

Academic Programs



Academic Programs

All students working toward an associate degree must register for one of the programs listed in this section.

Two-year general studies or pre-baccalaureate programs lead to the Associate of Arts or Associate of Science degree. Two-year technical education curricula lead to either the Associate in Applied Science, the Associate in Applied Business, or Associate of Technical Studies.

General Studies Programs

Developmental Courses

Developmental courses numbered below 1100 are taken in addition to any degree programs and may not be used to satisfy any basic degree requirements. Students may use up to 4 semester hours of developmental classes numbered 1100 or above as electives in their programs. These developmental courses are COLL 1100, MATH 1106, MATH 1116, MATH 1117, MATH 1118, and PSYC 1108. As of *Fall Semester 2015*, this option will no longer be available to students.

Associate of Arts and Associate of Science Degrees

The Associate of Arts and the Associate of Science degrees allow each student the opportunity to pursue programs culminating in two years of formal education. While the programs provide for a core of courses required of all students, they have enough flexibility to enable students to pursue a selection of courses based upon their own areas of interest and their educational goals. Students should select electives with their academic advisor's assistance.

The Associate of Arts and the Associate of Science degrees also provide the prospective student with a firm base from which to pursue a baccalaureate degree at a four-year college or university. Courses resemble those typically offered during the first two years at an accredited baccalaureate institution. The programs have been designed to permit a broad curricular sampling in the areas of communication, social sciences, humanities, and the sciences. The degrees have also been structured to permit students the possibility of selecting courses which suit their own individual needs.

Students must meet the entrance requirements of the college to which they intend to transfer. Since requirements vary among the colleges, students are advised to consult with the appropriate officers of the transfer institution. Acceptance and evaluation of credits lies exclusively within the jurisdiction of the colleges to which students transfer. Advisors will assist any student who plans to transfer to another college or university.

General Studies Requirements

Every student pursuing an Associate of Arts or Associate of Science degree program at Southern State Community College shall select studies in specific areas of discipline. The specification of such studies is not a designation of specific courses; rather it allows the student freedom to select, from several alternatives, those experiences most appropriate for him/her. The credit distribution which follows is based on the recommended standards of the Ohio Department of Higher Education.



Institutional Transfer and the Transfer Module

The Ohio Department of Higher Education developed a statewide policy which will facilitate the transfer of students in Ohio colleges and universities. This policy, referred to as the Transfer Module, allows students who meet the Transfer Module requirements of their home institutions to meet automatically the Transfer Module requirements of the colleges or universities to which they transfer, even though the requirements of the institutions may vary. Students should note, however, that after transfer, they will be required to meet additional general education requirements that are not included in the Transfer Module.

The Transfer Module is made up of a specific subset or the entire set of a college or university's general education requirements in English composition, mathematics, humanities, fine arts, social science, behavioral science, physical science, natural science and interdisciplinary course work. The study of foreign language is also encouraged. The requirements contain 36-40 semester hours of course credits, as specified by individual colleges and universities.

Under the guidelines of the Transfer Module policy, receiving institutions will give priority admission status to students who have completed either the Associate of Arts degree; the Associate of Science degree; or 60 semester hours, including the Transfer Module, with a grade-point average of 2.0 or higher.

Students should note, however, that admission to an institution does not necessarily guarantee admission into a particular major, minor, or field of concentration.

After transfer students are admitted into their receiving institutions, they are subject to the same regulations, including residency requirements, as are native students. They also will be given the same class standing and other privileges as native students. As early as possible in their academic careers, all transfer students should communicate with various colleges and universities to which they would like to transfer. These communications and subsequent early decisions about majors and prospective receiving institutions will enable students to plan their courses of study at their transfer institutions. This planning, along with the help provided by the Transfer Module, should make the transfer of students in Ohio schools work smoothly. Southern State cannot be responsible if the student takes courses out of sequence or substitutes courses for those listed in the program.

Transfer Module Requirements

The Transfer Module at Southern State Community College (effective Autumn Quarter 1991) consists of **36 semester credit hours** of introductory courses in: English Composition, Mathematics, Arts/Humanities, Social and Behavioral Sciences, and Natural and Physical Sciences. Students should follow these directions in selecting courses for the Transfer Module:

1. Select minimum requirements from introductory courses following the instructions provided in each section.
2. Complete the required minimum hours of the Transfer Module from the remaining courses on this list.

NOTE: Be sure to check with an academic advisor to assure the courses selected are the most appropriate for the major and the transfer college or university selected.

ENGLISH/COMMUNICATIONS (9 semester hours)

ENGL 1101	English Composition I (3)
ENGL 1102	English Composition II (3)
COMM 1115	Fundamentals of Effective Speech (3)

(This course is in addition to English Composition and does not replace nor can it be substituted for written composition courses.)

MATHEMATICS

(Select a minimum of 3 semester hours)

MATH 1124	Finite Math (3)
MATH 1141	College Algebra (3)
MATH 1142	College Trigonometry (4)
MATH 1160	Statistical Concepts (3)
MATH 2221	Calculus I (5)
MATH 2222	Calculus II (5)
MATH 2223	Calculus III (4)
MATH 2250	Linear Algebra (4)
MATH 2281	Introductory Statistics (3)

ARTS/HUMANITIES

(Select 6 semester hours from at least two areas)

English

ENGL 2201	Introduction to Literature (3)
ENGL 2202	The Great American Novel (1925-Present) (3)
ENGL 2207	Women's Literature (3)
ENGL 2217	Readings in Early British Literature (3)
ENGL 2218	Readings in Later British Literature (3)
ENGL 2230	American Literature to 1865 (3)
ENGL 2235	American Literature after 1865 (3)
ENGL 2236	Contemporary World Literature: The Novel (1945 to present) (3)
ENGL 2240	Introduction to Films (3)
ENGL 2246	Classical and World Mythology (3)

Philosophy

PHIL 1101	Introduction to World Philosophy(3)
PHIL 1102	Introduction to Western Philosophy(3)
PHIL 1107	Ethics (3)

Fine Arts

FNAR 1104	Introduction to the Arts (3)
FNAR 1111	History of Art I (3)
FNAR 1112	History of Art II (3)
FNAR 1116	Music Appreciation I (3)
FNAR 1117	Music Appreciation II (3)

Theater

THEA 1121	Introduction to the Theater (3)
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SOCIAL SCIENCE

(Select 6 semester hours in at least two areas)

Economics

ECON 2205	Principles of Microeconomics (3)
ECON 2206	Principles of Macroeconomics (3)

History

HIST 1110	American History I (3)
HIST 1111	American History II (3)
HIST 1151	Introduction to Western Civilization I (3)
HIST 1152	Introduction to Western Civilization II (3)

Political Science

PSCI 1104	American Government - The American Democracy I (3)
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PSCI 1105 American Government - The American Democracy II (3)

Psychology

PSYC 1110 Principles of Psychology (3)

Sociology

SOCI 1107 Introduction to Diversity (3)

SOCI 1170 Introduction to Sociology (3)

NATURAL AND PHYSICAL SCIENCES (Select 6 semester hours with at least one course a laboratory course)

Biology

BIOL 1101 Principles of Biology I (5)

BIOL 1104 Human Biology I (4)

BIOL 1105 Human Biology II (4)

BIOL 1125 Environmental Science (4)

BIOL 2205 Anatomy & Physiology I (4)

BIOL 2206 Anatomy & Physiology II (4)

BIOL 2210 Microbiology (4)

Chemistry

CHEM 1151/ 1161 First-Year Chemistry I/Chemistry Lab (4/1)

CHEM 1152/ 1162 First-Year Chemistry II/Chemistry Lab (4/1)

CHEM 2201/ 2211 Organic Chemistry I/Organic Chemistry Lab (4/1)

CHEM 2202/ 2212 Organic Chemistry II/Organic Chemistry Lab (4/1)

Physical Science

PHYS 1101 Introduction to Physical Science (3)

PHYS 1104 Physical Geology (4)

PHYS 1130 Astronomy (3)

PHYS 2201/ 2211 College Physics I/Physics Lab (4/1)

PHYS 2202/ 2212 College Physics II/Physics Lab (4/1)

PHYS 2221/ 2231 Physics for Scientists & Engineers I/ Lab (4/1)

PHYS 2222/ 2232 Physics for Scientists & Engineers II/ Lab (4/1)

General Education Distribution Requirements

Associate of Arts Degree

To receive an Associate of Arts Degree, a student must complete course work that satisfies the following guidelines:

1. The SSCC Transfer Module (36 semester credit hours) must be satisfied.
2. A minimum total of 60 semester credit hours of courses numbering 1100 or above must be successfully completed.
3. Course work must be distributed in the following manner. In all cases, courses taken to satisfy the Transfer Module may be included in these totals.

A. English/Communications

9 semester hours (ENGL 1101, ENGL 1102, COMM 1115)

B. Social Sciences

9 semester hours (Courses from at least 2 areas)

Economics
Sociology
Psychology
History
Political Science

C. Science and Mathematics

9 semester hours (at least one course from category 1 and two courses from category 2)

- 1) Mathematics
- 2) Biology, Chemistry, Physics

D. Arts and Humanities

12 semester hours

(Courses from at least two areas)

Literature
Film
Fine Arts
Philosophy
Theater
Foreign Language

E. Electives

At least 21 semester hours

Associate of Science Degree

To receive an Associate of Science Degree, a student must complete course work that satisfies the following guidelines:

1. The SSCC Transfer Module (36 semester credit hours) must be satisfied.
2. A minimum total of 60 semester credit hours of courses numbering 1100 or above must be successfully completed.
3. Course work must be distributed in the following manner. In all cases, courses taken to satisfy the Transfer Module may be included in these totals.

A. English

9 semester hours (ENGL 1101, ENGL 1102, COMM 1115)

B. Social Sciences

9 semester hours (Courses from at least 2 areas)

Economics
Sociology
Psychology
History
Political Science

C. Science and Mathematics

14 semester hours Courses from 1 and 2 (at least one course from category 1 and two courses from category 2)

1. Mathematics - 1141, 1142, 2221, 2222, 2223, 2230.
Other math courses will not satisfy this requirement.
2. Science
 - Biology - 1101, 1102, 1104, 1105, 2205, 2206, 2210.
 - Chemistry - 1151/1161, 1152/1162, 2201/2211, 2202/2212
 - Physical Science - 2201/2211, 2202/2212, 2221/2231, 2222/2232.
 - Other science courses will not satisfy this requirement.

D. Arts and Humanities

9 semester hours (Courses from at least two areas)

- Literature
- Film
- Fine Arts
- Philosophy
- Theater
- Foreign Language

E. Electives

At least 19 semester hours

Students with specific baccalaureate goals should meet the Associate of Arts or Associate of Science requirements with electives that are approved by the advisor at the receiving institution.

