

Bates Technical College

COURSE CATALOG

2025 - 2026



**BATES
TECHNICAL
COLLEGE**

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General Information

At-a-Glance Contact Information

BatesTech.edu, info@batestech.edu, 253.680.7000

- **Downtown Campus, 253.680.7000, 1101 South Yakima Avenue, Tacoma, WA 98405 (Enter at 1201 South Yakima Avenue)**
- **Central/Mohler Campus, 253.680.7603, 2320 South 19th Street, Tacoma, WA 98405**
- **South Campus, 253.680.7400, 2201 South 78th Street, Tacoma, WA 98409**
- **Toll free in-state, 800.562.7099**
- Admissions, registration info@batestech.edu, 253.680.7019
- Adult Basic Education, www.batestech.edu/career-pathways/high-school/, 253.680.7274
- Advising, enrollment@batestech.edu, 253.680.7002
- Apprenticeship Training, www.BatesTech.edu/Apprenticeship, 253.680.7402
- Associated Student Government (ASG), www.BatesTech.edu/ASG 253.680.7178
- Barber Shop, www.batestech.edu/barber-shop, 253.680.7248
- Bookstore, <https://bncvirtual.com/bates>, 253.680.7430 (South Campus)
- Campus Life and Activities, www.batestech.edu/campus-life-activities, 253.680.7178
- Campus Public Safety, www.BatesTech.edu/Safety, 253.680.7111
- Career Education, www.BatesTech.edu/areas-of-study, enrollment@batestech.edu, 253.680.7002
- Child Care Center, 253.680.7320
- Child Studies, 253.680.7500
- Closure/Weather Information Line, www.BatesTech.edu/Weather, 253.680.7060
- Communications and Marketing, communications@batestech.edu, 253.680.7106
- Continuing Education, www.BatesTech.edu/ContinuingEd, cont-ed@batestech.edu, 253.680.7402
- Deaf Relay Services, 711 or Washington Relay, 1.800.833.6384
- Denturist Clinic, 253.680.7314
- Dining Services, www.BatesTech.edu/Dining, 253.680.7011
- Disability Support Services, www.BatesTech.edu/DSS, dss@batestech.edu, 253.680.7012
- English as a Second Language (ESL), www.batestech.edu/career-pathways/esl
- Emergency Management, www.BatesTech.edu/Emergency
- Early Childhood Education and Assistance Program (ECEAP), 253.680.7320
- Financial Aid, www.BatesTech.edu/FinancialAid, financialaid@batestech.edu, 253.680.7020
- Foundation, www.BatesTech.edu/Foundation, foundation@batestech.edu, 253.680.7160
- GED Test Preparation, www.batestech.edu/career-pathways/high-school/
- High School, highschool@batestech.edu, 253.680.7004
- High School + (HS+), 253.680.7274
- Human Resources, hr@batestech.edu, 253.680.7181
- International Student Services, <https://www.batestech.edu/international-students/>, international@batestech.edu, 253.680.7184
- KBTC Public Television, www.KBTC.org, 253.680.7700
- Library, www.BatesTech.edu/Library, library@batestech.edu, 253.680.7220 (Downtown), 253.680.7550 (South), 253-680-7625
- Outreach and Recruitment, www.BatesTech.edu/Outreach, pchase@batestech.edu, 253.680.7302
- Registration, www.BatesTech.edu/Registration, registration@batestech.edu, 253.680.7019
- Running Start, www.batestech.edu/high-school-students, 253.680.7264
- Teacher Prep and Certification, 253.680.7467
- Veterans Benefits, www.BatesTech.edu/va-benefits, vabenefits@batestech.edu, VA Certifying Official, Downtown Campus, 253.680.7035
- Workforce Education Services, www.BatesTech.edu/student-resources/workforce-education-services/, workforce@batestech.edu, 253.680.7020

Mission

Bates Technical College enriches our diverse communities by inspiring student learning, challenging greater achievement, and educating for employment.

History

Learn. Grow. Transform.

Founded in 1940, Bates Technical College is a proud member of Washington state's 34 public community and technical college system. For more than eight decades, the college has provided our region with accessible, affordable and quality educational programs that lead students to careers, and employers to well-trained employees. Originally a part of the Tacoma School District, the college began offering technical education to aid war efforts in the basement of an East Tacoma elementary school.

Initially named Tacoma Vocational School, the institute was a vital training location for the area. The site helped meet demand for skilled workers who would support the World War II defense effort.

When longtime Director of Vocational Education Laverne Bates retired, the school board changed the school's name to Bates Vocational Technical Institute.

A 1991 state bill removed vocational schools from local school districts and set them under the community college system. Today, Bates Technical College has grown to three vibrant Tacoma locations offering more than 50 degree and certificate programs, providing our graduates with a competitive workplace edge in a wide range of career disciplines.

Our employees embody the college mission to enrich our diverse communities by inspiring student learning, challenging greater achievement, and educating for employment.

Residents of Pierce County and beyond choose Bates as their educational partner because we offer affordable educational opportunities for everyone, from certificates, certifications, Associate of Applied Science, and Associate of Applied Science-Transfer degrees, to adult education, lifelong learning and high school completion options.

Connect with Us

Follow us on:

- [Facebook](#)
- [Twitter](#)
- [Instagram](#)
- [LinkedIn](#)

Bates Technical College Foundation

[BatesTech.edu/Foundation](#)

Bates Technical College Foundation exists to support student and program success by securing resources through building community relationships and awareness. Through this nonprofit organization, local businesses, community members and Bates employees contribute to the foundation, providing over \$250,000 annually in scholarships, grants, faculty development opportunities, program support and emergency student assistance.

Bates Technical College Foundation Mission: Student success is at the heart of everything we do.

Advisory Committees

Over 300 individuals serve on 35+ program advisory committees. These committee members represent partnerships with business, labor, and industry; provide curriculum recommendations to the college; and often offer program equipment, scholarships, and career opportunities for students.

Career Education

Unique classroom settings mirror the workplace, providing students with opportunities to practice and develop skills to levels required for successful employment. Students in specific programs gain hands-on experience in campus facilities.

Diverse Populations

Our students and employees come from diverse backgrounds, races, religions and points of view. The ages of students in any given class might range from 16 to 60 and can be high school students just starting their educational or career tracks, or people returning to college for a career change or to update their skills.

Diversity Statement

Diversity supports the mission of Bates Technical College. Respecting and promoting diversity is vital to the education of our students and to the learning environment of our campus community. We foster an atmosphere where each of us is valued for our intellectual and cultural perspectives, increasing our ability to reflect critically and resolve challenges. We share a wealth of experiences that strengthens us individually and as a society. As students and educators, we commit to building a diverse and engaged community.

Diversity, Equity, and Inclusion Committee

batestech.edu/dei/

The Diversity, Equity, and Inclusion (DEI) Committee consists of students, staff, and faculty responsible for promoting and fostering an environment of DEI principles within our college community. The purpose of the committee is to assist in the creation and implementation of policies, programs, and initiatives that support equitable opportunities and outcomes for all individuals, regardless of their race, ethnicity, gender, sexual orientation, religion, age, ability, or any other characteristic. The function of the committee is to establish measurable goals, monitor progress, and make recommendations for continuous improvement to ensure diversity, equity, and inclusion remain a hallmark of BTC culture.

About Bates Technical College

Accreditation

Bates Technical College is accredited by the Northwest Commission on Colleges and Universities. Accreditation of an institution of higher education by the Northwest Commission on Colleges and Universities indicates that it meets or exceeds criteria for the assessment of institutional quality evaluated through a peer review process.

An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Northwest Commission on Colleges and Universities is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding an institution's accredited status by the Northwest Commission on Colleges and Universities should be directed to the administrative staff of the institution. Individuals may also contact:

Northwest Commission on Colleges and Universities

8060 165th Avenue N.E., Suite 100

Redmond, WA 98052

425.558.4224

www.nwccu.org

For more information about accreditation at Bates, please visit <https://www.batestech.edu/about-bates/accreditation>.

Adult Basic Education, I-BEST, High School Options

Adult Basic Education (ABE)

Enroll in reading, writing or pre-algebra math courses to improve your college readiness skills or prepare for employment.

High School+ (Adult High School)

If you're an adult without a diploma, and you'd like to take your career to the next level, then this program might be the right one for you. High School+ is an ability-based program that considers a combination of life experiences and previous high school credits and helps guide you toward earning your diploma.

GED Test Preparation

Enroll in math, science, social studies and literacy courses to prepare for GED testing. Free GED practice testing is available to enrolled students.

Integrated Basic Education Skills Training (I-BEST)/HS+

Earn your high school diploma and your college degree at the same time in one of our I-BEST supported programs:

- [Diesel and Heavy Equipment Technology](#)
- [Electrical Construction](#)
- [Fire Service](#)
- [Heating, Ventilation, Air Conditioning/Refrigeration](#)

Running Start

Most of the career education programs at Bates Technical College are state approved Running Start courses. The Running Start program allows academically qualified high school juniors and seniors to register in career education programs at Bates to earn credit toward a high school diploma and an Associate in Applied Science degree or a certificate concurrently. Eligibility is determined by your local high school counselor. Approved college courses are tuition free, and all other fees are waived including books, tools, supplies, lab fees, etc. (subject to change).

Running Start students may also complete college-level general education courses required by their high school at Bates. Interested students must obtain permission from their current school district to register in Running Start at Bates.

To Register for Running Start

Contact the Bates high school office at 253.680.7409 to arrange a meeting with a high school counselor to learn more about registration requirements. After meeting with your local high school counselor to determine eligibility for the program you can complete the Running Start Enrollment Verification Form (RSEVF), provide a current transcript, and complete the Bates Technical College Running Start application materials.

Once a student has completed the admissions process, they will meet with a counselor and complete an education plan to register and begin classes.

Technical High School

Bates Technical High School provides an opportunity for high school students (aged 16-21) to pursue career training in about 40 programs earning their high school diploma and an Associate of Applied Science degree. Individual graduation plans will vary depending on a student's choice of program, availability and commitment to the coursework.

There are no tuition or lab fees for Technical High School students. In addition, we provide textbooks, tools, supplies, and laptops for students learning in both classroom settings and hands-on learning environments.

To Register for Technical High School

Students can begin the registration process by attending a Technical High School orientation session or schedule an individualized appointment with a high school counselor by contacting the high school office at 253.680.7409. The student will then need to complete the application packet, which includes a release from their local high school, an official transcript from your previous high school(s) and a parental release form for minors.

Once all paperwork is complete and the student is admitted they and/or their parents or guardian will meet with a counselor and complete an education plan based on their chosen program and previous transcript; once the education plan is in place, students may be enrolled in classes. Students will be provided with a checklist of things to complete before classes begin. This includes any online account activation information, bus or parking pass, supplies needed for coursework, etc. Enrolled students will meet quarterly with their high school counselor to ensure they are following their education plan to stay on track with their courses. Visit www.Batestech.edu/HighSchool for more information.

Technical High School Graduation Requirements

- Earn at least 24 high school credits, including:
- English: 4 credits
- Mathematics: 3 credits
- Science: 3 credits
- Social Studies: 3 credits
- Art: 2 credits (1 Art credit may be replaced with Career Pathways requirements)
- Occupational Education: 1 credit
- Health and Fitness: 2 credits
- Electives: 4 credits

***NOTE:** If a student chooses to pursue a program that culminates in an associate degree (AA, AAS, AAS-T), the student may disregard all high school requirements and concentrate solely on the career pathway. Once the associate degree is earned, the student automatically earns their high school diploma.

Complete a culminating project and High School and Beyond Plan. Your high school counselor will help you plan each step to complete your high school graduation requirements.

Pass State Tests or State-approved alternative.

Students must earn a Certificate of Academic Achievement (CAA), by passing the reading and writing High School Smarter Balanced Assessment (SBA) and an End-of-Course (EOC) mathematics exam, or an approved alternative for each area.

Approved alternatives at Bates Technical High School include successful completion of our college transition courses: English 090 or 091, and Math 096 or 098.

Articulation Agreements

BatesTech.edu/community/partnerships

Bates has articulation agreements with many colleges and universities, including University of Washington Tacoma, Eastern Washington University, The Evergreen State College, Highline College, and many more.

For more information, see career training program information or contact a career advisor.

Career Education Program Registration

Enrollment Steps

Step 1: Apply for Admission to Bates Technical College

- Complete the [Online Admission Application](#).
- Upon acceptance, you will receive an email that includes your next steps. *Bates does not require official high school transcripts as part of the adult enrollment process.*
- Activate your ctcLink account. You will receive an acceptance email with your ctcLink ID and the link to activate your account. For more information and instructions, visit our website.
- Apply for [financial aid](#). Visit our website for more information on financial aid.

Step 2: Complete your English and Math College Placement

Your placement helps you and your advisor decide which classes you can take to reach your goals. There are two basic ways to complete Math and English placement requirements. You need to complete one of the options below before you can continue to Step 3 and meet with your advisor to enroll in classes.

- **Option A:**
Upload your unofficial transcripts or previous test scores. You will need to share this by uploading these documents into your ctcLink Portal; options include, unofficial high school or college transcripts, GED certificate, or previous test scores (Accuplacer, Smarter Balance, ACT or SAT). **Accuplacer, Smarter Balance, unofficial high school transcripts, and GED certificates are valid within the last 2 years only.** Pending review of your high school transcript, further assessment in Math and English may be necessary as described in Option B.
- **Option B:**
Depending upon your academic background, you may need to complete a self-guided placement process for Math and/or English for a current assessment of your skills. Note: Each of these resources is designed to assess current skills and will include opportunities to review and refresh your skills.

[Math Guided Self Placement](#)

[English Guided Self-Placement](#)

Once you complete these processes, your results will be forwarded to you and your career advisor who will assist in placing you at the correct level in your required general education courses to receive your degree or credential.

Step 3: Enroll in Classes with your Advisor

Once you have completed the above steps, you are ready to enroll in classes. All new students are required to meet with a career advisor to enroll in classes their first quarter.

BEFORE you schedule a time with your Advisor you need to have already completed Steps 1 and 2. Bring your unofficial transcripts or English and Math Placement assessment information to this appointment.

Military Service Personnel and eligible dependents: Eligible service members who intend to utilize Tuition Assistance (TA) must receive approval from an Educational Services Officer (ESO) or Counselor within the Military Services prior to enrolling for courses at Bates Technical College at the Stone Ed Center on base.

Certifications and Professional License Preparation

View the [Certifications for Industry](#) here.

Degrees and Certificates

Credentials of Completion

Bates Technical College provides academic general education transfer courses and professional and technical programs aligned with state policies and statewide agreements. Bates Technical College offers the following types of completion credentials.

Degrees

The Associate of Applied Science (AAS) is awarded to students who satisfactorily complete programs that are 90 credits or more, includes a core of 15 credits of college-level related instruction, and have earned a cumulative grade point average of 2.0 as calculated by the college.

The Associate of Applied Science – Transfer (AAS-T) degree is awarded to students who successfully complete programs that are 90 credits or more, includes a core of 20 credits of college-level general education, and have earned a cumulative grade point average of 2.0 as calculated by the college. The general education component of the transferable technical degree is to be comprised of not less than 20 credits of courses generally accepted in transfer. These 20 credits must include as a minimum the following: 5 credits in Communication English Composition; 5 credits in Quantitative Skills (any course from the generally accepted in transfer list with Intermediate Algebra as a prerequisite); 10 credits in Science, Social Science, or Humanities Courses selected from the generally accepted in transfer list, including a course meeting the human relations requirement.

The Bachelor of Applied Science (BAS) is awarded to students who have successfully completed an approved program of study that builds on an associate degree, typically the Associate of Applied Science (AAS) or Associate of Applied Science – Transfer (AAS-T). BAS programs require a minimum of 180 college-level credits, including at least 60 upper-division credits, and a cumulative grade point average of 2.0 or higher as calculated by the college. These degrees combine advanced technical coursework with upper-division general education to prepare graduates for career advancement or further education.

The Direct Transfer Associate Degree (DTA) and **Major Related Program Degree (MRP)** are awarded to students who have completed 90 credits or more and earned a cumulative grade point average of a 2.0 as calculated by the college, including 60 credits of which must be college-level general education courses distributed as follows:

- 10 Credits, Communication Skills
- 5 Credits, Quantitative/Symbolic Reasoning
- 15-20 Credits, Humanities
- 15-20 Credits, Social Services
- 15-20 Credits, Natural Sciences
- 15 credits maximum college-level courses determined by Bates Technical College and the remainder shall be fully transferable as defined by the receiving institution.

Associate in Multi-Occupational Trades (AAS) is designed to serve individuals completing approved Multi-Occupational Trades (MOT) apprenticeship programs at Bates Technical College. The degree option includes both general education requirements and the technical requirements of an MOT program. Content includes state-approved joint MOT programs, plus three general education courses (15 credits) in communications distribution, quantitative distribution, and one from either sciences or humanities distribution. Students must complete at least 6,000 on-the-job training (OJT) hours long plus a minimum of 432 clock hours of related supplemental instruction (RSI). Courses completed at another institution may be transferable by approval.

High School Diploma Options

Adult High School (HS+) is a competency-based high school diploma program for adult learners 18 and older who do not have a high school diploma or equivalency. Adults demonstrate competencies in reading, writing and math contextualized in science, history, government, occupational studies, and digital literacy.

Bates Technical High School is designed to serve students in high school age (i.e., 16-21 years old) completing their high school diploma while attending career training programs under the supervision of the Office of the Superintendent of Public Instruction's (OSPI) high school diploma regulations.

A Bates Technical College High School Diploma may be issued to a student who is older than 21 years of age, upon written request from that student, and who earned their associate degree from the college.

Certificates

A certificate is an award which may be earned by completion of the competencies and requirements for an occupational program.

Certificate of Competency is at least 45 credits in length. Certificates that are 45 credit hours or more must include related instruction as a component.

Completion requirements include:

- A minimum of 30 college-level career technical education credits as outlined in the college catalog.
- The completion of 15 credits of related instruction courses, 5 each in communication, computation, and human relations.

Certificate of Training is less than 45 credits in length. Certificates less than 45 credit hours in length do not necessarily include related instruction.

Degree and Program Requirements

All for-credit degrees and certificates adhere to the requirements and policies established and outlined by the State of Washington, State Board for Community and Technical Colleges, and the Intercollege Relations Commission Handbook.

Resources

Washington State Code: RCW 28B.50.140(12) and RCW 28B.50.215

[Washington State Board for Community and Technical Colleges](#)

SBCTC Major-related programs: <https://www.sbctc.edu/colleges-staff/programs-services/transfer/major-related-programs.aspx>

[Intercollege Relations Commission \(ICRC\)](#)

Grade Point Average and Residency Requirements

To graduate with a credential from Bates Technical College:

- A student must have a cumulative college-level grade point average of no less than a 2.0.
- A student must achieve "residency" at Bates Technical College, meaning that a minimum number of credits must be earned at Bates Technical College for a student to earn their credential from the college. To meet residency, the student must earn a minimum of:
 - Twenty (20) college-level credits at Bates Technical College, or
 - Twenty-five (25) percent of the credits applicable to the credential at Bates Technical College.

General Education Courses

General education and related instruction courses provide students with college (100- and 200-level) instruction in academic areas such as natural sciences, mathematics, English, psychology, communications, and human relations. These courses teach skills that apply to all areas of career education and ensure that Bates graduates have professional communication and computation skills that complement their career choice.

General education courses are required as part of degree and certificate achievement and are necessary for the pursuit of higher-level degrees. General education requirements for degree and certificate programs at Bates Technical College vary, depending upon the program, the credential, and the track the student chooses to pursue.

A prospective Bates student should check with their career advisor and determine the actual general education courses required to complete their degree or certificate. Students who seek to complete their 100- or 200-level academic prerequisites for admittance into competitive degree programs at area colleges are welcome to enroll in any of Bates' general education 100- or 200-level college transfer courses.

Students who wish to enroll in transfer courses are welcome to contact the advising office at 253.680.7002 to request an advising appointment to facilitate registration into these courses.

Students must register for general education classes quarterly. Early registration is recommended, as space is limited, and certain classes and class offering times tend to fill up quickly. Schedule information is available via the [Class Search](#) in ctcLink. Most general education courses are available in alternative delivery formats (i.e., online courses or hybrid courses that provide a mix of online and face-to-face interaction with the instructor).

- [General Education Requirements](#)
- [Transferring Bates General Education credits earned at Bates to another college](#)
- [General Education class credits and high school students](#)
- [General Education Pathways](#)
- [Common Courses](#)

GI Bill® Statement

GI Bill® is a registered trademark of the US Department of Veterans Affairs (VA). More information about educational benefits offered by the VA is available at the official US government website at <https://www.benefits.va.gov/gibill>.

Limitation of Liability

The college's total liability for claims arising from a contractual relationship with the student in any way related to classes or programs shall be limited to the tuition and expenses paid by the student to the college for those classes or programs. In no event shall the college be liable for any special, indirect, incidental, or consequential damages, including but not limited to, loss of earning or profits.

Notice: About this Catalog

The information in the Course Catalog is accurate as of January 2026 and contains information relating to the 2025-2026 academic year. Bates Technical College reserves the right to make corrections and changes affecting policies, fees, curricula or any other matters contained in this and subsequent issues of the catalog or in any of its other publications.

Bates Technical College does not and will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollment or financial aid to any persons or entities engaged in any student recruiting or admissions activities or in making decisions regarding the award of student financial assistance. Selected programs of study at Bates Technical College are approved by the Workforce Training and Education Coordinating Board's State Approving Agency (WTECB/SM) for enrollment of those eligible to receive benefits under Title 38 and Title 10, USC.

Notice of Non-Discrimination

Bates Technical College offers 45+ career and technical education programs in accounting, practical nurse, barber, early childhood education, fire service, culinary arts and more.

Bates Technical College reaffirms its policy of equal opportunity and does not discriminate on the basis of race, ethnicity, color, national origin, creed, religion, sex, sexual orientation, gender identity, age, marital status, disability, or status as a disabled veteran or Vietnam era veteran in its programs and activities in accordance with college policy, and applicable federal and state statutes and regulations. Bates publications are available in alternate formats upon request by contacting the disability support services office at 253-680-7010.

Inquiries regarding Bates' non-discriminatory policies, including Title IX and ADA, should be directed to: for student matters, the Dean of Advising and Retention, enrollment@batestech.edu, Downtown Campus A211D.

DSS@batestech.edu If you need assistance because you are a person with a disability, contact the Disability Support Services at Downtown Campus A326. HR@batestech.edu for employee matters, the Executive Director of Human Resources.

Residency

A student must achieve "residency" at Bates Technical College, meaning that a minimum number of credits must be earned at Bates Technical College for a student to earn their credential from the college.

To meet residency, the student must earn a minimum of:

- Twenty (20) college-level credits at Bates Technical College, or
- Twenty-five (25) percent of the credits applicable to the credential at Bates Technical College.

Translation of Non-Discrimination Statement

Bates Technical College complies with federal and state laws specifically requiring that the college does not discriminate on the basis of race, ethnicity, color, creed, religion, national origin, sex, sexual orientation, age, marital status, gender identity, disability, or status as a disabled veteran or Vietnam era veteran in its programs and activities. Bates Technical College will address any barriers to admission and participation in technical or academic programs. This notice of non-discrimination is available in the following languages:

Korean

Bates Technical College 는 회계, 실무 간호사, 이발사, 유아 교육, 소방 서비스, 요리 예술 등 45 개 이상의 직업 및 기술 교육 프로그램을 제공합니다.

Bates Technical College 는 학교 방침과 해당 연방 및 주정부 법령 및 규정에 따라 프로그램 및 활동에 대해 민족, 피부색, 출신 국가, 신념, 종교, 성별, 성적 취향, 성별 정체성, 나이, 결혼 여부, 장애인, 장애 상이군인 등을 비차별 하지 않으며 동등한 기회를 제공합니다. Bates 간행물은 요청시, 장애 지원 서비스 253-680-7010 에 연락하시면 여러가지 형식으로 제공이 가능합니다.

타이틀 IX 및 ADA 를 포함한 베이츠의 비차별 방침에 관한 문의는 학생관련 경우, 권고 및 유지 학장 에게 enrollment@batestech.edu, 다운타운 캠퍼스 A211D로 문의해야 합니다. 직원관련에 대한 문의는 인사 담당 상무 이사에게 HR@batestech.edu 다운타운 캠퍼스 A326로 문의하십시오.

귀하가 장애를 가진 사람이기 때문에 도움이 필요할 경우 DSS@batestech.edu 로 장애 지원 서비스에 문의하십시오.

1101 South Yakima Avenue, Tacoma, Washington 98405, 1-800-562-7099 ◦

Chinese Traditional Chinese 反歧視聲明

貝茨技術學院提供超過45個職業和技術教育項目，包括會計、實用護士、理髮師、幼兒教育、消防服務、烹飪藝術等專業。

貝茨技術學院重申本校的平等機會政策, 不得以種族、民族、膚色、國籍、信仰、性別、性取向、性別認同、年齡、婚姻狀況、殘疾、退伍軍人或越戰退伍軍人的身份為由, 在其課程和活動中進行歧視, 遵守學院政策以及適用的聯邦和州法規。貝茨學院的出版品提供多種語言版本, 如有需求請聯絡殘障支援服務辦公室: 253-680-7010 ◦

有關貝茨學院反歧視政策的問題, 包括《第九法案》和《美國殘疾人法案》, 學生相關諮詢, 請聯繫院長enrollment@batestech.edu, 市中心校區A211D辦公室。

員工相關諮詢, 請聯絡人力資源總監 HR@batestech.edu, 市中心校區A326辦公室。

如果您是殘障人士需要協助, 請聯絡殘障支援服務電子郵件： DSS@batestech.edu

Chinese Simplified Chinese 反歧视声明

贝茨技术学院提供超过45个职业和技术教育项目，包括会计、实用护士、理发师、幼儿教育、消防服务、烹饪艺术等专业。

贝茨技术学院重申本校的平等机会政策, 不得以种族、民族、肤色、国籍、信仰、性别、性取向、性别认同、年龄、婚姻状况、残疾、退伍军人或越战退伍军人的身份为由, 在其课程和活动中进行歧视, 遵守学院政策以及适用的联邦和州法规。贝茨学院的出版物提供多种语言版本, 如有需求请联系残障支持服务办公室: 253-680-7010 ◦

有关贝茨学院反歧视政策的问题, 包括《第九法案》和《美国残疾人法案》, 学生相关咨询, 请联系院长enrollment@batestech.edu, 市中心校区A211D办公室。

员工相关咨询, 请联系人力资源总监 HR@batestech.edu, 市中心校区A326办公室。

如果您是残障人士需要帮助, 请联系残障支持服务电子邮箱 : DSS@batestech.edu

Russian

Информация о недискриминации в Техническом

Колледже им. Бейтса сейчас доступна на

английском, корейском, китайском, русском и

испанском, языках. Если вы хотели бы приобрести

её копию на любом из выше перечисленных

языков, пожалуйста обратитесь в офис Прав и

Обязаностей человека или в офис Охраны и

Безопасности, 253.680.7180, или hr@batestech.edu.

Spanish

El aviso de no discriminación de Bates Technical

College está disponible en inglés, coreano, chino, ruso y español. Si desea un copia de la declaración en una de las lenguas indicadas, por favor, solicite una copia del Vice presidente de recursos humanos y seguridad del campus, 253.680.7180 o hr@batestech.edu.

Disability Support Services and Accommodation

www.BatesTech.edu/DSS

The primary focus of Disability Support Services (DSS) is to ensure nondiscrimination based on disability.

Students have the right to services and reasonable accommodations providing you meet the basic requirements to perform the activities of the program, that is, you are "otherwise qualified" to be an Bates student. Your responsibilities to receive accommodations include the following:

- Identify yourself as a student with a documented disability to the Disability Support Services Office
- Present formal written documentation of your disability
- Request reasonable accommodations
- Request services prior for every quarter you're enrolled (accommodations aren't retroactive to previous work)
- Meet and maintain academic standards
- Communicate with your instructors and DSS staff about your accommodations and needs

Attendance

Students are expected to attend their scheduled classes. The instructor determines the number of absences that are allowed in his or her class. If a student with a disability has an absence from class due to a disability-related circumstance, he or she should contact DSS. Documentation must support the disability-related circumstance. The absence does not excuse the student from the obligation of any assignments, homework, tests/exams, and obtaining material missed during the absence. Students are responsible for contacting their instructors.

Confidentiality

Information regarding a student's disability is considered confidential. Information will not be released to anyone outside of the college without the written permission of the student. Information may be shared within the college with appropriate faculty and staff to facilitate services and reasonable accommodations.

Course Substitutions/Waivers

Bates Technical College does not substitute courses or waive course requirements that would alter essential program requirements.

The college considers requests for course substitutions or waivers according to procedures outlined in the Policies and Procedures Regarding Reasonable Accommodations for Students with Disabilities Under 504-ADA. The procedure is located in the Downtown Campus Disability Support Services office, Room A211.

Eligibility

It is the student's responsibility to identify him or herself as having a documented disability and seek assistance from Disability Support Services (DSS). Bates Technical College recognizes that traditional methods, programs, and services may need to be altered to ensure full accessibility to qualified persons with disabilities.

A qualified student is one who:

Has a physical, mental or sensory impairment that substantially limits one or more of her or his major life activities. Major life activity is defined as the ability to perform functions such as self-care, manual test taking, walking, seeing, hearing, speaking, breathing, learning, or working, and is either permanent or temporary; Has a record of such an impairment or; Is perceived to have such an impairment, or a student who has an abnormal condition that is medically cognizable or diagnosable.

Equal Access

No qualified individual with a disability shall, because of such disability, be excluded from the participation in, or be denied the benefits of the services, programs or activities of any public entity, or be subject to discrimination by any such entity. Americans with Disabilities Act, 1990 (Section 202).

No otherwise qualified handicapped person shall, on the basis of a handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from Federal financial assistance. Rehabilitation Act of Congress, 1973; Title V (Section 504).

Obtaining Services

We are committed to helping you succeed. In order to receive and retain reasonable accommodations, you must:

- Make an appointment with Disability Support Services at 253.680.7012, Relay Services 711
- Bring formal written documentation of your disability to the first meeting with Disability Support Services
- Documentation must be from a licensed professional
- Request the accommodation(s) you desire
- Request services early for timely accommodations (preferably six weeks before starting classes) When your eligibility is established, it is your responsibility to present the Letter of Accommodation to all instructors at the beginning of each quarter.

Discuss your accommodations with your instructor at the beginning of your class or program to ensure successful program completion.

Student Grievance

A student with disabilities who may have a grievance with Bates Technical College staff or faculty regarding disability-related issues should contact DSS to obtain a copy of the grievance procedure.

Student Rights

Students have the right to services and reasonable accommodations that allow them to compete on an equal basis when they meet the basic requirement to perform the activities of the program.

Enrollment and Attendance Policies

Absence for Short-Term Military Assignments

Per RCW 28B.10.270, students called to active duty for a period of 30 days or less may not be penalized for missed class time and must be provided the opportunity to make up work, labs, and exams within a reasonable period of time and without prejudice after they return. The student may not be dropped for non-attendance and no grade for the student's work may be issued until the student has been given the opportunity to make up the work and/or participation. Written verification that the person is being, or has been, ordered to service must be provided to the college prior to leaving for active duty. If the student is ordered to active duty for more than 30 days is entitled to withdraw from any courses with tuition and fees credited back to their account or receive an incomplete grade and allowed to complete the course upon release from active duty under the college incomplete course procedures.

Allied Health Students

Students applying for entrance into the Dental Assisting, Dental Lab Technician, Denturist, Occupational Therapy Assistant, and Practical Nurse programs are required to submit official transcripts of any college-level credit they wish to transfer to Bates, to the Registration Office. The form, Request for Credit Evaluation, will need to be submitted with the official transcripts. The Request for Credit Evaluation form can be found on our College's website or at the Registration Office.

Some Allied Health programs have specific start dates. Contact the Admissions Office for more information.

Attendance Policy

The college retains the right to fill a vacant seat during the first 10 days from the beginning of each quarter. Consequently, if a student fails to attend class during the first three days of the quarter, the faculty member may withdraw that student in order to allow another student to enroll. Bates has a goal of 100 percent attendance, the standard for employees in industry, and students are expected to attend class each time it meets. Individual faculty members will state class attendance expectations in the course syllabi.

- If a student has a break in enrollment for a career education program, upon their return, they must complete the requirements for the most recent curriculum.
- If there is a curriculum change to a program while a student is continuously enrolled, it is the student's choice as to whether they complete the new curriculum or the curriculum they started under.

Enrollment/Registration Policy

Students must enroll by the tenth day of for these quarters: Fall, Winter, Spring. For Summer quarter, enrollment must be recorded by the 8th day. Persons over 16 may enroll subject to the conditions of Bates' enrollment/registration policy. If you are undecided about your career pathway, consider attending a Career Education Information Session or contact the Admissions Office. More information: 253.680.7002, www.BatesTech.edu/Information-Sessions.

Full-Time Students

To be considered full-time, a student must enroll for a minimum of 12 credits. This can be a combination of career training course work and general education classes.

Student Absence for Faith or Conscience

Students are entitled up to two excused absences for reasons of faith or conscience or for organized activities conducted under the auspices of a religious denomination, church, or religious organization during each calendar year.

- Students' grades may not be adversely impacted by absences authorized under this policy.
- Students must make up the work missed during the absence.

- Students must notify the college in writing within the first two weeks of the course in which they are requesting an absence under this policy.
- Each day taken will be counted as a full day and cannot be divided and taken incrementally over multiple days.

The college shall make no judgement about the legitimacy of reasons of faith or conscience.

Withdrawals

Students must self-withdraw from their classes. Withdrawals can be completed in the ctcLink Student Homepage or in the Registration Office. Students unable to present themselves to the Registration Office must submit their withdrawal in writing. Students can send an email from their Bates email address. The tuition refund policy will be effective when the withdrawal paperwork is received by the Registration Office.

Extended Learning and Other Programs

Apprenticeship Committees

www.BatesTech.edu/Apprenticeship

- Aerospace Joint Apprenticeship Committee (AJAC) Apprenticeship Committee
- Industrial Maintenance Mechanic Apprenticeship
- Operating Engineers Regional Training JATC
- Pacific NW Iron Workers & Employers Local #86 Apprenticeship Committee
- Pierce County Meat Cutters Apprenticeship Committee
- Washington State Fire Fighters Joint Apprenticeship & Training Committee
- Western Washington Sheet Metal JATC
- Western Washington Operating Engineers Facilities Custodial Services Apprenticeship Committee
- Western Washington Stationary Engineers Apprenticeship Committee

Articulation Agreements with Colleges and Universities

Bates has agreements with several public and private colleges and universities to facilitate the transfer of credits and entry to educational options after earning a Bates credential.

Beyond the formalized articulation agreements, colleges have reciprocal transfer agreements and understandings relating to the transfer of courses.

General education courses meeting guidelines of the Intercollege Relations Commission are identified as 'generally transferable' in course descriptions. To determine if Bates credits are transferable to a specific college or university, contact the registrar at the receiving institution.

Articulation Agreements With Industry

Bates Technical College has a nearly 80-year history providing Washington state-approved apprenticeship training programs. Pre-apprenticeship career education programs at Bates include:

- Carpentry
- Machinist
- Sheet Metal Technology
- Welding

Bates offers a degree in Apprenticeship Studies. For More information: 253.680.7402 www.BatesTech.edu/Apprenticeship.

Articulation Agreements With K-12

Bates works with K-12 school districts and other colleges and universities to provide additional educational options for students. K-12 articulation agreements are managed through the Pierce County Careers Connection.

These agreements provide students the opportunity to earn credit in the college's career education programs for Career and Technical Education programs at their high school. Students should inquire at their district high school about which Bates options are available.

Child Studies

Bates' Child Studies department offers job training and extended learning programs emphasizing knowledge, skills, and the understanding of values, attitudes, and standards that are important to specific careers. For more information, please call 253.680.7500.

Child Development/Early Education Staff Training Program

This program is a cooperative effort between approximately 34 licensed childcare centers and Bates Technical College. The program offers affiliation opportunities for licensed childcare centers in the greater Pierce County area to receive on-site technical training, formal classes and support in early childhood education.

Cooperative Preschools

Parents participate in a hands-on, interactive parent/child preschool classroom, learning the newest developmentally appropriate early childhood education and guidance techniques to meet the developmental needs of children aged two through five years. Experienced, trained teachers supervise in a safe and secure preschool environment.

College faculty provide training, assistance, and support. A trained early childhood educator assists children in activities and provides safety and supervision. Professional college staff also provide parenting education classes, teacher and preschool board leadership training, and non-profit business assistance and support.

Early Education Resource Center

A resource center for teachers and parents is located at Bates South Campus to help students, teachers, parents, and childcare staff facilitate learning for infants, toddlers, preschoolers, and school-aged children.

Ongoing displays and activities include music, language, math, social skills, cognitive development skills, science, games, and rule development. A library of resource books, videos, curriculum kits for teachers, and take-home activities is available.

Washington State Training and Registry System (STARS)

STARS is based on Washington state WAC requirements for licensed childcare centers.

Continuing Education

www.BatesTech.edu/ContinuingEd

Continuing education courses for professional development and personal enrichment are student supported and may include computer training, health and medical training, and training in construction and skilled trades areas. Generally held in the evenings and on weekends, the courses have quarterly start and end dates and include for-credit and not-for-credit courses. A schedule of continuing education courses is available online at www.BatesTech.edu/ContinuingEd. Registration is available online, by phone, or in person at the South Campus. For more information: 253.680.7402.

Career & Technical Education Teacher Preparation

Bates Technical College offers training to prepare individuals with business and industry experience to teach Career & Technical Education (CTE) courses at the secondary level, grades 7-12 in Washington State. The Bates CTE Teacher Preparation program is approved by the Washington State Professional Educator Standards Board (PESB) for the Plan 2 Business and Industry Route. Our quality competency-based training is flexible. Design a plan to meet your individual needs.

Courses are offered online quarterly. Select courses have synchronous Zoom meetings scheduled on weeknights and weekends, and the accelerated summer weekday offering allows you to complete a substantial portion of your coursework during the summer.

For more information, visit www.BatesTech.edu/TeacherPrep

Email CTEteacher@batestech.edu / call 253.680.7467 to learn more about the program, or for a transcript review.

Extended Learning

Extended learning courses are intended to be short-term training opportunities. The courses have specific start and end dates and are usually held evenings and weekends.

Bates also offers contract-funded or student-funded, non-credit extended learning courses to earn Continuing Education Units (CEUs). Ten clock-hours of instruction equals one CEU.

Documentation of coursework may be provided to the student in letter or certificate form, listing the student's name, course of study, and the number of CEUs awarded. After a student satisfactorily completes a designated element, a card is given to the student documenting course completion. For more information: 253.680.7000.

Distance Learning

Bates offers a variety of distance learning options. The primary options are:

- Web-enhanced, a fully face-to-face class where some class resources and coursework will be hosted online
- Hybrid, a class with a combination of face-to-face and online coursework
- Online-only, where all instruction and coursework occurs online

For more information, please contact the Online Learning Center at 253.680.7233 or OLC@batestech.edu.

General Education Development (GED)

[High School - BatesTech](#)

Enroll in math, science, social studies and literacy courses to prepare for GED testing. Free GED practice testing is available to enrolled students.

Industry Partnerships and Academies

In many career education programs, full circle partnerships exist between Bates and industry. As new technologies and equipment are developed, they may be tested at Bates or provided to Bates for industry and student training. In some partnerships, industry provides specialized training according to specific hiring requirements. Students who meet those qualifications may apply for job openings as they occur and are often considered for internships (work-based learning opportunities).

[AWS Academy](#) (Amazon Web Services)

Empowering higher education institutions to prepare students for industry-recognized certifications and careers in the cloud.

[Cisco Networking Academy](#)

Transforms the lives of learners, educators and communities through the power of technology, education and career opportunities. Available to anyone, anywhere.

Manufacturing Academy

The Manufacturing Academy in partnership with AJAC Advanced Manufacturing Apprenticeships, provides students with the skills and knowledge necessary to secure entry-level employment in the advanced manufacturing field. So that students gain industry-relevant knowledge, curriculum content is aligned with state standards for manufacturing. While participating in the Manufacturing Academy, will be involved in structured job search activities and exploring career pathways. The goal of this pre-apprenticeship program is to build a workforce to fill industry need, and to provide long-term employment and career ladders for graduates within that industry.

Upon completion, students will have the basic foundational skills to find gainful entry-level employment and may meet the minimum qualifications to pursue additional career pathways in advanced manufacturing through AJAC's portfolio of apprenticeship programs. The Academy provides students with a pathway to enter into an apprenticeship or continue their education with Bates. Credits earned in this program transfer into the Machinist program at Bates Technical College.

Veterans should contact the certifying official of their apprenticeship, union, or trade organization to see if they are eligible to use GI Bill[®] benefits.

Professional Improvement Units

Through staff development activities, Bates offers a variety of non-credit staff and instructor improvement courses. Staff and student participation in these courses may be recognized with Professional Improvement Units (PIUs) based on a standardized ratio: 10 clock-hours of instruction equals one PIU. Documentation of student participation may be made in letter or certificate form and will list the student's name, course of study, and the number of PIUs awarded. Documentation provided to the student must be signed by the program administrator/manager.

Workforce Contract Training

Bates Technical College provides contract training for industry-specific training. For more information: 253.680.7467 or 253.680.7404.

Financial Aid

Financial Aid Overview

www.BatesTech.edu/FinancialAid

A student may be eligible for financial aid if they are:

- Enrolled in a Title IV eligible degree or certificate offered by Bates Technical College.
- A U.S. citizen or eligible non-citizen (federal aid only).
- WASFA eligible students (undocumented) must also be a WA resident as determined by Bates' Residency Officer.
- Making satisfactory progress as defined by the Financial Aid Office Satisfactory Academic Progress (SAP) Policy.
- For more information about our SAP policy visit <https://www.batestech.edu/sap-policy/>.
- Not in default on any student loans or in repayment of federal aid reported by the National Student Loan Data System (NSLDS).
- Have a high school diploma or its equivalent, GED, or meet the Ability to Benefit eligibility requirements.

These funds can come from a variety of sources such as the federal government, the state government, private sources and from the school itself. Financial aid may be awarded in the form of a grant or scholarship (money that does not have to be repaid); a loan (money which must be repaid), or Work-Study employment (students work and earn the award in the form of a paycheck). The type of aid a student is eligible for is determined by the federal or state methodology when a student completes their FAFSA or WASFA. Students will receive their Student Aid Index (SAI) and be assigned a budget and the “need” for educational expenses. All students have the right to accept or decline the financial aid awards. However, if a student chooses to decline an award, it does not guarantee the award will be replaced with other sources of funding.

How to Apply

Students must complete and submit the Free Application for Federal Student Aid (FAFSA) or the Washington Application for State Financial Aid (WASFA).

The FAFSA can be completed at <https://studentaid.gov/h/apply-for-aid/fafsa>. A student should complete the WASFA if they are undocumented or do not qualify for federal financial aid because of their immigration status. The WASFA can be completed at <https://wsac.wa.gov/wasfa>.

Eligibility Requirements

Currently enrolled and prospective students interested in applying for Federal aid must: Be a U.S. citizen, permanent resident or eligible noncitizen, permanent resident or eligible non-citizen, be enrolled or intending to enroll on at least a halftime basis for student loan programs.

The PELL Grant may be available to students enrolled less than half-time. Be enrolled in a financial aid eligible program of study leading to a degree or eligible certificate offered by Bates Technical College. Auditing classes are not paid for by financial aid. Students must also meet "Satisfactory Academic Progress Policy" according to the college's academic probation policy. Be maintaining "satisfactory academic progress" according to the college's Title IV Student Financial Assistance Satisfactory Academic Progress Policy. Students cannot be in default on any Stafford, Perkins, HEAL, or loans and not owe a refund or overpayment on any PELL, SEOG OR SSIG, WCG, College Bound Scholarship, received at Bates or any previously attended school. Student must have a high school diploma, GED, high school equivalency or meet Ability to Benefit criteria.

Types of Financial Aid

Federal Pell Grant - Awards generally range from \$0-\$7,395 per academic year. Students may be enrolled less than half-time.

Federal Work-Study Program (FWSP) - Students may work at designated sites during the academic year. Maximum amount that can be earned is \$16,460 per academic year. Students must be enrolled at least half-time without exceeding unmet need and continue to meet all work-study program requirements.

Direct Stafford Loan - Requires a student loan application that can be found at <https://www.batestech.edu/financial-aid-forms/>.

Students are required to complete a Master Promissory Note and Entrance Counseling at www.studentaid.gov. For current loan limits, see the Financial Aid Office. Students must maintain half-time enrollment.

Student loan application must be received two weeks prior to the end of the quarter you are requesting the loan to ensure the loan can be processed. There are two types of Direct Stafford Loans:

- **Subsidized Loan** - The interest on the loan is paid for by the federal government while a student is in school. The student makes no interest or principle payments until six months after graduation or dropping below half-time status.
- **Unsubsidized Loan** - Interest accrues after loan is disbursed. Students can pay or have the interest capitalized. Principle payments are still deferred until six months after graduation or dropping below half-time.

State Grant and Special Programs - The Washington Student Achievement Council (WSAC) administers state financial aid including the Washington College Grant, the College Bound Scholarship, and the Washington Application for State Financial Aid, or WASFA, for undocumented individuals.

Veterans Benefits - GI Bill[®] benefits help students pay for college, graduate school and training programs. Since 1944, the GI Bill has helped qualified Veterans and their family members get money to help subsidize the costs for school or training. Learn more about GI Bill benefits below—and how to apply for them <https://www.va.gov/education/about-gi-bill-benefits/>

Opportunity Grant - Opportunity Grant is a funding program specifically for low-income students who are Washington state residents and enrolled in an Opportunity Grant eligible program of study (see list below). The program is designed to help students overcome financial barriers while they pursue an education. The program is voluntary, and allows participants to get assistance with school expenses for up to 45 credits of tuition and no longer than three years from the initial receipt of grant funds. For more information contact the Opportunity Grant Specialist at 253.680.7244 or opportunitygrant@batestech.edu.

Eligibility requirements:

- Must be low-income based on FAFSA and current family income is at or below 200 percent of the Federal Poverty Level (see chart)
- Wash. state resident – for at least one year
- In an Opportunity Grant eligible program In addition, students may NOT receive a second quarter of Opportunity Grant funding if they have not completed the FAFSA-based aid process. For more information, contact: Opportunity Grant Specialist 253.680.7244

WorkFirst - If students are currently receiving Temporary Assistance for Needy Families (TANF) and participate in Washington State's WorkFirst program, they may qualify for WorkFirst financial assistance to complete their education at Bates. WorkFirst is designed to fill in gaps that financial aid does not cover. The college will check a student's financial aid account before proceeding with a request for assistance. Participant must track and report weekly attendance to maintain eligibility. More information: 253.680.7347 or workfirst@batestech.edu.

Worker Retraining - This funding program is specifically for unemployed or under-employed dislocated (laid off) workers, displaced homemakers, transitioning and military veterans, and the formerly self-employed whose qualifying event* took place within the previous 48 months from the time of application for the program. The program is designed to help students overcome financial barriers while they pursue an education. The program is voluntary and allows participants to obtain assistance with education related expenses. Worker Retraining is designed to fill the gaps that FAFSA-based financial aid does not cover. The college will check a student's financial aid account before proceeding with a request for assistance. More information: 253.680.7127 or retraining or retraining@batestech.edu.

*Qualifying event: the event that causes an applicant to qualify, such as a layoff, divorce/separation, military separation, or loss of a business.

Basic Food and Employment Training (BFET) - Students may qualify for this benefit if they receive, or are eligible to receive, federal food assistance. Students who also receive TANF are not eligible. Students must check in monthly to maintain eligibility.

Students may receive assistance for tuition, fees, textbooks, tools and supplies, and emergency costs. Students may also qualify for childcare assistance through DSHS Working Connections. BFET assistance works with FAFSA based Financial Aid, and students must make a formal request for BFET assistance. BFET is designed to fill financial gaps that financial aid does not cover. Therefore, the BFET Compliance Specialist will check a student's financial aid account before proceeding with a request for assistance. More information: 253.680.7286 or <mailto:bfet@batestech.edu>.

Early Achievers Grant

This is a funding program to help employed childcare providers and early learning educators compete certificates and associate degrees in Early Childhood Education. For more information contact Early Achiever Grant Program Contact: 253.680,7027 or <mailto:eag@batestech.edu>

BankMobile

The college has partnered with BankMobile to facilitate financial aid refunds and reimbursements. Learn more: www.BatesTech.edu/FinancialAid

Withdrawals

Students must self-withdraw in the Registration Office. Withdrawals may impact financial aid eligibility. Contact the Financial Aid office prior to withdrawing from a course.

Return of Title IV Financial Aid

Students who are awarded Title IV aid and withdraw from courses are subject to the Return of Title IV regulations. The regulations require the college to evaluate the time the student was enrolled, using the Return of Title IV calculation. Please refer to the student handbook at my.batestech.edu for a full description of Return of Title IV Funds and/or inquire at the Financial Aid Office.



Grading System

Grading Procedures

The following grading practices support academic freedom and provide a uniform and fair grading system for students and faculty.

Instructors are empowered to select criteria used to grade the courses they teach, and how those criteria will be weighted. Elements that contribute to grades can be as broad as needed and may include various methods of measuring student learning and achievement. For example: a possible combination of test scores, assignments, evaluation of lab/shop work, attendance, workplace behaviors evaluation, and other elements may be used.

At the beginning of each course students will be provided with a syllabus detailing what will be learned in the course and how outcomes will be measured and graded. Grading information will explain how the various factors will be weighted and how they contribute to the final grade.

Reporting

Numerical grades earned by students will be reported for each course at the end of the quarter using a scale from 4.0-1.0, or 0.0, and will apply to grade point average (GPA) calculations. Numerical grades may be considered equivalent to letter grades as follows:

Numerical Grades	Letter
4.0	A
3.9-3.7	A-
3.6-3.3	B+
3.2-3.0	B
2.9-2.7	B-
2.6-2.3	C+
2.2-2.0	C
1.9-1.7	C-
1.6-1.3	D+
1.2-1.0	D
0.0	F

S: Satisfactory

Satisfactory completion of a pass/fail course (not factored in GPA)

U: Unsatisfactory

Unsatisfactory completion of a pass/fail course (not factored in GPA)

W: Withdrawal

Withdrawal from course (not factored in GPA)

Students will be allowed to withdraw from courses in accordance with college procedures. To withdraw and receive a “W” on your transcript, students must complete the withdrawal request by the 40th instructional day of the quarter.

I: Incomplete (previously "IC" - change effective Fall Quarter 2024)

An incomplete (I) may be granted for a course in which the student enrolled but did not complete all work required to earn a numeric grade due to unusual or emergency circumstances beyond the student's control.

An Incomplete (I) is not a student right, but is an instructor granted extension of the time needed to finish and submit required work the student was unable to complete during the regular course time frame

The student need not re-enroll nor pay additional tuition in the following quarter for the individual course in which an I is granted. An instructor may give an I to a student provided there is a contract in place between the student and the instructor specifying:

- What work must be completed
- By what date the work will be completed, what the final grade for the course will be if the student does not complete all required work by the required date. If the student fails to complete the required work by the deadline set by the instructor (in no case beyond the end of the subsequent quarter), the I will automatically change to the grade designated on the contract.

*If you receive financial aid, please check with the Financial Aid Office if you receive incomplete (I), zeros (NC), or withdrawals (W), as these grades can negatively impact your financial aid eligibility.

Program Curriculum

The program descriptions in this catalog are provided for reference and list all curricula that exist for individual programs. Selection of specific elective classes will depend on the area(s) of program emphasis a student wishes to pursue; therefore, students may not need to complete every class segment that is listed in the catalog.

Students should consult with their career advisors and faculty to determine the most appropriate and/or required classes for their desired program path and completion credential.

Program Completion Times

Completion time ranges listed for each career education program in this catalog are averages based on the schedule of when courses will be offered and the number of credits needed to complete the required curriculum for that program. Program completion rates may vary from those listed based on individual student skills, aptitudes, and academic progress.

Academic Progress (Academic Standing)

Academic Deficiency Policy

Please note that Financial Aid has separate policies and procedures pertaining to Satisfactory Academic Progress (SAP). Students may be subject to these policies individually or concurrently. Students are required to have a 2.0 cumulative GPA in order to be awarded credentials at Bates Technical College.

Academic Warning

Any student who receives less than a 2.0 quarterly GPA will be notified at the end of a given quarter.

Notification of academic warning (1) will be sent to the student by the tenth instructional day of the succeeding second quarter. These students must achieve a 2.0 in the immediately succeeding quarter.

Students who achieve a 2.0 or greater quarterly GPA in the succeeding quarter will be removed from academic warning status. Students who do not achieve a quarterly 2.0 GPA in the immediately succeeding quarter will be moved to academic probation.

Academic Probation

Students who receive less than a 2.0 for two consecutive quarters will immediately be placed on academic probation. Notification of academic probation (2) will be sent to the student by the tenth instructional day of the succeeding third quarter.

Students who receive a quarterly GPA of 2.0 or greater in the immediately succeeding quarter will be removed from probation. Students should work closely with advising and faculty in remedying their cumulative GPA to 2.0 or above. Students who do not achieve a quarterly 2.0 GPA in the immediately succeeding quarter will be moved to academic suspension.

Academic Suspension

Students who receive less than a 2.0 for three consecutive quarters will immediately be placed on academic suspension for the following quarter.

Notification of academic suspension (3) will be sent to the student by the tenth instructional day in the succeeding fourth quarter. A student who has already begun classes will be administratively withdrawn with all tuition and fees refunded.

Re-Entry After Academic Suspension

After one quarter of suspension, students may petition to reenter. Students must first meet with a career advisors for a readiness assessment. Career advisors may direct students to do the following things, but are not limited to the list below:

- Attend an academic intervention session
- Meet with the Dean of Student Onboarding and Retention
- Obtain a skills assessment from an instructor

Students who reenter after academic suspension will return on academic probation. Students must receive at least 2.0 in the quarter they return or they will return to Academic Suspension. Students reentering from a second Academic Suspension must meet with the Dean of Student Services.

Academic Appeal

Students may follow the process laid out in the student handbook if they wish to appeal their academic standing. The handbook is located on MyBates at my.batestech.edu or <https://www.batestech.edu/student-resources/>

International Student Information

International Students

BatesTech.edu/international-students

Bates Technical College is proud to promote international education and training within the college, the community and worldwide.

Faculty and staff assist students throughout their educational experience. Bates offers international students superior academic opportunities, unique cultural backgrounds, and a friendly and active campus environment.

There is no Proof of English proficiency and minimum GPA requirement for admission to Bates Technical College. All students are required to take placement tests upon arrival.

How to Apply

Step 1: Apply to Bates Technical College

Submit your application [here](#). After applying, you'll get a ctclink ID by email (this is not your acceptance letter).

Note: Some programs like Practical Nurse, Dental Lab Technician, Denturist, Occupational Therapy Assistant, and Fire Services may have extra requirements. Check the program page or contact the department. *Online-only programs, apprenticeships, and certificate of training programs are not eligible for an I-20.*

Step 2: Submit International Student Application Document

Email the following to international@batestech.edu:

- [International Student Application Form](#)
- Bank statement showing at least \$36,931 USD
 - Must be from liquid funds (checking, savings, CD)
 - Dated within the last 6 months
 - If sponsored, include a signed Sponsor Support Letter and state your relationship
- Passport photo page
 - Transfer students (currently in the U.S. on F-1 visa) must also include:
 - Transfer-In Form (must be completed and signed by your current DSO)
 - Copies of all previous I-20s
 - F-1 Visa copy
 - I-94 copy
 - Bringing dependents?
 - Submit a Dependent Information Form
 - Add \$5,000 per dependent to your bank balance
 - Include passport copies for each dependent

Step 3: Pay the \$50 Application Fee

- Log in to your [ctclink account](#) to pay
- Then, email international@batestech.edu to confirm payment
- Need help? Contact the [Cashier's Office](#)

Submit Documents To:

Email (preferred): international@batestech.edu

Mail:

Bates Technical College International Programs

1101 S. Yakima Ave.

Tacoma, WA 98405 USA

After You Submit:

If admitted, you'll receive your official acceptance letter and I-20 by email.

The I-20 is required to apply for a student visa in your home country.

International Credit Transfer:

Students transferring credits from colleges or universities outside the United States, or whose transcripts are not in English, must also submit a course-by-course Foreign Transcript Evaluation for all foreign coursework.

Evaluations must be submitted by one of Bates' [approved evaluation agencies](#). Please request that the agency send the official evaluation report directly to:

Bates Technical College

Attn: Transcript and Credential Evaluator

1101 S. Yakima Ave.

Tacoma, WA 98405

USA

For more information, view our [International Credits guide](#).

Tuition and Expenses for International Students

The cost to attend Bates Technical College, including books, supplies, tuition, and living expenses is approximately \$19,100 (US) annual expenses. This does not include the cost of travel to or from the United States. Please refer to the [Tuition and Fees page](#) for specific details.

Financial Responsibility

International student applicants supported by personal funds must return the Financial Resources Information document, found in the international student application, to the college with the appropriate signatures. Applicants supported by family, government, or agency funds must also obtain the signature of the party providing support.

International Contract Training

Bates Technical College provides international and distance learning contract training for industry specific training and/or for international educational partners.

International Referral Agencies

Bates Technical College collaborates with recruitment partners to develop and retain a diverse international student population. Prospective international referral agencies are required to [complete an online application and submit references](#).

Student Rights and Responsibilities

WAC Student Rights and Responsibilities

Chapter 495A-121

Bates Technical College is a two-year public institution of higher education. The college is maintained by the State of Washington for the provision of programs of instruction in higher education and related community services. Broadly stated, the purpose of the college is to provide opportunities for all who desire to pursue educational goals. Like any other institution having its own special purposes, the college must maintain conditions conducive to the effective performance of its functions.

To implement this objective, it is necessary to ensure that an environment is created wherein all students may progress in accordance with their capability and intensity of interest. The responsibility to create and maintain such an environment is shared by all members of the college community: students, faculty, staff and administration.

Upon registration, all students will be directed to an online copy of the Bates Technical College Student Handbook which details Student Rights & Responsibilities and includes chapters of the Washington Administrative Code (WAC) pertaining to student conduct.

Conduct codes are subject to change. The most current code provisions are in the Washington State Register and [available here](#).

Family Educational Rights and Privacy Act (FERPA): Confidentiality of Student Records

In compliance with the Family Educational Rights and Privacy Act (FERPA) and the Washington Administrative Code, the following information is designated as directory information: student's name; program in which the student is registered; dates of attendance; date and place of birth; degrees and awards received; and most recent previous education agency or institution attended. Only designated members of the registration staff may disclose directory information.

