Western Nevada College

2019 - 2020

College Catalog

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College Profile

For nearly 50 years, Western Nevada College has offered affordable and quality education in Nevada.

The dreams of local educators, civic leaders and young minds became a reality when we opened our doors in September 1971. We began our charge for access to higher education without dedicated buildings, using classes throughout the community from Reno to Hawthorne, including the Tahoe Basin. The Carson City campus opened in 1974 with the construction of the Bristlecone building; we expanded our footprint to Fallon in 1981, and our Douglas Campus opened in 1997. We have consistently grown and evolved to meet the needs of a growing and thriving Nevada, and while our history is rich with accomplishments and student success…the best is yet to come. We will celebrate our 50th anniversary in 2021, and look forward to many years of opportunity, innovation and academic excellence!

Students Thrive at WNC

Western Nevada College is steeped with nearly 50 years of growth and educational excellence in Nevada. We are proud of the college's academic rigor and personalized instruction taught by some of the very best faculty in the state. Our students thrive in small classes, with faculty and staff who care about their success. At WNC, we offer opportunities for students to pursue their career dreams in a more affordable and nurturing environment.

Affordable Education

At Western, you can complete the first two years of a bachelor degree for a fraction of the cost of a university. We offer industry-recognized credentials to get you ready for the workplace in as little as a semester, and our online degrees and classes make it possible for you attend WNC while maintaining your commitments to work and family.

Through the generosity of community donors and state-led scholarships and grants, there is more financial aid than ever to help make college possible for you.

30 minutes to the Biggest Little City

A trip to the "big" city offers a variety of cultural, entertainment and basic needs. Big-name concerts, museums, zoos, shopping, historic casinos such as the Atlantis and Eldorado, sporting events, and walkways along the majestic Truckee River that allow visitors access to art galleries and restaurants. The growing tech city is also known for its events, such as the Great Reno Balloon Races, the Air Races, River Festival, Artown, Reno Rodeo, Hot August Nights and Barracuda Championship.

40 minutes to the Slopes

The mountains overlooking and casting incredible shadows on Lake Tahoe become the focus of visitors when the temperatures plummet. There are a dozen ski resorts that offer a variety of terrain and back-country trails for adrenaline sports enthusiasts. In addition to skiing and snowboarding for the powder hounds, this winter playground provides sledding, snowshoeing, snowmobiling, cross-country tours and ice skating to keep the heart racing. With approximately 300 sunny days out of the year, fishing still is a winter pastime, but if you prefer indoor excitement, there are concerts, comedy shows, shopping, hockey and gambling to make Lake Tahoe very enticing.

40 minutes from the Tahoe shores

Only 40 minutes away is Lake Tahoe — the largest alpine lake in North America. The mesmerizing bright-blue water, snow-capped Sierra, array of wildflowers and majestic pine trees can lift the spirits and brighten the mood of any visitor. The outdoor paradise offers beaches, ski resorts, hiking trails, mountain biking trails, boating, fishing, gaming and a variety of entertainment, including American Century Golf Championship, Lights on the Lake Fireworks, SnowGlobe Music Festival, Octoberfest, Summer Concert Series, Valhalla Renaissance Faire and Tahoe Brewfest.

30 minutes to the Queen of the Comstock

Less than a half-hour away is an exclusive chance to step back into the past and learn about 19th Century Nevada. Home to the "Comstock Lode," the first silver ore strike in the U.S. that lured hundreds of prospectors to the area with dreams of becoming rich, the town has morphed into a national historic landmark. Virginia City has kept much of its history, from its

beautiful Victorian buildings, museums, mines, Old West-style saloons and the V & T Railroad, and offers unique summertime events such as camel and outhouse races.

Message from the President

Vincent Solis

President of Western Nevada College

On behalf of the entire college family at Western Nevada College, it is my pleasure to welcome you to the President's Office page. WNC is a vital part of the fabric of our communities. We strive to be good neighbors and contribute to the economic well-being of the areas we serve. We have deep roots in one of the most beautiful and pristine regions of the country.

WNC is steeped with nearly 50 years of growth and educational excellence in Nevada. From our humble beginnings in Carson City, to our expansion into the communities of Fallon in 1981 and Douglas County in 1997, we have helped students achieve their educational goals and dreams.

At WNC, we aim to not only to ensure the success of students in our classrooms and academic programs but also to create holistic individuals who are prepared to excel in their chosen academic fields and serve as leaders in their communities.

We are proud of the college's academic rigor, small class sizes and personalized instruction taught by some of the very best faculty in the great state of Nevada. Staff members on our team also provide students with a positive and nurturing environment. This aids in students' completion of academic goals and prepares them to actively participate in a robust workforce.

As you explore this site or any one of the WNC locations, you will find that our team members are friendly, willing to assist you in your academic endeavors and, above all, committed to your success.

Dr. Vincent Solis
President of Western Nevada College

Mission and Themes

Our Vision

WNC is an integral and innovative educational partner fostering equity and a life of learning in an inclusive environment for the evolving, diverse communities we serve.

Our Values

WNC is student centered, inquiry driven, and data informed as we nurture community connections and promote an environment of equity and inclusion.

Our Mission

WNC contributes to solutions for the 21st century by providing effective educational pathways for the students and communities of Nevada.

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Core Themes

Centering our core themes on the educational pathways we provide builds a framework focused directly on our students and their achievements. Transfer education and professional education pathways serve our students and the communities in which they live by advancing career opportunities and imparting skills to successfully navigate our increasingly complex and connected world. Lifelong learning is both a product of and a purpose for a community college, recognizing that educational opportunities outside of formal degree paths drive innovation and access for all populations of learners.

Transfer Education

Degrees that may be transferred to four-year institutions and applied toward the completion of a bachelor's degree:

- Associate of Arts (AA)
- Associate of Science (AS)
- Associate of Business (AB) degrees

Professional Education

Professional Certificate programs that prepare students to enter the workforce or advance their careers:

- Associate of Applied Science (AAS)
- Bachelor of Applied Science (BAS)

Lifelong Learning

Continuing education or credit courses taken for personal enrichment, professional development, or skill enhancement.

Strategic Plan and Additional Resources

- Strategic Planning
- Institutional Research & Effectiveness
- NWCCU Accreditation Information

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This page may contain links that are not visible in a printed format. For complete information visit:
http://www.wnc.edu/explore-wnc/mission-themes/

Principles of Community

Policy:	Policy iii: Principles of Community	**Date Adopted:**	Jan 25, 2005
Department:	President's Office	**Contact:**	Assistant to the President
Statement:			

As members of the WNC community, we choose to be part of an academic community dedicated to those principles that foster personal and professional integrity, civility, and acceptance.

We strive toward lives of personal integrity and academic excellence–We will encourage in ourselves, and in one another, those responsible actions which lead to lives of productive work, personal enrichment, and useful citizenship in an increasingly interdependent world.

We commit to treat one another with civility–Recognizing that there will be differences of opinion, we will explore the differences in a courteous and forthright manner, always acknowledging individual rights to the freedom of expression and association.

We embrace diversity–We encourage those of all cultures, orientations, and backgrounds to understand and respect one another in a safe and supportive educational environment.

Date(s) Revised	October 17, 2008 ; September 2, 2008;	**Date(s) Reviewed**	

Admissions Information

WNC has varying admissions criteria that allows any adult who can benefit from instruction at the college to enroll. WNC does not require new students to provide transcripts of previous educational experiences. General admission, however, does not necessarily guarantee admission into specific programs or classes.

Any adult may enroll as a non-degree seeking student.

WNC has admissions criteria for students who declare their education objective to seek a degree or certificate of achievement. Students who have graduated from high school or have obtained a high school equivalency diploma such as the GED, HISET or TASC will satisfy admissions requirements.

Students may be admitted as degree/certificate seeking under alternate criteria by satisfying one of the providing criteria:

- **A.** Provide evidence of placement test scores at levels that demonstrate college readiness; or
- **B.** Provide official transcripts from a regionally accredited institution demonstrating successful completion of six college units in English, math, or other general education course, or take the equivalent at WNC.

Immunizations are not required as part of the admission process. Some programs and classes in the Nursing and Allied Health division require immunizations before enrollment is authorized in specific courses.

All new degree or certificate seeking students who have never attended any college will be required to attend a new student orientation session, take placement tests, and meet with a counselor before enrolling for classes. For information regarding academic programs or classes, contact a counselor or the appropriate academic division.

Admissions FAQsView Residency Information

- New Students
- Early Admission and High School Students
- International Students

New Students

Any student who has not taken a credit class in the last two years will need to submit an application for admission prior to registering for a class. Please allow 1-3 business days for the application to be processed. Students will receive emails with their student ID number and password to login to myWNC. Students who do not receive emails within five business days should not apply again. Please contact Admissions and Records.

If assistance is needed, contact Admissions and Records at 775-445-3277, or e-mail admissions.records@wnc.edu.

All new students who apply for admission are assessed a one-time $15 application fee when they register for their first credit/unit class. This fee is not deferrable or refundable, even if the courses are full, dropped, or canceled.

New students are advised to read the WNC catalog and schedule to become familiar with programs, services, policies, procedures, and deadline information. New students are also encouraged to take placement exams, attend a new student orientation and meet with a counselor for academic planning. Further information can be found on the New Student Checklist.

View the New Student Checklist
Early Admission and High School Students

Jump Start College

Jump Start College is a partnership between Western Nevada College and 13 western Nevada high schools. It offers high-achieving junior and senior students the opportunity to earn up to 60 college credits prior to their high school graduation.

Learn More about Jump Start

Enrollment for High School Students

High school juniors and seniors may enroll with written permission from their high school principal or designated official. High school students are required to submit a high school authorization form each semester prior to registering. Students may submit one form for the summer and fall semesters. Jump Start students must submit a Jump Start application prior to enrollment.

High School freshmen and sophomores must have a minimum 3.0 GPA and be identified as academically talented by the designated high school official, and will be reviewed on a case by case for approval to enroll in credit courses by the director

of Admissions and Records. The student and his/her parents must meet with a WNC counselor. The recommendation of the WNC counselor, test scores, courses taken, grades, and the academic requirements, required laboratory components and the recommendation of the instructor and/or division director of the course(s) requested for enrollment will be taken into consideration. Students below the age of 14 will need to submit an official middle school or high school transcript to verify they are a high school freshman or higher grade level.

Otherwise, high school students below the junior level and middle and elementary school students may enroll only in Continuing Education and College for Kids classes.

Learn More about High School Programs

International Students

International students enjoy affordable quality education at WNC. Persons wishing to apply for an F-1 Student Visa, either as an initial applicant or as a change to their existing visa status, must apply with Admissions and Records for an I-20 Certificate of Eligibility. International student application packets and a complete list of admission requirements are available in Admissions and Records. Applicants for the I-20 Certificate must complete and file all required documentation with Admissions and Records at least 16 weeks prior to the beginning of the semester in which they intend to begin their study. Students who have submitted all required documentation and have been approved will be issued the I-20 document with which they may then apply for a Student Visa.

To enroll for classes, approved international students must report to Admissions and Records with a current passport, visa, I-94 (port of entry document) and the I-20. Students must meet with an academic advisor and may be required to take English and math placement tests before registering. Based on test results, the student may be required to take additional related courses.

WNC is authorized under federal law to enroll nonimmigrant alien students. Enrollment limitations differ with respect to the type of visa a student holds. It is the student's responsibility to learn and adhere to United States Immigration regulations pertaining to particular visas.

Students holding F-1 visas must be aware of the following regulations:

1. Full-time enrollment is required for each semester during the student's entire program of study. At Western, 12 units constitutes full-time enrollment.
2. Financial obligations must be met in a timely manner.
3. Employment may not be accepted without prior authorization from Admissions and Records and the U.S. Citizenship and Immigration Service. Students on these visas, even when authorized, may not work more than 20 hours per week.
4. Address and phone number information must be kept current in myWNC and the U.S. Citizenship and Immigration Service.
   Passports and I-20's must be kept current.
5. A tax return must be filed yearly.
6. The student must sign up and pay for an approved designated health insurance policy for the duration of enrollment.
7. It is the student's responsibility to contact Admissions and Records for detailed information regarding any and all of the above information.

Registration Information

myWNC / Register for Classes

Preparing for Enrollment

New students or those who have not taken a WNC credit course in the past two years should submit an application for admission at least four business days before planning to register for classes.

All students will be issued a NSHE ID number which will be a student's official identification number at WNC and at all other Nevada System of Higher Education schools. Students are provided with the number and a password to access myWNC online registration system when their application for admission is processed.

Students should ensure that their educational objective is correct and up to date in MyWNC. Students may declare only one degree or certificate of achievement. Degree/certificate students should attend an orientation, take placement tests, and meet with a counselor.

High school students must submit a high school authorization form before they can register for classes.

Semesters and Student Involvement

The dates of each semester are published under the section "dates and deadlines" on the WNC website. Full-term classes meet throughout the entire semester. A short-term class is defined as a class that is not scheduled to meet for the entire semester (16 weeks for fall and spring, eight weeks for summer). Full-term online classes are available to students on the first day of the semester. Students are encouraged to contact their instructors as early as the first day of the semester regarding class material, etc. Instructors may, at their discretion, accept class work through the last day of the semester.

Registering for Classes

Students registering at the beginning of a semester registration period should check their student center in myWNC for their online enrollment appointment. Students can register any time after their enrollment appointment is active.

Students may add full-term courses through the first week of instruction; short-term classes may be added until the first day of class.

To add classes, students first add classes to their shopping cart in myWNC under "Enroll." Students need to ensure they finish the enrollment process (step 3 under "Enroll" in myWNC). A message will inform students if their enrollment was successful or if an error occurred.

Students who encounter holds that prevent them from registering should review the hold information in their student center for details. Holds from other NSHE institutions will not affect enrollment or any transaction at Western Nevada College unless the hold has been placed because the student has a past due balance at another NSHE institution.

Only students who have completed the registration process may attend classes for which they have registered for. Individuals may not attend or "sit in" any class they are not officially registered in.

Paying for Classes

Students should pay fees after registering for classes (no later than the published deadlines). Students who do not pay 100 % of all classes by payment deadlines or 100% of the first installment of a payment plan (when applicable) may be dropped from 100% of their classes. Students are ultimately responsible to drop their classes if they no longer choose to be enrolled. Students who do not drop their classes by refund deadlines may be responsible for payment, regardless of whether or not they attended classes, and may end up with an "F" grade on their transcript.

Invoices are emailed to students who register well in advance of the semester start date. Students can also view their charges through myWNC. Students are responsible for payment regardless of whether an invoice is received. It is the student's responsibility to be aware of all semester deadlines, including refunds and fee payments. Students who do not pay fees by published deadlines may be removed from class rosters. However, if a payment is made to a student's account for a previously registered class, or from any other source such as financial aid, a scholarship, a third party, etc. the student may not be removed from class rosters.

Dropping Classes

Students drop (withdraw from) classes using the “enroll” function in myWNC. Deadlines to drop classes are as follows:

- Full-term classes by the Friday (or Thursday if Friday is a holiday) of the ninth week of the semester.
- Short-term classes that meet four weeks or longer – no later than the date that 60% of instruction has occurred.
- Short-term classes that meet less than two weeks but more than two days – no later than the first day of class.
- Short-term classes that meet two days or less – no later than the day before the first class.

Classes dropped after the refund period will remain on the student’s transcript with a grade of “W.”

Information about refunds can be found at https://www.wnc.edu/admissions/fees/#refunds

Students should drop from classes by the published deadline if they are unable to attend or complete them. Students who do not withdraw themselves are subject to receive a grade issued by the instructor which could be a failing “F” grade. Courses dropped by the student after the 100% refund period will remain on a student transcript with a grade of “W.” A “W” grade does not affect grade point average but may affect financial aid and scholarship eligibility.

Some math and English classes are not eligible to be dropped. The Nevada System of Higher Education has a policy that requires all degree seeking students to be continuously enrolled in English and math until they have completed college level English and math classes. Students enrolled in these classes can switch to a different section by submitting an Even Exchange Enrollment Request form to Admissions and Records. Students with a compelling reason to drop may meet with a WNC Counselor to request permission to drop.

Auditing A Class

Auditing a class is a process in which a student pays the fee, attends class sessions, receives all the instruction, and generally does the assignments and the work of a regularly enrolled student. However, he/she does not receive a grade or credit. The student is not required to take examinations.

Deadlines to change to credit to audit or audit to credit are classes are as follows:

- Full-term classes by the Friday (or Thursday if Friday is a holiday) of the ninth week of the semester.
- Short-term classes that meet four weeks or longer – no later than the date that 60% of instruction has occurred.
- Short-term classes that meet less than two weeks but more than two days – no later than the first day of class.
- Short-term classes that meet two days or less – no later than the day before the first class.

After the semester begins, students who wish to change their credit/audit status for full-term classes may make the change through myWNC using the “edit” function under “enroll.” Students who wish to change their credit/audit status for a short-term class must submit an Enrollment Request Special Circumstances form to Admissions and Records.

Classes with Prerequisites

Students should check the course catalog to ensure they have met the prerequisites for the classes they intend to enroll in; it is the student’s responsibility to ensure that prerequisites are met.

Students currently enrolled at WNC in a class that fulfills a prerequisite may enroll in the subsequent class. If the prerequisite class is not successfully completed, the student may be dropped from the subsequent class that required the prerequisite.

Enrollment Limits

Students may register for up to 18 units for the fall and spring semesters and up to 12 units for the summer semester through myWNC. Additional registration requires approval by a WNC counselor; the maximum number of units that may be approved for one semester is 21 units for degree/certificate seeking students. Enrollment in more than 21 units (15 for summer term) requires the approval of the Vice President of Student and Academic Affairs.

Course Load

The number of classes taken by a student, excluding courses taken for audit, makes up the total unit load. The load of a student receiving veterans benefits or financial assistance may have restrictions which affect the classes that apply to his/her course of study. Full-time students are defined as those who carry 12 or more units (six or more for summer); three-quarter-time students carry 9-11 units; half-time students carry six-eight units.

According to the Northwest Commission on Colleges and Universities guidelines, a three-unit lecture class usually requires three hours of class time per week; and a one-unit lecture class usually requires one hour of class time per week. A one-unit laboratory class usually requires three hours of class time per week.

Late Registration

Students may register late by submitting a Late Registration Enrollment Request form with instructor signature/approval during the second week of classes. After the second week of the semester, students must pay for a class in full plus a $25 late payment fee before a class will be added using the Late Registration Request. The last day to pay for and submit a request to add a full-term class is the Friday of the fourth week of the semester.

Submission of a Late Registration form does not guarantee the request will be processed. Students are responsible to check to see if their request was granted and to verify the accuracy of their course schedule through myWNC. If not pre-paid, students must pay for courses approved for late registration immediately.

Even Exchanges

Requests to exchange one full-term class for another with the same amount or more credits must be submitted after the first week of the semester, with an Even Exchange Enrollment Request form, by the end of the second week of the semester. An instructor's signature must be submitted for any class to be added. Even exchange of class/credit will remove the dropped class completely from a student's transcript. Classes dropped after the 100 percent refund period that are not "even exchanged" will remain on a transcript with a grade of "W," and may affect student financial aid.

Submission of an Even Exchange form does not guarantee the request will be processed. Students are responsible for checking to see if their request was granted and to verify the accuracy of their course schedule through myWNC.

Concurrent Registration

A student who plans to enroll for one or more courses at another college while enrolled at WNC should consult with a counselor prior to enrollment. The counselor will help the student select courses at a college as they relate to degree requirements at WNC. Courses taken at another college must be transferred and evaluated for credit if the student wishes to use them in meeting WNC degree requirements. Veterans, international students and students receiving financial aid must indicate to the appropriate agency which institution is the school of primary enrollment.

Books

After registering for classes, students can locate information on required and recommended books for their classes through myWNC, by visiting the campus bookstore, or online. Students visiting the bookstore in person are encouraged to bring a printed copy of their class schedule.

Class Cancellation

Western Nevada College reserves the right to cancel classes in which there is insufficient enrollment.

Attendance

Students are expected to attend all classes for which they have registered. An instructor may fail any student when the student has an excessive number of absences as identified in the course syllabus. In general, if a student misses a number of hours greater than the number of units to be earned in the course, this may be considered excessive.

Name and Contact Information

Students are encouraged to keep their email address, address and phone number current in myWNC. A change or correction to a name, birthdate, or Social Security number requires submission of a Personal Identification Change form with documentation to Admissions and Records.

Student Responsibility

Students should periodically check their class schedule in myWNC throughout the semester to make sure that fees have been paid and they are still correctly registered. This is the student's responsibility.

Students are responsible for all costs associated with registration, regardless of any invoice that may or may not have been received, and regardless of attendance or class participation unless classes are dropped within the 100 percent refund

period.

Transfer Information

Transfer to WNC

Students declared as degree/certificate seeking may request to have transfer credits evaluated by submitting a “Petition for Transfer Credit Evaluation” form to Admissions and Records. Students must submit official transcripts or training records and then allow up to **4-6 weeks** for the evaluation to be completed. When completed, students will be able to view their transfer credit in myWNC and can run a degree audit report to determine how transfer credits apply toward their intended degree or certificate program. An email will be sent to each student when the transfer evaluation is completed.

In general, only credits applicable to the student’s specified degree or certificate program will be transferred to the student’s WNC record.

Transcripts

Admissions and Records will accept only official transcripts from other colleges, universities, high schools, and educational testing sources; unofficial copies will not be accepted. A transcript must be sent directly to Admissions and Records by mail or electronically from the applicable institution to be considered official; faxed copies will not be accepted. A transcript that is hand carried in a sealed envelope to Admissions and Records that was mailed to the student directly from the applicable institution may be accepted as official provided the envelope has not been opened.

Transfer Credit Appeals Process

If a student disagrees with a transfer credit evaluation the student is encouraged to obtain and submit further written information about the course(s) in question such as a course outline or syllabus, and/or a course description if it was not originally available. If a student questions an evaluation from a nontraditional source the student is encouraged to obtain further written information about the training including number of hours of the training, information about the training source, accreditation, etc. Admissions and Records will reconsider amending the original evaluation if such information is provided.

If such information is not available, and/or if the student disagrees with the second evaluation, he/she may file a Transfer Credit Evaluation Appeal. The Registrar will first view the appeal. If the reason a course was not transferred in as requested is a result of a course not meeting policies such as fulfilling the minimum number of credits required for a requirement, the course was developmental, the course was not completed at a regionally accredited institution, etc. the Registrar will make a final decision about course transferability.

If the reason is not based on such a policy then the appeal and all related information will be forwarded to the applicable department faculty and/or Division Director. The decision of the faculty/Division Director will be final. If a request is denied, the student will be given a reason for the denial via email.

Students may request a review of a transfer credit evaluation by the NSHE Articulation Coordinating Committee if not satisfied with the final decision from WNC by submitting a Nevada System of Higher Education Transfer Credit Request for Review.

Regional Accreditation and Acceptance of Transfer Credits

Credits earned in institutions of higher learning that are accredited by a Regional Accrediting Organization are normally transferable, provided the courses are comparable to those offered by WNC and are applicable towards degree requirements. Regional Accrediting Organizations include:

- Western Association of Schools and Colleges (WASC)
- Middle States Association of Colleges and Schools (MSA)
- New England Association of Schools and Colleges (NEASC)
- Southern Association of Colleges and Schools (SACS)
- North Central Association of Colleges and Schools (NCA)
- Northwest Accreditation Commission (NAC)

Credits earned from schools that are not regionally accredited will be considered nontraditional education.

Only transfer credits that apply toward a requirement (including required electives) will be applied toward a degree or certificate. WNC can accept transfer credit as follows:

- A maximum of 45 semester credits or 75 percent of the total credits required for a degree, whichever is greater, may be accepted from regionally accredited colleges or universities toward an associate degree.
- A maximum of 90 semester credits or 75 percent of the total credits required for a degree, whichever is greater, may be accepted from regionally accredited colleges or universities toward a bachelor’s degree.
- A maximum of 30 semester hours of credit may be accepted from approved credit by examination programs.

- A maximum of 15 semester hours of credit may be accepted from non-traditional programs.
- A maximum of 45 credits or 75 percent of the total credits for a degree, whichever is greater, from other sources as listed above may be applied toward an associate degree. A maximum of 90 credits or 75 percent of the total credits for a degree, whichever is greater, from other sources as listed above may be applied toward a bachelor's degree.
- A maximum of 15 semester hours of credit from other sources as listed above may be applied toward a certificate.
- Grades are not transferable but may be utilized when determining eligibility for financial assistance and/or admission to special academic programs and to determine the minimum GPA required for graduation.
- A quarter unit is worth 2/3 of a semester unit.

Evaluation of Transfer Requirements

Courses from NSHE institutions will be accepted for equivalent courses per common course numbering. NSHE courses with no equivalents and courses from other institutions will be evaluated on a case-by-case basis based on the course title, designator, credits, course numbering system used by the institution and course description if available. Upper division courses are generally not acceptable for general education requirements, but may apply towards emphasis requirements on a case by case basis. Graduate level courses are not accepted to fulfill degree and/or certificate requirements. WNC Faculty are consulted for input when needed to determine if a transfer course is equivalent to a WNC course and/or should fulfill a program requirement.

Fractional Credits

Quarter credits are worth 2/3 of a semester credit. If a student lacks fractional credits in any area(s) of general education requirements, the student may satisfy the requirement(s) by completing other listed general education courses provided the student completes at least the minimum total requirements listed in the general education section for any degree or certificate. While an area or areas may be a fraction of a credit less than required, the total general education credits may not be reduced. While a specific program requirement can be satisfied with a fraction of a credit less than required, the total program requirements can not be reduced. Students who lack fractional credits in any area(s) of general educational or program requirements should see a counselor.

International Colleges

Credit may be awarded from some recognized colleges and universities outside of the country. Students must have a course by course evaluation completed by an approved transcript evaluation service. An official copy of the transcript and English translation might also be required depending on the transcript evaluation service used. Credit for English/communications requirements is accepted only from institutions located in the following countries: Australia, Canada, England, Ireland and New Zealand. Contact Admissions and Records for further information.

Non Traditional Education

Credit for Prior Learning Experience and Non-Traditional Education

WNC recognizes that students accumulate a great deal of information and knowledge outside of the college environment from various training, non-traditional educational sources, and work experience. Therefore, WNC will consider awarding credit for prior experiential learning to students who have been accepted to the college and are declared as degree/certificate seeking.

Students may request to have non-traditional training and/or credits evaluated by submitting a "Petition for Transfer Credit Evaluation" form to Admissions and Records. Students must submit official transcripts, training records, certificates or military forms and then allow 4 to 6 weeks for the evaluation to be completed. Once completed, students will be able to view their transfer credit in myWNC and can run a degree audit report to determine how the transfer credits apply toward their intended degree or certificate program. An email will be sent to each student when the transfer evaluation is completed.

In general, only credits applicable to the student's specified degree or certificate program will be transferred to the student's WNC record.

Non-Traditional Education

A minimum of 45 contact hours or 15 hours of instruction plus two hours of outside preparation per contact hour is required for each credit awarded. The college may accept a maximum of 15 credits from non-traditional sources to include the following:

- Correspondence courses
- Extension courses

- Post-secondary institutions without regional accreditation
- Certificate training
- Other recognized sources

The above sources must meet the minimum standards for accreditation by national or state recognized agencies. Credits from non-traditional sources are evaluated on a case-by-case basis. In general, credit is awarded only for those courses or training experiences that are comparable to those courses offered by Western Nevada College. Certain credits may be applicable to satisfy course requirements for occupational degrees while others may be used as elective credit primarily for the AGS and AAS and Bachelor of Applied Science degrees and for Certificate of Achievement only. Correspondence credit from regionally accredited institutions can be applicable towards all degrees.

Credit For Military Service

Veteran students and students who are active military and declared as degree/certificate seeking are encouraged to submit a copy of their military transcript, JST or Air Force, and their DD2-14 and records of approved examinations (if applicable) to determine if credit may be awarded for military service and/or training. This is required for veterans receiving military benefits.

WNC will consider recommendations from ACE, the American Council of Education, when granting military credit. Although credit from a military transcript can be granted towards any WNC degree or certificate of achievement, **up to 45 credits may apply towards an Associate of General Studies degree.**

Students can use the following links to order official military transcripts to be sent to WNC for evaluation:

Joint Services Transcript – for Army, Navy, Marine Cops and Coast Guard – https://jst.doded.mil/smart/signIn.do
Air Force – https://www.airuniversity.af.edu/Barnes/CCAF/

Information on military training and courses that have been previously evaluated for transfer may be found at the link below.
https://tes.collegesource.com/publicview/TES_publicview01.aspx?rid=2227c8fc-896a-4f30-8a24-f2aaf5eadc02&aid=5b328470-dfbf-468d-88d0-f88dde94283f

Veterans who have completed more than one year of active duty and were honorably discharged may be granted non-traditional credit from a DD2-14, up to a maximum of four credits.

Veterans and active duty military seeking additional information or assistance can contact the Veterans Resource Center at 775-445-3263 or Admissions and Records at 775-445-3147 or admissions.records@wnc.edu.

Credit By Examination

A maximum of 30 units for an associate degree, 15 units for a certificate of achievement, or 60 units for a bachelor's degree, accumulated through an acceptable credit by examination process, may be accepted toward degree requirements. Credit earned by examination may not apply toward satisfying the minimum on-campus resident credit requirements.

The following examinations and transcript evaluation are permissible for determining credit by examination:

- College Board Advanced Placement Examination (CBAPE)
- College-Level Examination Program (CLEP)
- Excelsior College Exam
- International Baccalaureate (IB)
- Dantes Subject Standardized Tests (DSST)
- American Council on Education (ACE) Corporate Credit
- Challenge Examinations
- Other national testing organizations may be considered

Challenge Examinations:

The college recognizes that students accumulate information outside the classroom without formal instruction. There are times when this information may be extensive enough to satisfy the requirements of courses offered by the college. For this reason, with approvals, an enrolled student may be allowed to take challenge examinations to receive credit in certain courses. A student interested in these examination procedures should contact Admissions and Records.

Policies relating to challenges are:

1. A student may not challenge a lower level course in the same subject area that the student has already received

credit in at a more advanced level.
2. A student enrolled in a more advanced course may not challenge a lower level course in the same subject area.
3. A student may not challenge a course that has been previously attempted.
4. A maximum of 15 credits for challenge examinations is allowed. A maximum of 15 credits in a single, or related , subject areas is allowed.
5. Credit earned in challenge examinations are not considered resident credit, do not count as part of a student's credit load for any given semester, nor are they computed into the grade point average.
6. Successful challenge examinations are posted as a "pass" on the student's transcript.
7. Challenge examinations may not transfer to other academic institutions and may not count for licensing agencies.
8. WNC reserves the right to deny any petition for challenge examination credit.
9. A student must be currently enrolled and have completed coursework for credit at WNC before credit by examination will be placed on an official academic transcript.

Students should first view the policies associated with challenge examinations. Students who believe they might qualify should speak with a full-time instructor who teaches classes in the applicable discipline. If no full-time instructor is available, a part-time instructor may be authorized to offer an exam with the approval of the Division Director. The instructor must approve offering a challenge examination; there is no requirement on the part of WNC to offer a challenge examination upon request.

If instructor approval is obtained, students must obtain permission from the Director of Admissions and Records to ensure the WNC polices allow the student to take the exam. If approved, the student is required to pay the $25 challenge exam fee. The instructor will administer the exam and forward the results to Admissions and Records. Additional information including fee may be found on the Challenge Examination Request Form.

College Level Examination Program (CLEP):

Credit may be granted for the satisfactory completion of the College Level Examination Program (CLEP) general examinations.

Credit may be granted for the general examinations with a score of 50 or above as follows:

Examination	WNC Course Equivalent	Credit/Units Granted
College Composition	ENG 101 with a score of 50 to 63	3
	ENG 101 and 102 with a score of 64 or higher	6
Humanities	Humanities Elective for all degrees	6
College Mathematics	Math120	3
Natural Sciences	Science Elective	6
Social Sciences and History	Social Science Elective	6

A maximum of three to 4 semester credits/units may be granted for each subject examination. In general, WNC will grant credit according to the standards determined by the University of Nevada, Reno. Credit is not granted for laboratory science and Nevada constitutions. Contact Admissions and Records for specific information on how credit is granted for each test.

College Board Advanced Placement Examinations:

Upon receipt of an official score report from the College Board, WNC can grant credit for Advanced Placement examinations with a score of 3 or higher for students matriculating to WNC in the summer 2016 or later. Prior to summer 2016, some examinations required a minimum score of 4 for credit.
Western Nevada College (WNC) awards credit for Advanced Placement tests as shown below, for the 2017-18 academic year, for students who matriculated to WNC during the summer 2016 semester or later. For students who matriculated prior to summer 2016, some examinations require a minimum score of 4 for credit.

EXAMINATION	SCORE REQUIRED Students who matriculated to	WESTERN NEVADA COLLEGE COURSE CREDIT

	WNC prior to summer 2016 may require a score of 4 for some examinations	
Art		
History	3, 4, or 5	Art Elective (3 cr.)
Studio Art	3, 4, or 5	Art Elective (3 cr.)
Biology	3	BIOL 100 Lecture (3 cr.)
	4 or 5	BIOL 190* (3 cr) and BIOL 191* (3 cr)
Chemistry	3	CHEM 121* (3 cr.)
	4 or 5	CHEM 121* (3 cr.) and CHEM 122* (3 cr.)
Computer Science		
Computer Science A	3, 4, or 5	CS 135 (3 cr.)
Computer Science AB	3	CS 135 (3 cr.)
	4 or 5	CS 135 (3 cr.) and CS 202 (3 cr.)
Economics		
Microeconomics	3, 4, or 5	ECON 102 (3 cr.)
Macroeconomics	3, 4, or 5	ECON 103 (3 cr.)
English		
English Language & Composition	3	ENG 101 (3 cr.)
	4 or 5	ENG 101 (3 cr.) and ENG 102 (3 cr.)
English Literature & Composition	3	ENG 101 (3 cr.)
	4 or 5	ENG 101 (3 cr.) and ENG 297 (3 cr.)
Environmental Science	3, 4 or 5	ENV 101 (3 cr.)
Foreign Languages		
Any AP foreign language exam in a language that WNC offers in courses numbered 111 &112		
Language and Culture	3	111 (4 cr.) and 112 (4 cr.)
	4	112 (4 cr.) and 211 (3 cr.)
	5	211 (3 cr) and 212 (3 cr) or Foreign Language elective
OR		
Spanish Literature and Culture	3	111 (4 cr) and 112 (4 cr)
	4 or 5	211 (3 cr) and 212 (3 cr) or Foreign Language elective
Students may get credit for two courses for a maximum of 8 credits for AP exams in a Foreign Language and Culture/Literature and Culture.		
Geography		
Human Geography	3,4 or 5	GEOG 106 (3 cr.)
History		

American	3, 4 or 5	HIST 101 (3 cr.) and Social Science elective (3 cr.)
European	3, 4 or 5	HIST 105 (3 cr.) and HIST 106 (3 cr.)
World	3, 4, or 5	HIST 105 (3 cr.) and HIST 106 (3 cr.)
Mathematics		
Calculus AB (or AB subscore on BC exam)	3, 4, or 5	MATH 181 (4 cr.)
Calculus BC	3, 4, or 5	MATH 181 (4 cr.) and MATH 182 (4 cr.)
Statistics	3, 4, or 5	STAT 152 (3 cr.)
Music		
Theory	3, 4, or 5	Music Elective (3 cr.)
Physics		
Physics 1	3, 4, or 5	PHYS 151*
Physics 2	3, 4, or 5	PHYS 152* (3 cr.)
Physics C: Mechanics	3, 4, or 5	PHYS 180* (3 cr.)
Physics C: Electricity & Magnetism	3,4 or 5	PHYS 181* (3 cr)
Political Science		
Government and Politics	3, 4, or 5	US Constitutions (3 cr)
Comparative Government & Politics	3, 4, or 5	PSC elective (3 cr.)
Psychology	3, 4, or 5	PSY 101 (3 cr.)

*Does not include Laboratory credit. CHEM 121 and/or BIOL 190 without lab is not applicable to WNC's nursing program.

Transfer from WNC

For students who plan to continue their education at a four-year university, A variety of available services make transferring from WNC to a four-year university as easy and efficient as possible. College catalogs from most U.S. colleges are available.

For assistance on transferring, contact Counseling Services:

counseling@wnc.edu
(775) 445-3267

Transfer Resources

- Information for Students Transferring to 4-year Institutions
- Student Transfer Rights and Responsibilities
- Transfer Checklist

Great Basin College Transfer Agreements

GBC: Transfer Agreements (Website)

UNR Transfer Agreements

UNR: Transfer Agreements (Website)

UNR Transfer Admissions Program (TAP)

The Transfer Admissions Program (TAP) is offered at Western Nevada College. The program allows students to stay

connected with the University of Nevada, Reno by receiving monthly reminders on application deadlines, financial aid, transfer events and more. The University of Nevada, Reno visits WNC at least once a month to go over the application process and academic advising. Please see schedule below.

Upcoming TAP schedule for WNC

Western Nevada College | Dini Library | Room 201

- September 12th
- October 10th
- November 7th
- December 12th
- January 9th
- February 13th
- March 12th
- April 9th
- May 14th

Event schedule:

- 1:00 – 2:00 PM: Workshop on how to apply, advising, core waivers and more
- 2:00 – 4:30 PM: Individual appointments

To book an appointment, please contact Kari Emm at kemm@unr.edu or call (775) 784-7400, option 1 and speak with a transfer specialist.

TAP features and benefits

- Stay connected with University of Nevada, Reno faculty and advisors
- Be reminded of deadlines, such as the February 1st scholarship deadline
- Be able to receive academic advising while attending WNC
- Stay connected to the University while still enrolled at WNC

Graduation Information

Application Deadlines

- *Fall Semester – November 1*
- *Spring Semester – March 1*
- *Summer Semester – June 15*

Applications received after the published deadline may be considered for the following semester.

Each student seeking a degree or a certificate of achievement is required to submit an online Application for Graduation to Admission and Records and pay $25. Students enrolled in their last required class(es) should apply at the beginning of that semester.

Apply For Graduation

- *Graduation Requirements*
- *Commencement*

Graduation Requirements

WNC Students – Do you know what catalog you should be following for your degree or certificate requirements?

Requirements for degrees and certificate of achievements can change with each academic catalog. There are specific policies that dictate which catalog and resulting set of degree/certificate requirements you may follow.

Each WNC catalog is effective for the fall, spring and subsequent summer terms. Only the most current catalog is available online.

WNC students have three choices for selecting a catalog year:

1. *A student may select the catalog year under which he/she initially enrolls and completes a course.*
2. *A student may select the catalog year when he/she officially declares a program of study for the first time (this option is available only if the degree was declared fall 2007 or later)*
3. *A student may select the catalog year under which he/she will complete the curriculum requirements for a degree/certificate and applies for graduation.*

There are time limits to the catalog choices, including:

- *In no case may students use a catalog which is more than six years old at the time of graduation (ten years for the BTECH degree). Students who fail to complete degree/certificate curriculum requirements within six years of their initial enrollment may use the next catalog in effect dating six years after their initial enrollment (ten years for the BTECH degree).*
- *Students applying to the nursing program must follow the catalog in effect at the time the enrollment application is submitted.*
- *If a degree or major is offered for the first time after a student has enrolled, the student may choose the catalog year in which the degree or major was first offered.*

Students who are not sure which catalog year to follow are highly encouraged to meet with a counselor. Counselors can provide students with degree requirements from previous catalog years.

If a program offering a degree or certificate of achievement is discontinued, students will have six years to still obtain the degree or certificate if they are able to fulfill all requirements. WNC will work with students pursuing a discontinued program providing students declared the program as their educational objective and can demonstrate that they were making progress completing course requirements prior to the discontinuation of the program. Once a program has been discontinued, students may no longer declare the program as their educational objective.

Questions about catalog years may be directed to Admissions and Records at 775-445-3277 or admissions.records@wnc.edu

View Past Catalogs

Requirements

Associate Degree or Certificate of Achievement

A student seeking to obtain a degree or certificate of achievement from Western Nevada College must have satisfied the following requirements:

1. *Completed the curriculum requirements for the degree or certificate. The student may select either the catalog year under which he/she initially enrolls and completes a course, or the year under which he/she will complete the curriculum requirements for a degree/certificate. Students may also select the catalog year when he/she officially declares a program of study for the first time, if declared in fall 2007 or later. Students applying to the nursing program, which has selective admission criteria, must follow the catalog in effect at the time the program admission application is submitted. Each WNC catalog is effective for the upcoming fall, spring and subsequent summer terms. In no case may students use a catalog which is more than six years old at the time of graduation. Students who fail to complete degree/certificate curriculum requirements within six years of their initial enrollment or program declaration may use the next catalog in effect dating six years after their initial enrollment. If a degree or major is offered for the first time after a student has enrolled, the student may choose the catalog year in which the degree or major was first offered. Students may not use a combination of catalogs for graduation. This applies to all policies and curricula.*
2. *In some cases, completion of a single course may satisfy requirements in two different areas of an associate degree or certificate of achievement. Students may use a single course to satisfy a general education requirement in addition to a program, subject, core or emphasis requirement. A single course may not be used to satisfy more than one general education requirement, except for the US/Nevada Constitution requirement.*
3. *Completed 15 semester college level credits in residence at Western Nevada College for each degree or certificate of achievement. Challenge examinations, non-traditional credit, or developmental courses (courses numbered below 100) do not count as resident credit.*
4. *Maintained a minimum WNC cumulative grade point average of 2.0, and a minimum 2.0 grade point average calculated by using all courses, WNC and transfer courses, used to fulfill the degree requirements.*
5. *Met all financial/library obligations. No student will be issued a degree or certificate if he/she has not met all financial/library obligations. Outstanding debts may be paid at the Business Office. Library holds can be cleared through Library and Media Services.*
6. *Submitted an Application for Graduation and payment to Admissions and Records by the published deadline.*

Dual Degrees/Certificates

A student may earn two or more associate degrees or certificates of achievement subsequently or simultaneously provided he/she fulfills all of the following conditions:

1. *Files a separate application for graduation and pays the application fee for each associate degree or certificate (may use one application and pay one fee if applying for two degrees for the same semester),*
2. *Satisfies all of the requirements for each associate degree or certificate, and*
3. *Completes 15 credits in residence for each associate degree or certificate.*

For each additional associate degree, a student must complete 15 credits in addition to the minimum number required for the first degree. As most degrees require 60 credits, typically a student who wishes to earn two degrees must have at least 75 college level semester credits, 30 of which were earned in residence at WNC. For degrees that require more than 60 credits, the total number of credits required will be higher. College preparatory courses with a number below 100 will not apply toward the total semester or residence credit requirements.

Bachelor's Degree

A student wishing to obtain a bachelor's degree from Western Nevada College must have satisfied the following requirements:

1. *Completed the curriculum requirements for the degree. The student may select either the catalog year under which he/she initially enrolls in a baccalaureate-level program or the year of graduation. In the case of NSHE transfer students, exceptions to this policy will be handled by Admissions and Records and the transfer agreement contract process. Whichever catalog is used cannot be more than 10 years old at the time of graduation. Students who fail to complete degree requirements within ten years of their initial enrollment may use the next catalog in effect dating 10 years after the students' initial enrollment. Students may not use a combination of catalogs for graduation. This includes all policies and curriculum.*
2. *Completed 32 semester credits in residence at WNC. Challenge examinations, non-traditional credit, or developmental courses (courses numbered below 100) do not count as resident credit.*
3. *Maintained a minimum WNC cumulative grade point average of 2.0, and a minimum 2.0 grade point average calculated by using all courses, WNC and transfer courses, used to fulfill the degree requirements.*
4. *Completed a minimum of 40 upper division credits (numbered 300 or above).*
5. *Met all financial/library obligations. No student will be issued a degree if he/she has not met all financial/library*

obligations.

6. *Submitted an Application for Graduation and payment to Admissions and Records by the published deadline.*

Additional questions or inquiries should be directed to Admissions and Records at 775-445-3277 or admissions.records@wnc.edu

Graduation With Honors

Students are eligible to graduate with honors based on completion of 45 academic units at Western Nevada College for an associate degree or 75 academic units at Western Nevada College for a bachelor's degree, excluding developmental courses.

Grade point average determines the honors designation:

- *3.90 or higher = Summa Cum Laude*
- *3.75 or higher = Magna Cum Laude*
- *3.60 or higher = Cum Laude*

Units and grades transferred from other institutions or other credit sources will not apply.

Commencement

All graduating students are encouraged to participate in commencement ceremonies held at the close of the spring semester each year. At that time, all associate degrees and certificates of achievement are conferred for graduates from the spring semester and the summer and fall semesters preceding the spring semester ceremonies. Letters of invitation are emailed to qualified students in April.

Commencement Ceremony

Our ceremony scheduled for May 18 has been postponed in light of the ongoing uncertainty about when our community can gather again in light of COVID-19. We will provide updates in the near future.

WNC is proud of our graduates and their accomplishments! Diplomas for spring 2020 will be sent to all graduates in summer 2020.

Announcements/Caps and Gowns

The tassel, cap and gown package may be purchased before the ceremony at the campus bookstore sometime in April; they will not be available at the ceremonies. Students may also purchase graduation announcements. Contact the campus bookstore for information – Carson City, 775-445-3233 or Fallon, 775-423-7556.

Honors

Grades for the spring semester preceding the ceremonies will not be available before the ceremonies to calculate grade point averages for honor awards. Announcements of honors during ceremonies will be based on grade point averages through the previous fall semester. Honors will be posted on student transcripts with the degree/certificate designations based on grades including the spring semester.

Nursing Ceremony

Nursing students will be invited to participate in a separate ceremony in addition to commencement. Contact Nursing and Allied Health at 775-445-3296 for additional information.

Continuing Students

Students who continue taking classes at WNC after a degree or certificate is finalized should be aware that their degree status will be changed to non-degree seeking. Students who plan to strive towards a different degree or certificate should declare this by submitting an online Degree Program Change form to Admissions and Records after the semester of their graduation date has ended. This is especially important for students applying for financial aid; failure to declare a new degree could result in revocation of financial aid funds.

Diplomas

Students should type their name on the graduation application exactly as they would like it to appear on their diploma (name must match student records). Successfully completed degrees/certificates will be posted to students' official transcripts approximately 12 weeks after the end of the graduating semester in which the application was filed. Printed diplomas will be mailed to the student at the address indicated on the graduation application approximately ***14-16*** *weeks after the end of the semester of application.*

Additional questions or inquires should be directed to Admissions and Records at 775-445-3277 or admissions.records@wnc.edu

Graduation Regalia FAQ's

Is the bookstore where you order your caps and gowns?

Yes! You do not have to order, just stop by and we will size you and you will leave with your regalia.

How much does it cost?

For the Cap, Gown, and Tassel it costs $40.00 plus tax. We can also sell individual components as well. The Cap is $7.00 plus tax, the Gown is $28.00 plus tax and the tassel is $6.00 plus tax.

Do you carry other graduation items?

Yes! We also have announcements, which come in a pack of ten for $16.00 plus tax, and we have Phi Theta Kappa Tassels,$10.00, Cords, $15.00, and Stoles $24.00.

When will regalia be available?

We are expected to receive our shipment of regalia the third week of April. As soon as it arrives I will make it known across campus.

What do they look like?

The Caps and Gowns are black and the Tassel is golden yellow.

I graduated in the Fall of last year but am walking in May, do you have '18 Tassels?

Yes! We do have '18 Tassels. Just ask us to snag you one when you get up to the register.

Student Record Information

- *Transcripts*
- *Grades*
- *Privacy Information*

Transcripts

Admissions and Records will accept only official transcripts from other colleges, universities, high schools, and educational testing sources; unofficial copies will not be accepted. A transcript must be sent directly to Admissions and Records by mail or electronically from the applicable institution to be considered official; faxed copies will not be accepted. A transcript that is hand carried in a sealed envelope to Admissions and Records that was mailed to the student directly from the applicable institution may be accepted as official provided the envelope has not been opened.

Official Transcripts

All students may order official transcripts through the National Student Clearinghouse for $4 per transcript plus a $2.50 handling fee per address. Transcripts may be sent as an electronic PDF for an additional 50 cents. A credit card and email address is required. To order a transcript through the National Student Clearinghouse, click on the following link:

Request Transcripts
Transcripts sent to institutions within the Nevada System of Higher Education (NSHE) will be sent to the Admissions and Records/Registrar's office at no cost to the student, NSHE Institutions that qualify for free delivery include:

- *College of Southern Nevada (CSN)*
- *Great Basin College (GBC)*
- *Nevada State College (NSC)*
- *Truckee Meadows Community College (TMCC)*
- *University of Nevada, Las Vegas (UNLV)*
- *University of Nevada, Reno (UNR)*

Please note: To qualify for free delivery, students must check the box "yes" during the ordering process when asked, "Are you sending your transcript only to an NSHE (Nevada) school?" Students who neglect to check this box and are charged will not receive a refund. Students who wish to have their transcript mailed to a specific department (other than Admissions and Records/Registrar's office) at an NSHE institution are not eligible for free delivery.

The processing time for official transcripts is approximately three to five business days. During peak periods such as registration and final examinations there may be some delay. Official transcripts cannot be issued until holds preventing release of transcripts are removed, including payment of all debts to any Nevada System of Higher Education institution.

Students will receive an email from the National Student Clearinghouse confirming receipt of a transcript order, and another email confirming that the transcript has been sent or is ready for pick-up.

Transcripts ordered for pick-up will be available in Admissions and Records in Carson City. When ordering through the National Student Clearinghouse, students may request that another person may pick up a transcript under processing option, "Special Instructions." ***All individuals must have a government issued or WNC issued student photo ID to pick up a transcript.***

Unofficial Transcripts

Current students or any student with an active myWNC account may access an unofficial transcript free of charge through myWNC.

High School Transcripts

Credit from high school courses are not applicable towards a degree or certificate of achievement.

High school transcripts from a home school must clearly display the following information:

1. *Student's name (first, middle, last) and date of birth*
2. *For each course completed, the following must be listed:*
    - *Specific course title*
    - *Units or credits for each*

    - *Time frame or semester in which it was completed*
    - *Grade received*

3. *Description of grading system used such a grade scale or grade key*
4. *Cumulative credits/units earned and grade point average*
5. *Graduation date (month/day/year) indicating completion of secondary school or high school education*

The following statement, or one very similar, is to appear about the home school administrator/parent signature line: "I, the undersigned, do hereby self-certify and affirm that this is the official transcript and record of ___(name of student)___ academic studies of ___(years attended home school)__."

- *Signature of school administrator/parent and date.*

A copy of a Nevada Receipt of Notice of Intent to Home school or a letter from the applicable school board approving the student as home schooled must also be submitted in order for the transcript to be considered official.

Release Of Transcripts From Other Institutions

When a transcript from another institution is received by Admissions and Records, the transcript becomes the official property of Western Nevada College. Admissions and Records does not release or provide copies of a student's official transcript from another institution to third parties or to students.

Upon request, students may view their transcript from another institution and take notes in regards to classes, semester, and grades, but may not have a copy. Exceptions to the policy are at the discretion of the registrar, and are granted only in extreme cases, such as 1) the institution housing the original records has been destroyed and WNC has the only known existing transcript, or 2) international transcripts that the student is unable to obtain.

Enrollment Status

Full-time students are defined as those who are enrolled in 12 or more credits/units (6 or more credits/units for summer); three-quarter time students are enrolled in 9-11 credits/units; half-time students are enrolled in 6-8 credits.

Enrollment Verifications

The National Student Clearinghouse is the authorized agent for WNC for providing enrollment and degree verifications. Students may obtain enrollment verifications by accessing the Clearinghouse through myWNC. Employers or background screening firms requesting enrollment and/or degree verifications may obtain a verification through the Clearinghouse at www.degreeverify.com.

Course Withdrawal

Classes dropped after the 100 percent refund period that are not "even exchanged" will remain on a student transcript with a grade of "W".

Student Responsibility

Students are encouraged to read the college catalog and schedule for important policy, procedure, and deadline information. Students are required to add and drop courses through myWNC, ensure they have fulfilled all course prerequisites, verify the accuracy of their enrollment, keep their address, phone number and email address current in myWNC, and pay for classes by the published deadline. Unpaid students may be removed from class rosters throughout the semester and will not receive a final grade or credits regardless of attendance and completion of course work.

Storage of Student Records

Educational records are kept by Admissions and Records permanently:

- *Final grade rosters and grade change forms*
- *Schedule of classes*
- *Files of student graduates*

The following records are kept for a minimum of five years for students who attend WNC:

- *Admission applications*
- *Incoming transcripts or other credit sources*
- *Personal identification data change forms*
- *Residency applications*
- *Enrollment forms*

Grades

Student Grades

Students may view their grades online at myWNC. Mid-term grades for full-term classes are generally available after the eighth week of the semester for fall and spring semesters; mid-term grades are not available for short-term classes. Final grades are available two weeks after the end of the semester. Check the dates and deadlines page for more information.

The college does not send grade mailers; students may view grades through myWNC.

Instructions for checking grades using myWNC

- *Log in to your account through myWNC by entering your student ID number as your user name and password*
- *Click on the line in the center box, "myWNC Student Information Center"*
- *Click on "Other Academic" under the Academics section.*
- *Select "Mid-term Grades" or "Official Grades" for final grades.*

Grading System

The following grading policies apply to WNC:

"A" Superior 4.0
"A-" 3.7
"B+" 3.3
"B" Above Average 3.0
"B-" 2.7
"C+" 2.3
"C" Average 2.0
"C-" 1.7
"D+" 1.3
"D" Below Average 1.0
"D-" 0.7
"F" Failure 0.0
"P" Pass
"I" Incomplete
"R" Repeat
"AD" Audit
"W" Withdrawal

1. *It is at the discretion of individual faculty to use the "Plus" and "Minus" grading scale.*
2. *All grades are awarded according to faculty members' judgments. Students may repeat failed courses.*
3. *Withdrawal indicates the student withdrew from the course and did not complete it.*
4. *The course syllabus shall contain a clear explanation of the grading scale to be used by the instructor. Students may not appeal the format an instructor chooses.*
5. *"I" Grade: An Incomplete grade may be given by the instructor when a student has completed 75 percent of the course with a grade of at least "C," but where there is some verifiable, compelling reason for the lack of completion. College regulations limit the amount of time the student has to make up assignments or examinations. The "I" (Incomplete) must be made up within 120 days of the end of the semester. Failure to do so will result in the "I" grade being changed to an "F." A student seeking to complete the work for a course in which he/she received an Incomplete must make arrangements with the instructor who issued the incomplete grade. A grade change from the instructor is due to Admissions and Records within 120 days of the end of the applicable semester.*

Grade Appeal

A grade appeal is the process for students who believe the grade that they received for a course is incorrect. A grade appeal

must be initiated no later than 30 instructional days into the following regular semester and must follow the following process:

1. *Prior to activation of the formal grade appeal process, it is recommended that the student discuss his/her complaint with the instructor who issued the grade. If the student cannot reach the instructor, or if the grade is not resolved by the instructor, the student must file a written intent to appeal the grade with the instructor's division office.*
2. *Once the written notice is filed, the student must contact the division chair. The division chair will arrange a meeting between him/herself, the instructor and the student, or between the instructor and the student if such a meeting has not yet taken place.*
3. *If the grade appeal is still unresolved, the student must submit details in writing to the vice president for Academic and Student Affairs, who will act on the grade appeal within 15 days of being notified.*
4. *Within 15 days of the receipt of the written certified letter, a hearing committee composed of the division chair, two faculty members of the same division and two students chosen by the Associated Students of Western Nevada president will meet to hear the grade appeal. The instructor and the student who is appealing the grade will be invited to be present when this committee meets.*
5. *The written recommendation of this hearing committee will be forwarded to the vice president for Academic and Student Affairs who will act on the grade appeal within 15 days of being notified.*

Academic Probation

Degree/certificate seeking students who has a cumulative grade point average (GPA) less than a 2.0 are placed on academic probation and must meet with a WNC Counselor before they can enroll for classes. Students will continue to be an academic probation until their GPA reaches a 2.0 or higher.

Repeat Adjustment Request

A student may repeat a course and have only the highest grade counted as part of his/her total grade point average; all grades will remain on the student transcript. Students will not receive duplicate credit for repeated courses unless the course is designated as repeatable for credit. Students may repeat courses provided they have fulfilled current course prerequisites and met criteria established for courses with selective readmissions criteria.

Students may petition to repeat up to 12 units with an adjustment to the previous grade(s). If approved, the original grade will be reflected as an "R" for repeat. The "R" will only be used as a replacement if the repeated course earns a grade higher than the grade originally earned. Repeat adjustment may not be applied to W or AD grades. A repeat adjustment request must be submitted to Admissions and Records no later than four weeks past the published date on which grades are posted, for the semester in which the course was repeated.

If a student requests a repeat adjustment for a course that is designated as repeatable for credit, he/she will not receive additional units for the repeated course.

Academic Renewal

Students may petition to have an entire semester of course work be disregarded in all calculations regarding academic standing and grade point average. Eligibility for academic renewal is subject to the following conditions:

1. *At the time the petition is filed, at least one year must have elapsed since the most recent course work to be disregarded was completed.*
2. *In the interval between the completion of the most recent course work to be disregarded and the filing of the petition, students shall have completed at least 12 acceptable units of course work at a regionally accredited institution of higher education with a grade-point average of at least 2.5 on all work completed during that interval. Courses taken during the interval may be repeats of previously attempted college work.*
3. *The student's filed petition must specify the semester to be disregarded. A semester with only "W" grades may not be considered for academic renewal. If the petition is approved under this policy, the student's permanent academic record will be suitably marked to indicate that no work taken during the disregarded semester, even if satisfactory, may apply toward graduation requirements, and the grades will not be calculated into the student's grade point average. However, all course work will remain on the academic record, ensuring a true and accurate academic history. The original grades earned will be calculated toward satisfactory academic progress for financial aid.*
4. *Academic renewal can occur only once during a student's academic career. Academic renewal can only be applied prior to graduation from the first degree or certificate. Once a student graduates, academic renewal cannot be retroactively applied.*

Dean's List

Students are eligible for the Dean's List if:

1. *At least 12 units (6 units for the summer semester), excluding developmental course units, have been completed during the semester on the A, B,C,D scale, and*
2. *The semester grade point average is 3.50 or higher.*

Privacy Information

In accordance with institutional policy and the U.S. Family Education Rights and Privacy Act of 1974 (FERPA), Western Nevada College vigorously protects the privacy of student educational records. FERPA was enacted to protect the privacy of educational records and to provide guidelines for the correction of inaccurate or misleading data.

