific method, the chemical basis of cells, cell biology, bioenergetics, DNA structure and function, general and molecular genetics, and the theories of natural selection and speciation. Students will be introduced to the recent trends in the biological sciences and will be required to research topics outside of the classroom. **Laboratory Fee.**

***NOTE: Students may not receive credit for both BIOL 2107K and BIOL 1010K.**

Biology 2108K: Principles of Biology II

BIOL 2108K

3-3-4. Prerequisite: BIOL 2107K with a grade of C or better

This course will explore the classification and the phylogenetic relationship of prokaryotes, protists, fungi, animals and plants. Included will be discussions on the history of evolutionary thought, speciation, population biology and ecology. Students will also be introduced to comparative vertebrate anatomy and physiology. As with BIOL 2107K, students will be required to research topics outside of the classroom. **Laboratory Fee.**

Biology 2121K: Human Anatomy and Physiology I

BIOL 2121K

3-2-4. Prerequisites: Grade of C or better in any Area D lab science

And Successful completion of all learning support requirements

Biology 2121K and Biology 2122K are a sequence in which the basic concepts of biology and biochemistry (cell theory, cell structure, cell metabolism and cell reproduction) are reviewed before proceeding to a detailed study of the normal histology, gross anatomy and physiology of each body system within the human organism. Emphasis is placed on homeostatic mechanisms as they relate to health and disease. Laboratory study includes examination of life-sized models, prepared tissue slides and preserved specimens with analysis of physiological processes within the student's body by EEG, ECG, EMG, and other computer-assisted analyses. **Laboratory Fee**

Biology 2122K: Human Anatomy and Physiology II

BIOL 2122K

3-2-4. Prerequisite: BIOL 2121K with a grade of C or better

See BIOL 2121K for course description

Laboratory Fee.

Biology 2151K: Invertebrate Zoology

BIOL 2151K

3-3-4. Prerequisite: None

This course will investigate the evolution and phylogenetic relationships of the invertebrates. Also examined will be the anatomy and physiology of the invertebrates, the evolution and speciation of other species and the coevolution of plants and insects. This course is usually offered only once every two academic years. Consult the academic dean of the Natural Sciences and Physical Education Division for schedule plans.

Laboratory Fee.

Biology 2152K: Introduction to Field Studies**BIOL 2152K**

3-3-4. Prerequisite: None

This course will explore the ecological relationships of the major kingdoms, the role of the ecosystems, as well as environmental science and an introduction to population biology. Also included will be an examination of the role of chemical ecology and the global considerations facing ecosystem management. The lab component will focus on field work and collections at local ecosystems. This course is usually offered only once every two academic years. Consult the academic dean of the Natural Sciences and Physical Education Division for schedule plans. *Laboratory Fee.*

Biology 2153K: Botany**BIOL 2153K**

3-3-4. Prerequisite: None

This course includes an overview of the diversity, evolution and ecological importance of the Archaea, photosynthetic bacteria, photosynthetic Protista, fungal pro tests, the Kingdom Fungi and the Kingdom Plantae. Structures and tissues will also be studied comparatively in terms of their anatomy, function, physiology and adaptive significance; special emphasis will be placed on the Kingdom Plantae. *Laboratory Fee.*

Biology 2154K: General Zoology**BIOL 2154K**

3-3-4. Prerequisite: None

This course includes an overview of the diversity of the viruses, heterotrophic Bacteria, heterotrophic Protista and the Kingdom Animalia. Animal organ systems will also be studied comparatively in terms of anatomy, function and physiology; special emphasis will be placed on vertebrates. *Laboratory Fee.*

Biology 2161K: Introductory Medical Microbiology**BIOL 2161K**

3-3-4. Prerequisite: BIOL 1010K, 2107K or 2121K with a grade of C or better. And successful completion of all learning support requirements.

Following an overview of the classification of microorganisms, their growth requirements, metabolism and ecological roles, emphasis is given to the host-parasite relationship, potential for pathogenicity of microorganisms, defense mechanisms of the human host including extensive discussion of immunology, and the etiology and epidemiology of infectious diseases for each human body system. Laboratory work introduces the student to identification and culture techniques, transmission control mechanisms, and common clinical isolation procedures.

*Laboratory Fee.***Biology 2180: Directed Study in Issues in Biological Sciences****BIOL 2180**

1-3 semester credit hours based on topic covered (topics covered will vary).

Prerequisites: Any biological lab science **and** consent of instructor

This course may consist of individual or independent work under supervision of a member of the faculty with whom specific arrangements have been made (directed reading, research, laboratory or field observation projects). The transferability of credit in this course will depend on the evaluation of the receiving institution. This course may be repeated for credit only once.

Biology 2182: Bioethics**BIOL 2182**

2-0-2. Prerequisite: Any biological lab science

This course will enable the student to think more critically about some of the difficult moral problems that arise in the practice of science and from our contemporary understanding of living systems. Readings and discussions will focus on issues of personal decision making and public policy regarding such topics as the human genome project, gene therapy, organ transplant, fetal tissue research and others.

Biology 2190: Principles of Nutrition**BIOL 2190**

3-0-3. Prerequisite: None

This course covers the fundamental principles of human nutrition from a biological perspective. Included will be the study of the major nutrient classes, nutrition and related diseases, role of major nutrients, consumer concerns about food, and the requirements of various stress groups.

Business Administration 1105: Introduction to Business**BUSA 1105**

3-0-3. Prerequisite: Satisfactory placement scores

or Successful completion of learning support English requirements

An integrative survey of the functional areas of business (finance, operations, marketing, human resources, etc.)

Business Administration 2105: Communicating in the Business Environment**BUSA 2105**

3-0-3. Prerequisite: ENGL 1101 with a grade of C or better

A course emphasizing both interpersonal and organizational communications to include written and oral exercises appropriate to business, technical and professional practice.

Business Administration 2106: The Environment of Business**BUSA 2106**

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of all learning support requirements

An introduction to the political, social, legal, ethical, environmental and technological issues that form the context for business; to include an overview of the impact of demographic diversity on organizations.

Business Administration 2205: Fundamentals of Computer Applications**BUSA 2205**

3-0-3. Prerequisite: Satisfactory placement scores

or Successful completion of all learning support requirements

A course designed to assure a basic level of computer applications literacy; to include spreadsheet, database, LAN, e-mail and Internet uses as well as word-processing skills.

Business Administration 3000: Statistical Analysis for Business**BUSA 3000**

3-0-3. Prerequisite: Admission to the BBA program, ACCT 2101 and MATH 2200

An introduction to the application of statistics to business. Descriptive statistics, sampling procedures, random variables, sampling distributions of the means and proportions,

estimation and inference, simple linear regression, an introduction to multiple regression, and categorical data models are emphasized. A current statistical software package for microcomputers is utilized to analyze business data.

Business Administration 4000: Professional Career Management BUSA 4000

3-0-3. Prerequisite: Admission to the BBA program, MGMT 3000, MGMT 3010, MGMT 3020, and MGMT 3030

A course which explores career and life planning issues in business settings. Students will focus on informed career decision making and career management as well as development of essential verbal and non-verbal communication skills. Key topics are self-assessment, career exploration, the navigation of the interview and job search process, preparation for employment, transitioning from college to work, and understanding business culture. Additional career related topics may be explored.

Business Administration 4100: Internship BUSA 4100

1-6-3. Prerequisite: Admission to the BBA program, BUSA 4000

A supervised work-study program in selected companies. Students will be permitted to undertake internships only after review of academic qualifications and with firms per-approval by the program coordinator.

Chemistry 1151K: Survey of Chemistry I CHEM 1151K

3-3-4. Prerequisites: Satisfactory placement scores

or Successful completion of all learning support requirements

First course in a two-semester sequence covering elementary principles of chemistry of general, organic and biochemistry. Topics to be covered include elements and compounds, chemical equations, organic nomenclature and molecular geometry. Laboratory exercises supplement the lecture material. **Laboratory Fee.**

NOTE: Students may receive credit for only one chemistry sequence (CHEM 1151K & 1152K or CHEM 1211K & 1212K).

Chemistry 1152K: Survey of Chemistry II CHEM 1152K

3-3-4. Prerequisite: CHEM 1151K or CHEM 1211K with a grade of C or better

Second course in a two-semester sequence covering elementary principles of general, organic and biochemistry designed for allied health majors and non-science pathways. Laboratory exercises supplement the lecture material. **Laboratory Fee.**

NOTE: Students may receive credit for only one chemistry sequence (CHEM 1151K/1211K & 1152K or CHEM 1211K & 1212K).

Chemistry 1211K: Principles of Chemistry I CHEM 1211K

3-3-4. Prerequisite: Satisfactory placement scores

or Successful completion of all learning support requirements

Co-requisite: MATH 1111

First course in a two-semester sequence covering the fundamental principles and applications of chemistry for science pathways. Topics to be covered include composition of matter, stoichiometry, periodic relations and nomenclature. Laboratory exercises

supplement the lecture material. **Laboratory Fee.**

Chemistry 1212K: Principles of Chemistry II

CHEM 1212K

3-3-4. Prerequisite: CHEM 1211K and MATH 1111 with a grade of C or better

Second course in a two-semester sequence covering the fundamental principles and applications of chemistry for science pathways. Laboratory exercises supplement the lecture material. **Laboratory Fee.**

Chemistry 2401K: Fundamental Organic Chemistry I

CHEM 2401K

3-3-4. Prerequisite: CHEM 1212K with a grade of C or better.

Reactions, methods of preparation and physical properties of organic compounds with emphasis on modern electronic and mechanistic theories. **Laboratory Fee.**

Chemistry 2402K: Fundamental Organic Chemistry II

CHEM 2402K

3-3-4. Prerequisite: CHEM 2401K with a grade of C or better

A continuation of the study of reactions, methods of preparation and physical properties of organic compounds. **Laboratory Fee.**

Chemistry 2800K: Quantitative Analytical Chemistry

3-3-4. Prerequisite: CHEM 1212K with a grade of C or better

This course introduces students to statistics; the use of spreadsheets; principles of gravimetric and volumetric analysis; concepts of chemical equilibrium as applied to acid-base, precipitation, and complex ion reactions; electrochemistry and potentiometry, ultraviolet-visible spectroscopy; and an introduction to modern chromatographic separations. **Laboratory Fee.**

Communication 1100: Human Communication

COMM 1100

3-0-3. Prerequisite: none

Human Communication is an introductory general-education course for all GHC students and students in the Communication pathway focused on the fundamental components of the human communication process, emphasizing selected concepts, methods, and practice in one-on-one, small group, and presentational settings. This class covers such areas as information gathering, perception, message design, audience considerations, verbal/nonverbal approaches, discussion/delivery strategies, critical analysis, and related media technology support resources. Includes student speaking assignments.

Communication 1110: Public Speaking

COMM 1110

Variable Credit (2-3 Semester Hours Credit) Prerequisite: Satisfactory placement scores
or Successful completion of learning support English requirements

Public Speaking is a course for all pathways that is designed to help students improve their ability to prepare and deliver effective oral presentations before an audience. This fundamental speech course emphasizes creation of ideas, audience analysis, managing anxiety, organization skills, delivery techniques, use of visual aids and presentation software. Students will extemporaneously deliver a variety of speeches, including informative and persuasive speeches.

Students receive credit toward graduation for only one of the following courses COMM 1110, COMM 1210.

NOTE: The two credit version of this course is for Dental Hygiene and can be used as an optional course in Area B. Most students should instead take the three credit version of the course.

Communication 1502: Intercultural Communication

COMM 1502

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of learning support English requirements
or COMM 1100
or COMM 1110

In today's multicultural, global society, intercultural communication is a common occurrence. Intercultural Communication is an introductory course for all pathways that examines effective and productive interactions between and among various cultural, linguistic, ethnic, racial and social groups. This course will explore (1) humans as cultural beings (who we are, how we think, how we write it) and (2) how cultural differences among humans relate to language learning and teaching. Through this course, students build knowledge and skills to communicate across cultures to increase their effectiveness at work and in the community.

Communication 2105: Interpersonal Communication

COMM 2105

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of learning support English requirements
or COMM 1100
or COMM 1110.

This course covers the principles, theories and practical applications of effective interpersonal communication in both face-to-face and mediated contexts. Among other topics, self-perception, self-disclosure, conflict management, verbal and nonverbal communication within dyadic communication situations will be covered. Students will learn to become sensitive to the relational development of these ideas in various contexts, particularly those involving relationships within families, among co-workers and friends, and romantic partners.

Communication 2230: Introduction to Mass Media

COMM 2230

3-0-3. Prerequisite: ENGL 1101 **or** consent of instructor

A survey of the mass media and its impact on society. This introductory course examines theories and practices of mass communication in a variety of contexts including but not limited to radio, television, magazines, newspapers, the Internet, citizen media and social media. Topics also include ethical, moral, legal, gender, and minority issues. This is a foundation course for students pursuing careers in communication and journalism, including print/broadcast media, public relations, sales and marketing, advertising, digital media and corporate communications.

Students receive credit toward graduation for only one of the following courses COMM 1101, COMM 2230.