The FERPA affords students certain rights with respect to their educational records:

- The right to inspect and review the student's education records within 45 days of the day the college receives a request for access;
- The right to request the amendment of information contained in the student's education records that the student believes is inaccurate or misleading;
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent;
- The right to file a complaint with the U.S. Department of Education concerning alleged failures of the college to comply with the requirements of FERPA.

Directory information may be released by Bates Technical College without parental or student consent unless parents or adult students 18 years of age or older specifically request that such information not be released.

Bates Technical College does not release directory information for commercial purposes. Parents of students under age 18 or adult students currently attending Bates should complete a form in the registration office if they do not wish to have directory information released.

Student Right-To-Know

The Federal Student Right-To-Know and Campus Security Act requires institutions of higher education to report the percentages of completion and graduation rates for students enrolled full time, first time entering college, and degree or certificate students. Title 11 of this law, the Crime Awareness and Campus Security Act of 1990, requires publication of campus crime statistics and campus security policies. The third part of the law requires disclosure of student loan default rates.

These and other important, relevant statistics for each program, each campus, and the entire college can be viewed on the following websites: nces.ed.gov/collegenavigator (completion and graduate rates), ope.ed.gov/security (campus security data), and www.ed.gov/about/offices/list/fsa (federal student aid).

Copies of these reports are also available in student services and the Registration Office. These reports reflect past student participation, completion rates, and placement wages ninety days after completion.

Policy Prohibiting Hazing

Hazing is prohibited at Bates. Consistent with state law, hazing is defined as any method of initiation into a student organization or group that causes or is likely to cause bodily danger or physical, mental, or emotional harm.

Examples of prohibited activities, regardless of location, include but are not limited to: forced consumption of alcohol or drugs, excessive exercise, activities that may threaten an individual's health, or compelling individuals to engage in activities which violate Bates' Student Code of Rights and Responsibilities.

Sexual Harassment Policy

All students must be allowed to learn in an environment free from sexual harassment. Sexual harassment may include unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature carried out by someone in the workplace or educational setting. Such behavior may offend the recipient, cause discomfort or humiliation, and interfere with job or school performance. It is Bates' policy that sexual harassment is unacceptable conduct and will not be tolerated.

Anyone violating this policy is subject to disciplinary procedures. Bates is committed to communicating this policy to all employees and students, and to investigating and resolving promptly any complaints of sexual harassment. If a student feels their rights have been violated, they should contact Student Services or Human Resources. For additional information, please visit the [Title IX webpage](#).

Student Services

Associated Student Government (ASG)

Administration, faculty and student services staff strongly support the ASG, help in the promotion and development of student activities, and provide for direct student representation in establishing college policies. The ASG is responsible for developing the student activity budgets, organizing and sponsoring student life events and for representing student interests on college committees and councils.

ASG officers hold regular meetings; host a monthly general assembly; meet with the college president regularly. The ASG president provides monthly reports to the College's Board of Trustees. All students are encouraged to attend monthly General Assembly meetings which rotate between campuses. Student events can be enjoyed by students throughout the year.

Barber Shop

Students have access to the free services of a 10-chair barber shop. All work is performed by students in the Barber program. The Barber Shop is open when the college is in session.

Online Bookstore

All books are now purchased online through our virtual bookstore: <https://bncvirtual.com/bates>. To access a list of required books, supplies, and equipment, please check with your instructor.

Career Education Information Sessions and Community Outreach

General Information Sessions

These sessions will provide the answers to questions regarding the Steps to Enrollment, admissions, academic programs, financial aid and more.

One on One Sessions

Our Enrollment staff will gladly talk to potential students one-on-one. Meet with our Enrollment staff to answer your questions on career programs and assist you with the enrollment process. (Languages: Spanish and English)

Program Visits by Request

Any prospective high school or adult student can learn about a program at any of our three vibrant campuses. You'll see things in the College's educational environment that mimics a real workplace from instructors who are experts in the field. Meet with other students who have similar interest and inspiration.

Community Outreach

Bates Technical College routinely reaches out to local and regional communities as well as community partners to share educational opportunities. We visit schools, organizations, special interest events to provide Career Path options and an overview of the uniqueness of a Technical College experience at Bates. If your institution or organization is interested in arranging for an event, please reach out to our Communications and Marketing Team or refer to the website (batestech.edu).

Child Care

Bates' Early Learning Center is available to students and staff, and includes an Early Childhood Education and Assistance Program (ECEAP) preschool and Early Head Start for qualifying infants and toddlers. The center serves one-month olds through pre-kindergarten.

The center's hours are generally 6:30 a.m.-5 p.m., Monday through Friday, but do change based on the college student calendar.

Several non-college child care centers are close to Bates. Financial support for child care is available for students who qualify through other college programs. For more information, call 253.680.7384 or 253.680.7320.

Community Health Clinics

www.BatesTech.edu/CommunityClinics

The college’s currently has a Denturist Clinic that serves as a hands-on learning experience for students, while providing low cost services to the community. To make an appointment call 253.680.7314.

Drug-Free Environment

It is the intent of the college to provide a drug free and secure work and learning environment and to comply with the Federal Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act of 1986 (Public Law 99-570, Title IV, Sub-Title B) and its amendment of 1989 (Public Law 101-226).

Unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in and on college-owned or controlled property. The use of alcohol while on college-owned or controlled property is also prohibited, except when authorized in writing by the president for special functions.

Educational Opportunity Center

EOC provides free educational support for adults in the following areas: career advising and exploration, assistance with financial aid forms and college applications, and student loan default. The EOC at Bates is located in the Financial Aid office, Downtown Campus. Call 253.680.7153 for more information.

Email Accounts for Students

Registered career education students at Bates Technical College have a student email account provided as a service from Bates. Go to <https://batestech.edu/whats-my-email> for login assistance.

Emergency Closures and Delays

In the case of severe weather conditions or college emergencies, information regarding the status of college operations will be located at the following locations:

- Weather and schedule information line: 253.680.7060
- Official college social media channels: Facebook and Twitter
- Puget Sound radio and television stations through the Public Schools Emergency Communication System, and on their website: www.flashalert.net.
- Rave Alert, the college's official emergency notification system used to communicate with students and employees during campus emergencies: www.getrave.com/login/batestechcollege.

Rave Alert is a licensed service purchased by Bates Technical College to offer the quickest and most reliable, real-time communications possible. This system is used during campus emergencies that pose a safety concern for the community. Learn more at www.BatesTech.edu/EmergencyAlert.

If classes are canceled, students do NOT report to the college. If classes are on a delayed schedule, by 5:30 a.m. on the affected day, the college will announce a specific start time for students to report.

Enrollment and College Calendar

A current college calendar is available online. Students can access the calendar from the homepage, www.BatesTech.edu, or students can go to www.calendarwiz.com/BTC.

2025 - 2026 Calendar

Summer Quarter 2025	
June 9	Summer Quarter Tuition due

Summer Quarter 2025	
June 23	First day of the Quarter
June 25	Last day to add a class without Instructor Permission
June 27	Last day for 100% refund
July 2	Last day to add a class with Instructor Permission and last day to drop a class without showing on the Transcript
July 21	Last day for 50% refund
July 21	Fall Quarter enrollment begins for Veterans
July 22	Fall Quarter enrollment begins for continuing students
July 28	Fall Quarter enrollment begins for new students
August 12	Last day to withdraw and receive a "W" on Transcript
August 21	Summer Quarter ends
Aug 25 - Sep 19	Summer Break

Fall Quarter 2025	
September 11	Fall Quarter Tuition due
September 25	First day of the Quarter
September 29	Last day to add a class without Instructor Permission
October 1	Last day for 100% refund
October 8	Last day to add a class with Instructor Permission and last day to drop a class without showing on the Transcript
October 20	Winter Quarter enrollment begins for Veterans
October 21	Winter Quarter enrollment begins for continuing students
October 22	Last day for 50% refund
October 27	Winter Quarter enrollment begins for new students
November 21	Last day to withdraw and receive a "W" on Transcript
November 26	1/2 day for Students/Faculty
December 9	Fall Quarter ends
Dec 22 - Jan 2	Winter Break

Winter Quarter 2026	
December 22	Winter Quarter Tuition Due
January 5	First day of the Quarter
January 7	Last day to add a class without Instructor Permission
January 9	Last day for 100% Refund
January 16	Last day to add a class with Instructor Permission and last day to drop class w/o showing on the Transcript
February 2	Last day for 50% refund
February 2	Spring Quarter enrollment begins for Veterans
February 3	Spring Quarter enrollment begins for continuing students
February 9	Spring Quarter enrollment begins for new students
March 3	Last day to withdraw and receive “W” on Transcript
March 17	Winter Quarter Ends
March 23 - 27	Spring Break

Spring Quarter 2026	
March 16	Spring Quarter Tuition Due

Spring Quarter 2026	
March 30	First day of the Quarter
April 1	Last day to add a class without Instructor Permission
April 3	Last day for 100% Refund
April 10	Last day to add a class with Instructor Permission and last day to drop class w/o showing on Transcript
April 24	Last day for 50% Refund
April 27	Summer Quarter enrollment begins for Veterans
April 28	Summer Quarter enrollment begins for continuing students
May 4	Summer Quarter enrollment begins for new students
May 21	Commencement Ceremony (subject to change)
May 22	1/2 day Students/Faculty
May 26	Last day to withdraw and receive a "W" on Transcript
June 9	Spring Quarter Ends
June 22	Summer Quarter Begins

NOTE: Registration office accepts credential applications year-round. We recommend submitting the form in the first two weeks of the quarter you will be completing your credential.

Financial Aid

www.BatesTech.edu/FinancialAid

See the Financial Aid section for financial aid eligibility standards and application procedures. More information: 253.680.7020.

Food/Dining Service

www.BatesTech.edu/Dining

Several food service options varying in offering and price are available. The culinary arts program provides food service on Wednesdays at the Downtown Campus cafeteria, and catering and banquet services. Snacks are available in vending machines on all campuses.

Insurance

Enrollment at Bates does not include health or medical insurance. Students who desire medical coverage must purchase their own. Basic Accident Medical Expense, Basic Sickness Medical Expense and Dental and Major Medical Expense programs are available at low cost to Bates students while they are attending the college. The Washington State Health Care Authority provides access to free or low cost health care for Washington State Residents. Students who do not have accident insurance are strongly encouraged to take advantage of this reduced-cost option.

Library

www.BatesTech.edu/Library

The college has libraries at each campus location to serve the diverse information needs of students and employees. “We’ve Got What You Need” is the library’s motto.

Your library staff is ready to provide expert assistance with accessible services and resources to create learning, including computer work stations, 11,000 print books, 60,000 eBooks, millions of information sources from academic databases, study rooms, printing, copying, laptops, and other equipment.

A faculty librarian provides Information Literacy support with in-class sessions (by request), course modules in Canvas, and individual consultations.

Call:

253.680.7550 (South Campus Library)

253.680.7220 (Downtown Campus Library)

253.680.7625 (Central Campus Library)

email:

library@batestech.edu

Chat:

www.BatesTech.edu/Librarian-Chat

MyBates

My.BatesTech.edu

[MyBates](#) is the student portal that provides access to valuable information and processes vital to students and their success. The portal connects students to links and forms relevant to their education, such as registration, transcript requests, information change, printable college calendar, and offices within Student Services.

New Student Orientation

www.BatesTech.edu/NSO

New Student Orientation is part of the new student experience to ensure all students are set for success and have the tools to navigate Bates Technical College. Students will hear about available resources and support services, meet new students, and receive information about their responsibilities as a student. Students who require accommodation to attend New Student Orientation can reach out to Disability Support Services in advance. Contact: dss@batestech.edu. Additional information about New Student Orientation can also be obtained by emailing a Retention Specialist at srs@batestech.edu.

Tuition 2025-2026

FY 2025-26 Resident Tuition Schedule
(per quarter)

Lower Division

Credits	Operating Fee	Building Fee	Maximum S&A Fee	Other	Tuition and Fees
1	\$102.95	\$15.44	\$11.00	\$22.75	\$152.14
2	\$205.90	\$30.88	\$22.00	\$45.50	\$304.28
3	\$308.85	\$46.32	\$33.00	\$68.25	\$456.42
4	\$411.80	\$61.76	\$44.00	\$91.00	\$608.56
5	\$514.75	\$77.20	\$55.00	\$113.75	\$760.70
6	\$617.70	\$92.64	\$66.00	\$136.50	\$912.84
7	\$720.65	\$108.08	\$77.00	\$159.25	\$1,064.98
8	\$823.60	\$123.52	\$88.00	\$182.00	\$1,217.12
9	\$926.55	\$138.96	\$99.00	\$204.75	\$1,369.26
10	\$1,029.50	\$154.40	\$110.00	\$227.50	\$1,521.40
11	\$1,081.30	\$159.84	\$116.59	\$250.25	\$1,607.98
12	\$1,133.10	\$165.28	\$123.18	\$273.00	\$1,694.56
13	\$1,184.90	\$170.72	\$129.77	\$295.75	\$1,781.14

Credits	Operating Fee	Building Fee	Maximum S&A Fee	Other	Tuition and Fees
14	\$1,236.70	\$176.16	\$136.36	\$318.50	\$1,867.72
15	\$1,288.50	\$181.60	\$142.95	\$341.25	\$1,954.30
16	\$1,340.30	\$187.04	\$149.54	\$364.00	\$2,040.88
17	\$1,392.10	\$192.48	\$156.13	\$386.75	\$2,127.46
18	\$1,443.90	\$197.92	\$162.72	\$409.50	\$2,214.04
19	\$1,562.29	\$197.92	\$162.72	\$432.25	\$2,355.18
20	\$1,680.68	\$197.92	\$162.72	\$455.00	\$2,496.32
21	\$1,799.07	\$197.92	\$162.72	\$477.75	\$2,637.46
22	\$1,917.46	\$197.92	\$162.72	\$500.50	\$2,778.60
23	\$2,035.85	\$197.92	\$162.72	\$523.25	\$2,919.74
24	\$2,154.24	\$197.92	\$162.72	\$546.00	\$3,060.88
25	\$2,272.63	\$197.92	\$162.72	\$568.75	\$3,202.02
Other FY 2025-26					
Program Fee-	\$15.00				
Technology Fee-	\$6.00				
Student Services/Parking-	\$1.75				
Total	\$22.75				

FY 2025-26 Non-Resident Tuition Schedule
(per quarter)

Lower Division

Credits	Operating Fee	Building Fee	Maximum S&A Fee	Other	Tuition and Fees
1	\$291.31	\$34.42	\$11.00	\$22.75	\$359.48
2	\$582.62	\$68.84	\$22.00	\$45.50	\$718.96
3	\$873.93	\$103.26	\$33.00	\$68.25	\$1,078.44
4	\$1,165.24	\$137.68	\$44.00	\$91.00	\$1,437.92
5	\$1,456.55	\$172.10	\$55.00	\$113.75	\$1,797.40
6	\$1,747.86	\$206.52	\$66.00	\$136.50	\$2,156.88
7	\$2,039.17	\$240.94	\$77.00	\$159.25	\$2,516.36
8	\$2,330.48	\$275.36	\$88.00	\$182.00	\$2,875.84
9	\$2,621.79	\$309.78	\$99.00	\$204.75	\$3,235.32
10	\$2,913.10	\$344.20	\$110.00	\$227.50	\$3,594.80
11	\$2,972.37	\$350.65	\$116.59	\$250.25	\$3,689.86
12	\$3,031.64	\$357.10	\$123.18	\$273.00	\$3,784.92
13	\$3,090.91	\$363.55	\$129.77	\$295.75	\$3,879.98
14	\$3,150.18	\$370.00	\$136.36	\$318.50	\$3,975.04
15	\$3,209.45	\$376.45	\$142.95	\$341.25	\$4,070.10
16	\$3,268.72	\$382.90	\$149.54	\$364.00	\$4,165.16
17	\$3,327.99	\$389.35	\$156.13	\$386.75	\$4,260.22
18	\$3,387.26	\$395.80	\$162.72	\$409.50	\$4,355.28
19	\$3,712.99	\$395.80	\$162.72	\$432.25	\$4,703.76

Credits	Operating Fee	Building Fee	Maximum S&A Fee	Other	Tuition and Fees
20	\$4,038.72	\$395.80	\$162.72	\$455.00	\$5,052.24
21	\$4,364.45	\$395.80	\$162.72	\$477.75	\$5,400.72
22	\$4,690.18	\$395.80	\$162.72	\$500.50	\$5,749.20
23	\$5,015.91	\$395.80	\$162.72	\$523.25	\$6,097.68
24	\$5,341.64	\$395.80	\$162.72	\$546.00	\$6,446.16
25	\$5,667.37	\$395.80	\$162.72	\$568.75	\$6,794.64
Other FY 2025-26					
Program Fee-	\$15.00				
Technology Fee-	\$6.00				
Student Services/Parking-	\$1.75				
Total	\$22.75				

FY 2025-26 Resident Tuition Schedule
(per quarter)

Upper Division

Credits	Operating Fee	Building Fee	Maximum S&A Fee	Other	Tuition and Fees
1	\$226.93	\$15.44	\$11.00	\$22.75	\$276.12
2	\$453.86	\$30.88	\$22.00	\$45.50	\$552.24
3	\$680.79	\$46.32	\$33.00	\$68.25	\$828.36
4	\$907.72	\$61.76	\$44.00	\$91.00	\$1,104.48
5	\$1,134.65	\$77.20	\$55.00	\$113.75	\$1,380.60
6	\$1,361.58	\$92.64	\$66.00	\$136.50	\$1,656.72
7	\$1,588.51	\$108.08	\$77.00	\$159.25	\$1,932.84
8	\$1,815.44	\$123.52	\$88.00	\$182.00	\$2,208.96
9	\$2,042.37	\$138.96	\$99.00	\$204.75	\$2,485.08
10	\$2,269.30	\$154.40	\$110.00	\$227.50	\$2,761.20
11	\$2,269.30	\$159.84	\$116.59	\$250.25	\$2,795.98
12	\$2,269.30	\$165.28	\$123.18	\$273.00	\$2,830.76
13	\$2,269.30	\$170.72	\$129.77	\$295.75	\$2,865.54
14	\$2,269.30	\$176.16	\$136.36	\$318.50	\$2,900.32
15	\$2,269.30	\$181.60	\$142.95	\$341.25	\$2,935.10
16	\$2,269.30	\$187.04	\$149.54	\$364.00	\$2,969.88
17	\$2,269.30	\$192.48	\$156.13	\$386.75	\$3,004.66
18	\$2,269.30	\$197.92	\$162.72	\$409.50	\$3,039.44
19	\$2,511.67	\$197.92	\$162.72	\$432.25	\$3,304.56
20	\$2,754.04	\$197.92	\$162.72	\$455.00	\$3,569.68
21	\$2,996.41	\$197.92	\$162.72	\$477.75	\$3,834.80
22	\$3,238.78	\$197.92	\$162.72	\$500.50	\$4,099.92
23	\$3,481.15	\$197.92	\$162.72	\$523.25	\$4,365.04
24	\$3,723.52	\$197.92	\$162.72	\$546.00	\$4,630.16
25	\$3,965.89	\$197.92	\$162.72	\$568.75	\$4,895.28

Credits	Operating Fee	Building Fee	Maximum S&A Fee	Other	Tuition and Fees
Other FY 2025-26					
Program Fee-	\$15.00				
Technology Fee-	\$6.00				
Student Services/Parking-	\$1.75				
Total	\$22.75				

FY 2025-26 Non-Resident Tuition Schedule
(per quarter)

Upper Division

Credits	Operating Fee	Building Fee	Maximum S&A Fee	Other	Tuition and Fees
1	\$670.89	\$34.42	\$11.00	\$22.75	\$359.48
2	\$1,341.78	\$68.84	\$22.00	\$45.50	\$718.96
3	\$2,012.67	\$103.26	\$33.00	\$68.25	\$1,078.44
4	\$2,683.56	\$137.68	\$44.00	\$91.00	\$1,437.92
5	\$3,354.45	\$172.10	\$55.00	\$113.75	\$1,797.40
6	\$4,025.34	\$206.52	\$66.00	\$136.50	\$2,156.88
7	\$4,696.23	\$240.94	\$77.00	\$159.25	\$2,516.36
8	\$5,367.12	\$275.36	\$88.00	\$182.00	\$2,875.84
9	\$6,038.01	\$309.78	\$99.00	\$204.75	\$3,235.32
10	\$6,708.90	\$344.20	\$110.00	\$227.50	\$3,594.80
11	\$6,708.90	\$350.65	\$116.59	\$250.25	\$3,689.86
12	\$6,708.90	\$357.10	\$123.18	\$273.00	\$3,784.92
13	\$6,708.90	\$363.55	\$129.77	\$295.75	\$3,879.98
14	\$6,708.90	\$370.00	\$136.36	\$318.50	\$3,975.04
15	\$6,708.90	\$376.45	\$142.95	\$341.25	\$4,070.10
16	\$6,708.90	\$382.90	\$149.54	\$364.00	\$4,165.16
17	\$6,708.90	\$389.35	\$156.13	\$386.75	\$4,260.22
18	\$6,708.90	\$395.80	\$162.72	\$409.50	\$4,355.28
19	\$7,414.21	\$395.80	\$162.72	\$432.25	\$4,703.76
20	\$8,119.52	\$395.80	\$162.72	\$455.00	\$5,052.24
21	\$8,824.83	\$395.80	\$162.72	\$477.75	\$5,400.72
22	\$9,530.14	\$395.80	\$162.72	\$500.50	\$5,749.20
23	\$10,235.45	\$395.80	\$162.72	\$523.25	\$6,097.68
24	\$10,940.76	\$395.80	\$162.72	\$546.00	\$6,446.16
25	\$11,646.07	\$395.80	\$162.72	\$568.75	\$6,794.64
Other FY 2025-26					
Program Fee-	\$15.00				
Technology Fee-	\$6.00				
Student Services/Parking-	\$1.75				
Total	\$22.75				

Parking

www.BatesTech.edu/Parking

It is the responsibility of every Bates student to follow all parking rules and regulations. Check the website for detailed information. Parking permits are required for parking on any school property or in any official parking place and can be obtained at no cost from Campus Public Safety. The parking permit application is available on the website. www.BatesTech.edu/parking

Parking Fines

- No valid permit displayed: \$25
- Parking in area not authorized by permit: \$25
- Blocking or obstructing traffic or impeding college operations*: \$50
- Parking in reserved staff space without authorization: \$50
- Handicapped parking violation (RCW 46.19.050): \$450
- Parking adjacent to fire hydrant: \$25
- Parking in fire lane: \$25
- Parking in zone or area marked "no parking": \$25
- Traffic Fines*:
 - Speeding: \$40-\$85
 - Reckless/negligent driving: \$40-\$100
 - First offense: Parking privileges on all campuses revoked

*Fine to be reduced 50 percent if paid within five days of citation issuance.

Parking Fine Appeal

Parking fines, penalties and permit revocations may be appealed in some cases. A written appeal with specific details should be submitted to the Campus Public Safety Sergeant within five business days of receipt of the citation. If denied, the decision may be appealed to the Director of Safety and Security for review. The decision of the Director of Safety and Security shall be final. Repeated or continued violations may result in having parking privileges revoked and/or vehicle impoundment at the owner's expense.

Refund and Return Policy

Cash refunds are not permitted. Refunds of cash purchases or purchases made by check will be made via a refund check from the college. Credit card purchases are refunded to the credit card. Sales of safety equipment, optional books (including study guides), software, supplies, tools and kits are not returnable. More information: BatesTech.edu/Campus-Stores

Safety

www.BatesTech.edu/Safety

Campus public safety officers provide escorts for students and employees; respond to campus emergencies; patrol buildings, parking areas and campus surroundings; and work with local law enforcement agencies. All personal property should be kept under lock and key. Safety officers are on duty and should be contacted in case of theft or other concerns about property damage or physical endangerment. More information: www.BatesTech.edu/Safety. Downtown, Central/Mohler, South Campus, call 253.680.7111.

Advising and Retention

Career advisors and program instructors advise students. Contact with career advisors and instructors on a continual basis is an important part of student success.

Career advisors may assist with:

- Placement test results and general education placement
- Curriculum requirements
- Program prerequisites

- Enrolling in career education programs and general education courses
- Career education program choices
- College resources, support services
- Degree and certificate requirements
- Information on program costs
- Educational and program planning
- Understanding college policies and procedures

Instructors may assist with:

- Placement test results review
- Curriculum requirements
- Program prerequisites
- Licensing requirements
- Employment opportunities
- Job searches

Retention Specialists

Student Retention Specialists help students identify academic and non-academic needs and connect students with appropriate on-campus and community resources.

Services include:

- Academic Assistance (connecting with tutoring, library resources, navigating campus technology)
- Connecting with community and financial resources
- Transportation (free bus pass, etc.)

Disability Support Services

The primary focus of the Disability Support Services office is to ensure all students have equal and equitable access to an education at Bates Technical College regardless of physical, mental or learning disabilities. If you are a prospective student or returning learner and think you may be eligible for academic accommodations due to an existing disability, contact our Disability Support Services Office at 253.680.7012 or email dss@batestech.edu.

Services include:

- Academic accommodations
- Assistive technology
- Individualized support plans
- Accessibility resources

More information: 253.680.7002.

Tutoring

www.BatesTech.edu/Tutoring

E-Tutoring is available at all campuses to registered students seeking assistance in any area related to academic success, including math, reading, writing, study skills, and program-specific materials. Assistance is also available to prospective students who are preparing to take GED tests.

Veterans Services

Veterans may use their Chapter 33 (Post 9/11), Chapter 31 (Voc-Rehab), Chapter 35 (DEAP, Chapter 30 (MGIB), or Chapter 1606 (MGIB-R). Active duty military and their spouses may use tuition assistance, Army Ignited, or MyCAA benefits to attend the college.

Students who wish to use their GI Bill® benefits or other military funding sources must submit proof of eligibility before receiving benefits. GI Bill® students must submit their certificate of eligibility letters from the Veterans Administration, and students using other military funding must submit their authorization paperwork before certification of benefits.

Submitting eligibility documentation does not automatically certify a student for GI Bill® benefits.

After enrolling in all of their classes, students must submit a VA Benefit Authorization form (written request) to the college's certifying official each quarter they want to use their GI Bill®, The VA Benefit Authorization is available online and at Financial Aid. The VA Benefit Authorization form should be submitted at least 30 days prior to the beginning of each quarter to ensure timely benefits. Failure to submit a certification request form may result in delay of benefits.

For more information, call 253.680.7035 or email vabenefits@batestech.edu.

Helpful links at BatesTech.edu

- [VA Benefits webpage at BatesTech.edu](#)
- [Veterans Center webpage at BatesTech.edu](#)

VA Pending Payment Compliance

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to eligible students;
- Require students to secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

Transcripts and Transfer of Credits

Transcripts

Request a transcript

- Use your ctcLink Student Homepage to view or print your unofficial transcript
- Request an official transcript through [Parchment](#)

Transfer of Credits

Transferring in credit from other colleges, the military, approved high school dual credit programs, or CLEP tests can be done through the registration office and is free of charge. Credit granted from industry certifications, occupational crosswalks, course challenges, or other extra institutional learning may also be done but carries a fee of \$40 per credit. Please see our website for additional details.

Students must specifically request official transcripts be forwarded directly to the Registration Office from accredited post-secondary institutions or military service. Students must also complete the Request for Credit Evaluation form found on our website.

Students will receive notification from the credential evaluator detailing the specific classes accepted for transfer credit. Questions about the decision should be directed to the contact on the Notification of Transferability.

Credit for Military Service

Current and former service members should submit a Joint Service Transcript (JST) for review. Where applicable, Bates awards credit based upon the American Council on Education (ACE) recommendations. Bates allows course challenge, at no cost, for relevant experience that does not have ACE recommendations.

Transferability of Credits

To determine transferability of credits earned at Bates Technical College to other institutions, students may request an official Bates transcript be forwarded to the college by which they wish to have credits evaluated. The receiving college determines the transferability of courses completed at Bates. Request an official transcript online through [Parchment](#).

Transferability of General Education Credits

The transferability of general education credits earned at Bates Technical College is subject to the policies of the receiving institution. General education courses are required in career education programs and are necessary to pursue higher-level degrees. Successful scores on appropriate College Level Examination Program (CLEP) examinations may be used to meet general education requirements for a degree or certificate.

Work-Based Learning

In collaboration with the instructor, student, and employer, students may, with appropriate approval, supplement their instruction with paid and unpaid work-based learning experiences in businesses throughout the Puget Sound area.

General Education Requirements

AAS General Education Requirements

Program Learning Outcomes

Knowledge: Examine a broad selection of topics, concepts and methods that promote academic, professional, and personal success.

- Reasoning: Apply critical thinking and logical and quantitative reasoning skills for the purpose of inquiry, innovation, analysis, and creative problem solving.
- Communication: Develop reading, writing, speaking, listening, and information literacy skills to be clearly understood and to collaborate effectively with others.
- Ethical Awareness: Explore core ethical values and cultural awareness in order to act responsibly in diverse academic, professional, community, and group settings.

Program Description

Students seeking to complete Associate of Applied Science (AAS) degrees are required to complete general education courses as part of those degrees. In general, most Associate Degrees require a minimum of 15 credits of general education courses in three distribution areas; however, some degrees require more or have specific general education requirements. See the specific degree requirements in each program for specific general education requirements. All AAS degrees require courses in the following distribution areas:

Communications

100-level or above English writing or composition courses

- [ENGL 175](#)
- [ENGL& 101](#)
- [ENGL& 235](#)

Quantitative

100-level or above mathematics courses

- [MATH 171](#)
- [MATH 172](#)
- [MATH& 107](#)
- [MATH& 141](#)
- [MATH& 142](#)
- [MATH& 146](#)
- [MATH& 151](#)
- [MATH& 152](#)
- [MATH& 153](#)

Humanities/Social Science/Natural Science

100-level or above humanities courses

- [CMST& 102](#)
- [CMST& 210](#)
- [CMST& 220](#)
- [CMST& 230](#)
- [CMST& 240](#)
- [HIST& 146](#)

- [HIST& 147](#)
- [HIST& 148](#)

100-level or above natural science courses

- [BIOL& 160](#)
- [BIOL& 175](#)
- [BIOL& 241](#)
- [BIOL& 242](#)
- [BIOL& 260](#)
- [CHEM& 121](#)
- [CHEM& 131](#)
- [NUTR& 101](#)
- [PHYS& 114](#)

100-level or above social sciences courses

- [BUS& 101](#)
- [BUS& 201](#)
- [ECON& 201](#)
- [ECON& 202](#)
- [POLS& 101](#)
- [PSYC& 100](#)
- [PSYC& 200](#)
- [SOC& 101](#)

AAS-T General Education Requirements

Program Learning Outcomes

- Knowledge: Examine a broad selection of topics, concepts and methods that promote academic, professional, and personal success.
- Reasoning: Apply critical thinking and logical and quantitative reasoning skills for the purpose of inquiry, innovation, analysis, and creative problem solving.
- Communication: Develop reading, writing, speaking, listening, and information literacy skills to be clearly understood and to collaborate effectively with others.
- Ethical Awareness: Explore core ethical values and cultural awareness in order to act responsibly in diverse academic, professional, community, and group settings.

Program Description

All courses in the AAS-T general education component must be generally transferable courses (typically designated with an "&" in the course number). They also must assure that the student have a foundation in communication and quantitative skills as well as an introduction in science, social science and humanities. These courses may also serve the dual purpose of meeting industry requirements for job preparation.

A minimum of 20 credits must include the following:

Communications

5 credits in Communication

- [ENGL& 101](#)
- [ENGL& 235](#)

Quantitative

5 credits in Math — Any generally transferable math course with [MATH 98](#)-Intermediate Algebra as a prerequisite.

- [MATH& 107](#)

- [MATH& 141](#)
- [MATH& 142](#)
- [MATH& 146](#)
- [MATH& 151](#)
- [MATH& 152](#)
- [MATH& 153](#)

10 credits in Science, Social Science or Humanities — Courses selected from the generally accepted in transfer list. These courses may also met the human relations requirement for technical degrees.

Natural Sciences

- [BIOL& 160](#)
- [BIOL& 175](#)
- [BIOL& 241](#)
- [BIOL& 242](#)
- [BIOL& 260](#)
- [CHEM& 121](#)
- [CHEM& 131](#)
- [NUTR& 101](#)
- [PHYS& 114](#)

Social Sciences

- [BUS& 101](#)
- [BUS& 201](#)
- [ECON& 201](#)
- [ECON& 202](#)
- [POLS& 101](#)
- [PSYC& 100](#)
- [PSYC& 200](#)
- [SOC& 101](#)

Humanities

- [CMST& 102](#)
- [CMST& 210](#)
- [CMST& 220](#)
- [CMST& 230](#)
- [CMST& 240](#)
- [HIST& 146](#)
- [HIST& 147](#)
- [HIST& 148](#)
- [HUM& 101](#)



Degrees

High School, Transitional Studies, and ESL

Our High School and Transitional Education programs support a wide range of learners in building the skills and credentials needed for college, career, and lifelong learning. Whether you're a high school student exploring technical pathways, an adult returning to complete a diploma, or someone looking to strengthen foundational academic or English language skills, we offer flexible and supportive options to help you move forward. Transitional Studies courses in math and English help students prepare for college-level work. Our English as a Second Language (ESL) program supports multilingual learners in improving their English for work, school, and daily life. High school completion options include a Technical High School Program for younger students interested in career and technical education, and the High School 21+ Program for adults aged 21 and older who are ready to finish their high school diploma.

Developmental Education and Transitional Studies

Degree Type
College & Career Preparation

Career Pathway
College & Career Preparation

Program Description

Transitional Studies Math and English courses are designed to support students in building the foundational academic skills necessary for success in college-level coursework and career pathways. These courses provide instruction in reading, writing, and mathematics, with an emphasis on developing critical thinking, problem-solving, and communication skills. The curriculum is aligned with college and career readiness standards and is tailored to meet students where they are, helping them progress confidently toward their educational and professional goals.

English

Course Code	Title	Credits
ENGL 90	English Fundamentals	5
ENGL 91	Integrated Reading and Writing	5
ENGL 98	English Composition Corequisite Support	2
READ 89	Transitional Reading	5

Math

Course Code	Title	Credits
MATH 46	Co-requisite Support for Statistics	2
MATH 47	Co-requisite Support for Math in Society	2
MATH 86	Pre-Algebra I	5
MATH 87	Pre-Algebra II	5
MATH 92	Elementary Algebra	5
MATH 98	Intermediate Algebra	5

English as a Second Language (ESL)

Degree Type
College & Career Preparation

Career Pathway
College & Career Preparation

Program Description

The ESL program at Bates Technical College helps students build English language skills for academic, professional, and everyday communication. Courses focus on reading, writing, listening, and speaking, as well as digital literacy and communication in English. Instruction is designed to support learners at a range of proficiency levels.

Course Options

Course Code	Title	Credits
ESL 31	Introduction to ESL Computer & Digital Literacy	1-5
ESL 32	ESL Digital Communication Skills	1-5
ESL 33	Introductory ESL - Listening & Speaking	1-5
ESL 34	Introductory ESL - Listening & Speaking	1-5
ESL 35	Introductory ESL - Listening & Speaking	1-5
ESL 36	Novice ESL - Reading & Writing	1-5
ESL 37	Novice ESL - Listening & Speaking	1-5
ESL 47	Low Beginning ESL - Listening & Speaking	1-5
ESL 48	Low Beginning ESL - Reading & Writing	1-5
ESL 57	High Beginning ESL - Listening & Speaking	1-5
ESL 58	High Beginning ESL - Reading & Writing	1-5

ESL 67	Low Intermediate ESL - Listening & Speaking	1-5
ESL 68	Low Intermediate ESL - Reading & Writing	1-5
ESL 77	High Intermediate ESL - Listening & Speaking	1-5
ESL 78	High Intermediate ESL - Reading & Writing	1-5
ESL 87	Transitional ESL - Listening & Speaking	1-5
ESL 88	Transitional ESL - Reading & Writing	1-5

High School Programs

Degree Type

College & Career Preparation

Career Pathway

High School

Technical High School

The Technical High School Program offers students the opportunity to earn their high school diploma while gaining hands-on experience in career and technical education (CTE) pathways. Designed for students seeking a more applied and career-focused learning environment, this program integrates academic instruction with industry-relevant skills to prepare students for both postsecondary education and the workforce. Students benefit from personalized support and access to state-of-the-art facilities and equipment.

Course Code	Title	Credits
ART 91	Appreciation of Public Art	5
ART 95	Visual Arts Portfolio	5
ART 97	Three-Dimensional Design	5
GLOB 95	Current Global Issues	5
GOVT 95	Civics	5
HIST 90	US History I	5
HIST 92	US History II	5
HIST 96	Washington State History	5
HLTH 93	Fitness II	5
HLTH 94	Health and Wellness	5
HLTH 95	Health I	5
HSCI 93	Molecules to Organisms	5
HSCI 94	Physical Science	5
HSCI 95	Heredity	5
HSCI 97	Ecology	5

HSCI 98	Environmental Science	5
HSCI 99	Chemistry	5
MTTH 87	High School Pre-Algebra II	5
MTTH 86	High School Pre-Algebra I	5
RDTH 89	High School Transitional Reading	5

High School 21+

The High School 21+ Program provides adults aged 21 and older with a flexible pathway to earn a high school diploma. Designed to support adult learners with diverse life experiences and educational backgrounds, the program offers individualized instruction and support to help students complete remaining high school requirements. Whether returning to school for personal growth, career advancement, or preparation for college, students in the HS 21+ program receive guidance tailored to their goals and needs.

Course Code	Title	Credits
HSCEN 80	HS Completion: Health	5
HSCHI 80	HS Completion: US History/ Government	5
HSCHI 81	HS Completion: Washington State History	5
HSCHI 82	HS Completion: Contemporary History	5
HSCHI 87	HS Completion: US Civics	5
HSCEN 80	HS Completion: Health	5
HSCEN 82	HS Completion: Physical Education	5
HSCM 83	HS Completion Molecules to Organisms	5
HSCM 86	HS Completion Chemistry	5
HSCM 80	HS Completion Environmental Science	5
HSCM 81	HS Completion Molecules to Organisms	5
HSCM 83	HS Completion Molecules to Organisms	5
HSCM 84	HS Completion Physical Science	5
HSCM 86	HS Completion Chemistry	5
HSCM 89	HS Completion Scientific Processes in Biology	5

Accounting

Accounting is the process that summarizes economic information about a business entity for use by decision makers. Users of this information

include investors, creditors, management and government agencies. The accounting program at Bates Technical College provides training in many types of accounting; such as financial, managerial, payroll, individual taxation, and governmental accounting.

Graduates are prepared for careers as accounting clerks, full charge bookkeepers, tax preparers, and small business accountants. General Education courses provide training in understanding diversity in the workplace, effective oral and written communication and human relations skills.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 52.0302

Program Learning Outcomes

- Comply with appropriate accounting rules and guidelines.
- Perform the steps of the accounting cycle.
- Choose and perform appropriate financial calculations.
- Demonstrate interpersonal skills to allow effective functioning in diverse groups.
- Communicate effectively in quantitative and qualitative terms. Perform and interpret financial statement analysis.
- Use a range of techniques to perform analysis, synthesize information and draw conclusions.
- Evaluate ethical issues inherently involved in accounting.

Accounting

Degree Type

Associate in Applied Science

Career Pathway

Business and Communication

Plan Code

ATBACAPT

Program Description

Accounting is the process that summarizes economic information about a business entity for use by decision makers. Users of this information include investors, creditors, management and government agencies. The accounting AAST program at Bates Technical College provides training in many types of accounting; such as financial, managerial, payroll, individual taxation and governmental accounting. Graduates are prepared for careers as accounting clerks, full charge bookkeepers, tax preparers, and small business accountants.

General Education Requirements

In the Accounting AAS-T degree, [BUS& 101](#), [BUS& 201](#), [ECON& 201](#), and [ECON& 202](#) are considered core requirements and do not meet general education requirements. Students are required to earn additional general education credits as follows:

- 10 credits from the [Communications Distribution](#)

- 5 credits from the [Quantitative Distribution](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
BUS& 101	Introduction to Business	5
INFO 101	Computer Application Essentials	5
	AAS-T GENED Requirement: Communications or Quantitative	5

Quarter 2

Course Code	Title	Credits
ACCT& 201	Principles of Accounting I	5
	AAS-T GENED Requirement: Communications or Quantitative	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
ACCT& 202	Principles of Accounting II	5
ACCT 220	Payroll Accounting	5
	AAS-T GENED Requirement: Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
ACCT 230	Governmental Accounting	5
ECON& 201	Microeconomics	5
	AAS-T GENED Requirement: Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
ACCT& 203	Principles of Accounting III	5
ACCT 207	QuickBooks	5

DATA 104	Excel for Analytics	5

Quarter 6

Course Code	Title	Credits
ACCT 225	Federal Income Tax	5
BUS& 201	Business Law	5
ECON& 202	Macroeconomics	5

Total Credits	90

Accounting

Degree Type

Associate of Applied Science-Transfer

Career Pathway

Business and Communication

Plan Code

ATBACAAS

Program Description

Accounting is the process that summarizes economic information about a business entity for use by decision makers. Users of this information include investors, creditors, management and government agencies. The accounting AAST program at Bates Technical College provides training in many types of accounting; such as financial, managerial, payroll, individual taxation and governmental accounting. Graduates are prepared for careers as accounting clerks, full charge bookkeepers, tax preparers, and small business accountants.

General Education Requirements

In the Accounting AAS-T degree, [BUS& 101](#), [BUS& 201](#), [ECON& 201](#), and [ECON& 202](#) are considered core requirements and do not meet general education requirements. Students are required to earn additional general education credits as follows:

- 10 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
BUS& 101	Introduction to Business	5

INFO 101	Computer Application Essentials	5
	AAS-T GENED Requirement: Communications or Quantitative	5

Quarter 2

Course Code	Title	Credits
ACCT& 201	Principles of Accounting I	5
	AAS-T GENED Requirement: Communications or Quantitative	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
ACCT& 202	Principles of Accounting II	5
ACCT 220	Payroll Accounting	5
	AAS-T GENED Requirement: Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
ACCT 230	Governmental Accounting	5
ECON& 201	Microeconomics	5
	AAS-T GENED Requirement: Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
ACCT& 203	Principles of Accounting III	5
ACCT 207	QuickBooks	5
DATA 104	Excel for Analytics	5

Quarter 6

Course Code	Title	Credits
ACCT 225	Federal Income Tax	5
BUS& 201	Business Law	5
ECON& 202	Macroeconomics	5
	Total Credits	90

Bookkeeping

Degree Type

Certificate of Competency

Career Pathway

Business and Communication

Plan Code

ATBBOC45

Program Description

Accounting is the process that summarizes economic information about a business entity for use by decision makers. Users of this information include investors, creditors, management and government agencies. The bookkeeping certificate program at Bates Technical College provides training in financial accounting and payroll. Graduates are prepared for careers as accounting clerks and full charge bookkeepers.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
ACCT& 201	Principles of Accounting I	5
INFO 101	Computer Application Essentials	5
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
ACCT& 202	Principles of Accounting II	5
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
ACCT 207	QuickBooks	5
ACCT 220	Payroll Accounting	5
DATA 104	Excel for Analytics	5
Total Credits		45

Administrative Medical Assistant

Administrative Medical Assisting program is designed to provide students with the knowledge and skills necessary to work in administrative roles within healthcare settings such as hospitals, clinics, or medical offices. This program typically covers a wide range of topics related to medical office procedures, healthcare ethics, and communication skills.

Students will learn through competency-based activities in medical office procedures, medical terminology, medical billing and coding, electronic health record (EHR) and practice management system, along with professional skills in communication, leadership, and medical law and ethics.

Throughout the program, students may have opportunities to participate in hands-on exercises, simulations, and case studies to apply their knowledge in realistic scenarios. Students will have the opportunity participate a work-site learning experience allowing students to gain practical experience and further enhance their skills.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 51.0716

Program Learning Outcomes

- Use medical terminology related to human anatomy, physiology, common disease process and common medical procedures performed in the medical office setting
- Enhance career opportunities and employment skills expected for an entry-level medical office professional
- Demonstrate ethical behaviors, such as confidentiality, empathy and understanding in the workplace
- Perform medical administrative tasks, medical transcription, and electronic health records
- Obtain skills in the management of multiple tasks and oral and written communication
- Use software associated with the medical workplace

Administrative Medical Assistant

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

MASAMAPT

Program Description

- 6 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 10:1
- Enrollment point: Fall, Spring
- This is a hybrid course with some classes being offered fully online, with over half the classes being in-person.
- Students will have access to a computer and dual monitors.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
AMA 110	Computer Basics	1
AMA 111	Introduction to Word Processing	3
AMA 112	Fundamentals of Medical Terminology	4
AMA 113	Healthcare Communications	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
AMA 114	Introduction to the Health Care Profession	5
AMA 115	Digital Medical Editing	3
AMA 116	Medical Office Procedures	3
AMA 117	Beginning Medical Terminology	4

AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
AMA 118	Administrative Medical Concepts	4
AMA 119	Advanced Medical Office Procedures	3
AMA 120	Introduction to Spreadsheets	3
AMA 121	Intermediate Medical Terminology	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
AMA 122	Intermediate Administrative Medical Concepts	4
AMA 123	Electronic Health Records	4
AMA 124	First Aid/CPR	1
AMA 125	Practice Management System Applications	2
AMA 127	Medical Insurance and Reimbursement	4
AMA 128	Advanced Medical Terminology - Pathophysiology	4

Quarter 5

Course Code	Title	Credits
AMA 126	Advanced Administrative Medical Concepts	4
AMA 129	Medical Coding Applications	4
AMA 133	HIV/BBP Prevention Education	1
AMA 135	Practical Applications	3

Quarter 6

Course Code	Title	Credits
AMA 130	Medical Office Supervision and Management	3
AMA 131	Interview Techniques	3
AMA 134	Healthcare Credentialing	2
	PNURS 292 or AMA 296 and AMA 297	3

	Total Credits	99-100

Administrative Medical Assistant

Degree Type

Certificate of Competency

Career Pathway

Health Sciences

Plan Code

MASAMC45

Program Description

- 4 quarter Certificate of Competency
- This certificate is primarily online, and hybrid with some face-to-face courses. See course descriptions for more information.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
AMA 110	Computer Basics	1
AMA 111	Introduction to Word Processing	3
AMA 112	Fundamentals of Medical Terminology	4
AMA 113	Healthcare Communications	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
AMA 114	Introduction to the Health Care Profession	5
AMA 115	Digital Medical Editing	3
AMA 116	Medical Office Procedures	3
AMA 117	Beginning Medical Terminology	4

	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
AMA 118	Administrative Medical Concepts	4
AMA 119	Advanced Medical Office Procedures	3
AMA 120	Introduction to Spreadsheets	3
AMA 121	Intermediate Medical Terminology	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
AMA 122	Intermediate Administrative Medical Concepts	4
AMA 123	Electronic Health Records	4
AMA 124	First Aid/CPR	1
AMA 125	Practice Management System Applications	2
AMA 127	Medical Insurance and Reimbursement	4
AMA 128	Advanced Medical Terminology - Pathophysiology	4

	Total Credits	76

Advanced Machining

This program offers a combinations of hands-on and hybrid courses. See course descriptions for more information.

Machinists produce precision parts, tools, and instruments utilizing both manual and computerized machining systems. For over sixty years, the machinist program has prepared students for apprentice positions through local apprenticeship agencies. The instruction contains extensive hands-on experience in the use of traditional precision tooling and machining equipment, as well as sophisticated, state-of-the-art technology including CNC lathes, CNC milling machines, and program-specific software. The program also provides extended learning opportunities for persons previously or currently employed in related professions.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 48.0501

Program Learning Outcomes

- Program, set up, and operate CNC lathes and mills using machine language and CAM software to produce parts meeting specifications.
- Set up and operate manual lathes, manual milling machines, and surface grinding machines to produce parts meeting specifications.
- Apply precision measurement and GD&T principles.
- Use common CNC machine language to hand write programs for CNC lathes and CNC mills.
- Interpret technical drawings and specifications.
- Solve applicational problems with algebra and trigonometry.
- Apply safety procedures and Material Safety Data Sheets (MSD) to standard shop practices.
- Select and optimize machining parameters (speeds/feeds).
- Use CAD/CAM software to generate geometry and tool path.
- Produce a capstone project integrating manual/CNC skills.

Advanced Machining

Degree Type

Associate in Applied Science

Career Pathway

Advanced Manufacturing

Plan Code

MTCMAAPT

Program Description

- 6 quarter AAS

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)
- 5 credits [MACH 120](#) for Quantitative requirement

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
MACH 150	Measurement, Materials, & Safety	5
MACH 155	Job Planning, Bench-work, and Layout	5
MACH 160	Conventional Machining	5

	AAS GENED Requirement: Communications	5

Quarter 2

Course Code	Title	Credits
CNCM 127	Blueprint Reading & GD&T	5
MACH 120	Machine Shop Math	5
MACH 166	Conventional Turning	3
MACH 167	Conventional Milling	3
MACH 168	Surface Grinding	3

[MACH 120](#) meets the general education requirement for MATH

Quarter 3

Course Code	Title	Credits
CNCM 113	CNC Programming	4
CNCM 126	CNC Mill & Lathe Operations & Set-Up	5
MACH 117	Measurement Applications	5
	AAS GENED Requirement: Communications	5

Take Communications requirement only if not already taken.

Quarter 4

Course Code	Title	Credits
CNCM 114	CNC Troubleshooting	3
CNCM 203	CNC Mill II	5
CNCM 211	CNC Lathe II	5
	AAS GENED Requirement: Communications	5

Take Communications requirement only if not already taken.

Quarter 5

Course Code	Title	Credits
CNCM 215	Computer-Aided Manufacturing	5
CNCM 218	Industry Technology	5
	MACH 142 or WBAS 101	8

Quarter 6

Course Code	Title	Credits
MACH 224	CAM II	5
MACH 232	Advanced CNC Machining	5

	AAS GENED Requirement: Sciences-Humanities	5

Electives

(Not included in total credits)

Course Code	Title	Credits
MACH 292	Independent Project	1-5
MACH 293	Independent Project	1-5

Total Credits	99

CNC Operator

Degree Type

Certificate of Training

Career Pathway

Advanced Manufacturing

Plan Code

MTCCOC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
CNCM 113	CNC Programming	4
CNCM 126	CNC Mill & Lathe Operations & Set-Up	5
MACH 117	Measurement Applications	5

Total Credits	14

Toolmaking Technology

Degree Type

Certificate of Training

Career Pathway

Advanced Manufacturing

Plan Code

MTCTTC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
MACH 150	Measurement, Materials, & Safety	5
MACH 155	Job Planning, Bench-work, and Layout	5
MACH 160	Conventional Machining	5

Total Credits	15

Applied Business Management

The Applied Business Management (ABM) program prepares graduates to plan, organize, direct, and control the functions and processes of a firm or organization. Its courses train graduates to enter in-demand positions in human resources and entrepreneurship to serve small-business development interests in the college’s trades programs and in the community. All program courses emphasize applied, hands-on, project-based learning beginning with foundational courses. They progress to in-depth training in their chosen specialization. Courses are primarily hybrid (part onsite, part online) with in-person sessions taught by industry experts to apply theory across relevant contexts, but online options are available.

The program offers a six-quarter ABM Associate in Applied Science Transfer (AAS-T). It has three structural components: (a) technical core (50 credits), (b) specialization tracks (10 credits), and (c) general education requirements (30 credits), for a total of 90 required credits. It is designed for direct employment and to pathway into baccalaureate in applied science (BAS) in business options in the state’s community and technical college system.

Fully-online options are available.

CIP Code 52.0201

Program Learning Outcomes

- Discuss the role of business functions (operations, marketing, and finance) in the achievement of organizational goals.
- Apply business principles in operations, marketing, and finance to meet sustainable and ethical organizational goals.
- Explore industry standards, trends, and regulations and their possible impacts on organizational behavior, objectives, and strategies.
- Examine organizational policies, processes, and procedures for ethical, legal, and other business function implications.
- Apply effective and inclusive communication, management, leadership, and team-building skills across diverse contexts.
- Develop problem-solving skills to effectively, efficiently, and ethically address organizational opportunities and challenges.

- Develop and apply professional behaviors and norms to support career success.

Applied Business Management

Degree Type

Associate of Applied Science-Transfer

Career Pathway

Business and Communication

Plan Code

BAMAMAAS

Program Description

The program offers a six-quarter ABM Associate in Applied Science Transfer (AAS-T). It has three structural components: (a) technical core (50 credits), (b) specialization tracks (10 credits), and (c) general education requirements (30 credits), for a total of 90 required credits. It is designed for direct employment and to pathway into baccalaureate in applied science (BAS) in business options in the state’s community and technical college system.

Degree Requirements

Students must earn at least a 2.0 grade in each course (Technical Core, Specialization, and General Education) to count towards the AAS-T.

Embedded Certificates of Competencies

The AAS-T also has two embedded certificates that align with specialization tracks (Entrepreneurship and Human Resources).

Choose 1 Specialization Track, for a total 10 credits

Entrepreneurship Track

Course Code	Title	Credits
ACCT 207	QuickBooks	5
BUS 280	Small Business Planning	5

Human Resources Track

Course Code	Title	Credits
BUS 250	Human Resource Management Principles	5
BUS 255	Employment Law	5

Required Courses

Quarter 1

Course Code	Title	Credits
BUS& 101	Introduction to Business	5
ENGL& 101	English Composition I	5
INFO 101	Computer Application Essentials	5

Quarter 2

Course Code	Title	Credits
ACCT& 201	Principles of Accounting I	5
DATA 104	Excel for Analytics	5
MATH& 146	Statistics	5

Quarter 3

Course Code	Title	Credits
ACCT& 203	Principles of Accounting III	5
BUS 210	Applied Marketing Principles	5
ECON& 201	Microeconomics	5

Quarter 4

Course Code	Title	Credits
CMST& 220	Public Speaking	5
ECON& 202	Macroeconomics	5
	Applied Business Management Specialization Elective	5

Quarter 5

Course Code	Title	Credits
BUS& 201	Business Law	5
CMST& 240	Intercultural Communication	5
	Applied Business Management Specialization Elective	5

Quarter 6

Course Code	Title	Credits
BUS 230	Managing & Leading Through Change	5
BUS 298	Applied Business Capstone	5
ENGL& 235	Technical Writing	5

	Total Credits	90

Architectural Woodworking/Cabinet Making Technology

Students prepare for careers in cabinet making and millwork crafts, in positions such as wood pattern maker, cabinet maker, door assembler, solid surface fabricator, cabinet and millwork installer, project manager, sander, utility worker, wood pattern maker and machine operator. Shop activities are an integral part of the program and provide training and practical applications in complex joinery, finishing, and installation. Students work with wood and high-tech laminates, perform component design and fabrication, and learn the use of tools and equipment. This is a pre-apprenticeship program for the Seattle/Tacoma Millmen and Cabinet Makers Apprenticeship Committee. This program also provides extended learning opportunities for persons previously or currently employed in these and other related occupations.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 48.0703

Program Learning Outcomes

- Perform cabinetmaking activities to industry standards
- Interpret drawings for production planning and estimating
- Select, maintain, and operate hand tools, portable power tools, and stationary machinery
- Select various grades of lumber and building materials
- Perform sanding and adhesive operations to industry standards
- Select and apply finishes and hardware used in manufacturing of furniture, cabinets and millwork
- Produce cabinets and other architectural specialties including millwork and moldings to be installed in residential and commercial applications
- Apply mathematical solutions for cabinetmaking applications

Architectural Woodworking/Cabinet Making Technology

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

CMMAWAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment Point: Fall, Winter, Spring
- This degree is primarily face-to-face with some hybrid courses. See course descriptions for further information.