No one shall have access to, nor will WNC disclose any non-directory information from a student's educational records without the written consent of the student except to:

a) School officials including college staff, student employees, volunteers, contractors, consultants, etc. performing an assigned college function, b) authorized representatives from federal and state agencies, c) officials of other institutions in which the student seeks to enroll, d) accrediting agencies carrying out their accreditation functions, e) military recruiters as specified in the Soloman Amendment, f) a student serving on an official committee such as a disciplinary or grievance committee, g) persons in compliance with a judicial order, h) officials providing student financial aid, i) the audit firm retained by the Nevada System of Higher Education, j) the data warehouse for NSHE or designated institutional research personnel, k) a person or company with whom the institution has contracted as its agent to provide a service instead of using institutional employees or officials (such a as an attorney, auditor, or collection agent), and l) persons in an emergency to protect the health/and/or safety of students, or other persons. WNC does not release information to parents of students regardless of dependence status without prior written consent of the student. A student is defined as an individual who has applied to WNC and who is or has been in attendance at WNC.

The institution does not release the records of individual students, such as grades and class schedules, without prior written consent of the student. As permitted under federal law, an exception to the above practice is the release of "directory" information considered to be public in nature and not general deemed to be an invasion of privacy. At Western Nevada College, the following categories are defined as "directory" information: student name, address including city and state, telephone number, Email address, full-time/part-time status, graduation date, major/field of study, degrees, honors and awards received, dates of attendance and whether currently enrolled, most recent educational agency or institutions attended, weight and higher of members of athletic teams, and photographs from college sanctioned events.

Students have the right to request non-disclosure of directory information. If they do not restrict release of this information, the information may be released or disclosed. WNC assumes that failure to specifically request the withholding of directory information indicates individual approval for disclosure. Directory information may be provided for commercial purposes to businesses affiliated with the institution, honor societies, the alumni association and foundation, or other individuals for purposes that may be beneficial to students. WNC exercises discretion in responding to requests for directory information and may or may not provide such information when requested, depending on the intended purpose of the request. The institution does not sell or rent student information for a fee.

It is important for students to consider carefully the potential consequences of restricting the release of directory information. If a student restricts release for non-commercial purpose, the institution will be unable to place the student's name in publications such as honors and graduation programs; to confirm graduation and dates of attendance to potential employers, to verify enrollment with organizations such as insurance companies; or to send notifications about specialized scholarships without the express written authorization of the student.

If, after due consideration, a student wishes to restrict the release of directory information, he/she may request this through myWNC or submit a Request for Confidential Status of Directory Information form and submit to Admissions and Records. A request for non-disclosure submitted to WNC or any NSHE institution will apply to all NSHE institutions. This directive will apply permanently to a student's record, even after graduation, until the student reverses it by submitting a written authorization to Admissions and Records or changing the restriction in myWNC.

FERPA provides a student with the following rights:

1) The right to inspect and review information in his/her education records within 45 days of the day the institution receives a request for access.

WNC is not required to provide copies of such records to students

2) The right to seek to amend education records that the student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

If a student disagrees with some information in his/her educational records, he/she may challenge that information. If the situation is not resolved to the student's satisfaction, the student may request a hearing. Contact Admissions and Records for additional information.

3) The right to provide written consent before the institution discloses personally identifiable information form the students'

educational records, except to the extent that FERPA authorizes disclosure without consent.

Request for Non-Disclosure of Directory Information

WNC Protects Student Privacy

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects student privacy. Personally identifiable information is not released without student consent and signature. To review or pick up academic records in person, a valid government or WNC issued photo ID that includes signature is mandatory. The college's registration system requires students to create a password to access their WNC account. The password is considered the equivalent of a signature.

Student Right to Inspect Records

Students have a right to inspect and review information in his/her education records, the right to seek to amend education records, and the right to have some control over the disclosure of information from education records. WNC is not required to provide copies of such records to students. If a student disagrees with some information in his/her educational records, he/she may challenge that information. If the situation is not resolved to the student's satisfaction, the student may request a hearing. If the student disagrees with the results of that hearing, he/she may submit explanation statements for inclusions in his/her file. Contact Admissions and Records for additional information.

Fees, Payments & Refunds

E-mail communications are sent to students throughout the registration period. It is students' responsibility to verify charges on their myWNC Student Center account and meet semester deadlines. Students who do not pay 100% of charges due by published deadlines may be removed from 100% of their classes.

Student Financial Services

- *Dates & Deadlines*
- *Fees*
- *Future Fees*
- *Payments*
- *Refunds*

Dates & Deadlines

Fees

Summer 2020 - Spring 2021

Summer 2020 – Spring 2021 Fees

Summer 2020 Fees

	Lower-Division	***Upper Division***
Registration Fees	*$109.75 per unit*	*$178.00 per unit*
Technology Fees	*$6.50 per unit*	*$6.50 per unit*
Excess Credit Fee	*$54.88 per unit*	*$89.00 per unit*

Fall 2020 and Spring 2021 Fees

	Lower-Division	***Upper Division***
Registration Fees	*$106.75 per unit*	*$175.00 per unit*
Technology Fees	*$8.50 per unit*	*$8.50 per unit*

Additional Fees May be assessed as follows:

	Lower-Division	***Upper Division***
Non-Resident, part-time	*$117.50 per unit*	*$192.50 per unit*
Non-Resident, full-time	*$3738.50 flat fee for lower or upper division*	
Non-Resident, WUE	*$53.38 per unit*	*$87.50 per unit*
Non-Resident, Distance Ed Only	*$53.50 per unit*	*$87.50 per unit*
Excess Credit Fee	*$53.38 per unit*	*$87.50 per unit*
Fast Track (High School Enrollment)	*$50 fee per class* *(registration and technology fees are not charged for Fast Track classes)*	

Summer 2019 Fees

	Lower-Division	*Upper Division*
Registration Fees	*$105.75 per unit*	*$171.25 per unit*
Technology Fees	*$6.50 per unit*	*$6.50 per unit*
Excess Credit Fee	*$52.88 per unit*	*$85.63 per unit*

Fall 2019 and Spring 2020 Fees

	Lower-Division	*Upper Division*
Registration Fees	*$102.75 per unit*	*$168.25 per unit*
Technology Fees	*$6.50 per unit*	*$6.50 per unit*

Additional Fees May be assessed as follows:

	Lower-Division	*Upper Division*
Non-Resident, part-time	*$113 per unit*	*$185 per unit*
Non-Resident, full-time	*$3595 flat fee for lower or upper division*	
Non-Resident, WUE	*$51.38 per unit*	*$84.13 per unit*
Non-Resident, Distance Ed Only	*$51.25 per unit*	*$84.25 per unit*
Excess Credit Fee	*$51.38 per unit*	*$84.13 per unit*
Fast Track (High School Enrollment)	*$50 fee per class* *(registration and technology fees are not charged for Fast Track classes)*	

PLEASE NOTE: *Fees, tuition and other charges are subject to change without notice. Notwithstanding currently posted tuition and fees, all fees, tuition or other charges which students are required to pay each semester are subject to increase by action of the Board of Regents at any time before the commencement of classes (primarily due to budgetary shortfalls). The amount a student is charged at the time of registration is not a final bill and may be increased.*

Students are responsible for all costs associated with registration, regardless of any communication that may or may not have been received, and regardless of attendance or class participation, unless classes are dropped within the 100 percent refund period.

Explanation of Fees:

Registration and Technology fees

Registration and technology fees are applied to all credit classes, except for Fast Track. The fees to audit are the same as the fee to register for credit. The technology fee is used to fund technology needs in computing, information delivery systems and enables WNC to stay abreast of the latest technological developments.

Non-Resident Fees

Students who are classified as non-resident for tuition purposes will pay an additional per unit fee if enrolled for 6 units or less, or an additional flat fee if enrolled in over 6 units during the fall and spring semesters. Non-resident fees are not assessed during summer semesters.

Non-Resident Western Undergraduate Exchange (WUE)

Through the Western Undergraduate Exchange program, students who are bona fide residents of WUE approved states may enroll at a non-resident reduced tuition level of 150 percent of the college's regular resident tuition. Students must apply for WUE status prior to the start of their first semester (matriculation) at WNC and be approved for the reduced non-resident rate. Students attending Lake Tahoe Community College may apply for this status at any time.

Non-Resident: Distance Education Only

Students classified as out of state residents and enroll exclusively in distance education classes (internet) and reside outside of Nevada during the same semester are charged an additional per unit distance education fee.

Excess Credit Fee

A 50 percent Excess Credit Fee is charged to degree/certificate seeking students who have accrued attempted credits equal to 150 percent of the credits required for the student's program of study.

Fast-Track (High School Enrollment)

Fast Track classes are open only to Nevada high school students enrolled in selected distance education classes (internet and interactive video). Eligible students will pay a discounted fee of $50 per class. See a high school counselor for details.

Application Fee

All new students who apply for admission are charged a one-time $15 fee when they register for classes. This fee is not deferrable or refundable even if classes are full, dropped, or cancelled.

Late Payment Fee

Students who register for a full-term class after the second week of the semester must submit late Registration form with instructor permission through the fourth week of the semester. If enrollment is approved a late payment fee of $25 will be assessed. Late enrollment in short-term classes is also subject to a late payment fee.

Late Payment Plan Fee

WNC offers payment plan options for any student who is enrolled in six or more units during the fall and spring semesters. The first payment must be made in full by the deadline. Subsequent late payments are assessed a fee of $10 or 10% of the balance, whichever is greater. Students are responsible for the unpaid plan balance.

Lab Fee

A lab fee is charged for most laboratory classes and many other classes that require art supplies or other items.

Computer Use Fee

A $10 per unit fee is charged for classes meeting in a computer lab to cover additional technology costs.

Web Lab and Web-Enhanced Fee

A $5 web fee is charged for all Web-enhanced classes and a $5 per unit online class fee is charged for all web-based and lecture capture classes to cover additional technology costs.

Interactive Video Lab Fee

A lab fee of $20 per unit is charged for receiving sites for interactive video distance education classes to cover technology costs. A flat fee of $15 is charged for receiving sites for fast track classes.

Nursing Differential Fee

Students in the nursing program will be charged a differential fee of $90 per unit for all nursing courses (excluding NURS 129 and 130).

Application for Graduation Fee

A $25 fee is charged to apply for graduation. This fee is non-refundable even if a student does not fulfill graduation requirements.

Future Fees

Predictable Pricing

Below is the tuition and registration fees for the next four academic years.

	2019 – 20	***2020 – 21***	***2021 – 22***	***2022 – 23***
REGISTRATION FEES				
Lower Division (per credit)	*$102.75*	*$106.75*	*$109.75*	*$112.75*
Fall & Spring (30 credits)	*$3,082.50*	*$3,202.50*	*$3,292.50*	*$3,382.50*
Upper Division (per credit)	*$168.25*	*$175.00*	*$180.00*	*$185.00*
Fall & Spring (30 credits)	*$5,047.50*	*$5,250.00*	*$5,400.00*	*$5,550.00*
NON-RESIDENT TUITION				
Rates are assessed in addition to registration fees				
Full-time	*$7,190.00*	*$7,477.00*	*$7,686.00*	*$7,901.00*
Part-time – Upper Division (per credit)	*$185.00*	*$192.50*	*$198.00*	*$203.50*
Part-time – Lower Division (per credit)	*$113.00*	*$117.50*	*$120.75*	*$124.00*
DISTANCE EDUCATION				
Rates are assessed in addition to registration fees				
Upper Division (per credit)	*$84.25*	*$87.50*	*$90.00*	*$92.50*
Lower Division (per credit)	*$51.25*	*$53.50*	*$54.75*	*$56.50*

Payments

Fee Payment Deadlines

Fees must be paid by deadlines listed under Dates and Deadlines.

Paying by Internet

Pay fees with Visa, MasterCard, Discover or electronic check through the Internet via myWNC. Students should be sure to verify their account balance after submitting their request.

Paying by Phone

Students can call the Controllers' office at 775-445-4221 to pay using a credit or debit card.

Paying by Mail

Make checks payable to Board of Regents. Indicate the student ID number and mail to WNC, Attn: Controller's Office, 2201 West College Parkway, Carson City, NV 89703-7399.

Agency Fee Payment

Students must submit the authorization for third party payment to the Business Office within the week that they register. The fax number is 775-445-3027.

Late Payment Fee

A $25.00 late payment fee will be assessed to students who register or add classes during the late registration period. It is the student's responsibility to be aware of important semester dates and deadlines, including registration, refund and fee payment deadlines.

Payment Plans

WNC offers a three-payment or two-payment plan for any student who is enrolled in the fall and/or spring semester. Students should make payment plan arrangements before making any payments on their account each semester.

***3-Pay Plan:** This plan is available no later than the first payment deadline for the semester and divides the balance owed into three equal installments.*

***2-Pay Plan:** This plan is available no later than the second payment deadline for the semester and divides the balance owed into two equal installments.*

Students must sign up for the payment plans and make their first full payment by the payment deadlines. To learn how to sign up for a payment plan click here.

Enrollment may be cancelled if 100% of the first payment is not made by the published deadlines. Students who do not make the second and/or third payment on a payment plan by the published deadlines will be assessed a fee of $10 or 10% of the balance, whichever is greater, and will be responsible for the unpaid plan balance.

Delinquent Accounts

All delinquent accounts will be placed on financial hold. Students on financial hold may not receive a transcript, register for classes at any NSHE Institution or be awarded a certificate/diploma until the account has been cleared and financial hold removed. Delinquent accounts may be sent to collection after 90 days. The student will be assessed collection/legal fees.

WNC will not accept postdated or altered checks. A $25 insufficient funds fee will be assessed for any check returned as unpaid from the bank. Returned checks must be made good within ten days of the bank's notification (cash, cashiers check or money order only) or the college will begin collection procedures.

Direct Deposit of Student Refund Checks

The Controller's Office offers direct deposit as a more convenient means of providing refund/overage checks to students. Instead of mailing a check, funds are deposited directly into a student's checking account. Sign up online at myWNC.edu in the finance section of the myWNC Student Center.

Excess Credit Fee

Per regulations set forth by the Nevada System of Higher Education, a 50 percent Excess Credit Fee on the per-credit registration fee shall be charged to a student who has accrued attempted credits equal to 150 percent of the credits required for the student's program of study. Attempted credits include all graded courses on a student's transcript, including but not

limited to the grades of F, W (withdrawal), AU (audit) and repeated courses. The fee will be charged after 45 credits have been accumulated towards a certificate of achievement, 90 credits have been accumulated towards an associate degree and after 180 credits for students who have been accepted into the BTCH program for a bachelor's degree. Exceptions may apply on a case-by-case basis. The fee will be charged in all terms after passing the threshold number of credits until a degree is awarded to a student.

Students who obtain an associate degree and plan to strive towards a second associate degree will have 60 credits deducted from the total that applies to the Excess Credit Fee.

Students may appeal the Excess Credit Fee based on the following criteria:

- *Credits attempted at an institution outside of NSHE if those credits do not meet the degree requirements for the program of study;*
- *Credits attempted for remedial credits (e.g. MATH 95);*
- *Credits earned while enrolled as a high school student if those credits do not meet the degree requirements for the student's program of study;*
- *Credits earned through examinations, such as AP or CLEP;*
- *Credits that were earned toward one degree, if the student is working on a second degree*
- *Other credits that WNC may determine as inappropriate for the 150% credit calculation.*
- *Students may appeal the Excess Credit Fee by submitting an Excess Credit Appeal form. The form may be submitted after the student has registered for classes for the semester of appeal.*

Students who wish to appeal are strongly advised to submit an appeal form no later than August 1 for the fall semester, December 1 for the spring semester, and May 1 for the summer semester. The deadline to submit an appeal is the date of the final deadline for withdrawal from full-term courses with a grade of "W".

Excess Credit Appeal Form

Refunds

The college's refund policy applies to students in all programs and to all registration fees for withdrawal or net credit reduction, except for non-credit continuing education courses. The application fee is not refundable and cannot be transferred to another person or to another fee. Refund of fees for withdrawal from WNC semester-long (full-term) classes is 100 percent if withdrawal is completed in myWNC within the first five working days of the semester.

Courses that are scheduled to begin at a date different from the regular semester and/or after the beginning of the semester and short term courses DO NOT follow full-term refund guidelines. A short-term class is defined as a class that is not scheduled to meet for the entire semester (16 weeks for fall and spring, eight weeks for summer). Short-term courses and courses that start before the regular semester start date must be dropped at least one day before the first class session for a 100 percent refund; after this day no refund will be given. Note: Many summer courses are short-term.

Courses dropped by the student after the 100% refund period will remain on a student transcript with a grade of "W". A "W" grade does not affect grade point average but may affect financial aid and scholarship eligibility.

Refund checks for dropped classes are prepared and mailed or sent by e-check weekly starting the third week of the semester. Students who pay by credit card in myWNC will have a refund applied to their credit card. Refunds are made to the student or to the contributing party (third party) in proportion to the payment of original fees made by each. Refunds after published deadlines will not be considered for reasons which are beyond the control of the college. Not attending college, job transfers, changes in work schedule, relocation, etc., will not be considered grounds for refund appeals.

Refund appeals with verifiable evidence may be granted during the first half of the semester for the following reasons: induction or activation into the armed forces; death of the student's spouse, child, parent or legal guardian; death of the student; verifiable error on the part of the college; and verifiable incapacity, illness or injury which prevents the student from returning to school for the remainder of the semester. An appeal is made by submission of the Refund Exception Form.

In general, no refund is made after the first half of the semester.

Refund and Class Deletion Request Due to Exceptional Circumstances

Counseling Services

Services

WNC offers a variety of counseling services as an integral part of each student's educational experience, including the following:

- *Assist students in developing educational plans for certificate of achievement and degree programs*
- *Monitor students' academic progress each semester by determining classes completed verses classes needed for program completion*
- *Link to career resources such as Career Finder*
- *Provide information about transferring to other colleges*
- *Assist with personal counseling and resources*
- *Explain college policies and procedures*
- *Review Financial Aid Appeal Form and Academic Plan*
- *Review Excess Credit Fee Appeal Form*
- *Assist with completion of Veterans Data Form (required each semester)*
- *Encourage and support goal fulfillment*

Orientation Information

All first-time degree and certificate seeking students should attend orientation. The purpose of the new student orientation program is to help students make a successful transition to the college environment. This program promotes academic excellence and social interaction.

Orientation also provides pertinent information related to academic expectations and campus resources and services. New student orientation is designed to promote the completion of educational goals and student success.

Please contact Counseling for more information about orientation.

Disability Support Services

Our philosophy is to empower students to be successful in obtaining their educational goals. By providing necessary support, we help students to attain their academic, vocational and personal goals at WNC. Disability Support Services (DSS) provides qualified students with disabilities equal access to higher education through academic support services, technology and advocacy in order to promote their independence, retention and graduation.

WNC is committed to serving the College community in the following areas:

- *Serving as an advocate and liaison*
- *Providing appropriate accommodations and services*
- *Giving guidance and training on disability matters*
- *Fostering self-sufficiency*
- *Acting as a resource regarding areas of compliance.*

Getting Needed Accommodations and Services

Reasonable accommodations and implementation of services are determined by the DSS program director after consultation and discussion with the student.

In order to be connected with the Disability Support Services (DSS) office and receive accommodations you will need to first complete and submit an application here.

Once registered with the DSS office, students will attend an intake appointment, provide written proof of their disability when they meet with the DSS program director. At the end of the intake appointment, the program director determines accommodations, which may include:

- *Extended time for testing*
- *Note taking assistance*
- *Distraction reduced testing room*
- *Assistive technology*
- *Academic coaching*
- *Auxiliary aides*
- *ASL interpreters/captioning*

How to Request Accommodations

Exam Scheduling

It is the student's responsibility to make an appointment with DSS when planning to take an exam in the DSS office. DSS requires a minimum of:

1. ***3 working days** advance notice before exams or quizzes are to be administered in the DSS office*
2. ***7 working days** if exams must be converted to an alternative format (e.g., Braille, large print, etc.)*
3. ***7 working days** for readers, scribes and/or assistants*

Generally, students with disabilities take exams at the same time as the rest of the class unless there are time conflicts, in which case an alternate exam time is assigned with the instructor's approval.

DSS administers exams from 8:00 a.m. until 5:00 p.m.

***Note:** Exams will not be administered after 3:15pm unless after hour arrangements have been made 1 week in advance.*

How to Schedule an Exam

Career Connect

Students with disabilities who are attending at least one WNC class at any campus/center or web-based class, and have an open case with DETR-VR can apply for assistance and will be referred to Career Connect. Staff will work closely with a DETR- VR Counselor throughout the referral, eligibility, planning, and follow-up processes to ensure coordinated service provision will lead to successful employment outcomes.

For more information about CareerConnect, please contact Skylar Depedro at skylar.depedro@wnc.edu or 775-445-4402.

Career Connect Brochure

Applying for Financial Aid

Grants

Federal PELL Grant

A federal PELL Grant, does not have to be repaid. PELL Grant program is federally funded with the purpose of helping financially needy students meet the cost of postsecondary education. This program is centrally administered by the federal government and is typically the foundation of a student's aid package. Students must demonstrate financial need to qualify.

The Financial Assistance Office uses the PELL award as the foundation of the student's financial aid package. Therefore, students requesting financial assistance during their enrollment are required to establish federal PELL Grant eligibility before additional determination of funds eligibility is made and/or awarded.

In order to determine eligibility for any federal financial aid program, students must file a Free Application for Federal Student Aid (FAFSA) and have the results sent to WNC, by providing the WNC School Code on the FAFSA (013896).

Federal PELL Grant award amounts are based on the Federal Pell Grant Payment and Disbursement Schedules provided by the U.S. Department of Education. You can learn more about the PELL Grant at ***https://studentaid.ed.gov/sa/node/6****.*

Students are notified of the amount of their PELL Grant through a financial aid offer letter. Students are directed to view their offer letters on myWNC.

Summer PELL Grant

Eligibility

To be eligible for a Summer 2020 PELL Grant, you must:

- *Have completed a 2019-2020 FAFSA*
- *Be eligible for the federal PELL Grant*
- *Declare a financial aid eligible degree-seeking program*
- *Enroll in degree-applicable classes for the Summer*
- *Meet Satisfactory Academic Progress*
- *Have lifetime PELL Grant eligibility remaining*

Check your Lifetime Eligibility

You can check for your remaining eligibility level online at nslds.ed.gov and logging on using your FSA ID. View your Lifetime Eligibility Units (LEU) on the financial aid review page.

Summer Awarding Timeline

Once you enroll in Summer classes and WNC's Financial Assistance Office determines that your classes are degree-applicable, you will automatically be awarded the Federal PELL Grant for Summer, based on your Summer enrollment status.

Dropping, Withdrawing or Failing Classes

It is possible that you could owe money back for all or part of your Federal PELL Grant if you do not complete classes in which you enrolled for the Summer. The amount you may owe will be calculated based on the drop date, the number of credits that you did not earn and the last day that you attended classes. Review the Return of Title IV Policy page for more information.

PELL Grant Amount Depends on Enrollment

Your Summer PELL Grant amount will depend on the number of credits you enroll in for the Summer Session. ***If you have already received a PELL Grant Award for Full Time enrollment in both the Fall and Spring Semester, your Summer PELL Grant award will require you to enroll in a minimum of 6 degree applicable credits.***

The PELL Grant amount will be adjusted just prior to the disbursement of your aid based on your enrollment level. Enrollment levels are defined in the following manner:

- *12+ credits = Full Time Enrollment and 100% of the semester PELL Grant amount*
- *9–11 credits = ¾ Time Enrollment and 75% of the semester PELL Grant amount*
- *6–8 credits = ½ Enrollment and 50% of the semester PELL Grant amount*

Federal Supplemental Education Opportunity Grant (FSEOG)

FSEOG, similar to a PELL Grant, does not have to be repaid. This federal program provides limited grant funding on a first-come, first-served basis to students who meet the April 1 priority filing deadline.

Recipients must be:

- *Eligible for a Pell Grant*
- *Be enrolled in at least six units*
- *Demonstrate financial need*

WNC begins awarding this fund after April 1 of each year and awards to student with the lowest EFC, enrolled in six units or more, and with the earliest FAFSA completion date.

Award amounts are based on remaining financial need and begin at $500 per semester.

*You can learn more about FSEOG at: **https://studentaid.ed.gov/sa/node/41**.*

Silver State Opportunity Grant (SSOG)

The Silver State Opportunity Grant Program (SSOG Program) is a state-supported financial aid program created by the 2015 Legislature pursuant to Senate Bill 227 (Chapter 387, Statutes of Nevada 2015). Under the SSOG Programs, need based grants will be awarded to eligible low income student who are college-ready to pay for a portion of the cost of education at a community college or state college within the Nevada System of Higher Education (NSHE). This unique program is built on a shared responsibility model and guided by a philosophy for awarding grant aid based on the total cost of attendance (tuition and fees, books and supplies, room and board, and other living expenses) being shared by partners (the state, federal government, family, and the student).

To be eligible for an SSOG award, a student must:

- *Be enrolled in a program of study leading to a degree or certificate;*
- *Enroll in at least 15 credit hours that apply to the student's chosen program of study;*
- *Be college ready based on placement or completion of entry-level, college-level mathematics and English*;*
- *Be classified as a resident for tuition purposes;*
- *Meet institutional Title IV financial aid satisfactory academic progress requirements; and*
- *Complete the Free Application for Federal Student Aid (FAFSA) and have an Expected Family Contribution (EFC) of 8500 or less.*

**To be considered "college-ready" for the purpose of SSOG Program eligibility, a student must be 1) currently or previously enrolled in a 100 or above level mathematics and English course, 2) placed into a college-level course under institutional placement policies for placement into at least Math 120 and English 101, or 3) previously successfully completed remedial coursework (evident by a C or better in Math 96 and/or English 98).*

Learn More about SSOG
Nevada Resident Award and Nevada Student Grant

These two state programs provide limited funding to Nevada residents on a first-come, first-served basis.

To be eligible for these programs, students must:

- *Be a Nevada resident*
- *Have a complete financial aid file*
- *Demonstrate financial need*
- *Enroll at least six units*

WNC begins awarding this fund after April 1 of each year and awards to students with the lowest EFC, enrolled in six units or more, and with the earliest FAFSA completion date.

Award amounts are based on remaining financial need and begin at $500 per semester.

Grant in Aid

This state program provides limited funding to Nevada residents on a first-come, first-served basis.

To be eligible for a GIA award, a student must:

- *Have a complete financial aid file*

- *Demonstrate financial need*
- *Enrolled at least six units*
- *Have an expected family contribution of less than 200.*

WNC begins awarding this fund after April 1 of each year and awards to student with the lowest EFC, enrolled in six units or more, and with the earliest FAFSA completion date.

Award amounts are based on remaining financial need and begin at $500 per semester.

Western Nevada Award

This institutional funded grant program provides limited funding to students on a first-come, first-served basis.

To be eligible for this programs, students must:

- *Have a complete financial aid file*
- *Demonstrate financial need*
- *Enroll at least six units*

WNC begins awarding this fund after April 1 of each year and awards to students with the lowest EFC, enrolled in six units or more, and with the earliest FAFSA completion date.

Award amounts are based on remaining financial need and begin at $500 per semester.

Wildcat Award

This institutional funded grant program provides limited funding to students on a first-come, first-served basis.

To be eligible for this programs, students must:

- *Have a complete financial aid file*
- *Demonstrate financial need*
- *Enroll at least six units*

WNC begins awarding this fund after April 1 of each year and awards to students with an EFC just over the Pell Grant eligible EFC and with the earliest FAFSA completion date.

Award amounts are based on remaining financial need and begin at $750 per semester.

WNC 15 to Finish

This institutional funded grant program provides limited funding to students on a first-come, first-served basis.

To be eligible for this programs, students must be:

- *Have a complete financial aid file*
- *Demonstrate financial need*
- *Enroll at least fifteen units*

WNC begins awarding this fund after July 1 of each year and awards to students with the lowest EFC, enrolled in 15 units or more, and with the earliest FAFSA completion date.

Award amounts are based on remaining financial need and begin at $1000 per semester.

WNC Foundation Scholarship

Apply Now!

Current/Existing students (students who are registered/enrolled with WNC)Prospective Students (Students who have not applied to WNC)CTE Scholarship Application

WNC Foundation Scholarships

Each year, WNC Foundation awards scholarships to students on the basis of academic criteria or any combination of academics, field of study, financial need, activities, community service, and other criteria.

If you are currently registered or enrolled with WNC, the WNC Foundation Scholarship application for 2020-2021 can be found here. You must use the same email address used in your myWNC to create an account. ***Apply by April 15, 2020 to***

be considered for 2020-2021 Foundation Scholarships!

If you are not enrolled with WNC yet, but wish to apply for the WNC Foundation Scholarships, click here to create a scholarship account. ***Apply by April 15, 2020 to be considered for 2020-2021 Foundation Scholarships!***

Generally, in order to be selected to receive a campus-based scholarship, a student must:

- *Meet the specific selection criteria for a particular scholarship program*
- *Be enrolled in a minimum of six units, unless otherwise requested by the donor*
- *Have a minimum cumulative grade point average (GPA) of 2.0, unless otherwise requested by the donor*
- *Some scholarships require students to have a financial need. To be more likely to receive a financial need based scholarship, please make sure to complete the Free Application for Federal Student Aid (FAFSA). For information on how to do this visit https://studentaid.ed.gov/sa/*

Students awarded a scholarship will have their award disbursed to their student account only when a thank you card has been received for the donor and in accordance with semester disbursement dates. Please be aware that scholarships of $500 and more will be disbursed in two equal payments (Fall/Spring) unless otherwise requested by the donor. Students must meet the minimum GPA criteria for a scholarship in order to receive the Spring disbursement.
Scholarship recipients are expected to attend a scholarship celebration held each March at Fuji Park Hall in Carson City.

FAQs

I don't have sign in information for the scholarship website, how do I get one?

Click here, then on the "Set your Password" button to create a new account. You must use the same email address that you use to enroll with WNC in order to create an account.

I don't have a MyWNC account, what email do I use?

If you do not have a MyWNC account set up, please click here to create a scholarship account. You may use any personal email; please make sure to use the same one when you enroll with WNC.

When I enter my email to create an account, I get the error this email does not exist. Why won't it accept my email address?

You must use the same email address that is listed in your MyWNC account in order to create an account. If you do not have a MyWNC account, please click here to create a scholarship account. You may use any personal email; please make sure to use the same one when you enroll with WNC.

On the dashboard page of the application website it says X Applied Scholarships. What does this mean?

Based on the information you have provided, this is the number of scholarships that you potentially qualify for. You will be notified if you are awarded any of those scholarships.

Can I start my application today and finish it a different day?

Yes. The application will save as you work so you can finish it later.

I don't know how to write a personal statement. Can you help me?

You can find details on how to write a personal statement at https://www.wnc.edu/foundation/statement/

I don't meet the federal requirements to qualify for financial aid. Can I still earn a scholarship?

Yes, the WNC Foundation offers scholarships that are not based on financial need. You may qualify for one of those scholarships.

I am very busy. How long will it take to fill out the scholarship application?

The scholarship application saves as you work so you can leave the application and finish it later. You can take as much time as needed to complete the application.

State of Nevada Scholarship Programs

Governor Guinn Millennium Scholarship

In 1999, Gov. Kenny Guinn's Millennium Scholarship initiative was enacted into law by the Nevada Legislature. Each Millennium Scholarship is worth up to $10,000.

A student attending WNC and using his or her Millennium Scholarship must enroll in a minimum of 9 degree applicable

credits and can funding for up to 15 degree applicable credits. Students will receive a maximum of $40 per credit hour for lower-division credits (100-200 level) and $60 per credit hour for upper division credits (300-400 level). Contact the Office of the Nevada State Treasurer to request complete information and all eligibility criteria.

Millennium Scholarship Information

Nevada Promise

The Nevada Promise Scholarship is a last-dollar scholarship that was established by the Nevada State Legislature in 2017. The scholarship incorporates service learning and mentorship with academics, with the goal of increasing enrollment in higher education and improving overall student achievement, by eliminating financial barriers and allowing students to place greater emphasis on their education. This scholarship provides coverage of tuition and other mandatory fees not met by federal or state aid for up to three years. There are no income or high school GPA requirements, and it is open to all Nevada high school students graduating between August 1 and June 15 who begin classes at WNC in the fall immediately following graduation.

Visit the WNC Nevada Promise Scholarship page to learn how to qualify!

In 1999, Gov. Kenny Guinn's Millennium Scholarship initiative was enacted into law by the Nevada Legislature. Each Millennium Scholarship is worth up to $10,000.

A student attending WNC and using his or her Millennium Scholarship must enroll in a minimum of 9 degree applicable credits and can funding for up to 15 degree applicable credits. Students will receive a maximum of $40 per credit hour for lower-division credits (100-200 level) and $60 per credit hour for upper division credits (300-400 level). Contact the Office of the Nevada State Treasurer to request complete information and all eligibility criteria.

Millennium Scholarship Information

External Scholarships

Outside Scholarships

Western Nevada College does not post links for external scholarships at this time. We do encourage students to explore scholarship opportunities by using free scholarship sites such as:

www.fastweb.com

www.scholarships.com

There are many other similar search sites – just make sure you never pay money to apply and avoid searches that want to link to your social media or ask for private personal information such as your social security number, as these are often scams.

Big companies and large corporations often offer scholarships so it's a good idea to search those sites too! Other places to check out include your or your parent's places of employment as well as local financial institutions.

We do support known local organizations who offer scholarships and often have hard copy applications in the Financial Assistance Office. Applications are in our lobby or posted on our lobby bulletin board.

In 1999, Gov. Kenny Guinn's Millennium Scholarship initiative was enacted into law by the Nevada Legislature. Each Millennium Scholarship is worth up to $10,000.

A student attending WNC and using his or her Millennium Scholarship must enroll in a minimum of 9 degree applicable credits and can funding for up to 15 degree applicable credits. Students will receive a maximum of $40 per credit hour for lower-division credits (100-200 level) and $60 per credit hour for upper division credits (300-400 level). Contact the Office of the Nevada State Treasurer to request complete information and all eligibility criteria.

Millennium Scholarship Information

Student Employment

Student Employment

Listings of on-campus, off-campus and tutoring opportunities for students of Western Nevada College. These programs help students earn part of their college expenses while attending school. To be considered for the majority of student employment funds, complete the Free Application for Federal Student Aid (FAFSA).

Applying for Student Employment

If a student has been awarded Federal Work Study funding, he/she can interview for a job. For on-campus or tutoring positions, complete a Student Employment Application, turn it in to the Financial Assistance Office, and schedule an appointment with the Student Employment coordinator. For off-campus positions, apply directly with the employer or contact person indicated on the job listing.

If a student has been awarded work-study on a Western Nevada College offer letter, he/she must accept the award within the first week of the semester. If a student fails to secure a position within two weeks, the work-study offer will be withdrawn.

Information for Supervisors

Student Employment Handbook

Federal Work-Study Program is a federally funded program designed to help provide employment for qualified students who demonstrate a financial need as determined by the FAFSA. These are on-campus jobs that are located on the Carson City, Fallon and Douglas campuses. The hours worked are arranged around the student's class schedule, not to exceed 20 hours per week. Students must be enrolled at least half-time to be eligible for this program.

Nevada Student Employment Program is a state-funded program based on financial need as determined by the FAFSA. Students must be a Nevada resident and enrolled at least half-time. Like federal work-study, these are on-campus jobs that are located on the Carson City, Fallon and Douglas campuses. The hours worked are arranged around the student's class schedule, not to exceed 20 hours per week.

Western Student Employment Program is a Nevada access employment program for students who have demonstrated financial need as determined by the FAFSA and is designed to help provide employment for qualified students who demonstrate a financial need. These are on-campus jobs that are located on the Carson City, Fallon and Douglas campuses. The hours worked are arranged around the student's class schedule, not to exceed 20 hours per week. Students must be enrolled at least half-time to be eligible for this program.

Regents Service Program is a state funded program based on criteria established by the Nevada System of Higher Education Board of Regents. To be eligible, Nevada residents must be enrolled at least half-time and must meet at least one of the following criteria:

- *Head of household.*
- *Single parent who has never attended college or has had a break in enrollment of two years or more.*
- *First person in their immediate family to pursue a certificate or degree beyond high school.*
- *Not receiving support from parents or family.*
- *Have unusual financial circumstances.*

WNC uses the funds from this program to support literacy by providing reading tutors to the elementary schools within our service area. These tutors provide individual and group tutoring at the elementary schools. A FAFSA is not required for this program. Applications are available in the Financial Assistance Office.

Search On Campus Jobs
FAQs

How do I apply for a job?

Visit the On-Campus Student Jobs page to look at currently available jobs. Each on-campus job posting explains who to contact to schedule an interview. Once you have been offered a position, obtain a Student Employment Hiring Packet from the Financial Assistance Office. For off-campus positions, apply directly with the employer or contact person shown on the job listing.

What is the Work Study Program?

Work Study Programs provide funding for part-time jobs for students with financial need, allowing them to earn money to help pay education expenses. These programs encourage work related to the student's course of study. Most students will work 10-15 hours per week with the maximum being 20 hours. Students can earn the amount listed on their award letter.

Loans

The Financial Assistance Office at WNC supports the Nevada Attorney General's Office with regards to college student loan conduct. Please read the WNC College Student Loan Code of Conduct for more information.

Definition

Student loans are money that must be repaid. Loans are legal obligations. Students are required to repay ALL student loans regardless of whether they didn't like the education received, ability to get a job in a preferred field of study, or financial difficulty.

Before taking out a student loan, it is wise to think about the amount of money being borrowed and the amount of money to be repaid over the years, with interest.

Be conservative. Only borrow what is absolutely needed.

Types of Loans

- ***Federal Direct Stafford Loans (Subsidized and Unsubsidized)***
  - ***Direct Subsidized Stafford Loan*** *– This loan is need-based aid (need is determined by FAFSA). Eligibility is determined based on credits taken, degree program declared, and past borrowing. Interest is subsidized while in school attending at least half time (six units).*
  - ***Direct Unsubsidized Stafford Loan*** *– This loan is non-need based aid. Interest begins to accrue immediately from the date the loan is disbursed, like a credit card purchase. The borrower is responsible for the interest that accrues on the loan. Students are encouraged to pay the interest while in college.If the borrower does not pay the interest* ***that is accruing on the Unsubsidized loan*** *while in college and* ***when*** *the Unsubsidized loan goes into repayment, the lender will take the principle borrowed, all the interest that was not paid, add them together and then determine what the payment will be with interest!*
  - ***Direct Parent Loan for Student (PLUS)*** *– This loan is a low-interest student loan for the parents of dependent students and for graduate/professional degree students. Unlike Subsidized and Unsubsidized loans, this type of loan requires the borrower to pass a credit check. Interest begins to accrue from the date the loan is disbursed, just like a credit card purchase!!****Parents can apply online at: www.studentloans.gov. A WNC Federal PLUS Loan Request form*** *can be found here. Parents must complete this WNC PLUS request form every year.*

Exit Counseling

The federal government requires that student borrowers complete Exit Counseling. Exit Counseling is required before you withdraw, graduate or drop below half-time attendance (even if you plan to transfer to another school). This can be completed at: https://nslds.ed.gov/nslds/nslds_SA/.

Interest Rates

On or after July 1, 2019 and before July 1, 2020

The Subsidized loan is 4.53% (when you go into repayment).

The Unsubsidized loan is 4.53% (accruing immediately once loan is disbursed).

The PLUS is fixed at 7.08% (accruing immediately once loan is disbursed).

THERE IS NO PENALTY FOR PAYING YOUR FEDERAL DIRECT STAFFORD LOAN(S) EARLY!!!

National Student Loan Data System (NSLDS)

- *This is a National data bank that houses every federal stafford loan ever borrowed. You can:*
  - *Track your loans from disbursement to payoff*
  - *Track your total student loan indebtedness*
  - *Track your loan status & interest rate*
  - *https://nslds.ed.gov/nslds/nslds_SA/*

- *As part of receiving a Direct Stafford Loan, loan disbursement information is reported to the National Student Loan Database (NSLDS) and is accessible to view by authorized agencies, lenders, and other institutions.*

Loan Default – Consequences of Default!!!!

- *Full amount of loan is due INCLUDING collection costs and all interest that has accrued*
- *You are subject to federal & state offsets*

- *Wages and tax refund may be garnished*
- *Credit will be tarnished*
- *Will Lose deferment & forbearance options*
- *Will Lose eligibility for future financial aid*
- *May lose eligibility for certain federal or state jobs*
- *May lose professional license*

Private Education Loan

There are several lenders that provide education loans. All private education loans are credit based.

- *Available through private lending institutions.*
- *Loans are credit based.*

It is in the best interest of the borrower to review each lender's interest rates and types to ensure the borrower chooses the best one for his or her needs.

Steps to Apply for a Federal Direct Stafford Loan

Please Note: The 2020-2021 Loan Request Form will open June 1, 2020.

1. *Complete and submit the Free Application for Federal Student Aid (FAFSA).*
2. *Complete your WNC financial aid file.*
3. *Complete a Master Promissory Note (MPN) at www.studentloans.gov. Sign in with your FSA ID and choose Complete MPN from the menu on the left side of the page.*
4. *Complete the Entrance counseling at: www.studentloans.gov. Sign in with your FSA ID and choose Complete Entrance Counseling from the menu on the left side of the page. ENCOURAGED TO COMPLETE EVERY YEAR.*
5. *Log on to the National Student Loan Data System (NSLDS) at https://nslds.ed.gov/nslds/nslds_SA/ using your FSA ID and print a summary report of your financial aid history. You **must** attach your financial aid history summary to your Loan Request Form. If this is the first time you have requested financial aid, you must attach a printout of the NSLDS web page proving you have accessed your NSLDS account.*
6. *Complete and submit the Student Loan Request Form.*
7. *Must complete the Exit counseling at: https://studentloans.gov in the **last** semester you are in attendance at WNC or drop below 6 credits.*
8. *If you decide to cancel your loan(s), you need to submit to the Financial Assistance office a completed Loan Revision Request form and/or return the loan funds to your lender. To avoid penalty, you must cancel your loans as soon as possible or no later than 14 days after disbursement of funds.*

FOR MORE INFORMATION ON DIRECT FEDERAL STAFFORD LOANS GO TO:https://studentaid.ed.gov/sa/

Loan Disbursements

Federal regulations require loans to be disbursed in two equal payments. One in the Fall semester and one in the Spring semester. Beginning with the Spring 2019 semester, Federal Student Loans will begin disbursing after the Financial Assistance Census Date.

IF you are a First Time Freshman AND First Time Borrower (that means the borrower has never attended college or does not have transfer credits AND has never borrowed a loan), you will have a 30-day delay on your first disbursement.

Loans for one semester will still have the two disbursements one after the Financial Assistance Census Date and the second disbursement midway through the semester.

If you are enrolled in all online classes, the financial assistance office could verify participation and attendance, prior to disbursing financial aid funds.

View Sample Loan Disbursement Letter
FAQs

How Much Can I Borrow Each Academic Year?

Annual (Yearly) loan limits are regulated by the government and are as follows:

Class Standing	***Credits Earned***	***Base Eligibility***	***Additional Unsubsidized Eligibility***
Freshman	***0-29 credits***	***$3,500***	***$6,000 ($2,000 Dependent Students)***

Sophomore	***30 – 59 credits***	***$4,500***	***$6,000 ($2,000 Dependent Students)***
Junior/Senior *	***60 or more credits***	***$5,500***	***$7,000 ($2,000 Dependent Students)***

**** Funding only applies to students in the Bachelor of Technology program.***

What is an Academic Year?

A typical academic year is the Fall and Spring semesters. You can use your loan to help pay for the Summer semester, however, if you have borrowed all you are eligible for between the Fall and Spring semesters, you will not have any money left to borrow in the summer.

How Much Can I Borrow for a Lifetime?

Aggregate (lifetime) loan amounts are set by the federal government. Undergraduate levels are as follows:

Dependent Students	***$31,000 (of which no more than $23,000 can be subsidized)***
Independent Students	***$57,500 (of which no more than $23,000 can be subsidized)***

The aggregate amounts are Lifetime limits from earning an Associates and/or Baccalaureate (Bachelor) degree.

Be careful when Borrowing Loans!!!!! This is all you have to work with!!!!

Americorps

AmeriCorps Vouchers are available to complete on-line at www.nationalservice.gov/programs/americorps. Once you fill out the voucher on-line, AmeriCorps will forward it to our office and we will complete the school portion electronically. This process takes two to three weeks. If you qualify for these funds, half of the requested amount will be disbursed toward the beginning of the semester and the other half will be disbursed mid-way through the enrollment period.

Once WNC receives the AmeriCorps funds, they will be applied to your student account. If the balance is paid in full, a residual check will be issued and mailed to the address on file with Admissions and Records unless you have Direct Deposit set up with the Business Office. If WNC does not receive the AmeriCorps funds prior to the beginning of the semester, you will need to pay for your classes and books on your own and then you will receive the full AmeriCorps amount once we receive it.

Veteran's Education Benefits

Education Benefits

The determination of eligibility for veteran educational benefits rests with the Department of Veterans Affairs (VA). The Veterans Certifying Official helps veterans and other eligible students to access their benefits by certifying their enrollment each semester.

Education Benefit Programs

- *Montgomery GI Bill®(Chapter 30)*
- *Veterans Vocational Rehabilitation Program (Chapter 31)*
- *Post-9/11 GI-Bill® (Chapter 33)*
- *Survivors' and Dependents' Educational Assistance (Chapter 35)*
- *Montgomery GI Bill® for Select Reserve (Chapter 1606)*

For a detailed explanation of each of the programs, go to VA Benefits Page.

Getting Certified at WNC

If a student wishes to use VA Education Benefits at Western Nevada College, he or she must complete the following steps:

1. *Complete the application for VA education benefits. This application can be completed through VA Benefits Page. After completing the application, if eligible for VA Education Benefits the Department of Veteran Affairs will generate a Certificate of Eligibility and mail to the applicant.*
2. *Complete the WNC Application for Admission and all required new student steps.*

3. *Send all transcripts from previous colleges and universities, including military transcripts, to WNC Admissions and Records. Once your transcripts have been sent, you must complete the Petition for Transfer Credit Evaluation. It is the student's responsibility to have transcripts sent to WNC. If a student does not have this done by the start of their second semester, they will not be certified again until all transcripts have been evaluated.*
4. *Meet with or contact the WNC VA School Certifying Official, located in the Financial Aid Office (Bristlecone Room 102 or at 775-445-3263). You will be required to submit your Certificate of Eligibility and DD214. You will also be required to complete the Veterans Data Form (must be completed each semester in order to be certified for VA Education Benefits). Financial Aid Staff and the VA School Certifying Official are available to help you complete these requirements.*
5. *Meet with a counselor, located in Counseling Services (Bristlecone Room 103 or at 775-445-3267). Counselors are available to help students with degree selection, class schedules, and provide career counseling. A counselor signature is required on the Veterans Data Form.*
6. *Meet with the Veterans Resource Center Coordinator at the Veterans Resource Center (Cedar Room 330 or at 775-445-3001). Learn more about the VRC on their website.*

2018-2019 Veteran Satisfactory Academic Progress Requirements (Catalog Amendment)

In order to maintain Veteran Satisfactory Academic Progress (SAP) at Western Nevada College, students must maintain a cumulative GPA of at least 2.0. If a student fails to meet this standard, they will be placed on Academic Probation and VA education benefits may be suspended.

WNC VA SAP Appeal Process

Students wishing to continue using VA education benefits at WNC while on Academic Probation, must meet with an Academic Counselor and file a VA SAP Appeal E-Form. If a student's appeal is approved, the school will resume the normal certification process for the student. If the appeal is denied students may continue.to take classes at WNC at their own expense. Once they reach a 2.0 cumulative GPA on their own, they will again qualify for certification of VA Education Benefits.

Late Fees

Western Nevada College does not penalize students using VA Education benefit programs under Chapters 33 and 31 while waiting for payment from the Department of Veterans Affairs providing they submit a Certificate of Eligibility, a written request to use such entitlement (Veterans Data Form) and any additional information needed to certify enrollment.

Students will continue to have access to all WNC classes and services as outlined in our catalog. No late fees will be assessed and student accounts will be placed on hold to avoid classes being dropped for non-payment. Title 38 USC 3679 (e).

The Veterans Resource Center

The Veterans Resource Center lives by its motto "Veterans Helping Veterans" and is home to many beneficial Veteran programs. They include VA benefit counseling, tutoring, academic advising, peer-to-peer mentorship and more.

Visit the VRCNew Vets, Start Here

ACCEL College & Career Readiness

Contact UsExpresss Registration
REGISTER!

Registration now open! Registration can be completed online or in person. To register in person, please come to the ACCEL office located at Western Nevada College in Bristlecone room 340. You can also register by calling our office at (775) 445-4452.

ENROLL!

Once registered, you will need to make an appointment to complete enrollment paperwork and take the placement test. Appointments are available on Mondays between 10 a.m. and 12 p.m. and on Tuesdays between 1 p.m. and 5 p.m. Please allow 2-3 hours to complete the enrollment process. Depending on the class of interest (HSE or ELL), students will take one or two placement assessments.

BEGIN!

Attend classes on your assigned days and times. Take advantage of tutoring and online supplementary instruction and support right away.

ACCEL College and Career Readiness offers instruction and assistance at no cost to students ages 16 and over who want to:

- *Earn high school equivalency credentials.*
- *Improve English language skills.*
- *Refresh skills and learning abilities for college.*
- *Build employability and career skills.*

The ACCEL College and Career Readiness program helps individuals boost reading, writing, and math skills so that each individual may reach their personal and professional goals. Whether they want to earn a high school equivalency diploma, increase English language proficiency, increase basic skills for college classes, or receive additional training for a job or a promotion, we help students define their goals and then offer the necessary learning opportunities.

Students enter the program with a wide variety of skills and life experiences. ACCEL tailors instruction to meet each student's unique needs. We offer online and classroom instruction, tutoring, and coaching. We believe that encouragement and a positive environment are keys to helping students gain both the skills and the confidence needed to make their goals a reality.

Follow the steps below to register. Any questions? To request additional information about our program options or how to register and get started, please contact us at (775) 445-4452.

Child Care

Download CDC HandbookChild Care Aid Job Application

Our Vision

Through a quality program, the WNC Child Development Center (CDC) will provide nurturing and developmentally appropriate care for children and families.

Our Mission

WNC Child Development Center strives to provide developmentally appropriate quality care for the whole child. We focus on the creative, emotional, intellectual, physical, and social growth of each distinct child. We are committed to providing a warm and welcoming Child Development Center for children and families. The Child Development Center is a place where families come to find support, individualized care, and tools for success.

-
-

Age Appropriate Classes & Playgrounds

At the Child Development Center, learning is fun! Infants and toddlers are encouraged in developmental and social skills, while older children experience dance, music, books, science, dramatic play, art and so on. Classes are structured around groups of children who have reached the same age and developmental accomplishments. Parents find the center to be a resource they can turn to for insight into their child's development and behavior.

The Child Development Center has two separate playgrounds, one for infants and toddlers and one for preschool children. This assures that children are playing with those of similar physical skills.

Full Time Tuition Fees

	Non-Students	***WNC Staff***	***Students***	***Per***
"Cubs" (6wks-12 mths)	*$225*	*$203*	*$178*	*week*
"Turtles" (12-24 mths)	*$195*	*$182*	*$157*	*week*
"Bumbles/Bees" (24-36 mths)	*$195*	*$172*	*$147*	*week*
"Rockets/Bears/Wildcats" (3-6 years)	*$175*	*$156*	*$131*	*week*

**Registration Fee charged annually: $50.00 Students and WNC Staff $100.00 non-students*

Continuing Education

WNC Continuing Education offers course in Carson City, Fallon and online, open to any member of the community. We provide opportunities to learn new skills, advance your career and better your life in a low-pressure, encouraging environment.*

Our goal is to meet your needs, provide you with clear pathways to meet you goals, and inspire you to keep learning!

Certification Programs

These courses occur in person over several weeks and result in certification for students who complete them successfully. Our programs include a coding boot camp, a new business owner quick-start seminar, and first aid/CPR training.

Personal Enrichment Classes

Personal enrichment classes occur over a 1-4 session period of time and cover a specific skill or interest area. Classes are taught by community members with a passion for and experience in the area in which they are teaching. Available classes include art, fitness and computer classes. New classes are added regularly. Click the link above to see a full listing of upcoming classes.

Professional Development Courses

Professional development courses focus on professional and personal development in a specific area and are designed to lead to enhanced performance in an individual's personal and professional life. Professional development courses are taught by experts, consultants and/or business owners who have many years of experience in conducting the types of courses being offered.

Online

Get the certification you need on your time, wherever it's convenient for you! Open enrollment allows you to start any time and provides up to 18 months of access to complete courses at your pace. For the learner who prefers a group, instructor-led courses start every month, offer a cohort of other students for peer support, and last 6 weeks.

**Continuing Education classes do not offer credits towards the completion of an associate or bachelor's degree. Certifications and certificates of completion are designed to promote career advancement and personal growth.*

Looking for Continuing Education classes in Fallon? Click here!

Honors Program

The WNC Honors Program is designed to challenge students to achieve their highest academic potential. Students enrolled in any major are eligible to participate in the Honors Program.

Benefits:

- *A chance to demonstrate dedication to academic excellence and love of learning*
- *The opportunity to work closely with college instructors*
- *Honors recognition on transcripts and upon graduation*
- *High quality recommendations from college faculty for career, scholarship, or further educational opportunities*
- *Annual year-end competition for "Best Honors Project"*

WNC students with a 3.0 or higher cumulative grade point average or recent high school graduates with an exit GPA of 3.0 or higher are eligible to apply.

Students in the program earn honors credit for a course by undertaking special course projects in addition to the regular course requirements. Projects are completed on a contractual basis with individual faculty members.

To receive honors credit, the student must receive a grade of "B" or better for the course and complete the contracted project to the satisfaction of the course instructor. During the first week of classes, a student should talk to his/her instructors about participating in the Honors Program.

Honors Program participants who receive honors credit in 18 or more course units in at least six different academic disciplines and who have at least a 3.5 cumulative GPA at graduation are designated as Honors Graduates.

Follow these steps to complete an honors project:

- *Obtain project proposal from honors coordinator*
- *Meet with course instructor within first three weeks of class to devise an appropriate project*
- *Complete proposal with instructor and also turn it in to honors coordinator by fourth week of semester*
- *Meet regularly with instructor to ensure project is complete by semester's end*

For more information on WNC's Honors program, please contact the course instructor.

Employment Opportunities

Thank you for your interest in employment with Western Nevada College. Below are links to a variety of job opportunities. Choose the type of position that you are seeking, search for jobs, view job announcements, and apply.

For listings of on-campus and tutoring opportunities for students of Western Nevada College please visit Financial Aid Student Employment.

Join Western Nevada College! These listings include academic and administrative faculty, part-time faculty and classified staff positions available at Western Nevada College.

External Applicants
All WNC and Nevada System of Higher Education (NSHE) employees, must apply as an internal candidate through Workday. Log on to Workday and search "Find Jobs".

Internal Applicants
Community Job Board

Western Nevada College receives announcements for a range of off-campus jobs. These positions are not affiliated with WNC. They are posted on the Community Job Board as a service to WNC students, alumni, and the community.

Search JobsPost A Job
Please Note: *The Online Community Job Board is a free service of Western Nevada College. WNC makes no particular recommendations regarding employers or students applying for jobs. The presence of job announcements on this web site does not indicate an endorsement by the college. The College reserves the right not to post any information which is not in keeping with WNC policies.*

Nevada System of Higher Education (NSHE) Institutions

To learn more about open positions at any of the other NSHE Institutions, please click a link below:

- *College of Southern Nevada*
- *Desert Research Institute*
- *Great Basin College*
- *Nevada State College*
- *Nevada System of Higher Education System Administration*
- *Nevada System of Higher Education System Computing Services*
- *Truckee Meadows Community College*
- *University of Nevada, Las Vegas*
- *University of Nevada, Reno*

Online Learning

Get set to learn online.

WNC offers a number of online degrees and programs for individuals seeking to advance their education while maintaining their personal commitments to work and/or family.

Online courses offer students the opportunity to learn at times of the day when it is convenient for them. Attending college online requires students to be self-motivated and able to manage their time for the rigor of self-guided learning.

View All Online Courses
Online Degrees & Programs

Associate of Arts

Associate of Business

Bachelor of Applied Science
Organization & Project Management
(Coming Soon!)

Accounting

Business

Criminal Justice

Graphic Design

Management

Network Support Technician

Hybrid Degrees & Programs

We offer many online courses that allow you to complete a significant portion of your studies online for these degrees and programs. Our advisors will work with you to develop a class sequence that fits your needs.

Associate of Science

Associate of General Studies

Bachelor of Applied Science
Construction

American Sign Language

Computer Information Technology

Construction

Education

Health Science
Coming Soon!

MT1 Manufacturing

Online New Student Orientation
New student orientation helps students make a successful transition to the college environment and introduces students to campus resources and services. All first-time degree and certificate-seeking students should attend orientation.

Canvas
WNC uses a platform called Canvas for access to both online and flex courses.

To learn more about Canvas click here.

Log into Canvas
State Authorization Reciprocity Agreements (SARA)

If you are a student who is not a resident of Nevada and wish to take online courses at WNC, see our information on State Authorizations.

Student Life

Whether a new student or one who already knows the ropes, there is something for everyone who engages in Student Life activities. Develop new friendships, connect with diverse people and groups, expand your knowledge of WNC, and advance your leadership knowledge and experience. Get involved through activities such as movies, games, athletics, fitness, music, comedy, student organizations and much, much more.

The Student Center is located on the Carson Campus on the first floor of the Joe Dini Library and Student Center Building. The Student Center accommodates students and faculty with weight room facilities, game room activities, study spaces and is the central location for the Associated Students of Western Nevada student government.

WNC Anywhere Login/WiFi Access

*Your **WNCAnywhere Login** is the username and password you'll be using to access the following online resources at Western Nevada College:*

- *myWNC*
- *Canvas*
- *Wireless Internet (WiFi)*
- *Library*
- *Library's research databases*

*Your **WNC Anywhere Login** username is your 10-digit student ID prefixed with a "W".*

Please visit wnc.edu/activate to activate your new account if you have not done so already.

Fitness Center

WNC students, staff and faculty have access to the campus Fitness Center, located in the Joe Dini Student Center. The Fitness Center offers a variety of cardiovascular equipment as well as free weights and a universal weight lifting machine.

Students are required to have a valid Student ID Card and a current Student Activity Sticker to enter the Fitness Center. No Exceptions. Activity stickers may be purchased in the WNC Business Office (see below for fees).

Hours:

Fall and Spring Semester Hours:
Monday – Thursday 8 am-5pm
Friday 8am-5pm

Summer Hours:
Monday – Thursday 8am-5pm

Fees:

Students (any person enrolled in 3 or more credits at WNC): $20 per semester
Faculty and Staff memberships are also available.

For more information call the Fitness Center Staff at 775-445-3218

BookStores

Carson Campus Bookstore

Bookstore hours and services vary by location and time of year. Please visit the link below or contact the Carson City Bookstore for more information.

Carson City Bookstore
Western Nevada College
Aspen Building
2201 West College Parkway
Carson City, NV 89703

Fallon Bookstore

Bookstore hours and services vary by location and time of year. Please visit the link below or contact the Fallon Bookstore for more information.