Humanities/Fine Arts

- 131A Concentration in Fine Arts
- 131B Concentration in English
- 131C Concentration in Journalism
- 131D Concentration in Theater

Social Science

- 131E Concentration in Business Administration
- 131F Concentration in History
- 131G Concentration in Pre-Law
- 131H Concentration in Psychology
- 131J Concentration in Sociology
- 131X Concentration in Aviation Business
- 131Y Concentration in Professional Aeronautics

Science

- 131K Concentration in Chemistry
- 131L Concentration in Pre-Dentistry
- 131M Concentration in Pre-Medicine
- 131N Concentration in Pre-Pharmacy
- 131O Concentration in Pre-Veterinary Medicine
- 131P Concentration in Agriculture
- 131R Concentration in Engineering
- 131S Concentration in Pre-Nursing - RN
- 131W Concentration in Pre-Nursing - LPN

Mathematics

- 131LL Concentration in Mathematics (courses required: MATH 2222, MATH 2223, MATH 2230, MATH 2250)

Education

- 131TA Concentration in Early Childhood Education
- 131TB Concentration in Middle Childhood Education
- 131UA Concentration in Adolescence to Young Adult Education
- 131TC Concentration in Multi-Age Education



Technical Programs

Technical education is designed to provide thorough career training at the technician level. The two-year associate degree programs expose students to intensive practical experience and skill development in the field they choose to study. The certificate programs are aimed at giving students a compact but thorough knowledge in a specified field. Technical offerings are tailored to meet the career interests and employment needs of persons in the communities served by Southern State Community College.

These degrees are awarded for successful completion of program requirements in a specialized degree program aimed at preparing a student for entry into a specific occupation.

Associate of Applied Business

- 428 Logistics Management
- 429 Business Management
- 429B Real Estate
- 429D Accounting
- 429E Entrepreneurship

Associate of Applied Science

- 425 Office Information Technology
- 430 Nursing
- 435 Human & Social Services
- 435A Human & Social Services:
Chemical Dependency
- 437 Respiratory Care
- 441 Agriculture Production
- 441C Biotechnology & Laboratory Science
- 455A Interactive Media & Simulation
- 455B Computer Information Technology
- 455D Cyber Security and Forensics
- 460 Computer Assisted Design
- 470 Electrical/Electronics Technology
- 470A Electro-Mechanical Engineering
- 470G Aviation Maintenance
- 485 Early Childhood Education
- 486 Paraprofessional Education
- 492 Medical Assisting
- 496 Criminal Justice
- 496A Law Enforcement

Associate of Technical Studies

- 410 Associate of Technical Studies



Certificate Programs

These certificates are awarded for successful completion of the certificate requirements designed to give students a compact but thorough knowledge for these fields:

- 425C Office Services
- 432 Practical Nursing
- 441A Horticulture
- 492A Medical Transcription
- 492B Phlebotomy
- 492C Pharmacy Technician
- 492D Billing and Coding Specialist

It is important for students to plan their program with the help and approval of a faculty advisor.

Technical Studies - 410

Associate of Technical Study Degree

Total Credits: 60-73

The Associate of Technical Study (ATS) program offers the student the opportunity to design, with faculty guidance, an individualized course of study to suit specific career-related goals. Course work for ATS degrees may include portions of existing Southern State programs, skills already learned, life experience and applicable credits earned at other schools. Requirements for an individual student's program usually fit into traditional program offerings.

While meeting each student's personal career objectives, the ATS program satisfies the employer as well. The program is particularly appropriate for individuals who are employed and have been targeted for positions with additional responsibility. It also provides an option for both employer and employee when existing job positions have requirements which are not adequately matched with current college curricula. The individualized philosophy of the program draws courses from two or more technical areas and attempts to fulfill local employment needs one student at a time. Furthermore, this multidisciplinary approach will prepare graduates for future transitions which may occur in the workplace.

Admissions Procedures

Individuals interested in pursuing the Associate of Technical Study degree will begin the application procedure by first being directed to a faculty advisor.

Secondly, the student will complete and submit the Southern State Community College Application for Admission and the Associate of Technical Study Application. On the ATS Application form, the student will be asked to justify acceptance into the program and to demonstrate sound rationale for why the ATS degree is more appropriate.

Next, the student will be assigned a faculty advisor and an ATS planning committee will be established. The faculty advisor, along with the planning committee, will oversee the selection of courses and assure that standards will be maintained.

Each student's progress will be monitored, and any deviation from the established program must be approved by the Vice President of Academic Affairs.

Graduation Requirements

1. Graduates of the ATS program will adhere to the same requirements as any technical program at Southern State with regard to communications, mathematics, social science/humanities and natural sciences.
2. Semester hour requirements will be established individually within limits of 60 to 73.

3. A grade point average of 2.00 or above is required for graduation.
4. At least 20 semester hours of classroom instruction of each student's course work must be completed at Southern State.
5. Particular courses may be required by the planning committee, based upon the student's background and career objectives.

Associate of Technical Study: Type A Program

This program enables the student to receive college credit for qualified industry training and to choose courses from two or more existing Southern State associate degree programs and thereby design a personalized curriculum. All ATS Type A program curriculums must be approved by the Vice President of Academic Affairs.

Associate of Technical Study: Type B Program

This program helps the college to develop associate degree programs in partnership with professional organizations and business/industrial firms with staff development programs by equating their training activity to a block of college credit.

A college review committee will examine the training program offered by an organization in order to determine if it qualifies for inclusion.

When implemented, each program accommodates students transferring from an educational program which lies outside the traditional collegial domain. The degree gives recognition to the training of the professionals while enabling them to experience the broadening, liberalizing, and enriching components of a college education. For more information concerning the ATS Type B program, contact your faculty advisor.

Currently, cooperative arrangements can be incorporated for ATS Type B degrees in the following:

Industrial Training

Southern State has worked with numerous industries to develop a program for skill areas used in industry from existing curriculum, in whole or in part. These completed programs can provide a significant amount of credit toward an associate degree.

The basic ingredients of these programs and their basic framework can be adapted to other trade or skill areas to meet other companies' needs.

Total Credits: 60-73

Office Information Technology - 425

Associate of Applied Science Degree

Total Credits: 62

Nature of Profession: Individuals trained in Office Information Technology provide important support services which meet the increasingly complex demands of the modern office. Trained in traditional office skills as well as versed in information processing and computer software applications, this office professional is an integral part of today's office team.

Related Job Titles: Professionals trained in this field may find opportunities as Executive Assistants/Administrative Assistants, Information Processing/Data Entry Technicians, Receptionists, and General Office/Clerical Specialists.



COURSES		CREDITS
First Semester		
OFIT 1131	Self Awareness in Office Technologies	3
CSCI 1120	Computer Applications	4
OFIT 1106	Keyboarding Techniques I	3
MATH 1115	Math for Business & Social Sciences OR	
MATH 1124	Finite Math OR higher	3
ENGL 1101	English Composition I	3
Second Semester		
CSCI 2216	Outlook	3
CSCI 2217	PowerPoint	3
ACCT 1101	Principles of Financial Accounting	3
OFIT 1130	Word Processing I	3
PSYC 1110	Principles of Psychology	3
Third Semester		
CSCI 2263	HTML 5 Programming	3
OFIT 2232	Introduction to Business Management	3
CSCI 2218	Excel	3
CSCI 2275	Professionalism	3
PHIL 1107	Ethics OR	
ENGL 2240	Introduction to Films	3
Fourth Semester		
CSCI 2213	Access	3
OFIT 2236	Desktop Publishing & Office Applications	3
OFIT 2290	Internship	4
COMM 1115	Fundamentals of Effective Speech OR	
COMM 1110	Interpersonal Communications	3
ECON 2205	Principles of Microeconomics OR	
ECON 2206	Principles of Macroeconomics	3
Program Total		62

Program Available online

Office Services - 425C

Certificate Program

Total Credits: 31

Nature of Profession: Personnel with training in Office Services may expect to work in an office setting performing secretarial or receptionist functions, or such duties as word processing, computer operations, filing, and business correspondence.

Related Job Titles: Holders of the Office Services Certificate may obtain positions as Word Processing Operator, Clerk/Typist, General Secretary, File Clerk, and Receptionist.

Program Design: The coursework for this certificate is designed to allow a full-time student to complete the program in one academic year. It is ideal for those who are seeking a first job, those wanting to upgrade current office skills, or those who want a short-term program which can later lead to an associate degree in Office Information Technology.

Gainful Employment Program Disclosure

This Title-IV-eligible certificate is subject to the US Department of Education gainful employment regulations. These regulations require that we make the gainful employment program disclosure information available to you so that you may make informed decisions about which program best meets your career path needs.



COURSES		CREDITS
First Semester		
OFIT 1131	Self Awareness in Office Technologies	3
CSCI 1120	Computer Applications	4
OFIT 1106	Keyboarding Techniques I	3
MATH 1115	Math for Business & Social Sciences OR	
MATH 1124	Finite Math OR higher	3
ENGL 1101	English Composition I	3
Second Semester		
CSCI 2216	Outlook	3
CSCI 2217	PowerPoint	3
ACCT 1101	Principles of Financial Accounting	3
CSCI 2263	HTML 5 Programming	3
OFIT 1130	Word Processing I	3
Program Total		31

Program Available online

Logistics Management - 428

Associate of Applied Business Degree

Total Credits: 60

Nature of the Profession: Logistics is the movement and storage of goods from the beginning to the end of the supply chain; it is the largest piece of Supply Chain Management (SCM). SCM is the work connected to strategic planning, coordination and management of the design, manufacture and delivery of a final product. This includes procurement and sourcing of raw materials, production, inbound and outbound transportation, fleet management, materials handling, warehousing, inventory tracking, order entry, fulfillment and management, logistics network design, distribution and delivery to the customer. SCM includes collaboration with all channel partners across businesses as well as with customers. It is essential to the success of many companies, but it also plays a role in military success, responses to disasters and international efforts to feed the hungry.

Related Job Titles: Freight rate specialist; freight forwarders; shipping, receiving, and traffic clerks; production, planning, and expediting clerks; logistics analysts; cargo and freight agents; warehouse manager, customer order manager; storage and distribution managers; outbound operations manager; transportation manager; inventory planning and control manager; supply chain manager



COURSES		CREDITS
Fall Semester Year One		
ACCT 1101	Principles of Financial Accounting	3
BADM 2251	Business Law I	3
BADM 2272	Business Communications	3
ENGL 1101	English Composition I	3
LMGT 1110	Principles of Logistics & Supply Chain Management	3
Spring Semester Year One		
ACCT 1102	Principles of Managerial Accounting	3
LMGT 1130	Transportation Management	3
BADM 2208	Supervision & Leadership	3
MATH 1124	Finite Math	3
ECON 2205	Principles of Microeconomics	3
Fall Semester Year Two		
CSCI 2218	Excel	3
LMGT 1150	Inventory Management	3
LMGT 2200	Warehouse Management	3
MATH 2281	Introduction to Statistics	3
-----	Arts & Humanities Elective	3
Spring Semester Year Two		
BADM 2252	Business Law II	3
BADM 2290	Problems in Business	3
LMGT 2220	International Logistics Management	3
LMGT 2240	Logistics & Technology	3
ENGL 1102	English Composition II	3
Program Total		60

Business Management - 429

Associate of Applied Business Degree

Total Credits: 60

Nature of the Profession: Managerial personnel oversee, direct and plan the work of others as well as determine business policy. Entry-level positions are either supervisory or trainee in nature. Supervisors are the largest group and they direct workers' activities in such areas as sales, production, accounting, and purchasing.