- While in the program, students will learn to use a table saw, band saw, plainer, router, shaper, hand tools, belt sander, and joiner.
- Students will be responsible for purchasing their own hand tools. (list provided by instructor)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
ARWC 101	Introduction to Cabinetmaking	3
ARWC 102	Safety Principles	4
ARWC 104	Materials	2
ARWC 105	Machine Tools I	4
ARWC 109	Hand Tools	3
ARWC 111	Tool Maintenance/Sharpening	3

Quarter 2

Course Code	Title	Credits
ARWC 103	Cabinetry Blueprints/ Plans	4
ARWC 108	Portable Power Tools	3
ARWC 110	Basic Cabinet Joinery	4
ARWC 112	Cabinetmaking / Face Frame Construction I	4
ARWC 118	Occupational Math	3
	AAS GENED Requirement: Communications or Quantitative	5

Quarter 3

Course Code	Title	Credits
ARWC 106	Machine Tools II	4
ARWC 107	Machine Tools / CNC	3
ARWC 113	Cabinetmaking / Face Frame Construction II	4
ARWC 116	Drawers and Doors	2
ARWC 119	Jigs and Fixtures	2

	AAS GENED Requirement: Communications or Quantitative	5

Quarter 4

Course Code	Title	Credits
ARWC 114	Cabinetmaking / 32mm System	3
ARWC 115	Finishing Methods I	3
ARWC 117	Laminates / Countertops /Solid Surface	3
ARWC 120	Cabinetmaking / Commercial Construction	3
ARWC 204	Cabinet Installation - Residential / Commercial	4
	AAS GENED Requirement: Sciences- Humanities	5

Quarter 5

Course Code	Title	Credits
ARWC 202	Architectural Millwork	3
ARWC 203	Beginning Furniture Projects	5
ARWC 205	Advanced Joinery	4
ARWC 206	Cabinetmaking Computer Technology	4

Quarter 6

Course Code	Title	Credits
ARWC 201	Wood Bending/Lamination Techniques	3
ARWC 207	Veneering Technology	2
ARWC 208	Employment Preparation	3
ARWC 209	Advanced Projects	5

Electives

Course Code	Title	Credits
ARWC 291	Practical Applications	1-13
ARWC 292	Independent Project I	5
ARWC 293	Independent Project II	5
ARWC 294	Independent Project III	5
ARWC 296	Work-Based Learning Experience I	1-13
ARWC 297	Work-Based Learning Experience II	1-13

Total Credits	112

Production Cabinet Making

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

CMAWC45

Program Description

- 4 quarter Certificate of Competency
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment Point: Fall, Winter, Spring
- This degree is primarily face-to-face with some hybrid courses. See course descriptions for further information.
- While in the program, students will learn to use a table saw, band saw, plainer, router, shaper, hand tools, belt sander, and joiner.
- Students will be responsible for purchasing their own hand tools. (list provided by instructor)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
ARWC 101	Introduction to Cabinetmaking	3
ARWC 102	Safety Principles	4
ARWC 104	Materials	2
ARWC 105	Machine Tools I	4
ARWC 109	Hand Tools	3
ARWC 111	Tool Maintenance/Sharpening	3

Quarter 2

Course Code	Title	Credits
ARWC 103	Cabinetry Blueprints/ Plans	4
ARWC 108	Portable Power Tools	3

ARWC 110	Basic Cabinet Joinery	4
ARWC 112	Cabinetmaking / Face Frame Construction I	4
ARWC 118	Occupational Math	3
	GENED Requirement: Communications or Quantitative	5

Quarter 3

Course Code	Title	Credits
ARWC 106	Machine Tools II	4
ARWC 107	Machine Tools / CNC	3
ARWC 113	Cabinetmaking / Face Frame Construction II	4
ARWC 116	Drawers and Doors	2
ARWC 119	Jigs and Fixtures	2
	GENED Requirement: Communications or Quantitative	5

Quarter 4

Course Code	Title	Credits
ARWC 114	Cabinetmaking / 32mm System	3
ARWC 115	Finishing Methods I	3
ARWC 117	Laminates / Countertops /Solid Surface	3
ARWC 120	Cabinetmaking / Commercial Construction	3
	GENED Requirement: Sciences- Humanities	5

	Total Credits	79

Auto Body Rebuilding and Refinishing

Students prepare for entry- level employment in the auto body rebuilding and refinishing industry, serving independent auto shops, automotive dealerships, government agencies, utility firms, and other companies that maintain vehicle fleets. Positions include auto body repairer, automotive refinisher, frame repairer, glass installer, painter, renovator, and shop estimator. Upon successful completion of the program, students can qualify to take the I-CAR steel welding qualification test. The program also provides extended learning opportunities for persons previously or currently employed in related professions.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 47.0603

Program Learning Outcomes

- Identify automobile parts and systems, and understand their operation, including supplemental restraint systems
- Set up and operate various types of frame and unibody straightening equipment
- Perform frame and unibody measuring using both manual and computerized measuring systems
- Restore damaged frames and unbodies to factory specifications using the latest pulling systems
- Perform structural sectioning of unibody components, using I-CAR approved procedures
- Remove, replace and align sheet metal parts, suspension components, and replace automotive glass
- Apply a variety of automotive finish materials
- Participate in complete refinishing of automobiles, along with all aspects of spot repair and panel refinishing utilizing refinish materials and equip.
- Perform compounding and polishing operations on both new and old automobile finishes
- Perform interior and exterior detailing of automobiles
- Estimate repair cost related to collision damage
- Service automotive electrical systems
- Perform structural and non-structural welds with wire feed welders to industry standards
- Understand hazardous waste management
- Demonstrate shop safety practices

Auto Body Rebuilding and Refinishing

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

ACRAEAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, and face-to-face courses. See course descriptions for more information.
- Students will be using paint guns, paint booths, power and hand tools in this program.
- Students are responsible for purchasing their own boots, coveralls, and paint respirators.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
AUTOB 101	Auto Body Math Applications	3
AUTOB 102	Safety Principles	3
AUTOB 103	Materials Identification	3
AUTOB 111	Introduction to Surface Preparation	2
AUTOB 112	Surface Preparation Applications	5

Quarter 2

Course Code	Title	Credits
AUTOB 110	Window Mechanisms	4
AUTOB 206	Glass Installation	4
WBAS 101	Welding Basics	8
	AAS GENED Requirement: Communications or Quantitative	5

Quarter 3

Course Code	Title	Credits
AUTOB 105	Major Panel Replacement	5
AUTOB 106	Alignment - Sheet Metal	5
AUTOB 113	Advanced Surface Preparations	5
AUTOB 203	Shop Welding	5
AUTOB 207	Introduction to Plastic Repair	2

Quarter 4

Course Code	Title	Credits
AUTOB 208	Plastic Repair Methods	5
AUTOB 211	Special Projects	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
AUTOB 201	Topcoat Systems	5
AUTOB 202	Topcoat Systems Applications	5
AUTOB 204	Unibody Alignment	5
AUTOB 205	Body Over Frame Alignment	4

Quarter 6

Course Code	Title	Credits
AUTOB 104	Minor Body Repair Methods	5
AUTOB 107	Alignment - Bumpers	3
AUTOB 108	Alignment - Head Lamps	1
AUTOB 109	Trim and Accessories	3
AUTOB 210	Introduction to Estimating	4

Electives

Course Code	Title	Credits
AUTOB 291	Practical Applications	18
AUTOB 292	Independent Project I	5
AUTOB 293	Independent Project II	5
AUTOB 294	Independent Project III	5
AUTOB 296	Work-Based Learning Experience I	1-13
AUTOB 297	Work-Based Learning Experience- Seminar	2
AUTOB 298	Work-Based Learning Experience II	1-13

	Total Credits	113

Auto Body Repair

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

ACRARC90

Program Description

- 6 quarter CoC
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, and face-to-face courses. See course descriptions for more information.
- Students will be using paint guns, paint booths, power and hand tools in this program.
- Students are responsible for purchasing their own boots, coveralls, and paint respirators.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
AUTOB 101	Auto Body Math Applications	3
AUTOB 102	Safety Principles	3
AUTOB 103	Materials Identification	3
AUTOB 111	Introduction to Surface Preparation	2
AUTOB 112	Surface Preparation Applications	5

Quarter 2

Course Code	Title	Credits
AUTOB 110	Window Mechanisms	4
AUTOB 206	Glass Installation	4
WBAS 101	Welding Basics	8
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
AUTOB 105	Major Panel Replacement	5
AUTOB 106	Alignment - Sheet Metal	5
AUTOB 113	Advanced Surface Preparations	5
AUTOB 203	Shop Welding	5

AUTOB 207	Introduction to Plastic Repair	2

Quarter 4

Course Code	Title	Credits
AUTOB 208	Plastic Repair Methods	5
AUTOB 211	Special Projects	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
AUTOB 201	Topcoat Systems	5
AUTOB 202	Topcoat Systems Applications	5
AUTOB 204	Unibody Alignment	5
AUTOB 205	Body Over Frame Alignment	4

Quarter 6

Course Code	Title	Credits
AUTOB 104	Minor Body Repair Methods	5
AUTOB 107	Alignment - Bumpers	3
AUTOB 108	Alignment - Head Lamps	1
AUTOB 109	Trim and Accessories	3
AUTOB 210	Introduction to Estimating	4

Electives

Course Code	Title	Credits
AUTOB 291	Practical Applications	18
AUTOB 292	Independent Project I	5
AUTOB 293	Independent Project II	5
AUTOB 294	Independent Project III	5
AUTOB 296	Work-Based Learning Experience I	1-13
AUTOB 297	Work-Based Learning Experience- Seminar	2
AUTOB 298	Work-Based Learning Experience II	1-13

Total Credits	113

Auto Body Refinishing

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

AUMAF20

Program Description

- 1-2 quarter Certificate of Training
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, and face-to-face courses. See course descriptions for more information.
- Students will be using paint guns, paint booths, power and hand tools in this program.
- Students are responsible for purchasing their own boots, coveralls, and paint respirators.
- This certificate is primarily face-to-face. See course descriptions for more information.

Required Courses

Quarter 1

Course Code	Title	Credits
AUTOB 102	Safety Principles	3
AUTOB 111	Introduction to Surface Preparation	2
AUTOB 112	Surface Preparation Applications	5

Quarter 2

Course Code	Title	Credits
AUTOB 201	Topcoat Systems	5
AUTOB 202	Topcoat Systems Applications	5

	Total Credits	20

Automation and Mechatronics, TRON

This program provides training for entry-level positions in manufacturing, fulfillment, food production and many other industries. As an Industrial Automation technician, you'll be responsible for keeping the line running smoothly, apply the skills you've earned in mechatronics to troubleshoot, maintain, align, monitor and repair a wide variety of industrial

equipment. Successful graduates are observant, of an inquisitive, probing nature and, as a whole, are tinkerers. There are opportunities in this industry for travel, relocation and furthering your education. With increasing technology and automation, the job market has been strong for many years and is expected to keep growing.

CIP Code 47.0105

Program Learning Outcomes

- Identify common mechatronic components, devices, and symbols and verify their operation.
- Analyze Direct current and alternating current circuits using various circuit simplification and analysis techniques.
- Measure mechatronic parameters using industry-relevant tools and processes.
- Demonstrate effective oral and written communication skills appropriate to a mechatronics work environment.
- Develop, troubleshoot and implement digital hardware and programming to solve a problem.
- Manage energy delivery and consumption to industry standards of safety, timeliness and accuracy.
- Display professional, safe and ethical behavior germane to a manufacturing environment.
- Operate/program/repair industrial robots to industry standards of safety, accuracy and timeliness.
- Describe current status of robotics technology and new developments.
- Construct, troubleshoot and implement digital hardware and programming to solve a problem.
- Demonstrate energy delivery and consumption to industry standards of safety, accuracy and timeliness.
- Develop effective oral and written communication skills appropriate to a mechatronics work environment.
- Describe effective oral and written communication skills appropriate to a mechatronics work environment.
- Explain common mechatronic components, devices, and symbols and verify their operation.

Automation and Mechanics, TRON

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

IETIRAPT

Program Description

- 6 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 20:1
- Enrollment Point: Fall, Winter, Spring, Summer

- This program offers hands-on, hybrid, web-enhanced and online courses. Please see course descriptions for more information.
- Program features equipment and software from industry leaders such as Allen Bradley, Rockwell Automation, FANUC Robotics, Bosch, Siemens, Famic Technologies, National Instruments, SMC MAP equipment, and Parker Hydraulics equipment.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Fall Quarter

Course Code	Title	Credits
TRON 110	Introduction to Robotics/ Automation	1
TRON 111	Analog Electronics	5
TRON 114	Measurement	4
TRON 117	Introduction to PLC	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Winter Quarter

Course Code	Title	Credits
TRON 121	Digital Electronics	5
TRON 124	Pneumatics and Hydraulics	4
TRON 127	Blueprint Reading	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Spring Quarter

Course Code	Title	Credits
TRON 131	Career Success Seminar	3
TRON 134	Computer Technology	4
TRON 137	Mechanical Systems	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Summer Quarter

Course Code	Title	Credits
TRON 141	Sensing Our Environment	4
TRON 144	Critical Thought and Application	5
TRON 147	Embedded Controllers	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Take Communications, Quantitative, or Sciences-Humanities requirement only if not already taken.

Fall or Spring Quarter - 5th or 6th Quarter

Course Code	Title	Credits
TRON 211	Industrial Robotics I	5
TRON 214	Motors & Control Systems	5
TRON 217	Introduction to CNC Machining	3

Winter or Summer Quarter - 5th or 6th Quarter

Course Code	Title	Credits
TRON 221	Shop Floor IT	4
TRON 224	Industrial Robotics II	5
TRON 227	Independent Projects	5

	Total Credits	95

Automotive Technology

In an active, campus auto service facility, students practice all aspects of the profession, from balancing tires to diagnosing engine problems. Using advanced computerized analyzers, students learn to perform repairs on engines and transmissions, service fuel injection systems, and much more. Bates’ automotive program curriculum aligns with the ASE Education Foundation for both secondary and post-secondary levels. Instruction is configured according to Automotive Service Excellence (ASE) certification requirements, and students are encouraged to take one or more ASE certification tests while completing the program.

- 8 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This degree offers web-enhanced face-to-face courses. See course descriptions for more information.

- In this program, students will learn to use vehicle scan tools, oscilloscopes, alignment machines, engine test and diagnostic equipment, DVOMs, specialized chassis diagnostic tools, tire machines and balancers, presses, and brake equipment.
- Students are responsible for purchasing their own safety glasses, non-skid oil resistant work boots, dickies pants and shirts, and a hand tool set.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 47.0604

Program Learning Outcomes

- Diagnose mechanical malfunctions and performance problems and make necessary repairs
- Operate precision automotive diagnostic and repair equipment
- Interpret repair manuals and computer-based programs dealing with specifications and repair procedures
- Practice customer service skills with customers, employer, and fellow employees
- Use tools and equipment found in an automotive repair shop
- Diagnose and service a variety of automotive systems including electrical, brakes, engines, transmissions, and steering and suspension
- Follow established procedures for safety and accident prevention in the automotive service facility
- Describe the purpose of the laws concerning personal and environmentally safe handling of hazardous waste
- Define information that should be completed on repair orders, accurately describing customer issues in pursuit of a satisfactory repair

Automotive Technology

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

AUMATAPT

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

1st Year

Fall Quarter

Course Code	Title	Credits
AUTOM 101	Basic Engines	4
AUTOM 102	Engine Systems	4
AUTOM 103	Introduction to Basic Electrical Theory	4
AUTOM 105	Engines/Electrical Applications	3
AUTOM 106	Shop Safety and Meter Certification	1
AUTOM 124	Introduction to Emission Systems	2

Winter Quarter

Course Code	Title	Credits
AUTOM 121	Basic Engine Performance	5
AUTOM 122	Basic Ignition Systems	5
AUTOM 123	Introduction to Fuel Systems	4
AUTOM 125	Introduction to Fuel Injection	2
	AAS GENED Requirement: Communications or Quantitative	5

Spring Quarter

Course Code	Title	Credits
AUTOM 130	Introduction to Lighting/Instrument Systems	4
AUTOM 131	Introduction to Clutches/Manual Trans	4
AUTOM 132	Basic Auto Transmission/Transaxle	4
AUTOM 133	Introduction to Four and All Wheel Drive	4
	AAS GENED Requirement: Communications or Quantitative	5

Summer Quarter

Course Code	Title	Credits
AUTOM 140	Wheel Alignment and Steering System	4
AUTOM 141	Brake Systems	4
AUTOM 142	Drum and Disc Braking Systems	4
AUTOM 143	Basic Heating/ Air Conditioning	4

	AAS GENED Requirement: Sciences-Humanities	5

2nd Year

Fall Quarter

Course Code	Title	Credits
AUTOM 201	Advanced Engine Repair	5
AUTOM 202	Advanced Engine Assembly	3
AUTOM 203	Automotive Electrical Systems	4
AUTOM 204	Battery/Starters and Charging Systems	4

Winter Quarter

Course Code	Title	Credits
AUTOM 220	Ignition Systems Service	4
AUTOM 221	Fuel System Service	4
AUTOM 222	Emissions Systems Service	3
AUTOM 223	Fuel Injection Service	3

Spring Quarter

Course Code	Title	Credits
AUTOM 230	Lighting and Instrument Service	3
AUTOM 231	Clutches and Manual Transmission Service	5
AUTOM 232	Automatic Transmission/Transaxle Service	4
AUTOM 233	Four and All-Wheel Drive Service	4

Summer Quarter

Course Code	Title	Credits
AUTOM 240	Advanced Wheel Alignment/Steering System Service	4
AUTOM 241	Advanced Brake Service	4
AUTOM 242	Advanced Disc and Drum Brake Service	4
AUTOM 243	Applied HVAC Service	3

Elective

Course Code	Title	Credits

AUTOM 296	Work-Based Learning Experience	1-13

Total Credits	142

Barber

Bates Technical College has the only day and evening college barber program in the State of Washington in which students prepare to become licensed barbers while learning in a stand-alone program and working in an on-campus shop that serves the public. Students are evaluated on the performance of each competency of the curriculum to ensure readiness to meet state licensure requirements and enter the profession. Prior to program completion, each student must take and pass a comprehensive written and practical examination that includes theoretical concepts. The program also provides extended learning opportunities for persons previously or currently employed in related professions. Required barber Kits (2) are purchased in first quarter, and are included in tuition and fees.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 12.0402

Program Learning Outcomes

- Implement rigorous sanitation and safety protocols, ensuring a secure and hygienic environment that respects the diverse needs of clients and staff.
- Understand and comply with Washington State barbering regulations, maintaining legal standards.
- Successfully prepare for and pass the Washington State barber licensing examination.
- Showcase expertise in a diverse range of haircutting, and styling techniques for a diverse variety of hair textures and cultural preferences.
- Develop strong communication skills for effective client consultation and satisfaction, demonstrating cultural competence and inclusivity.
- Uphold high ethical standards, professionalism, and confidentiality in the barbering profession.
- Utilize fundamental business and marketing principles for effective barber shop management.
- Deliver outstanding client service, fostering satisfaction, loyalty, and positive referrals, prioritizing inclusivity and celebrating the diversity of clients.

Barber

Degree Type

Associate in Applied Science

Career Pathway

Business and Communication

Plan Code

BARBAAPT

Program Description

- 4 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment Point: Fall, Winter, Spring, Summer
- This program is face-to-face
- Day and evening courses available
- Students will be required to purchase two (2) barbering kits included in tuition and fees

General Education Requirements

- 5 credits of [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) OR [Sciences and Humanities Distribution](#)

*Note: [COLL 101](#) fulfills either Communications or Humanities

**Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities

See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
BARB 101	Barbering Fundamentals	6
BARB 102	Barbering Application Fundamentals	6
COLL 101	College Success	5

Quarter 2 or 3

Course Code	Title	Credits
BARB 103	Advanced Barbering Principles	10
BARB 104	Client Practice & Application I	11
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3 or 2

Course Code	Title	Credits
BARB 105	Barbering & Business Management	10
BARB 106	Client Practice & Application II	11
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
BARB 107	Advanced Applications	10
BARB 108	Barbering License Test Preparation	11
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Take Communications, Quantitative, or Sciences-Humanities requirement only if not already taken.

	Total Credits	90

Barber

Degree Type

Certificate of Competency

Career Pathway

Business and Communication

Plan Code

BARBAC45

Program Description

- 4 quarter Certificate of Competency
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment Point: Fall, Winter, Spring, Summer
- This program is face-to-face with web-enhancement
- Day and evening courses available
- Students will be required to purchase two (2) barbering kits included in tuition and fees

General Education Requirements

- 5 credits [COLL 101](#)-College Success*
- Quantitative and Human Relations are embedded in core courses

*Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you.

See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
BARB 101	Barbering Fundamentals	6
BARB 102	Barbering Application Fundamentals	6
COLL 101	College Success	5

Quarter 2 or 3

Course Code	Title	Credits
BARB 103	Advanced Barbering Principles	10
BARB 104	Client Practice & Application I	11

Quarter 3 or 2

Course Code	Title	Credits
BARB 105	Barbering & Business Management	10
BARB 106	Client Practice & Application II	11

Quarter 4

Course Code	Title	Credits
BARB 107	Advanced Applications	10
BARB 108	Barbering License Test Preparation	11

	Total Credits	80

Biomedical Service Technician

6 quarter AAS

This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

Health care, the largest industry in the country, employs more than 14 million people, and figures continues to mount. From small-town private practices to mammoth inner-city hospitals, health care workers are in high demand. The patients in those practices and hospitals depend not only on the expertise of doctors and nurses, but on the proper functioning of sophisticated biomedical equipment. The people responsible for repairing and maintaining these highly specialized

machines and instruments such as defibrillators, heart monitors, electric wheelchairs, medical imaging equipment (x rays, CAT scanners, and ultrasound equipment), are biomedical service technicians. They inspect and install equipment used by doctors, nurses, and other healthcare providers for researching, monitoring, diagnosing, and treating illnesses and disorders. They also repair, calibrate, and safety test the equipment in order to ensure proper function and safety for both the operator and the patient

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 15.0401

Program Learning Outcomes

- Maintain skills for lifelong learning by locating, evaluating and applying relevant information using external resources such as the internet, data books, trade publications and library resources
- Function as a member of a team to complete a task in a timely and efficient manner; delegating, organizing and documenting tasks and results.
- Operate biomedical equipment with knowledge of biological systems and signals as required to understand the equipment's correct function
- Identify, analyze, and integrate the technical equipment requirements with needs of the medical staff and patients
- Operate electronic test equipment and tools to analyze and identify functional/non-functional biomedical equipment
- Establish professional oral and written business communication skills appropriate in a clinical environment
- Read and comprehend blueprints, wiring diagrams, schematic diagrams and service information
- Practice safety measures and equipment as required by the FDA, NFPA, NEC, OSHA and others
- Display professional, ethical behaviors within the requirements of a clinical setting
- Demonstrate effective working relationships with people who are similar or different
- Solder or replace defective components using appropriate tools and equipment
- Follow all HIPPA laws and guidelines for patient privacy

Biomedical Service Technician: Clinical Engineering

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

BITCEAPT

Program Description

- 6 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 11:1
- Enrollment point: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, web-enhanced, and face-to-face courses. See course descriptions for further information.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
BMST 105	Testing Equipment	5
BMST 106	Soldering	2
EEST 111	Electronics Theory I	4
EEST 112	Electronics Laboratory I	5
EEST 113	Electronics Applied Math I	2

Quarter 2

Course Code	Title	Credits
BMST 119	Medical Equipment Research I	1
BMST 120	Biomedical I	3
EEST 114	Electronics Theory II	4
EEST 115	Electronics Laboratory II	5
EEST 116	Electronics Applied Math II	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
BMST 107	Schematics	3
BMST 121	Biomedical II	3
EEST 108	Electronic Devices I	4
EEST 223	Introduction to Digital Systems	5

	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
BMST 109	Applied Service I	3
BMST 210	Biomedical III	3
BMST 219	Medical Equipment Research II	2
EEST 109	Electronic Devices II	4
EEST 207	Introduction to Networking	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
BMST 110	Applied Service II	2
BMST 201	Imaging Systems	3
BMST 215	Introduction to Medical Terminology	3
BMST 211	Biomedical IV	3
EEST 221	Electronic Principles -RFID	4
	Biomedical Service Technician Elective	

Quarter 6

Course Code	Title	Credits
BMST 102	Blood Borne Pathogens	3
BMST 103	HIPAA	2
	Biomedical Service Technician Elective	
	Biomedical Service Technician Elective	

Electives

Course Code	Title	Credits
BMST 220	Biomedical Engineering Applications	5
BMST 296	Work Based Learning Experience	1-13
BMST 291	Practical Applications	1-13
BMST 292	Independent Projects I	5

BMST 293	Independent Projects II	5
Total Credits		109-110

Broadcasting/Video Production

If you have ever dreamed of working behind the scenes as a camera operator, technical director, chief engineer, editor, Unmanned Aircraft Systems (sUAS) video (drone) pilot, audio engineer, or any other position; then the Bates Broadcasting/Video Production program may be a great fit for you. Former BVP students work in various industries and companies from major TV stations like KOMO, KIRO, KCPQ, and KING to Microsoft studios, Century Link, T-Mobile Park, TVW, Root Sports, Victory Studios, and more throughout the nation.

The BVP curriculum has the rare distinction of being certified by the Society of Broadcasting Engineers (SBE). Students are encouraged to test for the SBE certification upon completion of the program. Whether you like the creative or technical side of broadcasting and digital video production, this program could be your road to an exciting career!

Technology Skills Requirement

Students should be proficient in basic computer use, including email, file management, and word processing. Familiarity with Office 365 tools and the ability to navigate digital platforms is essential for success in the Broadcasting/Video Production program.

CIP Code 10.0202

Program Learning Outcomes

- Select and effectively use video and audio technology and field production equipment to produce deliverables that meet industry standards.
- Install, set up, maintain, and operate audio/video and broadcast equipment.
- Follow established production processes for content creation.
- Apply legal, ethical, and professional standards that guide media practices.
- Demonstrate industry-expected soft skills.
- Discuss technological concepts of audio/video and broadcast systems.
- Combine production elements such as planning, scripting, storyboarding, budgeting and production.

Broadcasting/Video Production

Degree Type

Associate in Applied Science

Career Pathway

Business and Communication

Plan Code

RTBBVAPT

Program Description

The Broadcasting/Video Production AAS degree requires 68 credits of technical core courses, 7 elective credits, and 15 general education credits. These courses are purposely packaged and scheduled to complete in six quarters. Please consult with your advisor to discuss the Program of Study (PoS) for how courses are organized and taught to meet program requirements.

- 6-quarter program
- Enrollment points: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, web-enhanced, and hands-on courses. Please see course descriptions for more information.
- Students use video studio facilities, portable video cameras/accessories, maintenance shop tools & test equipment, and editing software.
- Many employers require drug tests, and background checks.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Program Requirements

Students MUST complete three of the four core class sets AND summer quarter courses.

Required Courses

Audio Core

Fall Quarter

Course Code	Title	Credits
BROAD 120	Introduction to Digital Audio Recording	5
BROAD 124	Basic Audio Equipment	5
BROAD 155	Characteristics of Sound	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Broadcast Engineering Core

Winter Quarter

Course Code	Title	Credits
BROAD 143	Basic Maintenance & Troubleshooting	5
BROAD 149	Introduction to Studio & Field Equipment	3
BROAD 150	Basic Electronics Concepts	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Television Operations Core

Spring Quarter

Course Code	Title	Credits
BROAD 111	Master Control Operations I	5
BROAD 139	Broadcast Station Operations	5
BROAD 148	Control Room Equipment I	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Video Production Core

Fall, Winter, or Spring Quarter

Course Code	Title	Credits
BROAD 132	Introduction to Studio and Field Production	5
BROAD 142	Basic Digital Video Editing	5
BROAD 147	Production Process Theory	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Summer Requirement

Summer Quarter

Course Code	Title	Credits
BROAD 103	BVP Safety Principles	2
BROAD 135	Employment Preparation	3
	BROAD 144 or BROAD 154	2

	BROAD 160, BROAD 170, or BROAD 289	5

Advanced Track - Engineering

Fall, Winter, Spring, or Summer Quarter

Course Code	Title	Credits
BROAD 240	Audio & Video Engineering	4
BROAD 242	Content Delivery Systems	4
BROAD 246	Networking for Audio & Video	4

Fall, Winter, Spring, or Summer Quarter

Course Code	Title	Credits
BROAD 296	Work-Based Learning	2-12

Advanced Track - Video Production

Fall or Spring Quarter

Course Code	Title	Credits
BROAD 218	A/V Pre-Production Applications	4
BROAD 241	Production Capstone I	4
BROAD 284	Practicum IV	4

Winter or Summer Quarter

Course Code	Title	Credits
	BROAD 296 or BROAD 228, 230, and 232	12

*[BROAD 296](#) Work-Based Learning by instructor permission only.

	Total Credits	90

Broadcasting/Video Production

Degree Type
Associate of Applied Science-Transfer

Career Pathway
Business and Communication

Plan Code
RTBBVAAS

Program Description

The Broadcasting/Video Production AAS-T degree requires 68 credits of technical core courses, 7 elective credits, and 25 general education credits. These courses are purposely packaged and scheduled to complete in six quarters. Please consult with your advisor to discuss the Program of Study (PoS) for how courses are organized and taught to meet program requirements.

- 6-quarter program
- Enrollment points: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, web-enhanced, and hands-on courses. Please see course descriptions for more information.
- Students use video studio facilities, portable video cameras/accessories, maintenance shop tools & test equipment, and editing software.
- Many employers require drug tests, and background check

General Education Requirements

- 10 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Program Requirements

Students **MUST** complete three of the four core class sets AND summer quarter courses.

Required Courses

Audio Core

Fall Quarter

Course Code	Title	Credits
BROAD 120	Introduction to Digital Audio Recording	5
BROAD 124	Basic Audio Equipment	5
BROAD 155	Characteristics of Sound	3
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Broadcast Engineering Core

Winter Quarter

Course Code	Title	Credits

BROAD 143	Basic Maintenance & Troubleshooting	5
BROAD 149	Introduction to Studio & Field Equipment	3
BROAD 150	Basic Electronics Concepts	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Television Operations Core

Spring Quarter

Course Code	Title	Credits
BROAD 111	Master Control Operations I	5
BROAD 139	Broadcast Station Operations	5
BROAD 148	Control Room Equipment I	3
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Video Production Core

Fall, Winter, or Spring Quarter

Course Code	Title	Credits
BROAD 132	Introduction to Studio and Field Production	5
BROAD 142	Basic Digital Video Editing	5
BROAD 147	Production Process Theory	3
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Summer Requirement

Summer Quarter

Course Code	Title	Credits
BROAD 103	BVP Safety Principles	2
BROAD 135	Employment Preparation	3
	BROAD 144 or BROAD 154	2
	BROAD 160, BROAD 170, or BROAD 289	5

Advanced Track - Engineering

Fall, Winter, Spring, or Summer Quarter

Course Code	Title	Credits
BROAD 296	Work-Based Learning	2-12
	AAS-T GENED Requirement: Sciences-Humanities	5

Fall, Winter, Spring, or Summer Quarter

Course Code	Title	Credits
BROAD 240	Audio & Video Engineering	4
BROAD 242	Content Delivery Systems	4
BROAD 246	Networking for Audio & Video	4
	AAS-T GENED Requirement: Sciences-Humanities	5

Advanced Track - Video Production

Fall or Spring Quarter

Course Code	Title	Credits
BROAD 218	A/V Pre-Production Applications	4
BROAD 241	Production Capstone I	4
BROAD 284	Practicum IV	4
	AAS-T GENED Requirement: Sciences-Humanities	5

Winter or Summer Quarter

Course Code	Title	Credits
	AAS-T GENED Requirement: Sciences-Humanities	5
	BROAD 296 or BROAD 228, 230, and 232	12

*[BROAD 296](#) Work-Based Learning by instructor permission only.

	Total Credits	100

Broadcasting/Video Production

Degree Type

Certificate of Competency

Career Pathway

Business and Communication

Plan Code

RTBBEC45

Program Description

The Broadcasting/Video Production Certificate of Competency (CoC) is a 4-quarter certificate program that provides students with an overview of video production, broadcast engineering, and digital media. The last of these quarters is during summer focused on safety principles, employment preparation, and at least two elective classes for career exploration. After completing the BVP CoC, students can elect to continue for two additional quarters of advanced BVP classes and earn an associate degree.

- 4-quarter program
- Enrollment points: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, web-enhanced, and hands-on courses. Please see course descriptions for more information.
- Students use video studio facilities, portable video cameras/accessories, maintenance shop tools & test equipment, and editing software.
- Many employers require drug tests, and background checks.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Program Requirements

Students MUST complete three of the four core class sets AND summer quarter courses.

Required Courses

Audio Core

Fall Quarter

Course Code	Title	Credits
BROAD 120	Introduction to Digital Audio Recording	5
BROAD 124	Basic Audio Equipment	5
BROAD 155	Characteristics of Sound	3

	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Broadcast Engineering Core

Winter Quarter

Course Code	Title	Credits
BROAD 143	Basic Maintenance & Troubleshooting	5
BROAD 149	Introduction to Studio & Field Equipment	3
BROAD 150	Basic Electronics Concepts	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Television Operations Core

Spring Quarter

Course Code	Title	Credits
BROAD 111	Master Control Operations I	5
BROAD 139	Broadcast Station Operations	5
BROAD 148	Control Room Equipment I	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Video Production Core

Fall, Winter, or Spring Quarter

Course Code	Title	Credits
BROAD 132	Introduction to Studio and Field Production	5
BROAD 142	Basic Digital Video Editing	5
BROAD 147	Production Process Theory	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Summer Requirement

Summer Quarter

Course Code	Title	Credits
BROAD 103	BVP Safety Principles	2
BROAD 135	Employment Preparation	3
	BROAD 144 or BROAD 154	2
	BROAD 160, BROAD 170, or BROAD 289	5
	Total Credits	66

Broadcasting/Video Production - Audio Production

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Program Description

The Broadcasting/Video Production Certificate of Training-Audio Production is a one-quarter overview of audio production offered in Fall quarter. To earn this certificate, a student must complete the Core Production classes with minimum 2.0 GPA. See the BVP Program of Study for course information.

- 1-quarter certificate program
- Enrollment points: Fall
- This certificate offers online, hybrid, web-enhanced, and hands-on courses. Please see course descriptions for more information.
- Students use audio studio facilities, portable audio equipment/accessories, maintenance shop tools & test equipment, and editing software.
- Many employers require drug tests, and background checks.

Required Courses

The Broadcasing/Video Production Certificate of Training-Video Production requires 13 credits of technical core courses.

Course Code	Title	Credits
BROAD 120	Introduction to Digital Audio Recording	5
BROAD 124	Basic Audio Equipment	5
BROAD 155	Characteristics of Sound	3
	Total Credits	13

Broadcasting/Video Production - Engineering

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Plan Code

RTBECC01

Program Description

The BVP Certificate of Training-Engineering is a one-quarter overview of broadcast engineering offered in Fall, Winter, and Spring quarters. To earn this certificate, a student must complete the Core Engineering classes with minimum 2.0 GPA. See the BVP Program of Study for course information.

- 1-quarter certificate program
- Enrollment points: Winter
- This certificate offers online, hybrid, web-enhanced, and hands-on courses. Please see course descriptions for more information.
- Students use video studio facilities, portable video cameras/ accessories, maintenance shop tools & test equipment, and editing software.
- Many employers require drug tests, and background checks.

Required Courses

The Broadcasting/Video Production Certificate of Training-Engineering requires 13 credits of technical core courses.

Course Code	Title	Credits
BROAD 143	Basic Maintenance & Troubleshooting	5
BROAD 149	Introduction to Studio & Field Equipment	3
BROAD 150	Basic Electronics Concepts	5
Total Credits		13

Broadcasting/Video Production - TV Operations

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Program Description

The BVP Certificate of Training-TV Operations is a one-quarter overview of TV Operations offered in Spring quarter. To earn this certificate, a student must complete the Core classes with minimum 2.0 GPA. See the BVP Program of Study for course information.

- 1-quarter certificate program
- Enrollment points: Spring
- This certificate offers online, hybrid, web-enhanced, and hands-on courses. Please see course descriptions for more information.
- Students use video studio facilities, portable video cameras/ accessories, maintenance shop tools & test equipment, and editing software.
- Many employers require drug tests, and background checks.

Required Courses

The Broadcasing/Video Production Certificate of Training-TV Operations requires 13 credits of technical core courses.

Course Code	Title	Credits
BROAD 111	Master Control Operations I	5
BROAD 139	Broadcast Station Operations	5
BROAD 148	Control Room Equipment I	3
Total Credits		13

Broadcasting/Video Production - Video Production

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Plan Code

RTBPCC01

Program Description

The Broadcasting/Video Production Certificate of Training-Video Production is a one-quarter overview of video production offered in Fall, Winter, and Spring quarters. To earn this certificate, a student must complete the Core Production classes with minimum 2.0 GPA. See the BVP Program of Study for course information.

- 1-quarter certificate program
- Enrollment points: Fall, Winter, Spring, Summer
- This certificate offers online, hybrid, web-enhanced, and hands-on courses. Please see course descriptions for more information.
- Students use video studio facilities, portable video cameras/ accessories, maintenance shop tools & test equipment, and editing software.
- Many employers require drug tests, and background checks.

Required Courses

The Broadcasting/Video Production Certificate of Training-Video Production requires 13 credits of technical core courses.

Course Code	Title	Credits
BROAD 132	Introduction to Studio and Field Production	5
BROAD 142	Basic Digital Video Editing	5
BROAD 147	Production Process Theory	3
Total Credits		13

Business DTA/MRP

The Business Direct Transfer Agreement/Major Related Program (DTA/MRP) prepares students for transfer to a bachelor’s degree in business or related fields. The program integrates foundational business study with broad general education and an emphasis on written and oral communication, supporting the academic skills needed for success in upper-division business coursework.

CIP Code 52.0101

Associate in Business DTA/MRP

Degree Type

Associate of Applied Science-Transfer

Career Pathway

Business and Communication

Plan Code

BUCBUAA

Program Description

The Business Direct Transfer Agreement/Major Related Program (DTA/MRP) prepares students for transfer to a bachelor’s degree in business or related fields. The program integrates foundational business study with broad general education and an emphasis on written and oral communication, supporting the academic skills needed for success in upper-division business coursework.

Quarter 1

Course Code	Title	Credits
ENGL& 101	English Composition I	5
BUS& 101	Introduction to Business	5
	AAS-T Social Sciences Distribution - Business DTA/MRP	5

Quarter 2

Course Code	Title	Credits
ACCT& 201	Principles of Accounting I	5
ENGL& 235	Technical Writing	5
ECON& 201	Microeconomics	5

*[ENGL& 102](#) - Composition II may substitute for [ENGL& 235](#) - Technical Writing

Quarter 3

Course Code	Title	Credits
ACCT& 202	Principles of Accounting II	5
ECON& 202	Macroeconomics	5
CMST& 220	Public Speaking	5

Quarter 4

Course Code	Title	Credits
MATH& 141	Precalculus I	5
ACCT& 203	Principles of Accounting III	5
BUS& 201	Business Law	5

Quarter 5

Course Code	Title	Credits
MATH& 148	Business Calculus	5
	AAS-T Humanities Distribution - Business DTA/MRP	5
	AAS-T Natural Sciences Distribution - Business DTA/MRP	5

Quarter 6

Course Code	Title	Credits
MATH& 146	Statistics	5
	AAS-T Humanities Distribution - Business DTA/MRP	5
	AAS-T Natural Sciences Distribution - Business DTA/MRP	5
Total Credits		90

Carpentry

Students prepare for entry-level employment in the construction industry, filling positions such as carpenter, framer, concrete worker, and interior and exterior finisher. Off-campus building and remodeling projects provide opportunities for extensive practical training, giving students valuable experience in the trade, from estimating construction projects through all phases of construction. This is a pre-apprenticeship program for the South Puget Sound Carpenters Joint Apprenticeship Training Committee.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 46.0201

Program Learning Outcomes

- Estimate materials and labor necessary to complete a building project
- Identify, select and supervise application of construction materials
- Demonstrate sustainable building practices and material application
- Interpret basic designs and apply sound construction principles
- Interpret and apply codes, regulations and contract documents
- Select and maintain construction site tools and equipment
- Draw, read and interpret drawings and specifications
- Apply the required safety standards in construction
- Plan, coordinate, schedule and control projects
- Use hand and power tools safely and efficiently
- Interpret technical information from blueprints
- Work as a productive carpentry team member
- Survey and investigate construction sites
- Take off quantities and estimate costs
- Perform general carpentry skills

Carpentry

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

CARCAAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program is primarily in-person and hands-on but some courses are hybrid, and online. See course descriptions for more information.
- Students will need the ability to get the different work sites

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
CARPT 101	Carpentry Math	3
CARPT 102	Safety Principles	3
CARPT 103	Prints and Plans	4
CARPT 104	Construction Materials	2
CARPT 105	Tools and Equipment	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
CARPT 106	Power Tools	5
CARPT 107	Optical Instruments	3
WBAS 101	Welding Basics	8
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CARPT 108	Plot Plans and Building Layout	3
CARPT 110	Foundation	3
CARPT 111	Foundation Footings	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5
	CARPT 112 or CARPT 296 and 297	5

Quarter 4

Course Code	Title	Credits
CARPT 109	Introduction to Framing	4

CARPT 201	Floor Systems	5
CARPT 202	Wall and Ceiling Construction	5
CARPT 203	Stairs	3
	CARPT 205 or CARPT 296 and 297	5

Quarter 5

Course Code	Title	Credits
CARPT 204	Introduction to Roofing	3
CARPT 206	Introduction to Exterior Finish Methods	4
CARPT 207	Exterior Doors and Windows	5
	CARPT 208 or CARPT 296 and 297	5

Quarter 6

Course Code	Title	Credits
CARPT 209	Introduction to Interior Finish Methods	3
CARPT 210	Interior Floors, Walls and Ceilings	4
CARPT 211	Interior Doors and Windows	5
CARPT 213	Employment Preparation	2
	CARPT 292 or CARPT 296 and 297	5

Notes

[CARPT 296](#) (3 cr.) or [CARPT 297](#) (2 cr.) may be substituted for:

- [CARPT 205](#)
- [CARPT 112](#)
- [CARPT 208](#) and/or
- [CARPT 292](#)

[CARPT 296](#) (3 cr.) & [CARPT 297](#) (2 cr.) may only be taken one time each

Total Credits	116

Carpenter Technician

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

CARCEC45

Program Description

- 4 quarter Certificate of Competency

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
CARPT 101	Carpentry Math	3
CARPT 102	Safety Principles	3
CARPT 103	Prints and Plans	4
CARPT 104	Construction Materials	2
CARPT 105	Tools and Equipment	4
CARPT 208	Siding	5

Quarter 2

Course Code	Title	Credits
CARPT 106	Power Tools	5
CARPT 211	Interior Doors and Windows	5
CARPT 292	Independent Projects	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CARPT 110	Foundation	3
CARPT 111	Foundation Footings	3
CARPT 112	Foundation Walls	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CARPT 201	Floor Systems	5
CARPT 202	Wall and Ceiling Construction	5

CARPT 203	Stairs	3
CARPT 205	Roof Construction	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Electives

Course Code	Title	Credits
CARPT 296	Work-Based Learning Experience	1-13
CARPT 297	Work-Based Learning Seminar	2

Total Credits	77

Basic Carpentry I

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

CARC1C01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
CARPT 101	Carpentry Math	3
CARPT 102	Safety Principles	3
CARPT 103	Prints and Plans	4
CARPT 104	Construction Materials	2
CARPT 105	Tools and Equipment	4

Total Credits	16

Basic Carpentry II

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

CARC2C01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
CARPT 106	Power Tools	5
CARPT 107	Optical Instruments	3
WBAS 101	Welding Basics	8

Total Credits	16

Concrete Foundations

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

CAROFC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
CARPT 108	Plot Plans and Building Layout	3
CARPT 110	Foundation	3
CARPT 111	Foundation Footings	3
CARPT 112	Foundation Walls	5

Total Credits	14

Exterior Finishing

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

CAREFC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
CARPT 204	Introduction to Roofing	3
CARPT 206	Introduction to Exterior Finish Methods	4
CARPT 207	Exterior Doors and Windows	5
CARPT 208	Siding	5

Electives

Course Code	Title	Credits
CARPT 296	Work-Based Learning Experience	1-13
CARPT 297	Work-Based Learning Seminar	2

	Total Credits	17

Interior Finishing

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

CARIFC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
CARPT 209	Introduction to Interior Finish Methods	3
CARPT 210	Interior Floors, Walls and Ceilings	4
CARPT 211	Interior Doors and Windows	5
CARPT 213	Employment Preparation	2
CARPT 292	Independent Projects	2

Electives

Course Code	Title	Credits
CARPT 296	Work-Based Learning Experience	1-13
CARPT 297	Work-Based Learning Seminar	2

	Total Credits	16

Wood Framing

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

CARWFC20

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
CARPT 109	Introduction to Framing	4
CARPT 201	Floor Systems	5
CARPT 202	Wall and Ceiling Construction	5
CARPT 203	Stairs	3
CARPT 205	Roof Construction	5

	Total Credits	22

Certified Medical Assistant

6 quarter AAS

This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

The Certified Medical Assistant program prepares students for both front-office clerical and back-office clinical medical assistant responsibilities by providing cognitive (knowledge), psychomotor (skills), and affective (behavior) learning competencies. Students prepare for careers as integral members of a health care team in various outpatient settings. Competency-based activities in the program provide extensive hands-on practice for students with skills to assist physicians with direct patient care. The program also provides extended learning opportunities for persons previously or currently employed in related professions. In addition, work-based learning experiences are available in many medical settings that support the theory presented in the classroom.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 51.0801

Program Learning Outcomes

- Perform administrative & clinical medical procedures

- Communicate (written, verbal and non-verbal) with diverse patients and staff using appropriate medical terminology, confidentiality and empathy
- Demonstrate ethical and legal behaviors when performing routine patient procedures in accordance with regulations, policies, laws and patient right
- Apply quality control measures in following health and safety policies and procedures to prevent illness and injury when performing fundamental procedures and tasks
- Record vital signs and conduct a variety of diagnostic tests, such as EKGs
- Draw blood samples, giving injections and removing sutures as directed by the physician
- Successfully complete all criteria set forth by Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the American Association of Medical Assistants (AAMA) for students to sit for the AAMA exam to gain the CMA credentials and state licensure.

Certified Medical Assistant

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

MLAMAAPT

Program Description

- 6 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 10:1
- Enrollment point: Fall, Spring
- This is a hybrid course with some classes being offered fully online, with over half the classes being in-person.
- Students will be using a full phlebotomy lab with equipment; lab with CLIA-waved testing equipment; mannequin body parts for procedure simulation; BP cuff and stethoscopes.
- Highly recommended to register for CMA (AAMA) National Exam after AAS degree completion
- Students will need to purchase specific color scrubs, stethoscope, penlight, pocket medical dictionary, BP cuff (optional)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
AMA 110	Computer Basics	1
AMA 111	Introduction to Word Processing	3
AMA 112	Fundamentals of Medical Terminology	4
AMA 113	Healthcare Communications	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
AMA 116	Medical Office Procedures	3
AMA 117	Beginning Medical Terminology	4
CMA 114	Introduction to the Health Care Profession	3
CMA 150	Medical Office Clinical Applications I	6
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
AMA 119	Advanced Medical Office Procedures	3
AMA 120	Introduction to Spreadsheets	3
AMA 121	Intermediate Medical Terminology	4
CMA 151	Medical Office Clinical Applications II	6
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
AMA 123	Electronic Health Records	4
AMA 124	First Aid/CPR	1
AMA 127	Medical Insurance and Reimbursement	4
AMA 128	Advanced Medical Terminology - Pathophysiology	4

CMA 152	Medical Office Laboratory Procedures	4

Quarter 5

Course Code	Title	Credits
AMA 126	Advanced Administrative Medical Concepts	4
AMA 129	Medical Coding Applications	4
AMA 133	HIV/BBP Prevention Education	1
CMA 153	Human Diseases and Pharmacology	3

Quarter 6

Course Code	Title	Credits
AMA 135	Practical Applications	3
CMA 154	Medical Assistant Practicum	6
CMA 155	Medical Assistant Exam Review	2
CMA 156	Job Readiness & Preparation	2

Total Credits	102

Cloud Computing and Networking Technology

Cloud Architects and Computer Network Systems Technicians link the hardware and software that comprise computer data communications networks. They install, configure and maintain cloud solutions to meet business needs and secure systems. Cloud Architect and Network Administration positions are needed in all industries due to the ongoing movement towards cloud computing. Students are encouraged to spend additional hours of study to obtain CompTIA A+, Security +, Cisco CCNA, CyberOps Associate, Amazon Web Services Certified Solutions Architect, Cloud Practitioner.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 15.1202

Program Learning Outcomes

- Design a small or medium sized computer network including media types, end devices and interconnecting devices that meets a customer’s specific needs
- Perform basic tasks expected of a network administrator including management of user accounts, shared resources and network security
- Perform basic configurations on routers and Ethernet switches

- Perform operational tasks within a Linux environment, such as the creation and management of files, folders and accounts
- Perform standard DNS and DHCP management operations, such as setup, modification and troubleshooting
- Construct simple computer scripts that accomplish a given task
- Define basic network security issues and possible solutions

Cloud Computing and Networking Technology

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CTCCTAPT

Program Description

The Cloud Computing and Networking Technology (CCNT) Associate in Applied Science (AAS) represents a mix of courses that lead to various career paths. This six-quarter program prepares students for rewarding careers as cloud solutions architects, cloud administrators, computer technicians, computer network technicians, and computer domain administrators. Enrollments are in the fall and spring quarters. Most of the courses are hybrid (part onsite, part online) to engage in hands-on learning and deepen skills and knowledge via digital learning activities. Be a part of the new frontier in computing!

Students learn:

- Computer hardware
- Client/server operating systems
- Network infrastructure systems
- Scripting
- Security
- Cloud architecting and administration

Students prepare for these industry certifications:

- Computing Technology Industry Association (CompTIA) A+
- CompTIA Net+
- Cisco Certified Network Associate (CCNA)
- Microsoft Technology Associate (MTA)
- Amazon Web Services (AWS) Solutions Architect
- AWS SysOps Administrator
- AWS Cloud Practitioner

General Education Requirements

- 5 credits of [COLL 101-College Success*](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CCNT 120	Cloud Computing	4
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CCNT 150	Server I	4
CCNT 160	Cisco Routing & Switching	4
INFO 205	Security I	5

Quarter 5

Course Code	Title	Credits
CCNT 210	Server II	4
CCNT 220	Cisco Enterprise Networking, Security & Automation	4
INFO 206	Security II	5

Quarter 6

Course Code	Title	Credits
CCNT 230	Cloud Administration	4
CCNT 240	Scripting	4
CCNT 292	Independent Projects	4

	Total Credits	91

Cloud Computing and Network Technology

Degree Type

Associate of Applied Science-Transfer

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CTCCTAAS

Program Description

- 6 quarter AAST

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CCNT 120	Cloud Computing	4
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CCNT 150	Server I	4
CCNT 160	Cisco Routing & Switching	4
INFO 205	Security I	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
CCNT 210	Server II	4
CCNT 220	Cisco Enterprise Networking, Security & Automation	4
INFO 206	Security II	5

Quarter 6

Course Code	Title	Credits
CCNT 230	Cloud Administration	4

CCNT 240	Scripting	4
CCNT 292	Independent Projects	4

Total Credits	96

Cloud Computing Technician

Degree Type

Certificate of Competency

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CTCCUC45

Program Description

As cloud computing continues to grow the need for qualified people to build, manage, and troubleshoot cloud environments is expected to grow as well. This three-quarter certificate program provides training in basic computing, computer networking, and cloud architecting. The courses are designed to prepare the learner for the industry-recognized Computing Technology Industry Association (CompTIA) A+ certification, Cisco Certified Network Associate (CCNA), and Amazon Web Services Solutions Architect. Potential jobs for graduates include Computer Support Technician, Network Support Technician, and Cloud Solutions Architect.

General Education Requirements

- 5 credits of [COLL 101-College Success](#)*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

*Note: [COLL 101](#) fulfills either Communications or Humanities

**Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
CCNT 140	Cisco Networking Fundamentals	4
COLL 101	College Success	5

INFO 102	IT Applications	4
INFO 104	IT Systems I	5

Quarter 2

Course Code	Title	Credits
CCNT 160	Cisco Routing & Switching	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CCNT 120	Cloud Computing	4
CCNT 130	Server Administration	4
CCNT 220	Cisco Enterprise Networking, Security & Automation	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

	Total Credits	53

IT Technician

Degree Type

Certificate of Training

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CTCITC20

Program Description

This two-quarter certificate program gives the learner the skills required for entry-level Information technology (IT) Technician jobs. Through lectures and laboratory exercises, students learn computer hardware, computer operating systems, network/Internet communication, and computer applications. The curriculum prepares you to take the industry-recognized Computing Technology Industry Association (CompTIA) A+ certification exam. Potential jobs include Computer Support Help Desk, Information Technology Field Technician, and Computer Network Technician.

Required Courses

Quarter 1

Course Code	Title	Credits
CCNT 140	Cisco Networking Fundamentals	4
INFO 102	IT Applications	4
INFO 104	IT Systems I	5

Quarter 2

Course Code	Title	Credits
CCNT 160	Cisco Routing & Switching	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4

	Total Credits	26

Commercial Truck Driving

Students prepare for entry-level employment as commercial truck drivers with the goal of earning their Class A or Class B Commercial Drivers License (CDL) with the Doubles/Triples, Tanker and Hazardous Materials endorsements. The Commercial Truck Driving program prepares future commercial motor vehicle operators for their Washington State Department of Licensing tests by providing classroom instruction, closed range and public road driving practice, backing skills preparation and commercial vehicle inspection (Pre-Trip) training. Bates Technical College utilizes a high tech commercial truck simulator. Students train on both manual and automatic transmission commercial vehicles.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 49.0205

Program Learning Outcomes

- Learn, develop and demonstrate the skills tested in the Commercial Drivers License tests conducted by the Washington State Department of Licensing.
- Exhibit an ability to think critically about transportation problems, communicate effectively, and perform as an accountable professional
- Demonstrates honesty, integrity and reliability.
- Meets and maintains employment eligibility criteria, such as drug/ alcohol-free status, clean driving record, etc.
- Display professional, ethical behaviors as a commercial motor vehicle driver
- Construct and maintain required CMV logbook/DVIR documentation

- Demonstrates proper hooking/unhooking of trailers, cargo handling, weight distribution and securement safely by utilizing common CMV tools
- Recognize, avoid or solve potential hazardous situations related to truck driving.
- Plan or adjust routes based on changing conditions to minimize fuel consumption and carbon emissions.

Commercial Truck Driving Class A

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

TBDCTC20

Program Description

- 5-week Certificate of Training
- Maximum class size: 8
- Enrollment point: Fall, Winter, Spring, Summer
- This certificate offers primarily face-to-face instruction with some online, hybrid, and/or web-enhanced courses. See course descriptions for details.
- Commercial truck driving boasts 5 class A trucks, 7 trailers, and a closed course CDL driving range.
- Fees include driving record, Medical cert., Permit fees, skill test, and CDL insurance.
- Full time CDL training program with very high pass rate.

Required Courses

Course Code	Title	Credits
TRUCK 200	CDL Testing Introduction	2
TRUCK 202	CDL Simulator	1
TRUCK 203	Atlas, Logs, Hours of Service	1
TRUCK 204	Hazardous Materials Safety Training	2
TRUCK 205	Yard Operations	3
TRUCK 206	Pre-Trip Training	3
TRUCK 207	Range Driving	3
TRUCK 208	Backing Exercises	3
TRUCK 209	Road Driving	2
TRUCK 210	Proficiency and CDL Testing	2
	Total Credits	22

Commercial Truck Driving Class B

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

TBDCBC01

Program Description

- Five Week Certificate of Training
- Maximum class size: 6. Two class starts per quarter. See class schedule for class dates and times.
- Enrollment point: Fall, Winter, Spring, Summer
- This certificate offers primarily face-to-face instruction with some online, hybrid, and/or web-enhanced courses.
- Commercial truck driving boasts 6 Class B box trucks.
- Fees include driving record, Medical cert., Permit fees, skill test, and CDL insurance
- Full time CDL training program with very high pass rate.

Required Course

Course Code	Title	Credits
TRUCK 120	Commercial Truck Driving - Class B	8
	Total Credits	8

Community Service and Public Safety

This AAS in Community Services and Public Safety prepares students for meaningful careers in public service, addressing workforce shortages in law enforcement, emergency response, and community-based organizations. This program equips students with the skills and knowledge to support individuals experiencing homelessness, assist families in crisis, advocate for vulnerable populations, coordinate disaster relief efforts, and improve access to essential resources such as healthcare, housing, and employment. Through classroom instruction, hands-on learning, and scenario-based training, students develop critical thinking, problem-solving, conflict resolution, cultural competency, ethical leadership, and effective communication skills. The curriculum explores career pathways in public safety and community services, integrating emerging technologies and real-world problem-solving to prepare students for fieldwork. Graduates will be ready for careers in public safety, crisis intervention, social services, and emergency management. Potential roles include community services coordinator, public safety specialist, crisis intervention advocate, housing and benefits coordinator, 911 dispatcher, and disaster response coordinator. The program also serves as a strong foundation for law enforcement training and further education in public safety administration, human services, or

social work. Designed for individuals committed to protecting, assisting, and advocating for others, this degree provides a direct path to careers that make a tangible impact on communities. Whether exploring career options, seeking hands-on experience before entering specialized public safety roles, or advancing in a current field, graduates will be prepared to serve where they are needed most. Students admitted to the program may need to meet additional requirements typical for community services and public safety settings, including immunizations, a background check, and drug screening.

CIP Code 44.0000

Program Learning Outcomes

- Explore career options in public safety and human/public services. Outline professional development paths and choose one that aligns with your experiences, strengths, background, and interests
- Use critical thinking to solve challenges in community services and public safety, including de-escalation, applying unified command, and acting inclusively, quickly, and fairly during crises and uncertainty.
- Demonstrate proficiency in written communication, including objective, clear and concise report writing, narrative storytelling, and emergency communication, and explain the importance of accurate, unbiased reporting.
- Communicate effectively with diverse populations in individual and small group settings, demonstrating empathy, behavioral interviewing skills, and active listening through role-play and case scenarios.
- Demonstrate clear, compassionate, and culturally sensitive communication and understanding of systemic inequities and complex social issues.
- Apply ethical and professional standards in community and public service roles. Communicate the importance of confidentiality, boundaries, and ethics as a representative of a service or public safety organization.
- Recognize and show respect for the diversity and impacts of others' life experiences, the impacts of trauma through the lifecycle and work effectively in a multidisciplinary team to support individuals through a crisis.
- Be self-reflective about bias, tone, presence, and stress responses. Plan for self-care and support. Show commitment to ongoing personal growth in equity and inclusion.
- Utilize technology commonly used in community services and public safety and demonstrate skills such as typing while listening and providing verbal or written responses under pressure and while multitasking using technology tools.
- Understand the impact of mental health on community dynamics and demonstrate compassionate approaches to addressing mental health-related behaviors in community settings.

Community Services and Public Safety

Degree Type

Associate in Applied Science

Career Pathway

Education and Public Safety

Plan Code

HSTCSAPT

General Education Requirement

- 5 credits from [ENGL& 101](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from [Natural Sciences](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
CSPS 101	Careers and Professional Pathways in Public Safety and Community Services	5
CSPS 103	Conflict Resolution, Problem Solving, and Crisis Management	5
ENGL& 101	English Composition I	5

Quarter 2

Course Code	Title	Credits
CSPS 102	Written Communication in Public Safety and Community Services	5
CSPS 106	Ethics, Judgement and Critical Thinking	5
SOC& 101	Introduction to Sociology	5

Quarter 3

Course Code	Title	Credits
CSPS 104	Work-Based Learning Seminar I	3
CSPS 105	Computer Applications and Technology in Community Services and Public Safety	5
CSPS 110	Introduction to Social Work and Mental and Behavioral Health	4

PSYC& 100	General Psychology	5

Quarter 4

Course Code	Title	Credits
CSPS 201	Cultural Dynamics: Exploring Identity through Race, Gender, Class and Society	5
CSPS 202	Effective Oral Communication and Interviewing	5
	MATH& 146 or Any 100-Level MATH Course	5

Quarter 5

Course Code	Title	Credits
CSPS 203	Introduction to Relevant State and Local Laws	5
	CMST& Course from Humanities Distribution or Any 100-Level CMST Course	5
	Community Services and Public Safety Elective	5

Quarter 6

Course Code	Title	Credits
CSPS 204	Work-Based Learning Seminar II	3
CSPS 205	Family and Aging	5
	AAS GENED Requirement: Natural Science	5
	Total Credits	90

Computer Information Security - IT Project Management

The Bachelor of Applied Science (BAS) in Computer Information Security & IT Project Management equips students with the cybersecurity, risk analysis, auditing, and compliance skills needed to protect organizations from evolving threats. In addition to technical expertise, the program integrates project management and business acumen, preparing graduates for leadership roles in IT security and governance. The curriculum includes business continuity, disaster recovery, and incident response frameworks, broadening students' cybersecurity perspectives

and fostering collaboration among learners from diverse backgrounds. Courses also cover cloud and container security risks, ensuring graduates are well-versed in emerging industry challenges.