Fallon Bookstore
Western Nevada College
Virgil Getto Hall
160 Campus Way
Fallon, NV 89406

ID Cards

A WNC identification card allows access to Dini Student Center services, as well as discounts from local businesses. Faculty, staff and students may be issued a WNC ID card.

ID cards can be obtained at the Student Center Desk, located on the first floor of the Dini Building on the Carson Campus. A current government issued form of identification, such as a driver's license or passport is required.

Students must be enrolled in at least one credit hour for the current semester to receive a card, and faculty and staff will have employment verified through WNC Human Resources. IDs are valid for the current academic year (July – June) only, and will need to be renewed at the beginning of each academic year.

ID Card Hours

Fall and Spring Semester Hours:
Monday – Thursday 8 am-5pm
Friday 8am-5pm

Summer Hours:
Monday – Thursday 8am-5pm

For information, call the Joe Dini Student Center Staff at 775-445-3218.

Voter Registration

Upcoming Dates

Voter Registration Deadline: *Postmarked 31 days before the election. Submitted online by 21 days before Election Day. Received in-person at a clerk's office 21 days before Election Day.*

- ***General Election Registration Deadline:*** *TBD*
- ***General Election:*** *TBD*

National Voter Registration Day

September 24, 2019

Voter Registration Deadline

TBA

General Election

November 3, 2020

Election & Voter Registration Resources

- *Register to Vote Online*
- *Nevada Secretary of State Elections Page*
- *Find your Voting Site*
- *US Elections Commission*

Register at School or Home

Students have a choice about where to register to vote. WNC students may register at their campus address or choose to remain registered at their permanent or home address. ***You may only be registered and vote in one location****.*

What Type of ID Do I Need to Register?

Nevada's voter registration form asks for your Nevada driver's license or ID number, or the last four digits of your Social Security Number. Be sure to provide one of these numbers if you have it. If the county clerk's office requests a copy of ID by mail correspondence because they need further verification, any of the following forms of ID will work:

- *Current Nevada Drivers' License or Nevada State Identification Card;*
- *Rent receipt with pre-printed address;*
- *Bank statement or pre-printed check;*
- *Credit card statement;*
- *Vehicle registration or proof of insurance;*
- *Government document (tax bill, income information); or*
- *Current utility bill.*

What Type of ID Do I Need to Vote?

No ID is required, unless the state cannot verify your identity. In that case, a student photo ID card issued by a public or private school, college or university can be shown at the polls. Please contact the Fair Elections Center if your student ID is not accepted.

How Can I Vote?

By Mail

- *All registered voters in Nevada are able to vote by mail without an excuse*
- *Contact your local election officials for a mail ballot or access the request form at: http://nvsos.gov/sos/home/showdocument?id=2394*
- *A request to vote absentee must be received by your local county election official no later than 5 p.m. on the 7th day preceding an election.*
- *The absentee ballot must be received by your county clerk's office by 7 p.m. on Election Day.*
- *First-time voters who registered by mail or online can only vote absentee if they either (a) submit a written request for an absentee ballot that is signed by the registered voter before a notary public or other person authorized to administer an oath, or (b) request an absentee ballot in person at the county clerk's office.*

Early In-person

- *All registered voters in Nevada are able to vote early.*
- *Early voting is allowed between the 3rd Saturday before a primary or general election through the Friday before Election Day (Sundays and federal holidays excluded).*
- *During this time period, Nevada voters may vote at any early voting location in their counties. Contact your county clerk to determine the appropriate early voting location.*

Election Day

- *Voting sites will be open from 7 a.m. to 7 p.m. on Election Day. If you are in line by the closing time then you will be allowed to vote.*

Bus Transportation

JAC (Jump Around Carson) is Carson City's fixed route bus service, which serves local residents with affordable, regular bus

service to the Carson City campus.

- *WNC's bus stop is located in the circle drive at the main entrance of the Bristlecone Building.*
- *BUY TICKETS/PASSES at the WNC CARSON CITY BOOKSTORE*
- *JAC provides a $1 student fare for after hour transportation (7:30-10 p.m.), in partnership with Capitol Cab Company. Student vouchers are available in the WNC Bookstore, an must be presented to the driver in order to receive the discounted fare.*

Student Government

The Associated Students of Western Nevada (ASWN), otherwise known as student government, is an elected group of students who represent the student body of Western Nevada College. These students, who attend the Carson City, Douglas and Fallon campuses, coordinate student activities and organizations, and help assess student needs.

Any student who is enrolled at WNC can be a member of the ASWN.

*If you have any questions about the ASWN or how we can help you, please feel free to contact us at ASWN@wnc.edu or by phone at **775-445-3324**.*

- *ASWN Constitution[PDF]*
- *ASWN Constitution Approval Letter[PDF]*
- *ASWN Policies & Procedures[PDF]*
- *Application for Office[DOC]*
- *Elections Packet 2019-2020[PDF]*
- *Funding Request Form[PDF]*
- *Mandatory Event Check List for Student Clubs[PDF]*
- *Event Proposal Request Form[Online/Website]*

View Minutes & Agendas

Student Organizations

Associated Students of Western Nevada – Student Government

Advisor: Heather Rikalo | Heather.Rikalo@wnc.edu
Meetings: Tuesdays | 2:30pm – 4pm | DINI 105

The Associated Students of Western Nevada (ASWN), otherwise known as student government, is an elected group of students who represent the student body of Western Nevada College. These students, who attend the Carson City, Douglas and Fallon campuses, coordinate student activities and organizations, and help assess student needs.

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LGBTQIA+ Alliance

Advisor: Claire McCully | Claire.McCully@wnc.edu
Meetings: TBA | TBA | TBA

The WNC GSA is leading the work to create safe and LGBTQ- inclusive environments. Through Awareness building, dialogues, events to take part in like the Day of Silence, Ally Week, and Transgender day of Remembrance. WNC GSA strives to ensure that each member of our college community is valued and respected regardless of sexual orientation, gender identity, and/or expression. We believe that such an atmosphere engenders a positive sense of self, which is the basis of educational achievement and personal growth. Since homophobia and heterosexism undermine a healthy school climate, we work to educate teachers, students and the public at large about the damaging effects these forces have on youth and adults alike. We recognize that forces such as racism and sexism have similarly adverse impacts on communities and we support all those who are seeking to redress all such inequities.

National Student Nurses' Association (NSNA)

Advisor: Debi Ingraffia-Strong | Deborah.Ingraffia@wnc.edu
Meetings: TBA | TBA | REYNOLDS 103

NSNA is dedicated to fostering the professional development of nursing students. NSNA's mission is to mentor students preparing for initial licensure as registered nurses, and to convey the standards, ethics, and skills that students will need as responsible and accountable leaders and members of the profession.

Founded in 1952, NSNA is a nonprofit organization for students enrolled in associate, baccalaureate, diploma, and generic graduate nursing programs. It is dedicated to fostering the professional development of nursing students.

Phi Theta Kappa Honor Society

Carson City Chapter-Alpha Upsilon Beta and Fallon Chapter- Beta Theta Iota Chapter

Advisor: Geraldine Pope | Geraldine.Pope@wnc.edu
Meetings: TBA | TBA | TBA

The members of Phi Theta Kappa Honor Society, we dedicate ourselves to the ideas that academic excellence among college students will be recognized and celebrated; that opportunities to grow as scholars and leaders will be provided; that the exchange of ideas and ideals will be encouraged; and that members will be inspired to achieve their educational goals. We believe that membership in Phi Theta Kappa Honor Society is in recognition of our persistence and academic achievement, and we celebrate the Hallmarks of Phi Theta Kappa as being those of Scholarship, Leadership, Service, and Fellowship.

Second-Year Nursing Club

Advisor: Edda Gibson | Edda.Gibson@wnc.edu
Meetings: 2nd Wednesday Each Month | 2pm – 1pm | REYNOLDS 103

The Second-Year Nursing Club fosters a sense of community through positive professional, personal, and educational relationships for its members. It promotes professional development for its members while enhancing the public perception of the Western Nevada College Nursing Program. This club creates opportunities for its members to give back to the community, while ensuring a memorable graduation experience for every student.

The Nerd Herd

Advisor: Rebecca Bevans | Rebecca.Bevans@wnc.edu
Meetings: Every Other Wednesday | 4pm – 5pm | DINI Library Media Space

The Nerd Herd was formed to represent the WNC Homeschool Cohort. Club members meet bi-weekly to plan events, hang out as friends, and make connections on campus. The club motto is Youth Education Ensuring Tomorrow (YEET).

The Psychology Club

Advisor: Rebecca Bevans | Rebecca.Bevans@wnc.edu
Meetings: Wednesdays | 4pm – 5pm | DINI Library Media Space

The Psychology Club's mission is to provide rewarding academic and social opportunities and support services for all WNC students and alumni. In addition, providing unique educational and social experiences ((i.e.) professional career development conferences and or professional local and national associations within the field of psychology) for students with an interest in psychology and or thinking about pursuing a degree in psychology or fields psychological in nature.

Western Nevada Wildcat Vets

Advisor: Vincent Rivera | Vincent.Rivera@wnc.edu
Meetings: Fridays | 10am – 11am or 3pm – 4pm | CEDAR 300 – VRC

We, the student veterans of Western Nevada College and supporters, have come together in order to advance the quality of life and education for student veterans. We have organized in order to aid our brothers and sisters who have shared our uniforms and sacrifices in service to our great country.

We have never forgotten one of the primary pillars that our service has taught us, leave no man behind, which is exemplified in our motto "Veterans Helping Veterans". We have organized because we understand that a singular voice can be lost in the fray, but with our voices united we have the power to elicit change. We have gathered to foster the spirit of comradeship and cooperation among our fellow veterans and community. We will not forget that even though we have taken off our uniforms for the last time, we still serve our great country and community everyday through our steadfast dedication for our fellow veterans

Wildcat TEACH

Advisor: Sarah Lobsinger | Sarah.Lobsinger@wnc.edu
Meetings: Mondays | 4:30pm | DINI Student Center – Lobby

The Wildcat TEACH club is a great way for WNC students to get involved, connect with other students pursuing education degrees, access campus resources, and participate in social activities. Club members and interested students will learn more about education and leadership, be present in the community, and help promote the benefits of being a WNC Wildcat!

WNC Chess and Board Games Club

Advisor: Noah Hanson | Noah.Hanson@wnc.edu
Meetings: Fridays | 12:00pm | DINI 107 – Student Center Game Room

The WNC Chess and Board Games Club seek to provide fellowship, enrichment, and entertainment to the students of Western Nevada College through chess and board game play.

WNC Fallon History Club

Advisor: Joseph Bell | Joseph.Bell@wnc.edu
Meetings: TBA | TBA | Fallon Campus

The History Club's goal is to help students, of any year and major, explore their historical interests and interact with lovers of history on campus. The History Club is planning a year full of on campus events, trivia, debate, and other opportunities.

WNC Social Work Club

Advisor: Roswell Allen | Roswell.Allen@wnc.edu
Meetings: Tuesdays | 5:30pm – 6:30pm | Cedar – Room 312

The WNC Social Work Club will benefit the entire WNC campus by providing a place for students, pursuing social work as a career, to collaborate, get involved early, and learn about the 3 in 1 Social Work Program at WNC. In addition to becoming informed, this club will help students stay engaged at the college, create support systems, and discover their love for social work. Students not in the social work program are encouraged to attend meetings.

WNCyber Club

Advisor: Dave Riske | Dave.Riske@wnc.edu
Meetings: TBA | TBA | TBA

The Purpose of WNCyber is to promote cyber security and information protection at WNC and to include students and members of the community. To teach the current tools used in offensive and defensive techniques and methods in order to learn and defend against all online threats. To field a team to compete in Capture the Flag (CTF) and Cyber Olympic events around the country. To have fun and build relationships that promote an environment of creativity and discussion.

Word Syndicate

Advisor: Claire McCully | Claire.McCully@wnc.edu
Meetings: TBA | TBA | TBA

Word Syndicate will be a group for students and other members of our campus community who share a passion for spoken

language and writing. The group will support members of the WNC campus who wish to participate in “spoken word” events, including slam poetry competitions and “open mic” events. Further, it will help students explore their interest in writing, including fiction, non-fiction, and poetry. Activities would be likely to include on campus readings of student work, publication of student work, and possible collaboration with the Bristlecone Press as well as Lone Mountain Writers.

Placement Testing

WNC's Testing Services provides a stress-free environment for you to complete the testing you need before registering for your classes.

We adhere to the established protocols of the National College Testing Association (https://www.ncta-testing.org/) while conforming to the privacy restrictions set for in the Family Educational Rights and Privacy Act (https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html).

All test will require that you have your valid government-issued photo ID with you, and be sure you have your WNC ID number, too.

Our office works closely with the Disability Resource Center to assist those in need of accommodations for test.

- *Tests we offer*
- *Exam Proctoring*

Tests we offer

***Next Generation (Accuplacer)**: This test covers writing, reading and math. Students that plan on taking an English or math course need to take the placement tests. There are alternative ways to place into an English or math course.*

***For free practice materials please go to the following link:** https://accuplacer.collegeboard.org/*

Accuplacer testing is available by appointment Monday-Friday from 8:30-3:30. The fee for this test is $15.

For questions or to schedule an Accuplacer please call 445-3267.

Exam Proctoring

***Proctoring** is available for those in need of exam supervision for other colleges, universities and outside entities. There is a $15 proctoring fee per exam (WNC staff and students are exempt). To schedule an exam time please contact Counseling Services. 775.445.3267*

Transfer Degree Information

At WNC, students can complete the first two years of a bachelor's degree and transfer to a 4-year college or university with junior status. Students may select a course of study that enables them to complete some or all of the lower division requirements for a four-year degree at many colleges or universities including the University of Nevada, Reno; University of Nevada, Las Vegas; Nevada State College; and schools in other states.

Silver State Transfer Program

CO ADMISSION TO THE UNIVERSITY OF NEVADA, RENO

Students who intend to transfer to UNR after completing their associate degree at WNC may consider co-admission at UNR. By participating, they have the opportunity to work one-on-one with advising specialists as they transition to the University of Nevada, Reno. The purpose of the program is to support community college students as they prepare to transfer, ensuring a smooth transition to the baccalaureate degree. Students who are in the program may take courses from both the community college and the university at the same time that they are pursuing their transferable associate degree. The community college remains the home campus for co-admitted students.

To learn more: https://www.unr.edu/transfer/nevada-and-california-transfer/silver-state-transfer-program

Prepare for these areas of Study

Please contact counselors or faculty advisers for transfer agreements for the following programs:

Accounting
Accounting Information Systems
Agriculture Science
Animal Science
Anthropology
Art
Art History
Astronomy
Atmospheric Science
Biochemistry & Molecular
Biology
Biology
Biomedical Engineering
Biotechnology
Business
Business Administration
Chemical Engineering
Chemistry
Civil Engineering
Communication Studies
Community Health Sciences

Computer Science & Engineering
Counseling & Educational
Psychology
Criminal Justice
Ecohydrology
Economics
Education
English
Electrical Engineering
Engineering Physics
Environmental Engineering
Environmental Science
Finance
Forest Management & Ecology
French
General Studies
Geography
Geological Engineering

Geology
Geophysics
History

Human Development & Family Studies
Hydrogeology
Information Systems
Integrated Elementary Teaching
International Affairs
International Business
Journalism
Management
Materials Science & Engineering
Mathematics
Marketing
Medicine
Mechanical Engineering
Metallurgical Engineering
Mining Engineering
Molecular Biology/Immunology
Music
Music Education
Music: Applied (Instrumental, Jazz, Voice)

Natural Resources & Environmental Science
Neuroscience
Nutrition
Nursing
Philosophy
Physics
Political Science
Psychology
Rangeland Ecology & Management
Renewable Energy
Secondary Education (Nevada Teach)
Social Work
Sociology
Spanish
Speech Pathology
Theatre
Veterinary Science
Wildlife Ecology & Conservation
Women's Studies

NOTE: All courses to be counted toward AA, AB or AS degrees must be university transferable. Courses with a number under 100 (such as ENG 95) are not applicable toward the associate degree.

Courses that are not transferable are indicated with a nontransferable course attribute in the myWNC course catalog. A maximum of six units of special topics classes in one subject area may apply toward any WNC degree. See a counselor for the most current information about transferring to another institution.

Associate of Arts (AA)

Catalog Year 2019 - 2020

- *Program Requirements*
- *Requirements & Course Sequence*

Program Requirements

Liberal Arts
6 units
Choose from the following. Courses used to meet general education requirements may also be used to fulfill Liberal Arts requirements:
Any foreign language course numbered 200 or higher (AM 147, 148 accepted)
ART, ENG, MUS, THTR numbered 200 or higher
CH, HIST, PHIL numbered 200 or higher
ANTH, CRJ, ECON, HGPS, PSC, PSY, SOC, SW numbered 200 or higher
GEOG 200, HDFS numbered 200 or higher

Transfer Requirements or General Electives
22–27 units
Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer agreement from WNC Counseling Services or the UNR Transfer Center.

Requirements & Course Sequence

General Education Requirements

Course	Title	Units
GENERAL EDUCATION REQUIREMENTS		**33-38 Units**
ENGLISH/COMMUNICATIONS		**6-8 Units**
English: 100, 101, or 102		
FINE ARTS		**3 Units**
Art: 100, 101*, 135, 124, 141, 175, 160, 211, 214, 231, 260, 261		
Humanities: 101		
Music: 121, 124, 125, 176		
Music: Ensemble: 101*, 131, 135		
Theatre: 100, 105*, 180		
* Course may not meet the fine arts requirement at all universities. Please see a counselor.		
HUMANITIES		**3 Units**
Core Humanities: 201, 202		
English: 200, 223		
History: 105, 106, 208, 209, 247		
Philosophy: 101, 135, 200, 203, 204, 207, 210, 224		
UNR TRANSFER STUDENTS, CHOOSE AT LEAST ONE OF THE FOLLOWING COURSES:		
Core Humanities: 201, 202		
History: 105, 106		

Course	Title	Units
Philosophy: 200, 207		
MATHEMATICS		**3 Units**
Mathematics: 120, 126, 127, 128, 176, 181, 182		
Statistics: 152		
SCIENCE		**6 Units**
Anthropology: 102, 110L		
Astronomy: 109, 110, 120		
Atmospheric Sciences: 117		
Biology: 100, 113, 190, 191, 200		
Chemistry: 100, 121, 122		
Environmental Studies: 100, 101		
Geography: 103, 104, 121		
Geology: 100, 101, 102, 103, 105, 201		
Nutrition: 121		
Physics: 100, 151, 152, 180 & 180L		
Note: Completion of CHEM 121 or BIOL 190, BIOL 223 and BIOL 224, and BIOL 251 fulfills the science general education requirement.		
SOCIAL SCIENCES		**3 Units**
Choose from the following list:		
Anthropology: 101, 201, 202, 212, 215		
Core Humanities: 203		
Criminal Justice: 101, 102		
Economics: 100, 102, 103		
Geography: 106, 200		
History: 101, 102, 111, 217		
Political Science: 103, 208, 231		
Psychology: 101, 102, 233, 234, 240, 257, 261		
Sociology: 101		
U.S. & NEVADA CONSTITUTION		**3-6 Units**
Must meet both requirements. Choose from:		
Core Humanities: 203		
History: 111		
History: 101 and one of the following: HIST 102, HIST 217, PSC 100, PSC 208		
Political Science: 101, 103		

Suggested Course Sequence

Course	Title	Units
YEAR ONE		
FIRST SEMESTER		
ENG 100 or 101		*3*
Social Science		*3*
Educational Psychology 150		*3*
STAT 152, MATH 120		*3*
Science Course		*3*
SECOND SEMESTER		
ENG 102	*Composition II*	*3*
U.S./Nevada Constitution		*3*
Fine Arts Course		*3*
Humanities Course		*3*
Science Course		*3*
YEAR TWO: THIRD & FOURTH SEMESTER		
Take courses that meet requirements for the major at intended transfer school.		

Bachelor Degree Pathways

WNC has 2+2 partnerships with UNR and many other institutions to make completing your degree at WNC and transferring later as smooth as possible. The Associate of Arts degree is designed so students may tailor it to meet degree requirements for a variety of majors at transfer institutions.

Art
Explore your creative side by studying art history, painting, sculpture, ceramic, photography, print making and digital media. Careers in graphic design, interior design, teaching and more are possible with an art degree.

Criminal Justice
Students can explore and prepare for various career opportunities in criminal justice, law enforcement, parole and probation and more.

Education
Educating Nevada's youth is a rewarding career that is in high demand in our state. Through a partnership with Nevada State College, students who earn an AA at WNC can take classes at WNC and online to earn a bachelor's degree without leaving the area. Students can also transfer to UNR or another college to pursue a degree in education.

General Studies
Students who are undecided about their career or feel their interests require an individualized approach can explore a variety of academic disciplines and professional fields.

Graphic Design
*Students interested in earning a bachelor degree in Graphic Design can complete an Associate of Arts degree at WNC and then transfer and earn a bachelor degree from the University of Nevada, Reno. Courses with an * direct transfer to UNR. Students should work closely with a counselor when planning their schedules.*

History
An appreciation for research and historic exploration can open doors to career opportunities that value historical research and writing skills, such as teaching, research analytics, archiving, law, and more.

Human Development & Family Studies
A passion to work with individuals and families can lead to a variety of career options. HDFS grads are in demand in businesses, community settings and organizations because of their knowledge of family and group dynamics and their skills in program development and training.

Journalism
Turn your passion for storytelling into a career in news, advertising, public relations, and other media. The professional world

has many opportunities for individuals with an ability use written and oral communication to influence others.

Psychology
Psychology is one of the largest majors at UNR and complements many career fields. Understanding principles of behavior can aid in communication, supervising and many other facets of professional life.

Sociology
If society and social classes interest you, then sociology is your career path. Students with this bachelor's degree pursue careers in criminal justice, journalism political science and more.

Social Work – WNC/UNR 3+1 Collaborative
As a profession, social work supports the welfare of individuals in a community by tackling problems related to poverty, discrimination, addiction, domestic violence and disabilities. Students can complete nearly 3 years (5 semesters) of a UNR social work bachelor degree at WNC.

Associate of Business (AB)

Catalog Year 2019 - 2020

- *Program Requirements*
- *Requirements & Course Sequence*

Program Requirements

27 Units

Accounting: 201, 202
Economics: 102, 103, 261, 262
Information Systems: 101
Marketing: 210
Mathematics: 176

NOTE: If student does not meet the prerequisite for MATH 176, MATH 126 may be used as a degree elective and should be taken in the first semester.

Transfer Requirement or General Electives – 12 units

Students should take courses that meet requirements for their major at their intended transfer school. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.

Recommended: BUS 101
For UNR transfer, COM 101 or 113 and 2 courses from Anthropology 101, Political Science 231, Psychology 101, Sociology 101 are recommended.

Requirements & Course Sequence

General Education Requirements

Course	***Title***	***Units***
GENERAL EDUCATION REQUIREMENTS		***minimum 21 Units***
ENGLISH/COMMUNICATIONS		***6 Units***
English: 101, or 102		
FINE ARTS		***3 Units***
Art: 100, 101, 135, 124, 141, 160, 211, 214, 231, 260, 261*		
Humanities: 101		
Music: 121, 124, 125, 176		
Music: Ensemble: 101, 131, 135*		
Theatre: 100, 105, 180*		
** Course may not meet the fine arts requirement at all universities. Please see a counselor.*		
HUMANITIES		***3 Units***
Core Humanities: 201, 202		
English: 200, 223		
History: 105, 106, 208, 209, 247		
Philosophy: 101, 135, 200, 203, 204, 207, 210, 224		

Course	Title	Units
UNR TRANSFER STUDENTS, CHOOSE AT LEAST ONE OF THE FOLLOWING COURSES:		
Core Humanities: 201, 202		
History: 105, 106		
Philosophy: 200, 207		
MATHEMATICS		
See Program Requirements		
SCIENCE		**6 Units**
Anthropology: 102, 110L		
Astronomy: 109, 110, 120		
Atmospheric Sciences: 117		
Biology: 100, 113, 190, 191, 200		
Chemistry: 100, 121, 122		
Environmental Studies: 100, 101		
Geography: 103, 104, 121		
Geology: 100, 101, 102, 103, 105, 201		
Nutrition: 121		
Physics: 100, 151, 152, 180 & 180L		
Note: Completion of CHEM 121 or BIOL 190, BIOL 223 and BIOL 224, and BIOL 251 fulfills the science general education requirement.		
SOCIAL SCIENCES		**3 Units**
See Program Requirements		
U.S. & NEVADA CONSTITUTION		**3-6 Units**
Must meet both requirements. Choose from:		
Core Humanities: 203		
History: 111		
History: 101 and one of the following: HIST 102, HIST 217, PSC 100, PSC 208		
Political Science: 101, 103		

Suggested Course Sequence

Course	Title	Units
FIRST SEMESTER		
ENG 101	Composition I	3
ECON 102	Principles of Microeconomics	3
MATH 176	Introductory Calculus for Business & Social Sciences	3
Fine Arts Course		3

Course	Title	Units
General Elective		3
SECOND SEMESTER		
ENG 102	Composition II	3
ECON 103	Principles of Macroeconomics	3
IS 101	Introduction to Information Systems	3
Science Course		3
U.S./Nevada Constitution		3
THIRD SEMESTER		
ACC 201	Financial Accounting	3
ECON 261	Principles of Statistics I	3
General Elective		3
Humanities Course		3
Science Course		3
FOURTH SEMESTER		
ACC 202	Managerial Accounting	3
CON 262		
MKT 210	Marketing Principles	3
Humanities Course		3
General Elective		3

Bachelor Degree Pathways

WNC has 2+2 partnerships with UNR and many other institutions to make completing your degree at WNC and transferring later as smooth as possible. The Associate of Business degree is designed so students may tailor it to meet degree requirements for a variety of majors at transfer institutions.

Accounting
Use your strength in math and numbers for public, industrial, tax, managerial or government accounting. Many opportunities are available because finance and budgets are the backbone of every organization.

Economics
Work for the government, businesses or nonprofit organizations as an economic and statistical analyst. Provide cutting-edge economic research, and assist public and private decision makers in practical ways.

Finance
Skilled with numbers? Make them work for you in financial management, banking, investments and insurance careers. You will learn the skills to credibly weigh in on fiscal matters dealing with business investment and stock and mutual fund research and analysis.

Management
Planning, organizing and leading people and projects are key components for all organizations and business. Students can expect to learn about human resources, general business management, entrepreneurship and related topics.

Marketing
Become a vital component of a company or organization by having the ability to provide strategic insight. Identify customers, develop ad campaigns, conduct business development research and explore new areas of brand promotion.

Associate of Science (AS)

Catalog Year 2019 - 2020

- *Program Requirements*
- *Requirements & Course Sequence*

Program Requirements

A Minimum of 18 units chosen from the following:

Science
12 units
Choose a minimum of 8 units from Group A.

GROUP A:
Anthropology: 102 & 110L
Biology: 190, 191, 251
Chemistry: 121, 122
Geology: 101, 102, 103
Geography: 103 & 104, or 121
Physics: 151, 152, 180 & 180L,
181 & 181L, 182 & 182L

Mathematics
6 units
Math 181 or higher required.
Mathematics: 126, 127, 128, 176, 181,
182, 283, 285, 330
Statistics: 152

GROUP B:
Astronomy: 109, 110, 120
Atmospheric Sciences: 117
Biology: 200, 223, 224
Chemistry: 220
Computer Engineering: 201
Computer Science: 135, 202
Engineering Science: 100
Environmental Studies: 100, 101
Geology: 105, 201
Mechanical Engineering: 241, 242

Note: Completion of the Associate of Science program requirements fulfills the respective mathematics and science general education requirements.

Transfer Requirement & Electives – 19-24 units
Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major
may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.

Requirements & Course Sequence

General Education Requirements

Course	***Title***	***Units***
GENERAL EDUCATION REQUIREMENTS		***18-23 Units***
ENGLISH/COMMUNICATIONS		***6-8 Units***
English: 100, 101, or 102		
FINE ARTS		***3 Units***
Art: 100, 101, 135, 124, 141, 160, 211, 214, 231, 260, 261*		

Course	Title	Units
Humanities: 101		
Music: 121, 124, 125, 176		
Music: Ensemble: 101*, 131, 135		
Theatre: 100, 105*, 180		
* Course may not meet the fine arts requirement at all universities. Please see a counselor.		
HUMANITIES		**3 Units**
Core Humanities: 201, 202		
English: 200, 223		
History: 105, 106, 207, 208, 209, 247		
Philosophy: 101, 135, 200, 203, 204, 207, 210, 224		
UNR TRANSFER STUDENTS, CHOOSE AT LEAST ONE OF THE FOLLOWING COURSES:		
Core Humanities: 201, 202		
History: 105, 106		
Philosophy: 200, 207		
MATHEMATICS		
See Program Requirements		
SCIENCE		
See Program Requirements		
SOCIAL SCIENCES		**3 Units**
Choose from the following list:		
Anthropology: 101, 201, 202, 212, 215		
Core Humanities: 203		
Criminal Justice: 101, 102		
Economics: 100, 102, 103		
Geography: 106, 200		
History: 101, 102, 111, 217		
Political Science: 103, 208, 231		
Psychology: 101, 102, 233, 234, 240, 257, 261		
Sociology: 101		
U.S. & NEVADA CONSTITUTION		**3-6 Units**
Must meet both requirements. Choose from:		
Core Humanities: 203		
History: 111		
History: 101 and one of the following: HIST 102, HIST 217, PSC 100, PSC 208		
Political Science: 101, 103		

Course	Title	Units
History & Political Science Combination (History 101 and Political Science 208)		

Suggested Course Sequence

Course	Title	Units
YEAR ONE		
FIRST SEMESTER		
ENG 100 or 101		3
HIST 101	U.S. History to 1877	3
EPY 150	Strategies for Academic Success	3
MATH 181	Calculus I	4
Fine Arts Course		3
SECOND SEMESTER		
ENG 102	Composition II	3
U.S./Nevada Constitution		3
MATH 182 or STAT 152		3-4
Science (Group A)		4-6
YEAR TWO: THIRD & FOURTH SEMESTER		
Take courses that meet requirements for the major at intended transfer school.		

Bachelor Degree Pathways

WNC has 2+2 partnerships with UNR and many other institutions to make completing your degree at WNC and transferring later as smooth as possible. The Associate of Science degree is designed so students may tailor it to meet degree requirements for a variety of majors at transfer institutions.

Biology
A strong foundation in biology can lead to many career paths in health and environmental science, education, research and more.

Chemistry
A solid background in science and mathematics can lead to careers in education, industry, government, medicine and more. Students will have hands-on experience in a lab environment throughout college studies.

Community Health Science/Nutrition/Kinesiology
Explore health from many perspectives: emotional, social, spiritual, intellectual, environmental and physical. Students will be prepared to work in a variety of public and private positions, such as hospital administration, community health educator and fitness trainer.

Computer Science
Enter a field that is growing at a rapid pace, learning to solve societal problems with computers. Because students are provided a well-rounded education in computer science and computer engineering, they will have the versatility employers are seeking.

Engineering
There are many fields in engineering to consider: Civil, mining, mechanical, environmental, chemical and biomedical, computer, metallurgical and geological. These fields are well-compensated and offer promising futures.

Environmental Science
Make a difference by preparing to solve a wide variety of environmental problems and focus on areas such as policy, environmental pollution and more. Students will become knowledgeable in animal science, wildlife science, soils, botany and ecology.

Geology

Learn about the major earth systems and the geologic processes that create and shape them. Find work in energy companies, engineering firms, research institutions, government agencies, colleges and universities.

Math
Individuals with a skill for math and calculations can balance their abilities with arts, humanities, and other general studies for careers in education, finance, computing, science and more.

Associate of General Studies (AGS)

Catalog Year 2019 - 2020

- *Program Requirements*
- *Requirements & Course Sequence*

Program Requirements

English/Communications

6 units

Must include a three-credit writing course.
Business: 107, 108
Communication: 101, 102, 113
Criminal Justice: 103
English
Journalism: 201
Reading
Writing Course (Business 108, English 100, 101, 102, 107 or any other 200 level English class)

Fine Arts & Humanities

3 units

American Sign Language
Art
Core Humanities: 201, 202
Crafts
English: 190, 200, 223, 243, 250, 252, 267, 271, 282, 297
Foreign Languages
Graphic Design
History: 105, 106, 207, 208, 209, 247
Humanities: 101
Music
Philosophy (except for PHIL 102, 114)
Theatre: 100, 105, 180

Mathematics

3 units

Business: 109
Economics: 261, 262
Mathematics
Psychology: 210
Sociology: 210
Statistics: 152

Science

3 units

Anthropology: 102, 110L
Astronomy: 109, 110, 120
Atmospheric Sciences: 117
Biology (except for BIOL 208, 223, 224, 251)
Chemistry (except for CHEM 220, 241, 241L, 242, 242L)
Environmental Studies
Geography: 103, 104, 121
Geology: (except for GEOL 111, 112, 113, 229)
Nutrition: 121
Physics (except for PHYS 293)

Social Sciences

3 units

Anthropology: 101, 201, 202, 210, 212, 215
Core Humanities: 203
Criminal Justice
Economics: 100, 102, 103
Geography: 106, 200
History: 101, 102, 111, 217, 295

Political Science
Psychology (except for PSY 210)
Sociology (except for SOC 210)

U.S. & Nevada Constitution
3-6 units
Must meet both requirements. Choose from:
Core Humanities: 203
History: 111
History: 101 and one of the following:
HIST 102, HIST 217, PSC 100, PSC 208
Political Science: 101, 103
History and Political Science
Combination (History 101 and Political Science 208)

Requirements & Course Sequence

Students may choose from any occupational or general education courses to be used as electives for this degree. Some non-traditional credit approved by Admissions and Records may be applicable to satisfy course requirements for occupational degrees, while other such units may be used as electives for the AGS and AAS degrees only. Students planning to transfer to the University of Nevada, Reno should use the UNR core curriculum guide to satisfy general education requirements.

Associate of Applied Science (AAS)

Students enrolled in an applied science program will benefit from "hands-on" laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

Although the AAS degree is not designed to be a transfer program, some courses will transfer to four-year colleges or universities. Students who wish to transfer to a four-year school should consult a WNC counselor. Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of Applied Science degree at WNC. A maximum of six units of special topics classes in one subject area may apply toward any WNC degree.

Mission:

The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

Student Learning Outcomes:

- *Have met the institutional student learning outcomes.*
- *Know the subject matter appropriate to the emphasis of the degree.*
- *Have acquired skills and can perform tasks necessary for employment or career advancement.*

Catalog Year 2019 - 2020

- *Program Requirements*
- *General Education Requirements*

Program Requirements

36-39 Units*The number of units required may vary by emphasis. Some units earned in nontraditional courses may be considered for elective credit and may require review in order to be applied to the AAS degree.Program requirements can be found on the programs of study pages.*

General Education Requirements

General Education Requirements

Course	***Title***	***Units***
GENERAL EDUCATION REQUIREMENTS		***21-24 Units***
ENGLISH/COMMUNICATIONS		***6 Units***
Must include a writing course.		
Business: 107, 108		
Communication: 101, 102, 113		
Criminal Justice: 103		
English		
Journalism: 201		
Reading		
Writing Course: Business 108, English 100, 101, 102, 107 or any 200 level English class		
HUMAN RELATIONS		***3 Units***
Anthropology: 101, 201		
Business: 110		

Course	Title	Units
Counseling and Personal Development: 117, 129		
Criminal Justice: 270		
Early Childhood Education: 121		
Education Psychology: 150		
Human Development & Family Studies: 201, 202		
Management: 201, 212, 283		
Nursing 261		
Psychology (except for PSY 210)		
Sociology (except for SOC 210)		
HUMANITIES/SOCIAL SCIENCES		***3 Units***
Choose from either area:		
Humanities		
Art: 100, 101, 124, 135, 160, 214, 224, 241, 260, 261*		
Core Humanities: 201, 202		
English: 200, 221, 223, 250, 261, 266, 267, 271, 275		
History: 105, 106, 207, 208, 209, 247		
Humanities: 101		
Music: 111, 121, 124, 125, 134, 176*		
Music Ensemble: 131, 135		
Philosophy (except for PHIL 102, 114)		
Theatre: 100, 105, 180		
Social Sciences		
Anthropology: 101, 201, 202, 210, 212, 215		
Core Humanities: 203		
Criminal Justice: 101, 102, 120, 215, 220, 225, 226, 230, 270		
Economics: 100, 102, 103		
Geography: 106, 200		
History: 101, 102, 111, 217, 295		
Political Science		
Psychology (except for PSY 210)		
Sociology (except for SOC 210)		
** Course may not meet the fine arts requirement at all universities. See a counselor.*		
MATHEMATICS		***3 Units***
Business: 109		
Economics: 261, 262		
Mathematics		

Course	Title	Units
Psychology: 210		
Sociology: 210		
Statistics: 152		
SCIENCE		***3 Units***
Anthropology: 102, 110L		
Astronomy: 109, 110, 120		
Atmospheric Sciences: 117		
Biology (except for BIOL 208, 223, 224, 251)		
Chemistry (except for CHEM 220, 241, 241L, 242, 242L)		
Environmental Studies		
Geography: 103, 104, 121		
Geology (except for GEOL 111, 112, 113, 299)		
Nutrition: 121		
Physics (except for PHYS 293)		
U.S. & NEVADA CONSTITUTION		***3-6 Units***
Must meet both requirements. Choose from:		
Core Humanities: 203		
History: 101 & 207		
History: 101 & 102		
History: 111		
History: 101 and one of the following: *HIST 102, HIST 217, PSC 100, PSC 208*		
Political Science: 101, 103		
History and Political Science Combination (History 101 and Political Science 208)		

Certificate of Achievement (CP)

For those desiring a shorter course of study, WNC offers Certificates of Achievement in many occupational areas. Students enrolled in any of these programs will benefit from "hands-on" laboratory experiences within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement. In some cases, courses may not transfer to other Nevada community colleges and Nevada State College or to other colleges and universities.

See a WNC counselor for the latest transfer information. Courses with a number under 100 (such as ENG 95) are not applicable toward a Certificate of Achievement at WNC. Courses completed through Certificates of Achievement provide basis for Associate of Applied Science degrees.

Certificate Requirements

30 total units chosen from the following categories:

English/Communications
3-6 units
Must include a writing course.
Business: 107, 108
Communication: 101, 102, 113
Criminal Justice: 103
English
Journalism: 201
Reading
Writing Course; Business 108,
English 100, 101, 102, 107 or any other
200 level English class.

Mathematics
3 Units
Business: 109
Economics: 261, 262
Mathematics
Psychology: 210
Sociology: 210
Statistics: 152

Human Relations
1-3 units

Anthropology: 101, 201Business: 110
Counseling and Personal Development: 117, 129
Criminal Justice: 270
Early Childhood Education: 121
Educational Psychology: 150
Human Development & Family Studies: 201, 202
Management: 201, 212, 283
Nursing: 261
Psychology (except for PSY 210)
Sociology (except for SOC 210)

Program Requirements
30 units are required for any certificate of achievement, although the exact number of units required may differ with particular subject matter.

Certification and Licensing Preparation (CL)

Students can earn an industry-recognized certification in as little as 8 weeks and enter the workforce above entry level. Certification and licensing preparation programs are designed to prepare students to take state or other certified licensing exams. WNC will issue a certificate of completion for the courses of study, unless otherwise noted.

***NOTE:** While these courses are designed to prepare students to take a licensing or industry certification exam, the completion of these courses does not include the actual licensing exam, and successful completion of the courses does not guarantee receiving the license or certification.*

Advanced Manufacturing
Industrial Electronics Technology
Manufacturing Technician
Mechatronics Level I and Level II

Allied Health
Certified Nursing Assistant
Emergency Medical Services
Laboratory Technician-Phlebotomy

Automotive Technology
Automotive Collision Repair
Automotive Service Excellence

Business/Accounting
Bookkeeping

Computer Information Technology
Cisco Networking
CyberSecurity
Microsoft Certification

Construction
Certified Inspector of Structures
Ramsdell Construction Academy
Construction Craft Laborer

Deaf Studies
Interpreting

Machine Tool Technology
National Institute for Metalworking Skills

Teacher Education
Nevada State College Partnership
Bachelor Degree State Licensure Preparation
Praxis Exam Preparation

Welding
American Welding Society

Technology - Automated Systems AAS

This program further develops knowledge and skills for the automated environment where the integration of computers and electronic technologies control industrial systems and machines in manufacturing, distribution and logistics environments. The MT1 credential is earned as part of this degree and courses include SolidWorks for 3-D modeling and Alternative Energy, in addition to electronics used in manufacturing, integrated computer tools, wiring and PLC electrical controls. This degree provides students with technical theory and hands-on practice to install, operate and maintain automated systems for a variety of industries.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 121	Electrical Control Systems	1
AIT 155	Applied Industrial Technology Hands On Lab	3
ET 104	Fabrication and Soldering Techniques	3
ET 131	Dc for Electronics	4
ET 132	Ac for Electronics	4
MT 115	Applied Programmable Logic Controllers I	3
CHOOSE AT LEAST 14 UNITS FROM THE FOLLOWING PROGRAM ELECTIVES:		
CADD 100	Introduction to Computer Aided Drafting	3
CADD 245	Solid Modeling and Parametric Design	3
CIT 161		
DFT 110	Blueprint Reading for Industry	3
Any AIT, ELM, ET or MT course		Varies
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend BUS 107 Must include a writing course		6
Human Relations Requirement Recommend BUS 110		3
Humanities/Social Science Requirements		3
Mathematics Requirement		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
AUTOMATED SYSTEMS		
FIRST SEMESTER		
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 155	Applied Industrial Technology Hands On Lab	3
English Course: BUS 107		3
ET 131	Dc for Electronics	4
SECOND SEMESTER		
ET 132	Ac for Electronics	4
General Elective		3
Humanities/Social Science		3
Human Relations Course		3
MATH 110	Mathematics for Industry	3
THIRD SEMESTER		
AIT 121	Electrical Control Systems	1
English Course		3
Program Electives		7-9
U.S./Nevada Constitution		3
FOURTH SEMESTER		
ET 104	Fabrication and Soldering Techniques	3
MT 115	Applied Programmable Logic Controllers I	3
Program Electives		5-7
Science Course		3

Technology - General Industrial AAS

This degree develops fundamental skills and knowledge in electrical and mechanical systems, and basic fabrication. Students will be prepared for careers in a variety of industries and facilities with a focus on installation, operation, and maintenance of industrial systems using tools and equipment. A broad base of study including hands-on practice and theoretical knowledge prepares students for technical positions in manufacturing, logistics, distribution and related fields.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 155	Applied Industrial Technology Hands On Lab	3
DFT 110	Blueprint Reading for Industry	3
Any MTT Courses		5
Any WELD Courses		5
CHOOSE AT LEAST 16 UNITS FROM THE FOLLOWING:		
AIT, CADD, ELM, ET, ENRG, IT, MTT, MT, WELD		
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend BUS 107 Must include a writing course		6
Human Relations Requirement Recommend BUS 110		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend: MATH 110		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
GENERAL INDUSTRIAL TECHNOLOGY		
FIRST SEMESTER		
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 155	Applied Industrial Technology Hands On Lab	3
DFT 110	Blueprint Reading for Industry	3
English Course: BUS 107		3

Course	Title	Units
Math Course		3
MTT 105	Machine Shop I	3
SECOND SEMESTER		
English Course		3
MTT 110	Machine Shop II	3
Program Elective		3
Science Elective		3
THIRD SEMESTER		
Human Relations: BUS 110		3
Humanities/Social Science		3
Program Electives		5
WELD 211	Welding I	3
FOURTH SEMESTER		
General Elective		3
Program Electives		6
U.S./Nevada Constitution		3
WELD 221	Welding II	3

Technology - Mechatronics AAS

Mechatronics is the high-tech field combining electrical, mechanical, fluid power, and control systems in industrial environments. This technical degree program ensures hands-on experience and operational knowledge as aligned with the rigorous Siemens Mechatronics industry certification exam objectives. Class and lab experiences include developing a troubleshooting mindset through the systems approach to automated systems, such as problem-solving, research, safety, documentation and effective teamwork. The Mechatronics degree specialization builds on field experience and/or the Manufacturing Technician Level 1 (MT1) certification and will prepare students for Level 1 and Level 2 Siemens Mechatronic Systems Certification exams.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**34 Units**
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 250	Mechatronics: Electrical Components	3
AIT 251	Mechatronics: Mechanical Components	3
AIT 252	Mechatronics: Pneumatic & Hydraulic	3
AIT 253	Mechatronics: Programmable Logic Controllers	3
AIT 270	Mechatronics 2: Process Control Technologies	3
AIT 271	Mechatronics 2: Intro to Totally Integrated Automation	3
AIT 272	Mechatronics 2: Automation Systems	3
AIT 273	Mechatronics 2: Motor Control	3
AIT 274	Mechatronics 2: Mechanics and Machine Elements	3
AIT 275	Mechatronics 2: Manufacturing Processes	3
CHOOSE AT LEAST 2 UNITS FROM THE FOLLOWING PROGRAM ELECTIVES:		
Any AIT, CADD, ELM, ET, ENRG or MT course		2
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend: BUS 107, BUS 108 (writing course), ENG 100, 101, 102, 107 or other 200 level English courses		6
Human Relations Requirement Recommend BUS 110		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend MATH 110		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
MECHATRONICS TECHNOLOGY		
FIRST SEMESTER		
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 250	Mechatronics: Electrical Components	3
AIT 251	Mechatronics: Mechanical Components	3
AIT 252	Mechatronics: Pneumatic & Hydraulic	3
AIT 253	Mechatronics: Programmable Logic Controllers	3
SECOND SEMESTER		
English Course BUS 107 or ENG 107 Rec.		6
Math Course		3
Program Elective		3
Science Course		3
THIRD SEMESTER		
AIT 270	Mechatronics 2: Process Control Technologies	3
AIT 271	Mechatronics 2: Intro to Totally Integrated Automation	3
AIT 272	Mechatronics 2: Automation Systems	3
Human Relations Course		3
Humanities/Social Science		3
FOURTH SEMESTER		
AIT 273	Mechatronics 2: Motor Control	3
AIT 274	Mechatronics 2: Mechanics and Machine Elements	3
AIT 275	Mechatronics 2: Manufacturing Processes	3
General Elective		3
U.S./Nevada Constitution		3

Industrial Electronics Technology - CP

Designed to provide fundamental knowledge of and experience with industrial electronic components and systems to learn job skills applicable in a variety of technical environments including automated systems. Students will learn about and use equipment, tools and processes that involve electrical and electronic equipment to prepare for International Society of Certified Electronics Technicians (ISCET) certification as a Certified Electronics Technician associate and be prepared to work as a technician in assembly or troubleshooting positions.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**18 Units**
AIT 101	Fundamentals Of Applied Industrial Technology	4
ET 104	Fabrication and Soldering Techniques	3
ET 131	Dc for Electronics	4
MT 115	Applied Programmable Logic Controllers I	3
CHOOSE AT LEAST 4 UNITS FROM THE FOLLOWING PROGRAM ELECTIVES:		
AIT 121	Electrical Control Systems	2
AIT 155	Applied Industrial Technology Hands On Lab	1-4
AIT 198	Special Topics in Applied Industrial Technology	1-4
AIT 200	Applied Industrial Technology Projects	1-4
ET 132	Ac for Electronics	4
ET 198	Spec Topics: Electronics	1-4
ET 200	Electronics Projects	1-4
GENERAL EDUCATION REQUIREMENTS		**12 Units**
English/Communications Requirement: Recommend BUS 107, and BUS 108, ENG 101 or ENG 107 Must include a writing course		6
Human Relations Requirement Recommend BUS 110		3
Mathematics Requirement: Recommend: MATH 110		3

Suggested Course Sequence

Course	Title	Units
AUTOMATED SYSTEMS		
FIRST SEMESTER		
AIT 101	Fundamentals Of Applied Industrial Technology	4
ET 131	Dc for Electronics	3

Course	Title	Units
English Course		3
Human Relations Course		3
Program Elective		3
SECOND SEMESTER		
ET 104	Fabrication and Soldering Techniques	4
MT 115	Applied Programmable Logic Controllers I	3
English Course		3
Mathematics Course		3
Program Elective		2

General Industrial Technology - CP

This degree develops fundamental skills and knowledge in electrical and mechanical systems, and basic fabrication. Students will be prepared for careers in a variety of industries and facilities with a focus on installation, operation, and maintenance of industrial systems using tools and equipment. A broad base of study including hands-on practice and theoretical knowledge prepares students for technical positions in manufacturing, logistics, distribution and related fields.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**18 Units**
AIT 101	Fundamentals Of Applied Industrial Technology	4
Any MTT Courses		5
Any WELD Courses		5
CHOOSE AT LEAST 4 UNITS FROM THE FOLLOWING:		
AIT, ELM, ET, ENRG, IT, MTT, MT, WELD		4
GENERAL EDUCATION REQUIREMENTS		**12 Units**
English/Communications Requirement: Recommend: BUS 107, and BUS 108, ENG 101 or ENG 107 Must include a writing course		6
Human Relations Requirement Recommend: BUS 110		3
Mathematics Requirement Recommend: MATH 110		3

Suggested Course Sequence

Course	Title	Units
GENERAL INDUSTRIAL TECHNOLOGY		
FIRST SEMESTER		
AIT 101	Fundamentals Of Applied Industrial Technology	4
MTT 115		3
Welding Course		2
English Course		3
Human Relations Course		3
SECOND SEMESTER		
Machine Tool Course		4
Welding Course		3
Program Elective		2
English Course		3

Course	Title	Units
Mathematics Course		3

Mechatronics - CP

Mechatronics is the high-tech field combining electrical, mechanical, fluid power, and control systems in industrial environments. This certificate program ensures hands-on experience and operational knowledge as aligned with the rigorous Siemens Mechatronics industry certification exam objectives in addition to expanded technical studies. Class and lab experiences include developing a troubleshooting mindset through the systems approach to automated systems, such as problem-solving, research, safety, documentation and effective teamwork. The Mechatronics certificate builds on field experience and/or the Manufacturing Technician Level 1 (MT1) certification for a well-rounded college certificate of achievement.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**18 Units**
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 102	Measurement Tools and Methods	2
AIT 250	Mechatronics: Electrical Components	3
AIT 251	Mechatronics: Mechanical Components	3
AIT 252	Mechatronics: Pneumatic & Hydraulic	3
AIT 253	Mechatronics: Programmable Logic Controllers	3
GENERAL EDUCATION REQUIREMENTS		**12 Units**
English/Communications Requirement: Recommend: BUS 107 (Business Speech) & ENG 107 (Technical Writing) or ENG 101 (Composition 1) Must Include a writing course		6
Human Relations Requirement Recommend: BUS 110 (Human Relations for Employment)		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend MATH 110 (Shop Mathematics)		3

Suggested Course Sequence

Course	Title	Units
MECHATRONICS TECHNOLOGY		
FIRST SEMESTER		
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 102	Measurement Tools and Methods	2
English Course		2
Human Relations Course		3
Mathematics Course		3
SECOND SEMESTER		

Course	Title	Units
AIT 250	*Mechatronics: Electrical Components*	*3*
AIT 251	*Mechatronics: Mechanical Components*	*3*
AIT 252	*Mechatronics: Pneumatic & Hydraulic*	*3*
AIT 253	*Mechatronics: Programmable Logic Controllers*	*3*
English Course		*3*

Industrial Electronics Technician

This course of study prepares students for the Certified Electronics Technician Associate Exam, which is administered by the International Society of Certified Electronics Technicians (ISCET). Upon completion of the coursework, student will have learned basic electronics, math, DC and AC circuits, transistors and troubleshooting.

Required Courses

Course	Title	Units
AIT 101	Fundamentals Of Applied Industrial Technology	4
ET 131	Dc for Electronics	4
ET 132	Ac for Electronics	4

Manufacturing Technician

The Manufacturing Technician program is the entry point for Advanced Manufacturing studies as it prepares students to earn the Manufacturing Technology Level 1 (MT1) credential. The MT1 documents that an individual is prepared for above entry-level industrial technology positions with fundamental knowledge and skills in the topics of electrical and mechanical systems, and general manufacturing concepts and technologies. Students will prepare for the certification exams through foundational class and lab work that is technology driven and hands-on and gain experience beyond that of a typical machine operator. The nationally recognized MT1 certification is embedded into this 3-course series and is issued by the Manufacturing Skills Institute as well as endorsed by the National Association of Manufacturers.

Required Courses

Course	Title	Units
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 155	Applied Industrial Technology Hands On Lab	3
AIT 200	Applied Industrial Technology Projects	3

Mechatronics Foundation

Mechatronics is the high-tech field combining electrical, mechanical, fluid power, and control systems in industrial environments. This certificate program ensures hands-on experience and operational knowledge as aligned with the rigorous Siemens Mechatronics industry certification exam objectives in addition to expanded technical studies. Class and lab experiences include developing a troubleshooting mindset through the systems approach to automated systems, such as problem-solving, research, safety, documentation and effective teamwork. The Mechatronics certificate builds on field experience and/or the Manufacturing Technician Level 1 (MT1) certification for a well-rounded college certificate of achievement.

Required Courses

Course	Title	Units
AIT 250	Mechatronics: Electrical Components	3
AIT 251	Mechatronics: Mechanical Components	3
AIT 252	Mechatronics: Pneumatic & Hydraulic	3
AIT 253	Mechatronics: Programmable Logic Controllers	3

Mechatronics Foundation 2

Building upon the Mechatronics Level 1 certificate, Mechatronics Level 2 represents continued development of the knowledge and skills technicians need to work with electrical, mechanical, fluid power and PLC components. Level 2 coursework incorporates programming of modules, implementing and modifying processes and tools, and troubleshooting complex issues in mechatronic systems. WNC holds the distinction of being a Siemens Industrial Training (SITRAIN) partner school, and the series of six level-two classes prepares students for the rigorous Mechatronic Systems Associate exam that validates knowledge and skill through this internationally recognized credential.

Required Courses

Course	Title	Units
AIT 270	Mechatronics 2: Process Control Technologies	3
AIT 271	Mechatronics 2: Intro to Totally Integrated Automation	3
AIT 272	Mechatronics 2: Automation Systems	3
AIT 273	Mechatronics 2: Motor Control	3
AIT 274	Mechatronics 2: Mechanics and Machine Elements	3
AIT 275	Mechatronics 2: Manufacturing Processes	3

Mechantronics Technology

Mechatronics is the high-tech field combining electrical, mechanical, fluid power, and control systems in industrial environments. This technical degree program ensures hands-on experience and operational knowledge as aligned with the rigorous Siemens Mechatronics industry certification exam objectives. Class and lab experiences include developing a troubleshooting mindset through the systems approach to automated systems, such as problem-solving, research, safety, documentation and effective teamwork. The Mechatronics degree specialization builds on field experience and/or the Manufacturing Technician Level 1 (MT1) certification and will prepare students for Level 1 and Level 2 Siemens Mechatronic Systems Certification exams.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**34 Units**
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 250	Mechatronics: Electrical Components	3
AIT 251	Mechatronics: Mechanical Components	3
AIT 252	Mechatronics: Pneumatic & Hydraulic	3
AIT 253	Mechatronics: Programmable Logic Controllers	3
AIT 270	Mechatronics 2: Process Control Technologies	3
AIT 271	Mechatronics 2: Intro to Totally Integrated Automation	3
AIT 272	Mechatronics 2: Automation Systems	3
AIT 273	Mechatronics 2: Motor Control	3
AIT 274	Mechatronics 2: Mechanics and Machine Elements	3
AIT 275	Mechatronics 2: Manufacturing Processes	3
CHOOSE AT LEAST 2 UNITS FROM THE FOLLOWING PROGRAM ELECTIVES:		
Any AIT, CADD, ELM, ET, ENRG or MT course		2
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend: BUS 107, BUS 108 (writing course), ENG 100, 101, 102, 107 or other 200 level English courses		6
Human Relations Requirement Recommend BUS 110		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend MATH 110		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
MECHATRONICS TECHNOLOGY		
FIRST SEMESTER		
AIT 101	Fundamentals Of Applied Industrial Technology	4
AIT 250	Mechatronics: Electrical Components	3
AIT 251	Mechatronics: Mechanical Components	3
AIT 252	Mechatronics: Pneumatic & Hydraulic	3
AIT 253	Mechatronics: Programmable Logic Controllers	3
SECOND SEMESTER		
English Course BUS 107 or ENG 107 Rec.		6
Math Course		3
Program Elective		3
Science Course		3
THIRD SEMESTER		
AIT 270	Mechatronics 2: Process Control Technologies	3
AIT 271	Mechatronics 2: Intro to Totally Integrated Automation	3
AIT 272	Mechatronics 2: Automation Systems	3
Human Relations Course		3
Humanities/Social Science		3
FOURTH SEMESTER		
AIT 273	Mechatronics 2: Motor Control	3
AIT 274	Mechatronics 2: Mechanics and Machine Elements	3
AIT 275	Mechatronics 2: Manufacturing Processes	3
General Elective		3
U.S./Nevada Constitution		3

Technology - Automotive Mechanics AAS

This program offers students an opportunity to acquire the necessary skills and technical theory for a successful career as an automotive mechanic. Individuals who are now employed in the automotive mechanics field will be able to upgrade their knowledge. Students obtaining this associate degree will have completed courses of a very technical nature, chosen to complement each other and provide breadth and depth of diagnostic and repair skill abilities necessary to work in a service facility.

Mission:

The mission of the Associate of Applied Science in Automotive Mechanics is to provide employment-related knowledge and skills necessary to succeed as a professional in a chosen field of study.