Related Job Titles: Several jobs related to the management field are Retail Department Manager; Purchasing Manager; Restaurant, Hotel, or Motel Manager; Credit Manager; and Manager Trainee.



COURSES		CREDITS
First Semester		
ACCT 1101	Principles of Financial Accounting	3
ENGL 1101	English Composition I	3
BADM 2206	History & Principles of Management	3
BADM 2251	Business Law I	3
BADM 2272	Business Communications	3
Second Semester		
ACCT 1102	Principles of Managerial Accounting	3
ENGL 1102	English Composition II	3
CSCI 2218	Excel	3
ECON 2205	Principles of Microeconomics	3
MATH 1124	Finite Math	3
Third Semester		
BADM 2204	Principles of Marketing	3
BADM 2220	Human Resources Management	3
ECON 2206	Principles of Macroeconomics	3
MATH 1160/2281	Statistical Concepts OR Introduction to Statistics	3
-----	Arts & Humanities Elective	3
Fourth Semester		
BADM 2208	Supervision & Leadership	3
BADM 2222	Business Finance	3
BADM 2252	Business Law II	3
BADM 2290	Problems in Business	3
BADM 2216	Business Ethics	3
Program Total		60

Program Available online

Real Estate Major - 429B

Associate of Applied Business Degree

Total Credits: 60

Nature of the Profession: Real estate professionals have a thorough knowledge of residential and commercial property in a given community. They must determine which properties will best fit their clients' needs and budgets. A working knowledge of local zoning and tax laws as well as where to obtain financing for purchase is required in this field. Agents and brokers also act as a medium for price negotiations between buyer and seller.

Related Job Titles: Areas of employment include Salesman, Broker, Developer, Appraiser, Residential Planner, Investment Consultant, and Inspector.



COURSES		CREDITS
First Semester		
ACCT 1101	Principles of Financial Accounting	3
ENGL 1101	English Composition I	3
REST 1171	Principles of Real Estate	3
REST 1173	Real Estate Law	3
REST 2275	Real Estate Finance & Appraisal	3
Second Semester		
ACCT 1102	Principles of Managerial Accounting	3
CSCI 2218	Excel	3
ECON 2205	Principles of Microeconomics	3
BADM 2225	Social Media & Marketing	3
MATH 1124	Finite Math	3
Third Semester		
BADM 2220	Human Resources Management	3
ENGL 1102	English Composition II	3
BADM 2251	Business Law I	3
-----	Arts & Humanities Elective	3
REST 1174	Real Estate Math	3
Fourth Semester		
BADM 2222	Business Finance	3
BADM 2290	Problems in Business	3
BADM 2208	Supervision & Leadership	3
REST 2274	Real Estate Brokerage	3
REST 2276	Property Management	3
Program Total		60

Accounting Major - 429D

Associate of Applied Business Degree

Total Credits: 60

Nature of the Profession: Accounting personnel compile and analyze business records and prepare financial reports, such as profit and loss statements, balance sheets, cost studies, and tax reports. The major opportunity fields are public accounting, management and government accounting.

Related Job Titles: Some job titles related to the accounting field are Accounting Clerk, Bookkeeper, Bank Teller, Payroll Clerk, Cost Analyst, Auditor, and Tax Accountant.



COURSES		CREDITS
First Semester		
ACCT 1101	Principles of Financial Accounting	3
ACCT 2230	Computerized Accounting - Quickbooks	3
BADM 2251	Business Law I	3
CSCI 2218	Excel	3
ENGL 1101	English Composition I	3
Second Semester		
ACCT 1102	Principles of Managerial Accounting	3
ACCT 2206	Managerial Cost Accounting	3
ECON 2205	Principles of Microeconomics	3
ENGL 1102	English Composition II	3
MATH 1124	Finite Math	3
Third Semester		
ACCT 2201	Intermediate Accounting I	3
ACCT 2210	Tax Accounting	3
BADM 2208	Supervision & Leadership	3
ECON 2206	Principles of Macroeconomics	3
-----	Arts & Humanities Elective	3
Fourth Semester		
ACCT 2202	Intermediate Accounting II	3
ACCT 2221	Auditing	3
BADM 2222	Business Finance	3
BADM 2252	Business Law II	3
BADM 2290	Problems in Business	3
Program Total		60

Entrepreneurship Major - 429E

Associate of Applied Business Degree

Total Credits: 60

Nature of the Profession: Entrepreneurship is the act of becoming an entrepreneur. It is however, more than just starting a business. It is a process through which people recognize and pursue an opportunity by acting pro-actively, building networks, leveraging resources, and taking calculated risks to create value. This is a good program for you if:

- You like to work independently
- You are interested in starting your own business
- You like controlling your own future
- You are not afraid to take calculated risks

Related Job Titles: The Entrepreneurship Degree Program prepares an individual to become a Small Business Owner, Consultant, Chief Executive Office, Chief Operating Officer, General Manager, and Business Coordinator.



COURSES

Fall Semester | Year One

ACCT 1101	Principles of Financial Accounting	3
BADM 2251	Business Law I	3
ENGL 1101	English Composition I	3
ENTR 1120	Innovation & Creativity	3
ENTR 1102	Opportunity Analysis	3

Spring Semester | Year One

ACCT 1102	Principles of Managerial Accounting	3
ENTR 2201	Funding Acquisition for Entrepreneurs	3
BADM 2225	Social Media & Marketing	3
ECON 2205	Principles of Microeconomics	3
MATH 1124	Finite Math	3

Fall Semester | Year Two

ENGL 1102	English Composition II	3
ENTR 1150	Entrepreneurship: Managing Small Business	3
BADM 2220	Human Resources Management	3
CSCI 2218	Excel	3
-----	Arts & Humanities Elective	3

Spring Semester | Year Two

BADM 2252	Business Law II	3
BADM 2290	Problems in Business	3
BADM 2208	Supervision & Leadership	3
ENTR 2280	Consumer Behavior	3
ENTR 2295	Entrepreneurship Internship	3

Program Total **60**

Program Available Online

Nursing - 430

Associate of Applied Science Degree

Total Credits: 70

This program outline in effect for students enrolled in NURS program for Fall 2016 start through Spring 2018 graduation.

Nature of the Profession: The registered nurse (RN) provides patient care due to illness or desire to maintain health. The RN scope of practice is defined by the Ohio Nurse Practice Act. RNs practice nursing in a wide range of settings including hospitals, schools, work sites, and patient's homes. Multiple advanced degrees are offered at various universities.

Program Design: The program is accredited by the Accreditation Commission for Education in Nursing, Inc., 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326 (404-975-5000) and has full approval of the Ohio Board of Nursing. The program is designed to be completed in two semesters (for a total of five semesters) when students enter the program directly from the Practical Nursing Program and three semesters for practicing licensed practical nurses desiring to become a registered nurse.

Admission Criteria: Admission to the nursing programs is a competitive and selective process. The Nursing Program Information Packet describes the application process and documentation required to support entry into the Nursing Program. The Nursing Transition Program Information Packet is available to guide practicing LPNs to apply to the Associate Degree Nursing Program. The Nursing Program and Nursing Transition Program Information Packets are available at all Southern State campuses or at www.sccc.edu/academics/associate/nursing.shtml or www.sccc.edu/academics/certificate/practical-nursing.shtml

NURS 1107 and non-nursing courses may be completed prior to entry into the program or during the required semester of the nursing program.

Incomplete applications will not be considered. It is the responsibility of the applicant to be sure the required information is submitted to the nursing office.



COURSES CREDITS

Practical Nursing (Level I) - 43 credit hours

First Semester

ALTH 1105	Success for Allied Health Professionals	1
BIOL 2205	Anatomy and Physiology I	4
MATH 1135	Allied Health Mathematics	3
NURS 1101	Fundamentals of Nursing	6
NURS 1115	Pharmacology I	2

Second Semester

BIOL 2206	Anatomy & Physiology II	4
NURS 1105	Maternal Newborn Nursing	4
NURS 1120	Medical Surgical Nursing I	6
PSYC 1111	Life Span Human Development	3

Third Semester

ENGL 1101	English Composition I	3
NURS 1113	Trends in Nursing	2
NURS 1121	Medical Surgical Nursing II	5

*** Upon completion of Level I courses (semesters 1-3), student is eligible to apply for the Practical Nursing Certificate and would also qualify to sit for the NCLEX-PN.*

Associate Degree Nursing (Level II) - 27 credit hours (total of both levels - 70 credit hours)

Fourth Semester

NURS 2201	Transition to Professional Practice	1
NURS 2210	Advanced Health Assessment	2
NURS 2220	Advanced Concepts in Medical-Surgical Nursing I	6
PSYC 1110	Principles of Psychology	3

Fifth Semester

NURS 1107	Ethics in Nursing Practice	3
NURS 2205	Psychiatric Nursing	3
NURS 2221	Advanced Concepts in Medical-Surgical Nursing II	6
-----	General Elective*	3

Program Total **70**

** This course must be a non-technical course. Recommended courses are: ENGL 1102, MATH 1160, BIOL 2210, CHEM 1124, SPTH 1115, any course with FNAR prefix. HPER 2261 is a recommended course but is only 2 credits. MAST 1115 is a recommended course but cannot be used for the general elective course. If preparing for BSN completion, please contact school of choice for program requirements.*

***A student completing both levels is eligible to apply for the Associate of Applied Science in Nursing Degree and would also qualify to sit for the NCLEX-RN.*

Nursing - 430

Associate of Applied Science Degree

Total Credits: 65

This program outline in effect for students enrolled in NRSG (ADN) program beginning Fall 2017 and later.

Nature of the Profession: The registered nurse (RN) provides patient care due to illness or desire to maintain health. The RN scope of practice is defined by the Ohio Nurse Practice Act. RNs practice nursing in a wide range of settings including hospitals, schools, work sites, and patient's homes. Multiple advanced degrees are offered at various universities.

Program Design: The program is accredited by the Accreditation Commission for Education in Nursing, Inc., 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326 (404-975-5000) and has full approval of the Ohio Board of Nursing. The program is designed to be completed in four semesters.

Admission Criteria: Admission to the nursing program is a competitive and selective process. The Associate Degree Nursing Program Information Packet describes the application process and documentation required to support entry into the ADN Program. The Nursing Transition Program Information Packet is available to guide practicing LPNs to apply to the Associate Degree Nursing Program. The Associate Degree Nursing Program and Nursing Transition Program Information Packets are available at all Southern State campuses or at www.ssc.edu/academics/associate/nursing.shtml

NRSG 1107 and non-nursing courses may be completed prior to entry into the program or during the required semester of the nursing program. Please note this may reduce the amount of Financial Aid you receive each term.

Incomplete applications will not be considered. It is the responsibility of the applicant to be sure the required information is submitted to the nursing office.