Computer Science 1205: Introduction to Programming Using Visual Basic CSCI 1205

3-0-3. Prerequisite or co-requisite: MATH 1111

The emphasis of this course is on practical applications of visual basic programming. Topics include an introduction to Windows, data structures and algorithms.

Computer Science 1206: Intermediate Programming Using Visual Basic CSCI 1206

4-0-4. Prerequisite: CSCI 1205

This course is a continuation of Introduction to Programming Using Visual Basic emphasizing problem solving, data types and file processing with emphasis on the human factors of software design. Provides advanced skills needed in the Windows programming environment.

Computer Science 1301: Computer Science I

CSCI 1301

4-0-4. Prerequisite: MATH 1111

This course includes an overview of computers and programming; problem solving and algorithm development; simple data types; arithmetic and logic operators; selection structures; repetition structures; text files; arrays (one and two dimensional); procedural abstraction and software design; modular programming (including subprograms or the equivalent).

Computer Science 1302: Computer Science II

CSCI 1302

4-0-4. Prerequisite: CSCI 1301

This course includes an overview of abstract data types; arrays (multi-dimensional) and records; sets and strings; binary files; searching and sorting; introductory algorithm analysis (including Big- O); recursion, pointers and linked lists; software engineering concepts; dynamic data structures (stacks, queues, trees).

Computer Science 1320: Introduction to File Processing and File Structures

CSCI 1320

3-0-3. Prerequisite: CSCI 1301

This is a continuation of file management techniques. Language independent. Topics include sequential file processing, record and file organization, data representation, error detection and control, control breaks, tables, sorting, indexed and relative file organization.

Computer Science 2153: Introduction to Database Systems

CSCI 2153

4-0-4. Prerequisite: CSCI 1301 with the grade of C or better.

This course introduces students to the concepts and methods fundamental to databases development and database management systems. Students will design, implement and maintain a **relational** database. Students will explore basic functions and features of a database management system (DBMS), with an emphasis on the relational model. Students use various applications to construct databases and are introduced to Structured Query language (SQL). Topics include normalization, ERD, logical and physical design, SQL query, database applications, and data warehouse. Labs will use a database management system (DBMS) such as Oracle, MS SQL, MySQL or Access.

Computer Science 2300: Object-Oriented Programming **CSCI 2300**

4-0-4. Prerequisite: CSCI 1302

An introduction to C++ programming with object-oriented techniques including design methodologies. Topics include classes, operator and function overloading, in-line function, inheritance, virtual function, templates and OOP techniques.

Computer Science 2400: Computer Graphics **CSCI 2400**

3-0-3. Prerequisite: CSCI 1302

A survey of the basic hardware components and software techniques used in the discipline of computer graphics. Topics include two- and three-dimensional graphs, matrix representation or transformations, perspective and stereoscopic views.

Computer Science 2500: Introduction to Data Structures **CSCI 2500**

3-0-3. Prerequisite: CSCI 1302

An introduction to data structures and algorithm analysis. Topics include basic concepts of data, linear lists and arrays, representation of trees and graphs, storage systems and structures, searching and sorting techniques.

Criminal Justice 1100: Introduction to Criminal Justice **CRJU 1100**

3-0-3. Prerequisite: None

This course is an overview of the criminal justice system in the United States. The three principal components of the criminal justice system (courts, corrections and law enforcement) will be examined, along with the social and political considerations of the criminal justice system.

Criminal Justice 2111: The American Police System **CRJU 2111**

3-0-3. Prerequisite: none

A comprehensive survey of organizational problems in American law enforcement agencies. Special emphasis is placed on police administration.

Criminal Justice 2200: Social Science and the American Crime Problem **CRJU 2200**

3-0-3. Prerequisite: none

This course provides students with a broad theoretical and empirical overview of the American crime problem. The course is designed to explore the problem of crime in the United States from a social science perspective to develop a survey understanding of how the patterned influence of social institutions (family, government, schools), subcultures and the social psychology of everyday life come together to shape how society defines, organizes and responds to crime.

Criminal Justice 2311: Introduction to Corrections **CRJU 2311**

3-0-3. Prerequisite: none

An introduction to corrections, including its philosophy, procedures and institutions.

Criminal Justice 2411: Introduction to Criminology**CRJU 2411**

3-0-3. Prerequisite: none

A survey of criminology theory and practice, the nature and causation of crime and the etiology and nature of criminal offenses and offenders.

Criminal Justice 2701: Courts and Basic Criminal Procedures**CRJU 2701**

3-0-3. Prerequisite: none

This course will introduce the courts systems' legal bases, structure, jurisdiction, operation and its interaction with other government agencies. It will also create a basic understanding of each stage of criminal procedures as viewed from the legal perspective, including special emphasis on fundamental constitutional limitations.

Dental Hygiene 1100: Pre-Clinical Dental Hygiene**DHYG 1100**

1-6-3. Prerequisite: Admission to professional dental hygiene program

This preclinical dental hygiene course provides the student with the fundamental knowledge and skills to be used in the delivery of optimum patient care by the dental hygienist. Information learned in related courses such as Introduction to Patient Care and Dental Anatomy is reinforced and expanded upon to provide the student a basis for total patient care through clinical dental hygiene. Focus is directed toward the instrumentation techniques for the detection and removal of hard and soft deposits from tooth surfaces.

Fee Required.**Dental Hygiene 1110: Introduction to Patient Care****DHYG 1110**

2-0-2. Prerequisite: Admission to professional dental hygiene program

This course is the first in a series of courses designed to introduce the beginning dental hygiene student to the concepts, principles and assessment skills essential to rendering comprehensive oral hygiene care. Presentation of the professional and ethical responsibilities of the dental hygienist provides a foundation for the development of professional problem-solving skills.

Dental Hygiene 1120: Dental Anatomy/Histology**DHYG 1120**

1-3-2. Prerequisite: Admission to professional dental hygiene program

This course is designed to help the dental hygiene student understand tooth morphology and related structures, and the relationship of the teeth to one another and to the bones, muscles, nerves and vessels closely associated with the face. Orofacial and dental embryology is also addressed. A brief overview of head and neck anatomy, including bone structure, nerve distribution and vascular supply, is also included. A supervised lab will be used to develop student skills in identification of orofacial and dental anatomy structures.

Dental Hygiene 1130: Oral Pathology**DHYG 1130**

2-0-2 Prerequisite: DHYG 1120

This course is designed to help the dental hygiene student with the knowledge to recognize normal versus abnormal structures and lesions that are present in the oral cavity. Vocabulary and descriptive terminology relating to pathological processes is emphasized. Local and systemic conditions that affect the oral cavity are discussed.

Dental Hygiene 1200: Clinical Dental Hygiene I**DHYG 1200**

2-8-4. Prerequisites: DHYG 1100, DHYG 1120, DHYG 1220

Co-requisite: DHYG 1210, DHYG 1130, DHYG 1320

This course provides an opportunity for the beginning dental hygiene student to gain knowledge and skills in the delivery of patient care for which the dental hygienist is responsible. Emphasis is placed on the development of cognitive and psychomotor skills in the areas of dental hygiene instrumentations, patient rapport/communication, oral disease control, treatment planning and patient management. ***Fee Required.***

Dental Hygiene 1210: Dental Hygiene I**DHYG 1210**

2-0-2. Prerequisite: DHYG 1110

Co-requisite: DHYG 1200

This course gives an in-depth review of the procedures and objectives for providing total patient care. Discussion centers on the problems presented by patients with special needs, and the treatment modifications and additional services needed to bring these patients to a state of optimum oral health. This course also discusses the possible medical emergencies and the proper procedures to prevent and/or manage these events.

Dental Hygiene 1220: Dental Radiology**DHYG 1220**

1-3-2. Prerequisite: Admission to professional dental hygiene program

This course provides an introduction to radiation physics and x-ray machine functions, radiographic imaging techniques and radiation safety. The accompanying lab will provide the dental hygiene student with the radiographic skills necessary to safely expose, develop, mount and interpret diagnostic intra-oral and extra-oral dental radiographs.

Dental Hygiene 1300: Clinical Dental Hygiene II**DHYG 1300**

0-8-2. Prerequisite: DHYG 1200

Co-requisite: DHYG 1310

This course is a continuation of DHYG 1200. This course provides the dental hygiene student with opportunities to build clinical skills for patient care. Throughout the course, the idea of total patient care and prevention are emphasized as students continue to develop the skills necessary to implement all steps of the dental hygiene process of care.

Dental Hygiene 1310: Dental Hygiene II**DHYG 1310**

0-3-1. Prerequisite: DHYG 1210

Co-requisite: DHYG 1300

This is a companion course to the clinical practicum that expands the didactic knowledge of the dental hygiene student to include advanced dental hygiene services and treatment modalities taught in a laboratory format.

Dental Hygiene 1320: Periodontics**DHYG 1320**

2-0-2. Prerequisite: DHYG 1110

This course includes an introduction to periodontal anatomy and a thorough examination

of the gingival and periodontal diseases. The knowledge necessary for the dental hygiene student to synthesize and apply treatment techniques based on accurate assessment of periodontal needs is emphasized throughout the course.

Dental Hygiene 1330: Dental Pharmacology

DHYG 1330

2-0-2. Prerequisites: CHEM 1151K **and** DHYG 1130

A brief overview of most of the significant pharmaceutical categories is presented with emphasis on those agents that impact dental treatment. Drug action and metabolism and dosage calculation are also covered.

Dental Hygiene 2400: Clinical Dental Hygiene III

DHYG 2400

0-12-3. Prerequisite: DHYG 1300

Co-requisite: DHYG 2410

This course builds on previous background knowledge provided by all first-year dental hygiene coursework, clinical experiences, dental sciences, and current clinical dental hygiene lecture courses. It is designed to provide second-year dental hygiene students with the clinical experiences and advanced skills necessary in the treatment and prevention of oral disease. ***Fee Required.***

Dental Hygiene 2410: Dental Hygiene III

DHYG 2410

1-3-2. Prerequisite: DHYG 1310

Co-requisite: DHYG 2400

This course is a companion course to second-year clinical practicum. Instruction centers on patient management, treatment planning, and specialized techniques to provide optimum oral health outcomes within the dental hygiene process of care.

Dental Hygiene 2420: Dental Materials

DHYG 2420

1-3-2. Prerequisites: Second-year dental hygiene student **and** CHEM 1151K

An overview of various dental materials: their structure, handling and clinical applications are discussed and demonstrated in a lab setting.

Dental Hygiene 2430: Community Dental Health

DHYG 2430

1-3-2 Prerequisite: Second-year dental hygiene student

The history, philosophy and organization of public health are presented, and the relationship of public health to dentistry is explored. The body of knowledge required for the existence of the dental hygiene profession is explored through the critical evaluation and the practical application of dental literature. The student will be provided an opportunity to assess, plan, implement and evaluate preventive oral health programs designed for a target population in the community. Supervised practice in the lab will be used to assist the students in the development of skills necessary to assess, plan, implement and evaluate preventive oral health programs.

Dental Hygiene 2500: Clinical Dental Hygiene IV**DHYG 2500**0-12-3. Prerequisites: DHYG 2400 **and** DHYG 2420

Co-requisite: DHYG 2510

This course is designed to provide second year dental hygiene students with the clinical experiences and skills necessary in the treatment and prevention of oral disease in patients presenting all levels of treatment needs. ***Fee Required.***

Dental Hygiene 2510: Dental Hygiene IV**DHYG 2510**2-3-3. Prerequisites: Second-year dental hygiene student **and** DHYG 2410

Co-Requisite: DHYG 2500

This course familiarizes the student with ethical and legal responsibilities, benefits of the professional organization, pursuits of employment, and practice management techniques. Role-playing and interaction through small task groups and discussions will be utilized to prepare students for decision-making and problem solving in dental hygiene practice. Lab activities will be used to assist the student in developing skills required for their professional role.

Dental Hygiene 3090: Current Concepts in Dental Hygiene**DHYG 3090**

3-0-3 Prerequisite: Admission to the RDH-BSDH Program

This course is designed for the licensed dental hygienist who seeks to maintain an awareness of changing trends, perspectives, evidence-based interventions and technologies in dental hygiene, health, and society that influence the dental hygiene process of care. Must be taken first semester of program.

Dental Hygiene 4010: Special Populations**DHYG 4010**

3-0-3 Prerequisite: Admission to the RDH-BSDH Program

This course provides students the opportunity to pursue in-depth patient populations of special interest. Topics may include ethics and professional responsibility, inequities in health care delivery, and health care legislation.

Dental Hygiene 4020: Supportive Periodontal Therapy**DHYG 4020**

3-0-3 Prerequisite: Admission to the RDH-BSDH Program

This course provides an in-depth study of periodontal disease etiology, recognition, prevention, surgical and non-surgical therapies, adjunctive modalities, re-evaluation, maintenance, and referral.

Dental Hygiene 4030: Foundations of Research**DHYG 4030**

3-0-3 Prerequisite: MATH 2200 Elementary Statistics and Admission to the RDH-BSDH Program

This course provides an introduction to the research process and its application to scholarship and clinical practice. Students learn to be consumers of research through reviewing the literature, critiquing research, and identifying methods appropriate to study specific practice-related problems. Emphasis is placed on critical thinking, evidence-based practice, and quality improvement.