Student Learning Outcomes:

Students who complete an Associate of Applied Science in Automotive Mechanics are expected to:
Know the subject matter appropriate to the emphasis of the degree. (WNC SLO 1,3,6,7)
Communicate effectively and appropriately, in oral and written form. (WNC SLO 2)
Locate, evaluate and properly utilize the tools and resources appropriate to a technology degree professional. (WNC SLO 1,6,7)
Acquire skills and perform tasks necessary for employment or career enhancement. (WNC SLO 1,7)
Developed an appreciation of the importance of social, ethical, legal and diversity issues. (WNC SLO 5,7)
Developed an appreciation of the need and importance of lifelong learning. (WNC SLO 1)

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 117	Advanced Auto Electronics	4
AUTO 130	Engine Reconditioning	3
AUTO 145	Automotive Brakes	4
AUTO 155	Steering & Suspension	4
AUTO 160	Auto Air Conditioning and Heating	3
AUTO 210	Automatic Transmissions & Transaxles I	3
AUTO 225	Engine Performance I/Fuel & Ignition	4
AUTO 227	Engine Performance II/Emission Control	4
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend BUS 107 & 108 Must include a writing course		6
Human Relations Requirement Recommend: BUS 110		3
Humanities/Social Science Requirement		3

Course	Title	Units
Mathematics Requirement: Recommend MATH 110		3
Science Requirement		6
U.S. and Nevada Constitution Requirement		3

Suggested Course Sequence

Course	Title	Units
AUTOMOTIVE MECHANICS		
FIRST SEMESTER		
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 130	Engine Reconditioning	3
BUS 107	Business Speech Communications	3
Mathematics Course		3
SECOND SEMESTER		
AUTO 117	Advanced Auto Electronics	4
AUTO 145	Automotive Brakes	4
AUTO 225	Engine Performance I/Fuel & Ignition	4
Humanities/Social Science Course		3
THIRD SEMESTER		
AUTO 155	Steering & Suspension	4
AUTO 160	Auto Air Conditioning and Heating	3
AUTO 227	Engine Performance II/Emission Control	4
Science Course		3
FOURTH SEMESTER		
AUTO 210	Automatic Transmissions & Transaxles I	3
BUS 108	Business Letters and Reports	3
BUS 110	Human Relations for Employment	3
Science Course		3
Human Relations Course		3
U.S./Nevada Constitution		3

Automotive Mechanics (CP)

Offers students an opportunity to acquire the necessary skills and technical theory for a successful career as an automotive mechanic. Individuals already employed in the automotive mechanics field will be able to upgrade their knowledge.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**31 Units**
PROGRAM REQUIREMENTS		**19 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 145	Automotive Brakes	4
AUTO 155	Steering & Suspension	4
AUTO 225	Engine Performance I/Fuel & Ignition	4
GENERAL EDUCATION REQUIREMENTS		**12 Units**
English/Communications Requirement: Must include a writing course		6
Human Relations Requirement Recommend: BUS 110		1
Mathematics Requirement		3
General Electives		2

Suggested Course Sequence

Course	Title	Units
AUTOMOTIVE MECHANICS		
FIRST SEMESTER		
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 145	Automotive Brakes	4
English Course		3
Human Relations Course		1
SECOND SEMESTER		
AUTO 155	Steering & Suspension	4
AUTO 225	Engine Performance I/Fuel & Ignition	4
Mathematics Course		3
English Course		3
General Elective Course		2

This page may contain links that are not visible in a printed format. For complete information visit: http://www.wnc.edu/degree/cp/auto/

Automotive Service Excellence

Prepares students for the National Automotive Service Excellence Exams.

Required Courses

Course	Title	Units
AUTOMOTIVE TRANSMISSION/TRANSAXLE		**10 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 210	Automatic Transmissions & Transaxles I	3
AUTOMOTIVE ENGINE REPAIR		**10 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 130	Engine Reconditioning	3
AUTOMOTIVE HEATING & AIR CONDITIONING		**10 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 160	Auto Air Conditioning and Heating	3
AUTOMOTIVE MAINTENANCE & LIGHT REPAIR		**11 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 227	Engine Performance II/Emission Control	4
AUTOMOTIVE MANUAL TRANSMISSION & TRANSAXLE		**10 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 227	Engine Performance II/Emission Control	3
BRAKE TECHNICIAN		**11 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 145	Automotive Brakes	4
ELECTRICAL TECHNICIAN		**11 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 117	Advanced Auto Electronics	4
STEERING & SUSPENSION TECHNICIAN		**11 Units**
AUTO 101	Introduction to General Mechanics	3

Course	Title	Units
AUTO 115	Auto Electricity & Electronics I	4
AUTO 155	Steering & Suspension	4
ENGINE PERFORMANCE TECHNICIAN		**11 Units**
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 225	Engine Performance I/Fuel & Ignition	4

Automotive Collision Repair

Prepares students for Automotive Service Excellence and I-Car Exams.

Required Courses

Course	Title	Units
AUTB 120	Automotive Collision I	3
AUTB 125	Automotive Collision II	3
AUTB 200	Automotive Refinishing I	3
AUTB 205	Auto Refinishing II	3

Business-Accounting AAS

Prepare for career entry or advancement in accounting, business, management and marketing. Students develop knowledge, skills and abilities to succeed in today's dynamic business environment. WNC offers Associate of Applied Science degrees for direct entry into the business world or an Associate of Business degree that transfers to four-year institutions.

Mission:

The purpose of the AAS Business degree is to provide the knowledge and skills necessary to be a successful manager.

Student Learning Outcomes:

Students will be able to:

- *Articulate and demonstrate their personal employment related knowledge, skills and abilities.*
- *Evaluate the impact of various economic systems and policies.*
- *Summarize, record, analyze, interpret and communicate accounting and financial information for decision-making.*
- *Devise, implement and evaluate managerial decisions, actions and outcomes.*
- *Apply technology to aid in communications and decision-making.*
- *Present research, data, analysis and conclusions through written and oral means.*
- *Describe the changing landscape of the global market and its impact on the United States.*
- *Summarize the impact of social, ethical, legal and diversity issues within contemporary business.*
- *Develop business, financial and marketing plans for established and emerging businesses.*

Required Courses

Course	***Title***	***Units***
TOTAL REQUIREMENTS		***60 Units***
CORE BUSINESS REQUIREMENTS		***30 Units***
ACC 201	*Financial Accounting*	*3*
ACC 202	*Managerial Accounting*	*3*
BUS 101	*Introduction to Business*	*3*
BUS 273	*Business Law I*	*3*
BUS 299	*Business Capstone*	*3*
ECON 102	*Principles of Microeconomics*	*3*
ECON 103	*Principles of Macroeconomics*	*3*
IS 101	*Introduction to Information Systems*	*3*
or IS 201	*Computer Applications*	
MGT 201	*Principles of Management*	*3*
MKT 210	*Marketing Principles*	*3*
ACCOUNTING DEGREE REQUIREMENTS		***6 Units***
ACC 203	*Intermediate Accounting I*	*3*
ACC 220	*Microcomputer Accounting Systems*	*3*
or ACC 223	*Introduction to Quickbooks*	
ACCOUNTING ELECTIVES		***9 Units***

Course	Title	Units
CHOOSE 9 UNITS FROM THE FOLLOWING:		
ACC 105	Taxation for Individuals	3
ACC 180	Payroll & Employee Benefit Accounting	3
ACC 204	Intermediate Accounting II	3
ACC 220	Microcomputer Accounting Systems	3
ACC 223	Introduction to Quickbooks	3
ACC 261	Governmental Accounting	3
ACC 290	Certified Bookkeeper Course	6
ACC 295	Work Experience I	3
COT 262	Intermediate Spreadsheets Concepts	3
ECON 261*	Principles of Statistics I	3
ECON 262*	Principles of Statistics II	3
GENERAL EDUCATION REQUIREMENTS		**15 Units**
English/Communications Requirement: Recommended: BUS 107, BUS 108; or ENG 101*, ENG 102*; must include a writing course		6
Mathematics Requirement		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
*Recommended for students who plan to transfer and enroll in a bachelor's degree program.		

Suggested Course Sequence

Course	Title	Units
ACCOUNTING		
FIRST SEMESTER		
ACC 201	Financial Accounting	3
or ENG 101	Composition I	
BUS 101	Introduction to Business	3
ECON 102	Principles of Microeconomics	3
IS 101	Introduction to Information Systems	3
or IS 201	Computer Applications	
SECOND SEMESTER		
ACC 202	Managerial Accounting	3
Math: BUS 109 or MATH 120 or higher		3
BUS 108	Business Letters and Reports	3
or ENG 102	Composition II	

Course	Title	Units
ECON 103	Principles of Macroeconomics	3
MGT 201	Principles of Management	3
THIRD SEMESTER		
ACC 203	Intermediate Accounting I	3
BUS 273	Business Law I	3
Science Requirement		3
Accounting Elective		3
U.S./Nevada Constitution		3
FOURTH SEMESTER		
ACC 220	Microcomputer Accounting Systems	3
or ACC 223	Introduction to Quickbooks	
BUS 299	Business Capstone	3
MKT 210	Marketing Principles	3

General Business AAS

Prepare for career entry or advancement in accounting, business, management and marketing. Students develop knowledge, skills and abilities to succeed in today's dynamic business environment. WNC offers Associate of Applied Science degrees for direct entry into the business world or an Associate of Business degree that transfers to four-year institutions.

Mission:

The purpose of the AAS Business degree is to provide the knowledge and skills necessary to be a successful manager.

Student Learning Outcomes:

Students will be able to:

- *Articulate and demonstrate their personal employment related knowledge, skills and abilities.*
- *Evaluate the impact of various economic systems and policies.*
- *Summarize, record, analyze, interpret and communicate accounting and financial information for decision-making.*
- *Devise, implement and evaluate managerial decisions, actions and outcomes.*
- *Apply technology to aid in communications and decision-making.*
- *Present research, data, analysis and conclusions through written and oral means.*
- *Describe the changing landscape of the global market and its impact on the United States.*
- *Summarize the impact of social, ethical, legal and diversity issues within contemporary business.*
- *Develop business, financial and marketing plans for established and emerging businesses.*

Earn This Degree Online

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
CORE BUSINESS REQUIREMENTS		**24 Units**
BUS 101	Introduction to Business	3
BUS 273	Business Law I	3
BUS 299	Business Capstone	3
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
IS 101	Introduction to Information Systems	3
or IS 201	Computer Applications	
MGT 201	Principles of Management	3
MKT 210	Marketing Principles	3
ACCOUNTING REQUIREMENTS		**6 Units**
ACC 135	Bookkeeping I	3
ACC 201	Financial Accounting	3
OR		
ACC 201*	Financial Accounting	3
ACC 202*	Managerial Accounting	3

Course	Title	Units
BUSINESS ELECTIVES		**15 Units**
IN THREE DIFFERENT AREAS		
Any Accounting, Business, Economics, Entrepreneurship, Finance, Management, Marketing or Real Estate Courses		
GENERAL EDUCATION REQUIREMENTS		**15 Units**
English/Communications Requirement: *Recommended: BUS 107, BUS 108;* *or ENG 101*, ENG 102*; must include a writing course*		*6*
Mathematics Requirement		*3*
Science Requirement		*3*
U.S. and Nevada Constitution Requirement		*3*
**Recommended for students who plan to transfer and enroll in a bachelor's degree program.*		

Suggested Course Sequence

Course	Title	Units
BUSINESS		
FIRST SEMESTER		
ACC 135	*Bookkeeping I*	*3*
or ACC 201	*Financial Accounting*	
BUS 101	*Introduction to Business*	*3*
BUS 107	*Business Speech Communications*	*3*
or ENG 101	*Composition I*	
IS 101	*Introduction to Information Systems*	*3*
or IS 201	*Computer Applications*	
ECON 102	*Principles of Microeconomics*	*3*
SECOND SEMESTER		
ACC 201	*Financial Accounting*	*3*
or ACC 202	*Managerial Accounting*	
BUS 108	*Business Letters and Reports*	*3*
or ENG 102	*Composition II*	
BUS 109	*Business Mathematics*	*3*
or MATH 120	*Fundamentals of College Mathematics*	
ECON 103	*Principles of Macroeconomics*	*3*
MGT 201	*Principles of Management*	*3*
THIRD SEMESTER		
BUS 273	*Business Law I*	*3*
Business Elective		*6*

Course	Title	Units
Science Requirement		*3*
U.S./Nevada Constitution		*3*
FOURTH SEMESTER		
Business Elective		*9*
BUS 299	*Business Capstone*	*3*
MKT 210	*Marketing Principles*	*3*

Business-Management AAS

Prepare for career entry or advancement in accounting, business, management and marketing. Students develop knowledge, skills and abilities to succeed in today's dynamic business environment. WNC offers Associate of Applied Science degrees for direct entry into the business world or an Associate of Business degree that transfers to four-year institutions.

Mission:

The purpose of the AAS Business degree is to provide the knowledge and skills necessary to be a successful manager.

Student Learning Outcomes:

Students will be able to:

- *Articulate and demonstrate their personal employment related knowledge, skills and abilities.*
- *Evaluate the impact of various economic systems and policies.*
- *Summarize, record, analyze, interpret and communicate accounting and financial information for decision-making.*
- *Devise, implement and evaluate managerial decisions, actions and outcomes.*
- *Apply technology to aid in communications and decision-making.*
- *Present research, data, analysis and conclusions through written and oral means.*
- *Describe the changing landscape of the global market and its impact on the United States.*
- *Summarize the impact of social, ethical, legal and diversity issues within contemporary business.*
- *Develop business, financial and marketing plans for established and emerging businesses.*

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
CORE BUSINESS REQUIREMENTS		**30 Units**
ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
BUS 101	Introduction to Business	3
BUS 273	Business Law I	3
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
IS 101	Introduction to Information Systems	3
or IS 201	Computer Applications	
MGT 201	Principles of Management	3
MKT 210	Marketing Principles	3
MANAGEMENT DEGREE REQUIREMENTS		**6 Units**
MGT 235	Organizational Behavior	3
MGT 283	Introduction to Human Resources Management	3
MANAGEMENT ELECTIVES		**9 Units**
ANY BUSINESS, MANAGEMENT OR MARKETING COURSES		
GENERAL EDUCATION REQUIREMENTS		**15 Units**

Course	Title	Units
English/Communications Requirement: Recommended: BUS 107, BUS 108; or ENG 101, ENG 102*; must include a writing course*		*6*
Mathematics Requirement		*3*
Science Requirement		*3*
U.S. and Nevada Constitution Requirement		*3*
**Recommended for students who plan to transfer and enroll in a bachelor's degree program.*		

Suggested Course Sequence

Course	Title	Units
MANAGEMENT		
FIRST SEMESTER		
ACC 201	*Financial Accounting*	*3*
BUS 101	*Introduction to Business*	*3*
or ENG 101	*Composition I*	
ECON 102	*Principles of Microeconomics*	*3*
IS 101	*Introduction to Information Systems*	*3*
or IS 201	*Computer Applications*	
SECOND SEMESTER		
ACC 202	*Managerial Accounting*	*3*
BUS 108	*Business Letters and Reports*	*3*
or ENG 102	*Composition II*	
MGT 201	*Principles of Management*	*3*
Science Requirement		*3*
THIRD SEMESTER		
BUS 109	*Business Mathematics*	*3*
or ENG 102	*Composition II*	
MKT 210	*Marketing Principles*	*3*
MKT 235		
Management Elective		*3*
FOURTH SEMESTER		
BUS 273	*Business Law I*	*3*
BUS 299	*Business Capstone*	*3*
MGT 283	*Introduction to Human Resources Management*	*3*
Management Elective		*3*
U.S./Nevada Constitution		*3*

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Business - CP

Provides students with knowledge and skills for employment in a wide variety of occupations in the field of business.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**15 Units**
ACC 135	Bookkeeping I	3
or ACC 201	Financial Accounting	
BUS 101	Introduction to Business	3
IS 101	Introduction to Information Systems	3
or IS 201	Computer Applications	
MGT 201	Principles of Management	3
MKT 210	Marketing Principles	3
BUSINESS ELECTIVES		**6 Units**
ACC 203	Intermediate Accounting I	3
ACC 220	Microcomputer Accounting Systems	3
or ACC 223	Introduction to Quickbooks	
ACCOUNTING ELECTIVES		**9 Units**
Any Accounting, Business, Economics, Entrepreneurship, Finance, Management, Marketing or Real Estate Courses		
GENERAL EDUCATION REQUIREMENTS		**9 Units**
English/Communications Requirement: Recommended: BUS 107, BUS 108; or ENG 101*, ENG 102*; must include a writing course		6
Mathematics Requirement		3

Suggested Course Sequence

Course	Title	Units
BUSINESS		
ACC 135	Bookkeeping I	3
or ACC 201	Financial Accounting	
BUS 101	Introduction to Business	3
BUS 107	Business Speech Communications	3
or ENG 101	Composition I	
IS 101	Introduction to Information Systems	3
or IS 201	Computer Applications	

Course	Title	Units
Business Elective		3
BUS 108	Business Letters and Reports	3
or ENG 102	Composition II	
BUS 109	Business Mathematics	3
or MATH 120	Fundamentals of College Mathematics	
MGT 201	Principles of Management	3
MKT 210	Marketing Principles	3
Business Elective		3

Bookkeeping

Designed for students who wish to enter the accounting profession as an accounting clerk or as an entry level bookkeeper. It allows students to obtain credit for courses that will also apply toward the Associate of Applied Science in Business-Accounting.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**21 Units**
ACC 135	Bookkeeping I	3
ACC 201	Financial Accounting	3
BUS 101	Introduction to Business	3
IS 101	Introduction to Information Systems	3
or IS 201	Computer Applications	
MGT 201	Principles of Management	3
CHOOSE 6 UNITS FROM THE FOLLOWING:		
ACC 180	Payroll & Employee Benefit Accounting	3
ACC 202	Managerial Accounting	3
ACC 203	Intermediate Accounting I	3
ACC 220	Microcomputer Accounting Systems	3
ACC 223	Introduction to Quickbooks	3
ACC 290	Certified Bookkeeper Course	6
GENERAL EDUCATION REQUIREMENTS		**9 Units**
English/Communications Requirement: Recommend: BUS 107 or BUS 108 Must include a writing course		6
Mathematics Requirement		3

Suggested Course Sequence

Course	Title	Units
AUTOMOTIVE MECHANICS		
FIRST SEMESTER		
AUTO 101	Introduction to General Mechanics	3
AUTO 115	Auto Electricity & Electronics I	4
AUTO 145	Automotive Brakes	4
English Course		3
Human Relations Course		1

Course	Title	Units
SECOND SEMESTER		
AUTO 155	Steering & Suspension	4
AUTO 225	Engine Performance I/Fuel & Ignition	4
Mathematics Course		3
English Course		3
General Elective Course		2

Bookkeeper Certification

This course of study is for working professionals and students who wish to advance their career in the bookkeeping profession. Upon successful completion, students will be able to sit for a nationally administered exam given by the American Institute of Professional Bookkeepers. Once students pass this exam and obtains two years of bookkeeping experience, they earn the right to call themselves "Certified Bookkeepers." To maintain certification, individuals are required to obtain 60 hours of continuing education over a three-year period.

Required Courses

Course	Title	Units
ACC 290	*Certified Bookkeeper Course*	*6*

Real Estate

WNC offers courses to prepare students for licensure by the Nevada Real Estate Division.

Required Courses

Course	Title	Units
RE 101	Real Estate Principles	4
RE 103	Real Estate Law And Practice	4

Technology - Computer Information Technology AAS

This program is designed to prepare students to work in many different information technology systems and networks that drive society and the economy. Students may study a variety of topics including networking, system administration and cybersecurity that are vital to today's collaborative and connected business environments.

Mission:

The mission of the Associate of Applied Science in Technology is to provide employment-related knowledge and skills necessary to succeed as a professional in a chosen field of study

Student Outcomes:

Students who complete an Associate of Applied Science in Technology are expected to:

- *Know the subject matter appropriate to the emphasis of the degree. (WNC SLO 1,3,6,7)*
- *Communicate effectively and appropriately, in oral and written form. WNC SLO 2)*
- *Locate, evaluate and properly utilize the tools and resources appropriate to a technology degree professional. (WNC SLO 1,6,7)*
- *Acquire skills and perform tasks necessary for employment or career enhancement. (WNC SLO 1,7)*
- *Developed an appreciation of the importance of social, ethical, legal and diversity issues. (WNC SLO 5,7)*
- *Developed an appreciation of the need and importance of lifelong learning. (WNC SLO 1)*

NOTE: Please see Cybersecurity, Network Technician, or System Administration pathway information for which ***program electives*** *are needed to complete the Associate of Applied Science in Computer Information Technology Degree.*

Required Courses

Course	***Title***	***Units***
TOTAL REQUIREMENTS		***60 Units***
PROGRAM REQUIREMENTS		***36 Units***
CIT 114	*IT Essentials*	*4*
CIT 128	*Introduction to Software Development*	*4*
CIT 217	*Security +*	*3*
CIT 263	*Introduction to IT Project Management*	*3*
INF 100	*Introduction to Informatics I - Basic Concepts*	*3*
PROGRAM ELECTIVES		
CHOOSE AT LEAST 19 UNITS FROM THE FOLLOWING:		
CIT 129	*Introduction to Programming*	*3*
CIT 130	*Beginning Java*	*3*
CIT 133	*Beginning C++*	*3*
CIT 173	*Linux Installation & Configuration*	*3*
CIT 174		
CIT 180	*Database Concepts and Sql*	*3*
CIT 211	*Microsoft Networking I*	*4*
CIT 212	*Microsoft Networking II*	*4*

Course	Title	Units
CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 273	Network Defense	3
CIT 274	Ethical Hacking	3
CIT 275	Hacking Forensics Investigation	3
CIT 230		
CIT 233		
CIT 238		
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
CSCO 130	Fundamentals of Wireless Lans	4
CSCO 220	Ccna Lan Switch Wireless	4
CSCO 221	Ccna Wan Fundamentals	4
CSCO 230	Fundamentals of Network Security	4
GRC 183	Design With Photoshop	3
IS 101	Introduction to Information Systems	3
IS 201	Computer Applications	3
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend ENG 101 and ENG 107 Must include a writing course		6
Human Relations Requirement		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend: MATH 126 or higher		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Technology - Computer Information Technology : Cybersecurity Pathway AAS

This program is designed to prepare students to work in many different information technology systems and networks that drive society and the economy. Students may study a variety of topics including networking, system administration and cybersecurity that are vital to today's collaborative and connected business environments.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
CIT 114	IT Essentials	4
CIT 128	Introduction to Software Development	4
CIT 217	Security +	3
CIT 263	Introduction to IT Project Management	3
INF 100	Introduction to Informatics I - Basic Concepts	3
PROGRAM ELECTIVES		
CHOOSE FROM THE FOLLOWING PROGRAM ELECTIVES:		
CIT 173	Linux Installation & Configuration	3
CIT 212	Microsoft Networking II	3
CIT 273	Network Defense	3
CIT 274	Ethical Hacking	3
CIT 275	Hacking Forensics Investigation	3
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend ENG 101 and ENG 107 Must include a writing course		6
Human Relations Requirement		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend: MATH 126 or higher		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
CYBERSECURITY PATHWAY		
FIRST SEMESTER		
CIT 114	IT Essentials	4
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
English Course		3
SECOND SEMESTER		
CIT 173	Linux Installation & Configuration	3
CIT 217	Security +	3
CIT 263	Introduction to IT Project Management	3
CIT 212	Microsoft Networking II	3
English Course		3
THIRD SEMESTER		
CIT 273	Network Defense	3
CIT 274	Ethical Hacking	3
CIT 128	Introduction to Software Development	4
INF 100	Introduction to Informatics I - Basic Concepts	3
Science Course		3
FOURTH SEMESTER		
CIT 275	Hacking Forensics Investigation	3
Human Relations Course		3
Humanities/Social Science Course		3
Mathematics Course		3
U.S./Nevada Constitution		3

Technology - Computer Information Technology : Network Technician Pathway AAS

This degree develops fundamental skills and knowledge in electrical and mechanical systems, and basic fabrication. Students will be prepared for careers in a variety of industries and facilities with a focus on installation, operation, and maintenance of industrial systems using tools and equipment. A broad base of study including hands-on practice and theoretical knowledge prepares students for technical positions in manufacturing, logistics, distribution and related fields.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
CIT 114	IT Essentials	4
CIT 128	Introduction to Software Development	3
CIT 217	Security +	3
CIT 263	Introduction to IT Project Management	3
INF 100	Introduction to Informatics I - Basic Concepts	3
PROGRAM ELECTIVES		
CHOOSE FROM THE FOLLOWING PROGRAM ELECTIVES:		
CIT 173	Linux Installation & Configuration	3
CIT 211	Microsoft Networking I	3
CIT 212	Microsoft Networking II	3
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
CSCO 130	Fundamentals of Wireless Lans	4
CSCO 220	Ccna Lan Switch Wireless	4
CSCO 221	Ccna Wan Fundamentals	4
CSCO 230	Fundamentals of Network Security	4
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend ENG 101 and ENG 107 Must include a writing course		6
Human Relations Requirement		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend: MATH 126 or higher		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
NETWORK TECHNICIAN PATHWAY		
FIRST SEMESTER		
CIT 114	*IT Essentials*	*4*
CSCO 120	*Ccna Internetworking Fundamentals*	*4*
CSCO 121	*Ccna Routing Protocols*	*4*
English Course		*3*
SECOND SEMESTER		
CSCO 220	*Ccna Lan Switch Wireless*	*4*
CSCO 221	*Ccna Wan Fundamentals*	*4*
CIT 173	*Linux Installation & Configuration*	*3*
CIT 217	*Security +*	*3*
CIT 211	*Microsoft Networking I*	*3*
or CIT 212	*Microsoft Networking II*	
THIRD SEMESTER		
CIT 128	*Introduction to Software Development*	*3*
INF 100	*Introduction to Informatics I - Basic Concepts*	*3*
English Course		*3*
Science Course		*3*
Mathematics Course		*3*
FOURTH SEMESTER		
CIT 263	*Introduction to IT Project Management*	*3*
CSCO 130	*Fundamentals of Wireless Lans*	*4*
or CSCO 230	*Fundamentals of Network Security*	
Human Relations Course		*3*
Humanities/Social Science Course		*3*
U.S./Nevada Constitution		*3*

Technology - Computer Information Technology : System Administration Pathway AAS

This degree develops fundamental skills and knowledge in electrical and mechanical systems, and basic fabrication. Students will be prepared for careers in a variety of industries and facilities with a focus on installation, operation, and maintenance of industrial systems using tools and equipment. A broad base of study including hands-on practice and theoretical knowledge prepares students for technical positions in manufacturing, logistics, distribution and related fields.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
CIT 114	IT Essentials	4
CIT 128	Introduction to Software Development	3
CIT 217	Security +	3
CIT 263	Introduction to IT Project Management	3
INF 100	Introduction to Informatics I - Basic Concepts	3
PROGRAM ELECTIVES		
CHOOSE FROM THE FOLLOWING PROGRAM ELECTIVES:		
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
CIT 173	Linux Installation & Configuration	3
CIT 211	Microsoft Networking I	3
CIT 212	Microsoft Networking II	3
CIT 213	Microsoft Networking III	3
CIT 214	Microsoft Networking IV	3
CIT 215		3
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend ENG 101 and ENG 107 Must include a writing course		6
Human Relations Requirement		3
Humanities/Social Science Requirements		3
Mathematics Requirement: Recommend: MATH 126 or higher		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
SYSTEM ADMINISTRATION PATHWAY		
FIRST SEMESTER		
CIT 114	IT Essentials	4
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
English Course		3
SECOND SEMESTER		
CIT 211	Microsoft Networking I	3
CIT 212	Microsoft Networking II	3
CIT 217	Security +	3
CIT 263	Introduction to IT Project Management	3
English Course		3
THIRD SEMESTER		
CIT 128	Introduction to Software Development	3
CIT 213	Microsoft Networking III	3
INF 100	Introduction to Informatics I - Basic Concepts	3
Human Relations Course		3
Science Course		3
FOURTH SEMESTER		
CIT 214	Microsoft Networking IV	3
CIT 215		3
or CIT 173	Linux Installation & Configuration	
Humanities/Social Science Course		3
Mathematics Course		3
U.S./Nevada Constitution		3

Computer Technology - Network Support Technician - CP

Emphasizes internet working hardware and prepares students to pass the Cisco Certified Networking Associate (CCNA) exam. C ourse work train s students to build and maintain the equipment infrastructure and communication protocol structure necessary to support computer and communications networks.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**31 Units**
PROGRAM REQUIREMENTS		**22 Units**
CIT 217	Security +	3
CIT 263	Introduction to IT Project Management	3
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
CSCO 220	Ccna Lan Switch Wireless	4
CSCO 221	Ccna Wan Fundamentals	4
GENERAL EDUCATION REQUIREMENTS		**9 Units**
English/Communications Requirement: Must include a writing course		3
Human Relations Requirement		3
Mathematics Requirement		3

Computer Technology - System Administration Technician - CP

Emphasizes operating systems software and prepares students to pass Microsoft certification exams. Coursework trains students to support operating systems and peer communications of client-server and peer-to-peer computer networks.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**33-35 Units**
PROGRAM REQUIREMENTS		**26 Units**
CIT 211	Microsoft Networking I	4
CIT 212	Microsoft Networking II	4
CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 215		4
or CIT 165		
or ET 155	Home Technology Convergence	
CIT 217	Security +	3
CIT 263	Introduction to IT Project Management	3
GENERAL EDUCATION REQUIREMENTS		**7-9 Units**
English/Communications Requirement: Must include a writing course		3
Human Relations Requirement		1-3
Mathematics Requirement		3

Cybersecurity (CL)

WNC offers certification preparation for Certified Network Defender, Certified Ethical Hacker and Computer Hacking Forensics Investigator. EC-Council certifications are recognized and respected worldwide.

Required Courses

Course	Title	Units
CIT 217	Security +	3
CIT 273	Network Defense	3
CIT 274	Ethical Hacking	3
CIT 275	Hacking Forensics Investigation	3

Microsoft Certified Technology Specialist

Required Courses

Course	Title	Units
CIT 211	Microsoft Networking I	4
MICROSOFT CERTIFIED IT PROFESSIONAL – SERVER ADMINISTRATOR		
CIT 212	Microsoft Networking II	3-5
CIT 213	Microsoft Networking III	3-5
CIT 214	Microsoft Networking IV	3-5

Microsoft Certified IT Professional

Required Courses

Course	Title	Units
CIT 211	Microsoft Networking I	5
MICROSOFT CERTIFIED IT PROFESSIONAL – SERVER ADMINISTRATOR		
CIT 212	Microsoft Networking II	5
CIT 213	Microsoft Networking III	5
CIT 214	Microsoft Networking IV	5

Cisco Technology

WNC is an academy for the Cisco Networking Academy Program.

Required Courses

Course	Title	Units
CCNA ROUTING AND SWITCHING PREPARATION		
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
CSCO 220	Ccna Lan Switch Wireless	4
CSCO 221	Ccna Wan Fundamentals	4
CCNA SECURITY PREPARATION		
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
CSCO 230	Fundamentals of Network Security	4
CCNA SECURITY PREPARATION		
CSCO 120	Ccna Internetworking Fundamentals	4
CSCO 121	Ccna Routing Protocols	4
CSCO 130	Fundamentals of Wireless Lans	4
Course for Building Scalable Cisco Internetworks Exam; required course to become a Cisco Certified Network Specialist		
CSCO 280*	Ccnp Advanced Routing	4
Course for Implementing Secure Coverged Wide Area Networks Exams; required course to become a Cisco Certified Network Specialist		
CSCO 281*	Ccnp Secure Convg Wide Nt	4
Course for Multilayer Switching Exams; required course to become a Cisco Certified Network Specialist		
CSCO 282*		
* Note: WNC does not issue a certificate of completion for this course.		

Bachelor of Applied Science

The Bachelor of Applied Science degree in Construction Management offers students advanced technical and occupational skills in a formal educational route that will help them progress to supervisory positions within their field. It provides an opportunity for those who have completed an associate degree in an applied technology field to progress academically and earn a bachelor's degree. It also provides an avenue for those already working in a technical field to enroll in an applicable baccalaureate degree program that will enhance their core and business management skills and offer career advancement opportunities.

To be accepted into the Bachelor of Applied Science in Construction Management, a student must:

1. *Complete a minimum of 30 college semester units or equivalent with a minimum 2.0 grade point average. Within the 30 units:*
    a. *At least 12 units must be in degree applicable construction courses. This requirement may be waived if the student has construction experience, subject to approval of the construction management faculty and counselor.*
    b. *At least 12 units must be in degree applicable general education classes, including English 101 with a grade of C or better — a grade of C- or lower will not be acceptable.*

    OR, Hold an associate degree in Construction Management or equivalent from a regionally accredited institution.

2. *Meet with a WNC Counselor.*
3. *Submit application to Admissions and Records.*

Courses with a number under 100 (such as ENG095) are not applicable toward a Bachelor of Applied Science degree at WNC.

Construction Management - BAS

The Bachelor of Applied Science degree in Construction Management offers associate degree students, new students and skilled workers an educational route toward a career as a construction manager or supervisor. The 120-credit program combines knowledge in construction methods, planning and project management with business and supervisory skills. It also allows those already working in the construction field to enroll in an applicable baccalaureate degree program and expand career advancement possibilities. Students must meet with a counselor and be admitted into the program.

Admission Requirements

1. *Complete a minimum of 30 college units or equivalent with a minimum 2.0 GPA.*
   Within the 30 units:
   - *A minimum of 12 units must be in applicable construction courses. This requirement may be waived if the student has construction experience.*
   - *A minimum of 12 units must be in applicable general education classes, including English 101, with a grade of C or better – a grade of C – or lower will not be acceptable.*
     OR: Have an associate degree in Construction Management from a regionally accredited institution.

2. *Meet with a WNC counselor.*
3. *Submit application to Admission & Records.*

Mission:

The mission of the Bachelor of Applied Science Degree in Construction Management is to prepare students for entry-level and mid-level positions within the various construction industry disciplines, and to meet the goals of the Technology Division.

Student Outcomes:

Upon completing the Bachelor of Applied Science in Construction Management program, students will be able to demonstrate:

- *Knowledge in basic economic principles, business principles and construction accounting, finances and law.*
- *Exposure to the design theory and analysis of construction practices and systems.*
- *Understanding of the utilization of available resources for construction planning, methods and materials.*
- *Understanding, skill and knowledge of construction documents, communications, graphics and surveying.*
- *Skill and knowledge in construction accounting, estimating and bidding practices.*
- *Ability to plan and schedule construction projects.*
- *Application of relevant administrative skills, ethics, safety practices and problem-solving techniques to construction management.*

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**120 Units**
BUSINESS AND MANAGEMENT CORE REQUIREMENTS		**12 Units**
BUS 101	Introduction to Business	3
ACC 201	Financial Accounting	3
CHOOSE 3 UNITS FROM THE FOLLOWING ECONOMICS COURSES:		
ECON 100	Introduction to Economics	3
ECON 101		
ECON 102	Principles of Microeconomics	3

Course	Title	Units
CHOOSE 3 UNITS FROM THE FOLLOWING MANAGEMENT COURSES:		
MGT 323	Orgnztional Bhvr & Interpersonal Bhvr	3
MGT 367	Human Resource Management	3
PROGRAM REQUIREMENTS		**63 Units**
CADD 100	Introduction to Computer Aided Drafting	3
CEM 100	Fundamentals of Construction Management	3
CEM 330	Soils and Foundations for Construction	3
CEM 350	Facility Systems Design and Construction I	3
CEM 432	Temporary Construction Structures	3
CEM 451	Construction Estimating	3
CEM 452	Construction Cost Control	3
CEM 453	Construction Scheduling	3
CEM 454	Heavy Construction Methods and Equipment	3
CEM 455	Construction Management Practice	3
CEM 485	Construction Law and Contracts	3
CONS 108	Construction Materials and Methods I	4
CONS 109	Construction Materials and Methods II	4
CONS 111	Commercial Building Codes	3
CONS 118	Construction Contract Documents	2
CONS 120	Blueprint Reading and Specification	3
CONS 121	Principles Of Construction Estimating	3
CONS 205	Construction Site Safety	2
CONS 281	Construction Planning Scheduling and Control	3
CONS 451	Advanced Internship in Construction	3
SUR 119	Construction Surveying	3
GENERAL EDUCATION REQUIREMENTS		**45 Units**
Capstone Courses: Required: CEM-456		9
English/Communications Requirements		9
Fine Arts Requirement		3
Humanities Requirement		3
Mathematics, Science, and Statistics Requirements		12
Social Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Electives: Recommend: AC 198, CONS 114, CONS 116, CONS 230 or DFT 100		3

Suggested Course Sequence

Course	Title	Units
FIRST SEMESTER		
CEM 100	Fundamentals of Construction Management	3
CONS 108	Construction Materials and Methods I	4
ENG 101	Composition I	3
MATH 126 or higher	Precalculus I	3
Science Course		3
SECOND SEMESTER		
CONS 109	Construction Materials and Methods II	4
CONS 118	Construction Contract Documents	2
CONS 120	Blueprint Reading and Specification	3
ENG 102	Composition II	3
Math Course		3
THIRD SEMESTER		
CADD 100	Introduction to Computer Aided Drafting	3
CONS 111	Commercial Building Codes	3
CONS 121	Principles Of Construction Estimating	3
Humanities Course		3
General Elective Course		3
FOURTH SEMESTER		
CONS 205	Construction Site Safety	2
CONS 281	Construction Planning Scheduling and Control	3
SUR 119	Construction Surveying	3
Economics Course		3
U.S./Nevada Constitution		3
FIFTH SEMESTER		
ACC 201	Financial Accounting	3
Business/Management Courses		3
English/Comm Course		3
Fine Arts Course		3
Science Course		3
SIXTH SEMESTER		
CEM 330	Soils and Foundations for Construction	3
CEM 350	Facility Systems Design and Construction I	3
CEM 432	Temporary Construction Structures	3

Course	Title	Units
Business/Management Courses		3
Social Science Course		3
SEVENTH SEMESTER		
CEM 451	Construction Estimating	3
CEM 453	Construction Scheduling	3
CEM 454	Heavy Construction Methods and Equipment	3
CEM 455	Construction Management Practice	3
Business/Management Courses		3
EIGHTH SEMESTER		
CEM 452	Construction Cost Control	3
CEM 485	Construction Law and Contracts	3
CONS 451	Advanced Internship in Construction	3
Capstone Course		3

Technology - Construction AAS

WNC's Construction program provides industry-specific training that addresses topics of critical importance to subcontractors, general contractors, superintendents and project managers. Students will study contract administration, coordination, negotiation, quality control and the management of labor resources, equipment and materials.

This degree allows those who have completed an associate degree in construction technology to progress academically and earn a bachelor's degree.

Mission:

The mission of the Associate of Applied Science in Technology is to provide employment-related knowledge and skills necessary to succeed as a professional in a chosen field of study.

Student Learning Outcomes:

Students who complete an Associate of Applied Science in Technology are expected to:

- *Know the subject matter appropriate to the emphasis of the degree. (WNC SLO 1,3,6,7)*
- *Communicate effectively and appropriately, in oral and written form. (WNC SLO 2)*
- *Locate, evaluate and properly utilize the tools and resources appropriate to a technology degree professional. (WNC SLO 1,6,7)*
- *Acquire skills and perform tasks necessary for employment or career enhancement. (WNC SLO 1,7)*
- *Developed an appreciation of the importance of social, ethical, legal and diversity issues. (WNC SLO 5,7)*
- *Developed an appreciation of the need and importance of lifelong learning. (WNC SLO 1)*

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
CADD 100	Introduction to Computer Aided Drafting	3
CEM 100	Fundamentals of Construction Management	3
CONS 108	Construction Materials and Methods I	4
CONS 109	Construction Materials and Methods II	4
CONS 111	Commercial Building Codes	3
CONS 118	Construction Contract Documents	2
CONS 120	Blueprint Reading and Specification	3
CONS 121	Principles Of Construction Estimating	3
CONS 205	Construction Site Safety	2
CONS 281	Construction Planning Scheduling and Control	3
CONS 290	Internship in Construction	3
SUR 119	Construction Surveying	3
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirements: Recommend: BUS 107 Must include a writing course.		6

Course	Title	Units
Human Relations: *Recommend: BUS 110*		*3*
Humanities/Social Science Requirement		*3*
Mathematics Requirement: *Math 126 or higher*		*3*
Science Requirement		*3*
U.S. and Nevada Constitution Requirement		*3*
General Elective		*3*

Suggested Course Sequence

Course	Title	Units
FIRST SEMESTER		
CEM 100	*Fundamentals of Construction Management*	*3*
CONS 108	*Construction Materials and Methods I*	*4*
ENG 101	*Composition I*	*3*
Human Relations Course		*3*
Science Course		*3*
SECOND SEMESTER		
CONS 109	*Construction Materials and Methods II*	*4*
CONS 120	*Blueprint Reading and Specification*	*3*
SUR 119	*Construction Surveying*	*3*
ENG 102	*Composition II*	*3*
MATH 126 or higher	*Precalculus I*	*3*
THIRD SEMESTER		
CADD 100	*Introduction to Computer Aided Drafting*	*3*
CONS 111	*Commercial Building Codes*	*3*
CONS 118	*Construction Contract Documents*	*2*
Humanities/Social Science Course		*3*
General Elective Course		*3*
FOURTH SEMESTER		
CONS 121	*Principles Of Construction Estimating*	*3*
CONS 205	*Construction Site Safety*	*2*
CONS 281	*Construction Planning Scheduling and Control*	*3*
CONS 290	*Internship in Construction*	*3*
U.S./Nevada Constitution		*3*

This page may contain links that are not visible in a printed format. For complete information visit: http://www.wnc.edu/degree/aas/aas-cons/

Certified Inspector of Structures

These courses fulfill the minimum course requirements needed for licensure as a certified inspector of Structures-Residential.

Required Courses

Course	Title	Units
CONS 260	Certified Inspectors of Structures-Residential	3
CONS 261	Under-Floor Inspections-Certified Inspector	1
CONS 262	Above-Floor Inspections for Certified Inspector	2
CONS 263	Supervised Residential Inspections for Certification	2

Ramsdell Construction Academy

Classes will prepare students for entry-level positions in the construction industry. This certificate of completion is also available to high school seniors through Jump Start CTE.

Required Courses

Course	Title	Units
CEM 100	Fundamentals of Construction Management	3
CONS 108	Construction Materials and Methods I	4
CONS 109	Construction Materials and Methods II	4
CONS 111	Commercial Building Codes	3
CONS 118	Construction Contract Documents	2
CONS 120	Blueprint Reading and Specification	3
CONS 205	Construction Site Safety	3
CONS 290	Internship in Construction	3

Construction Craft Laborer

These courses prepare students for the National Center for Construction Education and Research (NCCER) Construction Craft Laborer credential, which certifies that individuals possess basic knowledge needed on any jobsite.

Required Courses

Course	Title	Units
CEM 100	Fundamentals of Construction Management	3
CONS 108	Construction Materials and Methods I	4
CONS 205	Construction Site Safety	2

Criminal Justice AAS

This program provides students the opportunity to explore all areas of the criminal justice system, including law enforcement, policing and investigations, corrections, parole and probation, prosecution and courts, juvenile justice, and rehabilitation options within the community. Students will receive valuable access and networking with experienced instructors who have studied and worked extensively in all areas of the criminal justice system. Students interested in pursuing a bachelor degree in criminal justice should choose the Associate of Arts degree and work closely with a counselor when choosing their classes.

Mission:

The purpose of the criminal justice degree is to provide the academic knowledge and skills in the criminal justice field.

Student Outcomes:

Students who complete the Associate of Applied Science degree in Criminal Justice are expected to demonstrate they can:

- *Meet the general education requirements of WNC.*
- *Maintain proper professional attitude for law enforcement.*
- *Articulate the legal requirements of search and seizure.*
- *Recognize and evaluate criminal law.*
- *Process crime scenes.*
- *Analyze theories for committing crimes.*
- *Maintain vocabulary necessary for criminal justice.*
- *Have an acute awareness of cultural diversity.*
- *Maintain crime scenes.*

Earn This Degree Online

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
CRJ 101*	Introduction to Criminal Justice I	3
CRJ 102*	Introduction to Criminal Justice II	3
CRJ 106*	Introduction to Corrections	3
CRJ 155	Juvenile Justice System	3
CRJ 164	Principles Of Investigation	3
CRJ 211*	Police in America	3
CRJ 222*	Criminal Law and Procedure	3
CRJ 234*	Introduction to the Courts and American Legal System	3
CRJ 225	Criminal Evidence	3
CRJ 270	Introduction to Criminology	3
CHOOSE 6 UNITS FROM THE FOLLOWING:		
Any CRJ course		1-6
ART 135	Darkroom Photography I	3
ART 141	Introduction to Digital Photography I	3

Course	Title	Units
BUS 107	Business Speech Communications	3
COM 101	Oral Communications	3
CPD 116	Substance Abuse-Fundamental Facts and Insights	3
CPD 117	Introduction to Counseling	3
CPD 129	Communication Techniques	1
STAT 152	Introduction to Statistics	3
SW 230	Crisis Intervention	3
Any IS, COT, or CIT course		1-6
Any Foreign Language		1-6
Any PSY or SOC		1-6
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend ENG 101 and 102		6
Humanities Requirement		3
Mathematics Requirement: Recommend MATH 120 or higher		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Electives		6
*Direct transfer to UNR for CRJ Major		

Suggested Course Sequence

Course	Title	Units
CRIMINAL JUSTICE - ON CAMPUS		
FIRST SEMESTER		
CRJ 101*	Introduction to Criminal Justice I	3
ENG 101	Composition I	3
General Elective		3
Humanities Requirement		3
Math Requirement		3
SECOND SEMESTER		
CRJ 102*	Introduction to Criminal Justice II	3
CRJ 106*	Introduction to Corrections	3
CRJ 155	Juvenile Justice System	3
General Elective		3
ENG 102	Composition II	3

Course	Title	Units
THIRD SEMESTER		
CRJ 164	Principles Of Investigation	3
CRJ 211*	Police in America	3
CRJ 222*	Criminal Law and Procedure	3
Program Elective		3
Science Requirement		3
FOURTH SEMESTER		
CRJ 234*	Introduction to the Courts and American Legal System	3
CRJ 225	Criminal Evidence	3
CRJ 270	Introduction to Criminology	3
Program Elective		3
U.S. and Nevada Constitution Requirement		3

Criminal Justice - CP

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**24 Units**
CRJ 101	Introduction to Criminal Justice I	3
CRJ 102	Introduction to Criminal Justice II	3
CRJ 103	Communication Within the Criminal Justice Field	3
CRJ 164	Principles Of Investigation	3
CRJ 106	Introduction to Corrections	3
CRJ 222	Criminal Law and Procedure	3
CRJ 225	Criminal Evidence	3
CRJ 270	Introduction to Criminology	3
GENERAL EDUCATION REQUIREMENTS		**6 Units**
English/Communications Requirement: Must include writing course		3
Mathematics Requirement		3

Suggested Course Sequence

Course	Title	Units
CRIMINAL JUSTICE		
FIRST SEMESTER		
CRJ 101	Introduction to Criminal Justice I	3
CRJ 103	Communication Within the Criminal Justice Field	3
CRJ 222	Criminal Law and Procedure	3
CRJ 164	Principles Of Investigation	3
English/Communications Requirement		3
SECOND SEMESTER		
CRJ 102	Introduction to Criminal Justice II	3
CRJ 106	Introduction to Corrections	3
CRJ 225	Criminal Evidence	3
CRJ 270	Introduction to Criminology	3
Mathematics Requirement		3

This page may contain links that are not visible in a printed format. For complete information visit: http://www.wnc.edu/degree/cp/crj/

Deaf Studies AAS

This program will help students develop knowledge about American Sign Language, cultural impacts related to being deaf or hard of hearing and the state of Nevada statutory regulations that govern interpreting. Students will prepare for a variety of careers including teaching, social work, psychology, speech and language pathology or any career that interacts with the deaf.

Mission:

The mission of the Western Nevada College Deaf Studies AAS Degree Program is to provide a quality education to students, thus developing their comprehensive expressive/receptive skills in American Sign Language, finger-spelling fluency and knowledge of the history and culture of people who are deaf or hard of hearing. Students are provided a strong foundation in which to enter numerous high-demand professional fields that provide services to deaf or hard-of-hearing people.

Student Outcomes:

Upon completing the Deaf Studies Associate of Applied Science degree, students will be able to:

- *Produce basic expressive/receptive sign language communicative skills.*
- *Demonstrate appropriate ASL linguistic and grammatical structure in signing.*
- *Demonstrate functional language aptitude in American Sign Language including expressive/receptive signing.*
- *Demonstrate knowledge of linguistic, cultural, educational and social aspects of linguistic aspects in relation to the history of people who are deaf or hard of hearing.*
- *Demonstrate basic fluency in receptive and expressive pragmatics and production of finger-spelling in ASL.*

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
AM 140*	American Sign Language I & II	6
AM 141**	American Sign Language III & IV	6
AM 149	American Sign Language V	4
AM 150	American Sign Language VI	4
AM 151	Fingerspelling I	1
AM 152	Fingerspelling II	1
AM 215	Conversational ASL	4
AM 216	Receptive ASL	4
AM 253	Deaf Culture	3
AM 254	Deaf History	3
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirements: Must include a writing course.		6
Human Relations Requirement		3
Humanities/Social Science Requirement		3
Mathematics Requirement		3

Course	Title	Units
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective: Recommend: Theatre 105		3

Suggested Course Sequence

Course	Title	Units
DEAF STUDIES		
FIRST SEMESTER		
AM 140*	American Sign Language I & II	6
AM 151	Fingerspelling I	1
AM 254	Deaf History	3
English/Comm Course		3
Human Relations Course		3
SECOND SEMESTER		
AM 141**	American Sign Language III & IV	6
AM 152	Fingerspelling II	1
AM 253	Deaf Culture	3
English/Comm Course		3
Humanities/Social Science Course		3
THIRD SEMESTER		
AM 149	American Sign Language V	4
AM 216	Receptive ASL	4
Mathematics Course		3
U.S. and Nevada Constitution		3
FOURTH SEMESTER		
AM 150	American Sign Language VI	4
AM 215	Conversational ASL	4
General Elective: Recommend: Theatre 105		3
Science Course		3

American Sign Language

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**18 Units**
AM 140*	American Sign Language I & II	6
AM 141**	American Sign Language III & IV	6
AM 151	Fingerspelling I	1
AM 152	Fingerspelling II	1
Any other AM course.		4
GENERAL EDUCATION REQUIREMENTS		**12 Units**
English/Communications Requirements: Must include a writing course.		6
Human Relations Requirement		3
Mathematics Requirement		3

Suggested Course Sequence

Course	Title	Units
AMERICAN SIGN LANGUAGE		
FIRST SEMESTER		
AM 140	American Sign Language I & II	6
AM 151	Fingerspelling I	1
English Course		3
Human Relations Course		3
Mathematics Course		3
SECOND SEMESTER		
AM 141	American Sign Language III & IV	6
AM 152	Fingerspelling II	1
English Course		3
AM Elective		4

Deaf Studies : Interpreting

This course of study prepares students to take the Educational Interpreter Performance Assessment or the National Interpreter Certification Exam.

Suggested Course Sequence

Course	Title	Units
FIRST SEMESTER		
AM 149	American Sign Language V	4
AM 201	Interpreting I	3
AM 215	Conversational ASL	4
SECOND SEMESTER		
AM 150	American Sign Language VI	4
AM 202	Interpreting II	3
AM 216	Receptive ASL	4
THIRD SEMESTER		
AM 203	Interpreting Sign Language III	3

Early Childhood Education - CP

Students can prepare for transfer to a four-year institution or earn a certificate in Early Childhood Education. Students interested in a bachelor's degree in education should use education courses as electives in an Associate of Arts or Associate of Science transfer degree.

Students will prepare to work in early childhood settings (day care, preschool education and community education programs) and learn human development and cognitive skills associated with early childhood and Pre-K children. Students interested in transferring to a four-year education program should consult with an academic counselor.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**21 Units**
ECE 121	Parent Care Relations	1
ECE 122	Observation Skills	1
ECE 129	Environment for Infant/Toddler	1
ECE 204	Principles of Child Guidance	3
ECE 231	Preschool Practicum: Early Childhood Lab	3
ECE 250	Intro to Early Childhood Education	3
ECE 251	Curriculum in Early Childhood Education	3
HDFS 201	Life Span Human Development	3
Choose 1-3 credits from related courses in any of the following subject areas: Early Childhood Education, Psychology, Human Development & Family Studies		3
GENERAL EDUCATION REQUIREMENTS		**9 Units**
English/Communications Requirements: Recommended: BUS 108 Must include a writing course		6
Mathematics Requirement: Recommended: BUS 109		3

Teacher Education Preparation

WNC offers introductory courses in teacher education that can transfer to universities of colleges that offer a bachelor's degree in education, include the University of Nevada, Reno and/or Nevada State College. These courses offer students a chance to prepare for a career in education. Through a well-established partnership with local schools, field experiences are an integral and early part of all teacher preparation courses. These courses can also be used to gain a substitute license or for paraprofessionals needing to qualify under federal legislation.

Students can transfer to Nevada State College and take classes at WNC locations and online to earn a bachelor's degree and certification in elementary education.

They may also transfer to the University of Nevada, Reno to pursue a bachelor's degree and certification in elementary education, special education/dual or secondary education.

Graphic Design AAS

This program is designed for students who seek quick access to career fields involving print design, Web design, multimedia and animation. Students prepare for careers in graphic design for print and web, using current technologies. Coursework will provide students with knowledge and skills to create visual concepts and communicate ideas that inspire, inform and captivate consumers. Students interested in earning a bachelor degree in Graphic Design can complete an Associate of Arts degree at WNC and then transfer and earn a bachelor degree from the University of Nevada, Reno or Truckee Meadows Community College (granted through Nevada State College).

Mission:

The Associate of Applied Science degree in Graphic Design will provide employment-related knowledge and skills necessary to succeed in the Graphic Design field. The degree will meet educational criteria for employment and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

Student Outcomes:

Associate of Applied Science in Graphic Design graduates are expected to:• Apply technical skills in current design technologies.

- *Identify and apply design concepts.*
- *Develop a portfolio of work demonstrating design skills.*
- *The combination of student learning outcomes for this program and general education.*
- *Meet the WNC Institutional Student Learning Outcomes.*

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
ART 100*	Visual Foundations	3
ART 101*	Drawing I	3
GRC 116*	Introduction to Digital Art and Design	3
GRC 175	Web Design I	3
or ART 260*	Survey Art History I	
GRC 200*	Design Thinking and Methodologies	3
GRC 210*	Typography I	3
GRC 220*	Graphic Design I	3
GRC 282	Motion Graphics for Video	3
GRC 275	Web Design II	3
or ART 261*	Survey of Art History II	
GRC 294	Professional Portfolio	3
MKT 210	Marketing Principles	3
Any other ART class (Recommend: ART 141*)		3
GENERAL EDUCATION REQUIREMENTS		**24 Units**

Course	Title	Units
English/Communications Requirement: Recommend: ENG 101 and ENG 102**		*6*
Mathematics Requirement: Recommend Math 120 or higher*		*3*
Science Requirement		*3*
U.S. and Nevada Constitution Requirement		*3*
General Electives		*9*
**Courses transfer to UNR. Students should work closely with a counselor when planning their schedules.*		

Suggested Course Sequence

Course	Title	Units
GRAPHIC DESIGN		
FIRST SEMESTER		
ART 100*	*Visual Foundations*	*3*
ART 101*	*Drawing I*	*3*
GRC 116*	*Introduction to Digital Art and Design*	*3*
English Course		*3*
Math Course		*3*
SECOND SEMESTER		
ART elective		*3*
GRC 200*	*Design Thinking and Methodologies*	*3*
GRC 210*	*Typography I*	*3*
English Course		*3*
Elective		*3*
THIRD SEMESTER		
GRC 220*	*Graphic Design I*	*3*
GRC 175	*Web Design I*	*3*
or ART 260*	*Survey Art History I*	
GRC 282	*Motion Graphics for Video*	*3*
Science Course		*3*
Elective		*3*
FOURTH SEMESTER		
GRC 275	*Web Design II*	*3*
or ART 261*	*Survey of Art History II*	
GRC 294	*Professional Portfolio*	*3*
MKT 210	*Marketing Principles*	*3*

Course	Title	Units
U.S./Nevada Constitution		3
Elective		3

Graphic Design - CP

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**24 Units**
ART 100	Visual Foundations	3
or ART 101	Drawing I	
GRC 116	Introduction to Digital Art and Design	3
GRC 175	Web Design I	3
GRC 200	Design Thinking and Methodologies	3
GRC 210	Typography I	3
GRC 220	Graphic Design I	3
GRC 282	Motion Graphics for Video	3
MKT 210	Marketing Principles	3
GENERAL EDUCATION REQUIREMENTS		**6 Units**
English/Communications Requirement: Must include a writing course		3
Mathematics Requirement		3

Suggested Course Sequence

Course	Title	Units
GRAPHIC DESIGN		
FIRST SEMESTER		
ART 100	Visual Foundations	3
or ART 101	Drawing I	
GRC 116	Introduction to Digital Art and Design	3
GRC 175	Web Design I	3
GRC 282	Motion Graphics for Video	3
General Education Course		3
SECOND SEMESTER		
GRC 200	Design Thinking and Methodologies	3
GRC 210	Typography I	3
GRC 220	Graphic Design I	3
MKT 210	Marketing Principles	3

Course	Title	Units
General Education Course		3

Technology - Machine Tool AAS

Mission:

The mission of the Associate of Applied Science in Technology is to provide employment-related knowledge and skills necessary as a professional in a chosen field of study.

Student Outcomes:

Students who complete an Associate of Applied Science in Technology are expected to:

- *Know the subject matter appropriate to the emphasis of the degree. (WNC SLO 1,3,6,7)*
- *Communicate effectively and appropriately, in oral and written form. (WNC SLO 2)*
- *Locate, evaluate and properly utilize the tools and resources appropriate to a technology degree professional. (WNC SLO 1,6,7)*
- *Acquire skills and perform tasks necessary for employment or career enhancement. (WNC SLO 1,7)*
- *Developed an appreciation of the importance of social, ethical, legal and diversity issues. (WNC SLO 5,7)*
- *Developed an appreciation of the need and importance of lifelong learning. (WNC SLO 1)*

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
DFT 110	Blueprint Reading for Industry	3
MTT 105	Machine Shop I	3
MTT 106	Machine Shop Practice I	2
MTT 110	Machine Shop II	3
MTT 111	Machine Shop Practice II	2
MTT 230	Computer Numerical Control I	4
MTT 232	Computer Numerical Control II	4
MTT 250	Machine Shop III	3
MTT 251	Machine Shop Practice III	2
MTT 260	Machine Shop IV	3
Choose 7 units from the following program electives		
AIT 101	Fundamentals Of Applied Industrial Technology	4
MTT 261	Machine Projects	1-6
MTT 262	Machine Shop Practice IV	2
MTT 292		
MTT 293		
MTT 295	Work Experience	1-6
Any MTT Course		1-6
Related WELD or other technical/trade course		1-6

Course	Title	Units
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirements: *Recommend: Bus 107* *Must include a writing course*		*6*
Human Relations Requirement: *Recommended: BUS 110*		*3*
Humanities/Social Science Requirement		*3*
Mathematics Requirement		*3*
Science Requirement		*3*
U.S. and Nevada Constitution Requirement		*3*
General Elective		*3*

Suggested Course Sequence

Course	Title	Units
MACHINE TOOL TECHNOLOGY		
FIRST SEMESTER		
MTT 105	*Machine Shop I*	*3*
MTT 106	*Machine Shop Practice I*	*2*
English Course *Recommend: Bus 107*		*3*
Human Relations Course		*3*
Science Course		*3*
SECOND SEMESTER		
DFT 110	*Blueprint Reading for Industry*	*3*
MTT 110	*Machine Shop II*	*3*
MTT 111	*Machine Shop Practice II*	*2*
English Course		*3*
Mathematics Course		*3*
THIRD SEMESTER		
MTT 230	*Computer Numerical Control I*	*4*
MTT 250	*Machine Shop III*	*3*
MTT 251	*Machine Shop Practice III*	*2*
Humanities/Social Science Course		*3*
Program Elective		*3*
FOURTH SEMESTER		
MTT 232	*Computer Numerical Control II*	*4*
MTT 260	*Machine Shop IV*	*3*

Course	Title	Units
General Elective		3
Program Elective		3
U.S./Nevada Constitution		3

Machine Tool Technology (CP)

Students will prepare for entry into machining occupations. Learn setup and use of industrial equipment and tools utilized by machinist to manufacture parts for all types of machines. Operation of CNC (computer numerical control) lathes and mills and other hand tools preparing students for National Institute for Metalworking Skills (NIMS) exams Levels 1 and 3.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**20 Units**
DFT 110	Blueprint Reading for Industry	3
or CONS 120	Blueprint Reading and Specification	
MTT 105	Machine Shop I	3
MTT 106	Machine Shop Practice I	2
MTT 110	Machine Shop II	3
MTT 111	Machine Shop Practice II	2
MTT 230	Computer Numerical Control I	4
Related Machine shop courses		3
GENERAL EDUCATION REQUIREMENTS		**10 Units**
English/Communications Requirements: Recommend: BUS 108 Must include a writing course		6
Human Relations Requirement		1
Mathematics Requirement: Recommend: MATH 110		3

Suggested Course Sequence

Course	Title	Units
MACHINE TOOL TECHNOLOGY		
FIRST SEMESTER		
MTT 105	Machine Shop I	3
MTT 106	Machine Shop Practice I	2
English Course		3
Human Relations Course		3
Mathematics Course		3
MTT Elective		3
SECOND SEMESTER		
DFT 110	Blueprint Reading for Industry	3

Course	Title	Units
or CONS 120	Blueprint Reading and Specification	
MTT 110	Machine Shop II	3
MTT 111	Machine Shop Practice II	2
MTT 230	Computer Numerical Control I	4
English Course		3

Machine Tool Technology

The National Institute for Metalworking Skills (NIMS) offers various levels of certification in machining.