Other recommended courses are: CHEM 1124, COMM 1115, any course with FNAR prefix. HPER 2261, MAST 1115, MATH 1160 and PSYC 1110. If preparing for BSN completion, please contact school of choice for program requirements.

COURSES		CREDITS
<u>First Semester</u>		
BIOL 2205	Anatomy and Physiology I	4
MATH 1135	Allied Health Mathematics	3
NRSG 1050	Intro. to Nursing Practice	2
NRSG 1200	Pathophysiology	2
NRSG 1500	Nursing Concepts I: Normal Findings	5
<u>Second Semester</u>		
BIOL 2206	Anatomy & Physiology II	4
ENGL 1101	English Composition I	3
NRSG 1300	Pharmacology	2
NRSG 1600	Nursing Concepts II: Wellness & Basic Chronic Conditions	6
PSYC 1111	Life Span Human Dev.	3
<u>Third Semester</u>		
ENGL 1102	English Composition II	3
NRSG 2300	Concepts of Maternal and Child Nursing Care	5
NRSG 2500	Nursing Concepts III: Acute & Chronic Conditions	5
SOCI 1170	Introduction to Sociology	3
<u>Fourth Semester</u>		
BIOL 2210	Microbiology	4
NRSG 1107	Ethics in Nursing Practice	2
NRSG 2400	Mental Health Nursing	2
NRSG 2600	Nursing Concepts IV: Complex & Higher Acuity Conditions	4
NRSG 2800	Nursing Capstone	3
Program Total		65

Practical Nursing - 432

Certificate Program

Total Credits: 35

Nature of the Profession: The licensed practical nurse (LPN) provides patient care due to illness or desire to maintain health. The LPN scope of practice is defined by the Ohio Nurse Practice Act. The LPN provides care at the direction of a licensed physician, dentist, podiatrist, optometrist, chiropractor, or registered nurse. The majority of LPNs work is in long-term care and community organizations.

Program Design: The Practical Nursing Program is a three semester certificate program combining lecture, lab, and clinical experiences designed to prepare the graduate to be eligible to complete the licensure examination (NCLEX-PN) to become a Licensed Practical Nurse. The program has full approval of the Ohio Board of Nursing.

Admission Criteria: Admission to the nursing programs is a competitive and selective process. The Practical Nursing Program Information Packet describes the application process and documentation required to support entry into the Practical Nursing Program. The Practical Nursing Program Information Packet is available at all Southern State campuses or at www.sccc.edu/academics/certificate/practical-nursing.shtml

Non-nursing courses may be completed prior to entry into the program or during the required semester of the nursing program. Please note this may reduce the amount of Financial Aid you receive each term.

Incomplete applications will not be considered. It is the responsibility of the applicant to be sure the required information is submitted to the nursing office.

Other recommended courses include: BIOL 2210, CHEM 1124, COMM 1115, ENGL 1102, and MAST 1115, and PSYC 1111.

Gainful Employment Program Disclosure

This Title-IV-eligible certificate is subject to the US Department of Education gainful employment regulations. These regulations require that we make the gainful employment program disclosure information available to you so that you may make informed decisions about which program best meets your career path needs.

COURSES		CREDITS
First Semester		
BIOL 2205	Anatomy and Physiology I	4
MATH 1135	Allied Health Mathematics	3
PRAC 1200	Pathophysiology	2
PRAC 1500	Practical Nursing Concepts I	5
Second Semester		
BIOL 2206	Anatomy and Physiology II	4
PRAC 1300	Pharmacology	2
PRAC 1600	Practical Nursing Concepts II	5
Third Semester		
ENGL 1101	English Composition I	3
PRAC 1700	Practical Nursing Concepts III	7
Program Total		35

Human and Social Services - 435

Associate of Applied Science Degree

Total Credits: 64

Nature of Work: Human services worker is a generic term for people with various job titles who may play a variety of roles in community service and agency settings. They may assist clients in obtaining benefits and services or assess the needs and establish the eligibility of clients for services. They may organize and lead group activities, assist clients in need of emotional support or crisis intervention, or they may monitor and keep case records on clients and report progress to supervisors. Additionally, human services workers may administer programs such as food banks, emergency fuel programs, or work with senior centers or charities.

Human services workers generally work under the direction of a qualified professional--many times a social worker, professional counselor, program director, or psychologist. The amount of responsibility and supervision they are given varies a great deal, as do actual work duties. Some are on their own most of the time and have little direct supervision; others work under close supervision.

Related Job Titles: Social Work Assistant, Social Services Technician, Assistant Counselor, Family Services Worker, Case Extender, Case Manager, Victim Advocate Associate, MR/DD Adult Services Worker, Gerontology Aide, Residential Treatment Facility Associate, Intake Specialist, Job Coach, Income Maintenance Worker, Senior Center Director, Outreach Worker.

Program Design: The program provides a foundation in social and behavioral sciences which will prepare students for challenging work in a variety of social service settings. Entry level courses in the helping professions such as psychology, cultural diversity, sociology, social problems, and interviewing techniques will be offered. Specialty classes will include substance abuse, case management, counseling, crisis intervention, mental retardation, and gerontology. The program has been designed to meet the course work standards of the State of Ohio Counselor, Social Worker, and Marriage and Family Therapist Board certification as Social Work Assistant. Individuals will be provided opportunities for personal and professional growth through knowledge-based learning, experiential processes, community involvement and 480 hours of practical experience under direct supervision of professionals in local agencies.

Persons pursuing a career in human services should recognize that to be successful, they must be emotionally stable, creative, and flexible. Human services professionals must be able to work effectively with diverse groups of people and individuals with a wide variety of ages, racial and cultural backgrounds, and life situations.

A grade of "C" (2.00) or better is required in all courses for graduation. Any required course in which a grade below a "C" is received must be repeated. Life experience credit may not be used to fulfill graduation requirements in this program.

COURSES		CREDITS
First Semester		
HSSR 1140	Racial & Cultural Diversity in the Helping Professions	3
HSSR 1101	Introduction to Human & Social Services	3
ENGL 1101	English Composition I	3
PSYC 1110	Principles of Psychology	3
MATH 1115	Math for the Business and Social Sciences	3
HSSR 1120	Human Services Methods & Ethical Procedures	3
Second Semester		
HSSR 1105	Survey of Substance Abuse	3
HSSR 1135	Affective Education & Group Process	3
HSSR 1150	Case Management Writing in the Helping Professions	3
ENGL 1102	English Composition II	3
PSYC 2207	Human Growth & Development	3
Third Semester		
HSSR 2271	Human Services Practicum I	3
PSYC 2275	Abnormal Psychology	3
HSSR 2210	Counseling Theories	3
BIOL 1104	Human Biology I	4
SOCI 1170	Introduction to Sociology	3
Fourth Semester		
HSSR 2272	Human Services Practicum II	3
HSSR 2211	Counseling Techniques	3
HSSR 2275	Community Mental Health Issues	3
SOCI 1150	Marriage & Family	3
COMM 1115	Fundamentals of Effective Speech	3
Program Total		64

Chemical Dependency Major - 435A

Human and Social Services - Associate of Applied Science Degree

Total Credits: 64

Nature of Work:

The Human and Social Services Chemical Dependency Major is designed to prepare students for careers in case management and counseling of chemically dependent individuals and their families. Students are prepared for employment in entry level positions in a variety of settings including therapeutic communities, rehabilitation centers, inpatient facilities, residential programs, outpatient clinics, mental health centers, detox units, and other organizations focusing on addictions treatment, education, or prevention. They may organize and lead group activities, assist clients in need of emotional support or crisis intervention, or they may monitor and keep case records on clients and report progress to supervisors. The amount of responsibility and supervision they are given varies a great deal, as do actual job duties.

Related Job Titles:

Case Manager, Caseworker, Chemical Dependency Counselor, Social Work Assistant, Home Visitor, Residential Treatment Facility Associate, Addictions Educator, Intake Specialist.

Program Design:

The program provides students with a foundation in social and behavioral sciences, a focused study in addictions, and career-oriented clinical/practicum experiences leading to the development of competent addictions counselors. The curriculum places strong emphasis on application of knowledge to problems and practices in the fields of human services and chemical dependency treatment, intervention, and prevention. Courses in the program address basic human services and counseling skills, pharmacology and addictions theory, as well as a selection of liberal arts topics to provide a broad understanding of the human experience. Academic and clinical application coursework is built around the knowledge, skills, and competencies necessary to help clients move from life threatening addictions to recovery. Classes focus on the following: psychological and sociological understanding of human interactions; addictive behaviors and various treatments utilized with chemically dependent persons; pharmacological effects of alcohol and other chemicals; understanding the various needs of special populations and their differing help seeking behaviors; ethical issues including confidentiality, appropriate boundaries, and dual relationships; and counseling theory and techniques.

Program requirements address the competencies identified by Ohio Department of Mental Health and Addictions Services (OMHAS). Graduates will have completed the necessary coursework requirements for eligibility as a Licensed Chemical Dependency Counselor II, a credential awarded by the Ohio Chemical Dependency Professionals Board. Additional requirements for LCDC II include a period of supervised experience, some of which students are expected to complete after graduation from the program. Program graduates planning to work as chemical dependency counselors must apply for and receive this credential in order to practice legally in the State of Ohio. In addition, the program meets the educational requirements of the State of Ohio Counselor, Social Worker, and Marriage and Family Therapist Board certification of Social Work Assistant.

A grade of "C" (2.00) or better is required in all courses for graduation. Any required course in which a grade below "C" is earned must be repeated. Students completing the Chemical Dependency Major must complete their entire practicum experience at a chemical dependency counseling/treatment facility. Life experience credit may not be used to fulfill graduation requirements in this program.

COURSES

CREDITS

First Semester

HSSR 1101	Introduction to Human & Social Services	3
HSSR 1120	Human Services Methods & Ethical Procedures	3
ENGL 1101	English Composition I	3
PSYC 1110	Principles of Psychology	3
MATH 1115	Math for Business and Social Sciences	3
SOCI 1107	Introduction to Diversity	3

Second Semester

HSSR 1105	Survey of Substance Abuse	3
HSSR 1135	Affective Education & Group Process	3
HSSR 1150	Case Management & Writing in the Helping Professions	3
ENGL 1102	English Composition II	3
PSYC 1111	Life Span and Human Development	3

Third Semester

HSSR 2271	Human Services Practicum I	3
PSYC 2275	Abnormal Psychology	3
HSSR 2210	Counseling Theories	3
SOCI 1170	Introduction to Sociology	3
BIOL 1104	Human Biology I	4

Fourth Semester

HSSR 2272	Human Services Practicum II	3
HSSR 2211	Counseling Techniques	3
HSSR 2216	Prevention, Diagnosis, and Treatment of Chemical Dependency	3
PSYC 2225	Psychology of Addiction and Family Services	3
COMM 1115	Fundamentals of Effective Speech	3

Program Total

64

Respiratory Care - 437

Associate of Applied Science Degree

Total Credits: 65

Nature of the Profession: Respiratory Care practitioners are members of the health care team who provide respiratory care for patients with heart and lung disorders, under the direction of licensed physicians. The scope of practice of a Respiratory Care practitioner includes: general care, neonatal critical care, pediatric critical care, adult trauma care, diagnostic testing, rehabilitation, home care, education and research.