Dental Hygiene 4040: Leadership and Management in Healthcare **DHYG 4040**

3-0-3 Prerequisite: Admission to the RDH-BSDH Program

This course provides an overview of concepts of professional leadership and management and their use in the practice setting. Emphasis is placed on organizational structure; management; and roles of healthcare providers and coordinators. Students are introduced to skills essential for effective management in their personal and professional roles. Areas of emphasis may include the dental team environment, managerial planning and decision-making, fiscal issues, career planning.

Dental Hygiene 4050: Healthcare Education **DHYG 4050**

3-0-3 Prerequisite: Admission to the RDH-BSDH Program

This course provides a study of the principles of teaching as they apply to health care settings. Emphasis will be placed on the fundamentals of teaching including the development and presentation of health information. Students will explore various ways in which effective instructional skills may contribute to a career in dental hygiene. Learning experiences are designed to enable the student to develop these skills and to project their application to such areas as public school systems, community health programs, higher education, continuing education, and consumer education.

Dental Hygiene 4080: Internship **DHYG 4080**

1-6-3 Prerequisite: DHYG 3090, 4030,

This internship experience provides students the opportunity to engage in fieldwork utilizing one or more of the roles of the dental hygienist. Fieldwork may include: management, marketing, education and/or leadership in associations, government, public health, and/or clinical practice.

Dental Hygiene 4090: Capstone **DHYG 4090**

3-0-3 Prerequisite: DHYG 3090, 4030

This course is designed to assist the student to develop a basic research/EBP project that could be used to improve DH practice within a wide variety of healthcare settings. This course provides opportunities to explore diverse roles of dental hygienists in the health care system, seek advanced knowledge and skills necessary to participate in these roles, and focus their interest in their chosen professional role through teaching, service-learning, observation, hands-on experience and most critically, self-directed learning. Students will analyze, synthesize, and develop solutions to oral healthcare issues. Students will choose a relevant topic in dental hygiene and use an interdisciplinary approach to seek solutions. This course is to be taken during the last semester of the program. The capstone is a student-focused course with mentorship provided by the course instructors.

Dental Hygiene 4091: -Healthcare and Diverse Cultures **DHYG 4091**

1-6-3 Prerequisite: Admission to the RDH-BSDH Program

This course explores beliefs, practices, and traditions pertaining to cultural diversity, healing traditions, and effects on the health care of individuals with different ethnic backgrounds. The course presents content that promotes increased awareness of the dimensions and complexities involved in caring for people from diverse cultural backgrounds. Students will be given the opportunity to observe, study, and participate in healthcare and other

cultural/social experiences with a selected population at a local, state or international site during the course.

Dental Hygiene 4092: Healthcare Informatics and Technology

DHYG 4092

3-0-3 Prerequisite: Admission to the RDH-BSDH Program

This course explores the field of informatics and technology in healthcare. Students will have an enhanced understanding of how information systems and technology influence healthcare. Health information regulations, standards and ethical considerations will be emphasized. The course also examines the current and emerging use of technologies such as telemedicine/dentistry, the electronic medical record, computer physician/prescriber order entry systems, and simulation.

Dental Hygiene 4093: Clinical Teaching

DHYG 4093

3-0-3 Prerequisite: Admission to RDH-BSDH Program

This course provides students the basic tools and skills that are necessary for clinical teaching instruction. Emphasis is placed on cognitive and psychomotor skill development and analysis; assessment, evaluation, and feedback techniques; and remediation of performance concerns. Teaching skills, accreditation standards, effective communication, and faculty calibration are stressed

Dental Hygiene 4094: Ethics in Healthcare

DHYG 4094

3-0-3 Prerequisite: Admission to RDH-BSDH Program

The course will focus on the ethical principles of autonomy, confidentiality, societal trust, nonmaleficence, beneficence, justice, veracity, fidelity, paternalism, and utility. The student will examine ethical issues as they pertain to health care providers and their patients. The ethical decision making model / 4 topic method will be applied to various case studies. The Code of Ethics of the American Dental Hygienists' Association will be explored.

Dental Hygiene 4098: Independent Study I

DHYG 4098

Variable Credit (1-6 semester hours credit)

Prerequisite: Permission from RDH-BSDH Program Director

This course provides opportunities for an independent study on a topic selected by the student under the direction of a faculty member. The area of study may be related to the student's long term interest, future research interests, or professional goals. The student and faculty will determine the focus and course objectives at the beginning of the course.

Dental Hygiene 4099: Independent Study II

DHYG 4099

Variable Credit (1-5 semester hours credit)

Prerequisite: Permission from Program Director

This course provides opportunities for an independent study on a topic selected by the student under the direction of a faculty member. The area of study may be related to the student's long term interest, future research interests, or professional goals. The student and faculty will determine the focus and course objectives at the beginning of the course.

Economics 2105: Principles of Macroeconomics**ECON 2105**

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of all learning support requirements

This principles-of-economics course is intended to introduce students to concepts that will enable them to understand and analyze economic aggregates and evaluate economic policies.

Economics 2106: Microeconomics**ECON 2106**

3-0-3. Prerequisites: Satisfactory placement scores

or Successful completion of all learning support requirements

This principles of economics course is intended to introduce students to concepts that will enable them to understand and analyze structure and performance of the market economy.

Economics 2300: Business Statistics I**ECON 2300**

3-0-3. Prerequisites: MATH 1001 or MATH 1111

The course gives you an introduction to descriptive and inferential statistics with an Emphasis on business applications. Topics include data summary, probability distributions, sampling methods, confidence interval estimation, hypothesis testing, and online data sources. Small case studies may be used to illustrate statistical applications within business settings.

Economics 3500: The International Business Environment**ECON 3500**3-0-3. Prerequisite: Admission to the BBA program, ACCT 2102, ECON 2105 and
ECON 2106

A course focusing on the trade, macroeconomic policy, and financial-market issues and theories of relevance to multi-national firms, with applications to recent events.

**Education 2110: Investigating Critical and Contemporary
Issues in Education****EDUC 2110**

3-0-3. Prerequisites: none

This course engages students in observations, interactions, and analyses of critical and contemporary educational issues. Students will investigate issues influencing the social and political contexts of educational settings in Georgia and the United States. Students will actively examine the teaching profession from multiple vantage points both within and outside the school. Against this backdrop, students will reflect on and interpret the meaning of education and schooling in a diverse culture and examine the moral and ethical responsibilities of teaching in a democracy. A field component (totaling 10 hours) is required.

**Education 2120: Exploring Socio-Cultural Perspectives
on Diversity in Educational Contexts****EDUC 2120**

3-0-3. Prerequisites: none

This course is designed to equip future teachers with the fundamental knowledge of understanding culture and teaching children from diverse backgrounds. A field component (total 10 hours) is required.

Education 2130: Exploring Learning and Teaching**EDUC 2130**

3-0-3 Prerequisites: none

Explore key aspects of learning and teaching through examining your own learning processes and those of others, with the goal of applying your knowledge to enhance the learning of all students in a variety of educational settings and contexts. A field component (total 10 hours) is required.

English 0999: Support for English Composition**ENGL 0999**

3-0-3. Prerequisite: none

Co-requisite: ENGL 1101

This course is designed as a support to students taking English Composition I concurrently. Topics covered will be prerequisites to English 1101, implemented on an as-needed basis and embedded in English 1101 material. The course will focus on form and content in college-level composition, using research and analysis. Other topics include a practical grammar and punctuation review, with an emphasis on proofreading skills.

English 1101: English Composition I**ENGL 1101**

3-0-3. Prerequisites: Registration for ENGL 0999 is required each semester unless waived by satisfactory placement scores for ENGL 1101 **or** successful completion of ENGL 0989.

A composition course focusing on skills required for effective writing in a variety of contexts with emphasis on exposition, analysis, and argumentation. Also includes introductory use of a variety of research skills. Students must make a C or better to continue on to ENGL 1102. ***Students must earn a grade of C or better to receive degree credit for this course.***

English 1102: Composition II**ENGL 1102**

3-0-3. Prerequisite: ENGL 1101 with a grade of C or better

A composition course that develops writing skills beyond the levels of proficiency required by ENGL 1101, emphasizes interpretation and evaluation and incorporates a variety of more advanced research methods. ***Students must earn a grade of C or better to receive degree credit for this course.***

English 2010: Humanities in Drama**ENGL 2010**

3-0-3. Prerequisite: ENGL 1101 with a grade of C or better

A survey of Western culture as reflected in significant drama from the Renaissance to the present. Plays are studied in terms of style, content, theme and theatrical conventions. Consideration is given to each play as a product of its age and its overall place in the dramatic canon. Watching productions of some of the plays--on video or in live performance--supplements the reading.

English 2111: World Literature I**ENGL 2111**3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better

A survey of important works of world literature from ancient times through the mid-seventeenth century.

English 2112: World Literature II**ENGL 2112**

3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better

A survey of important works of world literature from the mid-seventeenth century to the present.

English 2116: Creative Writing**ENGL 2116**

3-0-3. Prerequisite: Satisfactory placement scores

or Successful completion of learning support English requirements

or permission of instructor

A study of the craft of creative writing, emphasizing technical proficiency; modes of writing; methods of development; the elements of fiction, poetry or drama; concepts of aesthetics; and submission procedures. The cultivation of a clear analytical view of the human situation and the refinement of expressive language skills make this course valuable for students who never expect to publish their creative efforts but still wish to understand themselves and their world more perfectly.

English 2117. Advanced Creative Writing**ENGL 2117**

3-0-3. Prerequisite: ENGL 2116

Stresses continuing development of the craft of creative writing with greater focus on techniques, editing and revision and the study of work by contemporary writers.

English 2121: British Literature I**ENGL 2121**

3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better.

A survey of important works of British literature from the Old English period through the Neoclassical age.

English 2122: British Literature II**ENGL 2122**

3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better.

A survey of important works of British literature from the Romantic era to the present.

English 2131: American Literature I**ENGL 2131**

3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better.

A survey of American literature from the pre-colonial age to the mid-nineteenth century.

English 2132: American Literature II**ENGL 2132**

3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better.

A survey of American literature from the mid-nineteenth century to the present.

English 2133: African-American Literature **ENGL 2133**

3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better.

A survey of African-American literature from the colonial era to the present.

English 2135: Latino Literature **ENGL 2135**

3-0-3. Prerequisites: ENGL 1101 with a C or better **and** ENGL 1102 with a C or better.

A survey of Latino literature from the 16th century to the present, including writing from Chicano, Cuban, Puerto Rican, and Dominican-American traditions, as well as from other Spanish-speaking countries.

English 2151: Communicating in the Business, Technical and Professional Environment **ENGL 2151**

3-0-3. Prerequisite: ENGL 1101 with a grade of C or better.

A course emphasizing both interpersonal and organizational communications to include written and oral exercises appropriate to business, technical and professional practice.

Environmental Science 1123K: Environmental Science I **ENVS 1123K**

3-3-4. Prerequisite: none

This course is an interdisciplinary study integrating principles of the natural sciences and non-science disciplines as they apply to the environment. Focus on current global concerns including renewable and nonrenewable energy issues, land use and the urban environment, climate change, water resources, air and water pollution, mineral resources, and the history of environmental laws and policies in the U.S. **Laboratory Fee.**

Environmental Science 1124K: Environmental Science II **ENVS 1124K**

3-3-4. Prerequisite: none

This course is an interdisciplinary study integrating principles of the natural sciences and non-science disciplines as they apply to the environment. Focus on current global concerns including biodiversity, species endangerment and extinction, conservation biology, agriculture and the future of food, world food security, environmental pollution and human health, and benefits and problems with pesticides. **Laboratory Fee.**

Finance 3000: Principles of Finance **FINA 3000**

3-0-3. Prerequisite: Admission to the BBA program, ACCT 2101 and MATH 2200

An examination of the basic concepts and analytical tools of finance in both corporate finance and investments. Topics include risk and return, financial institutions, efficient markets, valuation theory, capital budgeting, portfolio theory, cost of capital and international finance.

French 1001: Elementary French I **FREN 1001**

3-0-3. Prerequisite: none

Introduction to listening, speaking, reading and writing in French and the culture of French-speaking regions.

This course is a credit course for all students except native speakers of French. Native speaker status is determined by student self-identification. Native speakers' placement is determined through an interview with a full-time member of the foreign language faculty.

French 1002: Elementary French II

FREN 1002

3-0-3. Prerequisite: French 1001

or two years high school study

or placement by examination

Continued practice in listening, speaking, reading and writing in French and the culture of French- speaking regions.

French 2001: Intermediate French I

FREN 2001

3-0-3. Prerequisites: French 1001 **and** 1002

or placement by instructor

This course offers a rapid review of grammar with continued use of listening, speaking, reading and writing skills with cultural emphasis in relation to a variety of readings. This course is usually offered only once every two academic years. Consult the division dean for schedule plans.

French 2002: Intermediate French II

FREN 2002

3-0-3. Prerequisites: French 1001, 1002 **and** 2001

or satisfactory placement scores

or permission of instructor

This course will continue the use of listening, speaking, reading and writing skills in relation to literary and other discipline-related text (with in a cultural context.) This course is usually offered only once every two academic years. Consult the division dean for schedule plans.