Required Courses

Course	Title	Units
LEVEL 1: CHUCKING, SURFACE GRINDING AND MILLING		
MTT 105	Machine Shop I	3
MTT 110	Machine Shop II	3
MTT 250	Machine Shop III	3
LEVEL 2: MEASUREMENT		
MTT 230	Computer Numerical Control I	4
MTT 232	Computer Numerical Control II	4
MTT 260	Machine Shop IV	3

Nursing Program/Degree

WNC's Associate Degree Nursing Program is intended for students seeking a career as a registered nurse. The curriculum is sequenced and progresses in complexity. It integrates knowledge from the bio/psycho/social sciences, literacy, mathematics and humanities and is intended to prepare graduates to pass the national licensure examination (NCLEX-RN) and to function as registered nurses in diverse care settings. Upon completion of the Associate Degree Nursing Program, students will be awarded an Associate of Applied Science degree. Graduates are eligible to sit for the NCLEX-RN.

The nursing program is approved by the Nevada State Board of Nursing exam (NSBN) and is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, ph: 404-975-5000. Applicants are advised that eligibility for licensure may be affected by the existence of a criminal record, a history of alcohol or drug abuse, and mental or physical illness that may interfere with the practice of nursing. Applicants are encouraged to directly contact the NSBN at 1-775-687-7700 or 888-590-6726 should there be a concern regarding eligibility for licensure.

A limited number of qualified students are admitted as first semester students utilizing the selection criteria outlined on the next page. The nursing program requires that pre-and co-requisite courses be completed with a grade of "C" or better (a C- or lower grade will not be accepted). Students admitted to the program are required to attend mandatory one-day orientation sessions scheduled for late spring or early summer and prior to the start of classes.

Mission:

The Nursing Program reflects the mission of Western Nevada College by assisting students to develop professional competencies that value nurturing and a respect for differences, use of evidence-based practice, ethical integrity, a spirit of inquiry and introspection. The development of the competencies prepares students to function as safe, entry-level professional nurses and to transfer to higher degree programs.

Student Outcomes:

- *Incorporate principles from the bio/psycho/social sciences, mathematics, literacy and nursing in the provision of patient care.*
- *Apply the nursing process in a caring manner to safely meet the holistic needs of patients across the life span.*
- *Utilize a broad range of communication skills to promote understanding.*
- *Utilize a spirit of inquiry to integrate current evidence-based guidelines and nursing science when making clinical practice decisions.*
- *Apply concepts of caring, cultural sensitivity and respect for all persons.*
- *Apply concepts of teaching and learning to empower patients and families to effectively manage health care.*
- *Incorporate principles of collaboration and teamwork with patients, families and the health care team to achieve patient-centered care.*
- *Provide and manage care that reflects values of nursing within professional standards and legal parameters of the profession.*

Nursing Admission / Selection Criteria

Admission to the nursing program will be based on special admission procedures and the number of points an applicant receives. Eligible students will be numerically ranked according to total points. In the event of applicants having an equal number of points, lots will be drawn to decide eligibility. Admission will be offered to the applicants on the list with the highest priority points. Applicants not selected will not be carried forward and must reapply for consideration.

Science GPA (BIOL & CHEM pre and corequisite courses)	*2.0-2.25 (1)*	*2.26-2.50 (2)*	*2.51-2.75 (3)*	*2.76-3.00 (4)*	*3.01-3.25 (5)*	*3.26-3.50 (6)*	*3.51-3.75 (7)*	*3.76-4.00 (8)*
GPA (pre- and corequisite courses)	*2.0-2.49 (1)*	*2.5-2.99 (2)*	*3.0-3.49 (3)*	*3.5-4.0 (4)*				

(A grade of C or better is required for all pre and corequisite courses in the nursing program. A C- or lower will not be accepted.)

Academic Skills Test: *0-4 points will be awarded based on test scores.*
Nevada Resident: *An applicant who is classified as a Nevada resident for tuition purposes at Western Nevada College at the*

time of application to the nursing program will be awarded one (1) point in the nursing admissions selection criteria.
Maximum Possible Points: *17*

Nursing Program Application Process

Students must apply for admission to Western Nevada College AND the WNC nursing program. Applications for the next fall are available on the WNC Nursing & Allied Health Web page on or after Jan. 2. The last date for submission of an application to Admissions and Records is April 1.

Prerequisites

Students must complete all prerequisite courses with a grade of "C" or better to apply for the nursing program. (C- or lower will not be accepted.) Students may apply for admission to the nursing program while in the process of completing a prerequisite course(s), provided the course is completed by the end of the applicable spring semester or, if taken at another institution, an official transcript showing completion of the course is provided by June 1 of the year of application. Evidence of courses in progress must be submitted by the application deadline.

Corequisites

Students who are accepted into the nursing program must complete all corequisite courses with a grade of "C" or better by the end of the fourth semester of the program. (A grade of C- or lower will not be accepted.) Any corequisite course(s) completed with a "C" or better prior to admission into the nursing program will be calculated into the grade point average under admission selection criteria.

Academic Skills Testing

Students are required to take the Health Education Systems Incorporated Admission Assessment examination as part of the application process. Visit www.wnc.edu/nalh/admissions/ after September for specific information.

Residency

An applicant who is classified as a Nevada resident for tuition purposes at WNC at the time of application to the nursing program will be awarded one point in the nursing admissions/selection criteria.

Application & Supporting Documents

Submit the completed application with supporting documents, which include the academic skills test results and all required college and university transcripts, as appropriate, to Admissions and Records in the time frame delineated on the nursing program application.

NOTE: Statute of Limitation for science courses is five years by the date of application to the nursing program.
NOTE: Current CNA Certification or completion of NURS 130 required within five years of the date of application to the nursing program.

Other Important Information

- *Nursing learning activities are scheduled on and off campus on days, evenings and weekends.*
- *Course organization requires students to have basic computer skills, including the ability to navigate various online learning programs.*
- *Clinical experiences take place at long-term health care facilities, acute care hospitals, clinics and day care centers.*
- *A grade of C (75 percent) or better is required in all nursing courses to continue in the nursing program. A grade of C- or lower will not be accepted.*
- *Students not admitted to the nursing program must reapply to be considered for admission the following year.*
- *Nursing students are expected to meet the Nursing Student Essential Abilities as discussed on the nursing Web page.*
- *Documentation and currency of the following is required after acceptance into the nursing program and prior to the start of classes:*
- *An acceptable physical examination and required immunizations and tests.*
- *CPR certification (card required) through the American Heart Association (Basic Life Support) or the American Red Cross (Healthcare Provider).*

- *Major medical health insurance (card required).*
- *An acceptable background check.*
  A background check is required by health care organizations. Students will be conditionally accepted into WNC's nursing program until their background check information is approved by the clinical sites. Should clinical sites not approve a student, the conditional acceptance will be withdrawn and the student will not be admitted into the nursing program. Students will be denied entrance into the WNC nursing program if an adverse background check is received from a clinical site. Drug screening may also be required by clinical sites. Students will be informed of the requirement when necessary.

Nursing Program Readmission Policies

1. *At the conclusion of each semester of study, the Nursing Program Faculty Committee discusses students who failed or withdrew from courses during the semester. The faculty acknowledges the responsibility to readmit students, who in their judgment satisfy the requirements of scholarship and professional suitability for nursing. The faculty reserves the right to deny readmission based on a history of unprofessional conduct that violates the ANA Code of Ethics.*
2. *A student who matriculates into the nursing program may be readmitted one time following a withdrawal/failure. A written request for an exception to the policy for such reasons as medical and military will be considered by nursing program faculty. Students who are eligible to be considered for readmission into the nursing program will be admitted using a point system and on a space-available basis.*
3. *Students seeking readmission into the nursing program will be required to demonstrate currency of knowledge and skills by passing competency evaluations for selected nursing theory and laboratory courses previously successfully completed. Students may choose the option to repeat those courses or will be required to repeat those courses if the competency evaluations are not passed. A score of 75% or more is required for each theory competency evaluation and a passing grade is required for selected skill evaluations, including basic nursing assessment skills, in order to be readmitted into the nursing program.*
4. *A student must submit a letter to the Director of Nursing & Allied Health informing the director that he/she wishes to challenge courses previously successfully completed. The letter must be received within two weeks of receiving the acceptance letter for readmission into the nursing program. Upon receipt of the letter, the director will discuss the challenge process with the student and will schedule the challenge evaluations.*
5. *Students who withdrew from or who failed a course or courses that are related (e.g. NURS 136, 137 & 141) will be required to repeat all courses in the sequence. Students electing to challenge courses previously passed will be required to pass all courses that are related. For example, a student who had passed NURS 136 challenge evaluation but who fails the NURS 137 challenge evaluation will be required to repeat the sequence of courses.*
6. *Nursing courses taken more than 2 years prior to reapplication will need to be repeated.*
7. *Students seeking readmission into the nursing program will be required to submit an acceptable background check.*

Required Courses

Course	***Title***	***Units***
TOTAL REQUIREMENTS		***71.5 Units***
PREREQUISITE COURSES*		***21 Units***
CHEM 121	*General Chemistry I*	*4*
or BIOL 190	*Intro to Cell & Molecular Biology*	
BIOL 223*	*Human Anatomy and Physiology I*	*4*
BIOL 224*	*Human Anatomy and Physiology II*	*4*
ENG 101	*Composition I*	*3*
MATH 120	*Fundamentals of College Mathematics*	*3*
or MATH 126	*Precalculus I*	
PSY 101	*General Psychology*	*3*

**BIOL 223 & BIOL 224 must be completed at the same college or university if taken at an institution other than within Nevada System of Higher Education. NOTE: Statute of Limitation for science courses is five years by the date of application to the nursing program.*

Current CNA Certification or completion of NURS 129 or NURS 130 required within five years of the date of application to the nursing program is a required prerequisite.

Course	Title	Units
COREQUISITE (NON-NURSING) COURSES		**10 Units**
BIOL 251	General Microbiology	5
ENG 102	Composition II	3
U.S./Nevada Constitutions Course Recommend: PSC 101, HIST 111 or CH 203		3
Note: Corequisite courses must be completed by the end of the fourth semester of the nursing program. See the Associate of Applied Science degree for more information on courses fulfilling the general education requirement. Completion of Chemistry 121 or Biology 190/190L, 223, 224 and 251 fulfills the science general education requirement for the Associate of Applied Science degree in Nursing.		
FIRST YEAR: FALL SEMESTER COURSES		**10 Units**
NURS 136	Foundations of Nursing Theory	3
NURS 137	Foundations of Nursing Laboratory	1
NURS 141	Foundations of Nursing Clinical	2
NURS 147	Health Assessment Theory	2
NURS 148	Health Assessment Laboratory	1
NURS 152	Foundations of Pharmacology in Nursing I	1
FIRST YEAR: SPRING SEMESTER COURSES		**11 Units**
NURS 149	Mental Health and Illness Theory	3
NURS 151	Mental Health and Illness Clinical	1
NURS 153	Foundations of Pharmacology Nursing II	1
NURS 165	Medical Surgical Nursing I Theory	3
NURS 166	Medical Surgical Nursing I Laboratory	1
NURS 167	Medical Surgical Nursing I Clinical	2
SECOND YEAR: FALL SEMESTER COURSES		**9 Units**
NURS 156	Foundations of Pharmacology In Nursing III	1
NURS 261	Nursing Care of The Family From Conception Through Adolescence (Theory)	2
NURS 262	Nursing Care of Family from Conception Through Adolescence (Lab/Clinical)	1
NURS 270	Advanced Clinical Nursing I Theory	3
NURS 271	Advanced Clinical Nursing I Clinical	2
FIRST YEAR: FALL SEMESTER COURSES		**10.5 Units**
NURS 261	Nursing Care of The Family From Conception Through Adolescence (Theory)	2
NURS 262	Nursing Care of Family from Conception Through Adolescence (Lab/Clinical)	1
NURS 276	Advanced Medical Surgical Nursing II Theory	3
NURS 277	Advanced Medical Surgical Nursing II Clinical	2.5
NURS 284	Role of the Adn Manager of Care	2
Note: The sequence of some courses in the second year for fall and spring semesters may be altered.		

NOTE: These courses have mandatory admission requirements. See the Nursing & Allied Health web pages for required immunizations, tests, major medical insurance and CPR certification. This information must be provided to the Nursing & Allied Health Office before permission to enroll in the course is granted. Information regarding how to submit information required to qualify for enrollment into these courses is available on the Nursing & Allied Health web pages. Students are eligible to register after all required information is received by the Nursing & Allied Health Office.

Certified Nursing Assistant

The college offers NURS 130 – Nursing Assistant, a six-unit class that prepares students to take the Nevada licensing exam for certification as a nursing assistant.

A Certified Nursing Assistant is an individual who, under the direction of a licensed nurse, typically provides basic nursing care for patients in long-term and acute care facilities. CNAs are educated to assist patients with activities of daily living such as bathing, feeding and dressing, and to help maintain a safe and protective care environment. As they have extensive daily contact with patients, CNAs also play a key role in communicating information/observations to the nurse.

Required Courses

Course	Title	Units
NURS 130	Nursing Assistant	6

Emergency Medical Services

EMS 100 – Basic Life Support CPR, EMS 108 – EMT Training, and EMS 115 – Advanced EMT. EMS courses are offered in a sequential series to prepare individuals with the knowledge and skills to assess and care for patients in an emergency or in an out-of-hospital setting. Completion of selected courses is designed to prepare students to take the National Registry Examination for EMT-Basic and the appropriate Nevada EMS certification examination for Advanced EMT.

EMS 108 and EMS 115 are designed to meet the National Standard Curriculum published by the United States Department of Transportation, National Highway Traffic Safety Administration.

A background check may be required by some clinical sites prior to the start of clinical experiences. Information about how to meet this requirement will be explained by the course instructor. Drug screening may be required by health care organizations. See the Nursing & Allied Health website for the process and procedures to follow.

Required Courses

Course	Title	Units
EMS 100	*Healthcare Provider CPR*	*1*
EMS 108	*Emergency Medical Technician Training*	*8*
EMS 115	*Advanced Emergency Medical Technician*	*8*

Adv. Emergency Medical Technician

For certified EMTs, WNC offers training for career advancement. Students will learn to incorporate knowledge of basic and advanced emergency medical care for critically ill and emergent patients to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies.

Required Courses

Course	Title	Units
EMS 115	Advanced Emergency Medical Technician	8

Laboratory Technician-Phlebotomy

Phlebotomy classes (LTE 101 and LTE 102) are listed in the class schedule under the Laboratory Technician heading. These courses provide students with knowledge and skills necessary to perform the collection, identification and preservation of specimens as applied to venipuncture techniques.

Phlebotomists are trained to collect blood specimens by safely performing skin puncture or venipuncture procedures on patients of all ages. They are required to adhere to strict policies and safety precautions designed to provide patient protection and comfort, and to assure safe handling of specimens throughout the collection process.

Required Courses

Course	Title	Units
LTE 101	Fundamental Phlebotomy	4
LTE 102	Applied Phlebotomy	4

Technology - Welding AAS

This program provides opportunities to practice and prepare for welding certification exams and allows students to explore other industrial skills that are used in a variety of occupations and businesses.

Mission:

The mission of the Associate of Applied Science in Technology is to provide employment-related knowledge and skills necessary as a professional in a chosen field of study.

Student Outcomes:

Students who complete an Associate of Applied Science in Technology are expected to:

- *Know the subject matter appropriate to the emphasis of the degree. (WNC SLO 1,3,6,7)*
- *Communicate effectively and appropriately, in oral and written form. (WNC SLO 2)*
- *Locate, evaluate and properly utilize the tools and resources appropriate to a technology degree professional. (WNC SLO 1,6,7)*
- *Acquire skills and perform tasks necessary for employment or career enhancement. (WNC SLO 1,7)*
- *Developed an appreciation of the importance of social, ethical, legal and diversity issues. (WNC SLO 5,7)*
- *Developed an appreciation of the need and importance of lifelong learning.*

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**60 Units**
PROGRAM REQUIREMENTS		**36 Units**
DFT 110	Blueprint Reading for Industry	3
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
WELD 231	Welding III	3
WELD 232	Welding III Practice	2
WELD 241	Welding IV	3
WELD 242	Welding IV Practice	2
WELD 250	Welding Certification Preparation	1-12
Choose 1-12 units from the following program electives:		
AIT 101	Fundamentals Of Applied Industrial Technology	4
ET 131	Dc for Electronics	4
ELM 143	Wiring Techniques	2
MTT 105	Machine Shop I	3
WELD 151		
WELD 224	Welding Projects	1-6

Course	Title	Units
WELD 290	Internship in Welding	1-4
Related Welding Courses		1-3
GENERAL EDUCATION REQUIREMENTS		**24 Units**
English/Communications Requirement: Recommend: Bus 107 Must include a writing course.		6
Human Relations: Recommend: BUS 110		3
Humanities/Social Science Requirements		3
Mathematics Requirements: Recommend: MATH 110		3
Science Requirement		3
U.S. and Nevada Constitution Requirement		3
General Elective		3

Suggested Course Sequence

Course	Title	Units
WELDING		
FIRST SEMESTER		
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
English Course Recommend: BUS 107		3
Human Relations Course		3
Science Requirement		3
SECOND SEMESTER		
English Course		3
Mathematics Course		3
DFT 110	Blueprint Reading for Industry	3
Program Elective		1-3
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
THIRD SEMESTER		
WELD 231	Welding III	3
WELD 232	Welding III Practice	2
General Elective		3
Humanities/Social Science Course		3
Program Elective		3-5

Course	Title	Units
FOURTH SEMESTER		
WELD 241	Welding IV	3
WELD 242	Welding IV Practice	2
WELD 250	Welding Certification Preparation	1-12
Program Elective		3-5
U.S./Nevada Constitution		3

Welding Technology - CP

Provides students with opportunities to practice and prepare for welding certification examinations and the knowledge and skills for employment in welding and related careers.

Required Courses

Course	Title	Units
TOTAL REQUIREMENTS		**30 Units**
PROGRAM REQUIREMENTS		**18 Units**
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
WELD 250	Welding Certification Preparation	6
Welding Elective		2
GENERAL EDUCATION REQUIREMENTS		**12 Units**
English/Communications Requirements: Must include a writing course		6
Human Relations Requirement: Recommended: BUS 110		3
Mathematics Requirement		3

Suggested Course Sequence

Course	Title	Units
WELDING TECHNOLOGY		
FIRST SEMESTER		
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
English/Comm Course		3
Human Relations Course		3
Mathematics Course		3
SECOND SEMESTER		
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
WELD 250	Welding Certification Preparation	6
English/Comm Course		3
Welding Elective		2

This page may contain links that are not visible in a printed format. For complete information visit: http://www.wnc.edu/degree/cp/weld/

Welding Certification Preparation

Students are introduced to the many welding certifications available by meeting the standards of the American Welding Society codes. This includes instruction on code certification required by the American Petroleum Institute and the American Society of Mechanical Engineers.

Required Courses

Course	Title	Units
SHIELDED METAL ARC-WELDING AND GAS METAL ARC-WELDING		
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
FLUXED-CORE WELDING AND GAS TUNGSTON ARC-WELDING		
WELD 231	Welding III	3
WELD 232	Welding III Practice	2
WELD 241	Welding IV	3
WELD 242	Welding IV Practice	2
AWS CODE EXAM		
WELD 250	Welding Certification Preparation	9

Student Learning Outcomes

Student learning is the core of WNC's mission and the college celebrates this importance with institution-wide student learning outcomes. The WNC Student Learning Outcomes (SLOs) guide all courses, programs, and degrees offered by WNC.

SLOs one through six provide the structure for general education and alignment for academic program outcomes; SLO seven provides a connection for career preparation emphases.

General education provides a broad educational foundation that is essential to meeting educational, social, personal, and career goals. WNC's general education curriculum consists of rigorous, interrelated academic experiences that introduce students to diverse ways of thinking and understanding their world. Through a range of connected learning experiences, general education introduces students to a breadth of knowledge that complements and prepares students for the depth provided in a completed degree program.

Upon completing a degree at WNC, students must demonstrate:

1. ***WORKING KNOWLEDGE****– Identify, describe, and apply information, theories, methodologies and approaches from the sciences, social sciences, and humanities/arts.*
2. ***WRITTEN COMMUNICATION*** *– Write effective projects, papers, and reports.*
3. ***QUANTITATIVE LITERACY*** *– Present accurate calculations and symbolic operations, and explain how such calculations and operations are used in either the specific field of study or in interpreting information in other fields.*
4. ***INFORMATION LITERACY*** *– Locate, evaluate, and appropriately use information from multiple resources to complete projects, activities, and papers.*
5. ***DIVERSITY AND SOCIETY*** *– Describe diverse historical and/or contemporary positions on selected democratic values or practices.*
6. ***CRITICAL THINKING*** *– Integrate knowledge and skills from the study of sciences, mathematics, social sciences, and the humanities/arts to think critically about and develop solutions to contemporary and/or enduring problems.*
7. ***CAREER PREPARATION*** *– Identify, describe, and apply information in the discipline or career area of their choice sufficient for further study and/ or demonstrate competencies required to succeed in the workplace.*

Divisions

Professional & Applied Technology

The Professional & Applied Technology (PAT) division at WNC offers a Bachelor of Applied Science degree, Associate of Applied Science degrees, certificates of achievement, certification and licensing preparation, and special academic programs. The mission of the division is to help students earn a four-year degree, prepare students for transfer to four-year colleges and/or to provide them with the knowledge they need for their careers.

2201 West College Parkway
Bristlecone Building, Room 350
Carson City, NV 89703

Email: pat@wnc.edu
Phone: (775) 445-4272

Director: Georgia White

Liberal Arts

At WNC, students can complete the first two years of a bachelor's degree and transfer to a 4-year college or university with junior status. Students may select a course of study that enables them to complete some or all of the lower division requirements for a four-year degree at many colleges or universities including the University of Nevada, Reno; University of Nevada, Las Vegas; Nevada State College; and schools in other states.

2201 West College Parkway
Bristlecone Building, Room 350
Carson City, NV 89703

Email: claudette.dutra@wnc.edu
Phone: (775) 445-4253

Director: Scott Morrison

Nursing & Allied Health

The Nursing and Allied Health Division at WNC offers an Associate of Applied Science Degree (AAS) in Nursing and courses in Emergency Medical Services, Laboratory Technician (LTE), and Certified Nursing Assistant (CNA). The mission of the division is to prepare students for transfer to four-year colleges and/or to provide them with the knowledge they need for their careers.

2201 West College Parkway
Cedar Building, Room 101
Carson City, NV 89703

Email: nursing.alliedhealth@wnc.edu
Phone: (775) 445-4425

Director: Judy Cordia

Course Credit and Student Involvement

The Northwest Commission on Colleges and Universities requires that each college credit entail 40-45 hours of student involvement (class time plus outside assignments). The following table shows how this determines the amount of student involvement for credit courses for the most commonly used number of units.

Units in a Course Student Involvement:

- *0.5: 20 – 22.5 hours*
- *1.0: 40 – 45 hours*
- *2.0: 80 – 90 hours*
- *3.0: 120 – 135 hours*
- *4.0: 160 – 180 hours*
- *5.0: 200 – 225 hours*
- *6.0: 240 – 270 hours*

Course Descriptions

Automotive Technology Collision and Repair (ABDY)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Air Conditioning (AC)

Professional & Applied Technology Division

AC-198: Special Topics in Hvac

Units (Credits): *0.50 - 6.00*
Various short courses and experimental classes covering a variety of subjects. Offered from one-half to six credits depending on the course content and number of hours required. May be repeated up to six credits.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Accounting (ACC)

Professional & Applied Technology Division

ACC-105: Taxation for Individuals

Units (Credits): *1.00 - 3.00*
Covers income, expenses, exclusions, deductions, and credits. Emphasizes the preparation of individual income tax.

ACC-135: Bookkeeping I

Units (Credits): *3.00*
Introduces the basic principles of bookkeeping and applied accounting for a business enterprise with special emphasis on accounting for sole proprietorships, service and merchandising companies. Includes debits and credits, the accounting cycle, journals, ledgers, bank reconciliations, payroll, and the preparation of simple financial statements. May include a computerized component.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ACC-180: Payroll & Employee Benefit Accounting

Units (Credits): *3.00*
Prerequisites: ACC135,ACC201 or equivalent work experience Introduces payroll and employee benefit reporting to federal state, and local government agencies. Includes an overview of federal and state labor laws and specialized reporting requirements including both manual and computerized payroll accounting systems.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ACC-198: Special Topics in Accounting

Units (Credits): *1.00 - 3.00*
Applies to a variety of topics including short courses and workshops covering a variety of subjects in accounting.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ACC-201: Financial Accounting

Units (Credits): *3.00*
Recommended prerequisite: ACC 135 Introduces the basic principles of financial accounting for business enterprises with special emphasis on accounting for corporations. Includes theory of debit and credit, accounting cycle, special journals, receivables, depreciation, inventory, long-term debt, corporate capital, and preparation of basic financial statements.

ACC-202: Managerial Accounting

Units (Credits): *3.00*
Prerequisites: ACC 201 Introduces the basic principles of management accounting including manufacturing and cost accounting, budgeting, accounting for management decision-making, and financial statement analysis.

ACC-203: Intermediate Accounting I

Units (Credits): *3.00*
Prerequisites: ACC 201 Emphasizes accounting theory, concepts and analysis of problems that arise in applying these concepts. Course covers in depth the traditional topics as well as recent developments in accounting valuation, accounting for cash, receivables, prepaid and accrued items, plant and equipment.

ACC-204: Intermediate Accounting II

Units (Credits): *3.00*
Prerequisites: ACC203 Emphasizes accounting theory and concepts in corporate accounting. Areas of focus will include stockholder's equity, investments in securities and funds, financial reporting, and analysis of financial statements.

ACC-220: Microcomputer Accounting Systems

Units (Credits): *3.00*
Prerequisites: ACC201 Integrates the principles of accounting and the concepts of data processing. Students will become familiar with computerized accounting systems which are realistic examples of systems used in business today.

ACC-223: Introduction to Quickbooks

Units (Credits): *3.00*
Prerequisites: ACC135 or consent of instructor Introduces students to QuickBooks accounting program and computerized accounting. The student will receive hands-on training in the use of QuickBooks using fictitious case studies.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ACC-261: Governmental Accounting

Units (Credits): *3.00*
Prerequisites: ACC201 Introduces accounting and reporting for government and non-profit entities. Includes study of fund and budget accounts of local governmental units, revenues, appropriations, disbursements and assessments.

ACC-290: Certified Bookkeeper Course

Units (Credits): *6.00*
Prerequisites: ACC201 with a grade of C or better, or by demonstrating a thorough knowledge of double-entry accounting Offers skills for working professionals and students who wish to advance their career in the bookkeeping profession. Upon successful completion, students will be able to sit for a national exam administered by the American Institute of Professional Bookkeepers (AIPB). Upon passing this exam and completing two years of bookkeeping experience, individuals earn the right to call themselves "Certified Bookkeepers."
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ACC-295: Work Experience I

Units (Credits): *1.00 - 6.00*
Prerequisites: consent of instructor Provides on-the-job supervised and educationally directed work experience.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ACC-299: Advanced Special Topics in Accounting

Units (Credits): *1.00 - 3.00*
Prerequisites: ACC 201 or ACC 202 or consent of instructor Applies to a variety of advanced topics including short courses and workshops covering a variety of subjects in accounting.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Agricultural Science (AGSC)

Professional & Applied Technology Division

AGSC-102: Agriculture Communication & Organization

Units (Credits): *1.00 - 3.00*
Prerequisite: None Designed for students interested in pursuing an agricultural career. Provides students with an in depth investigation into personal and interpersonal leadership. Teaches students to strengthen their leadership influence through a personal application of leadership skills, attitudes and dispositions.

AGSC-122: Intercollegiate Rodeo

Units (Credits): *2.00*
Prerequisite: None Designed for men and women interested in rodeo as a knowledgeable spectator, producer, or participant. Covers rodeo history, current rules, equipment use, and physical and mental conditioning.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AGSC-163: Horsemanship

Units (Credits): *2.00*
Prerequisite: None Demonstrates Western horseback riding techniques and equitation. Provides the foundation for good, basic, and effective horsemanship that can later be developed into more specialized. riding. Includes safety, handling, grooming, saddling, staling, feeding, health, exercise, and riding. All levels of ability are welcome as lab assignments are tailored to the skill levels of both student and horse.

AGSC-198: Special Topics in Agriculture

Units (Credits): *1.00 - 6.00*
Prerequisite: None Selected agricultural topics offered for general interest in the agricultural community. Repeatable to a maximum of six units.

AGSC-206: Fundamentals of Animal Nutrition

Units (Credits): *3.00*
Prerequisite: AGSC 100 or 105 Provides an overview of animal nutrition as the basis for livestock feeding and nutrition. Discusses the fundamentals of digestion and absorption in both ruminants and non-ruminants. Emphasizes the nutritive value of feeds as they relate to the formulation of livestock rations, including by-product feeding.

Applied Industrial Technology (AIT)

Professional & Applied Technology Division

AIT-101: Fundamentals Of Applied Industrial Technology

Units (Credits): *4.00*
Explains the fundamental concepts of electricity used in many applications, especially control systems. Ohm's Law and Kirchhoff's voltage and current laws will be applied both in theory and through lab experiments. Mechanical concepts of basic levers and forces, friction and pulleys and gears are introduced, as well as their effects on a system. Covers fundamental operation of electric relay controls and explains basic logic circuits which are used to provide automated control of many types of machines. Simulated tools and test equipment are utilized.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-102: Measurement Tools and Methods

Units (Credits): *1.00 - 2.00*
Explains the fundamental concepts of dimensional measurement. Accuracy and tolerance will be described and applied in theory and through lab experiments. U.S. Customary Units and S.I. Metric Units are utilized both in measurement and conversion. Covers fundamental operation of dial and digital calipers.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-103: Intro to Machine Tool Technologies

Units (Credits): *1.00*

Introduction to the fundamental concepts of using a drill press and band saw, including their parts and controls. These tools will be utilized in the manufacturing process to cut materials and countersink, counterbore, ream and tap holes. Lab experiments will be accomplished through simulated tools and test equipment.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-121: Electrical Control Systems

Units (Credits): *1.00 - 3.00*
Prerequisite: AIT 101 Covers the function and operation of logic control circuits used in industrial, commercial and residential applications. Relays, limit switches and time-delays are introduced for a variety of uses. Automation with electrical control is common in many settings, using components wired together in specific configurations that form the logic needed to determine the sequences of machine operations.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-125: Industrial Robotics in the Manufacturing Industry

Units (Credits): *0.50 - 6.00*
Prerequisites: AIT 101 Covers the fundamentals of industrial robotics found in modern manufacturing, logistics and distribution environments. Covers servo robot system components, prepares students to perform robotic movement using articular and/or Cartesian coordinates, ensures exposure to the design of programs for point-to-point and task activities, includes analysis of industrial robotic integration to standardize production line systems, and integrates basic troubleshooting techniques into robot theory and operation.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-155: Applied Industrial Technology Hands On Lab

Units (Credits): *1.00 - 6.00*
Allows students of Applied Industrial Technology to use hands-on trainers and equipment as they become available for the study of various topics.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-198: Special Topics in Applied Industrial Technology

Units (Credits): *1.00 - 6.00*
Explores various topics of current interest/demand in Applied Industrial Technology areas of study. Applies to a variety of current topics in the field of industrial technology, covering subjects such as new approaches and techniques, equipment configuration, upgrades, preventive maintenance, etc.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-200: Applied Industrial Technology Projects

Units (Credits): *1.00 - 6.00*
Prerequisites: None Explores various project-based topics in the Applied Industrial Technology field. Applies to a range of subjects including short courses and workshops covering a variety of themes relevant to industry.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-201: Pneumatic Power Technologies

Units (Credits): *1.00 - 3.00*
Introduces the concepts of how to connect and operate basic pneumatic components and systems, read circuit diagrams, monitor system operation, and design circuits. Different types of actuators and values will be explained, and skills working with pneumatic schematics will be strengthened by using simulated tools and test equipment.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-250: Mechatronics: Electrical Components

Units (Credits): *3.00*
3 units Prerequisite or Corequisite: AIT 101 Covers the basics of electrical components in a complex mechatronic system. Students will learn the basic functions and physical properties of electrical components, and the roles they play within the system. Technical documentation such as data sheets, schematics, and timing diagrams will be covered while exploring troubleshooting strategies and preventive maintenance.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-251: Mechatronics: Mechanical Components

Units (Credits): *3.00*
3 units Prerequisite or Corequisite: AIT 250 Covers the basics of pneumatic, electropneumatic and hydraulic control circuits in a complex mechatronic system. Teaches the functions and properties of control elements based upon physical principles, and the roles they play within the system. Covers technical documentation such as data sheets, circuit diagrams, displacement step diagrams and function charts while exploring troubleshooting strategies and preventive maintenance. Covers the basics of mechanical components in a complex mechatronic system. Students will learn the basic functions and physical properties of mechanical components, and the roles they play within the system. Technical documentation such as data sheets, schematics, and timing diagrams will be covered while exploring troubleshooting strategies and preventive maintenance.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-252: Mechatronics: Pneumatic & Hydraulic

Units (Credits): *3.00*
3 units Prerequisite or Corequisite: AIT 251 Covers the basics of pneumatic, electropneumatic and hydraulic control circuits in a complex mechatronic system. Students will learn the functions and properties of control elements based upon physical principles, and the roles they play within the system. Technical documentation such as data sheets, circuit diagrams, displacement step diagrams and function charts will be covered while exploring troubleshooting strategies and preventive maintenance.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-253: Mechatronics: Programmable Logic Controllers

Units (Credits): *3.00*
3 units Prerequisite or Corequisite: AIT 252 Covers the fundamentals of digital logic and an introduction to programmable logic controllers (PLCs) in a complex mechatronic system. Students will learn the role PLCs play within a mechatronic system or subsystem; students will explore basic elements of PLC functions by writing and testing programs to control them. Course teaches students how to identify malfunctioning PLCs, as well as to apply troubleshooting strategies to identify and localize problems caused by PLC hardware.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-270: Mechatronics 2: Process Control Technologies

Units (Credits): *3.00*
Prerequisites: AIT 253 Covers content specifically outlined by the Siemens Mechatronic Systems Certification Program (SMSCP) exam objectives and is part of a six-course series to prepare students for the SMSCP Level 2 industry credential exam. Topics include closed loop and other technologies used in process control in the context of a complex mechatronic system are included. Students will understand and establish operating parameters as PID controllers are introduced and explored, along with strategies for optimizing them. Troubleshooting strategies for a variety of industry controllers and their applications are embedded throughout the course.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-271: Mechatronics 2: Intro to Totally Integrated Automation

Units (Credits): *3.00*
Prerequisites: AIT 253 Covers content specifically outlined by the Siemens Mechatronic Systems Certification Program (SMSCP) exam objectives and is part of a six-course series to prepare students for the SMSCP Level 2 industry credential exam. Introduces the Siemens concept of Totally Integrated Automation by looking at field level analogue sensors and actuators and up to the control level with programming and networking Programmable Logic Controllers (PLCs). Hands-on lab work includes connecting devices and controls, evaluating and writing a PLC program with analogue values and STEP 7 software functions like comparison, memory, arithmetic, conversion, and jump. Including the basics of MPI-Bus and PROFIBUS system, and wire modules to a PLC. Maintenance and troubleshooting of these PLC programs and bus systems are essential components of the course.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-272: Mechatronics 2: Automation Systems

Units (Credits): *3.00*
Prerequisites: AIT 253 Covers content specifically outlined by the Siemens Mechatronic Systems Certification Program (SMSCP) exam objectives and is part of a six-course series to prepare students for the SMSCP Level 2 industry credential exam. Course is divided into two main sections: Manufacturing Technologies, including CNC, CAD and CAM, and Microcontrollers and Programming, which constitute essential tools in modern manufacturing, particularly in mechatronic systems. Introduces through the microcontroller section the theory behind microcontroller and microprocessor architecture, and its ways of interaction with other electronic elements to explore applications. This theory is complemented with practical exercises that reflect the importance of microcontrollers in a mechatronic system. Covers an exploration of manufacturing automation and the concepts of Metal Cutting, Modal analysis, CNC, CAM and CAD. Provides students with part of the skill

set necessary to maintain and improve mechatronic systems.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-273: Mechatronics 2: Motor Control

Units (Credits): *3.00*
Prerequisites: AIT 253 Covers general machine operation, different types of braking and loads on a motor, and motor efficiency and power. Different control techniques are introduced, including different methods of starting a motor, controlling voltage and frequency, and the role of different sensors in relation to motor operation. Troubleshooting techniques and an examination of the various causes of motor failure are explored; preventive measures to protect motors are also introduced.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-274: Mechatronics 2: Mechanics and Machine Elements

Units (Credits): *3.00*
Prerequisites: AIT 253 Covers content specifically outlined by the Siemens Mechatronic Systems Certification Program (SMSCP) exam objectives and is part of a six-course series to prepare students for the SMSCP Level 2 industry credential exam. Focuses on the study of the mechanical components that are included in a complex mechatronic system. Includes overview of statics and kinetics, which include; force system analysis, study of equilibrium, frames and machines, friction and effects of forces on the motion of objects among other basic topics. Covers machine elements, fundamentals of a variety of components expanding the material into calculations involving force, stress and wear analysis and investigation of the appropriate component required in given a system. Included are the deployment of these techniques for supporting mechatronic systems and to ensure its proper function, correct possible defects that may interrupt the process, and to plan preventive maintenance operations on them while observing and incorporating safety standards.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-275: Mechatronics 2: Manufacturing Processes

Units (Credits): *3.00*
Prerequisites: AIT 253 Covers content specifically outlined by the Siemens Mechatronic Systems Certification Program (SMSCP) exam objectives and is part of a six-course series to prepare students for the SMSCP Level 2 industry credential exam. Course is divided into two main sections: process management, and function and importance of a hands-on design project. Lessons and labs explore engineering technology in ways that ensure students have an awareness of what it is like to work with customers, timelines, budgetary restrictions, and in general to include some basic business sense in the spirit of their work. The simulations and exercises in this course emphasize business-related factors that further develop well-rounded mechatronics technicians.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-285: AIT Certification/Examination Prep

Units (Credits): *1.00 - 3.00*
Reviews industrial technology theory and practice including devices and circuits, wiring techniques, controls, operation of test instruments, measurement methods, and troubleshooting of industrial systems. Manufacturing, distribution, and logistics practices and tasks will be covered as applicable. Prepares students for current industrial certification and employment tests through practice questions, example scenarios, and review.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AIT-290: Applied Industrial Technology Internship

Units (Credits): *1.00 - 6.00*
Prerequisite: Consent of Instructor. Allows students to apply knowledge to real on-the-job situations in a program designed by a company official and faculty advisor to maximize learning experiences.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

American Sign Language (AM)

Professional & Applied Technology Division

AM-140: American Sign Language I & II

Units (Credits): *6.00*
Introduces ASL and focuses on the development of basic conversational skills, emphasizing receptive abilities.

AM-141: American Sign Language III & IV

Units (Credits): *6.00*
Prerequisites: AM 140 or AM 145 / AM 146 American Sign Language III promotes the shift from comprehension to production of ASL to bring the students current ASL fluency to a point of self-generated ASL. American Sign Language IV encourages the student to expand his or her command of discourse in ASL on various everyday topics.

AM-145: American Sign Language I

Units (Credits): *4.00*
Introduces ASL and focuses on the development of basic conversational skills, emphasizing receptive abilities.

AM-146: American Sign Language II

Units (Credits): *4.00*
Prerequisites: AM145 Continues to stress the development of basic conversational skills with emphasis on expanding vocabulary and expressive skills.

AM-147: American Sign Language III

Units (Credits): *4.00*
Prerequisites: AM146 Promotes the shifting from comprehension to production of ASL to bring one's current ASL fluency to a point of self generated ASL.

AM-148: American Sign Language IV

Units (Credits): *4.00*
Prerequisites: AM147 Encourages the student to expand his or her command of discourse in ASL on various everyday topics.

AM-149: American Sign Language V

Units (Credits): *4.00*
Prerequisites: AM148 Emphasizes conversational fluency in American Sign Language. Identification of discourse styles in ASL, which will lead to the ability to initial, maintain and conclude conversational interactions with various deaf language styles and/or preference.

AM-150: American Sign Language VI

Units (Credits): *4.00*
Prerequisites: AM149 Final course in the American Sign Language series, covering a culmination of all signs, pragmatics, grammar and fingerspelling skills acquired throughout the series. Emphasis is on utilizing all ASL skills simultaneously and fluently.

AM-151: Fingerspelling I

Units (Credits): *1.00*
Develops basic skills in receptive and expressive fingerspelling.

AM-152: Fingerspelling II

Units (Credits): *1.00*
Prerequisites: AM151 or current enrollment in AM 151 Improves receptive and expressive fingerspelling skills to intermediate/advanced levels.

AM-201: Interpreting I

Units (Credits): *3.00*
Prerequisites: AM146 Exposes students to the profession of sign language interpretation, providing them with an opportunity to determine their interest in the field.

AM-202: Interpreting II

Units (Credits): *3.00*
Prerequisites: AM201 Develops the student's receptive and expressive skills in interpreting. Includes a series of activities leading from consecutive interpretation to simultaneous interpretation skills.

AM-203: Interpreting Sign Language III

Units (Credits): *3.00*
Prerequisites: AM202 Develops the student's receptive and expressive skills in interpreting for deaf individuals. Follows a sequenced series of consecutive interpretation to simultaneous interpretation skills.

AM-215: Conversational ASL

Units (Credits): *4.00*
Prerequisites: AM147 Focuses on the natural use of American Sign Language. Appropriate use of ASL grammar and vocabulary in conversational situations is stressed. Students master appropriate pragmatics, use of facial expressions, space, fingerspelling and classifiers, simultaneously for conversational fluency.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AM-216: Receptive ASL

Units (Credits): *4.00*
Prerequisites: AM147 Provides opportunities for students to develop receptive skills with a wide variety of signers. Receptive language of children, teens, adults with various socio-economic levels, and senior signers will be developed. Acquisition and comprehension of regional signs, "slang" signs, and generational signs will also be emphasized.

AM-217: Language and Literacy for Deaf/Hard of Hearing Children

Units (Credits): *3.00*
Teaches the process of language acquisition and literacy development for children who are deaf or have a hearing loss. Includes comparison to the natural acquisition of language for all children and adults. Includes clinical, cultural, historical and audiological descriptions of deafness; the unique linguistic aspects of language and literacy acquisition and most importantly, practical application and activities that can be utilized with deaf/hard of hearing children. Geared to all persons wishing to learn about language and literacy acquisition, but especially geared to parents, educational interpreters, speech and language pathologists, audiologist, and teacher of dear and hard of hearing children.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AM-253: Deaf Culture

Units (Credits): *3.00*
Prerequisites: AM145 Offers a study of people who are deafened. Includes clinical and audiological descriptions of deafness and its course.

AM-254: Deaf History

Units (Credits): *3.00*
Examines segments of the history of deaf people and the deaf community, as well as the deaf experience from a historical perspective.

AM-299: Special Topics in Sign Language

Units (Credits): *0.50 - 3.00*
Includes short courses and experimental classes covering a variety of subjects. May be repeated for up to six credits.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Anthropology (ANTH)

Liberal Arts Division

ANTH-101: Introduction to Cultural Anthropology

Units (Credits): *3.00*
Introduces human culture and society. Provides an understanding of human diversity through a comparative study of politics,

religion, economics and social organization.

ANTH-102: Introduction to Physical Anthropology

Units (Credits): *3.00 - 5.00*
Recommended corequisite: ANTH 110L Explores the biological and evolutionary origins of humans through the examination of the fossil record, the study of primates, and the study of human biology.

ANTH-110L: Physical Anthropology Lab

Units (Credits): *1.00*
Corequisites: ANTH102 Provides practical experience in aspects of physical anthropology: the mechanisms of inheritance, osteology and forensic science, comparative anatomy and human evolution, and aspects of modern human variability.

ANTH-198: Special Topics: Anthropology

Units (Credits): *1.00 - 3.00*

ANTH-201: Peoples & Cultures of the World

Units (Credits): *3.00*
Offers a comparative survey of selected societies from throughout the world. Emphasis is on the impact of global developments on traditional societies.

ANTH-202: Archaeology

Units (Credits): *3.00*
Surveys archaeology in the Old and New Worlds. Examines methods used by archaeologists to describe and explain prehistoric cultures.

ANTH-213: Intro to the Indians of the Great Basin

Units (Credits): *3.00*
Introduces the Indians of the Great Basin summarizing ethnographic and contemporary issues of Native Americans of the Great Basin and the indigenous groups that are geographically adjacent and have influenced Basin cultures. Also examines the archaeological documentation of pre-contact conditions.

ANTH-214: Introduction to Mesoamerican Prehistory and Archaeology

Units (Credits): *3.00*
Introduces students to the archaeology and prehistory of Mesoamerica. Includes the development of complex societies in Mexico and Central America.

ANTH-215: Introduction to Faith Witchcraft & Magic

Units (Credits): *3.00*
Introduces students to the anthropological study of religion as a human institution. Examines the history, methods, and current status of the field.

ANTH-443: Environmental Archaeology

Units (Credits): *3.00*
Topics selected from paleoecology, taphonomy, geoarchaeology, and dating methods. Lectures, readings, and field trips cover advanced principles, method and theory, and practical applications.

Arabic (ARA)

Liberal Arts Division

There are no active courses offered for this discipline.

Art (ART)

Liberal Arts Division

ART-100: Visual Foundations

Units (Credits): *3.00*
Explores visual forms and contemporary concepts through a variety of media, presentations and discussions.

ART-101: Drawing I

Units (Credits): *3.00*
Develops drawing skills through practice with a broad variety of drawing tools and techniques. 1 hour lecture/4 hours studio per week.

ART-102: Drawing II

Units (Credits): *3.00*
Prerequisites: ART101 Continues ART 101 with increased emphasis on the refinement of drawing skills. One hour lecture/ four hours studio per week.

ART-111: Beginning Ceramics

Units (Credits): *3.00*
Introduces basic ceramic techniques and concepts including both hand-built and wheel thrown vessels as well as both utilitarian and non-utilitarian ceramic forms.

ART-124: Beginning Printmaking

Units (Credits): *3.00*
Introduces printmaking processes emphasizing relief, intaglio, lithographic, and screen processes.

ART-127: Watercolor I

Units (Credits): *3.00*
Offers a beginning course in watercolor painting with emphasis on materials and techniques which contribute to the production of quality works of art.

ART-131: Introduction to Painting

Units (Credits): *3.00*
Introduces the basics of various traditional and contemporary painting media.

ART-135: Darkroom Photography I

Units (Credits): *3.00*
Prerequisite: None Introduces black and white photography and the 35mm camera. Designed as a beginning or refresher class in understanding photo taking and darkroom procedures. Students will produce a portfolio of mounted photographs by learning the basic principles of photography including knowledge of how to make appropriate decisions regarding exposure, composition, chemical photographic processes, and the presentation of prints. Recommend students provide a 35mm camera. 1 hour lecture/4hours lab/studio work per week.

ART-141: Introduction to Digital Photography I

Units (Credits): *3.00*
Introduces photographic techniques. Topics include exposure, camera controls, digital printing, file management. Explores creative possibilities and thematic modes of photography; working in series.

ART-151: Introduction to Time Based Media/Videography

Units (Credits): *3.00*

Prerequisites: None Introduces Time-Based Media/Videography using still and moving images. Lecture and studio study using broadcast video as a means of personal expression. Discussion of technical and theoretical themes; production by students of short videos that demonstrate understanding of these concepts.

ART-160: Art Appreciation

Units (Credits): *3.00*
Studies art, artists and art media of various historical periods to develop the student's capacity to evaluate and appreciate them.

ART-201: Life Drawing I

Units (Credits): *3.00*
Prerequisites: ART101 Practices drawing the human figure from nude models. Emphasizes the expressive potentialities of human figure, and the production of quality drawings. One hour lecture and four hours studio per week.

ART-211: Ceramics I

Units (Credits): *3.00*
Offers a beginning studio course in ceramic construction and decoration. Lecture and laboratory methods are used to give special attention to the development of individual student's skills. Uses potter's wheels. One hour lecture and four hours studio per week.

ART-212: Ceramics II

Units (Credits): *3.00*
Prerequisites: ART211 Continues ART 211 but with increased attention given to further refinement of skills. One hour lecture/four hours studio per week.

ART-214: Introduction to Book Art: Intersection of Art and Design

Units (Credits): *3.00*
Prerequisites: None Introduction to the book as a physical object. Course covers the field of artists' books as a form of artistic expression and inquiry as well as antiquarian books. Course introduces the mechanics of printing on cylinder and platen presses and several binding structures.

ART-225: Intermediate Printmaking

Units (Credits): *3.00*
Prerequisites: ART124 Continues Art 124 with emphasis on contemporary techniques and processes for traditional intaglio, lithography, and digital imaging techniques for intaglio and lithographic processes.

ART-227: Watercolor II

Units (Credits): *3.00*
Prerequisites: ART127 Continues exploration of watercolor techniques and concepts including gouache and related media.

ART-231: Painting I

Units (Credits): *3.00*
Offers a beginning course in oil and/or acrylic painting. Introduces concepts and develops skills for the production of quality paintings. One hour lecture and four hours studio per week.

ART-232: Painting II

Units (Credits): *3.00*
Prerequisites: ART231 Continues ART 231, with increased emphasis on refinement of basic painting skills. One hour lecture and four hours studio per week.

ART-235: Photography II

Units (Credits): *3.00*
Prerequisites: ART135 or 141 Covers artificial lighting techniques and theory; strobe equipment, hotlights and electronic

flashes. Students produce a portfolio of work demonstrating knowledge of these techniques.

ART-237: Photography II Color

Units (Credits): *3.00*
Prerequisite: ART 141 Covers continued explorations of numerous photographic techniques, compositional styles, concepts and critical analysis of photography as a Fine Art.

ART-260: Survey Art History I

Units (Credits): *3.00*
Surveys art of the western world from prehistoric times through the Gothic Period.

ART-261: Survey of Art History II

Units (Credits): *3.00*
Surveys art of the western world from the Renaissance to the present.

ART-299: Special Topics in Studio Art

Units (Credits): *1.00 - 3.00*
Applies to assorted short courses and workshops covering a variety of subjects. May be repeated for up to six credits.

Astronomy (AST)

Liberal Arts Division

AST-109: Planetary Astronomy

Units (Credits): *3.00*
Prerequisites: MATH120,MATH126 or higher or consent of instructor Offers a descriptive introduction to current concepts of the solar system, modern observational techniques, and their results. Utilizes telescopes and observatory facilities. Includes four laboratory experiences.

AST-110: Stellar Astronomy

Units (Credits): *3.00*
Prerequisites: MATH120,MATH126 or higher or consent of instructor Offers a descriptive introduction to stellar and galactic systems, the life cycle of stars, theories of the universe and its formation. Utilizes telescopes and observatory facilities. Includes four laboratory experiences.

AST-120: Introduction to Astrobiology

Units (Credits): *3.00*
Study of the origin, evolution and distribution of life in the geology, planetary science, atmospheric science, oceanography, and other sciences. Will explore the scientific reasons behind why the Solar System harbors a living planet. Covers the factors that allow the Earth to support life and the potential for life on other planets within the universe.

Atmospheric Science (ATMS)

Liberal Arts Division

ATMS-117: Meteorology

Units (Credits): *3.00*
Covers the elements that make up meteorology, potential climate change, severe weather, and weather forecasting.

Automotive Autobody (AUTB)

Professional & Applied Technology Division

AUTB-120: Automotive Collision I

Units (Credits): *3.00*
Provides fundamental instruction of hands-on skill and knowledge in auto body construction, tools, and safety. Students will also work with metal, plastics, fiberglass and trim.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTB-125: Automotive Collision II

Units (Credits): *1.00 - 6.00*
Prerequisites: AUTB120 Continues AUTB 120 with more advanced hands-on skill and knowledge in auto body construction, tools, safety and work with metal, plastic, fiberglass and trim.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTB-200: Automotive Refinishing I

Units (Credits): *3.00*
Provides fundamental instruction of hands-on skill and knowledge in the painting and refinishing, including metal preparation, sanding techniques, masking and priming.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTB-205: Auto Refinishing II

Units (Credits): *1.00 - 6.00*
Prerequisites: AUTB200 Continues AUTB 200 with more advanced hands-on skill and knowledge in the painting and refinishing of auto bodies.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Automotive Mechanics (AUTO)

Professional & Applied Technology Division

AUTO-101: Introduction to General Mechanics

Units (Credits): *3.00*
Introduces principles, design, construction and maintenance of automobiles. Includes safety, use of manuals, selection and use of hand tools, and hand-held test instruments. Introduces general maintenance of various systems.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-115: Auto Electricity & Electronics I

Units (Credits): *3.00 - 7.00*
Prerequisites: AUTO 101B or consent of instructor Topics include mastery of DC electricity, use of digital multimeters, troubleshooting electrical problems in starting, charging and accessory systems. Prepares students for ASE certification.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-117: Advanced Auto Electronics

Units (Credits): *4.00*
Prerequisites: AUTO115 Advanced AC and DC automotive electronic circuits. Troubleshooting electronically controlled components including supplemental restraint systems and convenience accessories. Prepares students for ASE certification.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-130: Engine Reconditioning

Units (Credits): *3.00*
Prerequisites: AUTO101 Introduces principles, design, construction and maintenance of automobile engines. Includes overhaul of various systems in the engine (valve, train, oiling system, etc.) safety, use of manuals, selection and use of hand tools. Introduces a variety of systems.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-140: Automotive Brake Systems

Units (Credits): *3.00*
Introduces principles, design, construction and maintenance of automotive brake systems including antilock systems. Includes safety, use of manuals, selection and use of hand tools, power tools and hand-held test instruments. Introduces general maintenance of a variety of different systems.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-145: Automotive Brakes

Units (Credits): *3.00 - 7.00*
Prerequisites: AUTO101 or consent of instructor Focus is on theory, diagnosis, and service of drum, disc, and anti-lock braking systems, brake component machining, hydraulic component reconditioning, friction and hardware replacement. Prepares students for ASE certification.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-155: Steering & Suspension

Units (Credits): *3.00 - 7.00*
Prerequisites: AUTO101 or consent of instructor Diagnosis/service of suspension components including shocks, springs, ball joints, manual and power steering system and four wheel alignment are some areas covered. Prepares students for ASE certification.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-160: Auto Air Conditioning and Heating

Units (Credits): *1.00 - 3.00*
Introduces principles design, construction and maintenance of automotive air conditioning systems. Includes safety, use of manuals, selection and use of hand tools, and hand-held test instruments, evacuating systems, charging/recovery systems and other specialized air conditioning tools. Introduces general maintenance of a variety of different air conditioning systems.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-198: Special Topics in Automotive Mechanics

Units (Credits): *3.00 - 6.00*

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-210: Automatic Transmissions & Transaxles I

Units (Credits): *3.00*
Introduces principles, design, construction and maintenance of automatic transmissions used in today's automobiles. Includes safety, use of manuals, selection and use of hand tools, and appropriate transmission test instruments. Introduces maintenance of a variety of different automatic transmissions.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-225: Engine Performance I/Fuel & Ignition

Units (Credits): *3.00 - 7.00*
Prerequisites: AUTO101 or consent of instructor A study of engine related subsystems which include ignition, fuel, cooling, starting, and charging systems. Theory and testing of computerized engine management systems. Prepares students for ASE certification.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-227: Engine Performance II/Emission Control

Units (Credits): *4.00*
Prerequisites: AUTO225 Automotive emission control systems. Preparation on current gas analyzers for the purpose of diagnosis and repair of specific emission devices. Prepares students for ASE certification.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

AUTO-235: Engine Performance III/Diagnostics

Units (Credits): *4.00*
Prerequisites: AUTO227 Computerized engine and fuel management control. Operational theory of automotive computers. Use of hand held diagnostic interfaces. Prepares students for ASE certification.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Aviation (AV)

Professional & Applied Technology Division

AV-110: Private Pilot Ground School

Units (Credits): *4.00*
Prerequisite: None Covers the necessary aeronautical knowledge and meets the prerequisites specified in Appendix B to 14 CFR Part 141(and 14 CFR 61.105) to successfully pass the private pilot knowledge test. Studies aviation fundamentals including principles of flight, aircraft and engine operations, weather, navigation, and radio communications as required by the Federal Aviation Administration (FAA) regulations. Topics include general service, maintenance, and safety practices.

Building Inspection (BI)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Biology (BIOL)

Liberal Arts Division

BIOL-100: General Biology for Non-Science Majors

Units (Credits): *3.00 - 4.00*
Prerequisites: None. Recommended: MATH120, MATH126 or higher Covers fundamental concepts and theories of life science. Major topics include cellular/molecular biology, anatomy, physiology, genetics, evolutions and ecology. Includes four laboratory experiences.

BIOL-113: Life in the Oceans

Units (Credits): *3.00*
Introduces the plants, animals and microorganisms of the oceans with an emphasis on important marine ecosystems such as intertidal zones, estuaries and coral reefs.