Program Design: The program is designed to be completed in five semesters when taken on a full-time basis. Admission to the respiratory courses requires written acceptance by the Program Director according to the admission requirements listed on the special Respiratory Care application. Students may elect to complete some or all of the general education course requirements prior to being admitted into the respiratory courses. Otherwise, the courses must be completed during the semester as listed. Continuation in the Respiratory Care Program requires a grade of C or above in all courses. The cumulative grade point average must be at least 2.0. There is a time limit on completion of science and respiratory course requirements.

Application Process:

- 1) Complete the Respiratory Care Program application as well as the Southern State application, if not already completed.
- 2) Provide an official transcript verifying graduation from an approved high school or copy of GED showing scores received.
- 3) Complete all prerequisite courses, achieving at least a grade of C. Provide documentation via official transcript of completion of high school biology, chemistry, and algebra (or equivalent college courses). (If BIOL or CHEM courses were taken longer than five (5) years ago, updating courses is required.)
- 4) Achieve satisfactory scores required by the Pre-entrance Testing Program.
- 5) A cumulative college GPA of at least 2.5 is required to enter the program.
- 6) All applicants must complete 8 hours (total) of job shadowing. Additional information at the required form may be obtained from the Respiratory Care Program Office or <http://www.sccc.edu/academics/associate/respiratory-care.shtml>.
- 7) Enrollment is limited. Applicants will participate in an interview process with the Respiratory Care Program Director and/or faculty members. Applicants are encouraged to meet with the Program Director prior to application to discuss requirements and objectives of the Respiratory Care Program.
- 8) After acceptance, and before entering clinical experience, it is important to provide a completed medical examination form and immunization record indicating

COURSES CREDITS

First Semester

RESP 1101	Fundamentals of Respiratory Care	5
RESP 1102	Cardiopulmonary Anatomy & Physiology	3
BIOL 2206	Anatomy & Physiology II	4
PHYS 1140	Physics for Allied Health Sciences	3

Second Semester

RESP 1107	Pharmacology for the Respiratory Therapist	1
RESP 1110	Respiratory Therapeutics	5
RESP 1115	Cardiopulmonary Disease	3
MATH 1135	Allied Health Mathematics	3

Third Semester

RESP 2204	Pediatrics & Neonatal	3
RESP 2205	Critical Care I	7
ENGL 1101	English Composition I	3

Fourth Semester

RESP 2206	Critical Care II	8
SOCI 1107	Introduction to Diversity	3

Fifth Semester

RESP 2209	Respiratory Care in Alternative Settings*	1
RESP 2210	Capstone Course**	2
RESP 2223	Capstone Clinical	5

Program Total **65**

*First 1/2 of Term | **Last 1/2 of Term

Prerequisite Courses: Credits

BIOL 2205	Anatomy & Physiology I	4
CHEM 1120	Intro to Chemistry I	5
MATH 1116	Beginning Algebra	3

that the applicant has the physical and emotional stamina to pursue this career. He/she must pass drug screening and background check(s). Current CPR for Healthcare Provider certification, the purchase of student liability insurance, a student uniform are also required. Requests for reasonable accommodations necessary for a student because of disability must be made in writing to the Program Director at least 6 months before the Respiratory Program begins.

Agriculture Production - 441

Associate of Applied Science Degree

Total Credits: 62

Nature of Work: Agriculture is a diverse discipline which requires a combined understanding of many subdisciplines within the field. The exact nature of the profession is dictated by the area of specialization the individual chooses. The options available to a two-year degree recipient include entry level positions with governmental agencies, technical assistance and/or sales positions with the agri-chemical industry or the horticulture industry.

Related Job Titles: Job titles include Field Research Technician, Greenhouse Technician, Feed and/or Seed Salesman, and technical assistance positions.



COURSE		CREDITS
First Semester		
AGRI 1106	Principles of Crop Science	4
AGRI 1171	Survey of Agriculture	1
BIOL 1101	Principles of Biology I	5
ENGL 1101	English Composition I	3
-----	AGRI Elective	4
Second Semester		
AGRI 1107	Principles of Animal Science	4
AGRI 1101	Agricultural Economics	3
AGRI 2238	Pesticides & Pesticide Usage	3
MATH 1124	Finite Math OR	
MATH 1141	College Algebra	3
Third Semester		
PHIL 1107	Ethics	3
COMM 1115	Fundamentals of Effective Speech	3
AGRI 1199	Seminar	1
AGRI 2232	Weed Control & Management	4
-----	AGRI Elective	3
-----	AGRI Elective	3
Fourth Semester		
CHEM 1151	First Year Chemistry I	4
CHEM 1161	First Year Chemistry Lab I	1
AGRI 2208	Soils	4
AGRI 2200	Agriculture Field Experience	3
-----	AGRI Elective	3
Program Total		62

**See your advisor to select appropriate AGRI electives.

Horticulture - 441A

Certificate Program

Total Credits: 33

Nature of Work: Horticulture is concerned with those plants whose cultivation brings rewards, whether in the form of profits or personal pleasure. Garden crops traditionally include fruits, vegetables, and all the plants grown for ornamental purposes, as well as medicinal plants. The aim of horticultural practice is to produce a healthy, growing plant. In order to understand the biological rationale behind these practices the student will gain knowledge of plant relationships, structure, growth, development, and reproduction. The primary purpose of this program is to examine the scientific concepts on which horticulture is based and develop a responsible ecological approach to plant production.

Related Job Titles: This Horticulture Certificate program prepares individuals for positions as Landscaper, Greenhouse Technician, and Gardener.

Gainful Employment Program Disclosure

This Title-IV-eligible certificate is subject to the US Department of Education gainful employment regulations. These regulations require that we make the gainful employment program disclosure information available to you so that you may make informed decisions about which program best meets your career path needs.

COURSE		CREDITS
First Semester		
AGRI 1123	Plant Materials	4
AGRI 1114	Principles of Horticulture	4
AGRI 1171	Survey of Agriculture	1
AGRI 2232	Weed Control & Management	4
-----	Elective - BADM, ENTR, ACCT	3
Second Semester		
AGRI 2218	Landscape Design	3
AGRI 1121	Plant Propagation	4
AGRI 2208	Soils	4
AGRI 2238	Pesticides & Pesticide Usage	3
-----	AGRI Elective	3
Program Total		33



Biotechnology and Laboratory Science - 441C

Associate of Applied Science Degree

Total Credits: 61

Nature of Work: Biotechnology is a growing industry that implements the use of living systems and organisms to develop or make products. By using principles of biology and technology in the lab to solve scientific issues, this branch of science is used to advance technology in the agriculture, food production, forensic, pharmaceutical and medical fields.



COURSE		CREDITS
First Semester		
BTNL 1110	Introduction to Biotechnology & Laboratory Science	4
MATH 1141	College Algebra	3
BIOL 1101	Principles of Biology I	5
ENGL 1101	English Composition I	3
Second Semester		
BIOL 1102	Principles of Biology II	5
BTNL 1120	Biotech & Lab Science of Agriculture and Aquaculture	4
ENGL 1102	English Composition II	3
PHIL 1107	Ethics	3
Third Semester		
CHEM 1120	Introduction to Chemistry	5
BTNL 2210	Biotech and Lab Science of Microorganisms	4
BIOL 2210	Microbiology	4
COMM 1115	Fundamentals of Effective Speech	3
Fourth Semester		
BTNL 2220	Advanced Biotech and Lab Science	4
CHEM 1124	Elementary Organic Chemistry	4
ENGL 2205	Technical Report Writing	3
SOCI 1199	Seminar: Genographic Project	2
BTNL 2225	Historical, Ethical, Legal, Social, & Economic Issues of Biotechnology and Lab Science	2
Program Total		61

Interactive Media & Simulation Major - 455A

Associate of Applied Science Degree

Total Credits: 62

Nature of the Profession: The widespread use of multimedia has made design and programming of materials for software and placement on the Web a necessary proficiency for individuals working with the computer. Expertise in computer graphics and multimedia has become critical for the computer professional. The ability to use presentation software, desktop publishing systems and Web authoring software will allow students to design professional looking software, presentations and Web materials. These individuals can create and assemble multimedia products for corporate interactive training, advertising, and marketing, and apply multimedia technology to assemble graphics, text, sound, and video into meaningful productions.

Related Job Titles: Web Developer, Trainer, Consultant, Publications Developer, Software Developer.



COURSES		CREDITS
First Semester		
CSCI 1120	Computer Applications	4
CSCI 1145	Introduction to Multimedia	3
ENGL 1101	English Composition I	3
FNAR 1104	Introduction to the Arts	3
FNAR 1105	Basic Drawing I	3
Second Semester		
CSCI 1121	Structured Programming	4
CSCI 2265	Introduction to Game Dev.	3
FNAR 1106	Basic Drawing II	3
MATH 1124	Finite Math	3
PSYC 1110	Principles of Psychology	3
Third Semester		
CSCI 2263	HTML5 Programming	3
CSCI 2203	Adobe Illustrator	3
CSCI 1165	Adobe Photoshop Digital Imaging	3
CSCI 1146	Adobe Animate Animation Software	3
PHIL 1107	Ethics	3
Fourth Semester		
BADM 2225	Social Media Marketing	3
CSCI 1147	Web Page Design	3
COMM 1110	Interpersonal Comm. OR	
COMM 1115	Fund. of Effective Speech	3
CSCI 2268	Adobe Premiere Video Editing	3
CSCI -----	Computer Science Elective	3
Program Total		62

Fourth Semester Elective Choices

Must either be CSCI 2270 Co-Op (Interactive Media) or CSCI 1171 (Adobe InDesign Electronic Publishing)

Computer Information Technology - 455B

Associate of Applied Science Degree

Total Credits: 63

Nature of the Profession: This program focuses on the design of technological information systems, including computing systems, as solutions to business and communications support needs. The program includes instruction in the principles of computer hardware and software components, programming, application support and human interface design.

Related Job Titles: Some related job titles in this field include Consultant, Desktop Support Technician, Hardware Support Technician, Help Desk Technician, Junior Analyst, Network Administrator, Network Technician, Server Administrator, Software Support Technician, Technical Salesman, Technical Writer and Testing Technician.



COURSES		CREDITS
First Semester		
CSCI 2246	PC Troubleshooting & Repair	3
CSCI 1120	Computer Applications	4
ENGL 1101	English Composition I	3
ECON 2205	Principles of Microeconomics	3
CSCI 2275	Professionalism	3
Second Semester		
CSCI 1121	Structured Programming	4
ENGL 1102	English Composition II	3
MATH 1124	Finite Math	3
PSYC 1110	Principles of Psychology	3
CSCI 1150	Operating Systems	3
Third Semester		
CSCI 2233	CISCO Introduction to Networks	3
-----	Arts & Humanities Elective	3
-----	General Elective	3
CSCI ----	Programming Elective	4
CSCI 1155	Linux	3
Fourth Semester		
CSCI 2240	System Analysis	3
CSCI 2234	Server Administration	3
CSCI 2236	CISCO Routing & Switching Essentials	3
-----	EENG or CSCI Elective	3
COMM 1115	Fundamentals of Effective Speech	3
Program Total		63

Students can substitute CSCI 2280 – Co-Op (Technical Support) for the fourth semester computer science or electrical engineering elective. To apply for the co-op program, contact Josh Montgomery at jmontgomery@scc.edu to schedule an interview.