Geography 1101: Introduction to Human Geography

GEOG 1101

3-0-3. Prerequisite: none

A survey of global patterns of resources, population, culture and economic systems. Emphasis is placed on the factors contributing to these patterns and the distinctions between the technologically advanced and less advanced regions of the world.

Geology 1121K: Physical Geology

GEOL 1121K

3-3-4. Prerequisites: Satisfactory placement scores

or Successful completion of all learning support requirements

This course covers earth materials and processes. Students receive credit toward graduation for only one of the following courses: GEOL 1121K, GEOL 1011K.

Laboratory Fee.

Geology 1122K: Historical Geology**GEOL 1122K**

3-3-4. Prerequisite: GEOL 1121K with a grade of C or better

This course covers geologic time, sedimentary environments, fossils and Earth history.

Laboratory Fee.

Georgia Highlands Humanities 2901: Special Topics**GHHU 2901**

2-0-2. Prerequisite: none

Exploration of a particular humanities focus with an examination of its relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge. Prerequisites may apply. See Academic Dean of the Humanities Division for questions.

Georgia Highlands Mathematics 2901: Special Topics**GHMA 2901**

2-0-2. Prerequisite: none

Exploration of a particular mathematics focus with an examination of its relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge. Prerequisites may apply. See Academic Dean of the Mathematics Division for questions.

Georgia Highlands Science 2901: Special Topics**GHSC 2901**

2-0-2. Prerequisite: none

Exploration of a particular natural sciences focus with an examination of its relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge. Prerequisites may apply. See Academic Dean of the Natural Sciences and Physical Education Division for questions. Students receive credit toward graduation for only one of the following courses: GHSC 2901, ENVS 2202.

Georgia Highlands Social Sciences 2901: Special Topics**GHSS 2901**

2-0-2. Prerequisite: none

Exploration of a particular social sciences focus with an examination of its relevance to society, culture, creative expression, or the human experience. Requires use of oral or written communication skills in synthesizing information and articulating knowledge. Prerequisites may apply. See Academic Dean of the Social Sciences, Business and Education Division for questions.

Healthcare Management 3000: Healthcare Management**HCMT 3000**

3-0-3. Prerequisites: Admission to the BBA program, MGMT 3000

This course is an introduction to the concepts and competencies required in managing healthcare organizations. Topics include: leadership and motivation in health professions, managing business functions, managing revenues and costs, ethics, team-building with healthcare professionals, health disparities, fraud and abuse.

Healthcare Management 3100: Healthcare Financing and Insurance HCMT 3100

3-0-3. Prerequisites: Admission to the BBA program, FINA 3000

This course is an introduction to the financing of healthcare delivery. Topics include various insurance settings, insurance programs, and reimbursement mechanisms. The insurance, payment mechanisms, contractual arrangements and control mechanisms related to the provision of health services with an emphasis on what the financial manager can do to enhance the financial position of the healthcare institution.

Healthcare Management 4000: Healthcare Economics HCMT 4000

3-0-3. Prerequisites: Admission to the BBA program, ECON 2105, ECON 2106, and HCMT 3000

This course is an overview of the economic issues of the healthcare delivery system. The importance of economics in health care decisions, supply and demand factors, and how public policy influences the economy of healthcare will be discussed.

Healthcare Management 4100: Healthcare Law and Ethics HCMT 4100

3-0-3. Prerequisites: Admission to the BBA program, BUSA 2106 and HCMT 3000

This course presents an overview of law and ethics as it relates to the healthcare industry. The legal, regulatory, and ethical requirements of providing and receiving healthcare are closely examined while the rights and responsibilities of healthcare stakeholders are identified and analyzed using case studies relevant to the current healthcare environment.

Healthcare Management 4200: Healthcare Human Resources HCMT 4200

3-0-3. Prerequisites: Admission to the BBA program, HCMT 3000 and MGMT 3020

This course examines the basic concepts of human resources in healthcare organizations. Topics include selection of healthcare personnel; training in a clinical setting; scheduling with emphasis on shift, legal, and regulatory issues; motivation, compensation, retention, managing shortages and surpluses, and discipline in health-related professions.

Healthcare Management 4300: Healthcare Information Systems HCMT 4300

3-0-3. Prerequisites: Admission to the BBA program, BUSA 2205 and HCMT 3000

This course is an introduction to the field of health informatics, implementing and managing information systems in healthcare, day to day management of information systems, with an overview of standards and components to assure quality information.

Healthcare Management 4400: Healthcare Financial Management HCMT 4400

3-0-3. Prerequisites: Admission to the BBA program, ACCT 2102, FINA 3000 and HCMT 3000

This is an introduction to accounting terminology and procedures, financial statements, the budgeting process, cost of capital, and financial decision-making in health care organizations. Emphasis will be placed on the use of financial information in administrative decision-making to evaluate and recommend improvements in a healthcare organization's financial performance.

Healthcare Management 4700: Contemporary Issues in Healthcare Management**HCMT 4700**

3-0-3. Prerequisites: Admission to the BBA program, HCMT 4000 and HCMT 4100

This course will examine contemporary health care issues that affect the management and delivery of health services. The course will address the current and emerging issues of health care, management and policy in the United States and include discussions on events surrounding the state of the field today. Topics include economic trends, legal/ethical issues, employment trends, new technological developments, and population demographics and projections for the future on various types of healthcare organizations.

Healthcare Management 4800: Advanced Topics in Healthcare Management**HCMT 4800**

3-0-3. Prerequisites: Admission to the BBA program, HCMT 4000 and HCMT 4100

This course will discuss specialized, upper level applications of health care administration theory and practice. Topics may include: how health services are governed and organized, how health care organizations assess and adapt to change and constraints/opportunities in shaping organizational performance.

History 1000: U. S. and Georgia History**HIST 1000**

3-0-3. Prerequisite: none

A thematic survey of U. S. history to the present, this course presents a broad survey of both United States and Georgia history and government. It is designed for career program students only and normally does not transfer. It satisfies the state legislative requirements in U. S. and Georgia history and the U. S. and Georgia constitutions.

History 1111: World Civilization to 1500**HIST 1111**

3-0-3. Prerequisite: none

A survey of world history to early modern times, this course surveys peoples, cultures, and institutions before 1500. ***Credit will not be allowed for HIST 1111 and 1121 in the same area of the general education curriculum.***

History 1112: World Civilization since 1500**HIST 1112**

3-0-3. Prerequisite: none

A survey of world history from early modern times to the present, this course surveys peoples, cultures and institutions of modern world civilizations. ***Credit will not be allowed for HIST 1112 and HIST 1122 in the same area of the general education curriculum.***

History 1121: Western Civilization I**HIST 1121**

3-0-3. Prerequisite: none

A survey of Western civilization to early modern times, this course covers political, social and cultural developments to the 17th century. ***Credit will not be allowed for HIST 1111 and HIST 1121 in the same area of the general education curriculum.***

History 1122: Western Civilization II**HIST 1122**

3-0-3. Prerequisite: none

A survey of Western civilization from early modern times to the present, this course covers political, social and cultural developments from the 17th century to the present. *Credit will not be allowed for HIST 1112 and HIST 1122 in the same area of the general education curriculum.*

History 2111: American History I**HIST 2111**

3-0-3. Prerequisite: none

A survey of U. S. history to the post-Civil War period, this course stresses the political and constitutional history of the United States from earliest settlements until 1865. It satisfies the state legislative requirements in United States and Georgia history.

History 2112: American History II**HIST 2112**

3-0-3. Prerequisite: none

A survey of U. S. history from the post-Civil War period to the present, this course stresses developments from Reconstruction forward. It satisfies the state legislative requirements in United States and Georgia history.

History 2154: Minorities in United States History**HIST 2154**

3-0-3. Prerequisite: none

This is a course designed to emphasize the role of minorities in United States history and to bring students to a better awareness of their own place in culture, as well as the place of those around them. Minority groups who make up the bulk of the course study are: African-Americans, Asian-Americans, Latino-Americans, Native Americans and women.

Human Services 1120: Interpersonal Communication and Helping Skills HMSV 1120

3-3-4. Prerequisite: none

This is an introduction to the techniques of effective interpersonal relationships, interviewing, and a problem-solving approach to helping. Structure of interviews and management of difficult situations are included. Laboratory experiences include role-playing exercises with video tape and critique

Human Services 2140: Applied Behavior Analysis**HMSV 2140**

3-0-3. Prerequisite: PSYC1101

This course centers on the techniques and principles of behavior change based on learning theory. To demonstrate the ability to apply behavior change principles, students are required to design and conduct a self-behavior change project. This course is an applied course for the Human Services area of study only.

Human Services 2160: Field Work I (Practicum)**HMSV 2160**

1-8-3. Prerequisites: HMSV 1120 with a grade of C or better
and 30 semester hours of college level academic credit
and consent of instructor

The student spends eight hours a week working under professional supervision in an appropriate human service agency in accordance with student interest and area of study. Each student is expected to develop a working knowledge of the agency and to apply the knowledge and skills learned in course work. Additional hours are spent in a group sharing seminar and in individual supervision sessions. The placement is coordinated by the human services faculty. Liability insurance fee required. ***Fee Required.***

Human Services 2161: Field Work II (Practicum)

HMSV 2161

1-8-3. Prerequisites: HMSV 2160 with a grade of C or better
and consent of instructor

Working under professional supervision in a human-service agency, students are expected to develop a working knowledge of that agency and apply the knowledge and skills they learn in course work. In keeping with developing competencies as human-service professionals, students experience a more intense involvement with their agency in this field placement. Students, who are placed in accord with their interest and area of concentration, are under the supervision of an agency employee. The placement is coordinated by the human services faculty. ***Liability insurance fee required.***

Human Services 2162: Field Work III (Practicum)

HMSV 2162

1-8-3. Prerequisites: HMSV 2161 with a grade of C or better
and consent of instructor

Students will follow the same procedures described in HMSV 2160 and 2161. In this third semester of fieldwork, students are given the opportunity to have additional experience in the field. Placement and supervision are coordinated by the human services faculty. ***Liability insurance fee required.***

Humanities 2011: Studies in Humanities

HUMS 2011

3-0-3. Prerequisite: ENGL 1101 with a grade of C or better

A thematic approach to individual and social concerns in the humanities. Focus on theme allows students to observe diverse but coherent patterns of thought and events underlying major concepts and dilemmas of civilized life and to come to a clearer realization of how creative expression both reflects and influences our view of ourselves and our world.

Integrated Life Science 2001: Life Science/Earth Science

ISCI 2001

2-2-3. Prerequisite: Completion of Area D science requirements.

This is an activity based course intended for students in the early childhood education pathway; it is a general science course that covers topics in life science and earth science as they relate to teaching primary school students. Life science topics cover the characteristics of life, biodiversity, bioenergetics, the cell, and ecology. Earth science topics include characteristics and functions of the lithosphere, hydrosphere, and biosphere. ***Laboratory Fee.***

NOTE: This course may not be used to satisfy Area D core requirements.

Integrated Life Science 2002: Physical Science**ISCI 2002**

2-2-3. Prerequisite: Completion of Area D science requirements.

This is an activity based course intended for students in the early childhood education pathway. This course will study the different properties of matter, different forms of energy, as well as the various aspects of force and fields as they relate to teaching primary school students. *Laboratory Fee.*

NOTE: This course may not be used to satisfy Area D core requirements.

Journalism 1125: Mass Communication Practicum**JOUR 1125**

1-2-1. Prerequisite: Permission of newspaper advisor

This course provides practical experience in reporting, writing, editing and producing newspapers, magazines and public relations materials. The student may work on campus with the newspaper, literary magazine or college relations office. By repeating this practicum a student may earn as much as three semester hours of credit.

Logistics/Supply Chain Management 3100: Principles of Logistics**LSCM 3100**

3-0-3. Prerequisites: Admission to the BBA program, ACCT 2102, ECON 2105 and ECON 2106

This course is an introduction to logistics and transportation services. The course examines the areas of customer service, distribution operations, purchasing, order processing, facility design and operations, carrier selection, transportation costing, and negotiation.

Logistics/Supply Chain Management 3200: Principles of Supply Chain Management**LSCM 3200**

3-0-3. Prerequisites: Admission to the BBA program, ACCT 2102, ECON 2105 and ECON 2106

This course is an introduction to supply chain management. The course examines the role of manufacturing, operations, purchasing, sourcing, and transportation and distribution while determining organizational competitiveness in the areas examined. The course also explores how issues of quality, flexibility, cost and lead time impact the supply chain.

Logistics/Supply Chain Management 4000: Operations, Warehousing, and Inventory Management**LSCM 4000**

3-0-3. Prerequisites: Admission to the BBA program, LSCM 3100 and LSCM 3200

This course is an overview of the areas of operations, warehousing, and inventory management. The course will examine each concept as well as their connections and relationships within the supply chain.

Logistics/Supply Chain Management 4100: Global Supply Chain Management**LSCM 4100**

3-0-3. Prerequisites: Admission to the BBA program, LSCM 3100, and LSCM 3200

A course introducing the theories and practices of global supply chain management; exploring how resources and information is used to create and deliver products globally. Inter-firm systems and industry supply chain are also explored from customer, producer, and employee perspectives.