BIOL-190: Intro to Cell & Molecular Biology

Units (Credits): *4.00*
Covers the structure and functions of cells. Includes the major molecules of life, composition and physiology of cellular organelles, cellular metabolism, reproduction, motility, gene function and related topics. Meets 3 hours per week for lecture and 3 hours per week for lab. Note: BIOL 190 plus BIOL 191 transfer to UNR as fulfilling BIOL 190, 191 and 192 requirements.

BIOL-191: Introduction to Organismal Biology

Units (Credits): *4.00*
Combines the principles of botany and zoology into one course emphasizing levels of organization and life processes common to all organisms. Topics range from nutrient processing and homeostasis to reproduction. Meets 3 hours per week for lecture and 3 hours per week for lab. Note: BIOL 190 plus BIOL 191 transfer to UNR as fulfilling BIOL 190, 191 and 192 requirements.

BIOL-200: Elements of Human Anatomy & Physiology

Units (Credits): *3.00*

Provides students with an intense descriptive overview of anatomy and physiology with related, illustrative pathology and microbiology.

BIOL-204: Elements of Human Anatomy & Physiology Lab

Units (Credits): *1.00*
Corequisites: BIOL200 Provides students with intense laboratory exercises about anatomy and physiology with related, illustrative pathology and microbiology.

BIOL-208: Introduction to Human Genetics

Units (Credits): *3.00*
Prerequisites: BIOL190 and 190L Offers a basic science (Mendelian genetics, cytogenetics, molecular genetics) and detailed clinical case study and correlation-oriented (pedigree analysis, gene cloning, inborn errors of metabolism) course that demonstrates the principles of genetics/heredity in human health and disease. Strongly recommended for those pursuing per-medical studies. Three hours lecture.

BIOL-212: Introduction to Human Genetics Lab

Units (Credits): *1.00*
Corequisites: BIOL 208 Provides an opportunity to learn how to extract and amplify genomic DNA using the polymerase chain reaction; apply concepts of chemistry and evolutionary biology to study an organism they choose; identify a question involving their chosen organism and answer it using DNA technology; research and identify protocols and materials such as M-SAT primers specific to the organism they choose; subject data to statistical analysis and relate their findings to concepts of evolution. Three hours laboratory.

BIOL-223: Human Anatomy and Physiology I

Units (Credits): *4.00 - 5.00*
Offers detailed study of histology and the integumentary, skeletal, muscular, and nervous systems. Primary for physical education, pre-nursing and other pre-health majors. Three hours lecture/three hours laboratory. NOTE: For programs that require BIOL 223 and 224, both courses must be completed at the same institution if taken outside Nevada.

BIOL-224: Human Anatomy and Physiology II

Units (Credits): *4.00 - 5.00*
Prerequisites: BIOL223 with a grade of C or better. May be repeated a maximum of two times within the last five years. Offers a detailed study of the anatomy and physiology of the circulatory, immune, respiratory, digestive, urinary, endocrine and reproductive systems. Primarily for physical education, pre-nursing and other pre-health majors. Three hours lecture/three hours laboratory. NOTE: For programs that require BIOL 223 and 224, both courses must be completed at the same institution if taken outside Nevada.

BIOL-251: General Microbiology

Units (Credits): *4.00 - 5.00*
Emphasizes the distribution, form, structure and physiology of microorganisms in laboratory. Develops the student's skills in aseptic procedures, isolation and identification. Three hours lecture/three hours laboratory per week.

BIOL-273: Research Experience

Units (Credits): *1.00 - 6.00*
Prerequisites: BIOL 190 & 190L or CHEM 121 with a grade of C or better and instructor consent. Research intensive course designed to foster competency in experimental design, laboratory techniques, problem-solving information through open-ended investigation.

BIOL-299: Special Topics in Biology

Units (Credits): *1.00*

Build Trades Carpentry (BTC)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Building Trades Electrical (BTE)

Professional & Applied Technology Division

BTE-101: Building Trades Electrical Level I

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTE-102: Building Trades Electrical Level II

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees. Financial Aid will not pay for this course..*

BTE-104: Building Trades Electrical Level IV

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees. Financial Aid will not pay for this course..*

BTE-105: Building Trades Electrical Level V

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees. Financial Aid will not pay for this course..*

BTE-106: Building Trades Electrical Level Vi

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees. Financial Aid will not pay for this course..*

BTE-107: Building Trades Electrical Level VII

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees. Financial Aid will not pay for this course..*

BTE-108: Building Trades Electrical Level VIII

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees. Financial Aid will not pay for this course..*

Building Trades Plumbing (BTP)

Professional & Applied Technology Division

BTP-101: Building Trades Plumbing Level I

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTP-102: Building Trades Plumbing Level II

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTP-103: Building Trades Plumbing Level III

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTP-104: Building Trades Plumbing Level IV

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program. Covers building trade skills and practices in the field of plumbing through classroom and hands-on instruction. Level 4 of the Plumbing Apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTP-105: Building Trades Plumbing Level V

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTP-106: Building Trades Plumbing Level Vi

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTP-107: Building Trades Plumbing Level VII

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program. Offers advanced building trade skills and practices in the field of plumbing through classroom and hands-on instruction. Level 7 of the Plumbing Apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BTP-108: Building Trades Plumbing Level VIII

Units (Credits): *5.00*
Prerequisite: Admitted to an approved apprenticeship program.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Business Admin And Management (BUS)

Professional & Applied Technology Division

BUS-101: Introduction to Business

Units (Credits): *3.00*
Provides the student a broad background about the modern business world. An important course for students who are considering choosing a business major.

BUS-107: Business Speech Communications

Units (Credits): *3.00*
Focuses on speech communication skills. Includes effective listening and feedback methods, voice improvement, group and team interaction, developing messages for positive and negative audiences, preparation and presentation of an oral report.

BUS-108: Business Letters and Reports

Units (Credits): *3.00*
Develops letter and report writing skills including proper word choice, letter tone, and structure. Demonstrates how these skills are best used in business letters, memoranda, reports and other business documents.

BUS-109: Business Mathematics

Units (Credits): *3.00*
Reviews fundamental mathematical processes for the vendor and the consumer. Discounts, commissions, depreciation, overhead and interest rates are included.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BUS-110: Human Relations for Employment

Units (Credits): *1.00 - 3.00*
Provides students/prospective employees with knowledge and understanding of self and others for effective interactions in the workplace. Emphasizes employability skills such as communication, work habits and attitudes, ethics, conflict management, motivation and problem solving.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BUS-198: Special Topics

Units (Credits): *1.00 - 6.00*

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BUS-271: Introduction to Employment Law

Units (Credits): *3.00*
Prerequisite: BUS 101. Recommend MGT 283 Provides a framework to develop productive and effective employers and employees in the workplace. Topics include federal and state labor and employment laws and how they impact employers, employees and the workforce environment.

BUS-273: Business Law I

Units (Credits): *3.00*
Teaches the nature and sources of law. Studies the court systems and law as related to contracts, negotiable instruments, sales, insurance, and agencies.

BUS-295: Work Experience I

Units (Credits): *1.00 - 6.00*

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

BUS-299: Business Capstone

Units (Credits): *3.00*
Prerequisite: Completion of a minimum of 45 units of requirements for an AAS degree in business or consent of instructor. Concludes various business concepts introduced throughout the business program by merging acquired skills and concepts through the business plan with additional emphasis on job preparation and business ethics.

Computer Aided Drafting Design (CADD)

Professional & Applied Technology Division

CADD-100: Introduction to Computer Aided Drafting

Units (Credits): *3.00*
Prerequisite: IS 101 and MATH 110 or higher Uses AutoCAD software to produce working drawings. Emphasizes constructing and editing two-dimensional geometry and placing drawing annotation.

CADD-105: Intermediate Computer-Aided Drafting

Units (Credits): *3.00*
Prerequisites: CADD100 or consent of instructor Provides instruction and training in advanced two-dimension AutoCAD commands. Covers the use of symbols and symbol libraries. Introduces three-dimensional drawing.

CADD-120: Architectural Drafting I

Units (Credits): *3.00*
Prerequisites: CADD100 or equivalent experience Stresses blueprint reading skills. Introduces residential working drawing concepts leading to a full set of professional level working drawings.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CADD-245: Solid Modeling and Parametric Design

Units (Credits): *3.00*
Provides training and instruction in using parametric solid modeling software to create solid model parts, assemblies and working drawings.

Civil Engineering Emphasis (CEE)

Professional & Applied Technology Division

CEE-495: Special Topics

Units (Credits): *3.00*
Additional prerequisites or corequisites: CONS 108 and CONS 114 and CEM 456 Study and/or experimentation in areas of special current and modern fields that concerns construction managers. Teaches students to research different possibilities and their implications on the modern construction industry. Repeatable up to six units.

Construction Management (CEM)

Professional & Applied Technology Division

CEM-100: Fundamentals of Construction Management

Units (Credits): *3.00*
Provides an overview of the construction industry roles, responsibilities, and risks from perspectives of owners, constructors, designers, financial institutions, and government agencies. Study of construction process techniques and applications.

CEM-330: Soils and Foundations for Construction

Units (Credits): *3.00*
Additional prerequisite: CONS 114. Introduction to basic concepts of soils and foundations including compaction, compressibility, settlement, shear strength and site investigations.

CEM-350: Facility Systems Design and Construction I

Units (Credits): *3.00*
Additional prerequisites: CONS 109 and MATH 126 Introduces mechanical systems for facilities including HVAC systems, plumbing, electrical, communications and other systems used int he process of utility services. Provides detailed instruction on how to analyze needs, determine the related scope of work, design and construction of these systems.

CEM-432: Temporary Construction Structures

Units (Credits): *3.00*

Additional prerequisites: CONS 109 and MATH 126. Introduces the analysis, design, and construction of temporary structures including formwork, false work, shoring, rigging, and access units. Addresses cost analysis, load and pressure calculations and safety considerations and requirements.

CEM-451: Construction Estimating

Units (Credits): *3.00*
Additional prerequisites: CONS 109 and MATH 126 Covers principles and procedures used in estimating construction costs. Includes application of quality determination, estimate pricing, specifications, subcontractor and supplier solicitation, risk assessment and risk analysis, and final bidding preparation. Computer based estimating software used for semester project.

CEM-452: Construction Cost Control

Units (Credits): *3.00*
Additional prerequisites: ACC 201 and MATH 126 Covers construction cost management including productivity and cost reporting/analysis concepts. Includes financial/cost issues/cash flow for the construction firm including reporting methods and percentage of completion techniques. Covers performance/profitability enhancement, earned value management, construction bonding and insurance issues, and firm and job-site analysis.

CEM-453: Construction Scheduling

Units (Credits): *3.00*
Additional Prerequisites: CONS 109, 281, and MATH 126 Provides an overview of scheduling and resource optimization. Includes short-interval scheduling, Gantt charts, linear, and matrix scheduling formats. Covers network techniques including CPM and PERT concepts and calculations and computer applications using Microsoft Project.

CEM-454: Heavy Construction Methods and Equipment

Units (Credits): *3.00*
Additional prerequisites: CEM 330 and MATH 126 Covers characteristics, capabilities, limitations, uses, and selection techniques for heavy construction methods and equipment process planning, simulation, fleet operations, and maintenance programs

CEM-455: Construction Management Practice

Units (Credits): *3.00*
Additional prerequisites CEM 451, CEM 452, and CEM 453: Includes direction and operation of construction organizations with examination of general contracting, design-build, and construction management methods. Covers synthesis of project management concepts, applications, and limitations through case studies and semester projects.

CEM-456: Construction Management Capstone

Units (Credits): *3.00*
Additional prerequisites or corequisites: CEE 462 and CEE 463 Provides an integration of all elements of the construction management undergraduate education, from inception to contract award, and applying them to selected construction projects. Introduces contemporary construction industry issues into student projects.

CEM-485: Construction Law and Contracts

Units (Credits): *3.00*
Additional prerequisites: CONS 118 Provides information on legal problems in the construction process. Covers stipulated sum, unit price, cost-plus contracts, construction lien rights and bond rights, scope of work issues, builders risk issues, risk-shifting, and case studies.

Counseling Educ Psychology (CEP)

Professional & Applied Technology Division

CEP-121: Introduction to the College Experience

Units (Credits): *1.00*
Covers study skills, time management, major selection, and other factors associated with success in college.

Core Humanities (CH)

Liberal Arts Division

CH-201: Ancient and Medieval Cultures

Units (Credits): *3.00*
Prerequisites: ENG102 Provides an introduction to Greek, Roman and Judeo-Christian culture through the Middle Ages.

CH-202: The Modern World

Units (Credits): *3.00*
Prerequisites: ENG102 Explores the intellectual, literary and political history of Europe from the Renaissance to the present.

CH-203: American Experience & Constitutional Change

Units (Credits): *3.00*
Prerequisites: ENG102 Emphasizes the origins of the U.S. and Nevada constitutions and issues such as equality and civil rights, individualism and civil liberties, federalism, environmentalism, urbanization and industrialization, as well as religious and cultural diversity. Satisfies the United States and Nevada Constitutions requirements.

Chemistry (CHEM)

Liberal Arts Division

CHEM-100: Molecules and Life in the Modern World

Units (Credits): *3.00 - 4.00*
Prerequisites: MATH120 or higher Introduces chemistry with emphasis on impacts on human society, environmental issues, energy sources and life processes. Includes four laboratory experiments.

CHEM-121: General Chemistry I

Units (Credits): *4.00*
Recommended Prerequisite for students who intend to enroll in CHEM 122: MATH 126 &127 or MATH 128 Provides fundamentals of chemistry including reaction stoichiometry, atomic structure, chemical bonding, molecular structure, states of matter and thermochemistry. Three hours lecture/three hours laboratory.

CHEM-122: General Chemistry II

Units (Credits): *4.00*
Prerequisites: CHEM121 & MATH126 & MATH127, MATH128 Provides fundamentals of chemistry including solutions, kinetics, equilibria, thermodynamics, electrochemisty, nuclear chemistry and properties of inorganic and organic compounds. Three hours lecture/three hours laboratory.

CHEM-220: Introductory Organic Chemistry

Units (Credits): *4.00*
Prerequisites: CHEM121 Surveys the principles of carbon chemistry. Credit allowed in only one of CHEM 220 or 241. Three hours lecture/three hours laboratory.

CHEM-241: Organic Chemistry I

Units (Credits): *3.00*
Prerequisites: CHEM122 Introduces the chemistry of carbon compounds; functional groups; relationships among molecular structure, properties and reactivity and biological relevance. For life and environmental sciences majors. Credit allowed in only one of CHEM 220 or 241. Three hours lecture.

CHEM-241L: Organic Chemistry for Life Sciences Laboratory I

Units (Credits): *1.00*
Prerequisites: CHEM122 ; Corequisites: CHEM241 Introduces the chemistry of carbon compounds; functional groups; relationships among molecular structure, properties and reactivity and biological relevance. For life and environmental sciences majors. Three hours laboratory.

CHEM-242: Organic Chemistry II

Units (Credits): *3.00*
Prerequisites: CHEM241 Provides an emphasis on functional groups, fundamental reaction mechanisms, and biomoleculaes. For life science and sciences majors. Continues CHEM 241. Three hours lecture.

CHEM-242L: Organic Chemistry for Life Sciences Laboratory II

Units (Credits): *1.00*
Prerequisites: CHEM241 & CHEM241L; Corequisite: CHEM242 Provides an emphasis on functional groups, fundamental reaction mechanisms, and biomoleculaes. For life science and sciences majors. Three hours laboratory.

Chinese (CHI)

Liberal Arts Division

There are no active courses offered for this discipline.

Community Health Sciences (CHS)

Professional & Applied Technology Division

CHS-102: Foundations Personal Health & Wellness

Units (Credits): *3.00*
Covers the components and wellness and of lifelong tools that will help enhance wellness. health values, attitudes and behaviors of self and others. Students will be active in design and execution of personal fitness and wellness plans.

Computer Information Technology (CIT)

Professional & Applied Technology Division

CIT-110: A+ Hardware

Units (Credits): *3.00*
Introduces the fundamentals of computer system repair. Students learn the hardware and software elements that define an operating computing system. Troubleshooting methods and the use of diagnostic tools are taught with reinforcement provided using hands-on exercises. Successful completion of this course will place a student in good standing to take the nationally recognized A+ certification exam created by the computing industry.

CIT-114: IT Essentials

Units (Credits): *4.00*
Provides a comprehensive overview of the primary operating systems and the support of hardware devices. Demonstrates the integration between hardware and software. Emphasis is on installing, configuring, troubleshooting and upgrading a PC and working with computer users as an IT technician. Non-transferable/non-applicable towards an AA or AS degree
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CIT-128: Introduction to Software Development

Units (Credits): *4.00*
Recommended prerequisite: MATH 95 or appropriate score on the WNC placement exam. Offers a first course in programming and software development, and assumes no prior programming experience. Introduces the basic syntax of a programming language and stresses the principles of good software engineering. Introduces HTML (the language of the

Web), Webscripting (dynamic Web content), and SQL (Structured Query Language), which is used to access relational databases.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CIT-129: Introduction to Programming

Units (Credits): *3.00*
Prerequisites: IS101 or consent of instructor Offers a language-independent, introductory course on computer program design and development. Emphasizes identification and solution of business problems through various design tools.

CIT-130: Beginning Java

Units (Credits): *3.00*
Prerequisites: CIT129 or previous programming experience with consent of instructor Teaches Java, an object-oriented programming language used in general-purpose computing, Web development, client-server computing, n-tier e-commerce applications, and Web-based applets. Object-oriented programing techniques and hands-on learning will be emphasized. Students will complete several computer programming projects.

CIT-133: Beginning C++

Units (Credits): *3.00*
Prerequisites: CIT129 or consent of instructor Teaches the "C++" programming language. Object-oriented programming techniques and hands-on learning will be emphasized. Students will complete several computer programming projects.

CIT-151: Beginning Web Development

Units (Credits): *3.00*
Prerequisites: IS101 or consent of instructor Introduces students to XHTML and Web page construction. Topics cover construction and management of Web sites and creation of Web pages utilizing standards-based technologies such as Cascading Style Sheets. Emphasis on developing interoperable web sites that work with standards compliant web browsers. Interoperability with non standards-compliant web browsers is covered. As a technology driven course, graphic design is not emphasized. May be taught using basic text editing or a web-development tool such as Dreamweaver.

CIT-173: Linux Installation & Configuration

Units (Credits): *3.00*
Prerequisites: Basic computer literacy skills. Provides an introduction to the Linux Operating System. Topics include Linux origins, file system, user commands and utilities, graphical user interfaces, editors, manual pages and shells.

CIT-180: Database Concepts and Sql

Units (Credits): *3.00*
Prerequisites: CIT129 or equivalent programming experience or consent of instructor Teaches basic principles of data modeling and relational database design. Class is targeted for people with little or no SQL knowledge. Provides a comprehensive overview of query writing, focusing on practical techniques for the IT professional new to relational databases. Course accents hands-on learning in a Structured Query Language (SQL) and SQL procedures.

CIT-198: Special Topics: Comp Info Tch

Units (Credits): *1.00 - 5.00*
Applies to assorted short courses and workshops covering a variety of subjects.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CIT-211: Microsoft Networking I

Units (Credits): *3.00 - 5.00*
Through lectures, discussions, demonstrations, textbook exercises and classroom labs, teaches the basic skills and knowledge necessary to help prepare for the Microsoft Certified Professional (MCP) exam on the topic of a current Microsoft Workstation operating system.

CIT-212: Microsoft Networking II

Units (Credits): *3.00 - 5.00*

Through lectures, discussions, demonstrations, textbook study and hands-on lab exercises, teaches the basic skills and knowledge necessary to implement, administer and maintain the current Microsoft Windows Server Operation System.

CIT-213: Microsoft Networking III

Units (Credits): *3.00 - 5.00*
Prerequisites: CIT212 or consent of instructor Through lectures, discussions, demonstrations, textbook study, and hands-on lab exercises, teaches the basic skills and knowledge necessary to configure and maintain Microsoft Windows Network Infrastructure services and resources.

CIT-214: Microsoft Networking IV

Units (Credits): *3.00 - 5.00*
Prerequisites: CIT213 or consent of instructor Through lectures, discussions, demonstrations, textbook study, and hands-on lab exercises, teaches the basic skills and knowledge necessary to implement, administer and maintain a Microsoft Directory Services environment.

CIT-217: Security +

Units (Credits): *3.00*
Prerequisites: Instructor Consent Introduces fundamental concepts of information security. Provides a basic understanding of best practices and current standards and explores topics of increasing importance in the industry as a whole. Provides practical knowledge and skills using monitoring and detection tools in a lab environment.

CIT-263: Introduction to IT Project Management

Units (Credits): *3.00*
Introduces students to the concepts of project management as used within the information technology fields of study.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CIT-273: Network Defense

Units (Credits): *3.00*
Prerequisites: Instructor Consent Details network security information domains regarding planning to protect a network, as well as detecting and responding to network attacks.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CIT-274: Ethical Hacking

Units (Credits): *3.00*
Prerequisites: Instructor Consent Explains basic IT security concepts and models. Introduces concepts of penetration testing to validate security measures and identify vulnerabilities; formulate a basic security policy; demonstrate basic penetration attacks; assess risks and countermeasures; explain legal and ethical concerns as they apply to penetration testing; explores methods to gain access to computer resources and methods to prevent/reduce vulnerabilities.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CIT-275: Hacking Forensics Investigation

Units (Credits): *3.00*
Prerequisites: Instructor Consent Provides key baseline knowledge and practices in the digital forensic domains including file systems, operating systems, network and database systems, websites and email.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CIT-299: Independent Study Comp Info Technology

Units (Credits): *1.00 - 6.00*
Prerequisites: available to students who have completed most core and emphasis requirements and have a 2.5 or better GPA. Written consent of a full-time instructor is required Offers students special projects involving subjects or skills related to the CIT curriculum. This project will be designed with a faculty advisor. Class will have variable credit of one to six depending on the course content and number of contact hours required. Course may be repeated. It may be substituted for another course with special permission of the division.

Communication (COM)

Liberal Arts Division

COM-101: Oral Communications

Units (Credits): *3.00*
Introduction to the principles and practices of public speaking.

COM-102: Intro to Interpersonal Communication

Units (Credits): *3.00*
Introduction to the field, principles and concepts of interpersonal communication.

COM-113: Fundamentals of Speech Communication

Units (Credits): *3.00*
Prerequisites: None Introduces principles and theories of speech communication. Includes participation in public speaking and interpersonal communication.

COM-299: Special Topics in Communication

Units (Credits): *3.00*
Investigates a special topic or technique of speech communication.

COM-412: Intercultural Communication

Units (Credits): *3.00*
Factors important to meaningful communication across cultures with emphasis on intercultural differences in North America.

Construction (CONS)

Professional & Applied Technology Division

CONS-108: Construction Materials and Methods I

Units (Credits): *4.00*
Prerequisite: MATH 110 or higher. Studies the various types of buildings and structures utilized in industrial, commercial and residential construction. Examines peculiarities and potential problem areas for each type of construction. Construction sequencing, inspection sequencing and required testing will be outlined as well as observable "red flags" that can be indicative of potential problems.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-109: Construction Materials and Methods II

Units (Credits): *4.00*
Prerequisite: CONS 108 Teaches students about the typical materials used in the construction of bridges, roads, pathways, and small commercial buildings. Includes testing procedures, material properties, design, specification, and installation methods using certification standards and guidelines.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-111: Commercial Building Codes

Units (Credits): *3.00*
Introduces the international residential building code. Covers aspects of any code and how to search, interrupt, understand, and implement the code.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-118: Construction Contract Documents

Units (Credits): *2.00*
Prerequisite: BUS 107 and ENG 100 or 101 with a grade of C or better Explores various bid documents including architectural and engineering blueprints, shop drawings and proposals. Common construction contracts and their implications

will be explained as well as accepted procedures for resolution of contract disputes.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-120: Blueprint Reading and Specification

Units (Credits): *3.00*
Equips students with technical and practical interpretation of blueprints. Assignments are made in relation to complete sets of working drawings. Students study construction relationships between architectural, structural, electrical and mechanical drawings, bidding along with inspection procedure technique.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-121: Principles Of Construction Estimating

Units (Credits): *3.00*
Prerequisite: CONS 120 and CONS 216 Presents basic criteria and procedure for estimating labor and material in residential and commercial applications.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-198: Special Topics in Construction

Units (Credits): *0.50 - 6.00*
Various short courses and experimental classes covering a variety of subjects. Course will be variable credit of one-half to six credits depending on the course content and number of hours required. May be repeated for up to six credits.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-205: Construction Site Safety

Units (Credits): *1.00 - 3.00*
Includes 30 hours of authorized training addressing the OSHA construction standards. Additional topics include the identification of asbestos, lead and radon in potential construction projects. Upon completion, students will be issued a course completion wallet card by the U.S. Department of Labor's Occupational Safety and Health Administration.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-230: Electrical Distribution System

Units (Credits): *2.00*
Prerequisites: CONS 120 Explains electrical theory, distribution systems and wiring techniques utilized in the construction industry. Topics will include high voltage distribution, grounding, GFCI's, transformers, load centers and circuits. Actual wiring techniques will be practiced in conjunction with electrical troubleshooting.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-260: Certified Inspectors of Structures-Residential

Units (Credits): *3.00*
Provides prescribed course of instruction for Certified Inspector of Structures as per the state of Nevada.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-261: Under-Floor Inspections-Certified Inspector

Units (Credits): *1.00*
Prerequisites: CONS260B Provides instruction on all of the under-floor components that the Certified Inspector of Structures must inspect to complete a certified inspection per 645D of the Nevada Administrative Code. Students will complete two supervised under-floor inspections and prepare extensive narrative inspection reports for evaluation. They will be required to sign "hold harmless" waivers when conducting inspections off state property. Students are strongly encouraged to have medical insurance that provides coverage in the event of a job-site injury.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-262: Above-Floor Inspections for Certified Inspector

Units (Credits): *2.00*
Prerequisites: CONS260 Provides instruction on all of the above-floor components typical of residential construction. Seismic and structural hardware will be discussed as will load-bearing, load-transferring and non-load-bearing assemblies. Extensive mechanical and electrical systems analyses will be conducted. Students will prepare extensive narrative inspection reports for evaluation, and sign "hold harmless" waivers when conducting inspections off state property. Students are strongly

encouraged to have medical insurance that provides coverage in the event of a job-site injury.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-263: Supervised Residential Inspections for Certification

Units (Credits): *2.00*
Prerequisites: CONS260 Provides instruction on conducting residential inspections as per 645D of the Nevada Administrative Code. Students will explore methodologies for conducting inspections and develop an inspection format that they will utilize while completing ten supervised inspections. Students must complete ten inspection reports to be evaluated by the instructor and sign "hold harmless" waivers when conducting inspections off state property. Students are strongly encouraged to have medical insurance that provides coverage in the event of a job site injury.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-270: Construction Management

Units (Credits): *1.00*
Prerequisites: CONS 260 or Consent of Instructor Provides the necessary lecture and laboratory experience to satisfy the state regulations concerning the General Level Inspection Regulation NAC 645D.120. Course number or instructor approval needed.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

CONS-275: Master Inspector Requirements

Units (Credits): *1.00*
Prerequisites: CONS 270 and consent of Instructor Provides the necessary lecture and laboratory experience to satisfy the state regulations concerning the Master Level Inspection Regulation NAC 645D.130.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

CONS-281: Construction Planning Scheduling and Control

Units (Credits): *3.00*
Prerequisite: CONS 216 Explores project implementation including logistics, scheduling, delegation of responsibility and quality control.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-290: Internship in Construction

Units (Credits): *1.00 - 8.00*
Prerequisites: CONS 216 and consent of instructor Studies project management techniques on-site under the supervision of a project manager or superintendent and WNC instructor. In consultation with the student, based on the specific internship, instructor determines additional learning objectives in addition to standard course learning objectives. Includes interaction with the instructor on a weekly basis. Assignments are required.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-295: Work Experience I

Units (Credits): *1.00 - 6.00*
Prerequisites: consent of instructor Studies project management techniques on-site under the supervision of a project manager or superintendent.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CONS-451: Advanced Internship in Construction

Units (Credits): *3.00*
Additional prerequisites: CONS 281 and consent of instructor. Studies advanced project management techniques on-site under the supervision of a project manager or superintendent and instructor. In consultation with the student, based on the specific internship, instructor determines additional learning objectives in addition to standard course learning objectives. Includes interaction with the instructor on a weekly basis. Assignments are required.

Computer & Office Technology (COT)

Professional & Applied Technology Division

COT-204: Using Windows

Units (Credits): *3.00 - 9.00*
Covers how the Windows Graphic User Interface is used, how to customize Windows and how to use the various accessories and parts of the Windows program.

COT-262: Intermediate Spreadsheets Concepts

Units (Credits): *3.00*
Prerequisites: IS101 or consent of instructor Studies the concepts and capabilities of computer spreadsheet systems. Teaches command and macro generation. Students gain experience generating spreadsheet templates, graphs and macros as business problem-solving tools. When offered for variable credit, content will be divided as follows: A) Concepts and capabilities of the computer spreadsheet with spreadsheet generation; B) Experience with the user-level menu access of the software, including graphing; C) More advanced capabilities of database and macro generation.

Counseling & Personal Develop (CPD)

Professional & Applied Technology Division

CPD-102: Career Exploration

Units (Credits): *0.50 - 3.00*
Acquaints students in choosing a career suitable to them. Involves a systematic approach to making a career choice, covering self-assessment, decision making techniques, and current occupational information. Appropriate for those undecided as to a career direction or who wish more career information prior to focusing their academic studies.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CPD-116: Substance Abuse-Fundamental Facts and Insights

Units (Credits): *3.00*
Covers topics related to substance abuse in society: identification of substance, reasons for abuse of alcohol and of drugs, signs and symptoms of substance abuse, and approaches and techniques recognized as effective in substance abuse counseling.

CPD-117: Introduction to Counseling

Units (Credits): *3.00*
Presents an overview of basic communication and counseling skills and the foundations of the helping relationship. Includes experimental situations such as role playing and group exercises.

CPD-123: Career Choices and Changes

Units (Credits): *1.00 - 3.00*
Offers career development and job seeking strategies. Acquaints students in choosing a suitable career and the necessary work readiness skills to gain and maintain successful employment. Includes Career assessment activities and employability skills training, such as job application, resume, and job interview skills. Covers disability rights and accommodations in the workplace.

CPD-129: Communication Techniques

Units (Credits): *1.00*
Teaches skills to help students become more assertive and improve their ability to communicate effectively. Covers communication techniques that can be used in the workplace and a variety of situations.

Computer Engineering (CPE)

Liberal Arts Division

There are no active courses offered for this discipline.

Crafts (CR)

Liberal Arts Division

CR-137: Creative Crafts II

Units (Credits): *1.00 - 3.00*
Introduces students to crafts, stressing design principles and expressive qualities utilizing a variety of craft materials.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Criminal Justice (CRJ)

Professional & Applied Technology Division

CRJ-101: Introduction to Criminal Justice I

Units (Credits): *3.00*
Surveys the history, philosophy and functions of criminal justice system, law enforcement, criminal law and constitutional rights as they affect system functioning.

CRJ-102: Introduction to Criminal Justice II

Units (Credits): *3.00*
Surveys the adjudicatory process, adult and juvenile corrections functions within the criminal justice system.

CRJ-103: Communication Within the Criminal Justice Field

Units (Credits): *3.00*
*Prepares the student to be able to communicate within the criminal justice field by introducing him/her to the five basic communication skills: report writing, non-verbal communication, basic public speaking, interviewing and interrogation skills, and courtroom testimony. * This class must be taken before attending the Western Nevada State Peace Officer Academy*

CRJ-104: Introduction to the Administration of Justice

Units (Credits): *3.00*
Provides an overview of the American criminal justice system, its development, components, and processes; includes consideration of crime and criminal justice as a formal area of study.

CRJ-106: Introduction to Corrections

Units (Credits): *3.00*
Studies the history and development of correctional agencies, particularly prisons. Examines ideas influencing contemporary correctional institutions. Explores the relationship of the Department of Corrections to other criminal justice system components.

CRJ-155: Juvenile Justice System

Units (Credits): *3.00*
Introduces the field of police work with juveniles. Focuses on juvenile crime problems and their causes, detention and processing of the juvenile offender, practices of the juvenile court, and case disposition.

CRJ-164: Principles Of Investigation

Units (Credits): *3.00*
Prerequisites: CRJ101 Examines the fundamentals of investigation: crime scene search and recording of information, collection and presentation of physical evidence, sources of information, scientific aids, case preparation, and interviews and interrogation procedures.

CRJ-211: Police in America

Units (Credits): *3.00*
Explores the historical development, roles, socialization, and problems of police work.

CRJ-215: Probation & Parole I

Units (Credits): *3.00*
Surveys the probation and parole system of the U.S. through its evolution to the present. Shows different systems within the U.S. and focuses on executive clemency, parole, rights of prisoners, probationers and parolees, and strategies for treatment.

CRJ-220: Criminal Procedures

Units (Credits): *3.00*
Prerequisites: CRJ101 Examines the origin, development, and rationale of the structure and procedures of the American criminal justice system. Emphasizes arrest, search and seizure, confessions, and other related legal issues.

CRJ-222: Criminal Law and Procedure

Units (Credits): *3.00*
Prerequisites: CRJ101 or consent of instructor Provides an integrated overview of the elements of substantive criminal law and the fundamental concepts of due process and fairness underlying American criminal procedures.

CRJ-225: Criminal Evidence

Units (Credits): *3.00*
Examines the origin, development, philosophy, and constitutional basis of evidence. Covers constitutional and procedural considerations which affect arrest, search, and seizure.

CRJ-230: Criminal Law

Units (Credits): *3.00*
Prerequisites: CRJ101,LAW101 Examines substantive criminal law with particular attention to crime, intent, attempts, search and seizure, and the laws of arrest. Relates criminal law to the working police officer. Covers rights and duties of citizen and officer under criminal law.

CRJ-234: Introduction to the Courts and American Legal System

Units (Credits): *3.00*
Prerequisite: CRJ 101 and 102 or 104 Introduces the judicial branch of government, its history, roles, structure and hierarchy of the courts, the central actors and processes. Compares and contrasts the roles of the other branches of government; its organization and interrelationship of the courts within our system of federal, state, and local governments.

CRJ-260: 911 Dispatch Emergency Telecommunicator Academy

Units (Credits): *12.00*
Prerequisites: 4 hour sit-in in Dispatch Center (prior to class start date) Focuses on the skills needed to become a dispatcher with law enforcement agencies, fire centers, trucking firms, taxicab companies, etc. During the 12-credit semester-long course, students will be required to spend 44 hours job shadowing dispatchers, fire fighters and law enforcement officers. They will attend law classes, build their communication and typing skills, and participate in practical scenarios.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CRJ-265: Introduction to Physical Evidence

Units (Credits): *3.00 - 4.00*
Surveys the forensic sciences to show their role in the use of physical evidence in matters of criminal and/or civil law. Focuses on the value of modern scientific investigations.

CRJ-266: Western Nevada State Peace Officer Academy

Units (Credits): *27.00*
Prerequisites: CRJ103 with a grade of B or better Offers an academy which meets all Nevada requirements and is POST certified. Cadets who successfully complete the 30-week program will enhance their employability in attaining positions that require Category I certification (police, sheriffs, etc.); Category II certification (bailiffs, fire investigators, juvenile probation, etc.); and Category III certification (corrections, jailers, etc.). The 800-hour program includes classroom, practical application

and physical training. The cadets will attend numerous law related classes, participate in defensive tactics, emergency vehicle operations course, DUI investigations, accident investigations and fingerprinting. In addition, cadets will learn basic searching techniques, handcuffing methods, baton and firearms.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CRJ-270: Introduction to Criminology

Units (Credits): *3.00*
Examines how society interacts with crime and delinquency through the use of the criminal justice system. Studies effective interaction and communication between the general public and members of the criminal justice system. Emphasizes the understanding of criminal behavior from a sociological and psychological perspective.

CRJ-295: Work Experience - Corrections

Units (Credits): *1.00 - 6.00*
Prerequisites: CRJ101 or consent of instructor Provides the student with on-the job, supervised and educationally directed work experience.

CRJ-296: Work Experience - Juvenile Justice

Units (Credits): *1.00 - 6.00*
Prerequisites: CRJ101 or consent of instructor Provides the student with on-the job, supervised and educationally directed work experience.

CRJ-297: Work Experience - Law Enforcement

Units (Credits): *1.00 - 6.00*
Prerequisites: CRJ101 or consent of instructor Provides the student with on-the-job, supervised and educationally directed work experience.

CRJ-298: Work Experience - Probation and Parole

Units (Credits): *1.00 - 6.00*
Prerequisites: CRJ101 or consent of instructor Provides the student with on-the-job, supervised and educationally directed work experience.

Computer Science (CS)

Liberal Arts Division

CS-135: Computer Science I

Units (Credits): *3.00*
Prerequisites: MATH128 or higher or satisfactory score on a placement exam Introduces modern problem solving and programming methods. Emphasis is placed on algorithm development, data abstraction, procedural and object-oriented design, implementation, testing, and documentation of computer programs. Students will write several computer programs.

CS-202: Computer Science II

Units (Credits): *3.00*
Prerequisites: CS135 Emphasizes problem solving and program development techniques. Typical numerical and non-numerical problems are examined. Emphasis is placed on data abstraction, object-oriented design, implementation, testing, and documentation of elementary data structures such as lists, stacks, queues and trees. Students will write and test several non-trivial computer programs.

Cisco Technologies (CSCO)

Professional & Applied Technology Division

CSCO-120: Ccna Internetworking Fundamentals

Units (Credits): *4.00*
Introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. Uses the OSI and TCP layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. Principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced.

CSCO-121: Ccna Routing Protocols

Units (Credits): *4.00*
Prerequisites: CSCO120 or consent of instructor Covers the architecture, components, and operation of routers, and explains the principles of routing and routing protocols. Students analyze, configure, verify, and troubleshoot the primary routing protocols RIPv1, RIPv2, EIGRP, and OSPF.

CSCO-130: Fundamentals of Wireless Lans

Units (Credits): *4.00*
Introduces wireless LAN concepts and focuses on the design, planning, implementation, operation and troubleshooting of wireless networks. Covers a comprehensive overview of technologies, security and design best practices with particular emphasis on hands-on skills.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CSCO-220: Ccna Lan Switch Wireless

Units (Credits): *4.00*
Prerequisites: CSCO120 Covers an in-depth understanding of how switches operate and are implemented in the LAN environment for small and large networks. Beginning with a foundational overview of Ethernet, provides detailed explanations of LAN switch operation, VLAN implementation, Rapid Spanning Tree Protocol (RSTP), VLAN Trunking Protocol (VTP), Inter-VLAN routing, and wireless network operations. Students analyze, configure, verify, and troubleshoot VLANs, RSTP, VTP, and wireless networks. Campus network design and Layer 3 switching concepts are introduced.

CSCO-221: Ccna Wan Fundamentals

Units (Credits): *4.00*
Prerequisites: CSCO121 & CSCO220 Explains the principles of traffic control and access control lists (ACLs) and provides an overview of the services and protocols at the data link layer for wide-area access. Students learn how to implement and configure Point-to-Point Protocol (PPP), Point-to-Point Protocol over Ethernet (PPPoE), DSL, and Frame Relay. WAN security concepts, tunneling, and VPN basics are also introduced.

CSCO-230: Fundamentals of Network Security

Units (Credits): *4.00*
Prerequisites: CSCO121 Designed to prepare students for certification in this field (Cisco and CompTIA security exams). Teaches how to design and implement security solutions to reduce the risk of revenue loss and vulnerability. Combines hands-on experience, instructor-led lectures, and a Web based curriculum for students. Provides an introduction to network security and overall security processes.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

CSCO-280: Ccnp Advanced Routing

Units (Credits): *4.00*
Prerequisites: CSCO221 or CCNA Certification Prepares students with the knowledge and skills to necessary to use advanced IP addressing and routing in implementing scalability for Cisco ISR routers connected to LANs and WANs. Covers topics on Advanced IP Addressing, Routing Principles, Multicast Routing, IPv6, Manipulating Routing Updates, and configuring basic BGP, Configuring EIGRP, OSPF, and IS-IS. Recommended preparation for the Building Scalable Cisco Internetworks exam required to become a Cisco Certified Network Professional (CCNP).

CSCO-281: Ccnp Secure Convg Wide Nt

Units (Credits): *4.00*
Prerequisites: CSCO221 or CCNA Certification Prepares students with the knowledge and skills necessary to secure and expand the reach of an enterprise network to teleworkers and remote sites with focus on securing remote access and VPN client configuration. Covers topics on the Cisco hierarchical network model as it pertains to the WAN, teleworker configuration and access, frame mode MPLS, site-to-site IPSEC VPN, Cisco EZVPN, strategies used to mitigate network attacks, Cisco device hardening and IOS firewall features. Recommended preparation for the Implementing Secure Converged Wide Area

Networks exam required to become a Cisco Certified Network Professional (CCNP).

Craft Training (CT)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Dance (DAN)

Liberal Arts Division

DAN-108: Pilates I

Units (Credits): *1.00*
Introduces the basic theory and techniques of Pilates and the Alexander and the Feldenkrais technique. Covers history of Pilates theory and technique as well as mat work and the basic use of the three pieces of Pilates equipment: the reformer, the trapeze table, and the chair. Emphasizes the application of this theory and technique to dance.

DAN-110: Dance for Flexibility and Tone

Units (Credits): *1.00*
Introduction to basic techniques for dance flexibility. Students will learn some simple basic Jazz technique, terminology and choreography that includes kicks and leaps, strengthening the core muscles.

DAN-132: Jazz Dance (Beginning)

Units (Credits): *1.00*
Introduces beginning techniques of jazz dance. May be repeated for up to four credits.

DAN-135: Beginning Ballet

Units (Credits): *1.00*
Introduces beginning techniques of ballet. May be repeated for up to four credits.

DAN-144: Beginning Tap Dancing

Units (Credits): *1.00*
Introduces beginning techniques of tap dance. May be repeated for up to four credits.

DAN-160: Hip-Hop Dance

Units (Credits): *1.00*
Teaches beginning techniques of hip-hop dance. May be repeated for up to 4 credits.

DAN-232: Jazz Dance (Intermediate)

Units (Credits): *1.00*
Prerequisites: DAN132 Emphasizes intermediate techniques of jazz dance. May be repeated for up to 4 credits.

DAN-244: Tap Dance (Intermediate)

Units (Credits): *1.00*
Prerequisites: DAN144 or consent of instructor Emphasizes intermediate techniques of tap dance. May be repeated for up to 4 credits.

DAN-260: Intermediate Hip-Hop Dance

Units (Credits): *1.00*

Prerequisites: DAN160B Teaches intermediate techniques of hip-hop dance. May be repeated for up to 4 credits.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Drafting (DFT)

Professional & Applied Technology Division

DFT-100: Basic Drafting Principles

Units (Credits): *3.00*
Introduces basic concepts of technical drawing. Covers perception theories, lettering, sketching techniques, use of drafting instruments, orthographic projection, basic dimensioning, and pictorial drawings. Designed as introductory course for CADD 100.

DFT-110: Blueprint Reading for Industry

Units (Credits): *3.00*
Teaches those concepts required by machine shops or engineering, electrical and welding industries. Student will begin with simple prints and proceed to more advanced prints.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Diesel Mechanics (DM)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Early Childhood Education (ECE)

Professional & Applied Technology Division

ECE-121: Parent Care Relations

Units (Credits): *1.00*
Helps students acquire various communication skills to enhance parent/caregiver relationships. Covers interpersonal communication, listening skills and cooperative problem solving.

ECE-122: Observation Skills

Units (Credits): *1.00*
Provides parents and teachers various formal and informal methods to enhance their observation and assessment skills. Discussion includes methods for use with developmentally delayed children.

ECE-123: Health & Nutrition for the Young Child

Units (Credits): *1.00*
Examines the health and nutritional needs of young children. Develops skills in menu planning, selecting safe equipment and toys, routines to ensure good health and policies on illness.

ECE-129: Environment for Infant/Toddler

Units (Credits): *1.00*
Helps students choose equipment and materials to create a physical environment which is responsive to the infant/toddler total development. Staff considerations and time schedules will be explored.

ECE-154: Literature for Preschool Children

Units (Credits): *1.00*

Surveys books for use with preschool children. Includes techniques of storytelling and reading to children.

ECE-155: Literacy and the Young Child

Units (Credits): *1.00*
Emphasizes activities and materials for developing auditory and visual perception and other reading readiness skills in the preschool.

ECE-156: Music in the Preschool Curriculum

Units (Credits): *1.00*
Outlines activities and materials for teaching music in the preschool, including songs, dances and rhythm activities.

ECE-157: Art in the Preschool Curriculum

Units (Credits): *1.00*
Describes activities and materials for teaching art in the preschool, including creative development and enjoyment of art through various materials and activities.

ECE-168: Infectious Diseases and First Aid

Units (Credits): *1.00*
Provides information about infectious diseases and first aid measures in the child care setting. Course content will include recognizing communicable and acute illnesses, management of accidents and injuries, preventive measures, health education, current research, and community resources.

ECE-200: The Exceptional Child

Units (Credits): *3.00*
Surveys the characteristics and specific needs of special children. Emphasizes teaching and behavioral management as well as available support services.

ECE-204: Principles of Child Guidance

Units (Credits): *3.00*
Studies effective communication with children in guiding behavior. Emphasis will be placed on techniques which help children build positive self-concepts and individual strengths within the context of appropriate limits and discipline. The study includes uses of direct and indirect guidance techniques as well as introduction to guidance systems.

ECE-231: Preschool Practicum: Early Childhood Lab

Units (Credits): *1.00 - 6.00*
Prerequisites: ECE251 or consent of instructor Allows students to work directly with young children under supervision of a master teacher for three hours per week per credit. Students will contract with the instructor and supervisor for completion of projects. Projects will be related to such areas as routines in the preschool, advanced curriculum planning and implementation, or communication techniques with parents. Lesson plans will be completed and carried out with children.

ECE-240: Administration of Preschool

Units (Credits): *3.00*
Prerequisites: ECE250 Studies principles and practices in supervision and management of preschool and child care centers, including program planning, organization, budgeting, personnel records, relationships with community resources, regulatory agencies and working with parents.

ECE-250: Intro to Early Childhood Education

Units (Credits): *3.00*
Introduces students to early childhood education. This course includes the history of child care, regulations, types of programs, legal issues, professional opportunities and current trends and issues. Emphasis is placed on the role of the preschool teacher in enhancing the social, emotional, physical and intellectual growth of preschool-aged children.

ECE-251: Curriculum in Early Childhood Education

Units (Credits): *3.00*
Prerequisites: ECE 250 Considers methods of planning and teaching curriculum for children 3-5 years old. Included will be curriculum development, children's play, lesson planning, and daily scheduling. Emphasis will be on curriculum development for children 3-5 years old in areas such as art, science, literature, music, language arts, block, dramatic play, etc.

Economics (ECON)

Professional & Applied Technology Division

ECON-100: Introduction to Economics

Units (Credits): *3.00*
Recommended prerequisite: MATH 95 or higher Offers an introductory overview to supply and demand, the four types of product markets (perfect competition, monopolistic competition, oligopoly and monopoly), operations of markets, consumer and enterprise behavior, price determination. Also covers the measurement of the levels of national income, employment and general prices, and basic causes for fluctuation for these levels.

ECON-102: Principles of Microeconomics

Units (Credits): *3.00*
Recommended prerequisite: MATH 95 or higher. Covers supply and demand, the four types of markets (perfect competition, monopolistic competition, oligopoly and monopoly), operations of markets, consumer and enterprise behavior, and price determination.

ECON-103: Principles of Macroeconomics

Units (Credits): *3.00*
Prerequisites: ECON102 or consent of instructor. Recommend MATH 95 or higher. Introduces the study of the determination of levels of national income, employment and prices, and basic causes for fluctuation for these levels.

ECON-261: Principles of Statistics I

Units (Credits): *3.00*
Prerequisites: MATH126 or equivalent Offers probability and major probability distributions, sampling theory, descriptive statistics, measure of central tendency and dispersion, index figures, and time series.

ECON-262: Principles of Statistics II

Units (Credits): *3.00*
Prerequisites: ECON261 Offers statistical inference; estimation hypothesis testing, simple linear regression and correlation, and analysis of variance.

Education (EDU)

Professional & Applied Technology Division

EDU-110: Society and Education

Units (Credits): *3.00*
Prerequisites: None Designed to introduce students to the resources of Western Nevada College and expectations of a college student. Emphasis on education's role in society as well as historical, philosophical and sociological foundations of education and the role of each student within. Introduction to the field of Education as a career choice and major. Includes study skills and strategies to meet college-level study. Exploration of the career preparation path in order to meet goals for timely graduation and career entry.

EDU-112: Education Internship

Units (Credits): *3.00*
Prerequisites: EDU 110 or Instructor Consent Supervised work and learning experience in research, public, education, business or government organizations related to Elementary or Secondary Education.

EDU-201: Introduction to Elementary Education

Units (Credits): *3.00*
Introduces the foundations of elementary education, current trends and issues in curriculum and instruction, the roles of teachers and issues of diversity. Includes field experience. A background check may be required for field experience.

EDU-202: Introduction to Secondary Education

Units (Credits): *3.00*
Introduces the prospective middle/secondary school teacher to the role of thinker/reflective practitioner. Creates awareness of the historical, social, political and economic forces influencing schooling in the United States.

EDU-203: Introduction to Special Education

Units (Credits): *3.00*
Surveys the various types of exceptionalities. Emphasizes etiology, physical and educational characteristics.

EDU-204: Information Technology in Teaching

Units (Credits): *3.00*
Studies the use of microcomputers in operations and word processing applicable to classroom for teachers to operate and utilize microcomputers in education. Special instruction fees.

EDU-205: Early Foundations in Mathematics

Units (Credits): *3.00*
Prerequisites: EDU 201 Comprises math curriculum for children from infancy through the primary grades. Examines what math looks like at each developmental stage, discussing the underlying cognitive processes, and learning specific ways to support the teaching and learning of mathematics in young children's classroom and home environments. Standards, assessment, and understanding the needs of diverse populations also addressed.

EDU-206: Classroom Learning Environments

Units (Credits): *3.00*
Prerequisites: EDU201 Presents the function and analysis of elementary school classrooms, daily activities, and methods of behavior management. Includes field experience. A background check may be required for field experience.

EDU-207: Exploration of Children's Literature

Units (Credits): *3.00*
Surveys children's literature: issues, genre, censorship, historical background, book evaluation and selection.

EDU-208: Student Diverse Abilities & Backgrnds

Units (Credits): *3.00*
Prerequisites: EDU 203 ; Corequisites: EDU 209 Focuses on students with learning disabilities, mental retardation, behavior disorders and language disorders, and their accommodation in general education environments.

EDU-210: Nevada School Law

Units (Credits): *3.00*
Identifies legal issues in education and illustrates the implications of laws/mandates in the schools. Guidelines for teachers will provide information on avoiding situations that may lead to litigations. Concepts covered include teacher liability, teacher/student right to free speech and privacy, and accommodations for religious practices and students with disabilities.

EDU-214: Preparing Teachers to Use Technology

Units (Credits): *3.00*
Addresses designing and constructing a variety of common core educational artifacts for tomorrow's classrooms by way of hands-on advanced information technology applications. Students create a selection of high quality common core educational artifacts that are appropriate and/or applicable for the digital classroom and a Teacher's E-Portfolio.

Electrical Engineering (EE)

Liberal Arts Division

There are no active courses offered for this discipline.

Electrical Theory (ELM)

Professional & Applied Technology Division

ELM-143: Wiring Techniques

Units (Credits): *2.00*
Prerequisites(s): AIT 101 Introduces the concepts of industrial electrical. The course will deescribge the function of electrical prints, panels, the wiring between panels, and wire color coding. Students will be introduced to concepts in control system wiring fundamentals, wiring between and outside panels, panel wiring, wire bundling and experience a projetct in how to wire an elctrical machine.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Emergency Medical Services (EMS)

Nursing and Allied Health Division

EMS-100: Healthcare Provider CPR

Units (Credits): *0.50*
Provides instruction of Basic Cardiac Life Support/ Cardiopulmonary Resuscitation for the Healthcare Provider which includes: one and two person rescuer for CPR and management of foreign body obstruction of the airway in adults, children and infants. Instruction also provides for recognition of signs and symptoms requiring AED intervention, safe administration of AED, and common actions that can be utilized for survival, and prevention of risk factors for heart attack and stroke. Certification according to the standards of the American Heart Association (AHA) is issued upon successful completion of course which requires passing of a written examination and practical demonstration. The course satisfies the CPR requirement for students admitted to the nursing and surgical technology programs, nursing assistant and EMS courses. May be repeated for up to one credit.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

EMS-108: Emergency Medical Technician Training

Units (Credits): *6.00 - 8.00*
Prerequisite: must be 18 years or older. Current CPR certification and required immunizations and tests, and health insurance. See Nursing and Allied Health web site for further information. Prepares individuals to provide basic emergency medical care, according to US Department of Transportation guidelines, to individuals experiencing sudden illness or injury. Course content includes appraisal of scene safety and scene management, assessment and treatment of common emergency patient conditions, including fractures, wounds and airway obstruction. Instruction includes use of emergency medications and automatic external defibrillation (AED) devices as well as components of continuing care during emergency ambulance transportation to the emergency department (ED). Clinical experience includes Emergency department hospital and ambulance rotations to meet a required minimum of 10 patient contacts. Upon successful conclusion of the course the student is eligible to sit for the National Registry Examination for EMT Basic.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

EMS-115: Advanced Emergency Medical Technician

Units (Credits): *7.00 - 7.50*
Prerequisite: Certified as a Nationally Registered EMT within the last two years. CPR Certificate. Must be at least 18 year of age at the time of enrollment. Prepares students to incorporate knowledge of basic and advanced emergency medical care for critically ill and emergent patients to reduce the morbidity and mortally associated with acute out-of-hospital medical and traumatic emergencies. The A-EMT is educated to safely provide more advanced airway maintenance skills and the ability to recognize basic electrocardiography (ECG) arrhythmia's and utilize pharmacological interventions within the scope of practices. Other competencies include interventions such as suctioning, initiation of IV therapy, control of breathing and shock, and cardiopulmonary resuscitation. The A-EMT provides care based on site assessment data and works alongside other EMS and health care professionals as an integral part of the emergency care team.

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

EMS-200: Fundamentals of Paramedic Medicine

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program. Provides information to the paramedic student on the history, roles and responsibilities, safety, wellness, medical-legal, and ethical issues of paramedic medicine.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-203: Assessment Based Management I

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program. Familiarizes the Paramedic student with nationally recognized testing. Provides skill-based practice and assessments in a laboratory environment.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-206: Principles of Pharmacology/Medication Administration & Venous Access for the Paramedic

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program. Prepares Paramedic students to understand and be able to integrate the principles of pathophysiological pharmacology and the assessment findings to formulate a field impression and implement a pharmacologic management plan for patients in the prehosptial environment. Introduces the Paramedic student to venous access, IO access, medication administration and drug calculations that will be used in treating patients in the prehosptial environment.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-207: Airway Management and Ventilation for Paramedics

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program. Integrates complex knowledge of anatomy, physiology, and pathophysiology into the assessment to develop and implement a treatment plan with the goal of ensuring a patient airway, adequate mechanical ventilation, and respiration for patients of all ages.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-209: Patient Assessment for Paramedics

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program. Introduces the Paramedic student to a comprehensive physical examination and assessment, which includes history taking, clinical decision making, communications, and documentation.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-210: Principles of Cardiology for the Paramedic

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program. Prepares the Paramedic student to identify single and multi-lead cardiac rhythms and treat those rhythms considered to be life-threatening with electrical therapy. Teaches skills including defibrillation, cardioversion, and cardiac rhythm interpretation. Prepares the student to assess, manage, and treat various cardiovascular emergencies that includes ventricular fibrillation, bradycardia, tachycardia, myocardial infarction, cardiogenic shock, pulmonary edema, angina pectoris, congestive heart failure, hypertension, PEA (pulseless electrical activity), and asystole.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-211: Paramedic Care for Medical Emergencies & ACLS

Units (Credits): *4.00*
Prerequisite: Admission to the Paramedicine Program Prepares the Paramedic to identify, assess, manage, and treat various medical emergencies. Topics include Neurology, Endocrinology, Allergies and Anaphylaxis, Gastroenterology, Urology, Toxicology, Infectious and Communicable Diseases, Behavioral and Psychiatric Disorders, and associated pharmacological interventions.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

EMS-212: Paramedic Trauma Emergencies & International Trauma Life Support (ITLS)

Units (Credits): *4.00*
Prerequisite: Admission to the Paramedicine Program Integrates assessment findings with principles of epidemiology and pathophysiology to formulate a field impression to implement a comprehensive treatment/disposition plan for an acutely injured patient.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

EMS-214: Paramedic Pediatric Emergencies

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program Prepares the Paramedic student to identify, assess, manage, and treat age related emergencies, and other special challenges. Topics include obstetrics, neonatology, pediatrics, geriatrics, abuse and assault, and patients with special challenges.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-215: Assessment Based Management II

Units (Credits): *3.00*
Prerequisite: Admission to the Paramedicine Program Prepares the student to implement a plan for patients with common complaints. Prepares the Paramedic with the concepts of medical incident command, ambulance and rescue operations, hazardous materials, incident, and crime scene awareness.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

EMS-216: Hospital Clinical Experience for the Paramedic

Units (Credits): *4.00*
Prerequisite: Admission to the Paramedicine Program Offers planned hospital clinical experience designed to meet and enhance the specific learning needs of the student. Each area of clinical experience has been selected to correspond with a specific area of didactic classroom instruction and to meet the clinical skill objectives outlined by the program. Students will function under the direction of a nurse or physician preceptor.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

EMS-217: Field Internship for the Paramedic

Units (Credits): *4.00*
Prerequisite: Admission to the Paramedicine Program and Completion of all other Didactic and Clinical Paramedic courses Introduces the paramedic student to Advanced Life Support (ALS) prehospital operations. Familiarizes students with procedures and care provided by paramedics in the field. Students will be a third person on a paramedic unit and will work under the direct supervision of a paramedic preceptor.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

English (ENG)

Liberal Arts Division

ENG-100: Composition - Enhanced

Units (Credits): *4.00 - 5.00*
Prerequisite: ENG 95 or equivalent writing course or appropriate scored on WNC placement or equivalent exam.Students should meet with a WNC Counselor to determine readiness based on placement based on readiness exams, high school coursework, or other factors. Prerequisite effective Fall 2020: ENG 95 or equivalent writing course or appropriate scored on WNC placement or equivalent exam.Students should meet with a WNC Counselor to determine readiness based on placement based on readiness exams, high school coursework, or other factors. Intensive reading and writing course focusing on writing the expository and argumentative essay. Emphasis on revising and editing essays for development, coherence, style, and correctness as well as on investigative, reasoning, and organizational skills necessary to create successful research papers. Provides extra assistance in English writing skills, grammar, sentence structure, usage, and punctuation.