A key component of the program is the applied capstone project, designed to incorporate real-world experience through industry partnerships, giving students hands-on training that sets them apart in the job market. Additionally, students will gain IT project management skills aligned with industry-recognized certifications, such as the Project Management Professional (PMP) credential.

Graduates will be prepared for team-based cybersecurity and IT project management roles across industries, meeting workforce demands for professionals who can bridge the gap between technical security measures and strategic business objectives.

This program is designed to serve a broad audience beyond IT students and graduates, offering multiple pathways for those with associate degrees from various programs including business or other adjacent technology fields, each producing graduates with unique strengths. By providing a local, accessible bachelor's degree option, this program helps IT professionals advance their careers, qualify for higher-paying roles, and prepare for further education through online or local master's degree programs.

Admission Requirements

- An associate of applied science degree (AAS) in a related technical field or any associate's degree accompanied by foundational knowledge of IT, acquired through certifications, coursework, and/or relevant work experience.
- GPA of 2.0 or higher
- Personal Statement
- Transcription from previous institutions
- 25 credits of generally transferable general education coursework*

*Students who have fulfilled their general education coursework for their associates degree with non-transferable courses may take additional general education courses to meet degree requirements during their junior year. Students may be provisionally admitted into the program if they are within 25 credits from completing an associates degree."

Generally transferrable general education coursework include:

- Five credits of [ENGL& 101](#) (English Composition I)
- Five credits of [Quantitative Reasoning](#)
- Five credits of [Humanities](#)
- Five credits of [Social Science](#)
- Five credits of [Natural Science](#)

NOTE: Students may take the above courses at Bates Tech, or transfer courses in from another college.

Courses may not need to match exactly in each academic/general education category listed above. Consult with a career advisor.

CIP Code 11.1003

Program Learning Outcomes

- Students will be skilled in oral and written communication techniques. Write accurate and concise reports, demonstrate strong interpersonal skills, and apply strategies that manage risk, respond to active threats, and recover from cyber events.
- Implement response plans and solving urgent problems in challenging emergencies. Accurately record data, develop and analyze datasets, and identify both short-term fixes and long-term strategies based on available data.
- Demonstrate skills and responsible in using standard information technology systems as well as current and emerging technological tools common to Information Systems, Cybersecurity, and IT Project Management efforts.
- Differentiate among leadership styles, evaluate and develop their own leadership skills, and effectively apply those skills in responding to situations commonly encountered in the Information System and IT project management industries.
- Recognize and identify the roles, culture, and responsibilities intrinsically linked to managing IT related projects, people, and resources while balancing productivity against governance and compliance regulations.

Computer Information Security and IT Project Management

Degree Type

Bachelor of Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CISCIBAS

Program Description

Program Prerequisite: The 180-credit Bachelor's degree includes the 90 credits from the prerequisite Associate of Applied Science (AAS) in a related technical field. Please consult with a career advisor to discuss meeting this requirement.

Program Prerequisite

90-Credit AAS Degree in Related Technical Field

Required Courses

Quarter 1

Course Code	Title	Credits
ENGL& 235	Technical Writing	5

	CMST& 220 or 5-Credit 100-Level CMST Course from Humanities Distribution	5
ITPM 301	IT Project Management	5

Quarter 2

Course Code	Title	Credits
BUS 310	Business and Financial Acumen for IT Professionals	5
ITPM 302	IT Governance & Risk Management Foundations	5
SOC 405	Global Perspectives in Technology	5

Quarter 3

Course Code	Title	Credits
ITPM 311	Disaster Recovery and Incident Response	5
ITPM 312	Data Privacy and IT Security Legal Regulations	5
ITPM 401	Compliance Auditing and Regulatory Standards	5

Quarter 4

Course Code	Title	Credits
ITPM 320	Cloud & Docker Fundamentals	5
ITPM 321	Business Continuity Planning and Reporting	5
ITPM 411	Ethical AI Management	5

Quarter 5

Course Code	Title	Credits
ITPM 410	Cloud and Container Security	5
ITPM 420	Emerging Technologies; Threats and Defenses	5
PSYC 310	Organizational and Institutional Behavior	5

Quarter 6

Course Code	Title	Credits
ITPM 421	IT Project Management Practicum	5
ITPM 490	Capstone: IT Security and Governance	5

PHIL 305	Professional Ethics	5
Total Credits		180

Culinary Arts

Students prepare for a variety of careers in the culinary arts profession and for advanced education at other culinary institutions. Graduates receive a broad base of skills and are well prepared for a variety of entry-level culinary jobs. Students work in all aspects of the dining facilities on campus, planning and preparing meals and catering banquet functions. Instruction includes food planning and preparation, and serving and cleanup.

- Culinary Arts with an AAS degree will:
- Obtain certification from the American Culinary Federation as a Certified Culinarian
- Be Certified as ServSafe Food Manger
- This program is certified by the American Culinary Federation (ACF)
- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Spring
- This degree offers online, hybrid, web-enhanced, and face-to-face courses. Please see course descriptions for more information.
- Fully operational culinary arts facility with full restaurant equipment in kitchens and dining areas.
- Students are responsible for purchasing a Professional Chef Tool Kit, including knives, uniforms, non-slip shoes, and other food preparation tools. Student discounts available through approved vendors.
- For Technical High School students, books, exam vouchers for taking the servsafe test are provided, and the knife kit is loaned to THS students while they are in the program.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 12.0503

Program Learning Outcomes

- Manage tasks in a challenging and changing culinary food preparation environment.
- Demonstrate food safety and sanitation practices throughout the program and in the culinary industry.
- Perform all forms of cooking methodologies using industry-level skills and knowledge.
- Apply professional standards and conduct that meet the American Culinary Federation Education Foundation Accrediting Commission requirements.
- Identify and adjust to workplace differences in order to operate collaboratively and effectively in a food service setting

- Demonstrate an understanding of scaling and measuring techniques.
- Apply principles and practices of sustainability in respect of the process and the health of the planet for future generations.

Culinary Arts

Degree Type

Associate in Applied Science

Career Pathway

Hospitality

Plan Code

CACCAAPT

Program Description

While training in the culinary arts program, students learn foundational kitchen techniques. International cooking styles, and knife skills. Hands-on cooking classes cover skills like sauce preparation, baking, pastry techniques, and menu planning. While working in all aspects of the dining facilities on campus and off with planning and preparing for events and preparing meals and catering banquet functions.

The Culinary Arts (AAS) degree prepares Bates technical college students in a variety of careers in culinary arts, hospitality management or culinary arts management. Graduates receive a broad base of skills and are well prepared for a variety of entry-level positions

General Education Requirements

- 5 credits from [COLL 101-College Success](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
CARTS 101	Introduction Fundamentals to Culinary Arts	6
CARTS 104	Customer Service	3

CARTS 105	Garde Manger I	1
CARTS 154	Servsafe Sanitation	3
COLL 101	College Success	5

Quarter 2

Course Code	Title	Credits
CARTS 106	Breakfast Methods	2
CARTS 111	Introduction to Baking	5
CARTS 150	Cooking Techniques	6
CARTS 151	Cooking Techniques II	6
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CARTS 112	Advanced Cooking Techniques	5
CARTS 152	Introduction to Food Truck	5
CARTS 153	Mobile Food Operations	6
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CARTS 155	Nutrition	3
CARTS 201	Menu Development	2
CARTS 202	Protein Identification/Utilization	3
CARTS 250	Catering/Banquets	6
CARTS 252	Regional Cuisines of North America	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Take Communications, Quantitative, or Sciences-Humanities requirement only if not already taken.

Quarter 5

Course Code	Title	Credits
CARTS 204	Pastries and Plated Deserts	5
CARTS 253	Sustainability/Organic Foods	4
CARTS 254	Modern Bread Techniques	3

CARTS 258	Garde Manger II	5
	AAS GENED Requirement: Sciences- Humanities	5

Quarter 6

Course Code	Title	Credits
CARTS 211	Student Practical	5
CARTS 213	Wines/Spirits	4
CARTS 255	Culinary Trends	2
CARTS 256	Introduction to Management	4
CARTS 257	Culinary Flavor Profiles	5
	AAS GENED Requirement: Sciences- Humanities	5

Electives

Course Code	Title	Credits
CARTS 291	Practical Applications	1-13
CARTS 292	Independent Project I	1-5
CARTS 293	Independent Project II	1-5
CARTS 294	Independent Project III	1-5
CARTS 296	Work-Based Learning Experience	1-13

Total Credits	118

Hospitality - Line Cook

Degree Type

Certificate of Training

Career Pathway

Hospitality

Plan Code

CACCLC20

Program Description

- 2 quarter Certificate of Training

Required Courses

Quarter 1

Course Code	Title	Credits
CARTS 101	Introduction Fundamentals to Culinary Arts	6

CARTS 104	Customer Service	3
CARTS 105	Garde Manger I	1
CARTS 154	Servsafe Sanitation	3

Quarter 2

Course Code	Title	Credits
CARTS 106	Breakfast Methods	2
CARTS 111	Introduction to Baking	5
CARTS 150	Cooking Techniques	6
CARTS 151	Cooking Techniques II	6

Total Credits	32

Cybersecurity

6 quarter AAS

This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

Build foundational IT skills with focus on network security. Prepare for a career to assess the security needs of computer and network systems. Investigate deviations from acceptable configurations, identify computer and network security vulnerabilities, solve problems, make decisions to recommend the appropriate defensive countermeasures. Implement adequate measures to reduce risks to a level conferring to compliance regulations. Graduates build skills in problem-solving, attention to detail, communication, and teamwork. Note: Students must possess basic keyboarding/word processing skills prior to enrollment in the program.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 11.1003

Program Learning Outcomes

- Communicate effectively with diverse audiences across all levels and demonstrate an understanding of the value of diversity and community.
- Communicate an understanding of professional and ethical responsibility as it relates to legal liability in information technology and business.
- Demonstrate critical thinking to support integrity, confidentiality, availability of data, and information.
- Demonstrate technical proficiency in applying procedures to operate more securely, efficiently, and effectively using decision-making strategies to understand the needs and limitations of business and information technology.

- Implement and evaluate computer-based solutions to meet requirements of hardware, operating system, cloud, and security infrastructure.
- Collect and analyze data from a variety of sources to identify and report events that occur or might occur within the network to protect data information systems and networks from vulnerabilities and threats.
- Investigate deviations from acceptable configurations, identify security vulnerabilities, solve problems, make decisions to recommend appropriate defensive countermeasures.

Cybersecurity

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CISCYAPT

Program Description

The Cybersecurity Associate in Applied Science (AAS) prepares its graduates for a rapidly changing and in-demand field of information technology security. This six-quarter program provides a solid foundation on information technology administration and seamlessly integrates the principles and ethical standards expected of cybersecurity professionals. Students are trained in the fields of Security +, CySA+, N|DE, Linux, Cisco, and E|HE. Students explore system hardware, software, networking, cisco devices, and virtualization.

Embedded certificates focus on skills sought by the Computing Technology Industry Association (CompTIA) and the International Council of Electronic Commerce Consultants (E-Council) exams. Students can prepare themselves for industry certifications as well as internship opportunities through exclusive corporate and public partnerships with the program.

Courses are mostly delivered via hybrid (part onsite, part online) and online modalities. Students participate in hands-on learning through coursework and in a state-of-the-art cyber lab while on campus as well as engage in digital learning activities. Students will be responsible for either having their own laptop or checking one out from the college. They will need access to the Internet and to purchase 8GB+ USB, books, and Testout access.

General Education Requirements

- 5 credits from [COLL 101-College Success](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

*Note: [COLL 101](#) fulfills either Communications or Humanities

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CYBR 201	Information Security I	5
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CCNT 160	Cisco Routing & Switching	4
CYBR 110	Ethical Hacking Essentials	5
CYBR 202	Information Security II	5

Quarter 5

Course Code	Title	Credits
CYBR 209	Network Defense Essentials	5
CYBR 210	Introduction to Python for Cybersecurity	4
CYBR 212	Cybersecurity Analyst I	5

Quarter 6

Course Code	Title	Credits
CYBR 213	Cybersecurity Analyst II	5
CYBR 214	SQL Database Fundamentals	4
CYBR 290	Independent Project	4

	Total Credits	95

Cybersecurity

Degree Type

Associate of Applied Science-Transfer

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CISCYAAS

Program Description

The Cybersecurity Associate in Applied Science-Transfer (AAS) balances preparation for direct employment and transfer to a bachelor of applied science (BAS) program in select colleges. This six-quarter program provides a solid foundation on information technology administration, integrates the principles and ethical standards expected of cybersecurity professionals, and requires a purposefully selected amount of general education courses to meet transfer requirements. The technical core of the program trains students in the fields of Security +, CySA+, N|DE, Linux, Cisco, and E|HE. Students explore system hardware, software, networking, cisco devices, and virtualization.

Embedded certificates focus on skills sought by the Computing Technology Industry Association (CompTIA) and the International Council of Electronic Commerce Consultants (E-Council) exams. Students can prepare themselves for industry certifications as well as internship opportunities through exclusive corporate and public partnerships with the program.

Courses are mostly delivered via hybrid (part onsite, part online) and online modalities. Students participate in hands-on learning through coursework and in a state-of-the-art cyber lab while on campus as well as engage in digital learning activities. Students will be responsible for either

having their own laptop or checking one out from the college. They will need access to the Internet and to purchase 8GB+ USB, books, and Testout access.

Cybersecurity AAS-T differs from its Cybersecurity Associate in Applied Science (AAS) counterpart in the number and focus of technical core courses as well as the number of general education credits required to earn each credential. Consult with your advisor to determine the best option given your career and academic goals.

General Education Requirements

- 10 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CYBR 201	Information Security I	5
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4

	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CYBR 110	Ethical Hacking Essentials	5
CYBR 202	Information Security II	5
CCNT 160	Cisco Routing & Switching	4
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
CYBR 209	Network Defense Essentials	5
CYBR 210	Introduction to Python for Cybersecurity	4
CYBR 212	Cybersecurity Analyst I	5
	AAS-T GENED Requirement: Sciences-Humanities	5

Quarter 6

Course Code	Title	Credits
CYBR 213	Cybersecurity Analyst II	5
CYBR 214	SQL Database Fundamentals	4
CYBR 290	Independent Project	4

	Total Credits	105

Network System Support

Degree Type

Certificate of Competency

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

SNLNSC45

Program Description

The Cybersecurity Network System Support Certificate of Competency (CoC) is a four-quarter program. It provides a foundation on information technology (IT) and administration with an introduction to the world of cybersecurity. Students explore system hardware, software, networking,

cisco devices, and virtualization. They examine core principles of information security. The course focuses on skills and knowledge sought by the Computing Technology Industry Association (CompTIA) and the International Council of Electronic Commerce Consultants (E-Council) exams. Students A+, Cisco, Windows Administration, Linux, Security+, and E|HE.

Enrollments are in the fall and spring quarters. This program offers hybrid (part onsite, part online) and online courses. Refer to individual courses for detailed descriptions. Students need a laptop, Internet access, 8GB+ USB, books, Testout Access, and an EC-Council Voucher purchase.

General Education Requirements

- 5 credits from [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

*Note: [COLL 101](#) fulfills either Communications or Humanities

**Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CYBR 201	Information Security I	5
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CYBR 110	Ethical Hacking Essentials	5
CYBR 202	Information Security II	5
CCNT 160	Cisco Routing & Switching	4

	Total Credits	68

Computer Support

Degree Type

Certificate of Training

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CISCUC20

Program Description

The Cybersecurity Computer Support Certificate of Training (CoT) provides a foundation for Information Technology Helpdesk functionality and processes. Students explore system hardware, software, networking, virtualization, and the Linux operating system. Courses focus on skills and knowledge sought by the Computing Technology Industry Association (CompTIA) exam.

Required Courses

Quarter 1

Course Code	Title	Credits
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

Quarter 2

Course Code	Title	Credits

CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
Total Credits		26

Dental Assisting

Students prepare for careers as chair side dental assistants, dental office managers, and infection control specialists. The program is designed in accordance with American Dental Association guidelines and is fully accredited by the Commission on Dental Accreditation. After completing industry-specific competencies, students may take the Dental Assisting national board examination to earn nationally recognized credentials as a certified dental assistant.

- 4-quarter AAS and CoC
- Maximum class size: 12
- Student to teacher ratio: 1:12, 1:6 for Radiology
- Enrollment point: Fall and Spring
- This program offers primarily hybrid courses. See course descriptions for more information.
- Students will be learning in a fully operational dental office environment
- Students responsible for purchasing Dental Toolkit with expendable supplies, uniform, and textbooks.
- Following completion of program and successful completion of all three components of the Dental Assisting National Board Exam (DANB) students will obtain the credential "Certified Dental Assistant"

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 51.0601

Program Learning Outcomes

- Apply infection control and safety guidelines in the dental setting.
- Model Professional behaviors, ethics and appearances.
- Take diagnostic radiographs.
- Collect diagnostic treatment data
- Perform clinical support treatments
- Perform dental laboratory procedures
- Provide patient oral health instructions

Dental Assisting

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

DEADAAPT

Program Description

- 4-5 quarter AAS

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
DNTA 101	Dental Sciences I	5
DNTA 102	Introduction to Chairside Assisting	5
DNTA 103	Dental Materials I	4
DNTA 112	Biomedical Sciences	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
DNTA 115	Chairside Skills	6
DNTA 116	Dental Sciences II	4
DNTA 117	Dental Materials II	5
DNTA 144	Dental Radiology	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DNTA 123	Specialty Skills	5
DNTA 125	Office Administration	5
DNTA 126	Advanced Chairside Skills	6
DNTA 135	Practical Lab Applications	3
DNTA 148	Advanced Dental Radiography	5

Quarter 4

Course Code	Title	Credits
DNTA 151	Clinical Experience I	5
DNTA 154	Clinical Experience II	5
DNTA 155	Clinical Seminar	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5
	Total Credits	90

Dental Assisting

Degree Type

Certificate of Competency

Career Pathway

Health Sciences

Plan Code

DEADTC45

Program Description

- 4 quarter CoC

Required Courses

Quarter 1

Course Code	Title	Credits
DNTA 101	Dental Sciences I	5
DNTA 102	Introduction to Chairside Assisting	5
DNTA 103	Dental Materials I	4
DNTA 112	Biomedical Sciences	5

Quarter 2

Course Code	Title	Credits
DNTA 115	Chairside Skills	6
DNTA 116	Dental Sciences II	4
DNTA 117	Dental Materials II	5
DNTA 144	Dental Radiology	5

Quarter 3

Course Code	Title	Credits
DNTA 123	Specialty Skills	5

DNTA 125	Office Administration	5
DNTA 126	Advanced Chairside Skills	6
DNTA 135	Practical Lab Applications	3
DNTA 148	Advanced Dental Radiography	5

Quarter 4

Course Code	Title	Credits
DNTA 151	Clinical Experience I	5
DNTA 154	Clinical Experience II	5
DNTA 155	Clinical Seminar	2

Total Credits	75

Dental Lab Technician

Students prepare for employment in dental laboratories, fabricating orthodontic appliances, complete and partial dentures, and gold or porcelain crowns and bridges. The curriculum complies with American Dental Association guidelines and is the only fully accredited ADA dental lab technician program in Washington State. Instructors of this program are Certified Dental Technicians.

- 8 quarter AAS
- Maximum class size: 12
- Student to teacher ratio: 12:1
- Enrollment point: Fall, Spring
- This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 51.0603

Program Learning Outcomes

- Demonstrate business practices and procedures appropriate to managing or owning a dental laboratory business
- Use work practices and safety protocols that promote a safe and sanitary environment
- Apply general laboratory techniques to prepare and evaluate impressions and casts
- Fabricate fixed porcelain-to-metal prostheses to advanced competency standards
- Fabricate fixed Crown & Bridge prostheses to advanced competency standards
- Fabricate partial denture prostheses to advanced competency standards
- Practice within the legal and ethical framework of the profession
- Fabricate custom impression trays, baseplates and bite rims

- Fabricate complete denture prostheses (removable)
- Fabricate a variety of orthodontic appliances
- Collect diagnostic treatment data

Dental Lab Technician

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

DLTDAPT

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
DENLB 101	Introduction to Dental Lab Technology	2
DENLB 102	Dental Anatomy I	3
DENLB 103	Dental Materials I	3
DENLB 104	Denture Processes I	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
DENLB 105	Denture Processes II	4
DENLB 106	Dental Anatomy II	2
DENLB 107	Denture Processes III	4
DENLB 108	Denture Processes IV	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DENLB 110	Introduction to Orthodontics	3
DENLB 111	Ortho Appliances - Fixed	3
DENLB 112	Ortho Appliances - Removable	3
DENLB 120	Removable Partial Dentures I	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DENLB 121	Removable Partial Dentures II	3
DENLB 122	Removable Partial Dentures III	4
DENLB 123	Removable Partial Dentures IV	3
	DENLB 124, DENLB 125, or DENLB 126	3

Quarter 5

Course Code	Title	Credits
DENLB 201	Tooth Morphology Practicum	5
DENLB 202	Dental Materials II	2
DENLB 203	Fixed Prosthodontics I	5
DENLB 204	Principles of Occlusion	2

Quarter 6

Course Code	Title	Credits
DENLB 205	Fixed Prosthodontics II	5
DENLB 206	Ceramics I	2
DENLB 207	Understructure Design	5

Quarter 7

Course Code	Title	Credits
DENLB 208	Ethics, Jurisprudence and Laboratory Management	3
DENLB 209	Ceramics II	5
DENLB 211	Ceramics III	4

Quarter 8

Course Code	Title	Credits

DENLB 212	Computer Aided Design/Computer Aided Manufacturing	5
DENLB 213	Advanced Technologies	4
	DENLB 214 or DENLB 215	3
Total Credits		115

Dental Lab Technician

Degree Type

Certificate of Competency

Career Pathway

Health Sciences

Plan Code

DLTDC45

Program Description

- 4 quarter Certificate of Competency

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
DENLB 101	Introduction to Dental Lab Technology	2
DENLB 102	Dental Anatomy I	3
DENLB 103	Dental Materials I	3
DENLB 104	Denture Processes I	4
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
DENLB 105	Denture Processes II	4
DENLB 106	Dental Anatomy II	2

DENLB 107	Denture Processes III	4
DENLB 108	Denture Processes IV	3
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DENLB 110	Introduction to Orthodontics	3
DENLB 111	Ortho Appliances - Fixed	3
DENLB 112	Ortho Appliances - Removable	3
DENLB 120	Removable Partial Dentures I	3
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DENLB 121	Removable Partial Dentures II	3
DENLB 122	Removable Partial Dentures III	4
DENLB 123	Removable Partial Dentures IV	3
	DENLB 124, DENLB 125, or DENLB 126	3

Total Credits	65

Denturist

Bates Technical College is the only college in Washington State to offer a denturist training program. Denturists are licensed specialists who make, fit, and repair complete and partial dentures, along with other non-orthodontic appliances like nightguards and whitening trays. In order to meet the requirements of the denturist profession, candidates must obtain training at an accredited college to qualify to sit for the Washington, Oregon, Idaho, Montana, Maine, or Arizona denturist's license examination. Instruction includes anatomy, physiology, oral pathology microbiology, ethics, medical emergencies, office management, and clinical/laboratory techniques as they apply to denture practices. Students receive clinical experience in the on-campus denturist clinic which provides services to the public. New students may enter the program at the beginning of fall quarter and in some cases spring quarter. Please inquire to the program advisor or program faculty regarding specific enrollment quarters.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 51.0699

Program Learning Outcomes

- Communicate effectively with patients, their families and associates, members of the dental team and other health professionals involved in patient care, and with the public.
- Classify prescription drugs and their contraindications related to the design and fitting of dental prosthetics
- Design, fabricate, and insert dentures in the mouths of patients.
- Apply principles of anatomy and physiology in the assessment and design of dental prosthetics
- Identify dental and oral diseases and disorders
- Devise treatment plans specific to individual patient conditions
- Perform any adjunctive services such as repair, relines or adjustments of removable dentures
- Perform a complete visual/digital oral examination and evaluation of the patient
- Apply principles of materials science in the development of dental prosthetics
- Supervises auxiliary personnel in the performance of their delegated duties

Denturist

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

DSADEAPT

Program Description

- 6 quarter AAS
- Maximum class size: 16
- Student to teacher ratio: 16:1
- Enrollment point: Fall, Spring (inquire with advisor or program faculty)
- This program is primarily in-person, on-site and hands-on, but includes some online, hybrid, and web-enhanced courses. See course descriptions for more information.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
DNTU 101	Asepsis, Infection, Hazard Control	2
DNTU 102	Biological Concepts	3
DNTU 103	Introduction to Complete Denture Prosthodontics	3
DNTU 104	Baseplates and Occlusions Rims	2
DNTU 105	Tooth Selection and Set I	3
DNTU 106	Dental Materials I	2
DNTU 107	Denture Techniques I	2
DNTU 108	Complete Denture Fabrication I	2
DNTU 109	Dental Office Management I	1
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
DNTU 110	Head Anatomy and Physiology I	2
DNTU 111	Tooth Selection and Set II	1
DNTU 112	Medical Emergencies	3
DNTU 114	Clinical Denture Fabrication II	1
DNTU 115	Partial Dental Casts	2
DNTU 116	Framework Design-RFD	3
DNTU 117	Dental Office Management II	2
DNTU 118	Clinical Denture Procedures I	2
DNTU 119	Dental Impressions Procedures I	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DNTU 120	Head Anatomy and Physiology II	3
DNTU 121	Tooth Selection and Set III	1
DNTU 123	Complete Denture Repair I	2
DNTU 124	RPD Frames Fabrication	2
DNTU 126	Clinical Denture Procedures II	2
DNTU 127	Dental Impressions Procedures	2
DNTU 128	Fabrication Clinical II	1
DNTU 129	Polish Methods -RPD Frames	1
DNTU 139	Dental Office Manager III	2

	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DNTU 131	Wax Patterns - Partial	4
DNTU 132	Teeth Arrangement -RPD	2
DNTU 135	Introduction to Oral Pathology I	3
DNTU 136	Clinical Denture Procedures III	2
DNTU 138	Fabrication Clinical III	2
DNTU 204	Dental Office Management IV	2
DNTU 210	Geriatric Patient Needs	3
DNTU 233	Finish Methods -RPD	1

Quarter 5

Course Code	Title	Credits
DNTU 125	Oral Pathology	2
DNTU 201	Complete Denture Repair II	2
DNTU 203	RPD Repair Methods	3
DNTU 205	Denture Adjustments	1
DNTU 206	Ethics and Jurisprudence	1
DNTU 207	Malocclusions	2
DNTU 208	Clinical Denture Procedures IV	2
DNTU 211	Fabrication Clinic IV	2
DNTU 220	Dental Office Management V	2

Quarter 6

Course Code	Title	Credits
DNTU 212	Alternative RPD Systems	2
DNTU 213	Implant/Precision Attachment	1
DNTU 214	Advanced Special Services	1
DNTU 215	Advanced Dental Appliances	1
DNTU 222	Fabrication Clinical V	3
DNTU 223	Dental Office Management VI	3
DNTU 229	Clinical Denture Procedures V	4

Elective

Course Code	Title	Credits
DNTU 296	Work-Based Learning	1-13

	Total Credits	120

Diesel and Heavy Equipment Technology

Students entering the Diesel and Heavy Equipment program will be prepared for employment in the diesel and heavy equipment industry. Emphasis is on theory, application and construction of components such as engines and transmissions. Instruction in other commonly found systems such as electrical, air conditioning, brakes and more is also delivered. Students will learn techniques for diagnosing, repairing, rebuilding, and replacing many of the components of diesel-powered vehicles in our on-campus shop environment. Our programs have working labs similar to those found in industry and offer students the opportunity to learn on equipment that will be found in the industry. The training received in the program educates the student for employment in the varied fields of repair and servicing of over the road trucks, heavy/ construction equipment, marine, stationary power generation and agricultural equipment. Upon successful completion of the 6 quarter program, students can earn a Certificate of Competency or an “Associates in Applied Science (AAS) Degree” in Diesel and Heavy Equipment Technology. Certificates of Training are earned upon successful completion of each quarter of training.The program is articulated with BAS degree program at Montana State University–Northern and Centralia Community College. This program currently receives I-BEST support.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 47.0605

Program Learning Outcomes

- In a shop environment, apply a logical inspection, diagnosis, and repair process for truck and heavy equipment repair projects to the standards required of an entry-level technician.
- Perform preventive maintenance inspections and services for diesel trucks and heavy equipment using manufacturers’ manuals in the performance of assigned work.
- Apply theory and principles for proper maintenance, diagnosis, and repair of hydraulic and pneumatic systems and components in trucks and heavy equipment
- Comply with personal and environmental safety practices associated with shop environments and activities within the diesel/ heavy equipment industry.
- Disassemble, assemble and resolve equipment malfunctions of diesel engines and heavy truck drive trains to manufactures standards.
- Trouble shoot, resolve equipment malfunctions, and perform routine maintenance on truck and heavy equipment electrical systems.

Diesel and Heavy Equipment Technician

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

DMTDEAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 9:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program is primarily face-to-face with some online, hybrid, and web-enhanced courses. See course details for more information.
- In this program, students will use various manner of heavy duty truck and equipment including engines, transmissions, hydraulic and electrical components, and other industry associated equipment.
- Students are responsible for purchasing their own standard hand tools commonly found in industry, PPE: eye protection, shoes and clothing appropriate for the environment.

General Education Requirements

- 5 credits from [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: COLL 101 fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the COLL 101 requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the COLL 101 course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 100	Basic Electrical Systems	5
DIESL 112	Electrical Systems Application	4
DIESL 113	Electronic Engine Systems	3

DIESL 114	Mobile Air Conditioning Systems	3
	AAS GENED Requirement: COLL 101 or Other GENED Course	5

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 105	Introduction to Diesel Technology	1
DIESL 106	Engine Construction	5
DIESL 107	Engine Systems	1
DIESL 108	Engine Reassembly	4
DIESL 109	Fuel Systems	2
DIESL 110	Introduction to Air Brakes	2
	AAS GENED Requirement: COLL 101 or Other GENED Course	5

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 115	Introduction to Power Trains	1
DIESL 117	Automated Manual Transmission Service	2
DIESL 118	Clutch Service	2
DIESL 119	Automatic Transmission Service	2
DIESL 120	Driveline Service	1
DIESL 121	Differentials/Final Drive	2
DIESL 122	Wheel End Service	1
DIESL 123	Service Manual Transmissions	4
	AAS GENED Requirement: COLL 101 or Other GENED Course	5

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 130	Basic Hydraulics	5
DIESL 131	Hydraulics II	5
DIESL 132	Steering Systems	3
DIESL 133	Suspension Systems	2

Quarter 5

Course Code	Title	Credits
DIESL 155	Basic Vehicle Services	8
DIESL 206	Advanced Service Applications	7

Quarter 6 - Electives

Choose courses to total a minimum of 13 credits:

Course Code	Title	Credits
DIESL 208	Advanced Service Techniques	7
DIESL 291	Practical Applications	1-13
DIESL 292	Independent Projects	1-5
DIESL 293	Independent Projects	1-5
DIESL 296	Work-based Learning Experience	1-13
WBAS 101	Welding Basics	8
Total Credits		103

Diesel Service Technician

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

DMTDCC90

Program Description

- 4 quarter Certificate of Competency

General Education Requirements

- 5 credits from [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: COLL 101 fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the COLL 101 requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the COLL 101 course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 100	Basic Electrical Systems	5

DIESL 112	Electrical Systems Application	4
DIESL 113	Electronic Engine Systems	3
DIESL 114	Mobile Air Conditioning Systems	3
	GENED Requirement: COLL 101 or Other GENED Course	5

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 105	Introduction to Diesel Technology	1
DIESL 106	Engine Construction	5
DIESL 107	Engine Systems	1
DIESL 108	Engine Reassembly	4
DIESL 109	Fuel Systems	2
DIESL 110	Introduction to Air Brakes	2
	GENED Requirement: COLL 101 or Other GENED Course	5

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 115	Introduction to Power Trains	1
DIESL 117	Automated Manual Transmission Service	2
DIESL 118	Clutch Service	2
DIESL 119	Automatic Transmission Service	2
DIESL 120	Driveline Service	1
DIESL 121	Differentials/Final Drive	2
DIESL 122	Wheel End Service	1
DIESL 123	Service Manual Transmissions	4
	GENED Requirement: COLL 101 or Other GENED Course	5

Quarter 1, 2, 3, or 4

Course Code	Title	Credits
DIESL 130	Basic Hydraulics	5
DIESL 131	Hydraulics II	5
DIESL 132	Steering Systems	3
DIESL 133	Suspension Systems	2

Quarter 5

Course Code	Title	Credits
DIESL 155	Basic Vehicle Services	8

DIESL 206	Advanced Service Applications	7
Total Credits		90

Diesel Engines

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

DMTDGC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIESL 105	Introduction to Diesel Technology	1
DIESL 106	Engine Construction	5
DIESL 107	Engine Systems	1
DIESL 108	Engine Reassembly	4
DIESL 109	Fuel Systems	2
DIESL 110	Introduction to Air Brakes	2

Total Credits	15

Heavy Duty Truck Drive Trains

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

DMTHTC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIESL 115	Introduction to Power Trains	1
DIESL 117	Automated Manual Transmission Service	2

DIESL 118	Clutch Service	2
DIESL 119	Automatic Transmission Service	2
DIESL 120	Driveline Service	1
DIESL 121	Differentials/Final Drive	2
DIESL 122	Wheel End Service	1
DIESL 123	Service Manual Transmissions	4

Total Credits	15

Hydraulics/Pneumatics

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

DMTHPC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIESL 130	Basic Hydraulics	5
DIESL 131	Hydraulics II	5
DIESL 132	Steering Systems	3
DIESL 133	Suspension Systems	2

Total Credits	15

Truck and Heavy Duty Equipment Electrical Systems

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

DMTTHC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIESL 100	Basic Electrical Systems	5
DIESL 112	Electrical Systems Application	4
DIESL 113	Electronic Engine Systems	3
DIESL 114	Mobile Air Conditioning Systems	3
Total Credits		15

Digital Media

5 quarter AAS

This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

Digital media is a key component in film, television, video and website production, and encompasses a variety of projects, from filming and editing to digital animation and computer games. The constant implementation of new technology makes this a fast-moving field, a good fit for the student who seeks a career in a visual medium with leading-edge technology. Instruction includes production and editing software and the opportunity to achieve practical experience working on a variety of studio projects. Employment opportunities for digital media professionals include work as creative services editors, video editors and graphics editors for production studios, film companies, web design companies, advertising and multimedia companies. The program also provides extended learning opportunities for persons previously or currently employed in the industry.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 50.0401

Program Learning Outcomes

- Use industry standard digital media/multimedia hardware and software
- Create projects and presentations utilizing a variety of digital media/multimedia technologies
- Design and generate still imagery/graphics
- Design and generate video and/or animations in a multimedia project
- Solve industry-related problems
- Design and execute audio technology for a digital media/multimedia projects
- Use computer applications for digital media/multimedia projects
- Produce digital media/multimedia projects
- Demonstrate appropriate communication skills

Digital Media

Degree Type

Associate in Applied Science

Career Pathway

Business and Communication

Plan Code

DVCDMAPT

Program Description

- 5 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 20:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program offers a mix of online, hybrid, web-enhanced, and face-to-face courses. Please see course details for more information
- Students will be using DSLR cameras, Mac computers, prosumer cameras, studio lights, audio recording equipment, and Adobe Creative Cloud software.
- Students will be responsible for purchasing storage media, calculator, and headphones.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
DIGIT 102	Image Editing	5
DIGIT 105	Digital Imaging	5
DIGIT 145	Digital Media - Audio	5
AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities		5

Quarter 2

Course Code	Title	Credits
DIGIT 121	Production Process I	5
DIGIT 126	Production Process II	5
DIGIT 127	Production Process III	5

	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DIGIT 103	Graphic Generation	5
DIGIT 132	Digital Media - Video	5
DIGIT 134	Video Editing	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DIGIT 141	Compositing I	5
DIGIT 142	Compositing II	5
DIGIT 143	Digital Media - Animation	5

Quarter 5

Course Code	Title	Credits
DIGIT 210	Capstone Project I	5
DIGIT 211	Capstone Project II	5
DIGIT 212	Capstone Project III	5

Courses Available for Substitution

(Instructor Permission Only)

Course Code	Title	Credits
DIGIT 292	Independent Projects: Project I	1-5
DIGIT 293	Independent Projects: Project II	1-5
DIGIT 294	Independent Projects: Project III	1-5

	Total Credits	90

Digital Media

Degree Type
Associate of Applied Science-Transfer

Career Pathway
Business and Communication

Plan Code

DVCDMAAS
Program Description

- 5 quarter AAS-T
- Maximum class size: 20
- Student to teacher ratio: 20:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program offers a mix of online, hybrid, web-enhanced, and face-to-face courses. Please see course details for more information
- Students will be using DSLR cameras, Mac computers, prosumer cameras, studio lights, audio recording equipment, and Adobe Creative Cloud software.
- Students will be responsible for purchasing storage media, calculator, and headphones.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
DIGIT 102	Image Editing	5
DIGIT 105	Digital Imaging	5
DIGIT 145	Digital Media - Audio	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
DIGIT 121	Production Process I	5
DIGIT 126	Production Process II	5
DIGIT 127	Production Process III	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DIGIT 103	Graphic Generation	5

DIGIT 132	Digital Media - Video	5
DIGIT 134	Video Editing	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DIGIT 141	Compositing I	5
DIGIT 142	Compositing II	5
DIGIT 143	Digital Media - Animation	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
DIGIT 210	Capstone Project I	5
DIGIT 211	Capstone Project II	5
DIGIT 212	Capstone Project III	5

Courses Available for Substitution

(Instructor Permission Only)

Course Code	Title	Credits
DIGIT 292	Independent Projects: Project I	1-5
DIGIT 293	Independent Projects: Project II	1-5
DIGIT 294	Independent Projects: Project III	1-5

	Total Credits	95

Digital Media

Degree Type

Certificate of Competency

Career Pathway

Business and Communication

Plan Code

DVCDMC45

Program Description

- 4 quarter Certificate of Competency

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
DIGIT 102	Image Editing	5
DIGIT 105	Digital Imaging	5
DIGIT 145	Digital Media - Audio	5
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
DIGIT 121	Production Process I	5
DIGIT 126	Production Process II	5
DIGIT 127	Production Process III	5
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DIGIT 103	Graphic Generation	5
DIGIT 132	Digital Media - Video	5
DIGIT 134	Video Editing	5
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DIGIT 141	Compositing I	5
DIGIT 142	Compositing II	5
DIGIT 143	Digital Media - Animation	5

	Total Credits	75

Digital Media - Imaging

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Plan Code

DVCIMC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIGIT 102	Image Editing	5
DIGIT 105	Digital Imaging	5
DIGIT 145	Digital Media - Audio	5

	Total Credits	15

Digital Media - Motion Graphics

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Plan Code

DVCMGC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIGIT 141	Compositing I	5
DIGIT 142	Compositing II	5
DIGIT 143	Digital Media - Animation	5

	Total Credits	15

Editing

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Plan Code

DVCEDC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIGIT 103	Graphic Generation	5
DIGIT 132	Digital Media - Video	5
DIGIT 134	Video Editing	5

	Total Credits	15

Video Production

Degree Type

Certificate of Training

Career Pathway

Business and Communication

Plan Code

DVCVPC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DIGIT 121	Production Process I	5
DIGIT 126	Production Process II	5
DIGIT 127	Production Process III	5

	Total Credits	15

Early Childhood Education

- Maximum class size: 20
- Student to teacher ratio: 20:1
- Enrollment points: Fall, Winter, Spring, Summer

- Entire program is available fully online, but students may take first year courses face-to-face
- AAS and AAST degree seeking students are encouraged to complete State ECE CoC before taking second-year courses
- This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.
- Negative Mantoux TB test in the 12 months prior to 1st day of class
- ECE students must be able to pass a background check, fingerprints, First Aid/CPR course, get TB, measles and COVID vaccinations.

Students prepare for careers in Early Childhood Education (ECE) for such positions as Early Learning Program teacher, assistant teacher, program supervisor, and/or center director. The ECE curriculum prepares students to work with children birth to 8 years of age in diverse early childhood environments. The curriculum is based on the national standards outlined by the National Association for the Education of Young Children (NAEYC) and the national accreditation standards. Early Childhood students will combine learned theories and practical laboratory experiences with young children in early childhood education programs under supervision with qualified educators.

For program costs and fees refer to the catalog TUITION AND FEES PAGE

CIP Code 13.1210

Program Learning Outcomes

- Create/design, implement and assess meaningful, culturally linguistic and ability diverse learning experiences
- Use specialized knowledge of child development and of individual children to create developmentally appropriate intentional and challenging learning environments
- Skillfully observe, document and assess all children's development and learning in collaboration with families
- Build positive relationships and guide all children with reflective, thoughtful interactions
- Build culturally inclusive and respectful partnerships with children's families and their communities
- Engage in professional behavior, following the NAEYC Code of Ethics and utilize community resources
- Recognize the obligation to lifelong learning and continued professional development

Early Childhood Education

Degree Type

Associate in Applied Science

Career Pathway

Education and Public Safety

Plan Code

ECEECAPT

Program Description

- 5 quarter AAS

General Education Requirements

- 5 credits from [ENGL& 101](#)
- 5 credits from [MATH 173](#) or [MATH 133](#) or any 100-level course from the Quantitative Distribution
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 170	Environments for Young Children	3
	AAS GENED Requirement: ENGL& 101, MATH 133, MATH 173, or Sciences-Humanities	5

Quarter 2 or 3

Course Code	Title	Credits
ECE 216	Early Childhood Education in Society	3
ECED& 120	Practicum - Nurturing Relationships	2
EDUC& 115	Child Development	5
EDUC& 150	Child, Family and Community	3
	AAS GENED Requirement: ENGL& 101, MATH 133, MATH 173, or Sciences-Humanities	5

Quarter 2 or 3

Course Code	Title	Credits
ECED& 160	Curriculum Development	5
ECED& 180	Language & Literacy Development	3
ECED& 190	Observation and Assessment	3
	Early Childhood Education Specialization Course	3
	AAS GENED Requirement: ENGL& 101, MATH 133, MATH 173, or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
ECE 210	Early Childhood Practicum III	2
ECE 211	Emotional and Social Development	3
ECE 215	STEM for Young Children	3
EDUC& 204	Exceptional Child	5
	AAS GENED Requirement: Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
ECE 204	Early Childhood Practicum II	2
ECE 207	Professionalism	5
ECE 212	Cognitive Development	5
ECE 213	Creative Experience - Art & Movement	5

Elective

With instructor permission only

Course Code	Title	Credits
ECE 296	Work-Based Learning Experience	1-13
	Total Credits	90

Early Childhood Education

Degree Type

Associate of Applied Science-Transfer

Career Pathway

Education and Public Safety

Plan Code

ECEECAAS

Program Description

- 5 quarter AAS-T

General Education Requirements

- 5 credits from [ENGL& 101](#)
- 5 credits from the [Quantitative Distribution](#) or [MATH 133](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Elective

With instructor permission only

Course Code	Title	Credits
ECE 296	Work-Based Learning Experience	1-13

Required Courses

Quarter 1

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 170	Environments for Young Children	3
	AAS-T GENED Requirement: ENGL& 101 or Quantitative	5

Quarter 2 or 3

Course Code	Title	Credits
ECE 216	Early Childhood Education in Society	3
ECED& 120	Practicum - Nurturing Relationships	2
EDUC& 115	Child Development	5
EDUC& 150	Child, Family and Community	3
	AAS-T GENED Requirement: ENGL& 101, Quantitative, or Sciences-Humanities	5

Quarter 2 or 3

Course Code	Title	Credits
ECED& 160	Curriculum Development	5
ECED& 180	Language & Literacy Development	3
ECED& 190	Observation and Assessment	3
	Early Childhood Education Specialization Course	3
	AAS-T GENED Requirement: ENGL& 101, Quantitative, or Sciences-Humanities	5

Quarter 4 or 6

Course Code	Title	Credits
ECE 210	Early Childhood Practicum III	2

ECE 211	Emotional and Social Development	3	ECED& 170	Environments for Young Children	3
ECE 215	STEM for Young Children	3		ECE ENGL& 101, MATH 133, MATH 173 or Quantitative Distribution Course	
EDUC& 204	Exceptional Child	5			
	AAS-T GENED Requirement: Sciences-Humanities	5			

Course Code	Title	Credits
ECE 204	Early Childhood Practicum II	2
ECE 207	Professionalism	5
ECE 212	Cognitive Development	5
ECE 213	Creative Experience - Art & Movement	5

State Early Childhood Education Certificate

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 120	Practicum - Nurturing Relationships	2

	Total Credits	12

State Short ECE Certificate of Administration - Early Learning

Degree Type

Certificate of Training

Career Pathway

Education and Public Safety

Plan Code

ECEADC20

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 120	Practicum - Nurturing Relationships	2
ECED& 139	Admin of Early Learning	3
EDUC& 115	Child Development	5

	Total Credits	20

State Short ECE Certificate of Specialization - Family Child Care

Degree Type

Certificate of Training

Career Pathway

Education and Public Safety

Plan Code

ECEFCC20

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 120	Practicum - Nurturing Relationships	2

ECED& 134	Family Child Care	3
EDUC& 115	Child Development	5

	Total Credits	20

State Short ECE Certificate of Specialization - General

Degree Type

Certificate of Training

Career Pathway

Education and Public Safety

Plan Code

ECESHC20

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 120	Practicum - Nurturing Relationships	2
EDUC& 115	Child Development	5
EDUC& 130	Guiding Behavior	3

	Total Credits	20

State Short ECE Certificate of Specialization - Infant Toddler Care

Degree Type

Certificate of Training

Career Pathway

Education and Public Safety

Plan Code

ECEITC20

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits

ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 120	Practicum - Nurturing Relationships	2
ECED& 132	Infant and Toddler Care	3
EDUC& 115	Child Development	5
Total Credits		20

State Short ECE Certificate of Specialization - School Age Care

Degree Type

Certificate of Training

Career Pathway

Education and Public Safety

Plan Code

ECESAC20

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
ECED& 105	Introduction to Early Childhood Education	5
ECED& 107	Health, Nutrition and Safety	5
ECED& 120	Practicum - Nurturing Relationships	2
EDUC& 115	Child Development	5
EDUC& 136	School Age Care	3
Total Credits		20

Electrical Construction

9 quarter AAS

This program offers hands-on and web-enhanced courses. See course descriptions for more information.

Full-time day and swing shift programs are available for students seeking to earn a degree or certificate in electrical construction for jobs in commercial and residential construction, public utility agencies, and industrial construction and maintenance. The program also provides extended learning opportunities for persons previously or currently

employed in these and related occupations. Students interested in earning hours from the Department of Labor & Industries towards their EL01 license should consult with an instructor.

All applicants will be required to interview with the Electrical Construction (ELCON) panel. Interviews will be conducted during Summer and Winter Quarters. Please consult the [ELCON Program Information Page](#) on the Bates website (under Eligibility Requirements) or ask a career advisor for more information.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 46.0302

Program Learning Outcomes

- Work safely according to OSHA and NFPA Standards as well as contractor and customer safety protocols and policies
- Integrate carpentry, masonry, plumbing and HVACR systems with electrical installation and maintenance
- Interpret and comply with the National Electric Code NFPA 70 book and local codes
- Install, test, and repair wiring systems in residential, commercial, and industrial settings
- Interpret all sections of blueprints and draft electrical circuits
- Install new materials for existing and new projects
- Recognize potential hazards
- Produce take-off lists

Electrical Construction

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

ELEECAPT

Program Description

The Electrical Construction AAS Degree Program provides students with a robust foundation in electrical theory, safety, and practical skills necessary for careers in the electrical industry. The Electrical Construction programs emphasize the importance of safety, adherence to industry standards, and hands-on experience with electrical installations and maintenance. Through nine-quarters of learning, the program covers a broad spectrum of subjects including residential, commercial, and industrial wiring, advanced motor controls, blueprint reading, and new electrical technologies such as photovoltaic designs, energy management systems, green wiring practices, as well as solar, wind, and low voltage electrical systems. Graduates of the Electrical Construction program are eligible to earn up to 4000 hours from the Department of Labor & Industries towards their EL01 electrical license.

- AAS in 9 quarters

- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Spring
- This is primarily a face-to-face program with web-enhanced activities
- Students will use hand and power tools, transportation vehicles, ladders, and general construction equipment
- This is a nine-quarter program where students choose either day (7AM – 2PM) or swing (12PM – 7PM) shift course offerings
- A list of required tools and personal protective equipment(PPE) is given to students upon acceptance in the program; students are responsible for the purchase of these items prior to the start of ELCON classes
- Upon successful completion of the nine-quarter program of study, students may be awarded up to 4000 hours with the Department of Labor & Industries

General Education Requirements

- 5 credits from [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
ELCON 101	Introduction to Electrical Construction	3
ELCON 102	Applied Physical Science	5
ELCON 103	Hand and PowerTools	4
ELCON 104	Electrical Service Installation	4

Quarter 2

Course Code	Title	Credits
ELCON 105	Electrical Components	4

ELCON 106	Introduction to Residential Wiring	3
ELCON 107	National Electric Code	4
ELCON 108	NFPA 70E Standards	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
ELCON 109	Residential Design	3
ELCON 110	Residential Wiring Techniques	3
ELCON 111	Systems Troubleshooting	3
ELCON 112	Introduction to Blueprint Reading	3
ELCON 113	Blueprint Reading Applications	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
ELCON 114	New Residential Technologies	4
ELCON 201	Specialty Tools	4
ELCON 202	Commercial Wiring	3
ELCON 203	Commercial Codes and Regulations	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Take Communications, Quantitative, or Sciences-Humanities requirement only if not already taken.

Quarter 5

Course Code	Title	Credits
ELCON 204	Commercial Material Identification	3
ELCON 205	Commercial Installation	3
ELCON 206	Industrial Wiring	3
ELCON 207	Industrial Material Identification	3
ELCON 208	Industrial Installation	3

Quarter 6

Course Code	Title	Credits
ELCON 209	Industrial Hazards	3

ELCON 210	Motors and Controllers	4
ELCON 211	Project Estimation	5
ELCON 212	Control Circuits	3

Quarter 7

Course Code	Title	Credits
ELCON 213	Motors and Controllers Applications	3
ELCON 214	Transformers	3
ELCON 215	Advanced Motor Controls	3
ELCON 216	New Technology Commercial	4

Quarter 8

Course Code	Title	Credits
ELCON 224	Advanced Projects I	6
ELCON 225	Advanced Projects II	6

Quarter 9

Course Code	Title	Credits
ELCON 226	Advanced Projects III	6
ELCON 227	Advanced Projects IV	6

	Total Credits	144

Electrical Construction

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

ELEREC45

Program Description

- 3-4 quarter Certificate of Training

General Education Requirements

- 5 credits from [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

*Note: [COLL 101](#) fulfills either Communications or Humanities

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
ELCON 101	Introduction to Electrical Construction	3
ELCON 102	Applied Physical Science	5
ELCON 103	Hand and PowerTools	4
ELCON 104	Electrical Service Installation	4

Quarter 2

Course Code	Title	Credits
ELCON 105	Electrical Components	4
ELCON 106	Introduction to Residential Wiring	3
ELCON 107	National Electric Code	4
ELCON 108	NFPA 70E Standards	4
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
ELCON 109	Residential Design	3
ELCON 110	Residential Wiring Techniques	3
ELCON 111	Systems Troubleshooting	3
ELCON 112	Introduction to Blueprint Reading	3
ELCON 113	Blueprint Reading Applications	5
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits

ELCON 201	Specialty Tools	4
	GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Take Communications, Quantitative, or Sciences-Humanities requirement only if not already taken.

Total Credits	67

Electrical Engineering Technology

6 quarter AAS

This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

Engineering Technology professionals apply mathematical and science principles to develop solutions concerning residential, commercial, and industrial constructions according to the requirements of the National Electrical Code (NEC). The program covers wiring methods, wiring materials, conductors, overcurrent protection devices, branch circuits, feeders, transformers, electrical services, special location installations, grounding, and renewable energy. Students prepare for careers in electrical code applications, code calculations, and interior/exterior designs. Instruction covers most phases of electrical engineering including Autodesk software designs using Building Information Model (BIM) and parametric engineering models of mechanical, engineering, and plumbing (MEP) employed in modern building construction.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

Program Educational Objectives

1. Demonstrate an ability to function on multi-disciplinary teams in an engineering-focused environment.
2. Demonstrate an ability to communicate clearly and effectively in a diverse and technical environment.
3. Demonstrate an ability to manage time effectively working on engineering projects.
4. Demonstrate an ability to systematically make decisions as a member of an engineering team.

CIP Code 15.0303

Program Learning Outcomes

- An ability to apply knowledge, techniques, skills and modern tools of mathematics, science, engineering, and technology to solve well-defined engineering problems appropriate to the discipline.
- An ability to design solutions for well-defined technical problems and assist with the engineering design of systems, components, or processes appropriate to the discipline.

- An ability to apply written, oral and graphical communication in well-defined technical and non-technical environments; and an ability to identify and use appropriate literature.
- An ability to conduct standard tests, measurements, and experiments and to analyze and interpret the results.
- An ability to function effectively as a member of a technical team.

Electrical Engineering Technology

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

ECTEEAPT

Program Description

- 6 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 20:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program is primarily offered online, Hybrid, and web-enhanced with some face-to-face contact in all the courses. Please see course details for more information.
- Students will use DMM/Oscilloscopes and other measuring devices
- At the completion of degree, students will have earned Engineering Technology Certificate for the first-quarter courses
- Students are responsible for purchasing a Digital Multimeter (DMM).

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from [MATH& 141](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
AMATH 170	Engineering Foundational Mathematics	5
ENGR& 111	Engineering Graphics I	5
ENGR& 112	Engineering Graphics II	5

Quarter 2

Course Code	Title	Credits

ETRIC 120	CAD Design Applications	5
ETRIC 121	Technical Communications with Lab	5
MATH& 141	Precalculus I	5

Quarter 3

Course Code	Title	Credits
ETRIC 128	Electrical Math	5
ETRIC 260	Advanced CAD Operations	5
	AAS GENED Requirement: Communications or Sciences- Humanities	5

Quarter 4

Course Code	Title	Credits
ETRIC 147	Code Applications	5
ETRIC 148	Electrical Systems with Simulation	5
	AAS GENED Requirement: Communications or Sciences- Humanities	5

Quarter 5

Course Code	Title	Credits
ETRIC 249	Project Management	5
ETRIC 250	Senior Project	5
PHYS& 114	Introductory Physics I (Algebra based Physics)	5

Quarter 6

Course Code	Title	Credits
ETRIC 297	Work-Based Learning Seminar	2
	ETRIC 291 or ETRIC 296	13

	Total Credits	90

Engineering Technology

Degree Type

Certificate of Training

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

ETGETC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
AMATH 170	Engineering Foundational Mathematics	5
ENGR& 111	Engineering Graphics I	5
ENGR& 112	Engineering Graphics II	5

	Total Credits	15

Electronic Equipment Service Technician

6 quarter AAS

This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

Students prepare for careers in the electronic equipment service profession as technicians in a wide range of high tech industries, including broadcast audio, broadcast video, car audio, electronic service, medical equipment repair, office automation and video tape. Employment opportunities may also include mobile electronics installer and electronic assembler. Students acquire and hone service technician skills through extensive practice with live equipment, and prepare for industry certification as Certified Electronics Technicians, Mobile Electronics Certified Professionals, and Certified Broadcast Technologists. This program also provides extended learning opportunities for persons previously or currently employed in these and related occupations.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 47.0101

Program Learning Outcomes

- Function as a member of a team to complete a task in a timely and efficient manner; delegating, organizing and documenting tasks and results.
- Apply skills for life-long learning by locating, evaluating, and applying relevant information using external and internal resources.
- Establish professional oral and written business communication skills appropriate in a clinical environment.
- Apply professional oral and written communication skills appropriate in an industry environment.

- Safely perform maintenance and troubleshooting operations to the component and/or board level
- Demonstrate effective working relationships with people who are similar to or different.
- Identify, analyze, and maintain technical equipment per customer requirements.
- Observe professional standards as required by industry

Electronic Equipment Service Technician

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

EEIEEAPT

Program Description

- 6 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 11:1
- Enrollment point: Fall, Winter, Spring, Summer
- This degree offers online, hybrid, web-enhanced, and face-to-face courses. See course descriptions for further information.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
BMST 105	Testing Equipment	5
BMST 106	Soldering	2
EEST 111	Electronics Theory I	4
EEST 112	Electronics Laboratory I	5
EEST 113	Electronics Applied Math I	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
BMST 109	Applied Service I	3
EEST 114	Electronics Theory II	4
EEST 115	Electronics Laboratory II	5
EEST 116	Electronics Applied Math II	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
BMST 107	Schematics	3
EEST 108	Electronic Devices I	4
EEST 223	Introduction to Digital Systems	5
EEST 225	Introduction to Microprocessors	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
EEST 109	Electronic Devices II	4
EEST 207	Introduction to Networking	5
EEST 224	Introduction to Wireless Communications	4
	Electronic Equipment Service Technician Elective	4-5

Quarter 5

Course Code	Title	Credits
BMST 110	Applied Service II	2
EEST 110	Introduction to Programmable Logic Controllers	5
EEST 208	Introduction to Embedded Controllers	5
EEST 221	Electronic Principles -RFID	4
	Electronic Equipment Service Technician Elective	4-5

Quarter 6

Course Code	Title	Credits

EEST 206	Emerging Technologies	3
EEST 210	Capstone Project	5
EEST 222	Introduction to Fiber Optic Communications	5
	Electronic Equipment Service Technician Elective	4-5

Take Elective course only if you haven't reached 9-10 elective credits.

Electives

9-10 elective credits are required.

Course Code	Title	Credits
TRON 124	Pneumatics and Hydraulics	4
TRON 137	Mechanical Systems	5
TRON 211	Industrial Robotics I	5
TRON 214	Motors & Control Systems	5

Total Credits	114-115

Emergency Medical Technician

This course prepares students to meet the requirements for employment as an EMT. It adheres to the National EMS Scope of Practice Model, The National EMS Educational Standards, the Instructor Guidelines Published in January 2009, and the Washington State Amended EMS Educational Standards. The EMT Class is a stressful, fast-paced course that requires both cognitive and psychomotor skills working together. Our process prepares you to achieve the best outcome for the citizen that activates the Emergency Medical System (EMS), thus requesting the services provided by EMT’s, Paramedics, and Hospital staff. We train each EMT to be competent enough to not only meet the minimum skills and knowledge required to pass the course and certification exams, but also instill competence and confidence to treat their own families, friends, and community when needed. We will help you develop critical thinking skills needed for this environment.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 51.0810

Program Learning Outcomes

- Successful completion of this course earns students the opportunity to take the National Registry EMT Certification Exam
- Demonstrate ethical behaviors, such as confidentiality, empathy and understanding in the workplace.