Logistics/Supply Chain Management 4200: Decision Modeling in Logistics and Supply Chain Management **LSCM 4200**

3-0-3. Prerequisites: Admission to the BBA program, BUSA 3000, LSCM 3100 and LSCM 3200

This course is an examination of decision modeling in supply chains with emphasis on forecasting, aggregate planning, material requirement planning, inventory management, transportation, supply network design, quality management, and sourcing decisions. Use of traditional and advanced spreadsheet modeling tools.

Logistics/Supply Chain Management 4300: Sourcing and Procurement in Logistics and Supply Chain Management **LSCM 4300**

3-0-3. Prerequisites: Admission to the BBA program, LSCM 3100 and LSCM 3200

A course which focuses on the processes to identify and manage suppliers for goods and services to support operations; including sourcing, contracting, negotiations, buying procedures, cost and price analysis, vendor relations, auditing and inspection, supplier relations, and applications to information technology systems.

Logistics/Supply Chain Management 4600: Logistics and Supply Chain Information Technology **LSCM 4600**

3-0-3. Prerequisites: Admission to the BBA program, LSCM 3100 and LSCM 3200

An overview of information technology applications for planning and controlling the design, manufacture and distribution of goods and services; managerial and technical aspects of information technology for product design, shop floor, factory, enterprise and supply chain management.

Logistics/Supply Chain Management 4800: Contemporary Issues in Logistics and Supply Chain Management **LSCM 4800**

3-0-3. Prerequisites: Admission to the BBA program, LSCM 3100 and LSCM 3200

A course which focuses on contemporary topics in supply chain operations management such as supply continuity and supply risk, lean manufacturing, advanced project management, environmentally friendly manufacturing, total quality management, supply chain metrics, electronic markets, relationship management, interfaces with research and development, innovation, and markets. Topics vary.

Logistics/Supply Chain Management 4900: Advanced Topics in Logistics and Supply Chain Management **LSCM 4900**

3-0-3. Prerequisites: Admission to the BBA program, LSCM 3100 and LSCM 3200

An overview of advanced conceptual and methodological practices in designing and planning supply chain systems. Advances and strategies in supply chain procurement, transportation, distribution and warehousing, globalization, outsourcing, and technology as well as customer relationship management are studied. Topics vary.

Management 3000: Principles of Management **MGMT 3000**

3-0-3. Prerequisites: Admission to the BBA program, ACCT 2102, ECON2105, and ECON 2106

An introduction to the management process, emphasizing planning and strategy,

organizational theory and structure, and organizational behavior, direction and control including leadership, motivation, team building, management information systems and current managerial issues such as total quality management, multi-cultural impact and ethical management.

Management 3010: Operations Management

MGMT 3010

3-0-3. Prerequisites: Admission to the BBA program, ACCT 2102, ECON2105, and ECON 2106

A course focusing on the design and control of production and service operation systems. Topics include material requirements planning, layout, scheduling, work measurement, quality control, and the use of quantitative tools in planning and allocating resources. Computer-assisted problem solving applications are included.

Management 3020: Human Resource Management

MGMT 3020

3-0-3. Prerequisites: Admission to the BBA program, MGMT 3000

This course is an exploration of the theory and policy to perform the human resource function in modern organizations. Topics include EEO law and regulations, selection, recruitment, performance appraisal, compensation, training, and labor relations.

Management 3030: Organizational Behavior

MGMT 3030

3-0-3. Prerequisites: Admission to the BBA program, MGMT 3000

An introduction to the discipline of management and contemporary management of organizations, with major emphasis on organization behavior. Topics include perception, attitude, personality, motivation, group dynamics, interpersonal communication, job design, learning theory, decision making, conflict, power, organizational politics, diversity, and organizational culture.

Management 4900: Strategic Management Capstone

MGMT 4900

3-0-3. Prerequisites: Admission to the BBA program, MGMT 3000, MGMT 3010, MGMT 3020 and MGMT 3030

A capstone course to integrate the knowledge and skills gained in a student's program of study. The course provides opportunities to formulate an overall business policy and strategy. It is strongly recommended that the course is taken in the last semester.

Marketing 3000: Principles of Marketing

MKTG 3000

3-0-3. Prerequisites: Admission to the BBA program, ACCT 2102, ECON 2105 and ECON 2106

An introductory course which examines the term, "marketing," in a broad sense to include all those activities of individuals or organizations which encourage and facilitate exchanges of values. This includes many activities such as research, physical distribution, product planning, pricing and promotional activities. These concepts are examined as they apply to marketing of goods and services, in profit and nonprofit sectors, in both domestic and global markets.

Mathematics 0997: Support for Quantitative Reasoning**MATH 0997**

2-0-2. Prerequisite: none

Co-requisite: MATH 1001

This course is a supplement to MATH 1001 and designated as a support to students taking Quantitative Skills and Reasoning concurrently. Topics covered will be prerequisites to MATH 1001 taken on an as needed basis and embedded into Quantitative Skills and Reasoning material. The course content will focus on developing mathematical maturity through conceptual understanding and mastery of foundational skills. Attendance in MATH 1001 is mandatory.

Mathematics 0999: Support for College Algebra**MATH 0999**2-0-2. Prerequisite: Satisfactory placement scores for MATH 0999 **or** successful completion of MATH 0989.

Co-requisite: MATH 1111

This course is a supplement to MATH 1111 and designed as a support to students taking College Algebra concurrently. Topics covered will be prerequisites to MATH 1111 taken on an as needed basis and embedded into College Algebra material. Topics may include real and imaginary numbers, exponents, polynomials, equation solving, factoring, inequalities, quadratic equations, rational expressions and roots. Attendance in MATH 1111 is mandatory.

Mathematics 1001: Quantitative Reasoning**MATH 1001**3-0-3. Prerequisite: Registration for MATH 0997 is required each semester unless waived by satisfactory placement scores for MATH 1001 **or** successful completion of MATH 0987.

This course emphasizes quantitative reasoning skills needed for informed citizens to understand the world around them. Topics include logic, basic probability, data analysis, and modeling from data. Students receive credit toward graduation for only one of the following courses: MATH 1001, MATH 1111, MATH 1101.

Mathematics 1111: College Algebra**MATH 1111**3-0-3. Prerequisite: Registration for MATH 0999 is required each semester unless waived by satisfactory placement scores for MATH 1111 **or** successful completion of MATH 1001.

This course provides an in-depth study of the properties of algebraic, exponential and logarithmic functions as needed for calculus. Emphasis is on using algebraic and graphical techniques for solving problems involving linear, quadratic, piece-wise defined, rational, polynomial, exponential, and logarithmic functions. Students receive credit toward graduation for only one of the following courses: MATH 1001, MATH 1101, MATH 1111.

Mathematics 1113: Precalculus**MATH 1113**

3-0-3. Prerequisite: MATH 1111 with a C or better or satisfactory placement scores

This course is an intensive study of the basic functions needed for the study of calculus. Topics include algebraic, functional, and graphical techniques for solving problems with algebraic, exponential, logarithmic, and trigonometric functions and their inverses.

Mathematics 2008: Foundations of Numbers and Operations**MATH 2008**3-0-3. Prerequisite: MATH 1001, MATH 1111, **or** MATH 1113

This course is an Area F introductory mathematics course for students in the early childhood education pathway. This course will emphasize the understanding and use of the major concepts of numbers and operations. As a general theme, strategies of problem solving will be used and discussed in the context of various topics.

Mathematics 2040: Applied Calculus**MATH 2040**

3-0-3. Prerequisite: MATH 1111 with a grade of C or better

Differential and integral calculus of algebraic, logarithmic, and exponential functions; applications to social sciences, business and economics, such as maximum-minimum problems, marginal analysis, and exponential growth models. This course is designed for those students for whom the standard Calculus sequence is not required.

Mathematics 2200: Elementary Statistics**MATH 2200**3-0-3. Prerequisites: MATH 1001 **or** MATH 1111

This is a basic course in statistics at a level that does not require knowledge of calculus. Statistical techniques needed for research in many different fields are presented. Course content includes descriptive statistics, probability theory, hypothesis testing, ANOVA, Chi-square, regression and correlation. Students receive credit toward graduation for only one of the following courses: MATH 2200, MATH 1401.

Mathematics 2261: Calculus I**MATH 2261**

4-0-4. Prerequisite: MATH 1113 with a grade of C or better

This course includes a study of functions, limits, derivatives, continuity, the chain rule, implicit differentiation, related rates, differentials, local extrema, graphing techniques, monotonicity, concavity, max-min applications, infinite limits, the mean value theorem, antiderivatives, differential equations, sigma notation, the definite integral and areas in the plane. Students receive credit toward graduation for only one of the following courses: MATH 2261, MATH 1501.

Mathematics 2262: Calculus II**MATH 2262**

4-0-4. Prerequisite: MATH 2261 with a grade of C or better

In this course volumes of solids, arc lengths, surface area, work, fluid force, moments, exponential functions, logarithmic functions, inverse trigonometric functions, hyperbolic functions and their inverses, techniques for integration, indeterminate forms, L'Hopital's rule, improper integrals, Taylor's approximations, error estimates, numerical integration, fixed-point methods, infinite series and power series are studied.

Mathematics 2263: Calculus III**MATH 2263**

4-0-4. Prerequisite: MATH 2262 with a grade of C or better

Conic sections, translation and rotation of axes, polar coordinates, parametric equations, vectors in the plane and in three-space, the cross product, cylindrical and spherical coordinates, surfaces in three-space, vector fields, line and surface integrals, Stoke's theorem, Green's theorem and differential equations are studied in this course.

Mathematics 2280: Discrete Mathematics**MATH 2280**

3-0-3. Prerequisite: MATH 1113 with a C or better

or permission of the instructor

Includes mathematical elements of computer science such as propositional logic, predicate logic, sets, functions and relations, algorithms, combinatorics, probability, mathematical induction, recursion, elementary graph theory, trees, and Boolean logic.

Mathematics 2285: Linear Algebra**MATH 2285**

3-0-3. Prerequisites: MATH 2262 with a C or better

or permission of the instructor

An introduction to linear algebra and its applications. Includes linear systems, matrices, determinants, vector spaces and their subspaces, linear independence, linear transformations, inner products, eigenvalues and eigenvectors. Intended primarily for students pursuing degrees in mathematics, computer science, physics or engineering.

Mathematics 2310: Differential Equations**MATH 2310**

4-0-4. Prerequisites: MATH 2262 with a C or better

An introduction to numeric and analytic solutions of ordinary differential equations and mathematical modeling. Topics include first order differential equations, second order equations, higher order linear equations, systems of first order equations, simple non-linear equations and applications.

Music 1100: Music Appreciation**MUSC 1100**

3-0-3. Prerequisite: none

An introduction to Western classical, jazz, folk and popular music and to the music of non- Western cultures. Discussion of music in its social and historical context using recordings, films and live performances. No previous knowledge of music is required.

Music 1111: Applied Music Instruction**MUSC 1111**

Variable Credit (1-2 semester hours credit)

Prerequisite: permission of the instructor

Applied Music Instruction involves a weekly private lesson and regular seminars on a musical instrument (woodwind, brass, percussion, voice, and piano) or musical composition. Students will develop technique and performance skills through the study of standard literature.

Music 1112: Applied Music Instruction**MUSC 1112**

Variable Credit (1-2 semester hours credit)

Prerequisite: permission of the instructor

Applied Music Instruction involves a weekly private lesson and regular seminars on a musical instrument (woodwind, brass, percussion, voice, piano) or musical composition. Students will develop technique and performance skills through the study of standard literature.

Music 1120: Fundamentals of Music**MUSC 1120**

3-0-3. Prerequisite: none

This course is an introduction to fundamental theory and technical aspects of music. Topics covered include notation, intervals, scales, rhythm, meter, elementary ear training and sight singing, and an introduction to the keyboard. This course is not intended for students in music pathways but is recommended in preparation for Music Theory 1.

Music 1121: Music Theory I**MUSC 1121**

3-0-3. Prerequisite: none

This course is designed for students in a Music pathway. Music Theory I is a combined study of rhythmic, melodic and harmonic aspects of music common practice. Students will develop basic skills in music theory and harmony which include practical application through part-writing.

Music 1122: Music Theory II**MUSC 1122**

3-0-3. Prerequisite: MUSI 1121 (with C or better)

This course is designed for students in a Music pathway. Music Theory II is a continuation of a combined study of rhythmic, melodic and harmonic aspects of music common practice. Keyboard harmony is included with application at the keyboard. Composition, improvisation and practical keyboard applications are among the components.

Music 1131: Aural Skills I**MUSC 1131**

0-2-1. Prerequisite: none

Co-requisite: Music Theory

A laboratory course that develops skills in music reading, sight singing, dictation, and identification of intervals, chords, and other materials studied in Music Theory.

Music 1132: Aural Skills II**MUSC 1132**

0-2-1. Prerequisite: MUSC1131 (with a C or better)

Co-requisite: Music Theory

A continuation of Aural Skills 1 that further develops skills in music reading, sight singing, dictation, and identification of intervals, chords, and other materials studied in Music Theory.

Music 1140: Music Ensemble**MUSC 1140**3-0-1. Prerequisite: Audition **or** permission of the instructor.