ENG-101: Composition I

Units (Credits): *3.00*
Prerequisite: ENG 98, 99 or equivalent writing course or appropriate score on WNC placement or equivalent examination. Students should meet with a Counselor to determine readiness based on placement or equivalent exam, high school coursework, or other factors. Prerequisite effective Fall 2020: ENG 98, 99 or equivalent writing course or appropriate score

on WNC placement or equivalent examination. Students should meet with a Counselor to determine readiness based on placement or equivalent exam, high school coursework, or other factors. Studies expository writing with special attention to the modes, arrangement and style. Students learn to write essays which are unified, thorough, clear and convincing. Students read essays to augment critical reading skills. They learn the research, reasoning and organizational skills necessary for effective academic and research writing.

ENG-102: Composition II

Units (Credits): *3.00*
Prerequisites: ENG100 or ENG101. Continues the study of expository writing. Students read and analyze writing and discursive techniques of interpretation, argument, and research.

ENG-107: Technical Communications I

Units (Credits): *3.00*
Prerequisites: English 99 with a grade of C- or higher or appropriate score on WNC placement examination or equivalent examination. Introduction to expository methods with concentration on specific vocational writing forms including memorandums, formal reports, manuals and proposals. Students will learn how adapt correct paragraph construction to suit the expectations of an occupational audience, in order to communicate clearly and effectively.

ENG-199: Independent Study

Units (Credits): *3.00*

ENG-200: Novels Into Film

Units (Credits): *3.00*
Prerequisites: ENG102 or consent of instructor Studies film and novels to examine the transformation in genre when novels are made into films. Students read novels and view films based on those novels to examine the impact of each form upon the audience as well as to understand the differences between literary and film genre. Emphasizes critical reasoning and writing skills.

ENG-205: Introduction to Creative Writing

Units (Credits): *3.00*
Prerequisites: ENG102 or consent of instructor Offers a beginning writers' workshop in poetry, fiction, and creative non-fiction.

ENG-221: Writing Fiction

Units (Credits): *3.00*
Prerequisites: ENG102 or consent of instructor Teaches fiction writing in a workshop setting. Includes lectures and discussion of plot, character, style, and elements of fiction. Students are required to produce several works of short fiction.

ENG-223: Themes of Literature

Units (Credits): *3.00*
Prerequisites: ENG 102 or consent of instructor Offers readings of short stories, poems, plays and novels on a theme selected by the instructor. Course could examine such a topic as the American myth of the frontier or study perceived differences between various multicultural perceptions and attitudes in Europe and the United States.

ENG-226: Memoir and Autobiography

Units (Credits): *3.00*
Prerequisites: ENG102 or consent of instructor Offers a writing-intensive class which explores various approaches to writing memoirs, autobiography, family history, autobiography-based fiction, or other "life stories," incorporating the classic elements of the personal essay.

ENG-261: Introduction to Poetry

Units (Credits): *3.00*
Prerequisites: ENG101 Reading and discussion of selected British and American poems with attention to form and content.

ENG-266: Popular Literature

Units (Credits): *3.00*
Prerequisites: ENG102 or consent of instructor Studies various forms of popular writing, e.g., best-sellers, the western, science fiction, fantasy, the detective story.

ENG-271: Introduction to Shakespeare

Units (Credits): *3.00*
Prerequisites: ENG102 or consent of instructor Examines Shakespeare's principal plays read for their social interest and their literary excellence.

ENG-282: Intro to Language & Literary Expression

Units (Credits): *3.00*
Explores the forms and function of language with special application to literary study.

ENG-295: Directed Study in English

Units (Credits): *1.00 - 3.00*
Prerequisites: ENG102 Allows students to pursue individual writing or research projects under the close supervision and guidance of the instructor.

ENG-299: Special Topics in English

Units (Credits): *1.00 - 3.00*
Includes short courses and experimental classes covering a variety of subjects. May be repeated for up to three credits.

ENG-90: Basic Writing I

Units (Credits): *3.00*
Provides instruction in basic English skills including grammar, parts of speech, agreement, syntax, punctuation, spelling, and sentence structure. Focuses on a variety of sentence patterns and types. Provides extensive practice in grammar and usage. Grading: pass/fail.
Note: *Financial Aid will not pay for this course..*

ENG-95: Basic Writing II

Units (Credits): *3.00*
Provides instruction in basic writing skills including sentence patterns and basic paragraph development. Provides review of grammar, mechanics, punctuation, spelling, and word usage. Some sections of the course may be offered through computer-assisted instruction. Grading: Satisfactory/Unsatisfactory.

ENG-98: Basic Writing III

Units (Credits): *3.00*
Prerequisites: appropriate score on WNC placement examination or equivalent examination Helps students improve their writing for school or on the job. Offers practice in sentence, paragraph and short essay writing with attention to grammar, sentence structure and punctuation. The student will learn how to combine sentences and paragraphs to communicate clearly and effectively. Grading: pass/fail.

ENG-99: Basic Writing Strategies

Units (Credits): *4.00*
Provides instruction in basic English skills including sentence patterns and basic paragraph development. Provides review of grammar, mechanics, punctuation, spelling, and work usage. Offers practice in sentence, paragraph, and short essay writing with attention to grammar, sentence structure, and punctuation.

Engineering (ENGR)

Liberal Arts Division

ENGR-100: Introduction to Engineering Design

Units (Credits): *3.00*
Provides overview of engineering practice and exposure to the environment which engineers generally work in. Students will have the opportunity to begin developing information retrieval, technical and interpersonal skills that can be used throughout their educational programs and subsequent careers.

Energy (ENRG)

Professional & Applied Technology Division

ENRG-110: Introduction to Alternative Energy

Units (Credits): *3.00*
Introduces alternative and sustainable energy sources and systems, including renewable approaches such as solar and wind.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Entrepreneurship (ENT)

Professional & Applied Technology Division

ENT-200: Fundamentals of Entrepreneurship

Units (Credits): *3.00*
Explores the basics of entrepreneurship, introducing students to the various aspects and activities involved. Looks at the characteristics of entrepreneurs, the cycle of entrepreneurship, idea generation and validation of an idea's ability to be successful, how to present a business idea to potential investors and how to take the plunge.

Environmental Science (ENV)

Liberal Arts Division

ENV-100: Humans and Environment

Units (Credits): *3.00*
Prerequisites: MATH120 or consent of instructor Provides an interdisciplinary introductory survey of the ecology of natural systems with emphasis on the relationship of humans to the environment. Includes four laboratory experiences.

ENV-101: Introduction to Environmental Science

Units (Credits): *3.00*
Prerequisite: Math 120 or consent of instructor. Surveys basic ecological principles and examines selected environmental issues including overpopulation, pollution, and energy alternatives.

Ed Professional Development (EPD)

Professional & Applied Technology Division

EPD-276: Management Methods for Substitutes

Units (Credits): *0.50 - 3.00*
Offers practical methods and ready-to-use ideas for K-12 substitutes, including models of discipline, attentions signals, active participation, instant ideas, transition activities, methods for dealing with problem behavior, and inclusion strategies.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

EPD-295: Special Topics in Educational Professional Development

Units (Credits): *1.00 - 6.00*
Covers selected topics in education and critical and current issues in education. Repeatable as topics vary.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Educational Psychology (EPY)

Professional & Applied Technology Division

EPY-150: Strategies for Academic Success

Units (Credits): *3.00*
Helps students to develop effective and efficient study skills. Students will learn how to learn.

Electronics Technology (ET)

Professional & Applied Technology Division

ET-104: Fabrication and Soldering Techniques

Units (Credits): *3.00*
Introduces electronic fabrication skills, tool operations applied to fabrication techniques of simple circuit boards, reading of schematic diagrams, soldering, drafting and wire wrapping.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ET-117: Computer forensics

Units (Credits): *3.00*
Introduction to the concept of using computer forensics to conduct a successful computer investigation. Covers acquiring digital evidence and reporting its findings. Covers fundamentals of setting up a forensics lab, acquiring the proper and necessary tools, and how to conduct an investigation and subsequent digital analysis.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ET-131: Dc for Electronics

Units (Credits): *3.00 - 6.00*
Familiarizes students with fundamentals of electronics including how to read resistor color codes, decipher capacitor values, and use electronic schematics to build simple electronic devices. Students conduct laboratory experiments to apply theoretical concepts and will use standard or simulated laboratory instruments such as multimeters. Covers Ohm's Law and Kirchhoff's Laws of voltage and current, and simple series and parallel circuits.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ET-132: Ac for Electronics

Units (Credits): *4.00*
Prerequisites: ET131 or consent of instructor Familiarizes students with important electronic components, their schematic symbols and how to wire circuits on a solderless circuit board using diagrams. Introduces semiconductors, diodes, and basic theory of transistors and transistor amplifier configurations. Students conduct laboratory experiments and build electronic circuits utilizing these components. Soldering is introduced.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ET-155: Home Technology Convergence

Units (Credits): *4.00*
Introduction to the components and technologies that make up the "Smart Home". The convergence of home entertainment audio/visual equipment, surveillance and security systems, computer networks, and telecommunications will be taught in both theory and application. Students will build, configure and install cables, wallplates, jacks, control modules and equipment to bring alive the multiple technologies commonly used in a home or small office environment.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ET-198: Spec Topics: Electronics

Units (Credits): *1.00 - 6.00*
Explores various topics of current interest/demand in Electronics Technology.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

ET-200: Electronics Projects

Units (Credits): *0.50 - 6.00*
Prerequisites: ET131 or consent of instructor Studies special projects in Electronics Technology.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Finance (FIN)

Professional & Applied Technology Division

FIN-101: Personal Finance

Units (Credits): *3.00*
Introduces personal financial planning. Emphasizes budgeting, obtaining credit, buying decisions for a home, auto or other large purchases, investment decisions, and retirement planning.

FIN-115: Introduction to Investments

Units (Credits): *3.00*
Helps students understand the theoretical concepts and analytical foundations necessary for further study in the field. It will provide an overall picture of securities markets, institutions, processes and mechanisms on how stocks and bonds are bought and sold.

French (FREN)

Liberal Arts Division

FREN-101: Conversational French I

Units (Credits): *3.00*
Emphasizes spoken communication. Listening, reading and writing skills will be explored. A vocabulary of French-English words can be developed to suit student needs.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

FREN-102: French, Conversational II

Units (Credits): *1.00 - 3.00*
Prerequisites: FREN101 or consent of instructor Offers a second semester of Conversational French designed to continue and improve the skills learned in the first semester.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

FREN-111: First Year French I

Units (Credits): *3.00 - 4.00*
Develops language skills through practice in listening, speaking, reading, writing and structural analysis. Includes an introduction to French culture.

FREN-112: First Year French II

Units (Credits): *3.00 - 4.00*
Prerequisites: FREN111 or equivalent or consent of instructor Continues with the second semester of the course to build on speaking, writing and reading skills in the French language.

FREN-212: Second Year French II

Units (Credits): *3.00*

Prerequisites: FREN211 or equivalent or consent of instructor Continues structural review, conversation and writing and reading in modern literature.

Geography (GEOG)

Liberal Arts Division

GEOG-103: Physical Geography

Units (Credits): *3.00*
Prerequisites: MATH120,MATH126 or higher or consent of instructor Teaches the physical elements of geography, nature and distribution of climate, land forms, natural vegetation, and soils. Includes at least four lab experiences.

GEOG-104: Physical Geography Laboratory

Units (Credits): *1.00*
Prerequisites: GEOG103 & MATH120,MATH126 or higher or consent of instructor Offers experimental and in-depth investigations designed to illustrate fundamental principles of geosciences.

GEOG-106: Introduction to Cultural Geography

Units (Credits): *3.00*
Analyzes the culture regions of the world including physical settings, peoples, settlements, economic activities, historical and political factions with primary emphasis on the Old World.

GEOG-121: Climate Change and Its Environmental Impacts

Units (Credits): *4.00*
Reviews the past, present and likely future climate changes, together with its associated impacts on the landscape, with emphasis on water resources, species distributions, and wildfire regime. Scientific evidence relevant to Nevada will be presented.

GEOG-200: World Regional Geography

Units (Credits): *3.00*
Introduces the world's regions with concentration on parts of the world with which we may be less familiar - many of which are experiencing great changes and have a major impact on our lives in the United States. Specific areas that will be covered include Africa, Asia, and Latin America.

GEOG-205: GIS Applications

Units (Credits): *3.00*
Introduces a variety of common GIS applications. Through content, lectures and hands-on, students will use ArcInfo to complete a variety of tasks pertaining to the applications that are used in everyday GIS.

GEOG-210: Introduction to Geotechnology

Units (Credits): *3.00*
Introduces geotechnology, the technological advances used to describe, assimilate, or analyze spatial information. Emphasis is on GIS with discussions on GPS, remotely sensed imagery, Google Earth and other applications. The importation and joining of various datasets is described highlighting how a variety of data sources may be used for analysis of spatial features. Laboratory assignments will demonstrate real world applications derived from the lectures using ArcGIS desktop.

GEOG-211: Introduction to Maps and Compass

Units (Credits): *2.00*
Introduces the basics of map interpretation. Covers the characteristics of the map, emphasizing its blending of scientific and artistic aspects. Students will delve into map making, interpretation, aerial photography and the use of a GPS to construct maps.

Geology (GEOL)

GEOL-100: Earthquakes, Volcanoes, and Natural Disasters

Units (Credits): *3.00*
Investigates geology of the dynamic earth: natural hazards and catastrophes, and geology of natural resources. Includes four laboratory experiences.

GEOL-101: Exploring Planet Earth

Units (Credits): *4.00*
Prerequisites: MATH120,MATH126 or higher or consent of instructor 3 hours lecture and 3 hours lab. Lecture covers fundamental principles of geology: tectonics; minerals; igneous, metamorphic and sedimentary processes; and geologic time. Lab covers reading of topographic maps, study and identification of common rocks and minerals, and the study of geologic phenomena.

GEOL-102: Earth and Life Through Time

Units (Credits): *4.00*
Prerequisites: GEOL101 Studies the history of the earth and the origins of its landforms from the far past to the present time, age dating, evolution of organisms, times of extinction, mountain building episodes, and periods of glaciation.

GEOL-103: Physical Geology Laboratory

Units (Credits): *1.00*
Prerequisites: GEOL101 & MATH120,MATH126 or higher, or consent of instructor (GEOL 101 may be taken concurrently) Offers experimental and in-depth investigations designed to illustrate fundamental principles of geology.

GEOL-105: Introduction to Geology of National Parks

Units (Credits): *3.00*
Study of geologic processes through the lens of the national park system. Concepts of geologic time, plate tectonics, and the rock cycle will be explored by studying selected national parks and monuments that highlight some of the best geologic examples of the material presented.

GEOL-111: Geology of Death Valley National Park

Units (Credits): *1.00 - 2.00*
Provides a general field experience in geology for students with little or no earth science background. Teaches the basics of rock identification, landform analysis and identification, and interpretation of modern and ancient geologic events through field study of Death Valley National Park.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

GEOL-112: Geology of Eastern Sierra Nevada

Units (Credits): *1.00 - 2.00*
Provides a general field experience in geology for students with little or no earth science background. Teaches the basics of rock identification, landform analysis and identification, and interpretation of modern and ancient geologic events through field study of the Eastern Sierra Nevada. Field study will include Mono Lake, Long Valley caldera, White Mountains, faults, and past glaciation in the area.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

GEOL-113: Geology of Lassen Volcanic National Park

Units (Credits): *1.00 - 2.00*
Provides a two-and-a-half day field experience in geology for students with little or no earth science background. Teaches the basics of volcanic rock identification, history of the Cascade Range, and interpretation of modern and ancient geologic events through field study of Lassen Volcanic National Park.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

GEOL-114: Geology of Lava Beds National Monument

Units (Credits): *1.00*

Provides a general field experience in geology for students with little or no earth science background. Teaches the basics of rock identification, landform analysis and identification, and interpretation of modern and ancient geologic events through field study of Lava Beds National Monument.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

GEOL-201: Geology of Nevada

Units (Credits): *3.00*
Prerequisites: GEOL101 or consent of instructor Covers important geological developments in Nevada that have occurred throughout geologic time. At least one field trip will be required.

GEOL-299: Special Topics: Geology

Units (Credits): *1.00 - 5.00*
Provides a study of selected topics in geology for students with little or no earth science background. Can include field experiences.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

German (GER)

Liberal Arts Division

There are no active courses offered for this discipline.

Geographic Information Systems (GIS)

Liberal Arts Division

There are no active courses offered for this discipline.

Graphic Communications (GRC)

Professional & Applied Technology Division

GRC-103: Introduction to Computer Graphics

Units (Credits): *3.00*
Introduces processes involved in the creation and reproduction of graphic design for print and digital media. Covers graphic communications history, design theory, software applications, production processes, printing processes, and job opportunities. Presents a hands-on overview of a variety of graphic design software.

GRC-109: Color and Design

Units (Credits): *3.00*
Prerequisites:None. Recommended: GRC 103 Teaches color theories, color technologies and the application of color in art and design. Intermediate two-dimensional design problems focusing on the compositional, optical and psychological aspects of visual communications.

GRC-116: Introduction to Digital Art and Design

Units (Credits): *3.00*
Prerequisites: Basic Computer Skills Introduces students to the Adobe Creative Cloud Software (Illustrator, InDesign, Photoshop and Acrobat). Students will explore design ideation, process, and effective design thinking and analysis as it relates to Graphic Design. Presents projects and design exercises that will increase student's technical fluency in industry-standards for Graphic Design software applications.

GRC-144: Electronic Layout and Typography

Units (Credits): *3.00*

Prerequisite:basic computer skills and GRC 103 or consent of instructor. Introduces electronic page layout software with an emphasis on typographic layout and design.

GRC-156: Design With Illustrator

Units (Credits): *3.00*
Prerequisites: basic computer skills. Recommended: GRC 103. An introductory/intermediate class in the creation and execution of designs and illustrations in the electronic environment. Focuses in Adobe Illustrator Vector-Draw software, including the tools and techniques required to produce professional-level artwork. Knowledge of the following basic computer skills required: saving, opening, and printing documents, opening and closing applications, creating and managing folders and subfolders, viewing the contents of disk drives and external storage devices, managing desktop items.

GRC-175: Web Design I

Units (Credits): *3.00*
Prerequisites: Basic computer skills. Recommended: GRC 103 and GRC 183.. Introduction to authoring for the World Wide Web using industry standard software applications. Topics covered include planning, designing and building a Web site, aesthetics, creating and optimizing computer graphics for Web, information architecture, navigation and interactivity, Web publishing, Web hosting and site management. Knowledge of the following basic computer skills required: saving, opening, and printing documents, opening and closing applications, creating and managing folders and subfolders, viewing the contents of disk drives and external storage devices, managing desktop items.

GRC-179: Multimedia Design and Production

Units (Credits): *3.00*
Prerequisites: GRC 103 Overview of multimedia design and development. Emphasis on how to design real-world interactive projects that combine text, graphics, animation, audio, video, and more. Hands-on projects using popular multimedia authoring software for publishing online.

GRC-183: Design With Photoshop

Units (Credits): *3.00*
Prerequisites:basic computer skills. Recommended: ART100 & GRC103. Teaches an intermediate class in the application of computer graphics software to create and edit digital images and designs with raster/paint software (Adobe Photoshop). Students entering this class should already have an understanding of graphic communications processes and have graphics software skills. Knowledge of the following basic computer skills required: saving, opening, and printing documents, opening and closing applications, creating and managing folders and subfolders, viewing the contents of disk drives and external storage devices, managing desktop items.

GRC-188: Web Animation I

Units (Credits): *3.00*
Prerequisites: Basic computer skills and GRC103 or consent of instructor. Continues advanced web site design. The second in a sequential set of courses that focus on advanced design theories in relation to the Internet and applications for animating web sites. Exercises will focus on advanced visual design and the creation of animation, as well as related concepts and practices. Knowledge of the following basic computer skills required: saving, opening, and printing documents, opening and closing applications, creating and managing folders and subfolders, viewing the contents of disk drives and external storage devices, managing desktop items.

GRC-200: Design Thinking and Methodologies

Units (Credits): *3.00*
Prerequisites: GRC 116 Builds upon the skills and processes learned in GRC 116. Further investigation and advanced techniques of Adobe Creative Cloud Software (Illustrator, InDesign, Photoshop and Acrobat). Course broadens techniques for design ideation, process, and effective design thinking and analysis. Class will present projects and design exercises that will increase student's technical fluency in industry-standards for Graphic Design software applications. Designed to increase conceptual thinking and improve technical skillsets.

GRC-210: Typography I

Units (Credits): *3.00*
Prerequisites: GRC 116 Introduces students to designing with type for graphic design. Offers readings that outline the historical context of letter forms, while studio-based projects focus on practical analysis, visual and conceptual interaction of type and image, and the creative exploration of type as a formal element.

GRC-220: Graphic Design I

Units (Credits): *3.00*
Prerequisites: GRC 116, GRC 200, GRC 210 Emphasizes principles and language of graphic design. Provides further development of an understanding of visual communications theories, processes and methods using current industry technologies. Focuses on advancing student's ability, using research and thumbnails, to devise and produce wide varieties of solutions to visual problems through assigned graphic design projects.

GRC-275: Web Design II

Units (Credits): *3.00*
Prerequisites: GRC175. Recommend GRC188. Offers advanced web page design using industry-standard applications. Topics include CCS layout, advanced site building features, site management, interactivity, and customization.

GRC-282: Motion Graphics for Video

Units (Credits): *3.00*
Prerequisites: None Offers principles of visual design and color, animation and sound design applied to motion graphic design. Emphasis on designing projects that combine text, graphics, animation, audio and video. Hands-on projects using multimedia authoring software.

GRC-283: Electronic Imaging

Units (Credits): *3.00*
Prerequisites: GRC183. Studies advanced applications of graphics software to build design projects. Covers layout and typography as well as pixel and vector-based software.

GRC-290: Internship in Graphic Communications

Units (Credits): *1.00 - 6.00*
Prerequisite: Completion of 21 units of GRC classes and consent of instructor. Provides supervised work experience within a selected graphic communications business, dependent upon student's selected major emphasis. Designed to apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor. Available to students entering their last semester of instruction for the Graphic Communications associate degree. Contact department advisor for application, screening and required skills evaluation.

GRC-294: Professional Portfolio

Units (Credits): *3.00*
Prerequisites: minimum of 21 credits of GRC design/production classes or consent of instructor Focuses on the development of a portfolio for employment in the graphics communications field. Professional and legal requirements will be explored.

Human Dev And Family Studies (HDFS)

Professional & Applied Technology Division

HDFS-201: Life Span Human Development

Units (Credits): *3.00*
Studies human growth over the life span covering the biological influences on development and the processes of intellectual and social development. Reviews the family system and explores major challenges and developmental issues facing families today.

HDFS-202: Introduction to Families

Units (Credits): *3.00*
Explores the dynamics of development, interaction, and intimacy of primary relationships in contextual and theoretical frameworks, societal issues and choices facing diverse family systems. This course is taught from a bio-psycho-social approach within the family ecological system context. It incorporates issues relevant to international families and diverse family arrangements within North America. Traditional issues of families are reframed, reconstructed, and questioned. Application of ideas to those working with families in a variety of settings including: physical health, mental health, economic and educational arenas.

HDFS-232: Diversity and the Young Child - a Multicultural Perspective

Units (Credits): 3.00
Considers the development of young children from the prenatal period through age 8, focusing on diversity among children. Diversity will be explored in cultural, ethnic and linguistic variations as well as differences in ability and typical/atypical development. Students will seek to understand development and its cultural variations so that teaching young children will be more effective, empathic and aware. This course will explore the many ways of growing up and the worldwide diversity of that process.

Holocaust, Genocide & Peace Studies (HGPS)

Liberal Arts Division

HGPS-201: Concepts in Holocaust, Genocide and Peace Studies

Units (Credits): 3.00
Prerequisite: None Analyzes the origins of prejudice, hatred, and dehumanizing policies; examines major social conflicts, mass destructions and genocides; explores conflict resolutions and peaceful social relationships.

History (HIST)

Liberal Arts Division

HIST-101: U.S. History to 1877

Units (Credits): 3.00
Prerequisite: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101. Offers a survey of American history and civilization from the time of the first European settlement to about 1877. Satisfies the United States constitution requirement.

HIST-102: U.S. History Since 1877

Units (Credits): 3.00
Prerequisite: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101. Covers American history and civilization since the end of the American Civil War and Reconstruction Era. Satisfies the Nevada Constitution requirement.

HIST-105: European Civilization to 1648

Units (Credits): 3.00
Covers the development of Western civilization and history from its beginnings in the valleys of the Nile, Tigris, and Euphrates rivers to the mid-17th century rise of strong nation-states.

HIST-106: European Civilization Since 1648

Units (Credits): 3.00
Covers Western civilization and history from the mid-17th century to the present.

HIST-111: Survey of U.S. Constitutional History

Units (Credits): 3.00
Teaches the origin, development, history of the Nevada and United States constitutions. Examines the American judicial system through a number of significant decisions and will analyze the individuals who made those decisions.Satisfies the U.S. and Nevada Constitution requirements.

HIST-207: Discover Nevada

Units (Credits): 1.00 - 3.00
Explores the many historic sites and scenic areas of Nevada, utilizing lecture discussions, slide presentations, readings and videos.

HIST-208: World History I

Units (Credits): *3.00*
Prerequisites: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll ENG 101 A survey of the societies and cultures of Asia, Africa, the Middle East, Europe, the Americas, and Oceania to 1600.

HIST-209: World History II

Units (Credits): *3.00*
Prerequisites: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll ENG 101 A review of the principal developments in world history since 1600, including scientific and technological revolutions, social revolutions, nationalism, immigration, colonialism, world wars, decolonization, modernization, democracy, and dictatorships.

HIST-217: Nevada History

Units (Credits): *3.00*
Studies Nevada's history from prehistoric times to the present. Examines the early mining and cattle frontiers, the development of towns and the advent of industrialization as well as the 20th century problems of water, energy, and growth. Satisfies the Nevada Constitution requirement.

HIST-225: Introduction to the Vietnam War

Units (Credits): *3.00*
Survey of U.S. involvement in Vietnam from 1954 to U.S. withdraws in 1975. Provides an overview of the land, history, and culture of Vietnam and the region. In-depth study of the U.S. involvement in Vietnam. Concludes with an overview of post U.S. involvement issues and the present day Vietnam.

HIST-226: Popular Culture and History: Organized Crime

Units (Credits): *3.00*
Prerequisite: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101 Topical survey of popular culture and history, focusing on historical background and utilizing diverse primary and secondary sources. Emphasis on organized crime, predominantly in the 20th & 21st centuries across the globe. Repeatable up to a maximum of 9 credits.

HIST-247: Introduction to the History of Mexico

Units (Credits): *3.00*
Introduces pre-Columbian Mexico, Colonial New Spain and Mexican national history to the present.

HIST-285: History of Witchcraft

Units (Credits): *3.00*
Prerequisites: None. Recommended: ENG 101 Addresses the changing definitions of magic, science, religion and law as they pertain to the supernatural from the beginnings of ancient civilizations through the modern era. Topics will include pagan religions, heresy, possession and exorcism, demons, artistic representations, and gender.

HIST-290: The Roaring 20s

Units (Credits): *3.00*
Prerequisites: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101. Study of American society and culture in the 1920s through the interrelated topics of consumerism, youth culture, the role of the U.S. in the world, post-war retrenchment, the Harlem Renaissance/Jazz Age, and shifting definitions of race and gender.

Health Information Technology (HIT)

Nursing and Allied Health Division

HIT-117: Medical Terminology I

Units (Credits): *1.00*
Studies word derivations and formation with emphasis upon understanding common usage in the field of health care.

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

HIT-118: Language of Medicine

Units (Credits): *3.00*
Applies medical language by body system and appropriate use within the accepted nomenclature and classification systems. This course is designed to meet professional program requirements.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

HIT-170: Computers in Health Care

Units (Credits): *3.00*
Teaches hardware and software components of computers for health information applications. Methods of controlling the accuracy and security of data. Record linkage and data sharing concepts.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Humanities/Humanistic Studies (HUM)

Liberal Arts Division

HUM-101: Introduction to Humanities

Units (Credits): *3.00*
Offers an interdisciplinary approach to the humanities. Students study major works in art, music, literature, and philosophy with historical framework.

Informatics (INF)

Professional & Applied Technology Division

INF-100: Introduction to Informatics I - Basic Concepts

Units (Credits): *3.00*
Deals with the nature of Informatics withing the information technology space. Addresses the core concept of integration of people, technology and information. Emphasizes the practical dimension of Informatics, real problems, and the socio-economic situations in which they arise. Presents a variety of Informatics tools from a variety of domains, and their implications for science, engineering, art, the humanities and society.

Information Systems (IS)

Professional & Applied Technology Division

IS-101: Introduction to Information Systems

Units (Credits): *3.00*
Introduces the student to the role of computers in today's technology-driven environment, allowing for hands on lab experience. Students will be introduced to the Internet, distance education, and the World Wide Web for research, along with operating systems, word processing, spreadsheets, database and basic multi-media. Upon successful completion of this course, the student will be able to demonstrate basic computer survival skills, understand computer terminology, and create data using a variety of software.

IS-201: Computer Applications

Units (Credits): *3.00*
Prerequisites: IS101 or experience in office software. Develops the student's knowledge in integrated office productivity software. Topics will cover word processing, database, spreadsheets and working with macro programming. Coursework or experience using office software is essential for successful completion and gives students the foundation to pass expert level certification tests.

Industrial Plant Mechanics (IT)

Professional & Applied Technology Division

IT-208: Fluid Power

Units (Credits): *1.00 - 3.00*
Prerequisites: None Reviews fluid power mechanics with an emphasis on schematic symbols, circuit operation and design, pneumatic and hydraulic component theory and operation, and industry terminology.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Italian Language (ITAL)

Liberal Arts Division

ITAL-111: First Year Italian I

Units (Credits): *4.00*
Prerequisites: None Introduces the Italian language through the development of language skills and structural analysis. Includes an introduction to Italian culture.

ITAL-112: First Year Italian II

Units (Credits): *4.00*
Prerequisites: ITAL111 or consent of instructor Continues study of the Italian language through the development of language skills and structural analysis. Includes an introduction to Italian culture.

ITAL-211: Second Year Italian I

Units (Credits): *3.00*
Prerequisites: ITAL112 Emphasizes structural review, conversation and writing, and readings in modern literature.

ITAL-212: Second Year Italian II

Units (Credits): *3.00*
Prerequisites: ITAL211 Continues structural review, conversation and writing, and readings in modern literature.

Journalism (JOUR)

Liberal Arts Division

JOUR-101: Critical Analysis of Mass Media

Units (Credits): *3.00*
Surveys the role of newspapers, radio, television, advertising and public relations organizations. Offers interpretation of the day's news and analysis of media performance.

JOUR-120: Media in Modern Life

Units (Credits): *3.00*
Explores the profound transition from life with mass media to life in networked media. Researches the meaning of media through anthropological, political and historical perspectives.

JOUR-201: Media Writing

Units (Credits): *3.00*
Prerequisites: JOUR101 Teaches writing in journalistic and persuasive styles for mass media. Emphasis on analysis and organization of information, and clarity of expression.

JOUR-221: News Gathering & Writing

Units (Credits): 3.00

Japanese (JPN)

Liberal Arts Division

JPN-111: First Year Japanese I

Units (Credits): 4.00
Prerequisites: None Introduces the language through structural analysis and the writing system. Includes some conversation and an introduction to Japanese culture.

JPN-112: First Year Japanese II

Units (Credits): 4.00
Prerequisites: JPN 111 Continues study of the language through structural analysis and the writing system. Includes some conversation and an introduction to Japanese culture.

JPN-211: Second Year Japanese I

Units (Credits): 3.00
Prerequisites: JPN 112 Continuation of structural analysis of spoken and written Japanese.

JPN-212: Second Year Japanese II

Units (Credits): 3.00
Prerequisites: JPN 211 Continuation of structural analysis of spoken and written Japanese.

Latin (LAT)

Liberal Arts Division

There are no active courses offered for this discipline.

Laboratory Technician (LTE)

Nursing and Allied Health Division

LTE-101: Fundamental Phlebotomy

Units (Credits): 4.00
Prerequisites: Vaccinations and major medical insurance required (see requirements for LTE under the Nursing and Allied Health division) Provides knowledge and skills necessary to perform basic collection, identification, and preservation of blood samples as applied to venipuncture techniques. Incorporates finger stick procedures and patient contact methodologies carried out within the ethical, legal and professional boundaries of the roles. Successful completion of LTE 102 is required to sit for national certification examinations offered through a variety of certifying organizations, including the American Society for Clinical Pathology (ASCP).

LTE-102: Applied Phlebotomy

Units (Credits): 3.00 - 3.50
Prerequisites: LTE 101 with C or better. Vaccinations and major medical insurance. See Nursing and Allied Health Division student requirements for LTE. Provides 100 hours of clinical phlebotomy experience (of clinical phlebotomy to apply knowledge and skills learned in LTE 101. Under the guidance of a laboratory technician preceptor, students will perform a minimum of 100 successful, documented blood draws with patients across the lifespan (except infants and toddlers). Upon

successful completion with a grade of C or better, students are eligible to sit for a national certification examination offered through a variety of certifying organizations, including the American Society for Clinical Pathology (ASCP).

Mathematics (MATH)

Liberal Arts Division

MATH-100: Math for Allied Health Programs

Units (Credits): *1.00 - 3.00*
Reviews basic mathematics with emphasis on those skills that apply to calculating drug dosages. Includes fractions, decimals, proportions, percents, English, apothecary and metric systems of measurements.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MATH-110: Mathematics for Industry

Units (Credits): *3.00*
Covers fractions, decimals, percentages, ratios, proportions, measurement, geometry, and briefly, the fundamentals of algebra and right triangle trigonometry.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MATH-120: Fundamentals of College Mathematics

Units (Credits): *3.00*
Note: Appropriate score on the WNC placement or equivalent test may also meet the prerequisite. Studies probability, statistics, business, finance and consumer mathematics. Course is broad in scope and emphasizes applications. Prerequisite effective Fall 2020: Success in intermediate algebra, algebra II, MATH 96 or similar course is recommended as preparation for this course. Students should meet with a Counselor to determine readiness based on placement or equivalent exam, high school coursework, or other factors.

MATH-122: Number Concepts for Elementary School Teachers

Units (Credits): *3.00*
Prerequisites: MATH120 or consent of instructor Introduces elementary problem solving with emphasis on the nature of numbers and the structure of the real number system. Designed for students seeking a teaching certificate in elementary education.

MATH-123: Statistical & Geometrical Concepts for Elementary School Teachers

Units (Credits): *3.00*
Prerequisites: MATH120 or consent of instructor Presents elementary problem solving with emphasis on patterns and geometric relationships. Designed for students seeking a teaching certificate in elementary education.

MATH-124: College Algebra

Units (Credits): *3.00*
Prerequisites: Success in intermediate algebra, algebra II, MATH 96 or similar course is recommended as preparation for this course. Students should meet with a WNC Counselor to determine readiness based on placement or equivalent exam, high school coursework, or other factors. Covers equations and inequalities; relations and functions; linear, quadratic, polynomial, exponential, and logarithmic functions; systems of linear equations.

MATH-126: Precalculus I

Units (Credits): *3.00*
Provides a third course in algebra. Topics include: polynomial, rational and radical equations; absolute value and quadratic inequalities; relations and functions; linear, quadratic, polynomial exponential and logarithmic functions, their graphs and applications; and systems of equations. Prerequisite effective Fall 2020: Success in intermediate algebra, algebra II, MATH 96 or similar course is recommended as preparation for this course. Students should meet with a Counselor to determine readiness based on placement or equivalent exam, high school coursework, or other factors.

MATH-127: Precalculus II

Units (Credits): *3.00*
Prerequisites: MATH 126 with a grade of C- or higher or appropriate score on the WNC placement or equivalent exam or three units of high school mathematics at the level of algebra and above, or consent of instructor Studies circular functions, trigonometric identities and equations, conic sections, complex numbers, and discrete algebra.

MATH-128: Precalculus and Trigonometry

Units (Credits): *5.00*
Studies relations, functions and their graphs; polynomial, rational, exponential, logarithm and trigonometric functions; analytic trigonometry; systems of equations and inequalities; conics; mathematical induction; sequences and series.

MATH-176: Introductory Calculus for Business & Social Sciences

Units (Credits): *3.00*
Prerequisites: MATH 124, 126 or 128 or equivalent or consent of instructor. Instructs students in fundamental ideas of analytical geometry and calculus. Includes plane coordinates, graphs, functions, limits, derivatives, integrals, the fundamental theorem of calculus. Includes applications to rates, extremalization, and interpretation of integrals.

MATH-181: Calculus I

Units (Credits): *4.00*
Prerequisites: MATH128,MATH126 & MATH127 or appropriate score on the WNC placement or equivalent exam Offers fundamental concepts of analytical geometry and calculus, functions, graphs, limits, derivatives, and integrals.

MATH-182: Calculus II

Units (Credits): *4.00*
Prerequisites: MATH181 or equivalent or consent of instructor Teaches transcendental functions, methods of integration, conics, vectors.

MATH-20: Learning Support for MATH 120

Units (Credits): *1.00 - 3.00*
Prerequisites: None. Corequisite: Enrollment in designated section of Math 120. Provides foundational material to support students in Math 120, Fundamentals of College Mathematics.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

MATH-24: Learning Support for MATH 124

Units (Credits): *1.00 - 3.00*
Prerequisites: None. Corequisite: Enrollment in designated section of Math 124. Provides foundational material to support students in Math 124, College Algebra.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

MATH-251: Discrete Mathematics I

Units (Credits): *3.00*

MATH-26: Learning Support for MATH 126

Units (Credits): *1.00 - 3.00*
Prerequisites: None. Corequisite: Enrollment in designated section of Math 126. Provides foundational material to support students in Math 126, Precalculus I.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

MATH-283: Calculus III

Units (Credits): *4.00*
Prerequisites: MATH182 or equivalent or consent of instructor Covers infinite series, vectors, differential and integral calculus of functions of several variables, and introduction to vector analysis.

MATH-285: Differential Equations

Units (Credits): *3.00*
Prerequisites: MATH283 Presents methods of solving ordinary differential equations with application to physical systems. Includes systems of equations, series solution, numerical solution, and Laplace transforms.

MATH-299: Directed Study

Units (Credits): *1.00 - 3.00*
Prerequisite: Consent of instructor. Provides individual study conducted under the direction of a faculty member.

MATH-330: Linear Algebra

Units (Credits): *3.00*
Prerequisite: Math 283 Vector analysis continued; abstract vector spaces; bases, inner products; projections; orthogonal complements, least squares; linear maps, structure theorems; elementary spectral theory; applications.

MATH-90: Elementary Arithmetic

Units (Credits): *1.00 - 3.00*
Provides individualized instruction in basic math skills including addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals. Intended for students who need a review of whole numbers before studying fractions. Instruction is tailored specifically to each student's needs.
Note: *Financial Aid will not pay for this course..*

MATH-91: Basic Mathematics

Units (Credits): *3.00*
Provides the fundamental operation of whole numbers, fractions and mixed numbers, decimals, percentage, measurement and geometry. The course is intended to provide a thorough review of basics needed in future mathematics courses and in applied fields.
Note: *Financial Aid will not pay for this course..*

MATH-92: Algebra Review

Units (Credits): *1.00*
Prerequisite: Previous success in Intermediate Algebra or Algebra II or higher algebra course. Provides a review of algebra that will refresh previously taught concepts. Designed for students who have successfully completed Algebra II or Intermediate Algebra or similar course sometime in the past. Provides a condensed review of topics from Intermediate Algebra intended to help students place into the appropriate course via Accuplacer Exam.

MATH-93: Pre Algebra

Units (Credits): *3.00*
Prerequisites: MATH91 or equivalent or consent of instructor Prepares students for MATH 95. Helps students who have experienced difficulties with math to get an introduction to the language and concepts of algebra. Provides a transition from self-paced, basic math to the quick pace required in MATH 95.
Note: *Financial Aid will not pay for this course..*

MATH-95: Elementary Algebra

Units (Credits): *3.00*
Offers a first course in algebra. Topics include operations with signed numbers; algebraic symbols; evaluating formulas; operations with polynominal, radical and rational expressions; solving equations and application problems using algebra; and elementary graphing. Provides a foundation for the math used in business, science, engineering and related fields.

MATH-96: Intermediate Algebra

Units (Credits): *3.00*
Offers a second course in algebra. Studies polynomial, rational and radical expressions; linear, quadratic and polynomial equations; linear and absolute value inequalities; relations, functions and their graphs; systems of linear equations; and applications.

MATH-96D: Algebra Review for Math 126

Units (Credits): *2.00*
Corequisite: Math 126 Offers a second course in algebra. Includes multiplying, dividing, and factoring polynomial expressions, solving polynomial and rational equations, algebraic techniques involving exponents and radicals, and systems of linear equations.

MATH-98: Developmental Mathematics

Units (Credits): *3.00 - 5.00*
Prerequisite: None Prepares students for college-level mathematics. Self-paced, computer aided course designed to provide students with the concepts and skills of pre, elementary and intermediate algebra.

Mechanical Engineering (ME)

Liberal Arts Division

ME-198: Cooperative Training Report

Units (Credits): *1.00*
Prerequisites: enrollment in engineering program Guides students in preparation of written reports based on cooperative program assignments.

ME-241: Mechanical Engineering: Statics

Units (Credits): *3.00*
Studies static force systems. Topics include resolution and composition of forces, equilibrium of force systems, friction and various constraints, moments of inertia, cables, beams, fluid static, and work.

ME-242: Dynamics

Units (Credits): *3.00*
Studies kinematics and kinetics of particles and rigid bodies in two and three dimensions; relative motion; work and energy; impulse and momentum.

Metallurgical Engineering (METE)

Liberal Arts Division

There are no active courses offered for this discipline.

Management Science (MGT)

Professional & Applied Technology Division

MGT-103: Small Business Management

Units (Credits): *3.00*
Prerequisite: BUS 101 or consent of instructor. Develops an understanding of the small business enterprise with emphasis on how such businesses are started and managed successfully, including planning, finance, marketing, administrative control, and other type of activities.

MGT-201: Principles of Management

Units (Credits): *3.00*
Prerequisite: BUS 101 or consent of instructor. Studies fundamentals and principles of management; administrative policies, objectives and procedures, and problems of organization control and leadership. MGT 201 is accepted in lieu of MGRS 301 (UNR) or MGT 401 (UNLV) upon validation of content and knowledge by approved College of Business examination, or satisfactory performance ("C" or better) in MGRS 352 (UNR) or MGT 452 (UNLV) during the first year of eligibility to enroll in the appropriate upper division business course at the University of Nevada, Reno or the University of Nevada, Las Vegas.

MGT-212: Leadership & Human Relations

Units (Credits): *3.00*
Prerequisite: BUS 101 and MGT 201 or consent of instructor. Schools students on understanding and managing human behavior in organizations. Central to the course is developing a better understanding of one's self as a leader and exploring some of the more effective ways of leading others.

MGT-235: Organizational Behavior

Units (Credits): *3.00*
Prerequisites:BUS 101 and MGT 201 or consent of instructor. Studies concepts, theories and case studies concerning the behavior of people in modern business organizations. Analyzes the internal organization structure, and managerial roles and functions, in the business and other goal-oriented institutions. Studies theory and design of organizational structure, impact of work flow, leadership styles, and control systems on human behavior.

MGT-283: Introduction to Human Resources Management

Units (Credits): *3.00*
Prerequisite: BUS 101 and MGT 201 or consent of instructor. Develops an understanding of the duties and responsibilities of personnel at the mid-management level.

MGT-323: Orgnztional Bhvr & Interpersonal Bhvr

Units (Credits): *3.00*
Examines behavioral influences which affect productivity, organizational effectiveness, and efficiency including: perception, motivation, decision making, communication, leadership, organizational design, group behavior and coping with stress.

MGT-367: Human Resource Management

Units (Credits): *3.00*
Prerequisites: MGT 323 Considers theoretical concepts and practical approaches relevant to management systems and processes; recruitment, training, appraisal, compensation and labor relations. Emphasis on legal constraints and international management.

MGT-462: Changing Environments

Units (Credits): *3.00*
Focuses on managing ethically in the changing cultural, economic, political, technological and global environments of business.

MGT-469: Managing Cultural Diversity

Units (Credits): *3.00*
Provides an understanding of cultural diversity by studying the U.S. workforce. Emphasizes cultural differences in the workplace, valuing diversity, managing diversity in the workplace, and giving competitive advantages.

Marketing (MKT)

Professional & Applied Technology Division

MKT-127: Introduction to Retailing

Units (Credits): *3.00*
Studies an overview of retail merchandising, including buying, pricing, selling, advertising, sales promotion and display principles.

MKT-210: Marketing Principles

Units (Credits): *3.00*
Covers the problems of manufacturers, wholesalers, and retailers in the marketing of goods and services. Students will develop a plan applying the marketing principles.

MKT-250: Introduction to International Marketing

Units (Credits): *3.00*
Prerequisites: BUS 101 and MKT210 or consent of instructor Introduces the various functions of marketing as they are performed in the international environment. Focuses on the problems and decisions facing management in international marketing. Considers the impact of difference in language, aesthetics, religion and business customs on marketing strategies.

MKT-261: Introduction to Public Relations

Units (Credits): *3.00*
Prerequisite: BUS 101 and MKT 210 or consent of instructor Introduces the techniques of public relations for those holding supervisory or higher positions in management and marketing. Identifies the principles of creating and maintaining good public relations, including employee-employer relations. Customer-employee relations receive emphasis. Focuses on the programming of the total public relations effort and selecting of appropriate strategy, media and persuasive devices to accomplish objectives.

MKT-262: Introduction to Advertising

Units (Credits): *3.00*
Prerequisite: BUS 101 and MKT 210 or consent of instructor Presents methods and techniques in modern advertising, giving information to do the entire advertising job.

MKT-295: Work Experience I

Units (Credits): *1.00 - 4.00*

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Mechanical Technology (MT)

Professional & Applied Technology Division

MT-115: Applied Programmable Logic Controllers I

Units (Credits): *3.00*
Prerequisite: AIT 101 Introduces the concepts of Programmable Logic Controllers (PLC) and computerized control operations. Covers basic PLC programming by describing numbering systems, PLC memory organization, PLC programming software and PLC program logic elements.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MT-130: Introduction to the Natural Gas Industry

Units (Credits): *3.00*
Prerequisites: None Introduces the natural gas industry. Includes history of the gas industry, safety issues, and field operations
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

MT-132: Natural Gas Pipe Joining

Units (Credits): *3.00*
Prerequisite: MT 130 Introduces the concepts of natural gas pipe joining. Includes plastic pipe and metal pipe joining. Covers types of joining: plastic solvent, compression coupling, heat fusion, welded and bolted.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MT-134: Natural Gas Line Locating & Leak Survey

Units (Credits): *3.00*
Prerequisites: MT 130, MT 132 (May be co-enrolled in MT 132) Introduces natural gas pipe leak detection. Includes various pipeline leak configurations and subsystems. Key devices/tools used in the detection of leaks are evaluated. Demonstrates classification, grading and surveying of leaks.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

MT-160: Hydraulic Power

Units (Credits): *3.00*
Prerequisite: AIT 101 Introduces the concepts of how to connect and operate basic hydraulic components and systems, read circuit diagrams and monitor system operation. Exposes students to key topics in hydraulic power and safety, principles of hydraulic pressure and flow, and hydraulic speed control circuits in a wide array of applications.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Machine Tool Technology (MTT)

Professional & Applied Technology Division

MTT-105: Machine Shop I

Units (Credits): *3.00*
Introduces basic machine shop skills which include lathe operation, lathe speeds and feeds, precision measuring techniques, layout methods, band saw and drill press operations, and exposure to the science of heat-treating of metals. Shop safety and etiquette will be stressed. To develop entry level skills, MTT 110B is recommended.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-106: Machine Shop Practice I

Units (Credits): *1.00 - 2.00*
Corequisite: MTT 105. Expands the student's manual skills by putting into practice the theories, and user skills introduced in MTT 105. The emphasis will be geared to a more practical, hands-on experience through the use of lathes, layout techniques, vertical and horizontal band saws, measuring instruments and some vertical mill work. Shop safety and cleanup are always stressed.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-110: Machine Shop II

Units (Credits): *3.00*
Expands skills introduced in MTT 105B to an intermediate level and introduces further skills which include vertical mill, drill sharpening, speed feeds and some production methods.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-111: Machine Shop Practice II

Units (Credits): *1.00 - 2.00*
Corequisites: MTT110 Further develops student's manual skills by putting into practice the theories and user skills introduced MTT 110. The emphasis will be a more practical, hands-on experience through the use of vertical mill work, layout techniques, vertical and horizontal band saws, measuring instruments and some lathes. Shop safety and cleanup are always stressed.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-230: Computer Numerical Control I

Units (Credits): *4.00*
Prerequisite: MTT 105 and MTT 110 and COT 105 or COT 204 or consent of instructor. Offers an introductory class to provide a basic understanding of computer numerical control. The student is introduced to the axis systems, absolute and incremental programming, tool offsets, controller operation, and fixture offsets. To better understand CNC programming process, CNC II is recommended as a follow-up. Includes 3 hours lecture, 3 hours lab per week.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-232: Computer Numerical Control II

Units (Credits): *4.00*
Prerequisite: MTT 230 or consent of instructor. Provides a continuation of MTT 230. Offers the student additional practical experience for development of skills with additional information and exposure to more complex applications of programming, mirror imaging, polar coordinates, tool compensation, threading and computer integrated manufacturing. Includes 3 hours lecture, 3 hours lab per week.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-250: Machine Shop III

Units (Credits): *3.00*
Prerequisites: MTT110 & DFT110 or consent of instructor Expands skills introduced in MTT 105 and MTT 110 to a more advanced level by developing projects that emphasize tolerances, plan of procedure and blueprint reading. Introduces further skills for surface grinding and tool and cutter grinding.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-251: Machine Shop Practice III

Units (Credits): *1.00 - 2.00*
Corequisites: MTT250 Further develops student's manual skills by putting into practice the theories and user skills introduced in MTT 250. The emphasis will be a more practical, hands-on experience through the use of vertical mill work, layout techniques, vertical and horizontal band saws, measuring instruments and lathes. Shop safety and cleanup are always stressed.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-260: Machine Shop IV

Units (Credits): *3.00*
Prerequisites: MTT 250 or consent of instructor Concentrates on areas of interest leading to design of an advanced project emphasizing skills learned in MTT 105, MTT 110 and MTT 250.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-261: Machine Projects

Units (Credits): *1.00 - 6.00*
Prerequisites: consent of instructor Permits students to work on special projects of their own choosing and/or explore areas of special interest under the direction of a college instructor.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-262: Machine Shop Practice IV

Units (Credits): *1.00 - 2.00*
Corequisites: MTT260 Allows students additional time to concentrate on areas of interest leading to completion of an advanced project emphasizing skills introduced in MTT 260.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-291: Cnc Practice

Units (Credits): *2.00 - 3.00*
Develops computer aided manufacturing skills with hands on instruction on how to design and prepare manufacture parts using state of the art CAD/CAM software. Safety and clean up are stressed.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

MTT-295: Work Experience

Units (Credits): *1.00 - 6.00*
Prerequisites: consent of instructor Provides students with on the job, supervised and educationally directed work experience.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Music (MUS)

Liberal Arts Division

MUS-103: Voice Class I

Units (Credits): *3.00*
Teaches fundamentals of tone production, breath control and practical techniques involved in reading and interpreting songs.

MUS-104: Voice Class II

Units (Credits): *3.00*
Prerequisites: MUS103 Continues the skills learned in MUS 103.

MUS-107: Guitar Class I

Units (Credits): *2.00 - 3.00*
Studies basic guitar technique, bluegrass, classical and rock styles. No previous musical training required.

MUS-108: Guitar Class II

Units (Credits): *2.00 - 3.00*
Prerequisites: MUS107 or consent of instructor Continues development of skills learned in MUS 107.

MUS-111: Piano Class I

Units (Credits): *3.00*
Introduces the piano, including instruction in note reading, technique, theory and easy repertoire. Students work in a laboratory setting, each using their own electronic piano.

MUS-112: Piano Class II

Units (Credits): *3.00*
Prerequisites: MUS111 or consent of instructor Provides a continuation of MUS 111, a class in basic piano technique and theory.

MUS-121: Music Appreciation

Units (Credits): *2.00 - 3.00*
Analyzes styles and forms of music from the Middle Ages through the 20th century, and discusses musical instruments and major composers.

MUS-124: History of the American Musical Theater

Units (Credits): *3.00*
Offers a cultural, musical and theatrical survey of musical theatre in the United States, from the mid-nineteenth century to the present.

MUS-125: History of Rock Music

Units (Credits): *3.00*
Explains how cultural, social, political and economic conditions have shaped rock music's evolution. Familiarizes the student with the history of rock music from its origins in Blues through contemporary rock styles. Prominent players and groups of each era will be covered, as well as sociological, economic and cultural factors that shaped the many styles of rock music. Extensive classroom listening will enhance the student's learning experience.

MUS-134: Jazz Appreciation

Units (Credits): *3.00*
Covers how Jazz music's evolution as an art form unique to the United States has both shaped and reflected the construction of our national identity. Teaches how social and cultural events led to the development of jazz music from 1890 through the 1960's. Prominent players and groups of each era will be covered, as well as sociological, economic and cultural factors that shaped the many styles of American Jazz as evolved.

MUS-176: Musical Theatre Practicum

Units (Credits): *2.00 - 3.00*
Performance ensemble, centered on public performance of musical theatre literature. Repeatable up to 9 units.

MUS-215: Technique of Songwriting

Units (Credits): *3.00*
Offers a practical course in composing pop music. Analysis of hit songs and discussion of songs written by the class. Each student will compose melodies and lyrics, helping the poet with music and the musician with poetry.

MUS-224: Special Studies in Music Literature

Units (Credits): *2.00 - 3.00*
Prerequisites: pianists should be of intermediate level proficiency Focuses in depth on a special topic in music literature. Topics might include Baroque, classical, romantic, or 20th century keyboard literature. Students will explore musical topics through both lecture and their own performance of representative works. Class may be repeated for up to six credits.

MUS-233: Recording Techniques and Midi I

Units (Credits): *2.00*
Covers topics such as the job market, mics, consoles, tape recorders, and special effects. Teaches concepts including signal flow, multi-tracking, EQ, signal processing, MIDI, mixing and mastering. Students will learn to turn a Mac or PC into a multi-track studio.

MUS-253: Jazz Improvisation I

Units (Credits): *2.00*
Introduces the techniques of jazz improvisation in a laboratory setting.

MUS-276: Musical Theatre Practicum

Units (Credits): *2.00 - 3.00*
Prerequisite: Six units of MUS 176. Continues skills learned in MUS 176. Repeatable up to 9 units.

MUS-299: Special Topics in Music

Units (Credits): *1.00 - 3.00*

Music Applied (MUSA)

Liberal Arts Division

MUSA-101: Bass-Lower Division

Units (Credits): *1.00 - 2.00*
Provides a personal introduction to the study and performance of music for bass. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-103: Basson-Lower Division

Units (Credits): *1.00 - 2.00*
Introduces students to the study and performance of music for bassoon. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-105: Cello-Lower Division

Units (Credits): *1.00 - 2.00*
Provides a personal introduction to the study and performance of music for cello. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-107: Clarinet-Lower Division

Units (Credits): *1.00 - 2.00*
Introduces students to the study and performance of music for clarinet. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-109: Drum Set

Units (Credits): *1.00*
Provides individual instruction in the technique and repertoire of drum set. Class may be repeated for a total of four credits.

Fee covers cost of 14 half-hour private lessons.

MUSA-111: Euphonium - Lower Division

Units (Credits): *1.00 - 2.00*
Provides a personal introduction to the study and performance of music for euphonium. No previous musical training required. Class may be repeated for a total of 4 credits. Fee covers cost of 14 half-hour private lessons.

MUSA-113: Flute-Lower Division

Units (Credits): *1.00 - 2.00*
Introduces students to the study and performance of music for flute. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-115: Guitar

Units (Credits): *1.00 - 4.00*
Provides individual instruction in the technique and repertoire of the guitar. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-121: Horn - Lower Division

Units (Credits): *1.00 - 2.00*
Provides personal introduction to the study and performance of music for horn. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-123: Oboe - Lower Division

Units (Credits): *1.00*
Provides personal introduction to the study and performance of music for horn. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-125: Organ-Lower Division

Units (Credits): *1.00*
Provides individual instruction in the technique and repertoire of the organ.

MUSA-127: Percussion-Lower Division

Units (Credits): *1.00 - 2.00*
Offers private instruction in the study and performance of percussion instruments. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-129: Piano-Lower Division

Units (Credits): *1.00 - 2.00*
Considers performance and analysis of keyboard literature from various musical eras, instruction of keyboard technique and application of basic music theory to piano literature. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-131: Saxophone-Lower Division

Units (Credits): *1.00 - 2.00*
Introduces students to the study and performance of music for saxophone. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-135: Trombone-Lower Division

Units (Credits): *1.00 - 2.00*
Provides personal introduction to the study and performance of music for trombone. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-137: Trumpet-Lower Division

Units (Credits): *1.00 - 2.00*
Provides personal introduction to the study and performance of music for trumpet. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-139: Tuba-Lower Division

Units (Credits): *1.00 - 2.00*
Provides personal introduction to the study and performance of music for tuba. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-141: Viola-Lower Division

Units (Credits): *1.00 - 2.00*
Provides personal introduction to the study and performance of music for viola. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-143: Violin-Lower Division

Units (Credits): *1.00 - 2.00*
Provides personal introduction to the study and performance of music for violin. Class may be repeated for a total of four credits. Fee covers cost of 14 half-hour private lessons.

MUSA-145: Voice-Lower Division

Units (Credits): *1.00 - 2.00*
Introduces the correct and pleasing use of the singing voice through a well balanced and coordinated study of vocal literature and exercises. Class may be repeated for a total of nine credits. Fee covers cost of 14 half-hour private lessons.

MUSA-146: Voice II

Units (Credits): *1.00 - 2.00*
Continues development of correct and pleasing use of the voice for singers through study of vocal literature and exercises.

Music Ensemble (MUSE)

Liberal Arts Division

MUSE-101: Concert Choir

Units (Credits): *1.00*
Teaches representative choral music of all periods. Choir is featured in concerts throughout the WNC service area. May be repeated for a total of four credits.

MUSE-131: Jazz Ensemble

Units (Credits): *1.00*
Prerequisites: intermediate proficiency on a band instrument Introduces study and performance of jazz ensemble literature. May be repeated for up to 4 credits.

MUSE-135: Jazz Vocal Ensemble

Units (Credits): *1.00*
Prerequisites: instrumentalists should be of intermediate level proficiency. No prerequisites for vocalists Explores a variety of musical styles, including pop, rock and jazz. Class may be repeated for a total of eight credits.

Natural Resources (NRES)

Liberal Arts Division

There are no active courses offered for this discipline.