Emergency Medical Technician

Degree Type

Certificate of Training

Career Pathway

Education and Public Safety

Plan Code

EMAETC01

Program Description

- 1 quarter Certificate of Training

Required Course

Course Code	Title	Credits
EMS 201	Emergency Medical Technician	15

Total Credits	15

Facilities Maintenance Engineer

Students prepare for careers in the building care and maintenance industry, including boiler operator, Maintenance Technician, Apartment Maintenance Technician, Facilities Maintenance Technician, Facilities Maintenance Engineer, and Building Engineer. Instruction includes electricity, welding, blueprint reading, machine maintenance, grounds keeping, boiler repair and operation, HVAC/R and advanced industry applications. Major elements of the program prepare students for Class V and Class IV boiler operator/fireman certification. The program also provides extended learning opportunities for persons previously or currently employed in these or other related professions.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 46.0401

Program Learning Outcomes

- Identify National Electrical Code standards, recommended practices and guides for commercial and industrial building electrical distribution
- Maintain, diagnose and repair conventional building technologies and systems: wiring, heating, cooling, plumbing and ventilation systems
- Operate common hand tools, electrical test equipment and power tools used in the maintenance trade in a safe and efficient manner
- Read and interpret basic blueprints, shop drawings and electrical schematics
- Measure, calculate and estimate needed supplies and costs
- Apply safety procedures when using maintenance tools
- Repair and maintain basic electrical fixtures

- Follow fire prevention practices
- Perform basic welding repairs

Facilities Maintenance Engineer

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

BCMFMAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program is primarily face-to-face with some hybrid, and web-enhanced courses. Please see course details for more information.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
FACM 101	Safety Principles	2
FACM 102	Fundamentals of Electricity	3
FACM 103	Electrical Service	4
FACM 104	Introduction to Blueprint Reading	5
FACM 105	Engineering Drawings	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
FACM 106	Introduction to Hydraulics/ Pneumatics	5
FACM 107	Machine Components	5

FACM 108	Mechanical and Machine Maintenance	5
FACM 109	Tools and Equipment	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
FACM 111	Building Maintenance and Repair Methods	5
FACM 113	Introduction to Building Maintenance	3
FACM 121	Grounds Keeping	5
FACM 222	Introduction to Remodeling	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
FACM 122	HVAC Systems	4
FACM 221	Small Business Planning	3
FACM 230	Computers in Industry	2
FACM 231	Computer Applications	4
	FACM 112, FACM 292, or FACM 293	4-5

Quarter 5

Course Code	Title	Credits
FACM 140	Boiler Operations and Certifications	12
FACM 144	Advanced Boiler Operations	5

Quarter 6

Course Code	Title	Credits
WBAS 101	Welding Basics	8
	FACM 143, FACM 296, or FACM 297	1-13

[FACM 296](#) and [FACM 297](#) should be taken as 10 credits, if chosen

	Total Credits	120-124

Building Care and Maintenance

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

BCMBMC45

Program Description

- 3 quarter Certificate of Completion

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
FACM 101	Safety Principles	2
FACM 102	Fundamentals of Electricity	3
FACM 103	Electrical Service	4
FACM 104	Introduction to Blueprint Reading	5
FACM 105	Engineering Drawings	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
FACM 106	Introduction to Hydraulics/ Pneumatics	5
FACM 107	Machine Components	5
FACM 108	Mechanical and Machine Maintenance	5
FACM 109	Tools and Equipment	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
FACM 111	Building Maintenance and Repair Methods	5
FACM 113	Introduction to Building Maintenance	3
FACM 121	Grounds Keeping	5
FACM 222	Introduction to Remodeling	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

	Total Credits	68

Apartment Maintenance Technician I

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

BCMAMC01

Program Description

This certificate will provide students with the skills necessary for entry level employment as an apartment maintenance technician. Students will learn about the basic construction and composition of buildings, how to read prints and plans, and how to carry out basic building interior and exterior repairs with an emphasis on residential and multi-family homes. Basic tool safety, construction safety, and plumbing system installation and repair are also covered.

Required Courses

Course Code	Title	Credits
FACM 101	Safety Principles	2
FACM 104	Introduction to Blueprint Reading	5
FACM 111	Building Maintenance and Repair Methods	5
FACM 113	Introduction to Building Maintenance	3
FACM 222	Introduction to Remodeling	4

	Total Credits	19

Apartment Maintenance Technician II

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

BCMATC01

Program Description

This certificate will provide students with a 2nd tier level of skills for apartment maintenance technicians. It requires some previous education or experience in the field, and builds off the Apartment Maintenance Technician I certificate, but can be taken without first taking level 1 based on industry experience. It is meant as professional development and additional training for maintenance staff already working in the field or who have past experience and want to up-skill.

Students will learn about the maintenance and upkeep of residential buildings, as well as wiring and electrical fixtures of residential and multi-family homes. Basic tool safety, electrical safety, irrigation system, grounds keeping, and low voltage electrical system installation and repair are also covered. Students will learn basic computer skills and familiarize themselves with the Microsoft Office Suite for use in the maintenance industry, as well as an introduction to computerized maintenance management and ticketing systems.

Required Courses

Course Code	Title	Credits
FACM 102	Fundamentals of Electricity	3
FACM 103	Electrical Service	4
FACM 121	Grounds Keeping	5
FACM 230	Computers in Industry	2
FACM 231	Computer Applications	4
Total Credits		18

Boiler Operations

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

ESI12C01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
FACM 140	Boiler Operations and Certifications	12
FACM 144	Advanced Boiler Operations	5
Total Credits		17

Building Care and Maintenance I

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

BCMU1C01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
FACM 101	Safety Principles	2
FACM 102	Fundamentals of Electricity	3
FACM 103	Electrical Service	4
FACM 104	Introduction to Blueprint Reading	5
FACM 105	Engineering Drawings	4
Total Credits		18

Building Care and Maintenance II

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

BCMU2C01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits

FACM 111	Building Maintenance and Repair Methods	5
FACM 113	Introduction to Building Maintenance	3
FACM 121	Grounds Keeping	5
FACM 222	Introduction to Remodeling	4
Total Credits		17

Maintenance Technician I

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

BCMM1C01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
FACM 106	Introduction to Hydraulics/Pneumatics	5
FACM 107	Machine Components	5
FACM 108	Mechanical and Machine Maintenance	5
FACM 109	Tools and Equipment	3
Total Credits		18

Maintenance Technician II

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

BCMM2C01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
FACM 112	Basic Refrigeration	4
FACM 122	HVAC Systems	4
FACM 221	Small Business Planning	3
FACM 230	Computers in Industry	2
FACM 231	Computer Applications	4
Total Credits		17

Fire Service

Students prepare for careers as fire fighters and closely related occupations in this program certified by the International Fire Service Accreditation Congress. Training incorporates all entry-level requirements according to nationally recognized standards. Students who choose the management option are prepared for leadership in the fire service with emphasis on the administration and management of fire service organizations. The program is intended to develop skills in critical and analytical reasoning as they apply to fire services.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 43.0203

Program Learning Outcomes

- Meet the minimum academic training requirements of the Standard for Fire Fighter Professional Qualifications (Fire Fighter I)
- Identify laws, regulations, codes and standards that influence fire department operations
- Identify regulatory and advisory organizations that create laws and codes in the areas of fire prevention, building codes and ordinances, and firefighter health and safety
- Analyze the cause of fire to determine extinguishing agents and methods
- Differentiate between the stages of the fire and fire development and compare methods of heat transfer
- Calculate flow requirements for fire apparatus
- Apply mathematic formulae to hydraulics problems
- Maintain fire apparatus and equipment
- Identify the common types of building construction and conditions associated with structural collapse and firefighter safety
- Use the Incident Command System to manage a wide variety of planned and un-planned incidents
- Apply the principles of interpersonal communication, cooperative teamwork, supervision and management for leadership in the fire service

Fire Service - Day Program

Degree Type

Associate in Applied Science

Career Pathway

Education and Public Safety

Plan Code

FIGFVAPT

Program Description

- 6 quarter AAS
- Maximum class size: 40
- Student to Teacher ratio: 20:1
- Enrollment Point: Fall or Spring quarters
- Both a day program and night program are offered regularly.
- This program offers a combinations of hands-on, and web-enhanced courses. See course descriptions for more information.
- Student are responsible for purchasing fire fighting boots, helmets, gloves, and uniforms.
- Industry required certification exams (FFI, HazMat, and EMT) are made available to students.
- Students use industry specific equipment in the program such as; ladders, fire engines, breathing apparatus and equipment needed for structural fires.
- Bates Partners with multiple Fire Departments across the region in order to place our students in jobs and/or apprenticeships. Likewise, Bates is recognized by area agencies as a great training opportunity for their currently employed fire fighters.

General Education Requirements

- 5 credits from [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits

COLL 101	College Success	5
FIRES 101	Orientation to Fire Service	2
FIRES 102	Firefighter Safety	4
FIRES 103	Fire Service Applications I	5
FIRES 104	Physical Fitness I	1
FIRES 106	Fire Hose and Appliances	3

Quarter 2

Course Code	Title	Credits
FIRES 105	Introduction to Fire Science	3
FIRES 107	Fire Service Applications II	5
FIRES 108	Physical Fitness II	1
FIRES 109	Ladders	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
FIRES 110	Intermediate Fire Service	2
FIRES 111	Fires Service Applications III	4
FIRES 112	Physical Fitness III	1
FIRES 121	Wildland Firefighter	2
FIRES 125	Fire Vehicle Operations	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
FIRES 123	Fire Service Applications IV	5
FIRES 124	Physical Fitness IV	1
FIRES 201	Rescuer Procedures	3
FIRES 202	Advanced Fire Service	3
FIRES 215	Hazardous Materials I	1

Quarter 5

Course Code	Title	Credits
FIRES 203	Fire Service Applications V	5
FIRES 204	Physical Fitness V	1
FIRES 206	Employment Preparation	2

FIRES 207	Strategy, Tactics, and Incident Management	2
FIRES 208	Fires Service Applications VI	4
FIRES 216	Hazardous Materials II	2

Quarter 6

Course Code	Title	Credits
EMS 201	Emergency Medical Technician	15

Electives

Course Code	Title	Credits
FIRES 212	Advanced Firefighter	4
FIRES 213	Physical Fitness VI	1
FIRES 220	Fire Service Applications VII	4
FIRES 222	Advanced Pump Operations	4

	Total Credits	100

Fire Service - Evening Program

Degree Type

Associate in Applied Science

Career Pathway

Education and Public Safety

Plan Code

FIGFVAPT

Program Description

- 6 quarter AAS
- Maximum class size: 40
- Student to Teacher ratio: 20:1
- Enrollment Point: Winter and Summer quarters
- Both a day program and night program are offered regularly.
- This program offers a combinations of hands-on, and web-enhanced courses. See course descriptions for more information.
- Student are responsible for purchasing fire fighting boots, helmets, gloves, and uniforms.
- Industry required certification exams (FFI, HazMat, and EMT) are made available to students.
- Students use industry specific equipment in the program such as; ladders, fire engines, breathing apparatus and equipment needed for structural fires.
- Bates Partners with multiple Fire Departments across the region in order to place our students in jobs and/or apprenticeships. Likewise, Bates is recognized by area agencies as a great training opportunity for their currently employed fire fighters.

General Education Requirements

- 5 credits from [COLL 101-College Success*](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
FIRES 101	Orientation to Fire Service	2
FIRES 102	Firefighter Safety	4
FIRES 103	Fire Service Applications I	5
FIRES 104	Physical Fitness I	1
FIRES 106	Fire Hose and Appliances	3

Quarter 2

Course Code	Title	Credits
FIRES 105	Introduction to Fire Science	3
FIRES 107	Fire Service Applications II	5
FIRES 108	Physical Fitness II	1
FIRES 109	Ladders	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
FIRES 110	Intermediate Fire Service	2
FIRES 111	Fires Service Applications III	4
FIRES 112	Physical Fitness III	1
FIRES 121	Wildland Firefighter	2

FIRES 125	Fire Vehicle Operations	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
FIRES 123	Fire Service Applications IV	5
FIRES 124	Physical Fitness IV	1
FIRES 201	Rescuer Procedures	3
FIRES 202	Advanced Fire Service	3
FIRES 215	Hazardous Materials I	1

Quarter 5

Course Code	Title	Credits
FIRES 203	Fire Service Applications V	5
FIRES 204	Physical Fitness V	1
FIRES 206	Employment Preparation	2
FIRES 207	Strategy, Tactics, and Incident Management	2
FIRES 208	Fires Service Applications VI	4
FIRES 216	Hazardous Materials II	2

Quarter 6

Course Code	Title	Credits
EMS 201	Emergency Medical Technician	15

Electives

Course Code	Title	Credits
FIRES 212	Advanced Firefighter	4
FIRES 213	Physical Fitness VI	1

	Total Credits	100

Fire Service Supervision

Degree Type

Associate in Applied Science

Career Pathway

Education and Public Safety

Plan Code

FIGFUAPT

Program Description

- 6 quarter AAS
- Maximum class size:
- Student to teacher ratio:
- Enrollment point:
- This degree offers a variety of modalities including face-to-face, Hybrid, Web-enhanced, and online courses. Please see course descriptions for further information.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Students Transferring in from Industry

Course Code	Title	Credits
FIRES 101	Orientation to Fire Service	2
FIRES 102	Firefighter Safety	4
FIRES 103	Fire Service Applications I	5
FIRES 104	Physical Fitness I	1
FIRES 105	Introduction to Fire Science	3
FIRES 106	Fire Hose and Appliances	3
FIRES 107	Fire Service Applications II	5
FIRES 108	Physical Fitness II	1
FIRES 109	Ladders	5
FIRES 110	Intermediate Fire Service	2
FIRES 111	Fires Service Applications III	4
FIRES 112	Physical Fitness III	1
FIRES 123	Fire Service Applications IV	5
FIRES 124	Physical Fitness IV	1
FIRES 203	Fire Service Applications V	5
FIRES 207	Strategy, Tactics, and Incident Management	2
FIRES 212	Advanced Firefighter	4
FIRES 213	Physical Fitness VI	1
FIRES 216	Hazardous Materials II	2
FIRES 230	Fire Protection Strategies and Tactics	5
FIRES 231	Fire Protection Systems	5

FIRES 232	Fire Protection Hydraulics	5
FIRES 233	Building Construction	5
FIRES 234	Codes and Inspections	5
FIRES 240	Fire Instructor	3
FIRES 241	Fire Safety Officer	2
FIRES 242	Fire Officer I	5
FIRES 243	Fire Officer II	5
	AAS GENED Requirement: ENGL& 101, MATH 100+, or Sciences- Humanities	5

Students Not Already Employed in Industry

Course Code	Title	Credits
FIRES 101	Orientation to Fire Service	2
FIRES 102	Firefighter Safety	4
FIRES 103	Fire Service Applications I	5
FIRES 104	Physical Fitness I	1
FIRES 105	Introduction to Fire Science	3
FIRES 106	Fire Hose and Appliances	3
FIRES 107	Fire Service Applications II	5
FIRES 108	Physical Fitness II	1
FIRES 109	Ladders	5
FIRES 110	Intermediate Fire Service	2
FIRES 111	Fires Service Applications III	4
FIRES 112	Physical Fitness III	1
FIRES 123	Fire Service Applications IV	5
FIRES 124	Physical Fitness IV	1
FIRES 203	Fire Service Applications V	5
FIRES 207	Strategy, Tactics, and Incident Management	2
FIRES 212	Advanced Firefighter	4
FIRES 213	Physical Fitness VI	1
FIRES 216	Hazardous Materials II	2
FIRES 230	Fire Protection Strategies and Tactics	5
FIRES 231	Fire Protection Systems	5
FIRES 232	Fire Protection Hydraulics	5
FIRES 233	Building Construction	5
FIRES 234	Codes and Inspections	5
FIRES 240	Fire Instructor	3
FIRES 241	Fire Safety Officer	2

FIRES 242	Fire Officer I	5
FIRES 243	Fire Officer II	5
	Total Credits	111

Fire Recruit Academy

Degree Type
Certificate of Training
Career Pathway
Education and Public Safety
Plan Code
FIGFAC20
Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
FIRES 102	Firefighter Safety	4
FIRES 103	Fire Service Applications I	5
FIRES 104	Physical Fitness I	1
FIRES 106	Fire Hose and Appliances	3
FIRES 107	Fire Service Applications II	5
FIRES 111	Fires Service Applications III	4

	Total Credits	22

Wildland Firefighter

Degree Type
Certificate of Training
Career Pathway
Education and Public Safety
Plan Code
FIGWFC01
Program Description

- 1 quarter Certificate of Training

Required Course

Course Code	Title	Credits
FIRES 121	Wildland Firefighter	2

Total Credits	2

Heating, Ventilation, Air Conditioning and Refrigeration Technician

This program offers hands-on, in-person courses. See course descriptions for more information.

Students prepare for certified entry-level employment in the heating, ventilation, air conditioning, and refrigeration industry. The technical skills acquired in this program may be applied in areas such as air conditioning, systems controls, energy management systems, heating and ventilation technicians, and sales. For those individuals already in the HVAC/R trade, customized training to upgrade skills is also provided, as well as applicable sustainable construction practices. The program also provides extended learning opportunities for persons previously or currently employed in related professions.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 47.0201

Program Learning Outcomes

- Demonstrate analysis, calculation, construction and troubleshooting of complex systems.
- Engage in safety practices.
- Practice electrical wiring and diagram literacy.
- Practice professional documentation and communication.
- Understand cooling and refrigerant applications.
- Understand heating applications.
- Use general HVAC, trade techniques and tools.
- Work in teams/groups to accomplish shop/lab projects.

HVAC/R Technician

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

HRMHTAPT

Program Description

- 6 quarter AAS
- Maximum class size:
- Student to teacher ratio:
- Enrollment point: Fall, Winter, Spring, Summer
- This is a primarily face-to-face program with some Online, Hybrid, and Web-enhanced courses.

General Education Requirements

- 5 credits from [COLL 101-College Success](#)*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

*Note: [COLL 101](#) fulfills either Communications or Humanities

**Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
HVAC 150	Introduction to Tools and Fasteners	1
HVAC 151	OSHA 30-hour Construction Industry Outreach Training Program	4
HVAC 152	Basic First Aid and CPR	1
HVAC 153	Basic Electricity, Magnetism	2
HVAC 154	Types of Electrical Motors and Applications	4
HVAC 155	Motor Controls & Troubleshooting	3

Quarter 2

Course Code	Title	Credits
HVAC 156	Theory of Heat	2
HVAC 157	Introduction to Automatic Controls, Troubleshooting	3
HVAC 158	Indoor Air Quality, Advanced Controls	3
HVAC 159	Electric & Oil Heat	4
HVAC 160	Gas & Hydronic Heat	3
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
HVAC 161	Refrigeration, Oil Chemistry, Management, Recovery	2
HVAC 162	EPA 608 Universal, Leak Detection, System Evacuation	3
HVAC 163	Tubing, Piping and Brazing	2
HVAC 164	System Charging	4
HVAC 165	Refrigeration System Components	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
HVAC 251	Load Calculations & Duct Design	4
HVAC 260	Operating Conditions, Introduction to Drafting	4
	WBAS 101 or HVAC 206, 207, 208, and 209	8

Quarter 5

Course Code	Title	Credits
HVAC 261	Special Refrigeration Systems	4
HVAC 262	Heat Pump Systems, Air and Geothermal	4
HVAC 263	Domestic Appliances	4
HVAC 264	Commercial Refrigeration Systems & Troubleshooting	4

Quarter 6

Course Code	Title	Credits
HVAC 265	Comfort, Psychometrics & Energy Auditing	4
HVAC 266	Troubleshooting	5
HVAC 267	Chilled Water Systems	3
HVAC 268	Operating, Maintenance, Troubleshooting Chilled Water Systems	4

Electives

Course Code	Title	Credits

HVAC 292	Independent Projects I	1-5
HVAC 293	Independent Projects II	1-5
HVAC 296	Work-based Learning	1-13

Total Credits	109

HVAC/R Support Technician

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

HRMHVC90

Program Description

- 6 quarter Certificate of Competency

Required Courses

Quarter 1

Course Code	Title	Credits
HVAC 150	Introduction to Tools and Fasteners	1
HVAC 151	OSHA 30-hour Construction Industry Outreach Training Program	4
HVAC 152	Basic First Aid and CPR	1
HVAC 153	Basic Electricity, Magnetism	2
HVAC 154	Types of Electrical Motors and Applications	4
HVAC 155	Motor Controls & Troubleshooting	3

Quarter 2

Course Code	Title	Credits
HVAC 156	Theory of Heat	2
HVAC 157	Introduction to Automatic Controls, Troubleshooting	3
HVAC 158	Indoor Air Quality, Advanced Controls	3
HVAC 159	Electric & Oil Heat	4
HVAC 160	Gas & Hydronic Heat	3

Quarter 3

Course Code	Title	Credits
HVAC 161	Refrigeration, Oil Chemistry, Management, Recovery	2
HVAC 162	EPA 608 Universal, Leak Detection, System Evacuation	3
HVAC 163	Tubing, Piping and Brazing	2
HVAC 164	System Charging	4
HVAC 165	Refrigeration System Components	5

Quarter 4

Course Code	Title	Credits
HVAC 206	Basic Metal Working	2
HVAC 207	Basic Layout & Patterns	2
HVAC 208	Fabrication Practices	2
HVAC 209	Air Balance & Duct Sizing	2
HVAC 251	Load Calculations & Duct Design	4
HVAC 260	Operating Conditions, Introduction to Drafting	4

Quarter 5

Course Code	Title	Credits
HVAC 261	Special Refrigeration Systems	4
HVAC 262	Heat Pump Systems, Air and Geothermal	4
HVAC 263	Domestic Appliances	4
HVAC 264	Commercial Refrigeration Systems & Troubleshooting	4

Quarter 6

Course Code	Title	Credits
HVAC 265	Comfort, Psychometrics & Energy Auditing	4
HVAC 266	Troubleshooting	5
HVAC 267	Chilled Water Systems	3
HVAC 268	Operating, Maintenance, Troubleshooting Chilled Water Systems	4

Electives

Course Code	Title	Credits
HVAC 292	Independent Projects I	1-5

HVAC 293	Independent Projects II	1-5
HVAC 296	Work-based Learning	1-13

Total Credits	94

Information Technology Specialist

Courses in this program are in hybrid format.

Information technology specialists are an integral part of nearly every industry in today's technology-dominated workplace. Students in this program prepare for careers that focus on computer and network support with an emphasis on both practical experience and certification preparation. Students learn to diagnose and resolve computer problems with software and hardware, use virtualization and cloud computing technologies, and learn about computer security and network systems. Possible careers include IT support technician, desktop support specialist, help desk support, or network administrator. Students are encouraged to spend additional hours of study to obtain industry certifications such as from CompTIA, Microsoft, Amazon Web Services, or Cisco.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 11.0901

Program Learning Outcomes

- Implement computer-based solutions for desktop and laptop computers to install, troubleshoot, configure, and maintain hardware components and core software applications.
- Troubleshoot problems with wired and wireless networks, printers, video, storage, computer memory, and computer processing units.
- Perform client-side virtualization and perform cloud computing configuration of servers, storage, databases, networking, and services.
- Perform essential network systems administration skills related to server operating systems, including user management, resource sharing, network protocols, and computer and information security.
- Configure and manage network infrastructure, troubleshooting procedures, and network connectivity devices on-premise or in the cloud.
- Identify computer and network security concepts, threats, attacks, vulnerabilities, operations and incident response, cryptographic concepts, governance, risk, and compliance.
- Practice communication, problem-solving, and ethical decision-making skills through the use of appropriate technology and with an understanding of the business environment.
- Apply and summarize research-based knowledge and analyze and interpret data to draw valid conclusions in the context of the program’s discipline.

Information Technology Specialist

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CSTIPAPT

Program Description

The Information Technology Specialist Associate in Applied Science (AAS) is a six-quarter program. Courses in this program are in hybrid format. This modality supports industry skills and knowledge mastery through instructor-guided, hands-on learning and online engagement. The program typically enrolls in the Fall and Spring quarters. Students use various computer equipment, networking devices, and servers.

The program’s technical core provides hands-on skills in information systems, networking, mobile devices, cloud and virtualization technologies, and security concepts. Graduates demonstrate proficiency in information technology, effective verbal, and written communications skills, and identify and summarize assumptions to draw logically valid conclusions. Core-related training relates to business, project, and team communication skills. Much of the curriculum is aligned with in-demand industry certifications through Computing Technology Industry Association (CompTIA), Microsoft, or Amazon Web Services.

Technology is a vital force in today’s business and will continue to experience exponential changes in the future. As such, job opportunities in this field remain strong. Graduates prepare for various information technology (IT) computer and networking careers, including Desktop Support Specialist, Computer Support Specialist, Technical Support Specialist, IT Specialist, IT Support Specialist, Help Desk Technician, and Network Support Analyst.

General Education Requirements

- 5 credits from [COLL 101](#)-College Success*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4
INFO 117	Modern Desktop Support II	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CCNT 150	Server I	4
CCNT 160	Cisco Routing & Switching	4
INFO 205	Security I	5

Quarter 5

Course Code	Title	Credits
CCNT 120	Cloud Computing	4
CCNT 210	Server II	4
INFO 206	Security II	5

Quarter 6

Course Code	Title	Credits
INFO 122	User Support Fundamentals	5
INFO 220	Microsoft Services	4
INFO 290	Independent Project	4
Total Credits		92

Information Technology Specialist

Degree Type

Associate of Applied Science-Transfer

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CSTIPAAS

Program Description

The Information Technology Specialist Associate in Applied Science Transfer (AAS-T) is a six-quarter program. Courses in this program are in hybrid format. This modality supports industry skills and knowledge mastery through instructor-guided, hands-on learning and online engagement. The program typically enrolls in the Fall and Spring quarters. Students use various computer equipment, networking devices, and servers.

The program’s technical core provides hands-on skills in information systems, networking, mobile devices, cloud and virtualization technologies, and security concepts. Graduates demonstrate proficiency in information technology (IT), effective verbal, and written communications skills, and identify and summarize assumptions to draw logically valid conclusions. Core-related training relates to business, project, and team communication skills. Much of the curriculum is aligned with in-demand industry certifications through Computing Technology Industry Association (CompTIA), Microsoft, or Amazon Web Services.

Technology is a vital force in today’s business and will continue to experience exponential changes in the future. As such, job opportunities in this field remain strong. Graduates prepare for various information technology computer and networking careers, including Desktop Support Specialist, Computer Support Specialist, Technical Support Specialist, IT Specialist, IT Support Specialist, Help Desk Technician, and Network Support Analyst.

General Education Requirements

- 10 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 10 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4
AAS-T GENED Requirement: Communications or Quantitative		5

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
AAS-T GENED Requirement: Communications or Quantitative		5

Quarter 3

Course Code	Title	Credits
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4
INFO 117	Modern Desktop Support II	4
AAS-T GENED Requirement: Communications or Quantitative		5

Quarter 4

Course Code	Title	Credits
CCNT 150	Server I	4
CCNT 160	Cisco Routing & Switching	4
INFO 205	Security I	5
AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities		5

Quarter 5

Course Code	Title	Credits
CCNT 120	Cloud Computing	4

CCNT 210	Server II	4
INFO 206	Security II	5
	AAS-T GENED Requirement: Sciences-Humanities	5

Quarter 6

Course Code	Title	Credits
INFO 220	Microsoft Services	4
INFO 290	Independent Project	4
INFO 122	User Support Fundamentals	5

Total Credits	102

Information Technology Support

Degree Type

Certificate of Competency

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CSTIUC45

Program Description

The Certificate of Competency in Information Technology Support is a four-quarter program. Courses in this program are in hybrid format. This modality supports industry skills and knowledge mastery through instructor-guided, hands-on learning and online engagement. The program typically enrolls in the Fall and Spring quarters. Students use various computer equipment, networking devices, and servers.

The program’s technical core provides hands-on skills in information systems, networking, and desktop virtualization. Graduates demonstrate proficiency in information technology (IT), effective verbal, and written communications skills, and identify and summarize assumptions to draw logically valid conclusions. Core-related training relates to business, project, and team communication skills. Much of the curriculum is aligned with in-demand industry certifications through CompTIA.

Technology is a vital force in today’s business and will continue to experience exponential changes in the future. Job opportunities in this field remain strong. Graduates prepare for a variety of information technology computer careers, including Help Desk Technician, Technical Support Specialist, Desktop Support Specialist, and Information Technology Support.

General Education Requirements

- 5 credits from [COLL 101-College Success*](#)
- 5 credits from the [Quantitative Distribution](#)

- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
CCNT 130	Server Administration	4
CCNT 140	Cisco Networking Fundamentals	4
INFO 117	Modern Desktop Support II	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
CCNT 150	Server I	4

INFO 122	User Support Fundamentals	5
INFO 205	Security I	5
Total Credits		67

Computer Repair Technician

Degree Type

Certificate of Training

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

CSTCRC20

Program Description

This is a two-quarter Certificate of Training credential that offers courses within the Information Technology Specialist program. Courses in this program are in hybrid format. The program typically enrolls in the Fall and Spring quarters. Students will use a variety of computer equipment.

The program’s technical core provides hands-on skills with computer systems, basic networking concepts, mobile devices, cloud, and virtualization concepts. Much of the curriculum is aligned with in-demand industry certifications through Computing Technology Industry Association (CompTIA).

Technology is a vital force in today’s business and will continue to experience exponential changes in the future. Job opportunities in this field remain strong. Graduates prepare for various information technology computer careers, including Help Desk Technicians and Technical Support Specialists.

Required Courses

Quarter 1

Course Code	Title	Credits
INFO 102	IT Applications	4
INFO 104	IT Systems I	5
INFO 118	Cloud & Virtualization Technologies	4

Quarter 2

Course Code	Title	Credits
CCNT 110	Fundamentals of Linux	4
INFO 105	IT Systems II	5
INFO 116	Modern Desktop Support I	4

Total Credits	26

Invasive Cardiovascular Technology

The Associate of Applied Science Invasive Cardiovascular Technology Program prepares students for a dynamic career in cardiac catheterization labs and interventional healthcare settings as Invasive Cardiovascular Technologists, Cardiac Technologists, or Cath Lab Technicians. This rigorous associate degree program provides in-depth training in cardiovascular anatomy, hemodynamics, pharmacology, radiation physics, and patient care, along with specialized instruction in diagnostic and interventional procedures such as cardiac catheterization, angioplasty, and stent placement.

Students will gain hands-on experience through clinical practicums and labs, developing the technical expertise, teamwork, and communication skills needed to assist cardiologists and other healthcare professionals during life-saving procedures. The program also emphasizes patient interaction, safety protocols, and emergency response skills, ensuring graduates are well-prepared for real-world challenges. Graduates will be eligible to sit for the Registered Cardiovascular Invasive Specialist (RCIS) certification exam, a key credential for employment in hospitals, outpatient surgical centers, and specialized cardiac care units. With strong demand for trained professionals in this field, this program provides a pathway to a rewarding, high-impact healthcare career.

Additional Requirements

Students admitted to the Invasive Cardiovascular Technology program may need to meet additional requirements typical for healthcare settings, including immunizations, a background check, and drug screening. Reliable transportation is essential for travel to clinical sites.

CIP Code 51.0901

Program Learning Outcomes

- Invasive Clinical Procedures: Students will be adept at participating in procedures such as diagnostic and percutaneous coronary intervention (PCI), structural heart procedures, hemodynamic cardiac pressure monitoring, advanced cardiovascular life support (ACLS), Intra-aortic balloon pump and left ventricular support device procedures. Students will also demonstrate a working knowledge of radiation protection and safety and use during cardiac procedures.
- Patient Care: Students will demonstrate the ability to prepare, assess, monitor, and care for patients during invasive cardiac procedures. Students will become proficient in performing standard invasive cardiovascular procedures with a focus on accuracy, safety, and efficiency.
- Medication Administration: Students will be skilled in advocating for patient well-being, properly administering medications under supervision, and documenting activities accurately.

- Cultural Competency: Apply cultural awareness, advocacy, and adapt healthcare plans and communication style to meet the diverse needs of patients and families.
- Equipment Operation: Operate, troubleshoot, and maintain complex imaging technologies and surgical instruments used in cardiac and vascular catheterization procedures.
- Clinical Competency: Assist physicians and other healthcare providers in the catheterization lab in a variety of duties, including, but not limited to preparing the sterile field, handling instruments, operating standard cardiovascular equipment, and ensuring patient safety during procedures.
- Radiation Safety: Practice radiation and ergonomics safety related to patient, staff, and individual protection.
- Clinical Data Analysis: Analyze clinical data, research, and diagnostic results using evidence-based practices.
- Diagnosis & Treatment Support: Assist in confirming diagnoses and implementing treatment plans in collaboration with physicians and other members of the care team.
- Professionalism & Teamwork: Demonstrate ethical behavior, effective communication, teamwork, leadership, and professional skills necessary to work in diverse healthcare environments, including the ability to skillfully navigate all aspects of cardiac procedures to deliver patient-centered care.
- RCIS exam preparation: Prepare to take the Registered Cardiovascular Invasive Specialist (RCIS) credential exam through Cardiovascular credentialing International (CCI), qualifying for employment as an invasive cardiovascular specialist, with understanding of scope of practice for certification or qualifications needed for practice in individual states and facilities.
- Lifelong Learning: Students will demonstrate commitment to ongoing professional growth by actively engaging in industry-related activities such as professional development, workshops, conferences, and/or membership in professional organizations to stay informed on advancements in cardiovascular care and ready to incorporate new technologies and standards into patient care.

Invasive Cardiovascular Technology

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

CITICAPT

Required Prerequisite Courses

Course Code	Title	Credits
BIOL& 241	Human Anatomy and Physiology I	5
BIOL& 242	Human Anatomy and Physiology II	5

	CMST& 210 or Any 200-Level CMST& Course	5
ENGL& 101	English Composition I	5
	MATH& 146 or MATH& 141	5

Required Courses

Quarter 1

Course Code	Title	Credits
CVT 101	Foundations of Cardiac Care	3
CVT 102	Advanced Human Physiology and Pathology	4
CVT 103	Basic Life Support and Technical Skills for Cardiac Professionals	1
CVT 104	Acute Coronary Syndrome: Clinical Insights	1
CVT 105	Introduction to Cardiovascular Pharmacology	2
CVT 106	Fundamentals of Electrocardiography	3

Quarter 2

Course Code	Title	Credits
CVT 111	Cardiovascular Diagnostic Procedures	5
CVT 112	Hemodynamics: Principles and Applications	3
CVT 114	Advanced Electrocardiography: Technical Skills	1
CVT 115	Radiation Safety in Cardiovascular Labs	3
CVT 116	Cardiopulmonary Pathophysiology	2
CVT 123	Fundamentals of Medical Physics	3

Quarter 3

Course Code	Title	Credits
CVT 113	Advanced Cardiovascular Pharmacology and IV Therapy	2
CVT 121	Interventional Cardiology Procedures	4
CVT 122	Infection Prevention and Control	4
CVT 124	Patient Care in Cardiovascular Settings	2

CVT 125	Technical Skills: Cath Lab Procedures and Equipment	2
CVT 126	Advanced Cardiac Life Support (ACLS)	1

Quarter 4

Course Code	Title	Credits
CVT 211	Clinical Practice I: Diagnostic Procedures	5
CVT 212	Pediatric Cardiology Interventions	3
CVT 213	Advanced Interventional Cardiology Techniques	3
CVT 214	Electrophysiology and Device Management	4

Quarter 5

Course Code	Title	Credits
CVT 221	Interventional Radiology and Peripheral and Vascular Interventions	3
CVT 222	Clinical Practice II: Interventions and Electrophysiology	9
CVT 223	Advanced Techniques in Cardiovascular Care	2

Quarter 6

Course Code	Title	Credits
CVT 231	Healthcare Management, Scope and Roles	1
CVT 232	Board Preparation for RCIS Certification	2
CVT 233	Clinical Practice III: Advanced Procedures	12
	Total Credits	90

Magnetic Resonance Imaging Technology

This Associate of Applied Science - Magnetic Resonance Imaging (MRI) Technology prepares students for a rewarding career in medical imaging. The program equips students with the technical skills, clinical expertise, and knowledge to screen and prepare patients, operate MRI equipment

safely, produce diagnostic images, and provide quality patient care. Through classroom instruction, hands-on lab experience, and clinical training, students will learn MRI physics, imaging principles, patient positioning, contrast administration, safety protocols, emergency response, and relevant anatomy, physiology, and pathology. Designed to meet industry standards, the curriculum prepares graduates for the ARRT MRI certification exam. Upon completion of the program and successful state credentialing, graduates will be qualified for entry-level MRI technologist roles in hospitals, imaging centers, and other healthcare settings, earning competitive wages in a high-demand field. This program is ideal for those passionate about healthcare and technology, eager to make a meaningful impact in their communities.

Additional Requirements

Students admitted to the MRI Technology program may need to meet additional requirements typical for healthcare settings, including immunizations, a background check, and drug screening. Reliable transportation is essential for travel to clinical sites. Due to the technical nature of MRI technology, prior coursework in physics is strongly recommended to support student success in the program.

CIP Code 51.092

Program Learning Outcomes

- Demonstrate Clinical Competency: Perform MRI imaging procedures in accordance with clinical protocols in acute and outpatient settings, ensuring accurate visualization of anatomy and pathology while maintaining high standards of patient safety and comfort.
- Ensure MRI Safety: Understand and implement MR personnel safety practices, including screening patients and staff, evaluate and document patient implants or devices for MRI compatibility and implement appropriate safety precautions. Recognize hazards and apply knowledge of ferromagnetic safety protocols to minimize risks during MRI procedures.
- Demonstrate Patient-Centered Care: Provide empathetic, effective, and culturally appropriate patient care, including education about MRI procedures, management of patient anxiety, and adherence to ethical and legal considerations in healthcare practice.
- Communicate Effectively: Collaborate with patients, healthcare professionals, and interdisciplinary teams through effective communication, critical thinking, and problem-solving skills.
- Recognize Emergency Situations: Identify emergency conditions during MRI procedures and maintain skills to respond appropriately using life-saving interventions, including Basic Life Support (BLS).
- Optimize Imaging Parameters: Select and adjust MRI protocols and parameters to produce high-quality diagnostic images based on clinical requirements and patient-specific conditions.
- Apply Cross-Sectional Anatomy Knowledge: Utilize knowledge of cross-sectional anatomy, physiology, and pathology to accurately identify structures and abnormalities in MRI imaging.

- Operate and Maintain Equipment: Evaluate the performance of MRI systems, safely operate imaging equipment, participate in quality assurance, report and troubleshoot malfunctions or irregularities to ensure consistent and reliable operation, and compliance with standards of practice and optimizing imaging outcomes.
- Prepare for Certification: Demonstrate the knowledge, skills, and professional behaviors required to successfully pass required national and/or state certification examinations.

Magnetic Resonance Imaging (MRI) Technology

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

MRIMRAPT

Program Description

*** Refer to Catalog Addendum for changes to Quarters 1 & 2

Program Prerequisite Courses

Course Code	Title	Credits
BIOL& 241	Human Anatomy and Physiology I	5
BIOL& 242	Human Anatomy and Physiology II	5
	CMST& 210 or Any 200-Level CMST& Course	5
ENGL& 101	English Composition I	5
	MATH& 146 or MATH& 141	5

Required Courses

Quarter 1

Course Code	Title	Credits
MRI 101	Medical Terminology for Imaging Professionals	2
MRI 103	MRI Safety	5
MRI 104	Cross-Sectional Anatomy I: Head, Neck, and Spine	5
MRI 122	MRI Hardware and Instrumentation	3

Quarter 2

Course Code	Title	Credits
MRI 107	Foundations of Patient Care and MRI Safety	4

MRI 105	Principles of Magnetic Resonance Imaging Physics	5
MRI 123	Clinical Techniques Lab	3
MRI 130	Cross-Sectional Anatomy II: Thorax, Abdomen, and Pelvis	2
MRI 140	Cross-Sectional Anatomy III: Musculoskeletal System and Extremities	4

Quarter 3

Course Code	Title	Credits
MRI 115	Advanced Emergency Response for Imaging Professionals	1
MRI 121	Venipuncture and Intravenous Contrast for Imaging Professionals	3
MRI 131	Advanced Patient Care, Monitoring, and Management	3
MRI 132	Advanced Patient Care and Clinical Techniques Lab	3
MRI 134	MRI Ethics, Professionalism, and Legal Considerations	4
MRI 135	MRI Imaging Informatics	2

Quarter 4

Course Code	Title	Credits
MRI 201	Advanced MRI Physics and Imaging Techniques	4
MRI 202	Expanded MRI Equipment Operation and Clinical Protocols	4
MRI 210	MRI Clinical I	5

Quarter 5

Course Code	Title	Credits
MRI 220	MRI Clinical II	15

Quarter 6

Course Code	Title	Credits
MRI 230	MRI Clinical III	13
MRI 231	MRI Registry Review	5

Total Credits	95

Mechanical Engineering Technology

Graduates are prepared with knowledge, problem-solving ability and hands-on skills to enter careers in the design, installation, manufacturing, testing, technical sales, maintenance, and other endeavors typically associated with mechanical components and systems. This program emphasizes how things actually work, how they are made, and the realization that most mechanical components and assemblies become parts of complex systems, an important consideration realized at the beginning of the design process.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

Program Educational Objectives

1. Demonstrate an ability to function on multi-disciplinary teams in an engineering-focused environment.
2. Demonstrate an ability to communicate clearly and effectively in a diverse and technical environment.
3. Demonstrate an ability to manage time effectively working on engineering projects.
4. Demonstrate an ability to systematically make decisions as a member of an engineering team.

CIP Code 15.0805

Program Learning Outcomes

- Apply knowledge, techniques, skills, and modern mathematics, science, engineering, and technology tools to solve well-defined engineering problems appropriate to the discipline.
- Design solutions for well-defined technical problems and assist with the engineering design of systems, components, or processes appropriate to the discipline.
- Apply written, oral, and graphical communication along with appropriate technical literature in well-defined technical and non-technical environments.
- Conduct standard tests, measurements, and experiments
- Analyze and interpret the results of standard tests, measurements, and experiments.
- Function effectively as a member of a technical team.

Mechanical Engineering Technology

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

MCTMTAPT

Program Description

Mechanical Engineering Technology Associate in Applied Science (AAS) program equips graduates with the knowledge, problem-solving, and

hands-on skills to enter careers in the design, installation, manufacturing, testing, and other endeavors typically associated with mechanical components and systems. This program emphasizes how things work, how they are made, and how most mechanical components and assemblies become parts of complex systems.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 10 credits from [MATH& 141](#) and [MATH& 142](#)
- 20 credits from the [Sciences and Humanities Distribution](#), consisting of:
 - 5 credits of [PHYS& 114](#)
 - 15 credits from [Sciences and Humanities](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

First Quarter

Course Code	Title	Credits
AMATH 170	Engineering Foundational Mathematics	5
ENGR& 111	Engineering Graphics I	5
ENGR& 112	Engineering Graphics II	5

Winter Quarter

Course Code	Title	Credits
MATH& 141	Precalculus I	5
MET 111	Geometric Dimensioning and Tolerancing	5
MET 218	Introduction to 3D Modeling	5

Spring Quarter

Course Code	Title	Credits
MATH& 142	Precalculus II	5
MET 130	Manufacturing Methods	5
MET 260	Advanced CAD Operations	5

Summer Quarter

Course Code	Title	Credits
MET 140	Mechanical Measurements	5
PHYS& 114	Introductory Physics I (Algebra based Physics)	5

	AAS GENED Requirement: Communications	5

Fall Quarter

Course Code	Title	Credits
CEET 121	Statics & Mechanics of Materials	5
	AAS GENED Requirement: Sciences- Humanities	5
	AAS GENED Requirement: Sciences- Humanities	5

Final Quarter

Course Code	Title	Credits
	ENGR 296, CEET 296, ETRIC 296, or MET 296	10-13
	AAS GENED Requirement: Sciences- Humanities	5

Total Credits	90

Engineering Technology

Degree Type

Certificate of Training

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

ETGETC01

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
ENGR& 111	Engineering Graphics I	5
ENGR& 112	Engineering Graphics II	5
AMATH 170	Engineering Foundational Mathematics	5

Total Credits	15

Motorcycle and Marine Technology

Students in the program prepare for careers in the Motorcycle and Marine industries. Technicians in these areas maintain and repair a variety of two- and four-cycle engines, power trains, and chassis. Motorcycle: Maintenance and repair of vehicles such as motorcycles, sport utility vehicles, all-terrain vehicles, scooters and generators. Marine: Maintenance and repair of outboard engines, personal watercraft and boat rigging. Employment may be in dealerships, independent repair shops, marinas, rental companies, resort maintenance, fleet repair facilities, government agencies and self-employment.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 47.0606

Program Learning Outcomes

- Demonstrate the ability to service and repair a variety of clutch and transmission related customer concerns
- Demonstrate the ability to diagnose and service a variety of electrical related customer concerns
- Demonstrate the ability to use a variety of tools specific to the Power Sports industry
- Demonstrate the ability to service and repair a variety of drivetrain customer concerns
- Demonstrate the ability to service tires on a variety of power sports applications
- Demonstrate the ability to diagnose a variety of vehicle no start conditions
- Demonstrate the ability to repair a variety of internal combustion engines
- Demonstrate the ability to service brake systems on power sports vehicles
- Demonstrate the ability to test a variety of fuel injection components
- Demonstrate the ability to fill out all proper service documentation
- Demonstrate the ability to diagnose engine related customer concerns
- Demonstrate the ability to service a variety of suspension systems
- Demonstrate the ability to diagnose and service carburetors
- Demonstrate the ability to service a variety of vehicles
- Demonstrate knowledge of the Power Sports Industry

Motorcycle and Marine Technology

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

SEMMAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.
- While in this program, students will have access to vehicles to practice on, motorcycles, outboards, quads, PWC, lifts for vehicles, and outboard tanks.
- Students will be responsible for purchasing their own basic hand tools.
- Multiple certificate options.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
POW 101	Introduction to Power Sports	3
POW 102	Power Sports Maintenance	5
POW 105	Brakes Service and Repair	5
POW 106	Tire Service and Repair	5

Quarter 2

Course Code	Title	Credits
POW 123	Carburetor Service and Repair	5
POW 154	Computerized System Basics	3
POW 155	Electronic Fuel Injection	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
POW 150	Transmission Service and Repair	5
POW 151	Drive Train Service and Repair	5
POW 161	Chassis Service	5

AAS GENED Requirement:
Communications or Quantitative or
Sciences-Humanities

5

Quarter 4

Course Code	Title	Credits
POW 140	Fundamentals of Electricity	5
POW 141	Electrical Charging and Starting Systems	5
POW 142	Ignition Systems	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
POW 120	Engines - Failure Analysis	5
POW 121	Engine Repair Methods	5
POW 122	Engine Installation Methods	5

Quarter 6

Students must complete 15 credits of any combination of the electives below:

Course Code	Title	Credits
POW 162	Advanced Projects	1-15
POW 296	Work Based Learning	1-15
WBAS 101	Welding Basics	8

Total Credits 106

Chassis and Electrical

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

SEMCEC45

Program Description

- 4 quarter Certificate of Competency

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
POW 101	Introduction to Power Sports	3
POW 102	Power Sports Maintenance	5
POW 105	Brakes Service and Repair	5
POW 106	Tire Service and Repair	5

Quarter 2

Course Code	Title	Credits
POW 123	Carburetor Service and Repair	5
POW 154	Computerized System Basics	3
POW 155	Electronic Fuel Injection	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
POW 150	Transmission Service and Repair	5
POW 151	Drive Train Service and Repair	5
POW 161	Chassis Service	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
POW 140	Fundamentals of Electricity	5
POW 141	Electrical Charging and Starting Systems	5
POW 142	Ignition Systems	5

AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Total Credits	76

Engines and Electrical E/E

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

SEMEEC45

Program Description

- 4 quarter Certificate of Competency

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
POW 101	Introduction to Power Sports	3
POW 102	Power Sports Maintenance	5
POW 105	Brakes Service and Repair	5
POW 106	Tire Service and Repair	5

Quarter 2

Course Code	Title	Credits
POW 140	Fundamentals of Electricity	5
POW 141	Electrical Charging and Starting Systems	5
POW 142	Ignition Systems	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
POW 120	Engines - Failure Analysis	5
POW 121	Engine Repair Methods	5
POW 122	Engine Installation Methods	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
POW 123	Carburetor Service and Repair	5
POW 154	Computerized System Basics	3
POW 155	Electronic Fuel Injection	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Total Credits	76

Electrical

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

SEMELC01

Program Description

- 1 quarter Certificate of Competency

Required Courses

Course Code	Title	Credits
POW 140	Fundamentals of Electricity	5
POW 141	Electrical Charging and Starting Systems	5
POW 142	Ignition Systems	5
	Total Credits	15

Multi-Occupational Trades (MOT)

This program is designed to serve individuals who completed approved Multi-Occupational Trades (MOT) apprenticeship programs at Bates Technical College. The degree option includes both general education requirements and the technical requirements of an MOT program. Content includes state approved joint MOT programs plus three general education courses (15 credits) in communications distribution, quantitative distribution, and one from either sciences or humanities distribution. Successful completion of this degree may provide students/ journeymen with skills necessary to advance into supervisory, inspector, instructor or other advanced positions.

AAS Degree Requirements

- Completion of eligible Bates Technical College-affiliated apprenticeship program that is at least 6,000 on-the-job training (OJT) hours long plus a minimum of 432 hours of related supplemental instruction (RSI).
- Completion of general education requirements.
 - 5 credits from the [Communications Distribution](#)
 - 5 credits from the [Quantitative Distribution](#)
 - 5 credits from the [Sciences and Humanities Distribution](#)
- Must earn the minimum required credits at Bates to meet residency.
 - A student must achieve “residency” at Bates Technical College, meaning that a minimum number of credits must be earned at Bates Technical College for a student to earn their credential from the college.

To meet residency, the student must earn a minimum of:

 - Twenty (20) college-level credits at Bates Technical College, or
 - Twenty-five (25) percent of the credits applicable to the credential at Bates Technical College.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

Construction Equipment Operator
Apprenticeship JATC

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

CHOCEAPR

Program Description

The Operating Engineers Regional Training apprentices are trained in careers in operating and maintaining heavy equipment and doing construction surveying

Apprenticeship Requirement

- Complete the the Operating Engineers Regional Training program (4 years long)
- Hired by one of the Operating Engineers Regional Training’s partnering employers
- Complete 6,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
OPENG 211	Operating Engineers Apprenticeship 1st Year	0-36
OPENG 221	Operating Engineers Apprenticeship 2nd Year	0-32
OPENG 231	Operating Engineers Apprenticeship 3rd Year	0-30
OPENG 241	Operating Engineers Apprenticeship 4th Year	0-34
Total Credits		0-132

Fire Fighter Apprenticeship WSFF

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

FIGFIAPR

Program Description

The Washington State Firefighters Joint Apprenticeship Training Committee (WSFFJATC) apprenticeship program consists of technical instruction which meets NFPA standards, accredited recruit academy training, hazardous materials training, EMT training, followed by on-the-job-training and academic instruction that supplements the craft of firefighting.

Apprenticeship Requirements

- Complete the Washington State Firefighters Joint Apprenticeship Training Committee (WSFFJATC) program (3 years long)
- Hired by one of the Washington State Firefighters Joint Apprenticeship Training Committee (WSFFJATC) program partnering fire departments
- Complete 6,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
APPFS 101	Fire Protection Strategy	5
APPFS 102	Fire Protection Systems	5
APPFS 103	Fire Protection Hydraulics	5
APPFS 104	Building Construction	5
APPFS 105	Fire Protection Code/Inspection	5
APPFS 240	Fire Instructor I	3
APPFS 241	Incident Safety Officer	2
APPFS 242	Fire Officer I	5
APPFS 243	Fire Officer II	5
FIREA 113	Firefighter I	22
FIREA 141	Firefighter II	5
FIREA 171	Hazardous Materials Responder Operations Level	2
Total Credits		69

HVAC/Refrigeration Mechanic Apprenticeship SAPHP

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

HRMHVAPR

Program Description

The Seattle Area Pipe Trades’ HVAC/Refrigeration programs trains apprentices to work safe, fast, and efficient. Apprentices are provided hands-on experience disassembling and reassembling equipment and learning how to diagnose and troubleshoot in a variety of settings including an electrical lab, a working supermarket environment, and rooftop.

Apprenticeship Requirements

- Complete the Seattle Area Pipe Trades HVAC/Refrigeration program (5 years long)
- Hired by one of the Seattle Area Pipe Trades’ partnering employers
- Complete 10,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
REFR 111	HVACR Year 1 Week 1	5
REFR 112	HVACR Year 1 Week 2	5
REFR 113	HVACR Year 1 Week 3	5
REFR 114	HVACR Year 1 Week 4	5
REFR 115	HVACR Year 1 Week 5	5
REFR 121	HVACR Year 2 Week 1	5
REFR 122	HVACR Year 2 Week 2	5
REFR 123	HVACR Year 2 Week 3	5
REFR 124	HVACR Year 2 Week 4	5
REFR 125	HVACR Year 2 Week 5	5
REFR 131	HVACR Year 3 Week 1	5
REFR 132	HVACR Year 3 Week 2	5
REFR 133	HVACR Year 3 Week 3	5
REFR 134	HVACR Year 3 Week 4	5
REFR 135	HVACR Year 3 Week 5	5
REFR 141	HVACR Year 4 Week 1	5
REFR 142	HVACR Year 4 Week 2	5
REFR 143	HVACR Year 4 Week 3	5
REFR 144	HVACR Year 4 Week 4	5
REFR 145	HVACR Year 4 Week 5	5
REFR 150	HVACR Year 5	5

	Total Credits	125

Industrial Maintenance/Automation Technician Apprenticeship AJAC

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

IMMMAAPR

Program Description

AJAC Advanced Manufacturing Apprenticeships’ Industrial Maintenance Technician Apprentices work in a variety of industries in Washington State, including food processing, aerospace, maritime manufacturing, biomedical manufacturing, defense, space, and packaging and assembly.

Industrial Maintenance Technicians install, repair and maintain commercial or industrial machinery in buildings, a plant, or a manufacturing setting. These technicians ensure all machines function properly through troubleshooting and preventive maintenance service.

Apprenticeship Requirement

- Complete the AJAC Advanced Manufacturing Apprenticeships’ Industrial Maintenance Technician program (4 years long)
- Hired by one of AJAC’s partnering employers
- Complete 8,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
IMMA 101	Technical Drawings	5
IMMA 102	Lifting and Rigging	5
IMMA 103	Precision Machining	5
IMMA 121	Maintenance Welding	5
IMMA 122	Electrical Systems	5
IMMA 123	Machine Automation Theory	5
IMMA 201	Math for Industrial Maintenance	5
IMMA 202	Maintenance Machining	5

IMMA 203	Mechanical Systems	5
IMMA 221	Fluid Power Systems	5
IMMA 222	Materials, Processes, & References	5
IMMA 223	Mechatronics Capstone	5
Total Credits		60

Ironworker Apprenticeship PNIE

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

IROIRAPR

Program Description

Pacific Northwest Ironworker & Employee Local #86 apprentices must be able to perform the rigorous manual labor required by the trade and have an ability to work safely at high elevations with a good sense of balance.

Ironworkers erect the structural framework for high rise buildings, bridges, power plants and towers. They also place reinforcing steel in concrete forms for roadways, foundations, and structures. Welding, ornamental, rigging and machinery moving are also a part of this trade.

Apprenticeship Requirements

- Complete the Pacific Northwest Ironworker & Employee Local #86 program (4 years long)
- Hired by one of the Pacific Northwest Ironworker & Employee Local #86’s partnering employers
- Complete 8,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Course Code	Title	Credits
IRON 110	Ironworkers Apprenticeship First Year	16
IRON 120	Ironworkers Apprenticeship Second Year	16

IRON 130	Ironworkers Apprenticeship Third Year	16
IRON 140	Ironworkers Apprenticeship Fourth Year	16
Total Credits		64

Machining Apprenticeship AJAC

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

MTCMAAPR

Program Description

AJAC Advanced Manufacturing Apprenticeships’ Machinist program reinforces manual and CNC machining skills along with computer aided design and precision measuring.

Machinists operate manually controlled and computer numerically controlled (CNC) machine tools such as lathes and milling machines, to cut and produce precision parts for machines, instruments, and tools. Machinists repair or produce parts using both manual and automated equipment with precise measurements. Essentially, a machinists’ goal is to ensure effective production operations and optimize procedures.

Apprenticeship Requirement

- Complete the AJAC Advanced Manufacturing Apprenticeships’ Machinist program (4 years long)
- Hired by one of AJAC’s partnering employers
- Complete 8,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
APM 101	Precision Machining I	5
APM 102	Precision Machining II	5
APM 103	Engineering Drawing	5

APM 121	Shop Algebra	5
APM 122	Applied Geometry & Trigonometry	5
APM 123	CNC Operations & Setup	5
APM 201	Geometric Dimensioning and Tolerancing	5
APM 202	Programming Mill	5
APM 203	Programming Lathe	5
APM 221	Materials, Processes & References	5
APM 222	Inspection	5
APM 223	Advanced Machining & Technology	5
Total Credits		60

Plastic Process Technician Apprenticeship AJAC

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

PETPPAPR

Program Description

AJAC Advanced Manufacturing Apprenticeships' Plastic Process Technician program reinforces machining, maintenance, and troubleshooting skills. A Plastic Process Technician's primary job is to set up, monitor and troubleshoot plastic injection-molding machines. This requires specialized knowledge of materials, specific tools, and equipment. Troubleshooting tasks might include dealing with inconsistent material, faulty equipment, human error, and preventing defects from occurring.

Apprenticeship Requirements

- Complete the AJAC Advanced Manufacturing Plastic Process Technician program program (3 years long)
- Hired by one of AJAC's partnering employers
- Complete 6,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
PPT 101	Math for Industrial Maintenance	5
PPT 102	Technical Drawings	5
PPT 103	Inspection	5
PPT 121	Precision Machining	5
PPT 122	Geometric Dimensioning and Tolerancing and Precision	5
PPT 123	Electrical Systems	5
PPT 201	Mechanical Systems	5
PPT 202	Fluid Power Systems	5
PPT 203	Maintenance Systems	5
Total Credits		45

Plumber Apprenticeship SAPHP

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

PTPPLAPR

Program Description

The Seattle Area Pipe Trades' Plumber programs trains apprentices to install, remove, and maintain a variety of plumbing fixtures and pertinences. Apprentices will become proficient in plumbing code, drafting, and build design. They will learn sanitary waste piping, domestic potable water systems, water heaters and boilers, rainwater catchment, a wide variety of pumps, medical gas piping, backflow training, soldering, and brazing. Hands-on experience is provided in a state-of-the-art fixtures lab space featuring commercial residential and settings.