This course may be repeated for credit. Study, rehearsal, and concert performance of literature for an ensemble such as concert band, jazz/pep band, and choir.

Music 1221: Music Theory III**MUSC 1221**

3-0-3. Prerequisite: MUSI 1122 (with C or better)

This course is designed for students in a Music pathway. It is a continuation of a combined study of rhythmic, melodic and harmonic aspects of music common practice. Keyboard harmony is included with application at the keyboard. Composition,

improvisation and practical keyboard applications are among the components.

Music 1222: Music Theory IV

MUSC 1222

3-0-3. Prerequisite: MUSI 1221 (with C or better)

This course is designed for students in a Music pathway. It is a continuation of a combined study of rhythmic, melodic and harmonic aspects of music common practice. Keyboard harmony is included with application at the keyboard. Composition, improvisation and practical keyboard applications are among the components.

Music 1231: Aural Skills III

MUSC 1231

0-2-1. Prerequisite: MUSC1132 (with a C or better)

Co-requisite: Music Theory

A continuation of Aural Skills II that further develops skills in music reading, sight singing, dictation, and identification of intervals, chords, and other materials studied in Music Theory.

Music 1232: Aural Skills IV

MUSC 1232

0-2-1. Prerequisite: MUSC1231 (with a C or better)

Co-requisite: Music Theory

A continuation of Aural Skills III that further develops skills in music reading, sight singing, dictation, and identification of intervals, chords, and other materials studied in Music Theory.

Music 2111: Applied Music Instruction

MUSC 2111

Variable Credit (1-2 semester hours credit)

Prerequisite: permission of the instructor

Applied Music Instruction involves a weekly private lesson and regular seminars on a musical instrument (woodwind, brass, percussion, voice, piano) or musical composition. Students will develop technique and performance skills through the study of standard literature.

Music 2112: Applied Music Instruction

MUSC 2112

Variable Credit (1-2 semester hours credit)

Prerequisite: permission of the instructor

Applied Music Instruction involves a weekly private lesson and regular seminars on a musical instrument (woodwind, brass, percussion, voice, piano) or musical composition. Students will develop technique and performance skills through the study of standard literature.

Natural Science 1100: Science in Today's World

NSCI 1100

2-0-2. Prerequisite: none

This course encourages the development of critical and analytical thinking in examining current issues in science. In this process basic writing and computer usage skills should be enhanced. Topics will include the history of scientific thought, the scientific method and an analytical examination of current issues in science.

Natural Science 1200: Science in Society**NSCI 1200**

3-0-3. Prerequisite: none

This course encourages an understanding of how the process of science works. Critical reading, writing, presentation, and analytical skills will be enhanced through a variety of assignments. Topics covered include the history of scientific thought, the scientific method, pseudoscience, and ethics in science, as well as an examination of current issues in science. The goal of this course is to foster an appreciation for, and an understanding of, science and its role in society, as well as providing students with the tools they need to make informed decisions in their personal and public lives.

Nursing 1000: Introduction to Nursing**NURS 1000**

1-0-1. Prerequisite: none

This course provides an introduction into the culture of professional nursing and covers historical and contemporary social influences on nursing and health care systems. Emphasis is on the internalization of nursing core values including caring, communication, informatics, evidence-based practice, quality improvement, advocacy, and accountability. The ANA Code of Ethics and the Nurse Practice Act are used to introduce legal parameters governing professional nursing practice. Students will explore the domains of nurse, client, health, and environment.

Nursing 1001: Health Assessment**NURS 1001**

2-0-2. Prerequisite: Admission to ASN program

Co-requisites: NURS 1000, NURS 1100, BIOL 2121K, BIOL 2122K, MATH 1001 or MATH1111

This course provides a foundation for physical, developmental, emotional, psychosocial, cultural, and spiritual health assessment. Teaching methods include demonstration of health assessment techniques, online learning modules, and practice and skills validation in the campus lab. Emphasis will be placed on interviewing skills, and assessment techniques across the lifespan.

Nursing 1002: Pharmacology**NURS 1002**

2-0-2. Prerequisites: Admission to ASN program

Co-requisites: BIOL 2121K, BIOL 2122K, BIOL 2161K, MATH 1001 or MATH 1111

This course provides an introduction to nursing pharmacology to build a foundation for safe administration of drug therapy to clients. The course emphasizes the concepts of physiology, pathophysiology, and chemistry. Discussion of the major drug groups focuses on therapeutic indications, pharmacokinetics, pharmacodynamics, contraindications, adverse effects, clinically important drug-drug interactions, and healthcare provider considerations, focusing on client care and teaching. Procedures for safe, effective medication administration and clinical calculations are studied. Lifespan considerations, evidence for best practice, client safety, and critical thinking are integrated throughout the course.

Nursing 1100: Conceptual Foundations of Nursing**NURS 1100**

4-6-6. Prerequisite: Admission to ASN program

Co-requisite: NURS 1000, NURS 1001, BIOL 2121K, BIOL 2122K, MATH 1001 or

MATH 1111

This fundamental course provides a foundation for nursing practice. It is designed to help the student apply scientific principles from general education courses to focused concept based nursing practice. This course serves as a basis for utilizing the nursing process to plan, implement and evaluate client care. Emphasis is placed on fundamental concepts such as health and wellness; growth and development across the lifespan; communication; teaching and learning; client centered care; human flourishing; nursing judgment; safety; and teamwork. A variety of teaching methods along with supervised practice on campus and in community facilities are utilized to develop skills in individualized care as a beginning member of the nursing team. Students will begin to use basic research skills and informatics to create an evidence based project. *Fee required.*

Nursing 1152: Clinical Calculation

NURS 1152

2-0-2. Prerequisite: none

This course is an introduction to the three systems of measurements – metric, apothecaries and household systems – that are commonly used in the preparation and administration of drugs and solutions. Conversions of equivalents within and between the systems will be emphasized. Students should be familiar with basic mathematical concepts. This course is designed to help nursing students and practicing nurses apply mathematical concepts to the area of drugs and solutions.

Nursing 1200: Nursing Practice for Common Health Issues

NURS 1200

5-9-8. Prerequisite: NURS 1000, NURS 1001, NURS 1100

Co-requisite: NURS 1002, BIOL 2161K

This course builds upon the art and science of nursing practice and introduces common concepts related to human flourishing and the developmental, physical, psychosocial, and spiritual care of human beings across the life span. Students will build further respect for clients' preferences, values and needs and continue to develop the core values of accountability and caring. Emphasis is placed on application of the nursing process as it applies to common concepts of health, wellness, and illness throughout the life cycle. Teaching methods include supervised practice in active learning environments and a variety of community facilities to develop skills in interprofessional communication and collaboration as a developing member of the healthcare team. Students will use research skills and informatics to create an evidence-based project and present to a target population. Students will explore concepts related to acid base, cellular regulation, metabolism, and digestion and examine the nursing role in the subjects of reproductive health, sexuality, and family. Additional areas of focus are mood and affect, cognition, violence, grief and loss, and stress and coping. *Fee required.*

Nursing 1300: Bridge to Professional Nursing

NURS 1300

2-3-3. Prerequisite: Admission to the LPN-RN or Paramedic-RN Bridge Programs

Co-requisite: 1400

This course is designed to allow the licensed practical nurse (LPN) or paramedic to build upon existing knowledge in preparation for transition into the Associate of Science in Nursing sequence. Emphasis is placed on health, wellness and illness, comfort, infection, and safety. Key components include foundational nursing concepts

and skills as well as an introduction to the nursing and healthcare domains. Focus is placed on physical, developmental, emotional, psychosocial, cultural, and spiritual health assessments. Teaching methods include the utilization of supervised practice in campus facilities to develop professional nursing skills.

Nursing 1400: Conceptual Nursing for Paramedics and LPNs

NURS 1400

5-3-6. Prerequisite: Admission to the LPN-RN or Paramedic-RN Bridge Programs

Co-requisite: 1300

This course is designed to assist the licensed practical nurse (LPN) or paramedic to progress through a blend of concepts emphasized in the current nursing sequence. Focus is placed on utilization of the nursing process to plan, implement and evaluate patient care. Procedures for safe, effective medication administration and clinical calculations are studied. Lifespan considerations, evidence for best practice, client safety, and critical thinking are integrated throughout the course. Teaching methods include supervised practice in active learning environments and a variety of community facilities to develop skills in interprofessional communication and collaboration as a developing member of the healthcare team. Students will explore common health related concepts and develop an evidence-based project using basic research skills and informatics. *Fee required.*

Nursing 2204: Adult Health Nursing

NURS 2204

5-12-9. Prerequisite: NURSE 1102; may be taken concurrently with BIOL 2161K

This course is designed to prepare the student to care for clients with common, uncomplicated medical/surgical and mental health conditions. Emphasis is placed on identification of potential and actual client problems and the use of critical thinking in planning and implementation of care in collaboration with other health team members. Critical thinking, communication and clinical competency are key components in the course used to help the student assume the role of the associate degree nurse. Use of technology and supervised nursing practice in campus and clinical facilities are measures for teaching beginning skills for nursing management of client care. *Fee required.*

Nursing 2205: Comprehensive Nursing

NURS 2205

5-12-9. Prerequisite: NURS 2204; may be taken concurrently with BIOL 2161K

This course is designed to prepare the student to care for groups of clients with common complicated medical/surgical and mental health conditions. Identification of potential and actual client problems and the use of critical thinking in planning and implementation of care in collaboration with other health team members will be primary foci. Emphasis will be placed on concepts of comprehensive health care, pharmacology and health trends and issues. Critical thinking, communication and clinical competency are key components to help the student assume the roles of the associate degree nurse. Utilization of technology and supervised nursing practice in campus and clinical facilities are measures for skills for nursing management of client care. *Fee required.*

Nursing 2500: Nursing Practice for Complicated Health Concerns

NURS 2500

5-12-9. Prerequisite: NURS 1002, NURS 1200 or NURS 1300 or NURS 1400

This course advances knowledge in the discipline of nursing and builds competencies in

client centered care for complicated health concerns. Students will draw inferences to support clinical decision making to improve quality care in the areas of immunity, perfusion, addiction, self-regulation, and culture and diversity. Emphasis is placed on utilization of the nursing process and relationships between concepts as it applies to complicated health, wellness, and illness conditions throughout the life-death continuum. Teaching methods include supervised practice in active learning environments in a variety of health care settings to advance skills as an emerging member of the healthcare team. Students will build on previously developed research skills and utilize informatics to create an evidence-based project and present to members of the health care team. Students will develop a spirit of inquiry that strives to continuously improve the quality and safety of health care outcomes. ***Fee required.***

Nursing 2600: Nursing Practice for Complex Health Problems

NURS 2600

4-3-5. Prerequisite: NURS 2500

Co-requisite: NURS 2650

This course enhances critical thinking and progresses nursing practice competencies in the management of acute and chronic complex health problems. Students will utilize nursing judgement and current evidence-based practices to deliver client-centered care. Emphasis is placed on utilization of the nursing process to integrate previous course concepts and oversee the care of multisystem health, wellness, and illness conditions throughout the life span. Teaching methods include supervised practice in diverse health care settings to advance skills as a contributing member of the interprofessional healthcare team. Students will utilize research skills and evidence-based practice to examine the impact of a global health concern on populations. Students will interpret, conclude, and prioritize high acuity alterations in the wellness-illness continuum. Clinical decision-making will be used to foster team collaboration, mutual respect, and shared decision-making to achieve excellent health care outcomes. ***Fee required.***

Nursing 2650: Transition to Professional Nursing Practice

NURS 2650

1-6-3. Prerequisite: NURS 2500

Co-requisite: NURS 2600

This course prepares the student to transition from nursing student to professional nurse and function at the entry nurse level in a variety of health care settings. The student will synthesize knowledge and skills from previous courses to provide safe, effective client-centered care across the life span. Emphasis is placed on role formation within the scope of practice utilizing QSEN and NLN competencies, and GHC core values. The course allows students to embark upon role transformation, participate in comprehensive care planning, and develop a professional identity. Teaching methods include a mentored preceptorship experience which applies the art and science of nursing in specialized areas. Students continue to develop a professional portfolio in preparation for employment. Students are exposed to ongoing scholarship with expectation of career development and continuing education.

Nursing 3300: Ethical Issues in Nursing

NURS 3300

3-0-3. Prerequisite: Admission to the RN-BSN Program

In this online elective, current models for ethical decision-making are explored and

applied in the analysis of selected ethical problems in nursing practice. The student is encouraged to examine and clarify personal and professional values. The relationships between nursing and health care issues are explored from both an ethical and legal perspective.

Nursing 3301: Concepts of Professional Nursing

NURS 3301

3-0-3. Pre or co-requisite: Admission to the RN-BSN program

This online course provides an introduction to professional nursing and an overview of the roles and concepts essential to make the transition from RN to BSN practice. This course will build on the RNs knowledge base and is designed to help the nurse identify his/her role in contemporary healthcare.

Nursing 3302: Health Assessment

NURS 3302

4-0-4. Prerequisite: Admission to the RN-BSN Program

This online course emphasizes skills needed to conduct a comprehensive physical assessment and health history to assess and validate the health status across the lifespan of an individual by recognizing and evaluating normal findings and common deviations associated with specific disease presentations.