Programming Electives can be any of the following courses:

- CSCI 1171 - Java
- CSCI 2260 - C Programming
- CSCI 2203 - Visual Basic
- CSCI 2205 - Mobile Device Programming
- EENG 2205 - Digital Electronics
- EENG 2255 - Digital Communication

Cyber Security and Forensics - 455D

Associate of Applied Science Degree

Total Credits: 65

Nature of the Profession: This program focuses on the protection and risk management techniques in the realm of cyber security technologies. Topics include network and software security, risk management, protection mechanisms, business continuity planning, ethical hacking, disaster recovery, and information systems.

Program Highlights

- Learn advanced IT curriculum from industry-experienced faculty.
- Prepare to earn industry level certifications valued by employers.
- Gain hands-on experience through labs and internship opportunities.

Related Job Titles: Some related job titles in this field include Computer Systems Analyst, Computer Technician, Consultant, Information Systems Security Administrator, Network Administrator, Network Technician, Security Management Specialist, Server Administrator, Software Support Technician and Intelligence Analyst.

Earn Industry Certifications

In this program students will have the opportunity to achieve multiple industry level certifications. Our curriculum aligns with the certification content. Below is a list of the different certifications that students can obtain as they move through the program.

CompTIA A+ Certification

CompTIA Network+ Certification

CompTIA Security+ Certification

COURSES

First Semester

ECON 2205	Principles of Microeconomics	3
ENGL 1101	English Composition I	3
CSCI 1120	Computer Applications	4
CYBR 1101	Database Security	3
CSCI 2246	PC Troubleshooting & Repair	3

Second Semester

CSCI 1121	Structured Programming	4
CYBR 1115	Introduction to Computer Forensics and Cyber Crime	3
MATH 1124	Finite Math	3
CSCI 1150	Operating Systems	3
COMM 1115	Fundamentals of Effective Speech	3

Third Semester

CYBR 2215	Advanced Computer Forensics and Cyber Crime	4
CSCI 2233	CISCO Introduction to Networks	3
ENGL 2205	Technical Report Writing	3
-----	Arts & Humanities or Science Elective	3
CSCI 1155	Linux	3

Fourth Semester

PSYC 1110	Principles of Psychology	3
CSCI 2234	Server Administration	3
CYBR 2210	CompTIA Security+	4
CSCI 2240	Systems Analysis	3
CYBR 2205	Terrorism and Homeland Security	3

Program Total

65

Computer Assisted Design Major - 460C

Associate of Applied Science Degree

Total Credits: 62

Nature of the Profession: Designers prepare detailed drawings on computer aided drafting (CAD) systems. Drawings are made on a video screen and might never be placed on paper. These systems can save time from routine drafting work and permit design variations to be easily prepared, with consideration given to tooling and manufacturing.

Related Job Titles: Job titles related to computer assisted design include Architect, Engineering Technician, Landscape Architect, Surveyor, and all product design and manufacturing technicians.



COURSES CREDITS

Fall Semester | First Year

ENDS 1100	Intro to Engineering Technology	2
ENGL 1101	English Composition I	3
PHYS 1117	Applied Physics I: Mechanics	3
MATH 1120	Technical Mathematics	3
ENDS 1142	Engineering Drawing II	3
ENDS 1145	Computer Applications in Engineering	3

Spring Semester | First Year

ENDS 2230	Computer Graphics I	3
PHYS 1115	Applied Physics II: Heat, Light, Sound	3
ENDS 2270	Computer Apps in Engineering II	3
ENGL 2205	Technical Report Writing	3
COMM 1115	Fundamentals of Effective Speech	3

Fall Semester | Second Year

ENDS 1143	Introduction to Product Design	3
ENDS 2201	Engineering Mechanics: Statics	3
ENDS 2205	Hydraulics & Pneumatics	3
ENDS 2219	Tool Design & Manufacturing	3
ENDS 2231	Computer Graphics II	3

Fall Semester | Second Year

ENDS 2233	Computer Aided Manufacturing	3
ENDS 2203	Strength of Materials	3
ENDS 2202	Dynamics	3
ENDS 2299	Design Research Project	3
-----	General Elective	3

Program Total **62**

Electrical/Electronics Technology - 470

Associate of Applied Science Degree

Total Credits: 63

Nature of the Profession: Engineering technicians work in various engineering and manufacturing companies using the principles and theories of science, engineering, and mathematics. They may prepare specifications for materials, test for quality control, study ways to improve manufacturing efficiency, supervise production workers, work as field representatives, install and repair technical equipment, or write repair and operation manuals.

Related Job Titles: Job titles relating to Electrical/Electronics Technology include Instrumentation Calibration and Repair Technician, Technical Writer, Sales Technician, and Research and Test Technician.



COURSES		CREDITS
First Semester		
ENDS 1100	Intro to Engineering Technology	2
ENGL 1101	English Composition I	3
PHYS 1117	Applied Physics I: Mechanics	3
MATH 1120	Technical Mathematics	3
ENDS 1145	Computer Applications in Engineering	3
EENG 1105	DC Circuits & Devices	3
Second Semester		
PHYS 1115	Applied Physics II: Heat, Light, Sound	3
PSYC 1110	Principles of Psychology	3
ENDS 2270	Computer Apps in Engineering II	3
EENG 2205	Digital Electronics	3
EENG 1115	AC Circuits & Devices	3
Third Semester		
EENG 1185	Electrical Machinery	3
EENG 2285	Manufacturing Control Systems	3
ENDS 1142	Engineering Drawing II	3
EENG 2254	Computer Architecture & Design	4
EENG 2215	Analog Circuits & Devices	3
Fourth Semester		
EENG 2299	Research Project	3
EENG 2255	Digital Communications	3
ENGL 2205	Technical Report Writing	3
.....	General Elective	3
COMM 1115	Fundamentals of Effective Speech	3

Program Total **63**

**Electives to be approved by faculty advisor.

Electro-Mechanical Engineering Major - 470A

Associate of Applied Science Degree

Total Credits: 65

Nature of the Profession: Electro-Mechanical engineers work in various engineering and manufacturing companies using the principles and theories of science, engineering, and mathematics. They may prepare specifications for materials, test for quality control, study ways to improve manufacturing efficiency, supervise production workers, work as field representatives, install and repair technical equipment, or write repair and operation manuals.



COURSES **CREDITS**

Fall Semester | First Year

ENDS 1100	Introduction to Engineering	2
ENGL 1101	English Composition I	3
PHYS 1117	Applied Physics I - Mechanics	3
MATH 1120	Technical Math	3
ENDS 1142	Engineering Drawing II	3
EENG 1105	DC Circuits & Devices	3

Spring Semester | First Year

PHYS 1115	Applied Physics II - Heat, Light, Sound	3
ENDS 2230	Computer Graphics I	3
ENDS 2270	Computer Apps in Engineering II	3
EENG 2205	Digital Electronics	3
EENG 1115	AC Circuits & Devices	3

Fall Semester | Second Year

EENG 1185	Electrical Machinery	3
EENG 2285	Manufacturing Control Systems	3
ENDS 2205	Hydraulics & Pneumatics	3
EENG 2215	Analog Circuits & Devices	3
ENDS 2201	Engineering Mechanics: Statics	3
ENDS 1143	Introduction to Product Design	3

Spring Semester | Second Year

ENDS 2203	Strength of Materials	3
ENDS 2202	Dynamics	3
ENGL 2205	Technical Report Writing	3
COMM 1115	Fundamentals of Effective Speech	3
-----	General Elective (Humanities or Social Sciences)	3

Program Total **65**

Aviation Maintenance - 470G

Associate of Applied Science Degree

Total Credits: 116

Nature of the Profession: Aviation mechanics repair and perform scheduled maintenance on airplanes and helicopters. They inspect aircraft as required by the Federal Aviation Administration (FAA).

Related Job Titles: Job titles relating to Aviation Maintenance include Aviation Maintenance Technician, Aviation Mechanic, Sales and Service Technician, and FAA Certified Repairman.



COURSES CREDITS

First Semester

AVIT 1111	Aircraft Operations & Preservation	5
AVIT 1112	Basic Aircraft Electricity	5
AVIT 1113	Aircraft Materials, Processes, & Fluid Lines	5
ENGL 1101	English Composition I	3

Second Semester

AVIT 1121	Aircraft Maintenance Publications & Regulations	3
AVIT 2221	Aircraft Metallic Structures	6
AVIT 2222	Aircraft Fuel Systems	2
AVIT 2241	Aircraft Instrumentation, Navigation, and Communication	4
MATH 1120	Technical Mathematics	3
PHYS 1117	Applied Physics I - Mechanics	3

Third Semester

AVIT 2231	Aircraft Non-Metallic Structures	5
AVIT 2232	Airframe Electrical Systems	5
AVIT 2233	Aircraft Landing Gear & Fluid Power	5
ENDS 1142	Engineering Drawing II	3
PHYS 1115	Applied Physics II - Heat, Light, Sound	3

Fourth Semester

AVIT 2242	Aircraft Atmospheric & Protection Systems	3
AVIT 2243	Aircraft Assembly & Rigging	4
AVIT 2244	Airframe Inspection	3
AVIT 2363	Aircraft Propellers and Cooling Systems	5
ENDS 2230	Computer Graphics	3
PHIL 1107	Ethics	3

Fifth Semester

AVIT 2351	Aircraft Reciprocating Engines I	6
AVIT 2352	Aircraft Reciprocating Engines II	6
AVIT 2353	Aircraft Fuel Metering	5
ENGL 2205	Technical Report Writing	3

Sixth Semester

AVIT 2361	Aircraft Turbine Engines I	6
AVIT 2362	Aircraft Turbine Engines II	6
AVIT 2364	Aircraft Powerplant Inspections	3

Program Total **116**

Early Childhood Education - 485

Associate of Applied Science Degree

Total Credits: 62

Nature of Work: Early childhood professionals are responsible for planning daily programs, providing caring and nurturing environments, and utilizing community resources to enrich programs and to support the needs of young children and their families.

Related Job Titles: Pre-kindergarten Teacher, Associate Teacher, Preschool/Child Care Teacher, Nanny, Infant/Toddler Caregiver, or Children's Activities Coordinator for hospitals, group homes, resorts, etc.

Note: Successful completion of the Early Childhood Education program, along with a passing performance on the required state of Ohio exam, will permit graduates to obtain an Ohio Pre-K teaching license.