Apprenticeship Requirements

- Complete the Seattle Area Pipe Trades Plumber program (5 years long)
- Hired by one of the Seattle Area Pipe Trades' partnering employers
- Complete 10,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
PLMB 111	Plumber Year 1 Week 1	5
PLMB 112	Plumber Year 1 Week 2	5
PLMB 113	Plumber Year 1 Week 3	5
PLMB 114	Plumber Year 1 Week 4	5
PLMB 115	Plumber Year 1 Week 5	5
PLMB 121	Plumber Year 2 Week 1	5
PLMB 122	Plumber Year 2 Week 2	5
PLMB 123	Plumber Year 2 Week 3	5
PLMB 124	Plumber Year 2 Week 4	5
PLMB 125	Plumber Year 2 Week 5	5
PLMB 131	Plumber Year 3 Week 1	5
PLMB 132	Plumber Year 3 Week 2	5
PLMB 133	Plumber Year 3 Week 3	5
PLMB 134	Plumber Year 3 Week 4	5
PLMB 135	Plumber Year 3 Week 5	5
PLMB 141	Plumber Year 4 Week 1	5
PLMB 142	Plumber Year 4 Week 2	5
PLMB 143	Plumber Year 4 Week 3	5
PLMB 144	Plumber Year 4 Week 4	5
PLMB 145	Plumber Year 4 Week 5	5
PLMB 150	Plumber Year 5	5

Total Credits	125

Sheet Metal Worker Apprenticeship JATC

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

SMTSMAPR

Program Description

The Western Washington Sheetmetal JATC apprentices learn how to weld, measure, cut, bend, and shape sheet metal into various forms for use in construction projects such as HVAC systems, ductwork, roofing, and building facades. Apprentices will also learn how to operate and maintain machinery and equipment used in sheet metal work. Sheetmetal is the only trade that designs and fabricates what they install from raw materials.

Apprenticeship Requirements

- Complete the Western Washington Sheetmetal JATC program (5 years long)
- Hired by one of the Western Washington Sheetmetal JATC’s partnering employers
- Complete 9,000 on-the-job training (OJT)

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Technical Core Courses Available

Course Code	Title	Credits
SHMET 211	Sheet Metal Apprenticeship 1st Year	0-30
SHMET 212	Sheet Metal Apprenticeship 2nd Year	0-30
SHMET 214	Sheet Metal Apprenticeship 4th Year	0-30
SHMET 215	Sheet Metal Apprenticeship 5th Year	0-30
SHMET 231	Sheet Metal Apprenticeship 3rd Year	0-30

Total Credits	0-150

Steamfitter Apprenticeship SAPHP

Degree Type

Apprenticeship Program

Career Pathway

Apprenticeships

Plan Code

PSFSTAPR

Program Description

The Seattle Area Pipe Trades’ Steamfitter program trains apprentices to assemble, install, and maintain pipes to carry water, steam, compressed air, cases and fluids needed for processing manufacturing, heating or cooling. At the end of the program, completers will be able to adapt and repair pipe systems and install appliances, heating and refrigeration units, and do all types of pipe welding.

Apprenticeship Requirements

- Complete the Seattle Area Pipe Trades Plumber program (5 years long)
- Hired by one of the Seattle Area Pipe Trades’ partnering employers

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Course Code	Title	Credits
STMF 111	Steamfitter Year 1 Week 1	5
STMF 112	Steamfitter Year 1 Week 2	5
STMF 113	Steamfitter Year 1 Week 3	5
STMF 114	Steamfitter Year 1 Week 4	5
STMF 115	Steamfitter Year 1 Week 5	5
STMF 121	Steamfitter Year 2 Week 1	5
STMF 122	Steamfitter Year 2 Week 2	5
STMF 123	Steamfitter Year 2 Week 3	5
STMF 124	Steamfitter Year 2 Week 4	5
STMF 125	Steamfitter Year 2 Week 5	5
STMF 131	Steamfitter Year 3 Week 1	5
STMF 132	Steamfitter Year 3 Week 2	5
STMF 133	Steamfitter Year 3 Week 3	5
STMF 134	Steamfitter Year 3 Week 4	5
STMF 135	Steamfitter Year 3 Week 5	5
STMF 141	Steamfitter Year 4 Week 1	5
STMF 142	Steamfitter Year 4 Week 2	5
STMF 143	Steamfitter Year 4 Week 3	5
STMF 144	Steamfitter Year 4 Week 4	5
STMF 145	Steamfitter Year 4 Week 5	5
STMF 150	Steamfitter Year 5	5

The Nursing Assistant Program prepares students for employment as a nursing assistant under the supervision of professional licensed nurses. Upon successful completion, students are eligible to take the Washington State written and manual skills examination to become a Nursing Assistant Certified (NAC).

Program Learning Outcomes

Certificate of Training

Health Sciences

NAANAC01

The Nursing Assistant Program prepares students for employment as a nursing assistant under the supervision of professional licensed nurses. Upon successful completion, students are eligible to take the Washington State written and manual skills examination to become a Nursing Assistant Certified (NAC).

Course Code	Title	Credits
CTNA 105	Certified Nursing Assistant Program	10

therapy assistants in hospitals, outpatient clinics, rehabilitation centers, mental health centers, assisted living and nursing care facilities, and school systems.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 51.0803

Program Learning Outcomes

- Apply practice models, knowledge and skills through the use of clinical reasoning and thinking to a wide variety of settings, including hospitals, private practices, outpatient clinics, client homes, long term care facilities, retirement communities etc.
- Demonstrate skill, knowledge and attitudes to successfully pass the national certification examination for occupational therapy assistants and to gain employment and cope successfully with ever-changing workforce requirements
- Provide skilled treatment that is reflective of evidenced-based practice through the ability to locate current research information, evaluate and apply the information to the populations they serve
- Describe the role of the occupational therapy assistant and the occupational therapist, the differences in the scope of practice, and the supervision guidelines, both legal and professional
- Provide occupation-based/medically-based centered care that is reflective both of the environment the client is in, and also of the individuality and unique roles of that client
- Establish therapeutic relationships with clients, families and caregivers that are representative of an understanding of their self and their impact on the therapeutic process
- Demonstrate respect and professionalism in all patient interactions despite the differences in culture, beliefs about health and wellness, and lifestyle choices
- Demonstrate professional behaviors with clients, families, and other healthcare personnel, including communication skills, good work habits and sound judgment

Occupational Therapy Assistant

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

OTAOTAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 1:12
- This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

- In this program, students will use a variety of adaptive and therapeutic equipment, assistive devices, and work simulation equipment.
- Student are responsible for purchasing textbooks, and professional attire.
- Upon completion of degree, student will take the NBCOT exam, and pay for their licensure

Required Foundation Prerequisites

The OTA Program requires completion of foundational prerequisite courses, each with a grade of 3.0 or higher (with the exception of MATH requiring a minimum 2.5), PRIOR to starting program courses. Exceptions to the 3.0 grade requirement could be made by the OTA Program Director on an individual basis.

Course Code	Title	Credits
	OTA Communications Requirement	5
	OTA Quantitative Requirement	5
	OTA Natural Sciences Requirement	5
	OTA Social Sciences Requirement	5

Note: The foundation prerequisite courses meet the general education course requirements for the degree.

Program Requirement

Each of the OTA program courses requires a grade of 2.0 or higher.

Required Courses

Quarter 1

Course Code	Title	Credits
OTA 102	Health and Wellness and the OTA	3
OTA 103	Functional Movement	5
OTA 104	Therapeutic Use of Self	5
OTA 111	Introduction to Occupational Therapy	5

Quarter 2

Course Code	Title	Credits
OTA 105	Nervous System Function	4
OTA 108	Applied Experience I - A	1
OTA 110	Documentation Skills	3
OTA 112	Therapeutic Activities I	4
OTA 206	Developmental Disabilities - Treatment and Applications	8

Quarter 3

Course Code	Title	Credits
OTA 113	Therapeutic Activities II	4
OTA 203	Applied Experience I - B	1
OTA 204	Seminar - Applied Mental Health	1
OTA 205	Adaptive Technologies	4
OTA 210	Physical Disabilities - Treatment and Applications	8

Quarter 4

Course Code	Title	Credits
OTA 202	Psychosocial Dysfunctions: Treatment and Applications	8
OTA 212	Applied Experience - I - C	1
OTA 213	Seminar - Applied Physical Rehabilitation	1
OTA 231	OTA and Special Settings	4
OTA 232	Professional Issues for the OTA	4

Quarter 5

Course Code	Title	Credits
OTA 220	Clinical Fieldwork Level II - Rotation A	11
OTA 221	Clinical Fieldwork Level II - Seminar A	1

Quarter 6

Course Code	Title	Credits
OTA 222	Clinical Fieldwork Level II - Rotation B	11
OTA 223	Clinical Fieldwork Level II - Seminar B	1

	Total Credits	118

Phlebotomy

One quarter Certificate of Training

This program is established to meet the State of WA Dept. of Health Medical Assistant-Phlebotomist Certification requirements. It also meets the need for students to take the NHA National Certification exam. The course includes HIV/AIDS training, basic anatomy and physiology, medical

terminology, how to avoid pre-analytical errors, and how to be successful in collecting blood samples. You will learn how to collect blood samples using all of the tools currently being used in the laboratory industry. Students will collect blood samples from fellow students as well. Allowing students to collect blood from you will help everyone in the class, to meet the objectives in the class. You will learn how to deal with age specific needs of patients, customer service, special collections, and non-blood related samples.

- Enrollment is limited to 24 participants
- Phlebotomy course format: Course lab and lectures will be held on-site. All assignments and quizzes are on Canvas, JB Learning, and Phlebotomy workbook.
- Textbook: Phlebotomy Essentials with Enhanced Access and Workbook, 8th ed.
- Per state application, students must be able to read/write in English.
- Students must have email.
- Students also need computer access to engage in Canvas assignments.

CIP Code 51.1009

Advanced Phlebotomy

Degree Type

Certificate of Training

Career Pathway

Health Sciences

Plan Code

PHLPVC01

Required Course

Course Code	Title	Credits
PNURS 293	Advanced Phlebotomy	7

	Total Credits	7

Basic Phlebotomy

Degree Type

Certificate of Training

Career Pathway

Health Sciences

Plan Code

PHLPHC01

Required Course

Course Code	Title	Credits
PNURS 292	Basic Phlebotomy	3
Total Credits		3

Practical Nurse

This program is designed to prepare a student for a rewarding career as a Licensed Practical Nurse. Upon graduation of this program and under the supervision of a registered nurse or a health care provider, the practical nurse will be able to provide evidence-based and safe care in a variety of health care settings such as hospitals, clinics, schools and long-term care facilities.

This program includes two options, an 80-credit Certificate of Competency (CoC) or a 90-credit Associate of Applied Science (AAS) that are in alignment with a Direct Transfer Agreement (DTA) with all nursing schools in the state of Washington. Admission into the nursing program is dependent upon the successful completion of each of the prerequisite courses listed below with a minimum cumulative GPA of 3.0 or higher. Exceptions to the 3.0 GPA requirement could be made by the Nursing Program Director on an individual basis. Note that the AAS option requires an additional 10 credits of prerequisite courses.

Upon successful completion of all the required pre-requisites and program courses, the student will be eligible to take the Practical Nurse licensure exam (the NCLEX). After passing the NCLEX, the student will obtain a license to practice as a Licensed Practical Nurse.

Clinical experiences are an essential part of learning and preparing to be a nurse. Students are expected to commute to clinical sites for clinical rotations and should be prepared to travel up to 50 miles each way. The hours for clinical rotations will vary throughout the program but will generally take place M-F 7am-7pm. In addition, students are required to successfully pass Washington State Department of Social and Health Services background check and criminal background check. For more information, contact the nursing department at 253-680-7316

In addition to tuition students are also responsible or purchasing additional educational materials such as textbooks, a uniform and other miscellaneous supply.

Program Mission

To prepare a diverse body of Nursing students to be safe and competent nurses in the community. The Bates Technical College Practical Nurse Program strives to enrich diverse communities, inspire life-long learning, and challenge for greater educational and career achievement.

Program Vision

To prepare nurses who are agents of change that reach diverse communities and connect them to quality and inclusive healthcare.

Program Values

1. Collaboration and Communication
2. Integrity and Accountability
3. Dignity and Respect
4. Diversity and Social Justice
5. Empathy and Compassion

For program costs and fees refer to the catalog TUITION AND FEES PAGE

Required foundational coursework to be completed prior the enrolling in Practical Nursing program:

Students must earn a cumulative GPA of 3.0 or higher in all prerequisite courses before entering core coursework.

Prerequisite Courses (Required for admission into CoC and AAS options):

- ENGL& 101 English Composition I
- BIOL& 160 General Biology
- BIOL& 241 (must include lab) Anatomy and Physiology
- BIOL& 242 (must include lab) Anatomy and Physiology
- MATH& 146 (or higher) Basic Statistics
- PSYC& 100 General Psychology
- PSYC& 200 Psychology through the Lifespan

Additional Prerequisite Courses (Required for admission into AAS option only):

Any two of these course options will satisfy the additional 10-credit prerequisites required for the Associate of Applied Science option:

- BIOL& 260 Microbiology
- CHEM& 121 Introduction to Chemistry
- NUTR& 101 Nutrition

*Students must pass each course within the nursing core program with a 3.0 (80% in Canvas) or higher to proceed to the next quarter in the Practical Nursing Program. See the Bates Technical College Nursing Program Student Readmission Requirements. *

Note: If you intend to further your education with an RN degree at another college, please ensure to review the program and prerequisite requirements of that institution.

CIP Code 51.3901

Program Learning Outcomes

- Nursing Care- Integrate patient centered care in all aspects of health care practice to provide safe, compassionate culturally and developmentally diverse care.

- Clinical Judgement- Provide safe nursing care by applying current nursing science and clinical reasoning to deliver safe, evidence-based care.
- Professional Behavior and Scope of Practice- Demonstrate integrity by understanding and upholding all ethical and legal principles of the LPN role. Practice and use professional communication with clients and associated health care team(s).
- Health Promotion- Enhance and promote the client’s health and well-being and prevent disease.
- Collaboration- Actively participate and collaborate with the health care team to deliver patient-centered care and achieve the best outcomes for patients.
- Quality Improvement - Integrate quality improvement and evidence-based practice to promote health of clients, families and communities.
- Informatics - Incorporate health care informatics to improve safety and wellbeing of individuals and communities across health delivery systems.

Practical Nurse

Degree Type

Associate in Applied Science

Career Pathway

Health Sciences

Plan Code

LPNPNAPT

Required Prerequisites

Students must achieve a B/3.0 cumulative GPA or better in all prerequisite classes.

Students must follow the course map as listed below. 45 pre-req credits required along with 45 program credits.

Required Courses

Program Prerequisite Courses

NOTE: In addition, students are strongly encouraged, but not required, to complete [CTNA 105](#) "Certified Nursing Assistant Program" 10 credits as part of the program prerequisites.

Quarter 1

Course Code	Title	Credits
BIOL& 160	General Biology	5
ENGL& 101	English Composition I	5
PSYC& 100	General Psychology	5

	CHEM& 121 or NUTR& 101	5

Quarter 2

Course Code	Title	Credits
BIOL& 241	Human Anatomy and Physiology I	5
PSYC& 200	Lifespan Psychology	5

Quarter 3

Course Code	Title	Credits
BIOL& 242	Human Anatomy and Physiology II	5
MATH& 146	Statistics	5
	BIOL& 260, CHEM& 121, or NUTR& 101	5

Full-Time Program

FT-Quarter 1

Course Code	Title	Credits
PNUR 151	Foundations of Nursing Practice	5
PNUR 152	Foundations of Nursing Practice Lab I	2
PNUR 153	Mental Health in Nursing Practice	3
PNUR 154	Medical Surgical Nursing I	3
PNUR 155	Nursing Simulation I	1
PNUR 156	Clinical I	1

FT-Quarter 2

Course Code	Title	Credits
PNUR 157	Foundations of Pharmacology	2
PNUR 158	Medical Surgical Nursing II	5
PNUR 161	Maternal Health and Care of Children	3
PNUR 162	Nursing Simulation II	1
PNUR 169	Clinical II	2
PNUR 170	Foundations of Nursing Lab II	2

FT-Quarter 3

Course Code	Title	Credits
PNUR 164	Medical Surgical Nursing III	6

PNUR 167	Nursing Simulation III	1
PNUR 171	Clinical III	4
PNUR 172	Transition to Professional Nursing Practice	4

Part-Time Program

PT-Quarter 1

Course Code	Title	Credits
PNUR 151	Foundations of Nursing Practice	5
PNUR 152	Foundations of Nursing Practice Lab I	2
PNUR 155	Nursing Simulation I	1

PT-Quarter 2

Course Code	Title	Credits
PNUR 153	Mental Health in Nursing Practice	3
PNUR 154	Medical Surgical Nursing I	3
PNUR 170	Foundations of Nursing Lab II	2

PT-Quarter 3

Course Code	Title	Credits
PNUR 156	Clinical I	1
PNUR 158	Medical Surgical Nursing II	5
PNUR 162	Nursing Simulation II	1

PT-Quarter 4

Course Code	Title	Credits
PNUR 157	Foundations of Pharmacology	2
PNUR 161	Maternal Health and Care of Children	3
PNUR 167	Nursing Simulation III	1

PT-Quarter 5

Course Code	Title	Credits
PNUR 164	Medical Surgical Nursing III	6
PNUR 169	Clinical II	2

PT-Quarter 6

Course Code	Title	Credits
PNUR 171	Clinical III	4
PNUR 172	Transition to Professional Nursing Practice	4

Total Credits	90

Practical Nurse

Degree Type

Certificate of Competency

Career Pathway

Health Sciences

Plan Code

LPNPNC45

Required Courses

Program Prerequisite Courses

NOTE: In addition, students are strongly encouraged, but not required, to complete CTNA 105 "Certified Nursing Assistant Program" 10 credits as part of the program prerequisites.

Quarter 1

Course Code	Title	Credits
BIOL& 160	General Biology	5
ENGL& 101	English Composition I	5
PSYC& 100	General Psychology	5

Quarter 2

Course Code	Title	Credits
BIOL& 241	Human Anatomy and Physiology I	5
PSYC& 200	Lifespan Psychology	5

Quarter 3

Course Code	Title	Credits
BIOL& 242	Human Anatomy and Physiology II	5
MATH& 146	Statistics	5

Full-Time Program

FT-Quarter 1

Course Code	Title	Credits
PNUR 151	Foundations of Nursing Practice	5
PNUR 152	Foundations of Nursing Practice Lab I	2
PNUR 153	Mental Health in Nursing Practice	3
PNUR 154	Medical Surgical Nursing I	3
PNUR 155	Nursing Simulation I	1
PNUR 156	Clinical I	1

FT-Quarter 2

Course Code	Title	Credits
PNUR 157	Foundations of Pharmacology	2
PNUR 158	Medical Surgical Nursing II	5
PNUR 161	Maternal Health and Care of Children	3
PNUR 162	Nursing Simulation II	1
PNUR 169	Clinical II	2
PNUR 170	Foundations of Nursing Lab II	2

FT-Quarter 3

Course Code	Title	Credits
PNUR 164	Medical Surgical Nursing III	6
PNUR 167	Nursing Simulation III	1
PNUR 171	Clinical III	4
PNUR 172	Transition to Professional Nursing Practice	4

Part-Time Program

PT-Quarter 1

Course Code	Title	Credits
PNUR 151	Foundations of Nursing Practice	5
PNUR 152	Foundations of Nursing Practice Lab I	2
PNUR 155	Nursing Simulation I	1

PT-Quarter 2

Course Code	Title	Credits

PNUR 153	Mental Health in Nursing Practice	3
PNUR 154	Medical Surgical Nursing I	3
PNUR 170	Foundations of Nursing Lab II	2

PT-Quarter 3

Course Code	Title	Credits
PNUR 156	Clinical I	1
PNUR 158	Medical Surgical Nursing II	5
PNUR 162	Nursing Simulation II	1

PT-Quarter 4

Course Code	Title	Credits
PNUR 157	Foundations of Pharmacology	2
PNUR 161	Maternal Health and Care of Children	3
PNUR 167	Nursing Simulation III	1

PT-Quarter 5

Course Code	Title	Credits
PNUR 164	Medical Surgical Nursing III	6
PNUR 169	Clinical II	2

PT-Quarter 6

Course Code	Title	Credits
PNUR 171	Clinical III	4
PNUR 172	Transition to Professional Nursing Practice	4

	Total Credits	80

Pre-Nursing DTA-MRP

The Pre-Nursing Direct Transfer Agreement (DTA) Associate Degree is designed to prepare students for entry into Bachelor of Science in Nursing (BSN) programs. This program provides the foundational coursework necessary for a smooth transition to nursing schools, ensuring that students are well-prepared for advanced studies in nursing. The curriculum emphasizes essential subjects such as biology, chemistry, anatomy, physiology, and social sciences, which are critical for success in nursing education and practice.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 24.0101

Pre-Nursing

Degree Type

DTA/MRP

Career Pathway

Health Sciences

Plan Code

RENPNAS

Required Courses

Quarter 1 (Fall-Spring)

Course Code	Title	Credits
BIOL& 160	General Biology	5
ENGL& 101	English Composition I	5
	Pre-Nursing Humanities or Social Sciences Elective	5

Quarter 2 (Winter-Summer)

Course Code	Title	Credits
BIOL& 241	Human Anatomy and Physiology I	5
PSYC& 100	General Psychology	5
ENGL& 235	Technical Writing	5

Quarter 3 (Spring-Fall)

Course Code	Title	Credits
BIOL& 242	Human Anatomy and Physiology II	5
CHEM& 121	General Chemistry	5
PSYC& 200	Lifespan Psychology	5

Quarter 4 (Winter-Summer)

Course Code	Title	Credits
CHEM& 131	Introduction to Organic/Biochemistry	5
MATH& 146	Statistics	5
NUTR& 101	Introduction to Nutrition	5

Quarter 5 (Fall-Spring)

Course Code	Title	Credits
BIOL& 260	Microbiology	5
	Pre-Nursing Humanities Elective	5
	Pre-Nursing Humanities Elective	5

Quarter 6 (Winter-Summer)

Course Code	Title	Credits
	Pre-Nursing Humanities Elective	5
	Pre-Nursing Social Sciences Elective	5
	Pre-Nursing Humanities or Social Sciences Elective	5

Total Credits	90

Public Safety Administration

The Bachelor of Applied Science (BAS) degree program in Public Safety Administration is intended to support the Tacoma and Pierce County communities by educating leaders for an evolving industry. Public safety, long viewed as the sole province of law enforcement and fire service, is an industry undergoing profound change. The reasons guiding businesses, public organizations, cities, counties, and state governments to reconsider their public safety systems are complex, but they can be reduced to two primary causes. First, existing public safety systems have failed to protect communities effectively and equitably. Secondly, the range of threats is steadily increasing, and now includes relatively new issues such as cybercrimes, pandemics, failures of community infrastructure, and major disasters brought on by climate change.

Admission Requirements

- Associates degree in a public safety related field or an Associate's degree with relevant work experience
- GPA of 2.0 or higher
- Personal Statement
- Transcription from previous institutions
- 25 credits of generally transferable general education coursework*

*Students who have fulfilled their general education coursework for their associates degree with non-transferable courses may take additional general education courses to meet degree requirements during their junior year. Students may be provisionally admitted into the program if they are within 25 credits from completing an associates degree."

Generally transferrable general education coursework include:

- Five credits of ENGL& 101 (English Composition I)

- Five credits of [Quantitative Reasoning](#)
- Five credits of [Humanities](#)
- Five credits of [Social Science](#)
- Five credits of [Natural Science](#)

NOTE: Students may take the above courses at Bates Tech, or transfer courses in from another college.

Courses may not need to match exactly in each academic/general education category listed above. Consult with a career advisor.

CIP Code 43.0202

Program Learning Outcomes

- Students will differentiate among leadership styles, evaluate and develop their own leadership skills, and effectively apply those skills in responding to situations commonly encountered in the public safety industry.
- Students will recognize the roles and cultures of organizations engaged in maintaining public safety, interpret law and policy, manage personnel in accordance with contract, and follow public financing systems and their accompanying ethical obligations.
- Develop detailed knowledge of the communities to be served, analyze differing needs across segments of a given community, plan and implement responses that effectively support these communities, and actively build relationships with community members.
- Demonstrate knowledge of the inequities in the public safety system and use their knowledge of social justice principles to rectify systemic biases. Evaluate plans and generate responses based on perspectives brought by diverse community members.
- Students will be skilled in both oral and written communication techniques. They will write accurate and concise reports, demonstrate strong interpersonal skills, and apply strategies that de-escalate challenging situations and lead to resolution.
- Implement response plans to solving immediate problems in challenging emergency response situations while clearly recording required data points, develop and analyze data sets, and identify both short-term and strategic, long-term solutions.
- Use standard information technology and emerging technological tools common to public safety efforts, including building design, environmental health and safety, information technology systems, drone technology, and digital and video recording systems.

Public Safety Administration

Degree Type

Bachelor of Applied Science

Career Pathway

Education and Public Safety

Plan Code

FSAPSBAS

Program Prerequisite

Program Prerequisite: The 180-credit Bachelor's degree includes the 90 credits from the prerequisite Associate of Applied Science (AAS) in a related technical field. Please consult with a career advisor to discuss meeting this requirement.

Required Courses

Quarter 1

Course Code	Title	Credits
	CMST& 220 or Any 200-Level CMST& Course	5
PSAD 310	Foundations in Public Safety	5
PSAD 311	Public Safety Policy and Legal Issues	5
	Public Safety Administration GENED Course	5

Quarter 2

Course Code	Title	Credits
PSAD 312	Public Safety Leadership	5
PSYC 310	Organizational and Institutional Behavior	5
SOC 310	Social and Behavioral Science Applications in Public Safety Administration	5
	Public Safety Administration GENED Course	5

Quarter 3

Course Code	Title	Credits
PHIL 305	Professional Ethics	5
PSAD 313	Human Resources and Personnel Management	5
PSAD 314	Government and Non-profit Budget and Finance	5
	Public Safety Administration GENED Course	5

Quarter 4

Course Code	Title	Credits
CMST 310	Public Safety Communication	5
PSAD 315	Public Safety and Community Health	5

PSAD 410	Critical Infrastructure: Security and Resilience	5

Quarter 5

Course Code	Title	Credits
PSAD 411	Public Safety Research and Technology	5
PSAD 412	Cybersecurity and System Threats	5
PSAD 413	Project Management and Planning in Public Safety Administration	5

Quarter 6

Course Code	Title	Credits
PSAD 414	Developing the Local Stakeholder Community in Public Safety Administration	5
PSAD 415	Contemporary Issues in Public Safety Administration	5
SOC 410	Social Justice and Public Safety Administration	5

	Total Credits	180

Sheet Metal Technology

6 quarter AAS

This program offers a combinations of hands-on, hybrid, and online courses. See course descriptions for more information.

Bates offers the only program in the region that prepares students for apprenticeship employment in the sheet metal industry. Customer projects completed in the classroom, shop, and the field, provide students with the necessary foundational skills to succeed in this high demand and rewarding occupation. Instruction includes equipment operation, fabrication and installation of various ventilation systems, blueprint reading, computer-aided drafting, air distribution, and material handling. This is a pre-apprenticeship program for the Western Washington Sheet Metal Joint Apprenticeship Training Committee. Students who complete all required elements of the selected Sheet Metal Technology course offerings will be awarded direct entry into the Western Washington Sheet Metal JATC Local 66 building trades program. Students will be placed at the end of the out of work list. Prior educational credits are recognized upon entrance into the apprenticeship.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 48.0506

Program Learning Outcomes

- Lay out, measure, and mark dimensions and reference lines on material using calculators, hand tools, and machines on metal.
- Interpret construction blueprints to identify dimensions, materials, and installation requirements for sheet metal projects.
- Interpret guidelines set forth by OSHA/WISHA/HAZ COM and occupation standards
- Identify and properly use common hand tools and machines for cutting, forming, and assembling sheet metal components.
- Fabricate and install a variety of assemblies: heating and air conditioning ducts, equipment, and architectural metal components
- Perform basic computer functions relating to duct design and CAD fabrication
- Develop independent work habits and positive interpersonal abilities to create a team environment in the workplace
- Use calculators, dividers, squares, and rulers for geometric construction in drafting.
- Apply mathematical principles to accurately interpret technical drawings, calculate material dimensions, bend allowances, and layout patterns for sheet metal fabrication.
- Identify and understand the historical moments and values of the sheet metal trade and how it shaped the sheet metal trade.
- Apply industry related skills for esential tasks towards supplemental training for handling, and transporting materials and personel.

Sheet Metal Technology

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

SMTSTAPT

Program Description

- 6 quarter AAS
- Maximum class size:
- Student to teacher ratio:
- Enrollment point:
- This degree is primarily in person and hands-on with some online, hybrid, and web-enhanced courses. See course descriptions for more details.
- Shop is fully equipped, well lit with a well maintained classroom area.

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)

- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
SHME 101	Introduction to Sheet Metal Technology	3
SHME 103	Fitting Fabrication I	7
SHME 105	Materials Technology	3
SHME 150	Hand Tools and Machines	5

Quarter 2

Course Code	Title	Credits
SHME 107	Applied Math	5
SHME 151	Safety and Health	4
SHME 152	Drafting I	6
SHME 217	Energy Codes	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
SHME 112	Fitting Fabrication II	8
SHME 153	Architectural Sheet Metal	5
SHME 213	Introduction to Blueprint Reading	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
SHME 203	Blueprint Reading Applications	5
SHME 206	Complex Components Fabrication	5
SHME 250	Drafting II	7
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
SHME 251	Duct Design and Air Balancing Concepts	5
SHME 252	Field Installation I	6
SHME 253	Field Installation II	6

Quarter 6

Course Code	Title	Credits
SHME 254	Commercial Projects	6
WBAS 101	Welding Basics	8

	Total Credits	115

Sheet Metal Technician

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

SMTSCC90

Program Description

- 6 quarter Certificate of Completion

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
SHME 101	Introduction to Sheet Metal Technology	3
SHME 103	Fitting Fabrication I	7
SHME 105	Materials Technology	3
SHME 150	Hand Tools and Machines	5

Quarter 2

Course Code	Title	Credits
SHME 107	Applied Math	5
SHME 151	Safety and Health	4
SHME 152	Drafting I	6
SHME 217	Energy Codes	2
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
SHME 112	Fitting Fabrication II	8
SHME 153	Architectural Sheet Metal	5
SHME 213	Introduction to Blueprint Reading	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
SHME 203	Blueprint Reading Applications	5
SHME 206	Complex Components Fabrication	5
SHME 250	Drafting II	7
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
SHME 251	Duct Design and Air Balancing Concepts	5
SHME 252	Field Installation I	6
WBAS 101	Welding Basics	8
	Total Credits	98

Sheet Metal Production Support

Degree Type

Certificate of Training

Career Pathway

Transportation and Trades

Plan Code

SMTSPC20

Program Description

- 3 quarter Certificate of Training

Required Courses

Quarter 1

Course Code	Title	Credits
SHME 103	Fitting Fabrication I	7
SHME 105	Materials Technology	3

Quarter 2

Course Code	Title	Credits
SHME 107	Applied Math	5
SHME 150	Hand Tools and Machines	5
SHME 217	Energy Codes	2

Quarter 3

Course Code	Title	Credits
SHME 112	Fitting Fabrication II	8
SHME 253	Field Installation II	6
WBAS 101	Welding Basics	8

	Total Credits	44

Software Development

Instruction in the Software Development program includes designing, coding, and implementing software applications using a variety of programming languages to include SQL, Java, C Sharp, Python and JavaScript. Additionally, students build skills in problem-solving, communicating and working as a team. Business and Data Analytics concentration students develop skills with SQL, Business Intelligence, and Visualization while Software Development concentration students focus on web and mobile application development.

CIP Code 11.0201

Program Learning Outcomes

- Write application software that makes efficient and secure use of operating system services

- Develop an information system using accepted software development processes
- Produce user applications using a specialized technology that builds upon fundamental software development practices
- Apply principles of human-computer interaction in the design of computer interfaces
- Analyze a problem and identify the appropriate data, hardware components and/or software requirements to develop a feasible solution
- Use current tools and practices that support the software documentation process
- Document system requirements and/or developing materials for clients in the proper use of hardware or software
- Work cooperatively and effectively in teams to accomplish a shared goal
- Analyze local and global information technology (IT) trends, while recognizing the influences of IT on cultural, economic, ethical, and legal issues and responsibilities
- Support the management of information systems
- Use industry standard digital media/multimedia hardware and software

Software Development Business and Data Analytics

Degree Type

Associate in Applied Science

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

COPSTAPT

Program Description

- 6 quarter AAS
- Maximum class size: 20
- Student to teacher ratio: 20:1
- Enrollment point: Fall, Spring
- This program is hybrid. See course descriptions for more information.
- In this program, students will use a variety of computer software to include Visual studio, SQL Server, Eclipse and Tableau.
- Students need to have access to a computer and internet connectivity.

Choose 1 of the 50-Credit Specialization Tracks

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

The Artificial Intelligence Track requires one more 5-credit course from any of the three areas.

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
SOFT 101	Introduction to Information Technology	5
SOFT 102	Programming Fundamentals	5
WEB 102	Web Development I	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
CS& 141	Computer Science 1 Java	5
DATA 101	Database Design and SQL	5
DATA 104	Excel for Analytics	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Data Analytics Track

Quarter 3

Course Code	Title	Credits
DATA 102	Advanced SQL	5
SOFT 121	C-Sharp I	5
SOFT 123	Web Programming w/JavaScript	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DATA 205	Business Data Analytics I - SQL Server Administration	5

SOFT 204	Open Source Programming	5
SOFT 207	Web Application Development	5

Quarter 5

Course Code	Title	Credits
DATA 206	Business Data Analytics II- Introduction to Business Intelligence	5
DATA 207	Business Data Analytics III - Visualization	5
SOFT 290	Capstone Project	5

Software Development Track

Quarter 3

Course Code	Title	Credits
DATA 102	Advanced SQL	5
SOFT 121	C-Sharp I	5
SOFT 123	Web Programming w/JavaScript	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
SOFT 204	Open Source Programming	5
SOFT 207	Web Application Development	5
SOFT 210	Mobile Application Development I	5

Quarter 5

Course Code	Title	Credits
SOFT 144	Data Structures	5
SOFT 211	Mobile Application Development II	5
SOFT 290	Capstone Project	5

Artificial Intelligence Track

Quarter 3

Course Code	Title	Credits

DATA 102	Advanced SQL	5
SOFT 204	Open Source Programming	5
SOFT 213	Introduction to Machine Learning	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
SOFT 212	Advanced Python Programming	5
SOFT 214	Introduction to Deep Learning Fundamentals	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
DATA 207	Business Data Analytics III - Visualization	5
SOFT 290	Capstone Project	5
SOFT 215	Introduction to Neural Networks	5

Total Credits	90

Software Development Business and Data Analytics

Degree Type
Associate of Applied Science-Transfer

Career Pathway
Science, Technology, Engineering and Math (STEM)

Plan Code
COPSDAAS

Program Description

- 6 quarter AAST

Choose 1 of the 60-Credit Specialization Tracks

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 15 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
SOFT 101	Introduction to Information Technology	5
SOFT 102	Programming Fundamentals	5
WEB 102	Web Development I	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
CS& 141	Computer Science 1 Java	5
DATA 101	Database Design and SQL	5
DATA 104	Excel for Analytics	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Data Analytics Track

Quarter 3

Course Code	Title	Credits
DATA 102	Advanced SQL	5
SOFT 121	C-Sharp I	5
SOFT 123	Web Programming w/JavaScript	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
DATA 205	Business Data Analytics I - SQL Server Administration	5
SOFT 204	Open Source Programming	5
SOFT 207	Web Application Development	5

AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
DATA 206	Business Data Analytics II- Introduction to Business Intelligence	5
DATA 207	Business Data Analytics III - Visualization	5
SOFT 290	Capstone Project	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Software Development Track

Quarter 3

Course Code	Title	Credits
DATA 102	Advanced SQL	5
SOFT 121	C-Sharp I	5
SOFT 123	Web Programming w/JavaScript	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
SOFT 204	Open Source Programming	5
SOFT 207	Web Application Development	5
SOFT 210	Mobile Application Development I	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
SOFT 144	Data Structures	5
SOFT 211	Mobile Application Development II	5
SOFT 290	Capstone Project	5

	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Artificial Intelligence Track

Quarter 3

Course Code	Title	Credits
DATA 102	Advanced SQL	5
SOFT 204	Open Source Programming	5
SOFT 213	Introduction to Machine Learning	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
SOFT 212	Advanced Python Programming	5
SOFT 214	Introduction to Deep Learning Fundamentals	5
	AAS-T GENED Requirement: Communications or Quantitative or Sciences-Humanities	5
	AAS-T GENED Requirement: Sciences-Humanities	5

Quarter 5

Course Code	Title	Credits
DATA 207	Business Data Analytics III - Visualization	5
SOFT 290	Capstone Project	5
SOFT 215	Introduction to Neural Networks	5
	AAS-T GENED Requirement: Sciences-Humanities	5

	Total Credits	100

Software Development Elements

Degree Type
Certificate of Competency

Career Pathway
Science, Technology, Engineering and Math (STEM)
Plan Code
COPSEC45
Program Description

- 3-4 quarter Certificate of Competency

General Education Requirements

- 5 credits from the [Communications Distribution](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Sciences and Humanities Distribution](#)

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Courses

Quarter 1

Course Code	Title	Credits
SOFT 101	Introduction to Information Technology	5
SOFT 102	Programming Fundamentals	5
WEB 102	Web Development I	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 2

Course Code	Title	Credits
DATA 101	Database Design and SQL	5
DATA 104	Excel for Analytics	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
DATA 102	Advanced SQL	5
SOFT 121	C-Sharp I	5
SOFT 123	Web Programming w/JavaScript	5

Quarter 4

Course Code	Title	Credits

SOFT 207	Web Application Development	5
SOFT 290	Capstone Project	5
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5
Total Credits		65

Software Development

Degree Type

Certificate of Training

Career Pathway

Science, Technology, Engineering and Math (STEM)

Plan Code

COPSDC20

Program Description

- 1 quarter Certificate of Training

Required Courses

Course Code	Title	Credits
DATA 101	Database Design and SQL	5
SOFT 101	Introduction to Information Technology	5
SOFT 102	Programming Fundamentals	5
WEB 102	Web Development I	5
Total Credits		20

Welding

Students prepare for apprenticeship employment as welders, filling positions in industries including shipbuilding, industrial construction, energy fields, sheet metal, and auto body. Extensive practical training in all aspects of welding is included as students work in the shop on a variety of welding projects. Upon completion of the welding competencies, students are encouraged to take the certification tests for the American Welding Society and the Washington Association of Building Officials. This program also provides extended learning for persons previously or currently employed in these professions. Note: Through an Opportunity Grant, special tuition and book funding is available to assist low-income adult students entering this program.

For program costs and fees refer to the catalog TUITION AND FEES PAGE.

CIP Code 48.0508

Program Learning Outcomes

- Weld in (flat, horizontal, vertical, and overhead positions) using the basic welding processes SMAW, GMAW, FCAW, and GTAW
- Read and interpret basic blueprints and welding symbols to fabricate components
- Apply the principles of metallurgy during the welding process
- Cut metals using (oxyfuel and, plasma, arc) cutting process
- Apply the fundamentals of welding processes
- Apply basic math and measurement
- Follow industry safety practices
- Perform metal layout processes

Welding

Degree Type

Associate in Applied Science

Career Pathway

Transportation and Trades

Plan Code

WETWEAPT

Program Description

- 6 quarter AAS
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program offers online, hybrid, web-enhanced, and face-to-face courses. Please see course descriptions for more information.
- Students in this program will use welding machines for most processes. They will also learn to use ventilation, air compressors, welding booths, oxy/fuel torches, plasma tables, track burning ops, and forklift operation.
- Both day and evening courses are offered as well as various welding certificates.
- Students will be responsible for purchasing their own welding hood, leather boots, leather jacket, leather gloves. For complete list, see instructors.

Select 1 of the 2-Quarter Specializations

General Education Requirements

- 5 credits from [COLL 101-College Success](#)*
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

*Note: [COLL 101](#) fulfills either Communications or Humanities

**Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your

career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Core Courses

All Welding AAS students are required to complete the 4 Core Required Quarters. Quarters 5 & 6 will be fulfilled by choosing one of the two-quarter specializations sequences below.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
WELD 121	Safety and Thermal cutting	3
WELD 122	Basic SMAW Techniques	4
WELD 123	Intermediate SMAW Techniques	4
WELD 124	Advanced SMAW Techniques	4

Quarter 2

Course Code	Title	Credits
WELD 125	GMAW Short Arc	4
WELD 126	Gas Metal Arc Welding -Spray and Pulse Transfer	4
WELD 127	Gas Metal Arc Welding - Aluminum	4
WELD 230	Mock Certification Testing - SMAW	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
WELD 128	Introduction to Flux Core Arc Welding (dual shield)	4
WELD 129	Flux Core Arc Welding - Self-shielded	4
WELD 130	Welding Blueprint Reading	4
WELD 231	Mock Certification Testing - FCAW-G	4

	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
WELD 233	Gas Tungsten Arc Welding-Steel	4
WELD 234	Gas Tungsten Arc Welding - Aluminum	4
WELD 235	Gas Tungsten Arc Welding -Stainless Steel	4

General Welding Specialization

Quarter 5

Course Code	Title	Credits
WELD 236	Fabrication 1	4
WELD 237	Capstone	4
WELD 238	Codes and NDT	4

Quarter 6

Course Code	Title	Credits
	Welding Electives	4-12
	Welding Electives	4-12
	Welding Electives	4-12

Aerospace and Fabrication Specialization

Quarter 5

Course Code	Title	Credits
WELD 227	Advanced GTAW SS	4
WELD 228	Advanced GTAW Aluminum	4
WELD 229	Advanced GTAW tubing	4

Quarter 6

Course Code	Title	Credits
WELD 236	Fabrication 1	4
WELD 240	Fabrication 2	4
WELD 241	Fabrication 3	4

Pipe and Fabrication Specialization

Quarter 5

Course Code	Title	Credits
WELD 220	Intermediate SMAW pipe cert. practice	4
WELD 223	Intermediate GTAW/SMAW Pipe Cert. Practice	4
	WELD 217, WELD 218, WELD 222, or WELD 224	4

Quarter 6

Course Code	Title	Credits
WELD 236	Fabrication 1	4
WELD 240	Fabrication 2	4
WELD 241	Fabrication 3	4

Sanitary and High-Purity Welding Specialization

Quarter 5

Course Code	Title	Credits
WELD 216	D18.1 Sanitary and High-Purity Welding for Food and Medical Industries	4
WELD 219	D18.3 GTAW Stainless Sanitary Welding II	4
WELD 226	ISO 16528 Pressurized Vessel Welding	4

Quarter 6

Course Code	Title	Credits
WELD 243	Emergent Technologies in Welding	4
WELD 244	Welding Automation and Robotics	4
WELD 247	Metal Fabrication and Layout and Math	4

Seismic-Structural Welding Specialization

Quarter 5

Course Code	Title	Credits

WELD 212	AWS D1.8 Seismic Supplement	4
WELD 214	D1.8 Restricted Access Welder Qualification Test Practice	4
WELD 215	D1.8 Restricted Access Welder Qualification Proctored Test	4

Quarter 6

Course Code	Title	Credits
	Welding Electives	4-12
	Welding Electives	4-12
	Welding Electives	4-12

	Total Credits	98

Welding

Degree Type

Certificate of Competency

Career Pathway

Transportation and Trades

Plan Code

WETWEC90

Program Description

- 6 quarter CoC
- Maximum class size: 18
- Student to teacher ratio: 18:1
- Enrollment point: Fall, Winter, Spring, Summer
- This program offers online, hybrid, web-enhanced, and face-to-face courses. Please see course descriptions for more information.
- Students in this program will use welding machines for most processes. They will also learn to use ventilation, air compressors, welding booths, oxy/fuel torches, plasma tables, track burning ops, and forklift operation.
- Both day and evening courses are offered as well as various welding certificates.
- Students will be responsible for purchasing their own welding hood, leather boots, leather jacket, leather gloves. For complete list, see instructors.

General Education Requirements

- 5 credits from [COLL 101-College Success*](#)
- 5 credits from the [Quantitative Distribution](#)
- 5 credits from the [Communications Distribution](#) or [Sciences and Humanities Distribution](#)

**Note: [COLL 101](#) fulfills either Communications or Humanities*

***Note: Students who have previously attended college or university may qualify to opt-out of the [COLL 101](#) requirement. Please speak with your career advisor if you believe this may be an option for you. Students opting out of the [COLL 101](#) course must take 5 credits from each of the three distributions: Communications, Quantitative, and Sciences/Humanities*

Note: See a Career Advisor prior to choosing courses that meet general education requirements.

Required Core Courses

All Welding AAS students are required to complete the 4 Core Required Quarters. Quarters 5 & 6 will be fulfilled by choosing one of the two-quarter specializations sequences below.

Required Courses

Quarter 1

Course Code	Title	Credits
COLL 101	College Success	5
WELD 121	Safety and Thermal cutting	3
WELD 122	Basic SMAW Techniques	4
WELD 123	Intermediate SMAW Techniques	4
WELD 124	Advanced SMAW Techniques	4

Quarter 2

Course Code	Title	Credits
WELD 125	GMAW Short Arc	4
WELD 126	Gas Metal Arc Welding -Spray and Pulse Transfer	4
WELD 127	Gas Metal Arc Welding - Aluminum	4
WELD 230	Mock Certification Testing - SMAW	4
	AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 3

Course Code	Title	Credits
WELD 128	Introduction to Flux Core Arc Welding (dual shield)	4
WELD 129	Flux Core Arc Welding - Self-shielded	4
WELD 130	Welding Blueprint Reading	4
WELD 231	Mock Certification Testing - FCAW-G	4

AAS GENED Requirement: Communications or Quantitative or Sciences-Humanities	5

Quarter 4

Course Code	Title	Credits
WELD 233	Gas Tungsten Arc Welding-Steel	4
WELD 234	Gas Tungsten Arc Welding - Aluminum	4
WELD 235	Gas Tungsten Arc Welding -Stainless Steel	4

General Welding Specialization

Quarter 5

Course Code	Title	Credits
WELD 236	Fabrication 1	4
WELD 237	Capstone	4
WELD 238	Codes and NDT	4

Quarter 6

Course Code	Title	Credits
	Welding Electives	4-12
	Welding Electives	4-12
	Welding Electives	4-12

Aerospace and Fabrication Specialization

Quarter 5

Course Code	Title	Credits
WELD 227	Advanced GTAW SS	4
WELD 228	Advanced GTAW Aluminum	4
WELD 229	Advanced GTAW tubing	4

Quarter 6

Course Code	Title	Credits
WELD 236	Fabrication 1	4
WELD 240	Fabrication 2	4
WELD 241	Fabrication 3	4

Pipe and Fabrication Specialization

Quarter 5

Course Code	Title	Credits
WELD 220	Intermediate SMAW pipe cert. practice	4
WELD 223	Intermediate GTAW/SMAW Pipe Cert. Practice	4
	WELD 217, WELD 218, WELD 222, or WELD 224	4

Quarter 6

Course Code	Title	Credits
WELD 236	Fabrication 1	4
WELD 240	Fabrication 2	4
WELD 241	Fabrication 3	4

Sanitary and High-Purity Welding Specialization

Quarter 5

Course Code	Title	Credits
WELD 216	D18.1 Sanitary and High-Purity Welding for Food and Medical Industries	4
WELD 219	D18.3 GTAW Stainless Sanitary Welding II	4
WELD 226	ISO 16528 Pressurized Vessel Welding	4

Quarter 6

Course Code	Title	Credits
WELD 243	Emergent Technologies in Welding	4
WELD 244	Welding Automation and Robotics	4
WELD 247	Metal Fabrication and Layout and Math	4

Seismic-Structural Welding Specialization

Quarter 5

Course Code	Title	Credits

WELD 212	AWS D1.8 Seismic Supplement	4
WELD 214	D1.8 Restricted Access Welder Qualification Test Practice	4
WELD 215	D1.8 Restricted Access Welder Qualification Proctored Test	4

Quarter 6

Course Code	Title	Credits
	Welding Electives	4-12
	Welding Electives	4-12
	Welding Electives	4-12

	Total Credits	98

Courses

Accounting

ACCT 207: QuickBooks

This course provides hands-on experience and practice in computerized accounting applications (QuickBooks) for small businesses. Use the general ledger, accounts payable, accounts receivable, inventory, invoicing and payroll modules

Outcomes

- Comply with accounting rules and guidelines appropriate for a principles-level course
- Perform the steps of the accounting cycle
- Use accounting software to prepare various accounting schedules and reports

Credits	5
Quarter Offered	3
Distribution	Career Training

ACCT 220: Payroll Accounting

A comprehensive study of payroll concepts including compute wages and salaries, withholding for social security and income taxes and unemployment compensation taxes, maintain payroll records and prepare the relevant tax forms.

Outcomes

- Comply with accounting rules and guidelines appropriate for a principles-level course
- Identify relevant provisions of employment law
- Maintain payroll records and prepare related journal entries

Credits	5
Quarter Offered	2
Distribution	Career Training

ACCT 225: Federal Income Tax

An introduction to federal income tax for individuals including current tax law, preparation of individual income tax form 1040 and related schedules

Outcomes

- Comply with accounting rules and guidelines appropriate for a principles-level course
- Explain the ethical considerations inherently involved in federal income tax reporting
- Identify relevant provisions of tax law

Credits	5
Quarter Offered	4
Distribution	Career Training

ACCT 230: Governmental Accounting

An introduction to the accounting and reporting requirements for governmental and non-profit entities. Covers the essentials of fund accounting and applies techniques to transactions in governmental units including governmental fund types, proprietary fund types, and fiduciary fund types

Outcomes

- Comply with accounting rules and guidelines appropriate for a intermediate-level course
- Describe the difference between nonprofit accounting and the accounting of for-profit entities
- Record typical transactions within and between a variety of funds

Credits	5
Quarter Offered	3
Distribution	Career Training

ACCT& 201: Principles of Accounting I

An introduction to the concepts and methods underlying the preparation of corporate financial statements using generally accepted accounting principles. Topics covered include the accounting cycle, cash, and receivables.

Outcomes

- Explain how markets allocate, produce and distribute society's resources
- Predict how government intervention impacts economic outcomes
- Represent and understand economic concepts and outcomes in numerical and graphical form

Credits	5
Quarter Offered	1
Distribution	Career Training

ACCT& 202: Principles of Accounting II

A continuation of the concepts and methods underlying the preparation of corporate financial statements using generally accepted accounting principles. Topics covered include long-term assets, liabilities, stockholders' equity, statement of cash flows and financial statement analysis

Outcomes

- Choose and perform financial calculations appropriate for a principles-level course
- Comply with accounting rules and guidelines appropriate for a principles-level course
- Perform financial statement analysis and draw appropriate conclusions

Credits	5
Quarter Offered	2
Distribution	Career Training

ACCT& 203: Principles of Accounting III

An introduction to the concepts and methods of managerial accounting and how accounting information is essential for management decisions. Topics covered include job costing, activity based costing, inventory management, cost - volume - profit relationships, budgets, short-term business decisions and capital investment decisions

Outcomes

- Communicate effectively in quantitative and qualitative terms
- Use a range of techniques to perform analysis, synthesize information and draw conclusions
- Utilize accounting information for decision making

Credits	5
Quarter Offered	3
Instructional Mode	Online
Prerequisites	ACCT& 201 with minimum grade of 2.0
Distribution	Career Training
Campus	Off-site
Area of Study	Career Education

Administrative Medical Assistant

AMA 110: Computer Basics

This course will provide the basic vocabulary and terminology related to computer and word processing applications. An introduction to computer hardware and software is provided. This course will help build confidence and skills in using computer technology.

Outcomes

- Customize the Windows desktop
- Gain knowledge to help purchase a personal computer
- Identify basic computer components
- Make backup copies of files
- Save and retrieve files in the correct location
- Utilize Windows applications

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 111: Introduction to Word Processing

This course is an introduction to the basic concepts of MS Word. The components that will be covered are document creation, editing and saving, formatting text and paragraphs, working with tables, etc. as related to healthcare.

Outcomes

- Add graphics and visual elements
- Create charts and supporting information
- Create documents using special formats, columns, styles and outlines
- Create medical documents according to Allied Healthcare standards
- Create tables
- Create, design and edit documents

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 112: Fundamentals of Medical Terminology

This course is an introduction to the first of a series of medical terminology courses associated with anatomy/physiology and the understanding of the disease process. Students use basic prefixes, suffixes, combining forms, and medical abbreviations.

Outcomes

- Demonstrate knowledge of fundamental medical terminology word building
- Pronounce, spell and define medical terms
- Use medical terminology including roots, prefixes and suffixes

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 113: Healthcare Communications

This course focuses on the growing emphasis on customer service, the patient experience, cultural competence, quality improvement, patient safety, and corporate compliance that healthcare professionals deal with every day. Emphasis is placed on communicating appropriately, working well in teams, respecting and valuing differences, using limited resources efficiently, and interacting effectively with coworkers, patients, and guests.

Outcomes

- Develop relationships, teamwork, and communication skills
- Display personal traits of healthcare professionals
- Display work ethic and performance
- Identify employment and professional development opportunities
- Identify the health care industry and the role students will play
- Identify the key elements of professionalism
- Interacts with others regarding cultural competence and patient care
- Research practicum experience

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 114: Introduction to the Health Care Profession

This course is an introduction to the basic concepts of the administrative medical assistant profession with emphasis on professional behaviors as they relate to the patient-physician-medical assistant relationship.

Outcomes

- Analyze industry's ethical/legal issues
- Apply OSHA/WISHA safety guidelines
- Display behaviors consistent with acceptable work habits, health habits and interpersonal attributes
- Use the industry vocabulary

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 115: Digital Medical Editing

The course is an introduction to the processes used to transcribe a variety of medical correspondence and reports with emphasis on the development of proofreading and editing skills. Digital media is introduced.

Outcomes

- Enter information from digital media onto medical records and forms
- Transcribe from digital media
- Utilize a variety of reference materials

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 116: Medical Office Procedures

This is a practical applications course that focuses on a variety of administrative medical tasks to include appointment scheduling, internet research, referral processes for treatment, and records management. Students are introduced to a medical office simulation project.

Outcomes

- Discuss medical law, statutes, and legal documents related to the healthcare industry
- Identify and discuss HIPAA rules
- Manage health information
- Perform patient reception duties in a medical office simulation project
- Understand medical office communications

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 117: Beginning Medical Terminology

This course is an introduction to medical terminology with an emphasis on the Integumentary, Digestive, Respiratory, and Cardiovascular Systems. Prerequisite required: AMA 112

Outcomes

- Demonstrate knowledge of anatomy/physiology of the Integumentary, Digestive, Respiratory and Cardiovascular Systems
- Pronounce, spell and define medical terms
- Use Medical Terminology including roots, prefixes and suffixes related to body systems

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Online
Prerequisites	AMA112
Distribution	Career Training
Notes	Online

AMA 118: Administrative Medical Concepts

This course focuses on the Administrative Medical office functions. Communication regarding patient appointments will be focused upon. Students will be introduced to proper telephone techniques, a variety of filing systems in the medical office, understanding how equipment and supplies are essential the office, and will learn the basic concepts of performing front-office reception duties in the medical office. Prerequisite: AMA 114.

Outcomes

- Create and edit patient medical records and documentation
- Create and maintain medical filing systems
- Demonstrate proper telephone techniques
- Develop/maintain patient appointment schedules
- Introduce patient education
- Perform patient reception duties
- Prepare patient consent forms
- Use office equipment and supplies

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Online
Prerequisites	AMA114
Distribution	Career Training
Notes	Online

AMA 119: Advanced Medical Office Procedures

This is an advanced practical applications course that focuses on a variety of administrative medical tasks. Students will continue their simulation project and will include designing a medical office waiting area as well as performing medical practice financials.

Outcomes

- Define medical insurance and coding terminology
- Differentiate among three common leadership/management styles
- Explain the effects of coding compliance errors on the revenue cycle in the medical office setting
- Explain, using account terms, the procedures for maintaining essential financial records
- Perform patient reception duties in a medical office simulation project
- Recognize and calculate charges for medical services and process patient statements based on the patient encounter form and the physicians fee schedule

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 120: Introduction to Spreadsheets

This course is an introduction to the basic concepts of MS Excel. Students will be performing basic calculations using formulas, formatting and printing worksheets, and creating powerful charts and graphs for the healthcare industry.

Outcomes

- Create and copy formulas
- Create and modify charts
- Documents created (as listed) will be relevant to Allied Healthcare specifications
- Edit data in cells
- Format and manage worksheets
- Plan and create a worksheet and workbook
- Sort data

Credits	3
Quarter Offered	Fall/Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 121: Intermediate Medical Terminology

This is a continuance course focusing on medical terminology with an emphasis on the Blood, Lymph and Immune Systems; Musculoskeletal System, Urinary System, and Female Reproductive System. Prerequisite required: AMA 117

Outcomes

- Demonstrate knowledge of anatomy/physiology of the Blood, Lymph and Immune Systems; Musculoskeletal System, Urinary System, and Female Reproductive System
- Pronounce, spell, and define medical terms
- Use Medical Terminology including roots, prefixes, and suffixes related to body systems

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Online
Prerequisites	AMA117
Distribution	Career Training
Notes	Online

AMA 122: Intermediate Administrative Medical Concepts

This course is an introduction to administrative skills related to schedule management, insurance billing, coding, collections, and the financial management of a medical practice. Prerequisites: Successful completion of AMA 114 and AMA 118.

Outcomes

- Complete a CMA-1500 Claim Form
- Schedule patient appointments
- Submit a Request for Prior Authorization
- Create and Appointment Matrix
- Locate a CPT and HCPCS code
- Locate an ICD-10 code
- Locate an ICD-9 code
- Post charges, payments and adjustments
- Prepare an Age Analysis
- Process refunds to patients
- Reconcile the bank statement

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Online
Prerequisites	AMA114, AMA118
Distribution	Career Training
Notes	Online

AMA 123: Electronic Health Records

This course introduces the concepts and history of Electronic Health Record software, including meaningful use. The students will be oriented in a hands-on EHR simulation utilizing Spring Charts software. Emphasis will be placed on the basic patient’s chart to labs, tests, codes, and templates. Students will apply all aspects utilizing EHR computer software

Outcomes

- Apply knowledge by completing an EHR Practicum
- Conceptualize standards and features of HER
- Create office visit templates
- Manage the Clinic Administration of HER
- Perform EHR functions in the patient chart
- Perform EHR functions of the office visit and clinical tools
- Use the Electronic Health Record

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 124: First Aid/CPR

This course will fulfill the requirements for students to achieve their 2-year First Aid/CPR card required by the healthcare industry.