Nursing 3303: Issues and Nursing Perspectives

NURS 3303

3-0-3. Prerequisites: Admission to the RN-BSN Program

This online course explores the historical, current and future trends in nursing and healthcare and applies current models for ethical decision-making in the analysis of selected problems in nursing practice. The relationships between nursing, health care, and global issues are explored.

Nursing 3304: Foundations of Nursing Research

NURS 3304

3-0-3. Pre- or co-requisites: NURS 3301, MATH 2200

This online course provides an introduction to the research process and its application to scholarship and clinical practice. Students learn to be consumers of research through reviewing the literature, appraising research, and identifying methods appropriate to study specific practice-related problems. Emphasis is placed on evidence-based practice, and quality improvement.

Nursing 3305: Nursing Informatics

NURS 3305

3-0-3. Prerequisites: Admission to the RN-BSN Program

This online elective course provides an overview of nursing and healthcare informatics with the intent to familiarize the student with informatics as applied in nursing clinical practice, administration, research, and education.

Nursing 3306: Healthcare in Diverse Cultures

NURS 3306

1-6-3. Prerequisites: Admission to the RN-BSN Program or second year status in the ASN program.

This elective course explores beliefs, practices, and traditions pertaining to cultural diversity, healing traditions, and effects on the health care of individuals with different ethnic backgrounds. The course promotes increased awareness of the dimensions and complexities involved in caring for people from diverse cultural backgrounds. Students

have the opportunity to observe, study, and participate in healthcare and other cultural/social experiences with a selected population at a local, state or international site.

Nursing 3307: Independent Study in Nursing

NURS 3307

1-6 Varied. Prerequisite: BS Nursing student or AS nursing student with senior status or permission of director or division dean.

This course provides opportunities for an independent study on a topic selected by the student under the direction of a faculty member. The area of study may be related to the student's long term interest, clinical practice interest, research interest, or professional goals. The student and faculty will determine the focus and course objectives at the beginning of the course.

Nursing 3308: Perioperative Nursing

NURS 3308

1-6-3. Prerequisite: Admission to RN-BSN program or NURS 1102 with grade of C or better.

This course introduces the student to the role of the professional perioperative nurse by providing learning opportunities in the classroom and perioperative clinical settings. Students will utilize the nursing process, AORN Perioperative Standards and Recommended Practices, and The Joint Commission National Safety Goals to guide development of evidence-based nursing care for clients throughout the lifespan in pre, intra, and postoperative settings. In addition, this course provides opportunities for students to further develop physical assessment, infection prevention, and interdisciplinary communication techniques.

Nursing 3309: Public Health Nursing

NURS 3309

1-6-3. Prerequisite: Admission to RN-BSN program or NURS 1102 with grade of C or better.

This elective course introduces the student to the role of the professional public health nurse by providing learning opportunities in the public health clinical settings, including the various programs offered through the health department, and professional organization meetings. Students will utilize the nursing process, the state and federal mandates for public health nursing, and The Joint Commission National Safety Goals to guide development of evidence-based nursing care for clients throughout the lifespan in the public health settings.

Nursing 4401: Community Health Nursing

NURS 4401

3-3-4. Prerequisites or Co-requisite: NURS 3301, 3302

This online course focuses on community nursing roles and practice related to health promotion and preservation in communities. Content covered includes public health principles, epidemiology, healthcare disparities, community assessment, environmental health, and vulnerable populations. Emphasis is placed on the use of the nursing process, critical thinking skills, and inquiry-based scholarship to examine the health status of a selected population and to determine community-oriented care.

Nursing 4402: Leadership and Management

NURS 4402

3-0-3. Prerequisite: NURS 3301, 3302, 3303, 3304

This online course provides an overview of concepts of professional leadership and management and their use in the practice setting. Emphasis is placed on organizational

structure, management, and the roles of healthcare providers and coordinators.

Nursing 4403: Capstone Project

NURS 4403

3-0-3. Prerequisites: NURS 3301, 3302, 3303, 3304, 4401 and 4402

This online course focuses on the practical application of research with an emphasis on quality improvement and evidence-based practice through the development, implementation, and analysis of a capstone project.

Nursing 4404: Leadership Practicum

NURS 4404

3-3-4. Prerequisites: NURS 3301, 3302, 3303, 3304, and 4402

This practicum experience focuses on application of skills and exploration of leadership roles within healthcare settings. A leadership or management preceptorship will be used to facilitate student application of course content. This practicum is individualized and negotiated between the student, preceptor, and nursing faculty.

Philosophy 2010: Introduction to Philosophy

PHIL 2010

3-0-3. Prerequisite: none

A critical exploration of such topics as knowledge and belief, God and the problem of evil, freedom and determinism, the right and good, language and meaning, mind and body, appearance and reality and man and the world.

Philosophy 2020: Introduction to Logic and Critical Thinking

PHIL 2020

3-0-3. Prerequisite: none

This course provides development of symbolic and non-symbolic logical skills, with emphasis on argument construction and evaluation. Definitions, formal and informal fallacies, and deductive and inductive reasoning are covered. Additionally, categorical logic and truth-functional logic will be discussed for the purpose of determining the validity or invalidity of arguments as part of the discussion of deductive reasoning.

Physical Education 1010: Concepts of Fitness and Health

PHED 1010

1-2-2. Co-requisite: none

An interdisciplinary course designed to instruct the student in ways to maintain or improve quality of life. The concepts of fitness and health, personal empowerment and behavior modification are explored.

Physical Education 1020: Cardiopulmonary Resuscitation and First Aid

PHED 1020

1-2-2. Co-requisite: none

A study of knowledge and techniques of first aid and cardiopulmonary resuscitation; American Heart Association certification in cardiopulmonary resuscitation received upon successful completion of certification requirements. ***Fee required.***

Required for graduation in selected programs; elective in other programs/pathways.

Physical Education 1100: Personal Fitness

PHED 1100

1-2-2. Preferred pre or co-requisite: PHED 1010

This course is an extension of information gained in PHED 1010 and provides further

integration of a wellness lifestyle. An individualized physical fitness program is designed based on fitness evaluation. Periodic evaluation of progress is included. Emphasis is on cardiovascular fitness, muscular strength and endurance and flexibility. This course includes a workout segment.

Physical Education 1120: Weight Training for Men and Women

PHED 1120

1-2-2. Preferred pre or co-requisite: PHED 1010

This course is an extension of related information gained in PHED 1010 and provides further integration of a wellness lifestyle. An individualized weight training routine is designed based on fitness assessment. Periodic evaluation of progress is included. Emphasis is on safe, effective resistance training. This course includes a workout segment.

Physical Education 1121: Weight Training for Women

PHED 1121

1-2-2. Preferred pre or co-requisite: PHED 1010

This course is an extension of related information gained in PHED 1010 and provides further integration of a wellness lifestyle. This course is designed with an emphasis on women's fitness issues and goals. An individualized weight training routine is designed based on fitness assessment. Emphasis is on safe, effective resistance training.

Physical Education 1130: Fitness Walking & Jogging

PHED 1130

1-2-2. Preferred pre or co-requisite: PHED 1010

This course is an extension of related information gained in PHED 1010 and provides further integration of a wellness lifestyle. Fitness walking & jogging involves an understanding of fitness concepts, skills relating to fitness walking & jogging and an understanding of how to use these skills to improve fitness and efficiency in daily work and leisure. This course includes a workout segment.

Physical Education 1200: Introduction to Racquet Sports

PHED 1200

0-4-2. Pre-requisite: none

A survey course of racquet sports including tennis, badminton, pickle ball, and table tennis. This course emphasizes skill development, rules and etiquette in each of the above sports. Students furnish racket balls and tennis balls.

Physical Education 1210: Beginning Golf

PHED 1210

1-2-2. Pre-requisite: none

Designed primarily for beginners. Emphasis is on skill development and rules. Competitive experience is provided. Student furnishes golf balls; golf clubs furnished by the college.

Physical Education 1211: Intermediate Golf

PHED1211

1-2-2 Prerequisite: PHED 1210

or instructor approval

This course is designed primarily for the experienced golfer. Basic skills are reviewed and refined. Emphasis is on intermediate knowledge and skills, and intermediate play.

Physical Education 1230: Beginning Tennis**PHED 1230**

1-2-2. Prerequisite: none

Designed primarily for beginners. Emphasis is on skill development, rules and scoring. Competitive experience is included. Student furnishes tennis balls; tennis rackets furnished by the college. This course is offered in Fall Semester.

Physical Education 1231: Intermediate Tennis**PHED1231**

1-2-2 Prerequisite: PHED 1230

or instructor approval

This course is designed primarily for experienced tennis players. Basic skills are reviewed and refined. Emphasis is on intermediate knowledge and skills, and strategy. Student furnishes tennis balls; college furnishes tennis rackets. This course is offered fall semester.

Physical Education 1321: Volleyball**PHED 1321**

1-2-2. Prerequisite: none

This course is designed primarily for beginners. Emphasis is on basic skills, rules, strategies, team cooperation and competition. This is a team sport suited for lifetime leisure activity. Indoor and outdoor play is included in the course. All equipment and supplies furnished by the college.

Physical Education 1322: Soccer**PHED 1322**

1-2-2 Prerequisite: none

This course is an extension of related information gained in PHED 1010 and provides further integration of a wellness lifestyle. The course is designed with an emphasis to the history, rules and fundamental skills of soccer. Students will have the opportunity to improve individual skills as well as team skills.

Physical Education 1420: Beginning Snow Skiing**PHED 1420**

1-2-2. Prerequisite: none

Emphasis on basic knowledge and skills of snow skiing; designed for beginners. Non-traditional format: one week at French-Swiss Ski College in Boone, NC, along with pre-trip orientation sessions. This course is offered spring semester. ***Tuition plus cost of trip.***

Physical Education 1421: Intermediate Snow Skiing**PHED 1421**

1-2-2. Elective. Prerequisite: PHED 1420

or permission of instructor

This course places emphasis on intermediate knowledge and skills of snow skiing; non-traditional format; one week at French-Swiss Ski College near Boone, NC; pre-trip orientation. This course is offered spring semester. ***Tuition plus cost of trip.***

Physical Education 2202: Principles of Human Nutrition**PHED 2202**

1-2-2. Prerequisites: none

This course includes basic information regarding normal human nutrition including study of six nutrient classifications. The course looks at various nutritional evaluation procedures in addition to the study of nutrients as they affect human anatomy and physiology. Nutrient intake, weight management and nutritional needs for active lifestyles are included.

Physical Science 1011K: Physical Science I**PHSC 1011K**

3-3-4. Prerequisites: none

First half of a two-semester science course sequence for those with no previous background in physics. Designed to stress the formulation of physical concepts at different levels of abstraction. **Laboratory Fee.**

NOTE: Students must earn a grade of C or better to receive degree credit for this course. Students may receive credit for only one of the following sequences: PHSC 1011K and 1012 or PHYS 1111K and 1112K

Physical Science 1012K: Physical Science II**PHSC 1012K**

3-3-4. Prerequisite: PHSC 1011K with a grade of C or better.

Second half of a two-semester science course sequence for those with no previous background in physics. Designed to stress the formulation of physical concepts at different levels of abstraction. **Laboratory Fee.**

NOTE: Students must earn a grade of C or better to receive degree credit for this course. Students may receive credit for only one of the following sequences: PHSC 1011K and 1012 or PHYS 1111K and 1112K

Physics 1111K: Introductory Physics I**PHYS 1111K**

3-3-4. Prerequisite: MATH 1113 with a grade of C or better

An introductory course including material from mechanics, thermodynamics and waves. Elementary algebra and trigonometry will be used. **Laboratory Fee.**

Physics 1112K: Introductory Physics II**PHYS 1112K**

3-3-4. Prerequisite: PHYS 1111K with a grade of C or better

An introductory course including material from electromagnetism, optics and modern physics. Elementary algebra and trigonometry will be used. **Laboratory Fee.**

Physics 2211K: Principles of Physics I**PHYS 2211K**

3-3-4. Prerequisite: MATH 2261 with a grade of C or better

An introductory course which will include material from mechanics, thermodynamics and waves. Elementary differential calculus will be used. Students receive credit toward graduation for only one of the following courses: PHYS 2211K, PHYS 1211K. **Laboratory Fee.**

Physics 2212K: Principles of Physics II**PHYS 2212K**

3-3-4. Prerequisite: PHYS 2211K with a grade of C or better

Co-requisite: MATH 2262

An introductory course, including material from electromagnetism, optics and modern physics. Elementary differential and integral calculus will be used. *Laboratory Fee.*

Political Science 1101: American Government**POLS 1101**

3-0-3. Prerequisites: none

This course is an introduction to the study of American government and deals primarily with the development and contemporary functioning of American political institutions with a focus on the national government and national politics. It satisfies the state legislative requirement concerning the United States Constitution and the Georgia Constitution.

Political Science 2301: Introduction to Comparative Politics**POLS 2301**3-0-3. Prerequisite: POLS 1101 **or** permission of instructor

This course provides a comparative analysis of national governmental systems around the world. The focus of the course is a comparative analysis of governmental institutions, political processes and cultural forces that shape national behaviors. This course is usually offered only once every two academic years. Consult the division dean for schedule plans.