COURSES CREDITS

First Semester

EDUC 1101	Introduction to Education	3
EDUC 1140	Introduction to Early Childhood Dev. & Education	3
EDUC 1145	Observation/Assessment of Children	2
EDUC 2234	Technology in Education	3
PSYC 1110	Principles of Psychology	3
ENGL 1101	English Composition I	3

Second Semester

EDUC 2243	Individuals w/Exceptionalities	3
PSYC 2241	Educational Psychology	3
EDUC 1118	Guiding Children's Behavior & Learning	3
EDUC 2219	Infant/Toddler Care and Education	3
EDUC 2230	Children's Literature with Reading Approaches	3
ENGL 1102	English Composition II	3

Third Semester

EDUC 1163	Social Studies for the Young Child	2
EDUC 2217	Science & Math Experiences for the Young Child	2
EDUC 2215	Health/Physical Education for Children	2
-----	FNAR 1104, THEA 1121 or FLNG 1120	3
EDUC 1110	Art/Music for the Young Child	3
EDUC 2210	Administration of Early Childhood Programs	2

Fourth Semester

EDUC 2228	Families, Communities, and Schools	3
COMM 1115	Fundamentals of Effective Speech	3
EDUC 2240	Early Childhood Practicum	2
EDUC 2241	Early Childhood Seminar	2
MATH 1115	Math for the Business & Social Sciences	3

Program Total	62
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Paraprofessional Education - 486

Associate of Applied Science Degree

Total Credits: 64

Nature of Work: Paraprofessionals work in schools and districts throughout Ohio and serve a critical role in supporting the delivery of high quality instruction for all children (from preschool through grade 12), especially those students considered at risk. Today's paraprofessionals (which may also be known as instructional assistants, special education aides, teaching assistants, or teaching/classroom aides) work alongside a professional under the direction of licensed teachers, as part of instructional teams, to support individual students and small groups of students to access and progress through challenging curricula aligned with Ohio's academic content and common core state standards.

General duties associated with a paraprofessional educator include the following:

- Assisting teachers in the classroom
- Supervising students outside of the classroom
- Providing administrative support for teaching
- Helping students understand and complete assignments
- Working with students who have special needs
- Performing clerical work for teachers as needed



COURSES		CREDITS
First Semester		
EDUC 1101	Introduction to Education	3
EDUC 2234	Technology in Education	3
ENGL 1101	English Composition I	3
PSYC 1110	Principles of Psychology	3
EDUC 1145	Observation/Assessment of Children	2
Second Semester		
EDUC 1102	Foundations of Education	3
EDUC 1118	Guiding Children's Behavior & Learning	3
ENGL 1102	English Composition II	3
EDUC 2243	Ind. w/Exceptionalities	3
PSYC 2207	Human Growth & Development	3
Third Semester		
EDUC 2220	Foundation of Literacy	3
PHYS 1101	Introduction to Physical Science	3
COMM 1115	Fundamentals of Effective Speech	3
EDUC 2260	Teach. in a Diverse Society	3
MATH 1124	Finite Math OR	
MATH 1141	College Algebra	3
FNAR 1104	Introduction to the Arts	3
Fourth Semester		
EDUC 2228	Families, Communities, and Schools	3
PSYC 2241	Educational Psychology	3
EDUC 2225	Paraprofessional Seminar	2
EDUC 2224	Paraprofessional Practicum	2
BIOL 1125	Environmental Science	4
EDUC 2230	Children's Literature with Reading App.	3
Program Total		64

Medical Assisting - 492

Associate of Applied Science Degree

Total Credits: 63

Nature of Profession: The Medical Assistant is trained to work primarily in a physician's office. They may choose to work as a receptionist in a hospital or physician's office, a transcriptionist, insurance specialist, financial secretary, billing and collection specialist, laboratory assistant, or a clinical assistant involved in patient care.

Related Occupations: Medical Receptionist, Computerized Medical Office Management, Medical Records Clerk, Transcription, Clinical Assistant, Lab Assistant, Out-patient Clinics Medical Assistants, or X-ray Aide.

Program Design: This program is designed to be completed in 4 semesters if a full time student. The Southern State Community College Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahcp.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB) Commission on Accreditation of Allied Health Education Programs, 25400 U.S. Highway 19 North, Suite 158 Clearwater, FL 33763, (727) 210-2350. Graduates are eligible to earn the Certified Medical Assistant (CMA) credential through the American Association of Medical Assistants (AAMA) certification exam. All courses with the prefix of MAST and ALTH must be completed with a grade of "B" or better.

Application Process: To be considered for the Medical Assisting program, the Medical Assisting application and required documentation must be received in the Medical Assisting/Allied Health office by the appropriate deadline date. Priority will be given to those individuals with completion of all documentation. It is the responsibility of the student to be sure the required information is submitted to the Medical Assisting/Allied Health office. Completion of minimum requirements does not guarantee a placement.

- In addition to the SSCC application, complete the Medical Assisting/Allied Health Program Application available online. An appointment must be scheduled with the MAST/ALTH Program Director to deliver the completed Medical Assisting/Allied Health Program Application for consideration. It is the responsibility of the student to personally submit, and ensure, all required information is to the Medical Assisting/Allied Health office during the appointment.
- High School graduate or GED certificate recipient College Transcripts.
- **Knowledge of prerequisites is expected. Refer to this catalog for any additional requirements of program courses.

Health Requirements: After program application acceptance but before practicum participation, a complete medical examination using required forms is required within the six months preceding entrance to the clinical practicum courses of the Medical Assisting Program. The medical exam includes required tests and immunizations which are necessary to protect both students and patients according to the policies of the clinical facilities of the Program.

Required Immunizations/Tests:

1) Negative 2-step TB Test (Skin or Chest X-ray); 2) Document MMR immunity by titer or vaccine; 3) Document Varicella immunity or vaccine; 4) Document Tetanus; 5) Document Flu immunization; 6) Hepatitis B (3-dose vaccination series)
A repeat TB skin test or chest x-ray is required prior to the beginning of the second year of Medical Assisting. Students may not attend practicum experience until ALL health and GPA requirements are met and on file in the Department of Medical Assisting, background check is complete, and proof of insurance shown.

General Practicum Requirements Background checks:

It is important for prospective Medical Assisting students to know that a past felony or misdemeanor conviction may disqualify him/her from taking certification and registry exams (as outlined in Section 4761.04 of the Ohio Revised Code). A student in any Health Science Program at Southern State Community College must submit to a background check with the college representative. The background

check is at no extra charge; it is covered by the lab fees for the practicum. The student has a continuous obligation to report any criminal conviction that may impact his/her ability to participate in clinical experiences to the program director within 30 days of its occurrence or entrance into a program. Failure to do so, or to comply with any other aspect of the background check policy, may result in immediate dismissal from the program.

Courses

First Semester

MAST 1111	Medical Administrative Procedures	3
MAST 1115	Medical Terminology	2
CSCI 1101	Computer Keyboarding	1
BIOL 2205	Anatomy & Physiology I	4
ENGL 1101	English Composition I	3
PSYC 1110	Principles of Psychology	3

Second Semester

MAST 1118	Human Diseases	2
BIOL 2206	Anatomy & Physiology II	4
COMM 1115	Fundamentals of Effective Speech	3
ALTH 1160	Electronic Health Records	2
MAST 1101	Introduction to Medical Assisting	3
PSYC 1111	Life Span & Human Development	3

Third Semester

MAST 2212	Medical Transcription	3
MAST 2215	Medical Laboratory Techniques	3
MAST 2218	Medical Billing & Coding I	3
MAST 1126	Clinical Practicum I	1
MAST 2240	Clinical Procedures	3
MATH 1135	Allied Health Mathematics	3

Fourth Semester

MAST 2205	Medical Law & Ethics	2
MAST 2219	Medical Billing & Coding II	3
MAST 2220	Emergency Medical Procedures	3
MAST 2226	Clinical Practicum II	1
MAST 2230	Pharmacology	3
MAST 2297	Med. Assisting Review	2

Program Total

63

It is strongly recommended for students within Medical Assisting to meet with an advisor within the program every semester to ensure they are taking classes in sequence. Not meeting with a Medical Assisting program advisor may result in a student being unable to finish their degree in a timely manner.

Medical Transcription - 492A

Certificate Program

Total Credits: 35

Nature of Profession: The Medical Transcriptionist listens to voice recordings made by physicians and other health care professionals and converts the recording into written reports. They may also review and edit medical documents created using speech recognition technology. Transcriptionists interpret medical terminology and abbreviations in preparing patients' medical histories, discharge summaries and other documents. Medical Transcriptionists are trained to work as a transcriptionist in a variety of health care settings.

Related Occupations: Medical Receptionist, Medical Records Clerk.

Program Design: This program is designed to be completed in 2 semesters if a full time student. All courses with the prefix MAST and ALTH must be completed with a grade of "B" or better.

Application Process: To be considered for the Medical Transcriptionist program:

- The Allied Health Program application must be completed in addition to the SSCC application.
- An appointment must be scheduled with the Allied Health Program Director to deliver the completed Allied Health Program Application.
- The completed application and all required application documentation must be received in the Allied Health office by the appropriate deadline date for consideration.
- Incomplete applications will not be considered (see application guidelines).

Completion of minimum requirements does not guarantee a placement. It is the responsibility of the student to personally submit and ensure that all required information is delivered to the Allied Health office during the appointment.

Knowledge of prerequisites is expected. Refer to this catalog for any additional requirements of program courses.

It is strongly recommended for students to meet with an advisor within the Allied Health program every semester to ensure they are taking classes in sequence. Not meeting with a program advisor may result in a student being unable to finish their degree in a timely manner.

COURSES		CREDITS
First Semester		
ALTH 1160	Electronic Health Records	2
BIOL 2205	Anatomy & Physiology I	4
CSCI 1101	Computer Keyboarding	1
ENGL 1101	English Composition I	3
MAST 1115	Medical Terminology	2
MATH 1116	Beginning Algebra	3
MAST 2212	Medical Transcription	3
Second Semester		
ALTH 1130	Pharmacology for Allied Health	2
MAST 1118	Human Diseases	2
ALTH 2250	Adv. Medical Terminology & Transcription	2
ALTH 2260	Capstone Medical Transcription	2
BIOL 2206	Anatomy & Physiology II	4
MAST 2205	Medical Law & Ethics	2
ENGL 1102	English Composition II	3
Program Total		35

Gainful Employment Program Disclosure

This Title-IV-eligible certificate is subject to the US Department of Education gainful employment regulations. These regulations require that we make the gainful employment program disclosure information available to you so that you may make informed decisions about which program best meets your career path needs.

Phlebotomy - 492B

Certificate Program

Total Credits: 33

Nature of Profession: A Phlebotomist is trained to work primarily in a hospital and is depended upon to acquire quality blood specimens from the patient by performing venipuncture and capillary sticks.

Program Design: This program is designed to be completed in 2 semesters if a full time student. All courses with the prefix MAST and ALTH must be completed with a grade of "B" or better.