Outcomes

- Demonstrate Professional CPR Adult/Child/Infant 2 Person CPR
- Identify the processes of an AED
- Understand Blood borne pathogens

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

AMA 125: Practice Management System Applications

This course offers students an opportunity learn to use a medical practice management system (PMS) and practice a variety of practice management functions common to a healthcare facility. Students will practice with hands-on software in scheduling, billing, account balancing, and financial report analysis.

Outcomes

- Enter charge transactions and patient payments in the PMS
- Perform patience scheduling and entering patient information in the PMS
- Post payments and create patient statements in the PMS
- Process collections in the PMS

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 126: Advanced Administrative Medical Concepts

This course is an introduction to administrative skills related to schedule management, insurance billing, coding, collections, and the financial management of a medical practice.

Outcomes

- Complete a CMA-1500 Claim Form
- Schedule patient appointments
- Submit a Request for Prior Authorization
- Create an Appointment Matrix
- Locate a CPT and HCPCS code
- Locate an ICD-10 code
- Locate an ICD-9 code
- Post charges, payments and adjustments
- Prepare an Age Analysis
- Process refunds to patients
- Reconcile the bank statement

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 127: Medical Insurance and Reimbursement

This course focuses on medical insurance terminology and processes for billing a variety of insurance types. They learn specifics of Medicaid, Medicare, TriCare, L&I, and commercial insurance and analyze agency payment vouchers. Secondary insurance billing requirements, rebilling, and electronic billing are included.

Outcomes

- Complete and process state and local medical forms
- Complete/process Medicaid/CHAMPUS and Medicare forms
- Define common insurance terms
- Describe the managed care structure and reimbursement
- Identify the medical billing cycle
- Secure pre-authorization
- Verify insurance coverage

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 128: Advanced Medical Terminology - Pathophysiology

This is an advanced medical terminology course with an emphasis on the Male Reproductive System, Endocrine System, Nervous System, and Special Senses. Prerequisite required: Successful completion of AMA112, AMA 117, and AMA121.

Outcomes

- Demonstrate knowledge of anatomy/physiology of the Male Reproductive System, Endocrine System, Nervous System, and Special Senses
- Pronounce, spell, and define medical terms.
- Use Medical Terminology including roots, prefixes, and suffixes related to body systems

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Online
Prerequisites	AMA112, AMA117, AMA121
Distribution	Career Training
Notes	Online

AMA 129: Medical Coding Applications

This course is an introduction to coding of diagnoses and procedures of health care records with emphasis on coding for insurance reimbursement. Students learn to use both CPT and ICD-9-CM/ICD-10-CM classification manuals and reference materials. Prerequisite required: Successful completion of AMA 112, AMA 117, AMA 121, and AMA 128.

Outcomes

- Apply knowledge of ICD-10-CM
- Define the use of modifiers
- Discuss the HCPCS coding applications
- Identify the use of CPT to code procedures and services
- Recognize symbols used in CPT
- Use ICD-9-CM to code diagnostic findings

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Online
Prerequisites	AMA112, AMA117, AMA121, AMA128
Distribution	Career Training
Notes	Online

AMA 130: Medical Office Supervision and Management

This course will focus on developing practical skills in managing people and issues of supervision. Components will consist of building effective work teams, communication skills for supervisors, conflict resolution, managing change, and supervision principles in the healthcare setting.

Outcomes

- Apply templates for creating your own practice
- Apply the fundamentals of advertising and marketing for the medical practice
- Define the revenue cycle
- Identify the fundamentals of managing medical personnel
- Performing an audit on the medical office

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 131: Interview Techniques

This course focuses on the interview techniques. Students will discuss different types of interview formats, brainstorm interview questions and answers, participate in mock interviews, and learn how to handle unexpected interview situations.

Outcomes

- Create a variety of cover letters
- Develop interview questions
- Participate in mock interviews
- Participate in taped interview sessions
- Prepare a resume

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 133: HIV/BBP Prevention Education

This course meets Washington State Department of Health objectives for the 4- and 7-hour HIV/Bloodborne Pathogens education requirement for credentialed healthcare providers and non-credentialed healthcare facility employees.

Outcomes

- Apply the HIV test information and pre and post counseling
- Conceptualize the psychosocial issues of HIV
- Define the etiology and epidemiology of HIV
- Discuss the legal and ethical issues related to HIV
- Identify the clinical manifestation and treatment of HIV
- Identify transmission and infection control

Credits	1
Quarter Offered	Fall/Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 134: Healthcare Credentialing

This course is an introduction to the necessary components of healthcare credentialing. State, Federal, and administrative requirements are addressed.

Outcomes

- Identify federal requirements for healthcare credentialing
- Identify state requirements for healthcare credentialing
- Participate in on-site seminars provided by local healthcare experts

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AMA 135: Practical Applications

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The projects focus is on prior course work.

Outcomes

- Achieve hands-on technical skills from previous learned coursework
- Identify advanced healthcare applications in relation to the medical office

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online

AMA 205: Medical Claims Processing

This course provides the student instruction in the processing and management of insurance claims for patients, providers, and insurance companies. The student will analyze and process the insurance claim, all the while checking for accuracy and validity. Accurate record keeping and follow-up will be emphasized. HIPAA will be adhered to at all times. This course will be one of several that will summarize the test standards and information in order for the student to pass the National HealthCareer Billing and Coding Certification examination.

Outcomes

- Identify major laws, regulations and administrative agencies relevant to medical billing and coding.
- Apply procedures for transmitting claims to third-party payers.
- Ensure accurate collection of appropriate patient demographic and insurance information.
- Compare and contrast government and private insurance.
- Adhere to HIPPA, the Stark Law, the Fair Debt Collection Act, and the False Claims Act.
- Compare and contrast preauthorized, precertification and predetermination.

Credits	4
Distribution	Career Training

AMA 206: Medical Billing & Coding Sims

Students engage in a variety of activities that allow them to interact with medical billing and coding simulations. Case studies will allow students access to real-life scenarios they will encounter as medical billing and coding professionals. This course will be one of several that will summarize the test standards and information in order for students to pass the National HealthCareer Medical Billing and Coding Certification examination.

Outcomes

- Summarize the test standards and information in order to pass the National HealthCareer Medical Billing & Coding Certification Examination.
- Apply Procedures for transmitting claims to third-party payers.
- Abstract the medical documentation by applying knowledge of medical terminology and anatomy and physiology.
- Verify consent forms are signed and contain all relevant information before the servicesw are rendered.
- Identify how and where to access insurance verification information.
- Identify the correct code to the highest level of specificity using appropriate ICD, CPT and modifiers, and HCPCS codes.

Credits	4
Distribution	Career Training

AMA 296: Work-based Learning Experience

Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.

Outcomes

- Apply classroom specific activities in the workplace environment
- Apply examples of perfect attendance
- Apply examples of professionalism, integrity, and excellence in the workplace environment

Credits	1-3
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Field-Based Experience	30
Notes	Web-enhanced

AMA 297: Work-based Learning Seminar

Students enroll in the work-based learning seminar in order to receive an orientation to the work-based learning experience. Faculty meets with the students to provide support and assistance during the experience.

Outcomes

- Discuss and support classroom specific activities in the workplace environment
- Discuss and support examples of perfect attendance
- Discuss and support examples of professionalism, integrity, and excellence in the workplace environment

Credits	1
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Field-Based Experience	30
Notes	Web-enhanced

Applied Mathematics

AMATH 170: Engineering Foundational Mathematics

This course is a modular web-enhanced progression of foundational mathematical concepts and computation: skills required for success in engineering technology fields of study. Math concepts are taught using STEM field contextual basis. Successful completion of this course is equivalent to completion of intermediate algebra and meets the pre-requisites for math courses requiring a MATH098 Pre-requisite.

Outcomes

- Use a scientific calculator to make computations
- Apply order of operations criteria to mathematical expressions
- Use calculations involving fractions and decimals and apply them to measurements and engineering formulas
- Perform computations involving exponents
- Perform algebraic functions equivalent to intermediate algebra proficiency
- Perform two-dimensional graphing functions
- Perform basic trigonometric calculations
- Use formulas/make calculations related to basic geometric shapes

Credits	5
Lecture Hours	50
Instructional Mode	Online

Apprentice

IMT 101: Industrial Manufacturing Safety

Apprentices will be oriented to the occupation and will learn about foundational safety requirements specific to manufacturing and production. Course content will include basic shop safety, OSHA 10 and CPR/First Aid. The course will introduce the concepts of working in a safe and productive manufacturing workplace, safety, and environmental assessments, emergency drills and emergency teams, unsafe conditions and corrective action, equipment safety training, processes and procedures that support a safe work environment, safety and health requirements for maintenance, installation and repair, monitoring safe equipment and operator performance, and effective safety enhancing workplace practices.

Credits	5
Distribution	Career Training
Area of Study	Apprenticeship

IMT 102: Industrial Manufacturing Basics

Apprentices will apply quality and continuous improvement practices to manufacturing and production. The course will introduce quality assurance, inspection, blueprint reading, interpreting manufacturing documents, precision measurement, and basic tools/equipment use and knowledge. Apprentices will learn the process of periodic or statistically based internal quality audit activities, check and document calibration of gauges and other data collection equipment, suggest continuous improvements, inspect materials and product/process at all stages to ensure they meet specifications, document the results of quality tests, communicate quality problems, take corrective actions to restore or maintain quality, use common measurement systems and precision measurement tools.

Credits	5
Prerequisites	IMT101
Distribution	Career Training

IMT 103: Industrial Manufacturing Production Processes

Apprentices will learn to identify customer needs and required resources for production. They will learn about production, communication, lean manufacturing, problem solving and front line leadership techniques. The course will introduce the set up and operation of machines including tooling and equipment. Apprentices will learn to identify customer needs, determine resources available for the production process, set up equipment for the production process, set team production goals, make job assignments, coordinate work flow with team members and other work groups, communicate production and material requirements and product specifications, perform and monitor the process to make the product, document product and process compliance with customer requirements, and prepare final product for shipping or distribution. Additionally, students will examine emerging industrial technologies and trends in green manufacturing.

Credits	5
Prerequisites	IMT101, MT102
Distribution	Career Training

IMT 104: Industrial Manufacturing Machine Maintenance

Apprentices will learn the foundational principles and skills relating to machine maintenance awareness. They will learn to apply principals of welding, basic electricity, and fluid power systems to manufacturing equipment. Apprentices will examine common applications for lubricants, coolants, bearings, couplings, belt drives and chain drives. The course will apply machine control and automation concepts to awareness of machine maintenance. Apprentices will learn how to perform preventive maintenance and routine repair, monitor indicators to ensure correct operations, perform all housekeeping to maintain production schedule, recognize potential maintenance issues with basic production systems, including knowledge of when to inform maintenance personnel about problems with electrical, pneumatic, hydraulic and other systems.

Credits	5
Prerequisites	IMT101, IMT102, IMT103
Distribution	Career Training

Architectural Woodworking Cabinet Making Technology

ARWC 101: Introduction to Cabinetmaking

This course is an introduction to the basic fundamentals of the cabinetmaking trade including sources and products of cabinetmaking and different occupational opportunities

Outcomes

- complete entry level project while collaborating with a diverse peer group
- Define terminology basic to the trade
- Differentiate between cabinetmaking and architectural woodworking areas

Credits	3
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid course

ARWC 102: Safety Principles

This course is an introduction to the required safety and shop rules to be applied in the lab as well as the OSHA and WISHA rules and regulations that help maintain a safe and productive work environment

Outcomes

- Follow established safety rules
- Follow safety checklist guidelines

Credits	4
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid course

ARWC 103: Cabinetry Blueprints/ Plans

An introduction to the fundamental skills of show drawings and detail plans, students read and interpret plans including material and cabinet take-offs. Basic sketching is also introduced

Outcomes

- Draw detailed shop drawings
- Interpret detailed shop drawings
- Make sketches from customers' expectations
- Observe, listen and respond to a diverse group of customers wants /needs when designing a project.

Credits	4
Quarter Offered	Winter
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid course

ARWC 104: Materials

This course is an introduction to the materials used in the cabinetmaking trade including both natural-made and man-made materials: MDF, particle board, laminates, veneers, solid surfaces, and sustainable sourced woods

Outcomes

- Determine the proper use of different materials
- Identify various wood species
- Select the right grade for the project

Credits	2
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid course

ARWC 105: Machine Tools I

This course is an introduction to the proper use, maintenance, and application of basic machines used for the building of cabinets and woodworking projects. Basic machines may include the jointer, planer; radial arm saw, wide belt sander, table saw, vertical panel saw, line boring machine, motorized miter saw, and drill presses

Outcomes

- Adjust, maintain and use machines to WCA skill standards
- WCA pre-operation checklist is a prerequisite for any machine operation

Credits	4
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	web-enhanced

ARWC 106: Machine Tools II

This course is a continuation of the concepts introduced in ARWC 105; students demonstrate the proper use of maintenance and the application of complex machine tools used for the building of cabinets and woodworking projects. Advanced machines may include edge banders, sliding table/table saw, spindle shapers, panel raising attachment, panel router, Euro hinge machines similar to Blum Mini press, and the hollow chisel mortise

Outcomes

- pass level 2 WCA skills standards for all machines setup, maintenance and operations
- WCA pre-operation checklist is a prerequisite for any machine operation

Credits	4
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced course

ARWC 107: Machine Tools / CNC

This course is an introduction to the proper use, maintenance, and application of CNC machining used for the cutting/milling of cabinets, woodworking parts, templates, and projects. The use of basic layouts on the computer and software used for this application is emphasized

Outcomes

- Fasten parts for CNC machining per WCA standards
- Lay out parts using computer drawing program
- Run program to completion with +or- 1/64 accuracy on finished part

Credits	3
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced course

ARWC 108: Portable Power Tools

This course is an introduction to the proper use, maintenance, and application of portable power tools, such as common tool use and care of routers and bits, the different types of routers and their application, biscuit cutter, pocket hole jigs, drills and drivers, various joint- making tools, and set-up

Outcomes

- Apply proper safety standards for tools used
- Pass WCA skill standards for tools covered
- Select the proper tool for the operation performed

Credits	3
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 109: Hand Tools

This course is an introduction to the proper use, maintenance, and application of hand tools used for the cutting/milling, assembly, and installation of cabinets. , woodworking parts, templates, and projects. Common hands tools include the block plane; measuring and marking tools; and cutting tools such as dovetail saws, back saws, and Japanese saws

Outcomes

- Follow tool manufacturers' safety rules and guidelines
- Pass WCA level 2 skills standards
- Select, maintain and properly use hand tools to WCA standards

Credits	3
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid course

ARWC 110: Basic Cabinet Joinery

Students demonstrate the proper use and application of joints used in the assembly and production of cabinets. Emphasis is on function, strength, ease of machining, and basic uses of various joints. Also introduced is the application and suitability to different materials and production settings

Outcomes

- Complete level 2 WCA skills standards
- Cut, machine to WCA skills standards
- Select appropriate joint for various applications

Credits	4
Quarter Offered	Winter
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

ARWC 111: Tool Maintenance/Sharpening

This course is an introduction to the maintenance and sharpening of tools used in the shop. Routine maintenance will be covered as well as some minor tool repair and adjustments. Students use assigned/instructor approved projects to replace knives, adjust cutting performance, and maintain machines

Outcomes

- Calibrate tools for accurate work
- Inspect, clean, adjust and lubricate equipment for maximum production
- Maintain stationary power equipment

Credits	3
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 112: Cabinetmaking / Face Frame Construction I

In this course students cut, assemble, and complete traditional face frame cabinets. In addition, the design, layout, and proper material use are introduced, as well as carcass assembly, face frames, door and drawer construction

Outcomes

- Identify types of case construction
- List components of a typical case
- Recognize assembly steps used in case construction
- Select materials used in case construction

Credits	4
Quarter Offered	Winter
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid course

ARWC 113: Cabinetmaking / Face Frame Construction II

This course is a continuation of the concepts introduced in ARWC 112; students cut, assemble, and complete traditional face frame cabinets. Design, layout, and proper material use are introduced as well as carcass assembly, face frames and door and drawer construction. Students are assigned instructor- approved projects to develop more advanced knowledge and skills

Outcomes

- Identify types of case construction
- List components of a typical case
- Recognize assembly steps used in case construction
- Select materials used in case construction

Credits	4
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

ARWC 114: Cabinetmaking / 32mm System

Students acquire knowledge and skills in the use and application of the 32mm cabinet system. This includes the construction methods, materials, hardware, and assembly of frameless cabinets

Outcomes

- Identify types of case construction using 32mm system
- List components of a typical 32mm case
- Recognize assembly steps used in 32mm case construction
- Select materials used in 32mm case construction

Credits	3
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced course

ARWC 115: Finishing Methods I

Students are introduced to the use and application of finishes used in a shop setting including a variety of techniques: wipe-on, spray, and brushing

Outcomes

- Correct surface defects such as dents, cracks and voids
- Perform the function Degloss/sand between coats
- Select and apply penetrating or built-up top coatings
- Select methods for applying coating materials

Credits	3
Quarter Offered	Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

ARWC 116: Drawers and Doors

Students assemble doors and drawers and design and manufacture different door/drawer styles to assigned/personal projects.

Outcomes

- Identify the appropriate drawer slides for mounting different drawers
- Identify the appropriate hinge types for mounting different doors
- List the steps for making a 5 piece drawer
- List the steps for making a stile and rail door

Credits	2
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

ARWC 117: Laminates / Countertops /Solid Surface

Students are introduced to the fabrication and assembly methods of various countertop materials including plastic laminates and solid surface materials

Outcomes

- Apply adhesive for solid surfaces
- Describe steps taken to prepare the surface for laminates
- Identify the difference between countertop surface materials
- Identity tools to cut laminates
- Select and cut solid surface materials
- Select appropriate adhesives for applying plastic laminates

Credits	3
Quarter Offered	Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

ARWC 118: Occupational Math

This course is an introduction to mathematical computations as they related to the architectural woodworking/cabinetry industry. Applied skills include material estimation and board, square, and linear footage calculations

Outcomes

- Apply math skills identified in manual
- Solve basic industry math problems (BD. FT, SQ. FT, Lineal Footage, computations, read tape measures, add, subtract fractions, estimate material costs etc.)
- Use industry math skills to compute shop job cost estimate and complete the forms

Credits	3
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 119: Jigs and Fixtures

This course is an introduction to the use of jigs, templates, and fixture for doing machining processes when more than one part is required to be identical or parts need to be held for machining. Skills taught include material selection, measurements, proper tooling, and ease of use. Work is on shop projects and simulated mock-ups

Outcomes

- Describe several applications of jigs and fixtures
- Make jigs to fit various router bit types (Template guide, pattern bit and flush trim)
- Select proper materials for constructing a jig to cut hinge pockets

Credits	2
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

ARWC 120: Cabinetmaking / Commercial Construction

Students assemble commercial casework including assembly methods, construction standards, and materials

Outcomes

- Describe the materials used and why
- Design, construct, and install to industry standards
- Discuss commercial cabinet production methods

Credits	3
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced course

ARWC 201: Wood Bending/Lamination Techniques

Students apply wood bending/laminating techniques including vacuum bagging and lamination bending. Types of forms, construction of forms, adhesives, and best materials for bending are included

Outcomes

- Construct a laminating jig using appropriate materials
- Follow the procedures for lamination bending
- Identify dry methods of bending wood
- Identify proper selection of adhesives and materials for lamination bending
- Identify wet methods of bending wood

Credits	3
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 202: Architectural Millwork

Students practice architectural millwork fabrication and design methods using projects and mockups. Molding selection, machining, material selection, and cutting are also included

Outcomes

- Demonstrate how to install and use moldings/architectural elements
- Demonstrate the proper selection of materials
- Perform setup and machine molding on molder/planer

Credits	3
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 203: Beginning Furniture Projects

In this course furniture design, styles, and assembly methods are taught

Outcomes

- Build and assemble furniture for use
- Know the proper selection of materials
- Learn furniture design
- Student will be able to use various research media

Credits	5
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced course

ARWC 204: Cabinet Installation - Residential / Commercial

Students install residential and commercial cabinets and fixtures. Layout, leveling, and fastening methods are also taught

Outcomes

- Develop a plan for installing cabinets on-site
- Discuss different install/fastening methods for residential and commercial installs
- Final fit and alignment of all doors and drawer fronts
- Gather tools and materials for installation
- Install trim and moldings, fill nail holes to finish off cabinet install

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 205: Advanced Joinery

The selection and proper use of tools and materials in the creation of advanced joinery are emphasized

Outcomes

- Apply the use of joints that are not suitable for production settings
- Cut and assemble joints using hidden fasteners
- Determine the proper fit of joints using a friction fit
- Select appropriate joints for advanced projects

Credits	4
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 206: Cabinetmaking Computer Technology

This course is an introduction to the use of different industry software for design, layout, and manufacture of cabinets

Outcomes

- Create basic kitchen layouts using work triangle
- Describe how to generate a cutting list on the computer
- Identify the effects computers have on producing working drawings and cabinetmaking in general
- Produce computer generated shop drawings

Credits	4
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 207: Veneering Technology

In this course students use a variety of methods of applying, fitting, and trimming veneers

Outcomes

- Describe the installation methods for pressing veneer onto panel stock
- List the various methods of cutting veneer
- Match veneer sheets into pleasing/matching grain patterns

Credits	2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

ARWC 208: Employment Preparation

Students practice job search techniques, resume writing, and receive assistance in developing career goals and educational plans

Outcomes

- Explain the alternatives for career advancement
- Identify what it takes to succeed at a job
- Recognize employment opportunities in the cabinetmaking field

Credits	3
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

ARWC 209: Advanced Projects

With instructor approval, students select and complete an advanced project

Outcomes

- Demonstrate skills acquired in program
- Select, plan, cut, assemble an advanced project

Credits	5
Quarter Offered	Fall Winter Spring Summer
Distribution	Career Training
Notes	Fall, Winter, Spring, Summer

ARWC 291: Practical Applications

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Apply practical theory and technical skills learned through classroom training to analyze and resolve problems within practical applications.
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	1-13
Distribution	Career Training

ARWC 292: Independent Project I

The Independent Project I course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment
- Behave ethically and in a culturally relevant manner as a professional in the lab/classroom environment
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within Independent Project I

Credits	5
Distribution	Career Training

ARWC 293: Independent Project II

The Independent Project II course offers students further opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply increasingly effective oral, written, and analytical communication appropriate to role and lab/classroom environment
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within Independent Project II
- Continue to behave ethically and in a culturally relevant manner as a professional in the lab/classroom environment

Credits	5
Distribution	Career Training

ARWC 294: Independent Project III

The independent project III course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project III
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Prerequisites	INSTR PERM REQ
Distribution	Career Training

ARWC 296: Work-Based Learning Experience I

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Lecture Hours	10
Prerequisites	INSTR PERM REQ
Distribution	Career Training
Field-Based Experience	30-390

ARWC 297: Work-Based Learning Experience II

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Prerequisites	INSTR PERM REQ
Distribution	Career Training
Field-Based Experience	30-390

Art Technical High School

ART 91: Appreciation of Public Art

Focus on understanding and appreciating public art, past and present. Students trace the heritage of the public art form from cave paintings to modern works in Tacoma. Students address the ideas behind public art and the issues around the vision for public art and the governmental processes by which it is designed, approved, & installed. Prerequisite: 1.0 cu. in high school English or language arts. Understanding and appreciating public art, past and present. Students trace the heritage of the public art form from cave paintings to modern works in Tacoma. Students address the ideas behind public art and the issues around the vision for public art and the governmental processes by which it is designed, approved and installed.

Outcomes

- Analyze how one's understanding of the world is affected by experiencing visual imagery.

Credits	5
Lecture Hours	50
Distribution	TCHHS

ART 95: Visual Arts Portfolio

In this class students demonstrate the ability to apply art concepts through creation of a visual arts portfolio in one or more art genre. Students demonstrate the ability to apply arts concepts through creation of a visual arts portfolio in one or more arts genre.

Outcomes

- Select attributes in artwork that reflects the influences of a particular artist, style, culture, or time
- Work alone or in collaboration with others to plan and create visual artworks to communicate one's own experiences, perceptions, and interpretations.

Credits	5
Lecture Hours	50
Distribution	TCHHS

ART 97: Three-Dimensional Design

This class will foccus on gaining skills to create three dimensional works of art. This will will also equip students in various programs to be more aware of design elements in their respective careers and prepare them for a world in which design plays an important role in production, distribution and most other aspects of business and trade. Students will design and construct projects exploring linear, planar and solid forms through the use of wire, cardboard and wax. Students will use art elements to communicate their ideas and defend their choices to classmates in goup critiques and through written responses. Students focus on gaining skills to create 3-dimensional works of art. Students design and construct projects exploring linear, planar, and solid forms through the use of wire, cardboard, wood, and wax.

Credits	5
Lecture Hours	50
Distribution	TCHHS

Auto Body Rebuilding and Refinishing

AUTOB 101: Auto Body Math Applications

This course is an introduction to mathematical theory and its application to the automotive refinishing industry. Topics include an overview of general mathematical concepts and how they are successfully utilized in practical situations

Outcomes

- Compare US and metric measuring systems
- Explain the many types of measurements needed in collision repair
- Identify and use basic measuring tools common to auto body repair
- Make accurate linear, angle, pressure, volume and other measurements
- Measure paint using paint mixing sticks
- Use conversion charts

Credits	3
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AUTOB 102: Safety Principles

This course is an introduction to the safety practices and procedures common to the automotive refinishing industry

Outcomes

- Describe how to prevent shop accidents
- Summarize methods of handling hazardous waste found in the body shop
- Summarize the importance of wearing a respirator
- Explain Right-to-Know Laws
- Fit and adjust a respirator
- List the general rules regarding personal safety while working
- List the types of accidents that can occur in an auto shop
- List the types of safety gear needed in the shop
- Observe, listen and respond appropriately
- Review precautions for using hand tools and power equipment
- Summarize major shop areas and safety rules that apply to each

Credits	3
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AUTOB 103: Materials Identification

Students are introduced to the various types of automotive materials, finishes and the equipment used in their application. Emphasis is placed on identification of a variety of repair and refinishing materials, types of equipment, and proper safety precautions

Outcomes

- Analyze information, recognizing viable solutions
- Select the right repair material for a particular job
- Summarize the use of chemical fasteners
- Summarize when to use different kinds of filler
- Compare the use of similar shop materials
- Define the importance of using a complete paint system
- Explain bolt and nut torque values
- Explain the basic purpose of primers, sealers, surfaces, and other refinish materials
- Explain when specific fasteners are used in body construction
- Identify and select the right type of primer and paint
- Identify the various fasteners used
- Remove and install bolts and nuts properly

Credits	3
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AUTOB 104: Minor Body Repair Methods

Students identify materials used in minor body repair and how to use them to fill/smooth depressed areas in sheet metal. The removal and installation of bolt-on panels are also included

Outcomes

- Choose the correct body filler for a particular repair job
- List common mistakes made when using filler and spot putty
- List the different types of body fillers and glazes
- List the steps for shrinking metal
- Properly repair rust out damage
- Summarize the deformation effects of impacts on steel
- Summarize the procedures for paintless dent removal
- Use a hammer an dolly to straighten metal
- Use recommended methods for shaping filler
- Correctly apply filler
- Describe different types of metals used in vehicle construction
- Describe how to use special sanding aids
- Explain how to bump dents with spoons
- Explain how to repair scratches, nicks, dings, and surface rust with body filler and glazing putty
- Explain the strength ratings of metals
- Identify the correct way to mix filler and hardener

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Hybrid

AUTOB 105: Major Panel Replacement

Students apply the basic theory of major panel replacement and alignment/replacement methods, including welding. They are also introduced to automobile body construction types and their common mechanical components: energy absorbers, suspension and steering systems and CV joints

Outcomes

- Describe how factory spot welds are separated
- Describe how to install foam panel fillers
- Explain how new body panels should be positioned on a vehicle
- List the parts and panels of a vehicle considered to be structural
- List the steps for welding new body panels in place
- List the steps necessary for replacing a body panel along factory seams
- Section rails, rocker panels, pillars, floor pans, and trunk floors
- Use the information in a vehicle dimension manual to properly replace welded body panels

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 106: Alignment - Sheet Metal

This course includes practical applications in the adjustment/alignment of bolt-on sheet metal doors, hoods, fenders, and trunk lids

Outcomes

- List the various methods for adjusting mechanically fastened panels
- Perform hood-to-hinge, hood height, and hood latch adjustments
- Remove and install fenders
- Remove, install and adjust deck lids

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 107: Alignment - Bumpers

Students align a variety of bumpers including impact-absorbing, fixed mounted and metal reinforced

Outcomes

- List the precautions to follow when servicing bumper energy absorbers
- Remove, install and adjust bumpers
- Replace grilles and other bolt on body parts

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 108: Alignment - Head Lamps

Students will align various types of headlamps in automobiles

Outcomes

- Align various types of headlamps in automobiles

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 109: Trim and Accessories

Students will replace trim molding, hardware, locks and latches and repair/replace window adjustment mechanisms and restraint devices

Outcomes

- Service trim pieces on the outside of body panels

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 110: Window Mechanisms

Students install mechanical and power window mechanisms

Outcomes

- Describe how to service both manual and power window regulators
- Remove, replace and adjust door assemblies

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 111: Introduction to Surface Preparation

Basic principles of interior and exterior surface preparation are introduced. Students analyze the components of primers, undercoats, and topcoats

Outcomes

- Describe three methods of removing a deteriorated paint film
- Determine when to apply a primer, a primer-sealer, a primer-surface, or glazing putty
- Determine whether an existing finish is defect free and adheres soundly to a vehicle
- Prepare existing paint films and bare metal substrates for refinishing
- Prepare plastic parts for refinishing
- Recognize the need for both quantitative and qualitative information
- Select the correct abrasive and sanding techniques for specific final sanding operations

Credits	2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Distribution	Career Training

AUTOB 112: Surface Preparation Applications

This course introduces students to methods of surface preparation for automotive refinishing. Topics include sanding techniques, metal treatment, selection and use of undercoats, and proper masking procedures

Outcomes

- Choose the correct anticorrosive application equipment for specific applications
- Define corrosion and describe the common factors involved in rust formation
- Describe the anticorrosive materials used to prevent and retard rust formation
- List the four types of seam sealers and explain where each should be used
- Mask a car, panel or spot repair for finishing
- Outline the correct corrosion treatment procedures for each of the four general corrosion treatment areas

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

AUTOB 113: Advanced Surface Preparations

A continuation of the concepts introduced in AUTOB 111 and 112, students continue to apply advanced surface preparation techniques to restore cars to factory standards after collision damage

Outcomes

- complete surface preparation to restore care to OEM specifications

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103, AUTOB112
Distribution	Career Training
Notes	Face-to-face

AUTOB 201: Topcoat Systems

Students are introduced to the basic principles of topcoat systems with emphasis on the types of automotive topcoat systems and their application procedures

Outcomes

- Compare OEM or original factory paint jobs with those done in a body shop
- Summarize the methods for applying topcoats
- Use a spray gun properly
- Describe the different kinds of spray gun coats
- Describe the role of solvents
- Determine the type of paint on a car and whether the car has been repainted
- Explain the advantages and disadvantages of basecoat/clear coat finishes
- Explain when primers should be used before painting
- Name the types of topcoats
- Select and mix paint solvents
- Summarize common spray gun handling problems

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Web-enhanced

AUTOB 202: Topcoat Systems Applications

A continuation of the concepts introduced in AUTOB 201, students apply a variety of automotive topcoats including single-stage, basecoat/clearcoat, and tri-coat finishes. Buffing, compounding, and detailing of newly painted vehicles for delivery is also presented

Outcomes

- Define terms relating to color
- Properly complete spot repairs, panel repairs, and an overall paint job
- Summarize the repair procedures for multistage finishes
- Describe color theory and how it relates to matching paint colors
- Describe the methods of doing custom paint work
- Describe the paint finishing systems applicable to plastic parts
- Describe the use of a computerized color matching system
- Explain how to tint solid and metallic colors
- Make spray-out and let-down test panels
- Professional apply single-stage finishes, as well as basecoat/clear coat systems

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOB102, AUTOB103, WBAS101
Distribution	Career Training
Notes	web-enhanced

AUTOB 203: Shop Welding

This course provides instruction in automotive metal inert gas (MIG) and oxyacetylene welding with emphasis on safety, set-up and operation of welding equipment. Students successfully join automotive sheet metal using the MIG process

Outcomes

- Describe differences between MIG electrode wires
- List safety procedures important in each welding operation
- Name the six basic welding techniques employed with MIG equipment
- Describe plasma arc cutting of body panels
- Determine where and how to use resistance spot welding
- Explain general brazing and soldering techniques
- Explain how to use a MIG welding machine
- Explain plasma cutting techniques
- Formulate reasoned solutions and interpret them to others
- Identify oxyacetylene welding equipment and techniques
- Identify the three classes of welding

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103, WBAS101
Distribution	Career Training
Notes	Face-to-face

AUTOB 204: Unibody Alignment

Students implement the basic theory and application of major unibody and frame repair. Topics include methods of inspection, types of measuring equipment, and identifying types of structural damage

Outcomes

- Analyze information, critically recognizing viable solutions
- Locate the major parts of a perimeter frame
- Locate the major parts of a unibody frame
- Properly plan and execute collision repair procedures
- Summarize how different types of unibody/frame straightening equipment are set up and used
- Summarize safety considerations to follow when using equipment
- Summarize the various types of frames commonly used on cars, trucks, vans and SUVs
- Compare a conventional full frame with modern hydro formed frames
- Compare and contrast body-over-frame and unibody construction
- Describe the basic straightening and aligning techniques
- Determine pull directions by analyzing damage
- Explain past and present designsof motor vehicles
- Explain why it might be necessary to pull damaged parts before their removal
- Identify signs of stress/deformation on a unibody vehicle and make repairs
- Identify the major structural components, sections, and assemblies of a motor vehicle

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Web-enhanced

AUTOB 205: Body Over Frame Alignment

Students measure, align, and repair a unibody and body over frame vehicle

Outcomes

- Analyze damage by measuring body dimensions
- Locate and measure key points using a tape measure, tram bar, and self-centering gauges, when given a damaged vehicle and a body specification manual
- Analyze impact damage to mechanical parts of the vehicle
- Describe how to visually determine the extent of impact damage
- Diagnose various types of body damage, including twist, mash, sag, and side-sway
- Discuss the use of tram bars, self-centering gauges, and strut tower gauges
- Explain how impact forces are transmitted through both full frame and unibody construction
- Explain the importance of the datum plane and centerline concepts
- Interpret body dimension information and locate key reference points on a vehicle using body dimension manuals
- List the various types and variations of body measuring tools

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Web-enhanced

AUTOB 206: Glass Installation

This course is an introduction to glass installation methods with emphasis on the removal and replacement of structural glass, non-structural glass, and auto trim. Cleanup of vehicle interior after breakage is also included

Outcomes

- Compare different methods used to secure windshield glass
- Describe windshield glass replacement procedures
- Properly replace rearview mirror glass and heating elements
- Summarize door glass replacement and adjustment

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 207: Introduction to Plastic Repair

Students identify the various types of plastics, their characteristics and locations, and which procedures to follow while repairing or refinishing the various types of plastics

Outcomes

- Describe the proper plastics welding repair sequence
- Explain how fiberglass is used in adhesives to reinforce the damaged surface
- Explain the keys to good plastics welding
- Explain the safety precautions used when working with fiberglass
- Identify and explain the difference between the two major types of plastics used
- Identify unknown plastics

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training

AUTOB 208: Plastic Repair Methods

This course is a continuation of the concepts introduced in AUTOB 207. Students repair or refinish various plastic surfaces

Outcomes

- Make SMC and RRIM repairs
- Repair gouges, tears, and punctures in plastics by means of a chemical bonding process
- Repair minor cuts cracks in plastics using adhesives

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103, AUTOB207
Distribution	Career Training
Notes	Face-to-face

AUTOB 210: Introduction to Estimating

Students estimate collision damage, auto body repair, and finishing costs. Traditional and computer-assisted methods used for determining cost involved in labor, parts, and materials are emphasized

Outcomes

- Calculate material costs based on a refinishing materials list
- Use computer-based estimating programs
- Describe the benefits of using a digital camera, handheld computer, personal computers and estimating software in preparing estimates
- Describe the method of determining the reparability of a damaged vehicle
- Determine whether damaged parts should be repaired or replaced
- Explain the differences between flat-rate labor and overlap labor time when estimating
- Explain the general purpose of damage estimates
- Manually and electronically prepare an estimate
- Outline the sequence for evaluating vehicle damage
- Recognize that accurate and complete information is the basis for effective decision-making

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 211: Special Projects

This course is an independent study in special projects to give students additional training in a specific area selected by the instructor. Emphasis is on individual student needs to improve or expand skills in a variety of areas

Outcomes

- Compare hybrid vehicles and their unique drive systems
- Identify electric and alternative fuel vehicles and compare their designs
- Identify the major parts of hybrid and electric vehicles
- Inspect drive systems and components unique to hybrid and electric vehicles
- Perform final checks required for hybrid and electric vehicles before delivery to the customer.
- Safely remove and replace high-voltage batteries and other components necessary to perform Collision repairs to hybrid and electric vehicles
- Understand the unique challenges and safety precautions while performing repairs to hybrid and electric vehicles

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	AUTOB102, AUTOB103
Distribution	Career Training
Notes	Face-to-face

AUTOB 291: Practical Applications

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Apply practical theory and technical skills learned through classroom training to analyze and resolve problems within practical applications.
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	18
Prerequisites	INSTR PERM REQ
Distribution	Career Training

AUTOB 292: Independent Project I

The independent project I course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project I
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Prerequisites	INSTR PERM REQ
Distribution	Career Training

AUTOB 293: Independent Project II

The independent project II course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project II
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Prerequisites	INSTR PERM REQ
Distribution	Career Training

AUTOB 294: Independent Project III

The independent project III course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project III
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Prerequisites	INSTR PERM REQ
Distribution	Career Training

AUTOB 296: Work-Based Learning Experience I

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Prerequisites	INSTR PERM REQ
Distribution	Career Training
Field-Based Experience	30-390V

AUTOB 297: Work-Based Learning Experience-Seminar

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Define knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Demonstrate effective oral, written, and analytical communication appropriate to role and work environment.

Credits	2
Prerequisites	INSTR PERM REQ
Distribution	Career Training

AUTOB 298: Work-Based Learning Experience II

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Prerequisites	INSTR PERM REQ
Distribution	Career Training
Field-Based Experience	30-390

Automation and Mechatronics

TRON 110: Introduction to Robotics/Automation

This course is available to all students in their first quarter of instruction and serves as an overview of the industry as a whole, in order that the student can put their skills in perspective as they are acquired.

Outcomes

- Differentiate between 'robot' and 'robotics'.
- Compare three types of energy tranfer used in automation, in terms of applicability, process, advantages and shortcomings.
- State the advantages of automation in manufacturing.
- Demonstrate basic understanding of SOP's and their purpose in a manufacturing environment. Identify major components of SOPs.

Credits	1
Distribution	Career Training

TRON 111: Analog Electronics

Electrical energy is very important in Mechatronics; it provides the driving force for most industrial processes. This course begins with a discussion of energy conservation and management, proceeds through a study of basic DC and AC electricity and concludes with an introduction to solid state.

Outcomes

- Using Industry-relevant equipment and to industry standards of time and accuracy, determine the distribution of energy among the components of an analog electrical circuit.
- Compare and contrast DC and AC electricity.
- Using industry-relevant equipment to industry standards of time and accuracy, identify common amplifier circuits and prove their operation in a lab setting.
- Using industry-relevant equipment and to industry standards of time and accuracy, specify the frequency filtering characteristics of a reactive electrical circuit and prove your specifications.
- Describe transistor function and application to the industry.

Credits	5
Lab Hours	20
Lecture Hours	40
Instructional Mode	Hybrid
Campus	Central
Area of Study	Career Education

TRON 114: Measurement

In order to troubleshoot effectively, technicians must be able to take mechanical and electrical measurements. This course provides experience in taking these measurements, making use of meters, oscilloscopes, calipers and other measurement devices commonly used in automation and robotics.

Outcomes

- Using industry-relevant equipment and to industry standards of time and accuracy, measure electrical voltage, current and resistance.
- Using industry-relevant equipment and to industry standards of time and accuracy, determine the dimensions of a physical object.
- Independently and safely select and handle precision measurement tools in the course of work, identifying problems with tool selection, set-up and handling and knowing how/when to escalate.
- Using industry standards of time and accuracy, convert measurement data between systems of units.

Credits	4
Distribution	Career Training

TRON 117: Introduction to PLC

The Programmable Logic Controller, or 'PLC', functions as the brain in most automated operations. This course serves as an introduction to what PLCs do; how they are programmed and wired into a machine, using simulated exercises. Later coursework will develop strong skills in this area; this introductory course sets the stage.

Outcomes

- State the function of a PLC in and industrial application.
- Using industry-relevant equipment and to industry standards of time and accuracy, program and document a bit level instruction.
- To industry standards of time and accuracy, program and document a compare instruction.
- To industry standards of time and accuracy, program and document a word instruction.
- To industry standards of time and accuracy, program and document a timer instruction.
- To industry standards of time and accuracy, program and document a counter instruction.

Credits	4
Distribution	Career Training

TRON 121: Digital Electronics

Computers and their programs operate using binary numbers, i.e. ones and zeros. This course uncovers what ones and zeros are, what they mean and how they are manipulated in order to perform calculations. Lab work is done using online simulations.

Outcomes

- To industry standards of time and accuracy, solve a problem using digital logic and Karnaugh mapping
- State how ones and zeros are represented electronically.
- Describe how fundamental logic gates are used to make decisions based on binary data.
- To industry standards of time and accuracy, convert between decimal, binary and hexadecimal systems.
- Using industry-relevant equipment and to industry standards of time and accuracy, troubleshoot a digital circuit to industry standards.

Credits	5
Distribution	Career Training

TRON 124: Pneumatics and Hydraulics

Hydraulics is the process of using fluid to transmit energy, as does the power steering system in an automobile, while Pneumatics employs air, as do the tools one connects to an air compressor. Students will use the basic principles of hydraulics to perform calculations related to pressure and force, and will build hydraulic circuits to demonstrate these principles.

Outcomes

- State the relationship between force, pressure, and area.
- Explain the process of regeneration.
- Using Industry-relevant equipment and to industry standards of time and accuracy, apply regeneration to equalize cylinder extension and retraction speeds.
- Describe hazards associated with the use of hydraulics and pneumatics.
- Demonstrate situational awareness to protect themselves and the product when operating fluid systems. Describe basic safety precautions that should be taken.
- Explain how air used to transmit energy must be prepared.
- Define the gas laws that affect temperature, volume and pressure and how they are measured.
- To industry standards of time and accuracy, apply the Universal Gas Law to determine unknown parameters.
- Using industry-relevant equipment and to industry standards of time and accuracy, perform the fundamental methods of installing, cleaning, replacing, testing, troubleshooting, and preventative maintenance regarding fluid power components in pneumatic and hydraulic systems

Credits	4
Distribution	Career Training

TRON 127: Blueprint Reading

Technicians find many ways to communicate technical information; one of the primary ways is through the use of drawings and sketches. This course introduces the conventions used in creating and interpreting these drawings and reviews other common forms of documentation. Lab work will be done remotely.

Outcomes

- To industry standards of time and accuracy, compare and contrast the types of lines used in technical drawings.
- Given an object, create a three-view sketch to industry standards of time and detail.
- To industry standards of time and accuracy, transfer measurement parameters from the measurement device to drawing of the object
- Interpret common GD&T specifications on drawings such as to tolerancing symbols, tolerance zones, modifiers and limitations. Understands part requirements and is able to interpret GD&T specs including simultaneous requirements and multiple single-segment tolerances.
- Produce a documentation package for an assembly in our lab, to industry specs of time, accuracy and presentation

Credits	4
Lab Hours	20
Lecture Hours	30
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Downtown
Area of Study	Career Education

TRON 131: Career Success Seminar

Not all of the skills required for success involve electricity, mechanics or programming. The abilities to communicate, to think critically and make well-considered decisions are abilities that are highly sought after in addition to the technical skills. This course introduces the student to many of these skills including study skills, test-taking skills, stress and resource management.

Outcomes

- Complete a learning style inventory
- Identify and assess stressors, develop a personal stress management action plan.
- Demonstrate how positive attitudes lead to effective goal setting and student success.
- Apply a range of study strategies enabling student and professional success.
- Successfully demonstrate basic computer office skills

Credits	3
Distribution	Career Training

TRON 134: Computer Technology

As the use of desktop computers and IP-based networking replaces dedicated industrial networks, the need for mainstream computer and networking skills has increased. This course is designed to provide the basic computer knowledge and skills to foster a working understanding of computer networks.

Outcomes

- Using industry-relevant equipment and to industry standards of time and accuracy, install and verify operation of computer components.
- Using industry-relevant resources and to industry standards of time and accuracy, install, troubleshoot and verify operation of peripheral devices.
- Using industry-relevant resources and to industry standards of time and accuracy, select, install and setup a network interface card.
- Using industry-relevant resources and to industry standards of time and accuracy, apply LINUX shell commands
- Using industry-relevant resources and to industry standards of time and accuracy, build a computer from components.

Credits	4
Distribution	Career Training

TRON 137: Mechanical Systems

When we put machinery in motion, the forces and energies must be balanced and controlled in order to accomplish the task at hand. This course introduces the components typically used to manage and distribute mechanical forces, including clutches, gears, and brakes and discusses the underlying physics which predicts their operation.

Outcomes

- Using industry-relevant resources and to industry standards of time and accuracy, determine the speed and torque characteristics of a driven gear.
- Using industry-relevant equipment to industry standards of time and accuracy, compare and contrast the different types of clutch used in mechanical subsystems in terms of their function, as well as typical application(s).
- Using industry-relevant equipment to industry standards of time and accuracy, compare and contrast the different types of lubricant used in mechanical subsystems in terms of their typical applications(s), as well as any associated hazards.
- Identify complex components of drive systems and apply knowledge of how the components work together in order to troubleshoot systems with minimal supervision.

Credits	5
Distribution	Career Training

TRON 141: Sensing Our Environment

PLCs and other controllers are often called upon to make decisions on environmental variables such as temperature, pressure, mass or content. Sensors and transducers are used to collect this data and 'send' it to the Controller. This course introduces the types of devices used to collect sensory data and how they are interfaced to the Controller using the Arduino as a catalyst.

Outcomes

- As applicable to industry standards, compare and contrast sensors and transducers.
- Describe techniques used in industry to determine temperature
- Describe techniques used in industry to determine pressure
- Describe techniques used in industry to determine metal content
- Explain the process of Analog-to-Digital (A/D) conversion as applicable to automation.
- Describe various types of proximity sensor used in automation processes.

Credits	4
Distribution	Career Training

TRON 144: Critical Thought and Application

This is primarily a troubleshooting course. It emphasizes the thought processes used to successfully solve a problem.

Outcomes

- Give industry-relevant examples of inductive and deductive reasoning
- Evaluate the credibility of industry-relevant sources and information
- Distinguish opinions from conclusions; facts from beliefs.
- Evaluate the logic, validity and relevance of data.

Credits	5
Distribution	Career Training

TRON 147: Embedded Controllers

Some equipment is so complex it requires its own built-in (embedded) controller, which then communicates with the larger, system Controller or PLC, thereby freeing up the PLC from repetitive, mundane tasks. This course is a hands-on discussion of how these embedded controllers are programmed and applied to solve a problem.

Outcomes

- Explain how the use of embedded controllers can increase the efficiency of a mechatronic system.
- Using industry-relevant equipment and to industry standards of time and accuracy, use a code monitor to validate intermediate processes.
- To industry standards, fully document a program to include header information and comments relating to its functionality and interfacing.
- Using industry-relevant equipment and to industry standards of time and accuracy, program an embedded controller to source digital outputs.
- Using industry-relevant equipment and to industry standards of time and accuracy, program an embedded controller to source digital inputs.
- Using industry-relevant equipment and to industry standards of time and accuracy, program an embedded controller to perform an analog to digital conversion.

Credits	5
Distribution	Career Training

TRON 211: Industrial Robotics I

Students will develop, install, verify and troubleshoot PLC programs which control actual electromechanical systems.

Outcomes

- Using industry-relevant equipment and to industry standards of time and accuracy, interface a PLC in order to automate a mechatronic process.
- Using industry-relevant equipment and to industry standards of time and accuracy, utilize a PLC to manage pneumatic energy.
- Using industry-relevant equipment and to industry standards of time and accuracy, fully document a PLC program
- To industry standards, fully document a program to include header information and comments relating to its functionality and interfacing.

Credits	5
Distribution	Career Training

TRON 214: Motors & Control Systems

Motors and their associated controls are an important part of most manufacturing processes. Along with hydraulics and pneumatics, motors are responsible for converting electrical energy to mechanical motion.

Outcomes

- As applicable to industry standards, compare and contrast DC and AC motors, stepping motors and servos.
- As applicable to industry standards, describe how AC motor drives vary the motor speed.
- Specify a motor type to solve a specific industry-related problem.
- Discuss the advantages and disadvantages of three-phase power delivery as applicable to automation.
- Perform wye-delta conversions to industry standards of time and accuracy industry standards of safety, accuracy and timeliness.
- Identify the components and function of each part of a VFD appropriate and industry relevant uses for VFD's.
- To industry standards of safety, timeliness and accuracy, install a complete three phase 240 Volt motor control station to include start, stop, forward, reverse, jog and e-stop.

Credits	5
Distribution	Career Training

TRON 217: Introduction to CNC Machining

PLCs are used in a variety of applications including the machining of parts. In this environment, they are referred to as 'Computer Numeric Controls, or 'CNC'. This course presents a comparison of these two similar assemblies, and discusses how programmable logic is used in machining.

Outcomes

- Discuss methods used to convert mechanical drawing data into a CNC program.
- Compare the advantages and techniques of additive versus subtractive manufacturing.
- Identify basic techniques, concerns and tools that would be used with steel material, including the ability to interpret markings on steel pieces.
- Identify basic polymer and composite processing techniques, including storage and handling considerations.
- Identify basic techniques, concerns and tools that would be used with aluminum materials, including the ability to interpret markings on aluminum pieces.

Credits	3
Distribution	Career Training

TRON 221: Shop Floor IT

In many cases, discrete assemblies are made to work together to accomplish a task. In these cases, PLCs and other controllers must communicate with each other in order to coordinate their actions. They do this through the use of both dedicated and IP-based computer networks, and this course introduces those methodologies through online simulation.

Outcomes

- To industry standards of safety, timeliness and accuracy, attach a node to an IP network
- To industry standards of safety, timeliness and accuracy, determine a networked device's IP address and/or MAC address.
- To industry standards of safety, timeliness and accuracy, determine connectivity between node and server.
- Define common terms used in industrial networking.
- To industry standards of safety, timeliness and accuracy, verify a subnet mask.

Credits	4
Distribution	Career Training

TRON 224: Industrial Robotics II

Students continue to augment and polish skills earned in Industrial Robotics I, practicing their craft on robots and systems of a more complex nature.

Outcomes

- Demonstrate how air under pressure can be used to create motion.
- Apply safety protocols in order to effectively manage stored energy.
- Using industry-relevant resources and to industry standards of time and accuracy, fully document a PLC program.
- Using industry-relevant equipment and to industry standards of time and accuracy, utilize a PLC to manage pneumatic energy.
- Using industry relevant equipment and to industry standards of time and accuracy, interface a PLC in order to automate a mechatronic process.

Credits	5
Distribution	Career Training

TRON 227: Independent Projects

This capstone course allows students to explore areas of their own interest in preparation for post-graduation employment.

Outcomes

- Independently apply knowledge of hydraulic, pneumatic, electrical and controls systems to robotics and machine tools maintenance tasks.
- Provide appropriate industry-compliant paperwork for all work performed.
- Accurately identify appropriate vendor(s) and quotes for replacement parts.
- Plan a project using a Gantt chart (or other project tracking software).
- Deliver a weekly progress report.

Credits	5
Distribution	Career Training

Automotive Technology

AUTOM 101: Basic Engines

This course is an introduction to internal combustion engine theory, configuration operation and diagnosis

Outcomes

- Define engine noises and vibrations; determine necessary action
- Discuss system configuration and operation
- Explain basic internal combustion engine theory
- Inspect engine assembly for fuel, oil, coolant and other leaks; determine necessary action

Credits	4
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training

AUTOM 102: Engine Systems

This course is an introduction to the operation and diagnosis of engine subassemblies such as valve trains, timing components and short blocks

Outcomes

- Define valve trains, timing components and short blocks
- Explain engine subassemblies
- Perform inspection of engine systems

Credits	4
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South

AUTOM 103: Introduction to Basic Electrical Theory

This course is an introduction to electrical theory including Ohm's Law, Series and Parallel Circuits and measuring devices

Outcomes

- Define basic electrical theory
- Discuss electrical theory as related to automotive engines and systems
- Research applicable vehicle and service information, such as electrical/electronic system operation, vehicle service history, service precautions, and technical service bulletins.

Credits	4
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South

AUTOM 105: Engines/Electrical Applications

This course is an introduction to automotive electrical applications such as charging systems and starting systems and problem diagnosis

Outcomes

- Define charging systems
- Explain starting systems and problems diagnosis
- Identify components of basic automotive electrical systems

Credits	3
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South

AUTOM 106: Shop Safety and Meter Certification

This course is a introduction to standard automotive shop safety procedures including handling and disposal of hazardous materials, the proper use of protective gear and equipment, and the operation of specialized automotive shop equipment.Â They also receive training in the use of a diagnostic meter for automotive electrical applications commonly used in the automotive industry.

Outcomes

- Apply standard automotive shop safety procedures
- Understand how to properly handle and dispose of hazardous materials
- Use of protective gear and equipment properly
- Understand how to use a digital multimeter

Credits	1
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South

AUTOM 121: Basic Engine Performance

This course is an introduction to engine performance, diagnosis, and computer applications

Outcomes

- Define engine performance diagnosis
- Discuss basic engine performance
- Explain computer applications to engine diagnosis
- Identify and interpret engine concern; determine necessary action
- Identify respectful team member behaviors in a diverse classroom/ lab environment
- Research applicable vehicle and service information, such as electrical/electronic system operation, vehicle service history, service precautions, and technical service bulletins.

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 122: Basic Ignition Systems

This course is an introduction to electronic and computer operated ignition systems including primary controls and secondary high voltage.

Outcomes

- Define secondary high voltage
- Discuss primary controls
- Explain electronic and computer operated ignition systems
- Inspect and test ignition primary and secondary circuit wiring and solid state components; test ignition coil(s); perform necessary action

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 123: Introduction to Fuel Systems

This course is an introduction to electrical and mechanical fuel delivery systems and test equipment.

Outcomes

- Demonstrate respectful team member skills, in a diverse classroom/lab environment
- Discuss electrical fuel delivery systems
- Explain the differences of mechanical fuel system delivery
- Identify major components to fuel systems

Credits	4
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 124: Introduction to Emission Systems

This course is an introduction to EGR, evaporative and exhaust emission systems, their requirements and operation.

Outcomes

- Discuss diagnosis of emission systems
- Explain EGR systems
- Identify evaporative and exhaust emission systems requirements and operations

Credits	2
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 125: Introduction to Fuel Injection

This course is an introduction to electronic fuel injection, controls, and test equipment.

Outcomes

- Explain the process and theory of fuel injection
- Identify the component parts and related systems to vehicle fuel injection
- Perform fuel injection tests

Credits	2
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 130: Introduction to Lighting/Instrument Systems

This course is an introduction to lighting types, switches and controls. Instrumentation theory and applications are examined.

Outcomes

- Discuss lighting systems in relation to types, switches and controls
- Explain instrumentation theory and applications
- Perform fuel injection tests
- Practice basic lighting diagnosis

Credits	4
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 131: Introduction to Clutches/Manual Trans

This course is an introduction to gear trains and synchromesh transmission operation.

Outcomes

- Diagnose clutch noise, binding, slipping, pulsation, and chatter; determine necessary action
- Discuss the major gear trains and synchromesh operational systems
- Identify and explain the component clutch system

Credits	4
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 132: Basic Auto Transmission/Transaxle

This course is an introduction to automatic transmission principles, hydraulics and planetary gear sets.

Outcomes

- Identify and interpret transmission/transaxle concern; differentiate between engine performance and transmission/transaxle concerns; determine necessary action
- Locate and interpret vehicle and major component identification numbers to assist in automatic transmission repair concerns
- Research applicable vehicle and service information, such as transmission/transaxle system operation, fluid type, vehicle service history, service precautions, and technical service bulletins

Credits	4
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 133: Introduction to Four and All Wheel Drive

This course is an introduction to four wheel drive, transfer cases and differentials.

Outcomes

- Discuss and remove and reinstall transfer cases
- Explain differentials in relation to four and all-wheel drive vehicles
- Identify the component parts to four and all wheel drive vehicles

Credits	4
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 140: Wheel Alignment and Steering System

This course is an introduction to wheel alignment, rack and pinion steering, and suspension systems.

Outcomes

- Identify and interpret suspension and steering system concerns; determine appropriate action
- Locate and interpret vehicle and major component identification numbers for suspension systems
- Research applicable vehicle and service information, such as suspension and steering system operation, vehicle service history, service precautions, and technical service bulletins

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 141: Brake Systems

This course is an introduction to hydraulics, system splitting and power brakes.

Outcomes

- Complete work order to include customer information, vehicle identifying information, customer concern, related service history, cause and correction
- Identify and interpret brake system concerns, determine necessary action
- Locate and interpret vehicle and major component identification numbers
- Research applicable vehicle and service information, such as brake system operation, vehicle service history, service precautions, and technical service bulletins

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 142: Drum and Disc Braking Systems

This is an introduction course to brake types and application including anti-lock

Outcomes

- Discuss component parts of drum and disc brake systems
- Identify and interpret brake system concerns, determine necessary action
- Research applicable vehicle and service information, such as brake system operation, vehicle service history, service precautions, and technical service bulletins

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 143: Basic Heating/ Air Conditioning

This course is an introduction to automatic and manual mobile HVAC systems. Principles of heat transfer and refrigerant are examined.