Political Science 2401: Introduction to Global Issues**POLS 2401**3-0-3. Prerequisite: POLS 1101 **or** permission of the instructor

This course examines the structure and processes of the international system, international and domestic determinants of state behavior, foreign policy analysis with emphasis on contemporary United States foreign policy, and foundations of international conflict and cooperation. This course is usually offered only once every two academic years. Consult the division dean for schedule plans.

Political Science 2501: Introduction to Domestic Issues**POLS 2501**3-0-3. Prerequisite: POLS 1101 **or** permission of the instructor

Analysis of the governmental process through which decisions in the United States are made and implemented. Selected issues are examined in order to illustrate the decision-making process and to determine policy impact.

Political Science 2222: Special Problems: Issues in Political Science**POLS 2222**

Variable credit (1-2 semester hours credit).

Prerequisite: POLS 1101 **or** permission of instructor

A program of independent work is directed by a faculty member. Credit is one to two hours per semester based on student/instructor agreement. A maximum of six credit hours may be earned for this course.

Psychology 1101: Introduction to General Psychology**PSYC 1101**

3-0-3. Prerequisites: none

A broad survey of the major topics in psychology including but not limited to research

methodology, biological and social factors influencing behavior, development, learning, memory, personality and abnormal behavior/therapy.

Psychology 2103: Introduction to Human Development **PSYC 2103**

3-0-3. Prerequisites: PSYC 1101 with a grade of C or better
or SOCI 1101 with a grade of C or better

This course examines human development across the lifespan from conception to death with an emphasis on normal patterns of physical, cognitive, social and emotional changes. Structured field experiences promote student competency in observation, interpretation and understanding of behavior.

Psychology 2126: Introduction to Applied Psychology **PSYC 2126**

3-0-3. Prerequisite: PSYC 1101

An introduction to application of psychological principles to daily life and work. The relationship between humans and their various environments, interpersonal communications, critical thinking, problem solving, decision making and other topics are covered.

Psychology 2128: Introduction to Theories of Personality **PSYC 2128**

3-0-3. Prerequisites: ENGL 1101 and PSYC 1101

A comprehensive study of the major theories of personality and their possible therapeutic applications. The theories of Adler, Erikson, Freud, Jung, Maslow, Rogers, Skinner and others are covered.

Psychology 2135: Psychology of Gender **PSYC 2135**

3-0-3. Prerequisite: PSYC 1101

This is a critical review of psychological theory and research for understanding cognitive and psychological behavior of males and females. Topics covered include androgyny, sex role development, self-image and life crises of men and women.

Psychology 2140: Principles of Behavior Analysis **PSYC 2140**

3-0-3. Prerequisites: Satisfactory placement scores
or Successful completion of all learning support requirements

This course centers on the techniques and principles of behavior change based on learning theory. To demonstrate the ability to apply behavior change principles students are required to design and conduct a self-behavior-change project. The laboratory requirement involves the use of computer programs to practice the application of behavior change principles.

Psychology 2145 or Sociology 2145: Psychology of Death and Dying **PSYC 2145**

3-0-3 Prerequisite: PSYC 1101 or permission of instructor

An interdisciplinary survey of research, last rites and customs from various cultures concerning end-of-life issues. Topics covered include but are not limited to: the dying patient, medical directives, hospice, euthanasia, grief, widowhood, life after death and spirituality. Experiential learning techniques (labs, field projects, etc.) will be used

along with the lecture. Emphasis will be placed on social issues, practical problems and personal and professional strategies for dealing with these issues.

Psychology 2165: Abnormal Psychology

PSYC 2165

3-0-3. Prerequisites: PSYC 1101 **and** one additional three-hour psychology course or consent of instructor

This course is an introduction to behavior and mental disorders. The emphasis of the course is on the emotional and behavioral characteristic the major categories of abnormal behavior with some attention to current treatment methods.

Psychology 2210: Careers in Psychology

PSYC 2210

2-0-2 Pre-requisites: PSYC 1101

This course is designed to provide students in the psychology pathway with valuable information and skills relevant to selecting and pursuing a career in psychology or related fields. In doing so, the course has three major components. First, students develop an understanding of psychology as an undergraduate major both in general and specific to GHC, focusing on strategies and resources to support success. Second, students learn about best practices in preparing for post-graduation careers and/or graduate school. Third, students learn about career opportunities in psychology and related fields, as well as, some of the skills that are essential in pursuing these goals.

Psychology 2222: Special Topics in Psychology

PSYC 2222

0-2-1/0-6-3. Prerequisites: PSYC 1101 **and** one additional psychology course **and** permission of the instructor

This course consists of individual or independent work under supervision of a member of the faculty with whom specific arrangements have been made (directed reading, research, laboratory or field observation projects). The transferability of credit in this course will depend on the evaluation of the receiving institution. This course may be repeated for credit for an accumulated total of 3 hours.

Psychology 2258: Psychology of Adjustment

PSYC 2258

3-0-3. Prerequisite: PSYC 1101 with the grade of C or better

The dynamics of normal and maladaptive adjustment, including the study of appropriate and inappropriate reactions to frustration and stress; resolution of conflicts, fears, and anxiety; building emotional stability and preventing mental illness.

Psychology 2300: Research Methods in Psychology

PSYC 2300

3-2-4 Prerequisites: One of the following MATH 1001, 1111, or 1113

PSYC 2210 (May be taken concurrently)

This course is designed as an introduction to methods and statistics used in psychological research, emphasizing non-experimental methodologies including observation, correlational research, surveys, archival research, and quasi-experimental and ex post facto designs. Topics will include an introduction to the scientific method, an overview of experimental design, and statistics, statistical inference, scientific writing, and ethical issues in non-experimental research.

Religion 1116: Introduction to Religion**RELI 1116**

3-0-3. Prerequisite: Satisfactory placement scores
or ENGL 0989

A study of selected world religions with primary concentration on the origin and scriptural and doctrinal development of these religions.

Sociology 1101: Introductory Sociology**SOCI 1101**

3-0-3. Prerequisite: Satisfactory placement scores
or ENGL 0989

A survey of the discipline of sociology. Topics will include sociological theory, methods and selected substantive areas.

Sociology 1110: Introduction to Social Services**SOCI 1110**

3-0-3. Prerequisite: Satisfactory placement scores
or ENGL 0989

This course is a survey of the human service system, its history, methods and the services that are currently available. Careers in human services and the values and ethics of human service work are also emphasized.

Sociology 1160: Introduction to Social Problems**SOCI 1160**

3-0-3. Prerequisite: Satisfactory placement scores
or ENGL 0989

A theoretical and empirical analysis of selected major social problems confronting American society. The history and development of current social problems and possible future solutions are considered. Among the social problems studied are crime and delinquency, poverty, mental illness, family disorganization and social change. Attention is given to social attitudes and values.

Sociology 2130: Group Process**SOCI 2130**

3-0-3. Prerequisite: SOCI 1101 or PSYC 1101

This course focuses on the dynamics of personal interactions in groups. It includes an examination of various models and understandings of group interaction, but special attention is devoted to the development of specific group membership and leadership skills.

Sociology 2145 or PSYC 2145: Sociology of Death and Dying**SOCI 2145**

3-0-3 Prerequisite: Satisfactory placement scores
or ENGL 0989 and SOCI 1101
or consent of instructor

An interdisciplinary survey of research, last rites and customs from various cultures concerning end-of-life issues. Topics covered include but are not limited to: the dying patient, medical directives, hospice, euthanasia, grief, widowhood, life after death and spirituality. Experiential learning techniques (labs, field projects, etc.) will be used along with the lecture. Emphasis will be place on social issues, practical problems and personal and professional strategies for dealing with these issues.

Sociology 2293: Introduction to Marriage and the Family

SOCI 2293

3-0-3. Prerequisite: Satisfactory placement scores
or ENGL 0989

An introduction to the structure, processes, problems and adjustments of contemporary marriage and family life. Field experience exercises will comprise part of the course.

Spanish 1001: Elementary Spanish I

SPAN 1001

3-0-3. Prerequisite: none

Introduction to listening, speaking, reading and writing in Spanish and the culture of Spanish- speaking regions.

Spanish 1002: Elementary Spanish II

SPAN 1002

3-0-3. Prerequisite: Spanish 1001 **or** placement test (advanced placement test)

Continued listening, speaking, reading and writing in Spanish and the culture of Spanish-speaking regions.

Spanish 2001: Intermediate Spanish I

SPAN 2001

3-0-3. Prerequisites: Spanish 1001 **and** 1002

or satisfactory placement test scores or permission of instructor.

This course offers a rapid review of grammar with continued use of listening, speaking, reading and writing skills with cultural emphasis in relation to a variety of texts.

Spanish 2002: Intermediate Spanish II

SPAN 2002

3-0-3. Prerequisites: Spanish 1001, 1002 **and** 2001

or satisfactory placement test scores or permission of instructor.

This course will continue the use of listening, speaking, reading and writing skills in an introduction to literary and other discipline-related texts within a cultural context.

Theater 1100: Theater Appreciation

THEA 1100

3-0-3. Prerequisite: None

Survey and critical appreciation of theater. An introduction to the theater with emphasis on major periods of drama and analysis of style, structure and production techniques. Course includes overview of play production from selection to performance and prepares students to read and watch plays more intelligently



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THE UNIVERSITY SYSTEM OF GEORGIA

THE UNIVERSITY SYSTEM OF GEORGIA

270 Washington Street, SW
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The University System of Georgia (USG) is a part of the community in each of Georgia's 159 counties and provides services across the state. The USG is composed of 26 higher education institutions including four research universities, four comprehensive universities, nine state universities and nine state colleges. It also includes the Georgia Public Library Service, which encompasses approximately 389 facilities within the 61 library systems throughout the State of Georgia. Additionally, the USG includes the Georgia Archives which identifies, collects, manages, preserves and provides access to records and information about Georgia.

The Board of Regents of the University System of Georgia was created in 1931 as a part of a reorganization of Georgia's state government. With this act, public higher education in Georgia was unified for the first time under a single governing and management authority. The governor appoints members of the Board to a seven year term and regents may be reappointed to subsequent terms by a sitting governor. Regents donate their time and expertise to serve the state through their governance of the University System of Georgia – the position is a voluntary one without financial remuneration. Today the Board of Regents is composed of 19 members, five of whom are appointed from the state-at-large, and one from each of the state's 14 congressional districts. The Board elects a chancellor who serves as its chief executive officer and the chief administrative officer of the University System. The Board oversees the public colleges and universities that comprise the University System of Georgia and has oversight of the Georgia Archives and the Georgia Public Library System.

The Chancellor provides leadership in higher education and stewardship of state and University System resources by promoting a statewide perspective on higher education that attends to the current and developing needs of the State, its citizens and students, and relates them effectively to the University System and its institutions. The Chancellor supports the Board of Regents in furthering and achieving its vision for the University System by providing leadership in analyzing, monitoring, and anticipating higher education trends and developments, and by planning strategically for the future of the University System. The Chancellor also serves on the Georgia-based [Alliance of Education Agency Heads](#), a collaborative partnership with the Governor's office and Georgia's education agency heads.

The functional areas of the USG are:

Academic Affairs - promotes and ensures academic quality in the University of System of Georgia.

Administration – Administration provides direction and structure for business operations of the University System of Georgia.

Communications and Governmental Affairs - serves as the central communications and government relations division for the University System of Georgia.

Internal Audit - Internal Audit supports USG management in meeting its governance and internal control responsibilities.

Strategy and Fiscal Affairs - handles the allocation of state appropriations to all University System of Georgia institutions, manages the internal administration of the university system office and develops business procedures and practices for University System of Georgia institutions.

University System of Georgia Foundation - committed to supporting and advancing the work of the University System of Georgia by maintaining a solid framework of fundraising and relationship building.

For more information visit usg.edu

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The University System of Georgia**

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The University System

RESEARCH UNIVERSITIES

Augusta University
Augusta 30912
Georgia Institute of Technology
Atlanta 30332
Georgia State University
Atlanta 30303
University of Georgia
Athens 30602

COMPREHENSIVE UNIVERSITIES

Georgia Southern University
Statesboro 30460
Kennesaw State University
Kennesaw 30144
University of West Georgia
Carrollton 30118
Valdosta State University
Valdosta 31698

STATE UNIVERSITIES

Albany State University
Albany 31705
Clayton State University
Morrow 30260
Columbus State University
Columbus 31907
Fort Valley State University
Fort Valley 31030
Georgia College & State University
Milledgeville 31061
Georgia Southwestern State University
Americus 31709

Middle Georgia State College
Cochran 31014

Savannah State University
Savannah 31404

University of North Georgia
Dahlonega 30597

STATE COLLEGES

Abraham Baldwin Agricultural College
Tifton 31793

Atlanta Metropolitan State College
Atlanta 30310

College of Coastal Georgia
Brunswick 31520

Dalton State College
Dalton 30720

East Georgia State College
Swainsboro 30401

Georgia Gwinnett College
Lawrenceville, 30043

Georgia Highlands College
Rome 30161

Gordon State College
Barnesville 30204

South Georgia State College
Douglas 31533