Application Process: To be considered for the Phlebotomy Technician program:

- The Allied Health Program application must be completed in addition to the SSCC application.
- An appointment must be scheduled with the Allied Health Program Director to deliver the completed Allied Health Program Application.
- The completed application and all required application documentation must be received in the Allied Health office by the appropriate deadline date for consideration.
- Incomplete applications will not be considered (see application guidelines).

Completion of minimum requirements does not guarantee a placement. It is the responsibility of the student to personally submit and ensure that all required information is delivered to the Allied Health office during the appointment.

Knowledge of prerequisites is expected. Refer to this catalog for any additional requirements of program courses.

It is strongly recommended for students to meet with an advisor within the Allied Health program every semester to ensure they are taking classes in sequence. Not meeting with a program advisor may result in a student being unable to finish their degree in a timely manner.

Practicum Requirements: After program acceptance and prior to end of the first term, a background check, a complete medical examination and immunizations are necessary to protect both students and patients according to the policies of the clinical facilities of the Program. It is important for prospective Allied Health students to know that a past felony or misdemeanor conviction may disqualify him/her from working in the profession and taking certification and registry exams (as outlined in Section 4761.04 of the Ohio Revised Code). Thoroughly review the program application for information.

COURSES

First Semester

ALTH 1101	Introduction to Allied Health	2
MAST 1115	Medical Terminology	2
MATH 1116	Beginning Algebra	3
BIOL 1104	Human Biology I	4
ENGL 1101	English Composition I	3
CSCI 1101	Computer Keyboarding	1

Second Semester

MAST 1118	Human Diseases	2
MAST 2205	Medical Law & Ethics	2
BIOL 1105	Human Biology II	4
MAST 2220	Emergency Medical Procedures	3
ALTH 2201	Phlebotomy Technology	3
MATH 1135	Allied Health Mathematics	3
ALTH 2225	Phlebotomy Practicum (120 hrs)	1

Program Total

33

Gainful Employment Program Disclosure

This Title-IV-eligible certificate is subject to the US Department of Education gainful employment regulations. These regulations require that we make the gainful employment program disclosure information available to you so that you may make informed decisions about which program best meets your career path needs.

Pharmacy Technician - 492C

Certificate Program

Total Credits: 32

Nature of Profession: A Pharmacy Technician is trained to work primarily in either a hospital pharmacy or retail pharmacy. The Pharmacy Technician receives written prescriptions or refills for medications and verifies that the information is correct and complete. The Pharmacy Technician prepares medications for clients by measuring, mixing medications, counting, labeling, and recording amounts and dosages under the direct supervision of a Pharmacist. The Pharmacy Technician also has administrative duties such as answering telephones, entering prescriptions into the computer, and maintaining security and proper storage for medications.

Related Occupations: Pharmaceutical Care Associate, Pharmacy Aide, Pharmacy Assistant, Pharmacy Clerk.

Program Design: This program is designed to be completed in 2 semesters if a full time student. All courses with the prefix MAST and ALTH must be completed with a grade of "B" or better.

Application Process: To be considered for the Pharmacy Technician program:

- The Allied Health Program application must be completed in addition to the SSCC application.
- An appointment must be scheduled with the Allied Health Program Director to deliver the completed Allied Health Program Application.
- The completed application and all required application documentation must be received in the Allied Health office by the appropriate deadline date for consideration.
- Incomplete applications will not be considered (see application guidelines).

Completion of minimum requirements does not guarantee a placement. It is the responsibility of the student to personally submit and ensure that all required information is delivered to the Allied Health office during the appointment.

Knowledge of prerequisites is expected. Refer to this catalog for any additional requirements of program courses.

Practicum Requirements: After program acceptance and prior to end of the first term, a background check, a complete medical examination and immunizations are necessary to protect both students and patients according to the policies of the clinical facilities of the Program. It is important for prospective Allied Health students to know that a past felony or misdemeanor conviction may disqualify him/her from working in the profession and taking certification and registry exams (as outlined in Section 4761.04 of the Ohio Revised Code). Thoroughly review the program application for information.

COURSES CREDITS

First Semester

ALTH 1101	Introduction to Allied Health	2
MAST 1115	Medical Terminology	2
ALTH 1121	Introduction to Pharmacy Technician	2
BIOL 1104	Human Biology I	4
MATH 1135	Allied Health Mathematics	3
CSCI 1101	Computer Keyboarding	1
ENGL 1101	English Composition I	3

Second Semester

MAST 1118	Human Diseases	2
MAST 2205	Medical Law & Ethics	2
BIOL 1105	Human Biology II	4
MAST 2220	Emergency Medical Procedures	3
ALTH 1122	Pharmacy Technician II	2
ALTH 1125	Pharmacy Practicum (B-Term)	1

Program Total **32**

It is strongly recommended for students to meet with an advisor within the Allied Health program every semester to ensure they are taking classes in sequence. Not meeting with a program advisor may result in a student being unable to finish their degree in a timely manner.

Gainful Employment Program Disclosure

This Title-IV-eligible certificate is subject to the US Department of Education gainful employment regulations. These regulations require that we make the gainful employment program disclosure information available to you so that you may make informed decisions about which program best meets your career path needs.

Billing and Coding Specialist - 492D

Certificate Program

Total Credits: 35

Nature of Profession: A Billing & Coding Specialist is trained to work in a variety of healthcare facilities such as hospitals, physician offices, nursing homes, durable medical equipment companies, and clinics. The Billing & Coding Specialist receives written documentation and transforms the information into diagnostic and procedural codes, verifies that the information is correct and complete, submits insurance claims for processing and provides follow up to ensure timely reimbursement. A Billing & Coding Specialist collects revenues from insurance companies, third party claims and patients. The Billing & Coding Specialist may obtain preauthorization from insurance companies for patients requiring certain medical procedures. Other duties include administrative duties such as answering telephones, corresponding with patients, managing office supplies, handling minor accounting for office, entering data into a computer, and maintaining HIPAA compliance.

Related Job Titles: Medical Biller, Medical Assistant, Medical Office Manager

Program Design: This program is designed to be completed in 2 semesters if a full time student. All courses with the prefix MAST and ALTH must be completed with a grade of “B” or better.

Application Process: To be considered for the Billing & Coding Specialist program:

- The Allied Health Program application must be completed in addition to the SSCC application.
- An appointment must be scheduled with the Allied Health Program Director to deliver the completed Allied Health Program Application.
- The completed application and all required application documentation must be received in the Allied Health office by the appropriate deadline date for consideration.
- Incomplete applications will not be considered (see application guidelines).

Completion of minimum requirements does not guarantee a placement. It is the responsibility of the student to personally submit and ensure that all required information is delivered to the Allied Health office during the appointment.

Knowledge of prerequisites is expected. Refer to this catalog for any additional requirements of program courses.

COURSES		CREDITS
First Semester		
ENGL 1101	English Composition I	3
MAST 1115	Medical Terminology	2
MAST 2218	Medical Billing & Coding I	3
MATH 1116	Beginning Algebra	3
MAST 1111	Medical Administrative Procedures	3
BIOL 2205	Anatomy & Physiology I	4
Second Semester		
ALTH 1130	Pharmacology for Allied Health	2
MAST 1118	Human Diseases	2
ALTH 1160	Electronic Health Records	2
MAST 2205	Medical Law & Ethics	2
BIOL 2206	Anatomy & Physiology II	4
ALTH 2230	Med Billing & Coding III and Capstone	2
MAST 2219	Medical Billing & Coding II	3
Program Total		35

It is strongly recommended for students to meet with an advisor within the Allied Health program every semester to ensure they are taking classes in sequence. Not meeting with a program advisor may result in a student being unable to finish their degree in a timely manner.

Gainful Employment Program Disclosure

This Title-IV-eligible certificate is subject to the US Department of Education gainful employment regulations. These regulations require that we make the gainful employment program disclosure information available to you so that you may make informed decisions about which program best meets your career path needs.

Criminal Justice - 496

Associate of Applied Science Degree

Total Credits: 62

Nature of the Profession: Corrections professionals work in a variety of environments, including prisons, probation, parole, and corrections agencies. Specialized training and knowledge are essential for today's corrections professional. Corrections professionals must be able to use discretion during a spectrum of events.

Related Job Titles: Corrections Officer, Probation Officer, Parole Officer.



COURSES		CREDITS
First Semester		
PSYC 1110	Principles of Psychology	3
ENGL 1101	English Composition I	3
PSCI 1104	American Government - American Democracy I	3
CJUS 1111	Introduction to Corrections	2
CJUS 1115	Interpersonal Communications	2
CJUS 2220	Restorative Justice	2
Second Semester		
MATH 1115	Math for the Business and Social Sciences or higher	3
ENGL 1102	English Composition II	3
PSCI 1105	American Government - American Democracy II	3
SOCI 1170	Introduction to Sociology	3
CJUS 2230	Critical Incident Management	2
CJUS 2234	Constitutional Criminal Procedures	3
Third Semester		
CJUS 2236	Current Issues in Criminal Justice	3
CJUS 2201	Criminology & Victimology	3
CJUS 2215	Ethics in Criminal Justice	2
CJUS 1125	Criminal Law	3
PHIL 1107	Ethics	3
SOCI 2230	Social Problems	2
Fourth Semester		
CJUS 2241	Comparative Criminal Justice Systems	3
CJUS 2240	Correctional Case Management	3
COMM 1115	Fundamentals of Effective Speech	3
SOCI 2231	Juvenile Delinquency	2
SOCI 1107	Introduction to Diversity	3
Program Total		62

Law Enforcement Major - 496A

Associate of Applied Science Degree

Total Credits: 65

Nature of the Profession: Law Enforcement Professionals work in a variety of environments which require the ability to conduct investigations, to provide security and service, and to communicate with varied constituencies. A broad working knowledge of criminal and civil law, especially in regard to police procedure, is required. A large number of new and replacement personnel in Law Enforcement are projected to be needed for the next decade.

Related Job Titles: Patrol Officer, Detective, Bailiff, Criminal Investigator, Sheriff and Sheriff's Deputy.



COURSES		CREDITS
First Semester		
PSYC 1110	Principles of Psychology	3
ENGL 1101	English Composition I	3
PSCI 1104	American Government - American Democracy I	3
CJUS 1101	Introduction to Law Enforcement	2
CJUS 1108	Introduction to Terrorism	2
CJUS 2233	Criminal Investigation	2
SOCI 2230	Social Problems	2
Second Semester		
MATH 1115	Math for the Business & Social Sciences or higher	3
ENGL 1102	English Composition II	3
PSCI 1105	American Government - American Democracy II	3
PHIL 1107	Ethics	3
CJUS 2234	Constitutional Criminal Procedures	3
CJUS 2245	Crime Scene Investigation	3
Third Semester		
CJUS 1102	Basic Law Enforcement I	8
CJUS 2236	Current Issues in Criminal Justice	3
CJUS 2218	Police Administration	3
SOCI 2231	Juvenile Delinquency	2
Fourth Semester		
CJUS 2241	Comparative Criminal Justice Systems	3
CJUS 1103	Basic Law Enforcement II	8
COMM 1115	Fundamentals of Effective Speech	3
Program Total		65