Nursing (NURS)

Nursing and Allied Health Division

NURS-129: Level I Basic Nursing Skills

Units (Credits): *2.00*
Prepares students to provide holistic basic nursing care to residents in a long-term care facility. Students provide total patient care and comfort measures at the level of a nursing assistant while incorporating basic principles of safety and infection control for self and others.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

NURS-130: Nursing Assistant

Units (Credits): *6.00*
Prerequisites: basic Life Support/Healthcare Provider CPR certification. See Nursing and Allied Health website for additional information. Prepares students to function as nursing assistant trainees (NAT) who assist licensed nurses to provide direct care to health care consumers across the lifespan in a variety of heath care settings. The 150-hour competency based course is designed to prepare students to achieve certification as a nurse assistant in the State of Nevada. The course is approved by the Nevada State Board of Nursing and is in accordance with the Omnibus Budget Reconciliation Act (OBRA) and Occupational Safety and Health Agency (OSHA) regulations.

NURS-136: Foundations of Nursing Theory

Units (Credits): *3.00*
Prerequisites: admission to the nursing program; Corequisites: NURS137 & NURS141 Introduces students to the role of the associate degree nurse in contemporary practice. Students are guided to utilize knowledge from the sciences, humanities and nursing to understand man as a bio/psycho being. Students are introduced to the nursing program organizing concepts and outcomes which include professional behaviors, communication, collaboration, nursing process, clinical decision making, management of care and teaching learning.

NURS-137: Foundations of Nursing Laboratory

Units (Credits): *1.00*
Prerequisites: admission to the nursing program; Corequisites: NURS136 & NURS141 Provides students with knowledge and practical application of basic nursing skills while incorporating concepts learned in NURS 136. Students learn and practice basic nursing bedside nursing skills in personal care, sterile technique, patient safety, and medication administration. Emphasizes the critical elements of nursing procedures and the scientific rationale for performing the procedures correctly.

NURS-141: Foundations of Nursing Clinical

Units (Credits): *2.00*
Prerequisites: admission to the nursing program; Corequisites: NURS136 & NURS137 Provides opportunities for students to utilize knowledge, concepts and skills learned in first semester nursing courses to meet the bio/psycho/social needs of patients in a long term acute care facility. Students use the nursing process and Maslow's Hierarchy of Needs at a beginning level to assess, plan, implement and evaluate nursing care.

NURS-147: Health Assessment Theory

Units (Credits): *2.00*
Prerequisites: admission to the nursing program; Corequisites: NURS148 Provides opportunities for students to gain knowledge necessary to holistically assess adult and elder patients. Students utilize concepts of previously learned content from pre-requisite and co-requisite nursing courses including the nursing process and methods of prioritizing to perform nursing assessment and nursing diagnosis. Students learn the difference among a comprehensive assessment, an ongoing/partial assessment, a focused, problem-oriented assessment and an emergency assessment of a patient.

NURS-148: Health Assessment Laboratory

Units (Credits): *1.00*
Prerequisites: admission to the nursing program. Incorporates knowledge from NURS 147 to provide students with learning opportunities to collect, organize, analyze and synthesize health assessment data for adult and elder patients in a laboratory setting using simulated and peer assessment models.

NURS-149: Mental Health and Illness Theory

Units (Credits): *3.00*
Prerequisites: admission to the nursing program; Corequisites: NURS150 & NURS151 Assists students to gain knowledge of nursing care for the patient experiencing primary threats to psychosocial integrity. Examines the principles and practice of psychiatric nursing through a variety of theoretical frameworks and legal and ethical values that guide its practice. Emphasis is placed on the use of culturally relevant therapeutic communication skills, development of therapeutic nurse/patient relationships, and interventions that are grounded in evidence based practice to achieve best practice outcomes.

NURS-151: Mental Health and Illness Clinical

Units (Credits): *1.00*
Prerequisites: admission to the nursing program; Corequisites: NURS149 & NURS150 Requires students to utilize the nursing process to apply knowledge of the principles and practice of psychiatric nursing to the care of patients experiencing disruptions in psycho/social functioning. Collaborative experiences involving students, members of the psychiatric health care team, patients and their families occur at acute care and outpatient settings. Relevant legal and ethical issues are explored within the context of care of patients with disruptions in psychosocial integrity.

NURS-152: Foundations of Pharmacology in Nursing I

Units (Credits): *1.00*
Prerequisites: admission to the nursing program. Provides students with an overview of pharmacology with an emphasis on clinical applications within the context of the nursing process and prioritization of needs; with special consideration given to the physiological and psycho/social needs of patients. Explores indications, modes of action, effects, contraindications and interactions for selected drugs. Specific nursing responsibilities related to drug administration are emphasized.

NURS-153: Foundations of Pharmacology Nursing II

Units (Credits): *1.00*
Prerequisites: Successful completion of the first semester of the nursing program. Provides a continuation of study of pharmacological principles and practices to achieve safe administration of medications. Selected drug classifications are presented, with an emphasis on understanding intended and unintended effects of drugs on body systems. Provides an overview of pharmacology with an emphasis on clinical applications within the context of the nursing process and prioritization of needs.

NURS-156: Foundations of Pharmacology In Nursing III

Units (Credits): *1.00*
Prerequisite: admission to the nursing program and NURS 153 Provides a continuation of study of pharmacological principles and practices through in-depth application of principles of pharmacology, pharmacokinetics and pharmacodynamics. Designed to expand the nursing student's knowledge of pharmacotherapeutics, which includes the cellular response level, for the clinical application within the context of the nursing process and prioritization of needs for patients across the lifespan. Selected drug classifications of pharmacological agents are examined and applied through case study application and analysis providing opportunity for development of the nursing competencies of clinical judgement, professional identity, use of evidence-based practice, and the facilitation of a spirit of inquiry.

NURS-165: Medical Surgical Nursing I Theory

Units (Credits): *3.00*
Prerequisites: successful completion of the first semester of the nursing program; Corequisites: NURS166 & NURS167 Assists students to integrate knowledge derived from the bio/psycho/social sciences, humanities, nursing and current literature to achieve safe, competent care of adult patients experiencing common alterations in body systems. Organized by the nursing process to achieve best practice outcomes in an acute care medical/surgical setting. Particular emphasis is placed on the concepts of holistic care, patient education, and discharge planning.

NURS-166: Medical Surgical Nursing I Laboratory

Units (Credits): *1.00*
Successful completion of the first semester of the nursing program. Corequisites: NURS165 & NURS167 Prepares students to safely perform intermediate nursing skills (therapeutic procedures) that are encountered in the care of hospitalized adult patients with common alterations in body systems. Emphasizes the critical elements of nursing procedures and the scientific rationale for performing the procedures safely.

NURS-167: Medical Surgical Nursing I Clinical

Units (Credits): *2.00*
Prerequisites: successful completion of the first semester of the nursing program. Corequisites: NURS165 & NURS166 Provides opportunities for students to utilize knowledge from the bio/psycho/social sciences, humanities, nursing and current literature to provide safe, competent care of adult patients experiencing common alterations in body systems. Organized by the nursing process to achieve best practice outcomes in a medical/surgical setting. Particular emphasis is placed on concepts of holistic care, holistic care, patient education.

NURS-261: Nursing Care of The Family From Conception Through Adolescence (Theory)

Units (Credits): *2.00 - 4.00*
Prerequisite: successful completion of the first year of the nursing program. Corequsitie: NURS 262 Focuses on basic concepts of nursing associated with care of the family experiencing pregnancy, birth, and the care of children. Incorporates knowledge of normal patterns of growth and development, health promotion, and disease prevention strategies. Students analyze care of patients with common health disruptions while continuing to develop the competencies of nursing judgement, use of evidenced-based practice, application of principles associated with professional identify, and the nurturing of a spirit of inquiry within the organizing framework of the nursing process.

NURS-262: Nursing Care of Family from Conception Through Adolescence (Lab/Clinical)

Units (Credits): *1.00 - 2.00*
Prerequisite: successful completion of the first year of the nursing program. Corequisite: NURS 261 Focuses on the application of concepts addressed NURS 261. Students provide basic care to families experiencing pregnancy, birth, and the care of children from the neonatal stage through adolescence. Provides active, hands-on learning in the laboratory and clinical setting, under the direct supervision of nursing faculty and competent clinical preceptors,to students caring for maternal, newborn, and pediatric patients. The nursing process, QSEN Safety Standards, and the principles of human flourishing, nursing judgement, professional identity, and the spirit of inquiry, will provide the framework for student activities.

NURS-270: Advanced Clinical Nursing I Theory

Units (Credits): *3.00*
Prerequisites: successful completion of the first year of the nursing program. ; Corequisites: NURS271 Offers clinical theory organized around the nursing process and its application to patient needs. Requires students to apply the principles of providing a safe care environment, while addressing health promotion and health maintenance needs for persons experiencing complex/acute alterations in health. Students will also apply concepts of community care, case management, health teaching and discharge planning.

NURS-271: Advanced Clinical Nursing I Clinical

Units (Credits): *2.00*
Prerequisites: successful completion of the first year of the nursing program. Corequisites: NURS270 Requires students to use the nursing process to identify and prioritize health care needs in the provision of care for patients experiencing complex/acute alterations in health. Expands upon previous clinical learning to include the teaching/learning process and administration of intravenous fluids and medications in the acute care setting.

NURS-276: Advanced Medical Surgical Nursing II Theory

Units (Credits): *3.00*
Prerequisites: successful completion of the third semester of the nursing program. ; Corequisites: NURS277 Assists students to gain knowledge of nursing care for the patient experiencing primary threats to physiological integrity due to complex multisystem disruption in cardiovascular, respiratory, neurological, integumentary, elimination, and digestive systems. Students apply the nursing process to address needs in the psycho/social/cultural and spiritual domains which emerge when there are primary threats to physiological integrity. Related legal, ethical, teaching/learning and communication/documentation issues are also explored.

NURS-277: Advanced Medical Surgical Nursing II Clinical

Units (Credits): *2.50*
Prerequisites: successful completion of the third semester of the nursing program. ; Corequisites: NURS276 Requires students to apply knowledge and skills to the care of adult patients in a simulated laboratory and acute care environments experiencing needs resulting from complex multisystem disruptions. Students apply the nursing process and utilize information literacy skills to achieve deliberative and competent decision-making that is grounded in evidence based practice to achieve best practice outcomes. Emphasis will be placed on prioritization of care through collaboration with other members of the health care team, patients and their families.

NURS-284: Role of the Adn Manager of Care

Units (Credits): *2.00*
Prerequisites: successful completion of the third semester of the nursing program. Utilizes a capstone laboratory/clinical to facilitate the role transition from student to graduate nurse. Students integrate knowledge derived from the bio/psycho/social sciences, humanities and nursing to achieve best practice outcomes for multiple patients and their significant others in the acute care setting. Students apply advanced concepts of leadership and management while functioning in the legal, ethical and regulatory structures of the profession of nursing. In the clinical setting students will establish a therapeutic environment to meet the needs of multiple patients and their significant others by demonstrating the ability to meet the nursing program educational outcomes.

NURS-285: Special Topics: Nursing

Units (Credits): *1.00 - 6.00*

Nutrition (NUTR)

Liberal Arts Division

NUTR-121: Human Nutrition

Units (Credits): *3.00*
Prerequisites: None. Recommend: MATH120, MATH126 or higher Offers a beginning course in the principles of human nutrition including a study of each of the major nutrients and how they relate to good health and a well balanced diet. Includes four laboratory experiences.

NUTR-205: Sports Nutrition: Exercise and Performance

Units (Credits): *3.00*
Prerequisite: NUTR 121 Introduces the basic elements of sports nutrition. Presents the scientific basis of the roles played by carbohydrate, fat, protein, water, and key vitamins and minerals as they relate to physical exercise. Presents information on diets during training, timing and composition of pre- and post-competition meals, the use of supplement ergogenic aids. Provides practical evidence based information for the athlete and individuals of all ages wishing to emphasize the role of diet and exercise in promoting a healthy, active lifestyle.

NUTR-223: Principles of Nutrition

Units (Credits): *3.00*
Prerequisites: BIOL 190 and 190L with a grade of C or better or CHEM 121 with a grade of C or better Studies nutrient functions and basis for nutrient requirements at the cellular level. Three hours lecture.

Occupational Safety/Health (OSH)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Power Equipment Technician (PET)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Recreation & Physical Ed (PEX)

Professional & Applied Technology Division

PEX-105: Scuba

Units (Credits): *1.00*
Features PADI Open Water Dive and teaches foundational knowledge and skills needed to dive with a buddy, independent of supervision. Open Water Divers are qualified to obtain air fills, equipment, and services, and may plan, conduct, and log no stop dives in conditions with which they have training and experience.

PEX-107: Swimming

Units (Credits): *1.00*
Covers water safety, floating, the backstroke, Austrian crawl and other strokes. May be offered at the beginning or intermediate level.

PEX-112: Baseball

Units (Credits): *1.00*
Focuses on advanced baseball skill development, competition techniques and strategy for highly skilled, first year participants in competitive baseball. May be repeated for up to six credits

PEX-117: Golf

Units (Credits): *1.00 - 2.00*
Cover fundamentals of golf.

PEX-122: Raquetball

Units (Credits): *1.00 - 2.00*
Covers the fundamentals of racquetball.

PEX-125: Softball

Units (Credits): *1.00*
Focuses on advanced softball skill development, competition techniques and strategy for highly skilled participants in competitive softball. May be repeated for up to six credits.

PEX-127: Tennis

Units (Credits): *2.00*
Introduces the basic rules, techniques, fundamentals, and strategies concerned with the game of tennis. Intermediate and advanced levels perfect and build upon the skills taught in the beginning level. May be offered at the beginning, intermediate and advanced levels.

PEX-130: Backpacking

Units (Credits): *1.00*
Covers the fundamentals of backpacking. Safety skills will also be discussed.

PEX-136: Snow Boarding

Units (Credits): *1.00*
Prerequisites: intermediate snowboarding ability Teaches skidded turn with good speed and control on green and blue terrain. Consists of a combination of on-the-snow classes at an established ski area and classroom instruction at the college. Students will be assigned to small groups based on their present snowboarding ability. Any additional on-snow instruction will be by certified instructors employed by the ski area.

PEX-139: Wilderness Skills

Units (Credits): *1.00*
Provides basic survival information. May include field trips to allow students hands-on experience in the field.

PEX-142: Judo

Units (Credits): *1.00 - 6.00*
Provides students with the basic elements of the martial arts of Jujitsu and Judo, to enable them to gain greater control of their bodies and their emotions. May be offered at the beginning or intermediate level.

PEX-143: Karate

Units (Credits): *1.00 - 2.00*
Covers the basic history, philosophy and origins of Karate systems. Students are provided with demonstrations of the basic moves and are allowed to practice the moves with feedback. May be offered at the beginning or intermediate level.

PEX-148: Tai Chi

Units (Credits): *1.00 - 3.00*
Familiarizes students with the forms, sequence and movements of Tai Chi. May be offered at the beginning or intermediate level.

PEX-151: Bicycling

Units (Credits): *1.00 - 3.00*
Covers the fundamentals of bicycling.

PEX-154: Dance

Units (Credits): *1.00*
Explores dance positions, leading and following, and proper usage of rhythm. May be offered at the beginning or intermediate level. May be repeated for up to four credits.

PEX-159: Horsemanship

Units (Credits): *1.00 - 2.00*
Helps students understand the principles of dressage and show jumping and to improve their skills in both sports. may be offered at the beginning or intermediate level.

PEX-169: Yoga

Units (Credits): *1.00 - 2.00*
Covers asana postures with emphasis on alignment and working with modifications for students who have injuries and need to adjust their postures. Breathing, meditation, and chanting incorporated. Presents the benefits, history and different styles and types of yoga.

PEX-170: Aerobics

Units (Credits): *1.00 - 4.00*
Engages students in cardiovascular activity for sustained time periods through a low impact, high intensity format. May be offered at the beginning or intermediate level.

PEX-172: Body Contouring & Conditioning

Units (Credits): *1.00 - 3.00*
Seeks to enhance physical activity to improve overall health and quality of life. Students will learn knowledge of muscle groups, target heart rate, and the potential benefits of regular exercise which includes improved cardiovascular endurance, body composition, flexibility, muscular strength and improved body contour. Students will participate in aerobic activities, calisthenics, and sculpting-isometric exercise, sports, conditioning, and flexibility training.

PEX-176: General Physical Fitness

Units (Credits): *1.00 - 2.00*
Covers general physical fitness.

PEX-180: Strength Training

Units (Credits): *1.00 - 2.00*
Introduces resistance training and proper lifting techniques to strength (weight)training students. Safety rules, proper use of equipment and concepts of lifting will be emphasized.

PEX-183: Weight Training

Units (Credits): *0.50 - 3.00*
Introduces students to weight training principles.

PEX-184: Conditioning, Intercollegiate Athletics

Units (Credits): *1.00*
Prerequisites: consent of instructor Teaches the fundamentals of general and sports specific conditioning. All aspects of physical and psychological development are incorporated in this class. Strength, power, speed, acceleration, muscular hypertrophy and endurance, cardiovascular endurance, motor skills and agility drills are taught and practiced. The class will include general physical preparation sport fitness, plyometrics, agility drills and sports specific conditioning. The students will learn about the principle of year-round conditioning, including conditioning appropriate to the off-season, preparatory period, pre-competition period and competition period.

PEX-193: Intercollegiate Soccer

Units (Credits): *1.00 - 3.00*
Prerequisites: must be a member of the WNC soccer team Participation on the intercollegiate soccer team. May be repeated for up to 6 credits.

PEX-199: Special Topics

Units (Credits): *1.00 - 3.00*
Offers special topics which vary across semesters. A maximum of six credits may be applied towards a WNC degree.

Philosophy (PHIL)

Liberal Arts Division

PHIL-101: Introduction to Philosophy

Units (Credits): *3.00*
Studies basic problems in different areas of philosophy such as ethics, political theory, metaphysics, and epistemology.

PHIL-102: Critical Thinking & Reasoning

Units (Credits): *3.00*
Covers nonsymbolic introduction to logical thinking in everyday life, law, politics, science, advertising; common fallacies; and the uses of language, including techniques of persuasion.

PHIL-114: Introduction to Logic

Units (Credits): *3.00*
Introduces symbolic logic. Studies the principles of correct reasoning, using the symbolic techniques of propositional calculus and basic quantifier calculus.

PHIL-135: Introduction to Ethics

Units (Credits): *3.00*
Provides an introduction to representative classical ethical theories.

PHIL-145: Religion in American Life

Units (Credits): *3.00*

PHIL-200: Judeo-Christian Tradition

Units (Credits): *3.00*
Studies the major religious philosophic beliefs found in the Old and New Testaments along with the way these concepts were modified in post-biblical cosmology.

PHIL-203: Introduction to Existentialism

Units (Credits): *3.00*
Reviews readings from Kierkegaard, Nietzsche, Jaspers, Sarte, Heidegger. An examination of the existentialist concepts: "being" and "nonbeing," "estrangement," "dread," "anxiety" and "freedom."

PHIL-204: Introduction to Contemporary Philosophy

Units (Credits): *3.00*
Reviews the late 19th century movements as basis for the study of 20th century developments in thought from Nietzsche through existentialism, neopositivism, and American naturalism.

PHIL-207: Introduction to Political Philosophy

Units (Credits): *3.00*
Provides readings and discussion of theories concerning the nature of society and political structure from classical and contemporary philosophers.

PHIL-210: World Religions

Units (Credits): *3.00*
Examines the main moral and religious views of world religions.

PHIL-224: Introduction to the Philosophy of Science

Units (Credits): *3.00*
Studies philosophical problems and implications of historical and contemporary scientific inquiry, e.g. the nature of laws, theories, explanations, scientific revolutions, values, relations of science and society.

PHIL-245: Contemporary Moral Issues

Units (Credits): *3.00*
Prerequisite: None. Recommended: ENG 101 Explores topical questions in practical ethics, e.g., war and terrorism, world hunger, abortion, racial discrimination, gender roles, the environment from a multicultural perspective.

PHIL-299: Special Topics: Philosophy

Units (Credits): *1.00 - 3.00*

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Physics (PHYS)

Liberal Arts Division

PHYS-100: Introductory Physics

Units (Credits): *3.00*
Prerequisites: MATH120,MATH126 or higher Introduces students to a broad range of concepts in physics from basic classical mechanics to modern physics. Students will conduct at least four experiments with many demonstrations performed throughout the course.

PHYS-151: General Physics I

Units (Credits): *4.00*
Prerequisites: MATH126 & MATH127,MATH128 or equivalent Provides a course in physics for students in arts and science, medicine and dentistry, and agriculture. Emphasis is on mechanics, heat, and sound.

PHYS-152: General Physics II

Units (Credits): *4.00*

Prerequisites: PHYS151 Emphasizes light, electricity, magnetism and nuclear physics.

PHYS-180: Physics for Scientists and Engineers I

Units (Credits): *3.00*
Corequisite: PHYS 180L Explores vectors, rectilinear motion, particle dynamics, work and energy, momentum, rotational mechanics, oscillations, gravitation, fluids, wave properties and sound. Students must co-enroll in both lecture and lab to receive credit.

PHYS-180L: Physics for Scientists and Engineers Lab I

Units (Credits): *1.00*
Prerequisites: MATH181 ; Corequisites: PHYS180 Explores vectors, rectilinear motion, particle dynamics, work and energy, momentum, rotational mechanics, oscillations, gravitation, fluids, wave properties and sound. Students must co-enroll in both lecture and lab to receive credit.

PHYS-181: Physics for Scientists and Engineers II

Units (Credits): *3.00*
Corequisite: PHYS 181L Explores electric fields, potential, current, dielectrics, circuits, magnetic fields, electromagnetic oscillations, thermodynamics and kinetic theory of gases. Students must co-enroll in both lecture and lab to receive credit.

PHYS-181L: Physics for Science and Engineers Lab II

Units (Credits): *1.00*
Prerequisites: MATH182 & PHYS180 ; Corequisites: PHYS181 Explores electric fields, potential, current, dielectrics, circuits, magnetic fields, electromagnetic oscillations, thermodynamics and kinetic theory of gases. Students must co-enroll in both lecture and lab to receive credit.

PHYS-182: Physics for Scientists and Engineers III

Units (Credits): *3.00*
Corequisite: PHYS 182L Explores light, optical systems, relativity, wave aspects of particles, quantum mechanics, statistical mechanics, semiconductors, radioactivity, nuclear physics and particles. Students must co-enroll in both lecture and lab to receive credit.

PHYS-182L: Physics for Scientists and Engineers Lab III

Units (Credits): *1.00*
Prerequisites: MATH182 & PHYS181; Corequisites: PHYS182 Explores light, optical systems, relativity, wave aspects of particles, quantum mechanics, statistical mechanics, semiconductors, radioactivity, nuclear physics and particles. Students must co-enroll in both lecture and lab to receive credit.

PHYS-293: Directed Study

Units (Credits): *1.00 - 3.00*
Prerequisites: PHYS151 or PHYS180 Provides individual study conducted under the direction of a faculty member. May be repeated for up to six credits.

Political Science (PSC)

Liberal Arts Division

PSC-100: Nevada Constitution

Units (Credits): *1.00*
Prerequisite: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101. Introduces the political history of Nevada through an examination of the Nevada Constitution. Satisfies the Nevada Constitution requirement.

PSC-101: Introduction to American Politics

Units (Credits): *3.00*
Prerequisite: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101. Studies American government and the discipline of political science; surveys participation, pursuit and use of power, constitution formation and contemporary political issues. Satisfies United States and Nevada Constitution requirements.

PSC-103: Principles of American Constitutional Government

Units (Credits): *3.00*
Studies constitutions of U.S. and Nevada with specific attention to various principles and current problems of government. Satisfies United States and Nevada Constitution requirements.

PSC-208: Survey of State & Local Government

Units (Credits): *3.00*
Prerequisite: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101. Surveys the the organization, working principles and functional processes of state and local governments in the United States, including Nevada. Satisfies the Nevada Constitution requirement.

PSC-210: American Public Policy

Units (Credits): *3.00*
Prerequisite: None. Recommended prerequisite or corequisite: ENG 101, or eligibility to enroll in ENG 101. Explores an analysis of the interplay of forces involved in policy-making at all levels of American government. Studies the impact of policy on individuals and institutions.

PSC-211: Introduction to Comparative Politics

Units (Credits): *3.00*
Prerequisites: None. Recommended: Completion or corequisite of ENG 101 or ability to enroll in ENG 101. Provides an analysis of similarities and differences in the governing processes of different societies.

PSC-231: Introduction to International Relations

Units (Credits): *3.00*
Prerequisite: None. Recommended: Completion or corequisite of ENG 101 or eligibility to enroll in ENG 101. Explores policy making institutions, foreign policies and politics of various nations.

Psychology (PSY)

Liberal Arts Division

PSY-101: General Psychology

Units (Credits): *3.00*
Introduces the field of psychology. Covers major principles and their application to the study of human behavior.

PSY-102: Psychology of Personal/Social Adjustment

Units (Credits): *2.00 - 3.00*
Focuses on understanding and applying psychological principles and theories to personal development and human relationships.

PSY-120: The Psychology of Human Performance

Units (Credits): *3.00*
Prerequisites: PSY101 or consent of instructor Surveys the psychology of human performance. Explores the psychological, emotional, and strategic dimensions of human performance. Emphasis will be to provide students with a comprehensive background that they can apply to their own performance areas.

PSY-130: Human Sexuality

Units (Credits): *3.00*
Covers major topics in human sexuality such as gender, sexual anatomy, sexually-transmitted diseases, sexual response and disorders, sexual orientation, sexual coercion, and commercial sex.

PSY-210: Introduction to Statistical Methods

Units (Credits): *3.00 - 4.00*
Prerequisites: PSY101,SOC101 & MATH096 or consent of instructor Develops an understanding of statistical methods and training in the useful presentation and interpretation of behavioral science data, including elementary computer use. Same as SOC 210.

PSY-220: Principles of Educational Psychology

Units (Credits): *3.00*
Prerequisites: PSY101 or consent of instructor Introduces the application of psychology principles of learning and cognitive development.

PSY-230: Intro to Personality Psychology

Units (Credits): *3.00*
Introduces students to personality testing and the major approaches to the study of personality, including the influence of heredity, learning, the unconscious, etc.

PSY-233: Child Psychology

Units (Credits): *2.00 - 3.00*
Prerequisites: PSY101 or consent of instructor Explains the growth and development of children from conception through early adolescence.

PSY-234: Psychology of Adolescence

Units (Credits): *2.00 - 3.00*
Prerequisites: PSY101 or consent of instructor Examines psychological development during adolescence with emphasis on special problems in American society: drug abuse, pregnancy, and familial problems.

PSY-240: Introduction to Research Methods

Units (Credits): *3.00*
Prerequisites: PSY101 or consent of instructor Introduces how hypotheses are objectively tested in the social sciences, including research design, data collection, and interpretation of results.

PSY-241: Introduction to Abnormal Psychology

Units (Credits): *3.00*
Prerequisites: PSY101 or consent of instructor Covers causes, symptoms, and treatments of major psychological disorders, including anxiety, dissociative, mood, somatoform, eating, schizophrenia and substance-related disorders.

PSY-257: Introduction to Positive Psychology

Units (Credits): *3.00*
Prerequisites: PSY101. Recommended: COM102 and SOC 101. Explores the scope of this new branch of Psychology. Key topics include: the history of Positive Psychology, positivity, learned optimism, purpose, handling adversity and resilience, happiness and well-being, personality development and integration, and positive relationships.

PSY-261: Introduction to Social Psychology

Units (Credits): *3.00*
Prerequisites: PSY101,SOC101 or consent of instructor Examines how the presence of others influences thoughts and behavior, including research on close relationships, persuasion, stereotyping, aggression, and group dynamics.

PSY-275: Undergraduate Research

Units (Credits): *3.00*

Prerequisites: PSY101 & PSY210&PSY240 Requires independent or collaborative research.

PSY-299: Special Topics

Units (Credits): *1.00 - 3.00*
Explores special topics which vary across semesters. A maximum of three credits may be applied towards a WNC degree.

Real Estate (RE)

Professional & Applied Technology Division

RE-101: Real Estate Principles

Units (Credits): *4.00*
Prepares students for careers in the real estate profession. Includes law of agency, listing agreements, encumbrances, legal descriptions, taxes, contracts and escrow. This course, along with RE 103, satisfies requirements of the Real Estate Division and Commission for taking the salesperson exam.

RE-103: Real Estate Law And Practice

Units (Credits): *4.00*
Prerequisites: RE101 Provides in-depth study of the real estate profession including Nevada real estate laws. Covers rules and regulations pertaining to NRS 645 and NRS 119, along with listing procedures, contracts, closing statements and office procedures.

Reading (READ)

Liberal Arts Division

READ-135: College Reading Strategies

Units (Credits): *3.00*
Prerequisites: READ093 with a C or better, reading placement exam, or consent of instructor Helps the average reader improve reading efficiency through practice with advanced comprehension skills. Reading rate is thereby improved indirectly. Students with heavy academic or on-the-job reading will benefit. Attention is also given to expanding reading vocabularies.

READ-95: Reading and Improvement

Units (Credits): *3.00*
Improves fundamental reading skills, including word-attack skills, vocabulary development, reading comprehension, fluency, and interpretation.

Russian (RUS)

Liberal Arts Division

There are no active courses offered for this discipline.

Senior Computing (SENR)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

Sociology (SOC)

Liberal Arts Division

SOC-101: Principles of Sociology

Units (Credits): *3.00*
Explains sociological principles underlying the development, structure, and function of culture, society, human groups, personality formation and social change.

SOC-102: Contemporary Social Issues

Units (Credits): *3.00*
Prerequisites: SOC101 or consent of instructor Acquaints students with selected social problems, their causes and possible solutions.

Spanish (SPAN)

Liberal Arts Division

SPAN-101: Spanish, Conversational I

Units (Credits): *3.00*
Emphasizes spoken communication. Listening skills, reading and writing skills will be explored. A vocabulary of Spanish-English words can be developed to suit student needs. As students progress through this four-semester sequence they will build increasing fluency in the speaking, reading and writing of Spanish.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

SPAN-102: Conversational Spanish II

Units (Credits): *3.00*
Prerequisites: SPAN101B or consent of instructor Offers a second semester of Conversational Spanish designed to continue and improve the skills learned in the first semester.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

SPAN-103: Conversational Spanish III

Units (Credits): *3.00*
Prerequisites: SPAN102B or consent of instructor Further develops skills learned in previous semesters.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

SPAN-104: Conversational Spanish IV

Units (Credits): *3.00*
Prerequisites: SPAN103 Continues the development of language skills through practice in listening, speaking, reading and writing; and structural analysis. Includes an introduction to Spanish culture.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

SPAN-111: First Year Spanish I

Units (Credits): *3.00 - 4.00*
Develops language skills through practice in listening, speaking, reading, writing and structural analysis. Includes an introduction to Spanish culture.

SPAN-112: First Year Spanish II

Units (Credits): *3.00 - 4.00*
Prerequisites: SPAN111 or equivalent or consent of instructor Develops language skills through practice in listening, speaking, reading and writing; and structural analysis.

SPAN-211: Second Year Spanish I

Units (Credits): *3.00*

Prerequisites: SPAN112 or equivalent Considers structural review, conversation and writing, and readings in modern literature.

SPAN-212: Second Year Spanish II

Units (Credits): *3.00*
Prerequisites: SPAN211 Continues structural review, conversation and writing, and readings in modern literature.

SPAN-226: Spanish for Heritage Speakers I

Units (Credits): *3.00*
Prerequisite: None; students should have some bilingual communications skills. Designed for native Spanish speaking students who want to improve their literacy in the language. Students will study and practice basic Spanish grammar for improving and developing written and oral communications and reading skills while exploring some of the most interesting and important aspects of their own history and culture.

SPAN-227: Spanish for Heritage Speakers II

Units (Credits): *3.00*
Prerequisite: SPAN 226 or instructor consent; students should have some bilingual communications skills; Continuation of SPAN 226, designed for native Spanish speaking students who want to improve their literacy in the language. Students will study and practice Spanish grammar for improving and developing written and oral communication and reading skills while exploring some of the most interesting and important aspects of their own history and culture.

Surgical Technology (SRGT)

Nursing and Allied Health Division

There are no active courses offered for this discipline.

Statistics (STAT)

Liberal Arts Division

STAT-152: Introduction to Statistics

Units (Credits): *3.00*
Prerequisites: Success in intermediate algebra, algebra II, MATH 96 or similar course is recommended as preparation for this course. Students should meet with a Counselor to determine readiness based on placement or equivalent exam, high school coursework, or other factors. Introduces statistics, probability models, statistical estimation and hypothesis testing, linear regression analysis, and special topics.

STAT-52: Learning Support for STAT 152

Units (Credits): *1.00 - 3.00*
Prerequisite: None. Corequisite: Enrollment in designated section of STAT 152. Provides foundational material to support students in STAT 152, Introduction to Statistics.
Note: *Non-applicable toward AA, AB or AS Degrees. May not transfer towards an NSHE bachelor's degree.*

Surveying (SUR)

Professional & Applied Technology Division

SUR-119: Construction Surveying

Units (Credits): *2.00 - 4.00*
Prerequisites: CONS108 or consent of instructor Presents care and use of surveying equipment. Profile elevation and closed traverse projects will provide hands-on experience. Construction staking will be explained in detail.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

SUR-161: Elementary Surveying

Units (Credits): *4.00*
Prerequisites: MATH127 or higher Offers a beginning course designed to introduce students to modern techniques in land surveying.

Social Work (SW)

Liberal Arts Division

SW-101: Introduction to Social Work

Units (Credits): *3.00*
Introduces the profession of social work within a historical context. Emphasis on values, human diversity, analysis of social problem solving and fields of practice.

SW-230: Crisis Intervention

Units (Credits): *3.00*
Analyzes types of crisis theory, effects of crisis on the individual, family and community. Looks at methods and resources for crisis intervention.

SW-250: Social Welfare History and Policy

Units (Credits): *3.00*
Explores the historical development of the social work profession and current policies governing the social service delivery system within the United States. Presents social policy as a social construction influenced by a range of ideologies and interests. Special attention is paid to social welfare policy and programs relevant to the practice of social work, including poverty, child and family well-being, mental and physical disability, health, and racial, ethnic, and sexual minorities. Includes a focus on the role of policy in creating, maintaining or eradicating social inequities.

SW-310: Structural Oppression

Units (Credits): *3.00*
Prerequisite: SW 101 and SW 250 First course in a two course sequence that promotes a multidimensional understanding of human functioning and behavior across systems and the life course. Specifically examines human behavior manifested in larger systems as well as the reciprocal relationship between individual functioning and social institutions. Orients students to social work perspectives that view human behavior as being influenced and impinged upon by environmental forces. Advances student's ability to critically examine the role of power, privilege and oppression in shaping life experiences.

SW-311: Theoretical Perspectives on Human Behavior

Units (Credits): *3.00*
Prerequisites: SW 310 Second course in two-course sequence that promotes a multidimensional understanding of human functioning and behavior across systems and the life course. Specifically examines human behavior and functioning among individuals and families. Emphasizes an evidence-informed approach to assessing human functioning. Advances student ability to critically apply a range of theories and research to better understand and assess human behavior and development.

SW-321: Basics of Professional Communication

Units (Credits): *3.00*
Prerequisite: SW 101 and 250. Focuses on the development of basis communication and observational skills needed for subsequent social work methods courses. Addresses communications topics including: active listening, questioning, empathetic responding, paraphrasing, summarizing, persuasive writing, and nov-verbal communication. Emphasizes developing observation and communication skills that capture events in ways that are descriptive, accurate, and unbiased. Stresses the importance of nonjudgmental and unbiased communication and rapport. Examines the roles of power differentials, gender, culture, class, context, and ethnicity/race on professional communication.

Theater Arts (THTR)

THTR-100: Introduction to Theater

Units (Credits): *3.00*
Studies plays of the classic and modern periods, of genres such as tragedy, comedy, farce, and melodrama, and of the art and craft of theatre.

THTR-105: Introduction to Acting I

Units (Credits): *3.00*
Examines fundamentals of stage acting with special emphasis on improvisation. Introduces the principles that govern the performing environment. Speech and vocal skills as well as theatrical movement will be stressed. Emphasis is on the preparation aspect of acting rather than on performance.

THTR-116: Musical Theatre Dance

Units (Credits): *1.00*
Introduces beginning techniques of tap dance.

THTR-121: Make-Up for the Actor

Units (Credits): *1.00 - 3.00*
Acquaints the student with the beginning principles of makeup and progresses to character makeup.

THTR-176: Musical Theatre Workshop I

Units (Credits): *1.00 - 8.00*
Features performance of musical theatre productions. May be repeated to a maximum of eight credits. Same as MUS 176.

THTR-180: Cinema as Art & Communication

Units (Credits): *3.00*
Surveys cinema in its diverse forms. Course uses films to show historical and stylistic influences on the aesthetic values and social implications of cinema.

THTR-198: Special Topics in Theater

Units (Credits): *1.00 - 6.00*
Focuses in depth on a special topic in theater.

THTR-204: Theatre Technology I

Units (Credits): *3.00*
Introduces the backstage world of the theatre by the study of lighting and sound systems and of technical stage riggings. Students will gain practical experience by serving as the crew for a college theatrical production.

THTR-205: Introduction to Acting II

Units (Credits): *3.00*
Continues acting principles presented in Introduction to Acting I with an emphasis on the classics.

THTR-209: Theatre Practicum

Units (Credits): *1.00 - 6.00*
Offers practical experience in stage productions.

THTR-219: Projects in Technical Theater

Units (Credits): *1.00 - 3.00*
Offers an in-depth study of some technical aspect of theater. Through practical application students can explore lighting, set art, set construction, sound, set design or rigging.

THTR-240: Acting for the Camera

Units (Credits): *3.00*
Introduces the concept and practice of performing on camera and working with directors. Performance and discussion of scenes from television, film, and commercials. Discussion of the business of the entertainment industry.

THTR-247: Beginning Improvisation

Units (Credits): *3.00*
Explores basic theatrical improvisation for general students. Focuses on spontaneity, flexibility, and structure. Variety of theatrical styles and improvisational techniques explored.

THTR-258: Theatre Experience and Travel

Units (Credits): *1.00 - 2.00*
Field study class in which students travel to an arranged destination for the purpose of play viewing, play study and possible workshop attendance.

THTR-276: Musical Theatre Workshop II

Units (Credits): *2.00 - 3.00*
Prerequisites: MUS176,THTR176 Continues skills learned in THTR 176 or MUS 176. Offers a workshop in the techniques of musical theatre. May be repeated to a maximum of nine credits. Same as MUS 176.

Welding (WELD)

Professional & Applied Technology Division

WELD-211: Welding I

Units (Credits): *3.00*
Introduces welding which includes welding safety, environmental awareness, oxy-acetylene welding, cutting, and brazing as well as shielded metal-arc.

WELD-212: Welding I Practice

Units (Credits): *2.00*
Prerequisites: WELD211 Develops the student's manual skills necessary to produce high quality gas welds and flame cuts. The student learns to set up the equipment for all phases of oxy-acetylene welding and cutting. The shielded metal-arc welding section develops entry level skills for welders. This course specifically develops basic shielded metal arc welding skills such as striking the arc, maintaining proper arc length, adjusting equipment and manipulating the electrode.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-221: Welding II

Units (Credits): *3.00*
Prerequisites: WELD211 or consent of instructor Continues MTL 212 with emphasis on developing welding skills for SMAW, GMAW, GTAW production in overhead, flat, horizontal, and vertical positions.

WELD-222: Welding II Practice

Units (Credits): *2.00*
Prerequisites: WELD221 Continues MTL 212 with emphasis on developing welding skills for SMAW, GMAW, and GTAW production in overhead, flat, horizontal, and vertical positions.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-224: Welding Projects

Units (Credits): *1.00 - 6.00*
Prerequisites: Consent of instructor Offers welding student additional supervised lab hours. Students will perfect their skills through an approved project or work toward an A.W.S. Code preparation. May be repeated to a maximum of six units.

Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-231: Welding III

Units (Credits): *3.00*
Prerequisites: WELD221 Includes theory and practice in gas metal-arc welding and gas tungsten-arc welding.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-232: Welding III Practice

Units (Credits): *2.00*
Prerequisites: WELD222B Focuses on GMAW, GTAW, and FCAW which will train the student to perform production and certification performance welding on ferrous and non-ferrous metals.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-241: Welding IV

Units (Credits): *3.00*
Prerequisites: WELD231B Covers shielded metal-arc welding of pipe, flux core arc welding of pipe and introduction to A.P.I., A.S.M.E., and A.W.S. code certification. Welding of pipe provides training to develop welding skills necessary to produce high quality multipass welds on 6-inch schedule, 80 mild steel pipe in the 6 G positions, using advanced welding processes.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-242: Welding IV Practice

Units (Credits): *2.00*
Prerequisites: WELD241B & WELD232B Introduces fundamental pipe welding techniques and develops basic skills for the service and transmission fields in the shielded metal-arc section. Trains welders for work in either the pressure pipe industry or transmission pipeline work using the micro-wire weld.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-250: Welding Certification Preparation

Units (Credits): *1.00 - 12.00*
Prerequisites: consent of instructor Introduces the student to the many certifications available by meeting the standards of the American Welding Society codes. Also, it includes instruction on code certification required by the American Petroleum Institute and the American Society of Mechanical Engineers. May be repeated for up to 12 units.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

WELD-290: Internship in Welding

Units (Credits): *1.00 - 8.00*
Prerequisites: consent of instructor Provides the student with on-the-job, supervised and educationally directed work experience.
Note: *May not transfer towards an NSHE bachelor's degree. Non-applicable toward AA, AB or AS Degrees.*

Woodworking General (WOOD)

Professional & Applied Technology Division

There are no active courses offered for this discipline.

WNC Foundation Board

WNC Foundation's impact is made possible by the shared commitment of our Board of Trustees, our staff and our community partners. Board members represent various aspects of our community in order to help raise friends, funds and other resources in support of Western Nevada College.

Foundation Board of Trustees Executive Committee

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Title IX Compliance

Title IX Compliance

Title IX of the Education Amendments Act of 1972 prohibits discrimination based on sex in educational programs and activities that receive federal financial assistance. To ensure compliance with Title IX and other federal and state civil rights laws, the college has developed policies that prohibit sex discrimination, which includes sexual harassment, sexual assault, and sexual violence by employees, students, or third parties.

Title IX Training

Title IX training, including the prevention of sex discrimination, sexual harassment, and sexual assault, is required of all WNC employees every two years and is offered to WNC students each semester. The Title IX training requirement for employees can be satisfied by completing the Law Room online training program or by attending an in-person training session. Employees may contact Brenda Yenkole (Brenda.Yenkole@WNC.edu) for more information. Title IX training for students is offered to students each semester through the Campus Clarity online training program. Students are not required to complete the training, but doing so is the best way for students to understand their rights and responsibilities under Title IX. Students may contact Piper McCarthy (Piper.McCarthy@wnc.edu) to either request a link to the training or for information about the training.

WNC Non-Discrimination Statement

WNC does not discriminate on the basis of race; color; national origin; sex; disability; age; gender, including a pregnancy-related condition; gender identity or expression; sexual-orientation; protected veterans status; genetics; or religion in its programs and activities and provides equal access to facilities to all. Similarly, there shall be no difference in the treatment of persons who file charges of discrimination, participate in a discrimination proceeding, or otherwise oppose discrimination. It is our policy to comply fully with the non-discrimination provision of all state and federal regulations in all programs and activities, including, but not limited to recruitment, admission, financial aid, activities, hiring, promotions, training, terminations, benefits and compensation. Inquiries concerning the application of non-discrimination policies and/or questions as to how to file a complaint of discrimination may be referred to the following individuals: Title IX Coordinator: (775) 445-3219; OR Chief Enrollment and Student Success Officer: (775) 445-3271; OR Assistant Director of Human Resources: (775) 445-4235; Western Nevada College, 2201 West College Parkway, Carson City, NV 89703. For further information on notice of non-discrimination, visit http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm for the address and phone number of the office that serves your area, or call 1-800-421-3481. (Rev. 09/19)

Title IX Notice of Non-Discrimination Statement

Western Nevada College hereby adopts the Title IX Notice of Non-Discrimination Statement found in Board of Regents Handbook, Title 4, Chapter 8, Section 13 as its Title IX Notice of Non-Discrimination, and any amendments to that notice as may be adopted by the Board of Regents from time to time. The notice provides:

"NSHE and its member institutions do not discriminate on the basis of sex in their education programs and activities; Title IX of the Education Amendments Act of 1972 is a federal law that states at 20 U.S.C. §1681(a): 'No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.' The Chancellor and each president shall designate an administrator to serve as the Title IX coordinator, whose duties shall include overseeing all Title IX complaints and identifying and addressing any patterns or systemic problems that arise during the review of such complaints. Inquiries concerning the application of Title IX may be referred to each member institution's Title IX coordinator or the Office for Civil Rights of the United States Department of Education. Each member institution shall include on its website and in its general catalog, its Title IX coordinator's name, office address, telephone number, and email address. Although it is the application of Title IX to athletics that has gained the greatest public visibility, the law applies to every single aspect of education, including course offerings, counseling and counseling materials, financial assistance, student health and insurance benefits and/or other services, housing, marital and parental status of students, physical education and athletics, education programs and activities sponsored by the institution, and employment. Member institutions shall notify all students and employees of the name or title and contact information of its Title IX coordinator."

To ensure compliance with Title IX and other federal and state civil rights laws, the college has developed policies that prohibit sex discrimination, which includes sexual harassment, sexual assault, and sexual violence by employees, students, or third parties.

Inquiries concerning the application of Title IX and/or questions as to how to file a complaint of sex discrimination may be referred to WNCs Title IX Coordinator Mark Ghan at (775) 445-3219 or mark.ghan@wnc.edu. In his absence, contact the WNC Human Resources office at (775) 445-4237, the WNC Dean of Students at (775) 445-3344, or the Office for Civil Rights of the United States Department of Education at (202) 514-4609 or http://www.justice.gov/crt/about/cor/coord/titleix.php. (Rev. 09/16)

Title IX Compliance Coordinator – Mark Ghan

Inquiries concerning the application of Title IX and/or questions as to how to file a complaint of sex discrimination may be referred to WNC's Title IX Coordinator Mark Ghan.

Mark Ghan

Title	*Vice President of Special Projects and General Counsel*
Email	*mark.ghan@wnc.edu*
Phone	*775-445-3219*
Office	*Carson City Bristlecone Building Room 143*

Additional Resources

- *Filing a Complaint*
- *WNC Human Resources Office*
- *Office for Civil Rights of the United States Department of Education.*

Student Grievance Procedures

Policy:	*Policy 3-5-2: Student Grievance*	***Date Adopted:***	*Feb 23, 1999*
Department:	*Dean of Student Services Office*	***Contact:***	*Dean of Student Services*
Statement:	*A student has the right to initiate a formal grievance in the case of a possible alleged infraction. A grievance arises when a student believes, based on established System-wide, Institutional-wide and individual academic faculty member-developed-for-the-classroom-or- laboratory administrative policies, procedures and/or rules, that he or she has been treated in an inappropriate manner by an academic faculty member in a college department or a bonafide academic faculty representative of the college.*		

Grievances Covered by This Policy:

1. *A grievance against an academic faculty member arises when a student believes he or she has been subjected to inappropriate behavior by an academic faculty member acting within their role and duty.*
2. *A grievance of personal misconduct by an academic faculty member arises when a student believes he or she is the subject of inappropriate behavior outside of the academic faculty member's role and duties within the college.*

Grievances Not Covered by This Policy Include:

1. *Grade disputes, academic evaluation disputes and other matters related to an academic faculty member's assigned duties.*
2. *Issues of sexual harassment or discrimination.*
3. *Issues of a criminal nature.*

Note – much of the language added to this policy was taken (and modified) from USC's grievance policy — /s/ FSC III

Table of Contents:

1. *Initiation of Grievance*
2. *Committee Membership*
3. *Presentation of Case*
4. *Recommended Course of Action*
5. *Approval of Policies and Procedures*

Section 1: Initiation of Grievance

A. *Formal grievance procedures are initiated only after informal attempts have been found unsatisfactory in reaching a just solution.*
B. *A grievance must be filed in writing to the Dean of Student Services within 15 instructional days of the alleged infraction.*
C. *This written grievance must include the following:*
    1. *Name, address and phone number of the person making the grievance;*
    2. *Identification of the academic faculty member against whom the grievance is brought;*
    3. *A description of the specific academic faculty member's behavior resulting in this grievance;*
    4. *The date or period of time in which the behavior occurred and the location of the incident; and*
    5. *A listing of all individuals who witnessed any part of the incident in dispute.*

Section 2: Committee Membership

A. *The Academic Standards Committee shall hear the grievance; its membership is driven by its bylaws.*
B. *This committee will consist of the appropriate dean, two faculty members, one student, one representative from the Associated Students of Western Nevada, and may also include a classified employee.*

Section 3: Presentation of Case

A. *The Academic Standards Committee shall hear the grievance within 15 days of notification by the Vice President of Academic and Student Affairs.*
B. *The student and involved parties will be given the opportunity to present their case in a formal hearing to the Academic Standards Committee.*
C. *The burden of proving the grievance rests upon the student filing the grievance.*
D. *Hearings shall be digitally recorded or transcribed. These records are maintained for a seven-year time-period.*

Section 4: Recommended Course of Action

A. *The Academic Standards Committee will then recommend a course of action to the vice president for academic and student affairs within 5 days of the hearing.*

Section 5: Approval of Policies and Procedures

A. *All involved parties will receive written notification within the confines of Nevada Revised Statutes, Nevada Administrative Code and NSHE Code from the Vice President for Academic and Student Affairs of the final decision within 15 days of receipt of the Academic Standards Committee's recommendation.*

Date(s) Revised	*October 6, 2015; September 2, 2008; May 11, 2004; April 4, 2000;*	***Date(s) Reviewed***	

Residency Regulations

Western Nevada College allows any adult who can benefit from instruction to enroll, regardless of residency status. Although the tuition and fees will vary depending on residency status, all adults are welcome to attend Western Nevada College.

Admissions and Records staff is available to assist students with residency regulations and to answer any residency questions. Please call 775-445-3277 for assistance.

A student's residency status for fee/tuition purposes is determined at the time of initial application to the college. An initial determination of non-resident status does not change unless or until the student applies for and is approved for in state residency.

There are a number of factors used to determine residency. In most cases, an individual who is financially independent must reside in Nevada as a bona fide resident (definition below) for a minimum of 12 consecutive months prior to the date of matriculation (the beginning date of the first semester of enrollment) to be considered a Nevada resident for tuition purposes. The individual must also be a U.S. citizen or hold a Permanent Resident card or a visa which is approved for NSHE residency consideration. For a financially dependent student, the student's spouse, family, or legal guardian must be a bona fide legal resident of the state of Nevada for at least twelve consecutive months prior to the date of matriculation and must be a U.S. citizen or hold a Permanent Resident card or approved visa.

There are exceptions which allow some individuals who do not meet the 12 month requirement to obtain residency. Some of the exceptions include:

- *A graduate or current enrollee of a Nevada high school.*
- *A financially independent individual who has relocated to Nevada for the primary purpose of permanent full-time employment.*
- *A financially dependent individual whose spouse, family, or legal guardian has relocated to Nevada for the primary purpose of permanent full-time employment.*
- *Licensed educational personnel employed full-time by a public school district in the state of Nevada, or the spouse or dependent child of such an employee.*
- *A member of a federally recognized Native American tribe who currently resides on tribal lands located wholly or partially within the boundaries of the state of Nevada.*
- *Active duty resident military stationed in Nevada or spouse.*
- *Marines currently stationed at the Marine Corps Mountain Warfare Training Center at Pickel Meadows, CA or spouse.*
- *A veteran of the Armed Forces of the United State who was honorably discharged while stationed in Nevada or Pickel Meadows.*
- *A veteran of the Armed Forces of the United States who was honorably discharged within five years immediately preceding the date of matriculation of the veteran.*
- *Veterans, spouses, dependents and others using veteran benefits may qualify for an exception.*

Bona Fide Nevada Resident

A bona fide Nevada resident is defined as an independent person who has continuous physical presence in the state of Nevada for a minimum of 12 consecutive months prior to matriculation, having clearly abandoned any former residence and who has no ties to any other state and who has the intent to permanently reside in the state of Nevada. In general, an individual is expected to surrender his/her driver's license or state ID card from his/her previous state and obtain a Nevada driver's license (as required by Nevada law) or state ID card within 30 days of moving to Nevada to be considered a bona fide resident. For a dependent person, the family, spouse or legal guardian must have physical presence in the state of Nevada for a minimum of 12 consecutive months prior to the student's matriculation with no ties to any other state, with the intent to permanently reside in Nevada.

Dependent and Family

A dependent is defined as a person who is not financially independent and is claimed as an exemption for federal income tax purposes under Section 152 of the Internal Revenue Code by another person for the most recent year. Family is defined as natural or legally adoptive parent(s) of a dependent person, or if one parent has legal custody of a dependent person, that parent.

Date of Matriculation

Date of matriculation is the first day of instruction in the semester or term in which enrollment of a student first occurs

(excluding community education courses). This is applicable regardless of the actual start date of a course a student enrolls in. A student has matriculated if he/she enrolls for a course and does not withdraw before the 100% refund period or has a record of previous enrollment at Western Nevada College.

Nonresident

A student who does not meet the criteria for Nevada bona fide residency or a residency exception is considered a nonresident and must pay nonresident fees.

Residency Audit

The Nevada System of Higher Education (NSHE) requires WNC to randomly select 10% of all newly admitted students who were initially classified as Nevada residents to ensure that their residency determinations are accurate. Students selected for an audit will be notified by email and required to submit a Residency application with required documentation.

Reclassification

A student who has been classified as a non-resident who matriculated to WNC shall continue to be classified as a nonresident student throughout the student's enrollment, unless and until the student demonstrates that his or her previous residence has been abandoned and that student is a bona fide Nevada resident. A student must fill out a Residency Application using category 3 and provide documentation of:

1. *Continuous physical presence as a Nevada resident for at least 12 months immediately prior to the date of the application for reclassification, and*
2. *Evidence of intent to remain a Nevada resident, and*
3. *Proof of independent/dependent status. For a dependent student, documentation of Nevada residency for the student's family, spouse, or legal guardian must be provided. If the family, spouse or legal guardian of a dependent student is not a bona fide Nevada resident, the student will continue to be classified as a nonresident student.*

When a student has been reclassified to resident student status, the reclassification shall become effective at the registration immediately following the reclassification decision. No reclassification under these regulations shall give rise to any claim for refund of tuition already paid or owed from a previous semester.

WUE Students

WUE is the Western Undergraduate Exchange, a program coordinated by the Western Interstate Commission for Higher Education (WICHE). Through WUE, students from participating western states may apply to enroll in college programs at a reduced tuition level of 150 percent of the institution's regular resident tuition. The following states participate in WUE: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming, and the Commonwealth of the Northern Marianas Islands.

New students who have not matriculated to WNC may apply for WUE status. To qualify a student must have maintained a legal bona fide resident status in an approved WUE state for at least twelve months prior to the first day of the semester of application. An applicant must also be a U.S. citizen or Resident Alien.

Students who have enrolled as Children of Alumni or WICHE/WUE may not be reclassified as an in-state resident until the student disenrolls from the applicable program and pays full nonresident tuition for at least 12 months or does not take any courses at a NSHE institution for at least 12 months from the time the student moved to Nevada. A Residency application using category 3 must be submitted.

California and Nevada Interstate Attendance Agreement

California residents attending Lake Tahoe Community College, or living within the jurisdictional boundaries of the Lake Tahoe Community College district, may apply to attend WNC at a reduced tuition level of 150 percent of the institutions regular tuition.

Contact WNC Admissions and Records at 775-445-3277 for more information or to apply.

Additional Information

All residency regulations are subject to change by the Board of Regents. Changes become effective immediately upon such

approval for all students. Regulations for determining Nevada residency for tuition charges are outlined in the Board of Regents handbook, Title 4, Chapter 15.

If you are a new student who has not yet matriculated and believe your residency stats has been classified incorrectly, you may submit the Residency Application using category 1 or 2 with appropriate documentation to WNC Admissions and Records.

If you would like to be considered for reclassification from a nonresident to a resident, submit the Residency Application using category 3 to Admissions and Records.

If you are a veteran of the Armed Forces of the United States or a spouse or dependent of a veteran and wish to have your residency status changed review the form, "Veterans, Spouses and Dependents: Information Request Form for Determination of Tuition Charges" and submit with documentation if applicable.

If you have any questions about residency please call Admissions and Records at 775-445-3277.

Student Conduct Code

Policy:	*Policy 3-4-4: Student Conduct*	**Date Adopted:**	*Mar 29, 2005*
Department:	*Academic & Student Affairs*	**Contact:**	*Dean of Student Services*
Statement:	*Rules of Conduct and Procedures for Students*		

Western Nevada College hereby adopts Board of Regents Handbook, Title 2, Chapter 10 as its policy governing the rules of conduct and procedures for students and any amendments to that chapter as may be adopted by the Board of Regents from time to time, along with the qualifications to the chapter set forth below.

"System," as that term is used in Title 2, Chapter 10, shall mean Western Nevada College.

"Student conduct officer or coordinator" shall mean the WNC Dean of Students or an alternate student conduct officer or coordinator appointed by the president.

"Student conduct hearing board" shall mean the Academic Standards and Student Conduct Committee or another committee appointed by the president.

"Hearing officer" shall mean a member of the Academic Standards and Student Conduct Committee or another person appointed by the president.

This policy is amended as follows: The Academic Standards and Student Conduct Committee's determination shall be in the form of a recommendation to the Vice President for Academic and Student Affairs, who will review the recommendation along with any evidence presented at the hearing, and issue a decision. The decision of the Vice President for Academic and Student Affairs may be appealed to the President.

Date(s) Revised	*May 2, 2017 ; October 6, 2015; June 19, 2013; October 13, 2011; September 2, 2008;*	**Date(s) Reviewed**	

NSHE Code(s)	*Title 2, Chapter 10*	**NRS Code(s)**		**NAC Code(s)**	
Code Statement					
References ***Please note: that not all WNC Policies will be referenced in these documents.***	*WNC ByLaws* *NSHE Board of Regents Handbook* *Nevada Revised Statutes (NRS)* *Nevada Administrative Code (NAC)*				

Appendix

- *Academic Program Guide (https://www.wnc.edu/program-guide/)*
- *Accreditation Formal Notification Letter, 2020 (https://www.wnc.edu/wp-content/uploads/2020/03/Feb_2020_Letter_on_Recommendations_1-3.pdf.pdf)*
- *Board of Regents Contacts (https://nshe.nevada.edu/leadership-policy/board-of-regents/board-office-contacts/)*
- *Board of Regents Handbook (https://nshe.nevada.edu/leadership-policy/board-of-regents/handbook/board-of-regents-handbook-subchapters/)*
- *Faculty/Staff Directory (https://www.wnc.edu/browse-directory/)*
- *Policy Manual (https://www.wnc.edu/policies/)*

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