Outcomes

- Identify and interpret heating and air conditioning concerns; determine necessary actions
- Performance test A/C systems; identify A/C system malfunctions
- Research applicable vehicle and service information, such as hearing and air conditioning system operation, vehicle service history, service precautions, and technical service bulletins

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

AUTOM 201: Advanced Engine Repair

In this advanced segment, detailed engine diagnosis and repair is performed. Crankshaft measuring, plastic gauge and piston rings are all examined.

Outcomes

- Define crankshaft measuring
- Disassemble engine block; clean prepare components for inspection and reassembly
- Examine plastic gauge and piston rings
- Explain advanced diagnostic techniques for engine repair

Credits	5
Lab Hours	60
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 101 with a minimum grade of 1.4
Distribution	Career Training
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 202: Advanced Engine Assembly

In this advanced course, engine subassemblies, cylinder heads, short blocks and timing components are repaired to current standards.

Outcomes

- Disassemble engine block; clean prepare components for inspection and reassembly
- Inspect and measure cylinder walls/sleeves for damage, wear and ridges; determine necessary action
- Inspect engine block for visible cracks, passage condition, core and gallery plug condition, and surface warpage; determine necessary action

Credits	3
Lab Hours	60
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 102 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 203: Automotive Electrical Systems

In this advanced course, diagnostic testers and electrical troubleshooting are examined.

Outcomes

- Check electrical circuits with a test light; determine necessary action
- Demonstrate the proper use of a digital multimeter (DMM) during diagnosis of electrical circuit problems, including: source voltage, voltage drop, current flow and resistance
- Diagnose electrical/electronic integrity of series, parallel and series-parallel circuits using principles of electricity (Ohm's Law)
- Use wiring diagrams during diagnosis of electrical circuit problems

Credits	4
Lab Hours	40
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 103 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 204: Battery/Starters and Charging Systems

In this advanced course, battery, starting, and charging systems are diagnosed and repaired.

Outcomes

- Explain battery starting and charging systems
- Perform battery capacity test; confirm proper battery capacity for vehicle application; determine necessary action
- Perform battery state-of-charge test; determine necessary action

Credits	4
Lab Hours	40
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 105 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 220: Ignition Systems Service

In this advanced course, computer and electronic ignition systems are diagnosed and repaired.

Outcomes

- Diagnose ignition system related problems such as no starting, hard starting, engine misfire, poor drivability, spark knock, power loss, poor mileage, and emissions concerns; determine necessary action
- Inspect and test ignition primary and secondary circuit wiring and solid state components; test ignition coils; perform necessary action
- Inspect, test, and/or replace ignition control module, powertrain/ engine control module, reprogram as necessary

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 122 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 221: Fuel System Service

In this advanced course, pressurized fuel delivery systems are diagnosed and repaired.

Outcomes

- Complete work order to include customer information, vehicle identifying information, customer concern, related service history, cause and correction
- Define pressurized fuel delivery systems
- Identify diagnosis and repair techniques to fuel delivery systems
- Perform as a respectful team member, in a diverse classroom and/ or workplace

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 123 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 222: Emissions Systems Service

In this advanced course, emissions are measured using modern test equipment and control systems adjusted and repaired.

Outcomes

- Diagnose hot or cold no-starting, hard starting, poor drivability, incorrect idle speed, poor idle, flooding, hesitation, surging, engine misfire, power loss, stalling, poor mileage, dieseling and emissions problems; determine necessary action
- Inspect and test fuel pumps and pump control systems for pressure, regulation, and volume; perform necessary action
- Inspect the integrity of the exhaust manifold, exhaust pipes, mufflers, catalytic converters, resonators, tail pipes, and heat shields; perform necessary actions
- Perform systems testing of emissions systems through the use of modern test equipment

Credits	3
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 124 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 223: Fuel Injection Service

In this advanced course, fuel injection is examined, adjusted and repaired using modern test equipment and diagnostic procedures.

Outcomes

- Discuss fuel injection system diagnostic procedures
- Explain fuel injection systems
- Identify test equipment appropriate for diagnostic procedures

Credits	3
Lab Hours	40
Lecture Hours	10
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 125 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 230: Lighting and Instrument Service

In this advanced course, lights, wiring and instruments are examined, adjusted and repaired using modern test equipment and diagnostic procedures.

Outcomes

- Diagnose the cause of brighter than normal, intermittent, dim or no light operation; determine necessary action
- Identify system voltage and safety precautions associated with high intensity discharge headlights
- Inspect and diagnose incorrect turn signal or hazard light operation; perform necessary action
- Inspect, replace and aim headlights and bulbs

Credits	3
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 130 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 231: Clutches and Manual Transmission Service

In this advanced course, clutches and transmissions are examined and repaired using modern repair procedures.

Outcomes

- Diagnose clutch and manual transmission problems
- Explain noise, binding, slippage, pulsation and chatter; determine necessary action
- Inspect and replace clutch pressure plate assembly, clutch disc, release bearing and linkage, and pilot bearing/bushing
- Inspect engine block, core plugs, rear main engine oil seal, clutch housing, transmission/transaxle case mating surfaces and alignment dowels; determine necessary action

Credits	5
Lab Hours	80
Lecture Hours	10
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 131 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 232: Automatic Transmission/Transaxle Service

In this advanced course, automatic transmissions and transaxles are examined and repaired using modern repair procedures.

Outcomes

- Disassemble, clean and inspect transmission/transaxle
- Inspect, leak test, and flush or replace transmission/transaxle oil cooler, lines and fittings
- Inspect, measure, clean and replace valve body
- Measure transmission/transaxle end play or preload; determine necessary action

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 132 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 233: Four and All-Wheel Drive Service

In this advanced course, multi wheel drive systems are diagnosed and repaired using modern repair procedures.

Outcomes

- Diagnose power steering gear binding, uneven turning effort, looseness, hard steering, and noise concerns; determine necessary action
- Diagnose test, adjust and replace electrical/electronic components of four-wheel drive systems
- Identify concerns related to variations in tire circumference and/or final drive ratios
- Inspect, adjust and repair shifting controls, bushings, mounts, levers and brackets

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 133 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 240: Advanced Wheel Alignment/Steering System Service

In this advanced course, steering and suspension systems are serviced and aligned using modern alignment equipment.

Outcomes

- Diagnose power steering gear (non-rack and pinion) binding, uneven turning effort, looseness, hard steering, and noise concern; determine necessary action
- Diagnose power steering gear binding, uneven turning effort, looseness, hard steering, and noise concerns; determine necessary action
- Diagnose steering column noises, looseness, and binding concerns; determine necessary action

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 140 with a minimum grade of 1.4
Distribution	Career Training
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 241: Advanced Brake Service

In this advanced course, brake hydraulic systems are serviced using modern brake service equipment.

Outcomes

- Diagnose poor stopping, pulling or dragging concerns, caused by malfunctions in the hydraulic system; determine necessary action
- Diagnose pressure concerns in the brake system using hydraulic principles
- Inspect master cylinder for internal/external leaks and proper operation; determine necessary action

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 141 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 242: Advanced Disc and Drum Brake Service

In this advanced course, disc and drum brake systems are serviced and repaired using modern brake service equipment.

Outcomes

- Diagnose poor stopping, noise, vibration, pulling, grabbing, dragging or pulsation concerns; determine necessary action
- Perform maintenance removing, cleaning, inspecting and measuring brake drums
- Remove caliper assembly, inspect for leaks and damage to caliper housing; determine necessary action
- Remove, clean and inspect brake shoes, springs, pins, clips, lefts, adjusters/self-adjusters, other related brake hardware, and backing support plates; lubricate and reassemble

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 142 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 243: Applied HVAC Service

In this advanced course, heating and air conditioning systems are service and repaired using modern AC service equipment.

Outcomes

- Diagnose temperature control problems in the heater/ventilation system; determine necessary action
- Inspect A/C heater ducts, doors, hoses, cabin filters and outlets; perform necessary action
- Perform cooling system pressure tests, check coolant condition, inspect and test radiator, cap, coolant recovery tank and hoses; perform necessary action

Credits	3
Lab Hours	40
Lecture Hours	10
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Prerequisites	AUTOM 143 with a minimum grade of 1.4
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education HS/Tech HS

AUTOM 296: Work-Based Learning Experience

This course provides a work-based learning experience with an instructor-approved employer in the automobile repair and maintenance industry. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Prerequisites	INSTR APP. REQ
Distribution	Career Training
Field-Based Experience	30-390

Barber

BARB 101: Barbering Fundamentals

This theory-based course lays the groundwork for aspiring barbers by focusing on essential aspects of the profession. Delve into sanitation practices, tool identification, and effective communication skills. Emphasis is placed on maintaining high ethical standards and professionalism in the barbering field. Gain a comprehensive understanding of the industry's core principles, setting the stage for a successful career.

Outcomes

- Demonstrate a thorough understanding of sanitation and safety practices within a barber shop environment.
- Identify and utilize barbering tools and equipment effectively, ensuring proper maintenance and hygiene.
- Develop effective communication and consultation skills to understand client needs and preferences.
- Uphold high ethical standards and professionalism in all aspects of the barbering profession, promoting diversity, equity, and inclusion.

Credits	6
Lecture Hours	60
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	N/A
Crosslisted Courses	N/A N/A Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 102: Barbering Application Fundamentals

Practice basic haircutting with scissors and clippers, refine shaving techniques, and apply sanitation and safety procedures on mannequins. Gain practical experience with barbering tools and delve into introductory hair coloring and chemical processes. This course transforms theory into skill, preparing you for the practical nuances of the barbering profession.

Outcomes

- Execute basic haircutting techniques using scissors and clippers on mannequins.
- Demonstrate basic shaving techniques on mannequins, ensuring precision and safety.
- Apply proper sanitation and safety procedures in a practical setting.
- Gain hands-on experience in handling barbering tools and equipment on mannequins.
- Apply introductory chemical processes on mannequins, emphasizing theoretical knowledge.

Credits	6
Lab Hours	120
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 103: Advanced Barbering Principles

Master advanced haircutting techniques, including fades and texturizing, and perfect the art of designing facial hair. Explore advanced hair coloring and chemical processes, with a hands-on focus. Gain insight into business management and marketing within the barbering industry. Refine client consultation skills for intricate styles.

Outcomes

- Demonstrate competence in advanced haircutting techniques, including fade, blending, and texturizing.
- Demonstrate mastery in designing and grooming facial hair, including mustaches and beards.
- Apply advanced chemical processes with a focus on practical application.
- Understand the basics of business management and marketing within the barbering industry.
- Hone client consultation skills for diverse and intricate styles, recognizing and respecting a range of preferences and cultural considerations.
- Demonstrate the basic concepts of inventory, purchasing, price setting, monetary calculations, and accounts receivable.

Credits	10
Lecture Hours	100
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	BARB 101, BARB 102
Crosslisted Courses	N/A BARB 101, BARB 102 Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 104: Client Practice & Application I

Students will apply advanced haircutting techniques, facial hair design, and shaving methods with precision. The course also includes hands-on experience in advanced hair coloring and chemical processes, emphasizing practical application on live models. Mastery of advanced shaving and neck outlining techniques will be demonstrated through practical sessions on live models, providing students with a comprehensive understanding of advanced barbering practices.

Outcomes

- Apply advanced haircutting techniques on live models with precision and creativity.
- Execute facial hair design and shaving techniques on live models.
- Apply advanced hair coloring and chemical processes on live models.
- Demonstrate advanced shaving and neck outlining techniques on live models.

Credits	11
Lab Hours	220
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Prerequisites	BARB 101, BARB 102
Crosslisted Courses	N/A BARB 101, BARB 102 Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 105: Barbering & Business Management

This course applies business management skills within a barber shop context. Students develop and present a comprehensive Barber Shop Management Plan, enhance client service, and formulate retention strategies. Advanced business management tailored to the barbering industry is emphasized.

Outcomes

- Apply business management skills in a barber shop environment.
- Demonstrate understanding of basic business computations such as account reconciliation, budgeting, cost markups.
- Develop and present a comprehensive Barber Shop Management Plan.
- Provide exceptional client service and develop strategies for client retention.
- Apply advanced business management skills tailored to the barbering industry.

Credits	10
Lecture Hours	100
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	BARB 103, BARB 104
Crosslisted Courses	N/A BARB 103, BARB 104 Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 106: Client Practice & Application II

Students will achieve competence in haircutting and styling techniques on live models, translating theoretical knowledge into real-world skills. Strategies for client service excellence and retention will be implemented in an authentic setting. The course also includes the demonstration of competence in advanced hair coloring and chemical processes on live models. Additionally, students will apply business and marketing principles in real-world scenarios, engaging with actual clients to solidify their understanding of effective management practices within the barbering industry.

Outcomes

- Achieve competence in haircutting and styling techniques on live models.
- Implement strategies for client service excellence and retention in a real-world setting.
- Demonstrate competence in advanced hair coloring and chemical processes on live models.
- Apply business and marketing principles in real-world scenarios with actual clients.

Credits	11
Lab Hours	220
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Prerequisites	BARB 103, BARB 104
Crosslisted Courses	N/A BARB 103, BARB 104 Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 107: Advanced Applications

As the concluding course before graduation, this practicum is dedicated to hands-on skill refinement. Students will extensively practice haircutting, styling, facial hair design, and advanced hair coloring. With a focus on practical application, students will sharpen their abilities through continuous hands-on experience on live models, preparing them for a successful transition into the professional realm upon successful completion of Washington State Barbering exam.

Outcomes

- Achieve mastery in haircutting and styling techniques on live models.
- Specialize in facial hair design and implement advanced techniques on live models, embracing diverse styles and considering cultural nuances.

Credits	10
Lab Hours	200
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Prerequisites	BARB 105, BARB 106
Crosslisted Courses	N/A BARB 105, BARB 106 Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 108: Barbering License Test Preparation

This course ensures comprehensive readiness for the Washington State Barber Licensing Exam. Students will thoroughly understand and articulate Washington State barbering regulations, recognizing their implications on professional practice. This course provides the necessary knowledge and practical expertise to navigate the licensing process with confidence and meet the regulatory standards set by the Washington State barbering board.

Outcomes

- Understand and explain Washington State barbering regulations and their implications on professional practice.
- Successfully simulate the licensing exam with a high level of proficiency on live models.

Credits	11
Lecture Hours	110
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	BARB 105, BARB 106
Crosslisted Courses	N/A BARB 105, BARB 106 Fall, Winter, Spring, Summer
Campus	Downtown
Area of Study	Career Education

BARB 291: Practical Applications

Credits	1-18
Distribution	Career Training

Biology, Natural Sciences

BIOL 170: Medical Terminology

An introduction to the basic building blocks of medical terminology with an emphasis on word formation and structure

Credits	2
Prerequisites	Placement or MATH 092
Distribution	General Education

BIOL& 160: General Biology

General Biology is intended to leave the student with an integrated view of the living world. The primary goal of the course is to provide students with exposure to and an appreciation of, basic cellular, molecular, genetic, evolutionary and ecological processes that will assist them in future advanced courses

Credits	5
Prerequisites	Placement or MATH 098
Distribution	General Education

BIOL& 175: Human Biology with Lab

This human anatomy and physiology course includes a brief overview of the human body for the non-science major. Basics of chemistry and cell structure are introduced and then the major systems of the human body are emphasized.

Credits	5
Prerequisites	Placement or MATH 092
Distribution	General Education

BIOL& 241: Human Anatomy and Physiology I

The first class in a two-quarter sequence in which human anatomy and physiology are studied using a body systems approach with emphasis on the interrelationships between form and function at the gross and microscopic levels of organization

Credits	5
Prerequisites	BIOL& 160
Distribution	General Education

BIOL& 242: Human Anatomy and Physiology II

This is the second in a two-quarter sequence in which human anatomy and physiology are studied using a body systems approach with emphasis on the interrelationships between form and function at the gross and microscopic levels of organization

Credits	5
Prerequisites	BIOL& 241
Distribution	General Education

BIOL& 260: Microbiology

This lab focused course is a survey of the biology of organisms too small to see without a microscope. It emphasizes the development of microscopy and culturing skills necessary to investigate the nutrition, grown, metabolism, isolation and identification of medically important bacteria. Lectures cover the concepts of microbial genetics and classification, infectious disease, immunity and immunization.

Credits	5
Prerequisites	BIOL& 160
Distribution	General Education

Biomedical Service Technician Clinical Engineering

BMST 102: Blood Borne Pathogens

This course meets the requirements of OSHA's Bloodborne Pathogens requirements and standards that are found in Title 29 of the Code of Federal Regulations at 29CFR 1910.1030. To prepare and ensure a scientifically clean and sterile environment within the laboratory setting. Additional topics include biohazard awareness.

Outcomes

- Compare and contrast critical policies regarding blood borne pathogens.
- Demonstrate current procedures dealing with blood borne pathogens.

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online

BMST 103: HIPAA

This course covers the uses and disclosures of identifiable health information that are allowed or permitted by the HIPAA Privacy Regulations. This course or portions of it may be fulfilled with an approved internship.

Outcomes

- Explain HIPAA rules.
- Follow the guidelines for patient file confidentiality.

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 105: Testing Equipment

This course covers how to safely use and operate a variety of ancillary test equipment. Students receive lecture and lab training as well as hands-on experience with actual equipment.

Outcomes

- Analyze circuits using alternating current Ohm's law
- Compare and contrast frequency, period and wave length
- Define alternating current (AC)
- Identify difference between inductors, capacitors and transformers

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 106: Soldering

This course covers most aspects of soldering, a basic requirement in electronic assembly and repair. Types of solder and systems as well as application and removal of solder and good soldering practices are emphasized.

Outcomes

- Demonstrate soldering techniques by repairing and/or maintaining circuit boards.
- Read and interpret service guidelines.

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 107: Schematics

This course covers the process of drawing schematics/block diagrams, read and plan diagnostic procedures, and use a five-step troubleshooting/servicing format.

Outcomes

- Analyze circuits containing resistors, capacitors, and inductors
- Discuss the process of filtration using high and low pass filters
- Measure AC waveform parameter
- Identify the individual components listed in the diagram
- Trace the signal path and the current flow path

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 109: Applied Service I

This introduction course prepares students to manage and repair shop projects. Projects may include preventive maintenance, installation, testing, calibration, and repair of various types of equipment.

Outcomes

- Manage time and project flow.
- Read and interpret service guidelines.

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 110: Applied Service II

This is a continuance course for students to manage and repair shop projects. Projects may include preventive maintenance, installation, testing, calibration, and repair of various types of equipment.

Outcomes

- Apply Boolean logic and algebra
- Program a PLC system to perform a task
- Summarize the importance of the PLC in today’s manufacturing and processing environments.
- Perform advanced operation checks of equipment
- Read and perform service flow checks

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 119: Medical Equipment Research I

This is an group research project meant to build research and presentation skills. Students are required to produce and present six research projects to an audience. Projects subjects may vary from medical equipment, companies or professional associations, among others.

Outcomes

- Create and compose a research project and present it for review in front of their peers.
- Develop a multi-media presentation utilizing technology and current software.
- Perform as a team by preparing and presenting a research project.

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Field-Based Experience	60
Notes	Face-to-face

BMST 120: Biomedical I

This course serves as an introduction to the interdisciplinary field of biomedical technology, which encompasses the application of engineering principles and techniques to solve problems in biology and medicine. Students will explore the fundamental concepts, methods, and technologies used in the development of innovative medical devices. Students will explore the design, operation and application of medical equipment crucial for monitoring and diagnosis of patients. Through hands-on experiences and theoretical studies, students will gain insights into how these instruments function and how they are utilized by healthcare professionals to improve patient care.

Outcomes

- Gain an understanding of the principles and operation of biomedical instruments and technology.
- Knowledge and application of how common sensors and transducers are used to gather biological signals.
- Acquire practical skills in analyzing and interpreting data from diagnostic and monitoring ECG and pulse oximeter devices.
- Demonstrate maintaining and testing medical devices using instrumentation.
- Understand the importance of quality control measures and regulatory compliance in ensuring the safety and efficacy of medical devices, Emphasis on ISO 13485 and FDA.
- Discuss emerging trends and innovations in biomedical technology and their potential impact on healthcare delivery.

Credits	3
Lab Hours	40
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	None
Crosslisted Courses	EEST 114, EEST 115, EEST 116, BMST 119 None Winter, Summer
Campus	Downtown
Area of Study	Career Education HS/Tech HS

BMST 121: Biomedical II

This course delves into the intricacies of two vital medical devices - defibrillators and electrosurgery units (ESUs). This course builds upon foundational knowledge in biomedical technology, focusing specifically on the design, operation, and application of defibrillators and ESUs. Through a blend of theoretical studies, hands-on laboratory experiences, and group activities, students will gain comprehensive insights into the generation of electric shocks for defibrillation and the mechanisms by which ESUs cut and coagulate tissues. Emphasis is placed on understanding schematics, testing device outputs, and ensuring compliance with quality control measures and regulatory standards.

Outcomes

- Demonstrate a deep understanding of the principles and operation of defibrillators and electrosurgery units.
- Explain common sensors and transducers are utilized to gather biological signals for effective device operation.
- Demonstrate maintenance and testing procedures for ensuring the proper functioning of defibrillators and ESUs using instrumentation.
- Understand the significance of quality control measures and regulatory compliance, with a focus on ISO 13485 and FDA standards, in ensuring the safety and efficacy of medical devices.
- Discuss emerging trends and innovations in biomedical technology and their potential impact on healthcare delivery.

Credits	3
Lab Hours	40
Lecture Hours	10
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	None
Corequisites	BMST 107, EEST 108, EEST 223
Crosslisted Courses	N/A None Corequisite BMST 107, EEST 108, EEST 223 Fall, Spring
Campus	Downtown
Area of Study	Career Education HS/Tech HS

BMST 201: Imaging Systems

This course covers several types of imaging processes and the associated physics behind those systems. The class is lecture and lab based. Systems investigated may include ultrasound, x-ray, PET, MRI, and CT scan among others. This course or portions of it may be fulfilled with an approved internship.

Outcomes

- Analyze and utilize various testing procedures and equipment
- Compare and contrast CT and MRI scan theory and uses
- Explain the origin and uses of each imaging theory and machine
- Operate, diagnose and repair service issues of various imaging modalities

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 210: Biomedical III

This course extends the foundational knowledge gained in previous classes, delving into the design, operation, and clinical application of infusion pumps and hemodialysis machines. Through a combination of theoretical instruction, practical laboratory exercises, and collaborative group activities, students will deepen their understanding of how these treatment devices function and their crucial role in patient care. Emphasis will be placed on understanding the underlying mechanisms of infusion delivery and dialysis treatment, as well as the safety considerations and regulatory standards governing their use. This course also introduces students to the utilization of specialized testing instruments, such as flow analyzers, for assessing the accuracy and consistency of fluid delivery in infusion pumps. Through practical exercises and laboratory demonstrations, students will learn how to calibrate infusion pumps, conduct flow rate measurements, and evaluate the performance of various infusion pump models under simulated clinical conditions. By gaining proficiency in testing methodologies and data analysis techniques, students will be equipped to identify potential discrepancies in fluid delivery and implement corrective measures to enhance patient safety and therapeutic efficacy.

Outcomes

- Demonstrate comprehensive understanding of the principles and operation of infusion pumps and hemodialysis machines.
- Demonstrate the integration of sensors and control mechanisms in infusion pumps for accurate medication delivery and dosage control.
- Apply practical skills in configuring and calibrating infusion pumps for various medical applications.
- Understand the process of hemodialysis treatment, including blood purification and fluid removal, and the role of hemodialysis machines in renal replacement therapy.
- Discuss the importance of patient monitoring and safety features in infusion pumps and hemodialysis devices.

Credits	3
Lab Hours	40
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	None
Corequisites	BMST 109, BMST 219, EEST 109, EEST 207
Crosslisted Courses	N/A None Corequisite BMST 109, BMST 219, EEST 109, EEST 207 Winter, Summer

Campus	Downtown
Area of Study	Career Education HS/Tech HS

BMST 211: Biomedical IV

This course introduces students to the utilization of specialized testing instruments, such as pressure simulation instruments, for assessing the performance and reliability of mechanical ventilators and noninvasive blood pressure monitors. Through practical exercises and laboratory demonstrations, students will learn how to simulate various physiological conditions and evaluate device responses under controlled testing environments. By gaining proficiency in testing methodologies and data analysis techniques, students will be equipped to identify potential malfunctions or discrepancies in device performance and implement corrective measures as needed.

Outcomes

- Demonstrate a thorough understanding of the principles and operation of mechanical ventilators and noninvasive blood pressure monitors.
- Discuss the intricacies of ventilator mechanics, including modes of ventilation, tidal volume control, and positive end-expiratory pressure (PEEP).
- Apply practical skills in setting up, calibrating, and monitoring mechanical ventilators for optimal patient support.
- Understand the physiological principles underlying noninvasive blood pressure monitoring and the importance of accurate blood pressure measurement in clinical assessment.
- Discuss different methods and technologies used in noninvasive blood pressure monitoring, including oscillometric and auscultatory techniques.
- Demonstrate interpreting blood pressure waveforms and understanding the implications for patient health.
- Show proficiency in performing routine maintenance tasks and troubleshooting issues with mechanical ventilators and noninvasive blood pressure monitors.
- Discuss the utilization of specialized testing instruments, such as pressure simulation instruments, for assessing device performance and reliability.
- Understand the regulatory requirements and quality assurance measures essential for the safe and effective use of medical devices, with a focus on ISO 13485 and FDA standards.
- Discuss emerging trends and innovations in mechanical ventilation and noninvasive blood pressure monitoring, and their potential impact on patient care and outcomes.

Credits	3
Lab Hours	40
Lecture Hours	10
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced

Prerequisites	None
Corequisites	BMST 110, BMST 201, BMST 215, EEST 221
Crosslisted Courses	N/A None Corequisite BMST 110, BMST 201, BMST 215, EEST 221 Fall, Spring
Campus	Downtown
Area of Study	Career Education HS/Tech HS

BMST 215: Introduction to Medical Terminology

This is an introductory course on common medical terms, acronyms, roots, and prefixes associated with the biomedical field.

Outcomes

- Compare and contrast medical prefixes and suffixes
- Use proper medical terminology and medical abbreviations in a clinical setting

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	online

BMST 219: Medical Equipment Research II

This is an independent research project meant to build research and presentation skills. Students are required to produce six research projects to an audience. Project subjects may vary from medical equipment, companies or professional associations, among others. Prior project approval from the instructor is required.

Outcomes

- Create and compose a research project and present it for review in front of peers
- Create and compose a research project containing an overview of topic and relationship to Biomedical Technicians.
- Evaluate each team member's effectiveness using a Likert scale and work to resolve conflict of difficulties.
- Perform as a team by preparing and presenting a research project.
- Use technology and software to create and deliver a multimedia presentation

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

BMST 220: Biomedical Engineering Applications

During this course students are exposed to a lab setting meant to simulate an actual working environment. Students may intake, service, repair or evaluate medical or other types of equipment. Equipment may be provided by the class or public; students perform as closely as possible to a daily BMET routine. This course or portions of it may be fulfilled with an approved internship.

Outcomes

- Assign and complete service projects
- Use and repair biomedical equipment
- Write work orders for scheduled repair of medical equipment

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

BMST 291: Practical Applications

During this course students are exposed to a lab setting meant to simulate an actual working environment. Students may intake, service, repair or evaluate medical or other types of equipment. Equipment may be provided by the class or public; students perform as closely as possible to a daily BMST routine. This course or portions of it may be fulfilled with an approved internship.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Apply practical theory and technical skills learned through classroom training to analyze and resolve problems within practical applications.
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	1-13
Prerequisites	INSTR. APP REQ
Distribution	Career Training

BMST 292: Independent Projects I

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project I.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project I
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Prerequisites	INSTR. APP REQ
Distribution	Career Training

BMST 293: Independent Projects II

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project II.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project II
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Prerequisites	INSTR. APP REQ
Distribution	Career Training

BMST 296: Work Based Learning Experience

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Quarter Offered	Winter Summer
Prerequisites	INSTR. APP REQ
Distribution	Career Training

Broadcasting Video Production

BROAD 103: BVP Safety Principles

This course is an introduction to the safety practices common to the broadcast and video production environment.

Outcomes

- Demonstrates NIOSH Manual handling/lifting tasks compliant with industry local and federal standards.
- Use cleaning agents in accordance with SDS/MSDS guidelines
- Describe and demonstrate accurate CPR and First Aid techniques per industry standard.
- Identify FCC standards for RF exposure

Credits	2
Quarter Offered	Summer
Instructional Mode	Online
Campus	Central
Area of Study	Career Education

BROAD 111: Master Control Operations I

This course is an introduction to the operation of all signal delivery system components used to feed audio and video signals to the program feed. This is one of three classes (Broad 111, Broad 139, and Broad 148) that prepare students for the Society of Broadcast Engineers (SBE) Certified Television Operator exam.

Outcomes

- Operate Video and Audio Switcher
- Monitor automation system and program feed
- Perform as a master control operator to meet industry performance standards
- Complete exam successfully for SBE CTO certification

Credits	5
Quarter Offered	Spring
Instructional Mode	Hybrid
Corequisites	Student must enroll in BROAD 111, BROAD 139, and BROAD 148 concurrently
Campus	Central

BROAD 120: Introduction to Digital Audio Recording

This course provides training in the operation of digital audio workstations and the application of the editing concepts in audio production projects.

Credits	5
Lab Hours	30
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central

BROAD 124: Basic Audio Equipment

This course introduces and explores basic audio tools including pickup, monitoring, distribution, routing, and manipulation devices.

Credits	5
Lab Hours	40
Lecture Hours	10
Quarter Offered	Fall
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central

BROAD 132: Introduction to Studio and Field Production

This course introduces basic equipment and basic skills used for video production in the studio and in the field. Students learn about cameras, lighting instruments, and audio equipment and the skills needed to complete production projects.

Credits	5
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central

BROAD 135: Employment Preparation

This course is designed for students to use publications, interviews and internet research, and other sources to gather facts about wages, hours, and working conditions to develop career goals. Students also write cover letters, resumes, and portfolios.

Credits	3
Quarter Offered	Summer
Instructional Mode	Online
Distribution	Career Training
Campus	Central

BROAD 139: Broadcast Station Operations

This course instructs students about broadcast station structure and organization, and investigates the role and function of various station departments and FCC requirements for broadcast stations. Information and concepts are applied in operations activities.

Credits	5
Lab Hours	20
Lecture Hours	30
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central

BROAD 142: Basic Digital Video Editing

This course introduces students to audio and video editing methods. Practical applications include correcting recorded flaws and timing errors while editing pre-recorded material. Students perform to edit quality test standards.

Credits	5
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central

BROAD 143: Basic Maintenance & Troubleshooting

This course explores preventative maintenance methods and strategies, and students receive training in the use of electronic measuring devices, meters, and scopes. Soldering, splicing, and making cable connections are included.

Credits	5
Lab Hours	30
Lecture Hours	20
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central

BROAD 144: Introduction to Network A/V Workflows

This course introduces students to basic audio over Internet Protocol (IP). Successful completion results in an online Dante Level 1 Certification or other networking with audio visual (A/V) applications. CIP: 10.0202 EPC: 628

Outcomes

- Describe various Power over Ethernet (PoE) standards.
- Describe video basics for information technology (IT) and audio teams.
- Explain operation of Audio over Internet Protocol (AoIP).

Credits	2
Lab Hours	40
Quarter Offered	Summer
Instructional Mode	Online
Prerequisites	none
Crosslisted Courses	NA none Summer
Campus	Central
Area of Study	Career Education

BROAD 147: Production Process Theory

This course introduces students to the production process; theory, planning, and application of sound project planning; and identification of the responsibilities of various jobs within the production unit is also included. CIP: 10.0202 EPC: 628

Outcomes

- Discuss television production jobs and possibilities.
- Analyze the basic production process.
- Develop working outline of production process.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Prerequisites	Students must be ready for 80-level General Education Classes
Corequisites	Students should enroll in BROAD 132, BROAD 142, and BROAD 147 simultaneously.
Crosslisted Courses	NA Students must be ready for 80-level General Education Classes Corequisite Students should enroll in BROAD 132, BROAD 142, and BROAD 147 simultaneously. Fall, Winter, Spring
Campus	Central
Area of Study	Career Education

BROAD 148: Control Room Equipment I

This course examines equipment used in television master control and production facilities. Students learn about equipment interconnections and how to set up, adjust, and operate broadcast and production devices. Instruction and training will help prepare students to pass the Society of Broadcast Engineers (SBE) Certified Television Operator (CTO) exam.

Outcomes

- Identify equipment in audio/video control rooms.
- Demonstrate how to operate television master control and production control room equipment according to industry standards.
- Diagram basic signal flow in a control room.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Spring
Instructional Mode	Hybrid
Prerequisites	None
Corequisites	Students should enroll in BROAD 111 , BROAD 139 , and BROAD 148 concurrently for degree pathway purposes.
Crosslisted Courses	N/A
Campus	Central
Area of Study	Career Education

BROAD 149: Introduction to Studio & Field Equipment

This course provides an overview of the equipment used in television studios and field productions. It focuses on specific pieces of equipment in Bates Technical College's audio/video production studio and remote production systems from a technical perspective -- exploring the purpose of each piece of equipment, its basic operation, and how it is integrated into its audio/video/transmission system. CIP: 10.0202 EPC: 628

Outcomes

- Identify primary control room and remote production equipment.
- Demonstrate basic operation of primary control room devices.
- Diagram control room and remote system configurations.

Credits	3
Lab Hours	40
Lecture Hours	10
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Prerequisites	None.
Corequisites	Student must enroll in BROAD 111, BROAD 149, and BROAD 150 concurrently
Crosslisted Courses	NA None. Corequisite Student must enroll in BROAD 111, BROAD 149, and BROAD 150 concurrently Fall, Winter, Spring
Campus	Central
Area of Study	Career Education

BROAD 150: Basic Electronics Concepts

This course introduces students to the study of direct-current and alternating-current electronic concepts. Topics include electrical terms, circuit components, electricity and magnetism, series and parallel circuits, Ohm's law, energy and power, and characteristics of AC waveforms. Lab activities prepare students for lectures and enhance their understanding of the principles presented in class sessions and through the Canvas learning management system. Activities include reading assignments, guided experimentation with DC and AC circuits, test equipment and tools, and a series of simple projects to develop soldering skills and understanding of circuits and circuit diagrams. CIP: 10.0202 EPC: 628

Outcomes

- Identify and discuss basic functions of circuit components.
- Apply current, voltage, and resistance principles (Ohm's law).
- Discuss the characteristics of alternating current (AC) waveforms.
- Discuss basic semiconductor concepts.
- Demonstrate proper soldering techniques.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Fall Winter Spring
Instructional Mode	Hybrid
Prerequisites	None.
Corequisites	Student must enroll in BROAD 111, BROAD 149, and BROAD 150 concurrently
Crosslisted Courses	NA None. Corequisite Student must enroll in BROAD 111, BROAD 149, and BROAD 150 concurrently Fall, Winter, Spring
Campus	Central
Area of Study	Career Education

BROAD 154: Introduction to CAD

This is an introductory course for computer-aided drawing (CAD), useful in video and audio system documentation. It is an elective class recommended for all students planning on taking advanced broadcast engineering classes. CIP: 10.0202 EPC: 628

Outcomes

- Properly configure computer-aided design (CAD) software to meet drawing requirements.
- Identify drawing tools and their applications in computer-aided design (CAD).
- Use computer-aided design (CAD) tools such as shapes, lines, and labels to create and modify system documents.

Credits	2
Lab Hours	20
Lecture Hours	10
Quarter Offered	Summer
Instructional Mode	Online
Prerequisites	None
Corequisites	None
Crosslisted Courses	This course will be taught by advanced technology instructors as part of their 5-credit class on CAD. Students taking BROAD 154 will complete coursework in the first four weeks of the summer quarter. None Corequisite None Summer
Campus	Central
Area of Study	Career Education

BROAD 155: Characteristics of Sound

This course introduces students to the physical nature of sound and how the ear translates it from a physical phenomenon to a sensory one. Topics include waveform characteristics, reflection, diffraction, frequency response, phase, loudness levels, sound-pressure levels, thresholds, and perceptions.

Outcomes

- Describe the fundamental physics of sound.
- Explain the characteristics of sound waves.
- Describe the functions of the typical human ear.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	Hybrid
Prerequisites	None
Corequisites	Students should take BROAD 120 , BROAD 124 , and BROAD 155 concurrently for degree pathway purposes.
Crosslisted Courses	N/A
Campus	Central
Area of Study	Career Education

BROAD 160: Emerging Technology

This course examines advances in audio and visual imaging. Emerging technologies are presented and explored. CIP: 10.0202 EPC: 628

Outcomes

- Discuss emerging audio and visual imaging technologies.
- Analyze emerging audio and visual imaging technologies.
- Apply new concepts to improve current systems.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Summer
Instructional Mode	Hybrid
Prerequisites	None
Corequisites	None
Crosslisted Courses	N/A None Corequisite None Summer
Campus	Central
Area of Study	Career Education

BROAD 170: Drone Certification Preparation

This course introduces students to remote and robotic camera operations. Students will be prepared to take the Federal exam for sUAS certification.

Credits	5
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central

BROAD 218: A/V Pre-Production Applications

This course challenges students to put elements of pre-production planning into practice. Through helping plan and produce studio and field programs, students create program proposals, scripts, show formats, crew assignments, data gathering worksheets, program mark-sheets, guest invitations and release forms, and basic scripts for voice overs (VOs) and teleprompter presentations. Students will also be introduced to pre-production meetings with clients (when available) to create a finished product based on the client's needs. CIP: 10.0202 EPC: 628

Outcomes

- Collect relevant information using a data input forms for the purpose of producing completed programs and booking guests.
- Create program proposals including scripting, show formats, mark-sheets, teasers, and voice-overs for the director, crew members, and hosts to follow A/V productions.
- Research potential production guest officials and complete release forms to comply with copyright laws and create themes and topics for A/V productions.

Credits	4
Lab Hours	40
Lecture Hours	20
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Students must successfully pass core production courses, summer electives, and either core audio or engineering classes.
Corequisites	Students should enroll simultaneously in BROAD 218, BROAD 288, and BROAD 241.
Crosslisted Courses	NA Students must successfully pass core production courses, summer electives, and either core audio or engineering classes. Corequisite Students should enroll simultaneously in BROAD 218, BROAD 288, and BROAD 241. Fall, Spring
Campus	Central
Area of Study	Career Education

BROAD 228: Advanced Editing Projects

This course requires students to conduct and complete an advanced digital editing project that meets industry content quality and delivery standards. CIP: 10.0202 EPC: 628

Outcomes

- Properly ingest, manipulate and export video/audio material.
- Identify the codecs required for various media.
- Complete industry level editing projects for distribution and delivery

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes.
Corequisites	Students should enroll simultaneously in BROAD 228, 230, and 232.
Crosslisted Courses	NA Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes. Corequisite Students should enroll simultaneously in BROAD 228, 230, and 232. Winter, Summer
Campus	Central
Area of Study	Career Education

BROAD 230: Field Production

This course develops advanced field production skills necessary to complete remote projects. Included are site surveying, planning, set up, and lighting of different venues while using single or multiple cameras. CIP: 10.0202 EPC: 628

Outcomes

- Set up video equipment for field production.
- Set up audio equipment for field production.
- Set up lighting equipment for field production.
- Operate video, audio, and lighting equipment for field production.

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes.
Corequisites	Students should enroll simultaneously in BROAD 228, 230, and 232.
Crosslisted Courses	NA Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes. Corequisite Students should enroll simultaneously in BROAD 228, 230, and 232. Winter, Summer
Campus	Central
Area of Study	Career Education

BROAD 232: Production Capstone III

This course challenges students to demonstrate skills and knowledge gained in previous core and advanced classes to demonstrate mastery of fully producing, directing, and posting a digital video. Under the instructor's guidance, students produce at least one video (mini-documentary, news story, music video, or scripted-short feature) worthy of entry into National Academy of Television Arts & Sciences (NATAS) and/ or other award-recognition competitions. CIP: 10.0202 EPC: 628

Outcomes

- Write and present program proposal of digital story ideas.
- Discuss and evaluate story ideas.
- Create and present complete industry-level digital video stories.

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes.
Corequisites	Students should enroll simultaneously in BROAD 228, 230, and 232.
Crosslisted Courses	NA Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes. Corequisite Students should enroll simultaneously in BROAD 228, 230, and 232. Winter, Summer
Campus	Central
Area of Study	Career Education

BROAD 240: Audio & Video Engineering

This course explores the design, installation, maintenance, and operation of audio and video equipment and systems. These functions support master control and production operations, and field production. CIP: 10.0202 EPC: 628

Outcomes

- Discuss the setup and alignment of test equipment and audio/video systems.
- Design audio and video systems to industry standards.
- Perform setup and/or installation of audio and video systems.
- Demonstrate an understanding of broadcast audio and video systems required to successfully attain SBE (Society of Broadcast Engineers) CBT (Certified Broadcast Technologist) certification.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	Students must have passed BROAD 111, 149, 150 with a minimum GPA of 2.0 in each class before enrolling in BROAD 240.
Corequisites	Students must take BROAD 240, 242 and 246 concurrently.
Crosslisted Courses	NA Students must have passed BROAD 111, 149, 150 with a minimum GPA of 2.0 in each class before enrolling in BROAD 240. Corequisite Students must take BROAD 240, 242 and 246 concurrently. Fall, Winter, Spring, Summer
Campus	Central
Area of Study	Career Education

BROAD 241: Production Capstone I

This course challenges students to demonstrate skills and knowledge gained in previous core and advanced classes to demonstrate mastery of fully producing, directing, and posting (when applicable) two-panel (talk) shows, or other talk-show format content. CIP: 10.0202 EPC: 628

Outcomes

- Write and present program proposal for industry-level digital content.
- Plan and produce live panel show.
- Demonstrate directing skills by directing panel shows.

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes.
Corequisites	Students should enroll simultaneously in BROAD 218, 288, and 241.
Crosslisted Courses	NA Students must successfully pass core Production courses, summer electives, AND either core audio classes or core engineering classes. Corequisite Students should enroll simultaneously in BROAD 218, 288, and 241. Fall, Spring
Campus	Central
Area of Study	Career Education

BROAD 242: Content Delivery Systems

This course investigates and applies various content delivery methods, including Advanced Television Systems Committee (ATSC) standards, live streaming, video on demand, and video over Internet provider (IP) systems. CIP: 10.0202 EPC: 628

Outcomes

- Discuss various methods of content delivery.
- Discuss elements of the Advanced Television Systems Committee (ATSC) delivery system.
- Demonstrate live streaming to the Internet.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Students must have passed BROAD 111, 149, 150 with a minimum GPA of 2.0 in each class before enrolling in BROAD 242.
Corequisites	Students must take BROAD 242, 244, and 246 concurrently for degree pathway progress. Students must also take BROAD 234, 236, and 238 prior to or after taking BROAD 242, 244, and 246.
Crosslisted Courses	NA Students must have passed BROAD 111, 149, 150 with a minimum GPA of 2.0 in each class before enrolling in BROAD 242. Corequisite Students must take BROAD 242, 244, and 246 concurrently for degree pathway progress. Students must also take BROAD 234, 236, and 238 prior to or after taking BROAD 242, 244, and 246. Winter, Summer
Campus	Central
Area of Study	Career Education

BROAD 246: Networking for Audio & Video

This course covers basic concepts of computer networking and applies them to audio and video systems. CIP: 10.0202 EPC: 628

Outcomes

- Discuss basic networking concepts.
- Contrast and compare common local area network (LAN) and wide area network (WAN) concepts with broadcast networking concepts.
- Demonstrate computer networking competencies in audio and video systems as articulated in the SBE (Society of Broadcast Engineers) CBNT (Certified Broadcast Network Technologist) certification.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Students must have passed BROAD 111, 149, 150 with a minimum GPA of 2.0 in each class before enrolling in BROAD 246.
Corequisites	Students must take BROAD 242, 244, and 246 concurrently for degree pathway progress. Students must also take BROAD 234, 236, and 238 prior to or after taking BROAD 242, 244, and 246.
Crosslisted Courses	NA Students must have passed BROAD 111, 149, 150 with a minimum GPA of 2.0 in each class before enrolling in BROAD 246. Corequisite Students must take BROAD 242, 244, and 246 concurrently for degree pathway progress. Students must also take BROAD 234, 236, and 238 prior to or after taking BROAD 242, 244, and 246. Winter, Summer
Campus	Central
Area of Study	Career Education

BROAD 284: Practicum IV

In this course the faculty assists students in selecting an approved practicum related to video production. Student responsibilities include the submission of a formal report of no less than 500 words or, with instructor approval, a formal class presentation of no less than 15 minutes.

Credits	4
Quarter Offered	Fall Spring Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Field-Based Experience	120

BROAD 289: Practicum V

In this course the faculty assists students in selecting an approved practicum related to television operations. Student responsibilities include the submission of a formal report of no less than 500 words or, with instructor approval, a formal class presentation of no less than 15 minutes.

Credits	5
Instructional Mode	Hybrid
Distribution	Career Training
Field-Based Experience	120

BROAD 292: Independent Study

This course allows students, under the guidance of their instructor, to explore an industry-related topic of their choosing. Students will work with their instructor to select the topic and design the course to meet the needs of the student and the requirements of the college and program curriculum.

Outcomes

- The instructor sets learning outcomes to meet independent study needs.

Credits	1-5
Lab Hours	20

100

Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	Instructor permission
Crosslisted Courses	NA Instructor permission Fall, Winter, Spring, Summer
Campus	Central
Area of Study	Career Education

BROAD 296: Work-Based Learning

In this course, students interact with industry or community professionals in real workplace settings, or a simulated environment at the college, to experience in-depth engagement with the duties and tasks typically found in the media communications industry. CIP: 10.0202 EPC: 628

Outcomes

- Demonstrate industry-expected soft skills required for employment.
- Demonstrate knowledge and skills required for entry-level employment in the media communications industry.
- Communicate and collaborate effectively across diverse contexts to meet organization goals.

Credits	2-12
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	Students must complete one quarter of advanced classes with a minimum grade point average of 2.0 prior to enrolling in BROAD 296. Instructor permission is required.
Crosslisted Courses	N/A Students must complete one quarter of advanced classes with a minimum grade point average of 2.0 prior to enrolling in BROAD 296. Instructor permission is required. Fall, Winter, Spring, Summer
Field-Based Experience	30-330
Campus	Off-site Central
Area of Study	Career Education

Business

BUS 102: Business Communications

This course focuses on business communication, students apply the principles of ethical and effective communication to the creation of letters, memos, e-mails and written oral reports for a variety of business situations. Planning, organization and revising business documents using word-processing software for written documents and presentation-graphic software to recreate and deliver professional level reports and oral reports are emphasized. This course is designed for students who are already at college level writing skills and the ability to type is required.

Credits	5
Quarter Offered	1
Distribution	Career Training

BUS 210: Applied Marketing Principles

This course is a project-based introduction to the major principles of marketing. Students learn to create, communicate, deliver, and exchange offerings that have value for customers, clients, partners, and society at large. CIP: 52.0201

Outcomes

- Explain how marketing communicates, creates, captures, and delivers value for a target audience.
- Discuss the role of data analytics in developing and monitoring marketing strategy.
- Discuss the role of marketing strategy in meeting organizational goals.
- Analyze competitive marketing strategies for strengths and weaknesses.
- Create a marketing strategy to meet specific marketing objectives.
- Evaluate the efficacy of a marketing initiative using metrics.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Hybrid Web-enhanced Online
Prerequisites	ENGL& 101, 2.0 grade or better
Crosslisted Courses	N/A ENGL& 101, 2.0 grade or better Winter, Summer
Campus	Central
Area of Study	Career Education

BUS 220: Digital Marketing Strategy

This project-based and interactive course teaches students to take a step-by-step process on how to achieve a company’s digital marketing objectives. Students learn about various channels to use as part of a large digital marketing portfolio – including, but not limited to social media, earned media, and paid advertising. CIP: 52.0201

Outcomes

- Explain the importance of digital marketing strategy in organizational success.
- Describe the purpose, strengths, and limitations of various digital marketing strategies.
- Discuss ethical dilemmas in digital marketing and how to minimize negative impact on individuals, communities, organizations, and society.
- Apply various digital marketing strategies to drive revenue growth, improve conversion rates, and engage customers.
- Analyze the efficacy of specific digital marketing strategies impact on organizational goals.
- Evaluate the role of digital marketing strategy in the context of a larger marketing strategy.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (at Dean's discretion)
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	ENGL& 101, 2.0 grade or better
Crosslisted Courses	N/A ENGL& 101, 2.0 grade or better Fall, Winter, Spring, Summer (at Dean's discretion)
Campus	Central
Area of Study	Career Education

BUS 230: Managing & Leading Through Change

This course explores and applies management and leadership principles to manage and lead teams and organizations through cultural, technological, and structural disruptions. Students learn to manage risks, prepare for change, and capture opportunities. CIP: 52.0201

Outcomes

- Explain various management and leadership principles and how these affect organizational goals.
- Identify employee motivational factors and how to sustain productive and positive engagement.
- Discuss opportunities and challenges of engaging cultural, thought, and other diversity factors in management and leadership roles.
- Analyze how changing environmental, economic, social, political, and technological conditions affect organizational behavior.
- Apply management and leadership principles to prepare employees, teams, and groups for change.
- Evaluate how management and leadership can fail to address changing conditions.
- Create a management or leadership plan to prepare, manage, and lead people and systems through changing conditions.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	ENGL& 101, 2.0 grade or better
Crosslisted Courses	N/A ENGL& 101, 2.0 grade or better Winter, Summer
Campus	Central
Area of Study	Career Education

BUS 240: Search Engine Optimization

This project-based and interactive course introduces students to the latest methods and practices of search engine optimization. Students learn to the processes of analyzing and improving the quality and quantity of traffic to a web page or website from search engines. CIP: 52.0201

Outcomes

- Explain search engine optimization’s (SEO) purpose, methods, and practices.
- Analyze the quality of web traffic or a webpage or website and to the degree to which it meets organizational objectives.
- Describe the latest trends in search engine optimization (SEO).
- Apply a mix of time-tested and new search engine optimization best practices to meet organizational objectives.
- Optimize website content to increase search engine ranking.
- Conduct a competitive analysis on a webpage or website.
- Create a report of search engine optimization (SEO) findings and recommendations for a website.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (at Dean's discretion)
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer (at Dean's discretion)
Campus	Central
Area of Study	Career Education

BUS 250: Human Resource Management Principles

Human Resource Management (HRM) is the coherent, strategic, and efficient management of people to achieve organizational goals. This course discusses principles of HRM and provides learning activities to apply best practices to support the achievement of organizational objectives. CIP: 52.0201

Outcomes

- Explain the role of human resource management in meeting organizational goals.
- Describe major functions of human resources management such as talent acquisition, benefits, compensation, and performance management.
- Discuss the relationship and differences among national, state, and local level laws as they relate to human resource management.
- Apply strategies to align employee performance with organizational goals.
- Analyze approaches designed to enhance and optimize employee development and organizational effectiveness.
- Apply evidence-based strategies to promote a positive, productive, and inclusive organizational culture.
- Evaluate policies and procedures and how these impact human resources and organizational objectives.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (at Dean's discretion)
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	ENGL& 101, 2.0 grade or better
Crosslisted Courses	N/A ENGL& 101, 2.0 grade or better Fall, Winter, Spring, Summer (at Dean's discretion)
Campus	Central
Area of Study	Career Education

BUS 255: Employment Law

This course discusses employer/employee relationship under local, state, and federal laws and regulations. It explores historical development of labor relations and analyzes modern-day implications. CIP: 52.0201

Outcomes

- Demonstrate basic knowledge of the general principles of employment law and how these relate to organizational objectives.
- Locate major federal and state employment laws and regulations and discuss their specific implications in the workplace.
- Use common law concepts to explain under what circumstances employment relationships begin and end.
- Recognize situations having legal repercussions as they relate to specific federal and state employment laws.
- Describe the role of federal and state oversight agencies in regulating employee and employer relations.
- Examine employment materials (e.g., employment contracts, employment applications, employee handbooks, and non-compete agreements) for legal implications and revise to meet legal requirements and organizational goals.
- Analyze how major federal and state statutes and regulations govern labor-management relations.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (at Dean's discretion)
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	ENGL& 101, 2.0 grade or better
Crosslisted Courses	N/A ENGL& 101, 2.0 grade or better Fall, Winter, Spring, Summer (at Dean's discretion)
Campus	Central
Area of Study	Career Education

BUS 280: Small Business Planning

This course prepares prospective and existing business owners to analyze market opportunities, position for and deliver value in a competitive market space, and set up operational and financial structures to manage a small business. This highly-interactive course results in a marketing strategy and actionable business plan. CIP: 52.0201

Outcomes

- Explain how to use Porter's Five Forces Framework to analyze the operating environment of business competition.
- Examine a business position in a market space using such tools as the SWOT (strengths, weaknesses, opportunities, and threats) analysis and other frameworks.
- Analyze the viability of a business idea and its likelihood of profitability by using objective metrics.
- Develop an operational plan that addresses day-to-day and long-term operations under changing conditions (cyclical, seasonal, etc.).
- Create a marketing strategy to address marketing competition.
- Develop a viable business plan that includes an operational plan, marketing strategy, and financial outlook.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (at Dean's discretion)
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	ENGL& 101, 2.0 grade or better; MATH& 146 or college-level math, 2.0 or better
Crosslisted Courses	N/A ENGL& 101, 2.0 grade or better; MATH& 146 or college-level math, 2.0 or better Fall, Winter, Spring, Summer (at Dean's discretion)
Campus	Central
Area of Study	Career Education

BUS 298: Applied Business Capstone

This course synthesizes programmatic outcomes and applies major principles learned in the program. Students demonstrate skills and knowledge through a project-based capstone that emphasizes their specialization track. CIP: 52.0201

Outcomes

- Explain how different business principles come together as components of a business strategy to meet organizational goals.
- Apply business principles to execute a business strategy and optimize market competitiveness or organizational objective.
- Analyze the profitability and sustainability of a business model.
- Create a business strategy to enter a market space or reposition a market offering.
- Perform a qualitative and quantitative evaluation of a business strategy for its viability in a market space.
- Effectively communicate the business model, competitive landscape, and business functions required to increase the likelihood of profitability or financial stability.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	Applied Business Administration AAS-T program admission; pass all technical core classes with at least a 2.0 grade or better
Crosslisted Courses	N/A Applied Business Administration AAS-T program admission; pass all technical core classes with at least a 2.0 grade or better Winter, Summer
Campus	Central
Area of Study	Career Education

BUS 310: Business and Financial Acumen for IT Professionals

This course introduces students to basic business and financial concepts, providing an understanding of how IT initiatives impact an organization’s financial performance. Topics include budgeting, financial analysis, cost-benefit assessments, and resource allocation, including software cost estimation and resource planning for IT initiatives and software development projects, giving students insight into a variety of projects, all of which are vital for roles involving IT project management, governance, and leadership.

Outcomes

- Interpret financial statements to assess the health of IT projects.
- Develop budgets that align IT initiatives with organizational goals.
- Conduct cost-benefit analyses to evaluate the financial implications of IT investments.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Admission into BAS program.
Crosslisted Courses	N/A Admission into BAS program. Winter, Summer
Campus	Central
Area of Study	General Education

BUS& 101: Introduction to Business

Dynamics and competitive business world are explored through the study of topics including economic systems, forms of business ownership, social responsibility and ethics, entrepreneurship, marketing, management, organizational design, finance, banking and securities markets

Credits	5
Quarter Offered	1
Distribution	General Education-Social Science

BUS& 201: Business Law

An introduction to the American legal system and the functions of law in a business environment; legal reasoning and the process of resolving disputes in society; a preliminary analysis of contractual arrangements and business association in the business community

Credits	5
Quarter Offered	2
Distribution	General Education-Social Science

Cardiovascular Technology

CVT 101: Foundations of Cardiac Care

Introduction to cardiovascular healthcare, including the roles of cardiovascular technologists, patient care fundamentals, and ethical considerations. Covers team dynamics, medical terminology, and patient interaction best practices in a clinical setting. Clinical examples or scenarios will be used to reinforce team dynamics and communication.

Outcomes

- Describe roles and relationships within the cardiovascular healthcare team.
- Recognize patient care and safety protocols for cardiovascular procedures.
- Demonstrate understanding of professionalism, ethical behavior, and effective communication through scenario-based applications in healthcare settings

Credits	3
Lecture Hours	30
Quarter Offered	Fall
Instructional Mode	In-person
Prerequisites	Prerequisite: Admission into the Invasive Cardiovascular Technology program.
Crosslisted Courses	N/A Prerequisite: Admission into the Invasive Cardiovascular Technology program. Fall
Campus	Downtown
Area of Study	Career Education

CVT 102: Advanced Human Physiology and Pathology

Comprehensive study of human physiology with an emphasis on the cardiovascular and pulmonary systems, including pathophysiology of common cardiovascular conditions. Explores cellular processes, tissue organization, and clinical correlations of disease processes to diagnostic and therapeutic procedures in cardiovascular care. Links to diagnostic and procedural applications will be built and reinforced, ensuring students see the clinical relevance of pathophysiological changes in patients.

Outcomes

- Describe the basic structure and function of the cardiovascular and pulmonary systems.
- Identify common cardiovascular diseases and their basic pathophysiology.
- Explain the impact of cardiovascular health on other body systems.
- Correlate cardiovascular health with systemic physiological impacts and procedural decision-making.

Credits	4
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Prerequisites	Admission into the Invasive Cardiovascular Technology program
Crosslisted Courses	N/A Admission into the Invasive Cardiovascular Technology program Fall
Campus	Downtown
Area of Study	Career Education

CVT 103: Basic Life Support and Technical Skills for Cardiac Professionals

Certification in the American Heart Association’s Basic Life Support (BLS) for healthcare providers. Includes basic technical skills and equipment familiarization necessary for cardiovascular labs. Prepares students to enter clinical environments safely and competently.

Outcomes

- Perform CPR and AED protocols according to American Heart Association standards.
- Identify and operate basic cardiac lab equipment and describe their purposes.
- Explain basic cardiac lab equipment preparation and maintenance protocols.
- Complete requirements for Basic Life Support certification.

Credits	1
Lab Hours	10
Lecture Hours	5
Quarter Offered	Fall
Instructional Mode	In-person
Prerequisites	Prerequisite: Admission into the Invasive Cardiovascular Technology program.
Crosslisted Courses	N/A Prerequisite: Admission into the Invasive Cardiovascular Technology program. fall
Campus	Downtown
Area of Study	Career Education

CVT 104: Acute Coronary Syndrome: Clinical Insights

Detailed exploration of acute coronary syndromes, focusing on clinical presentations, diagnostic techniques, and evidence-based treatment protocols. Emphasizes the pathophysiology of atherosclerosis and the role of invasive cardiology and cardiac catheterization in diagnostics and patient care.

Outcomes

- Identify key characteristics of STEMI, NSTEMI, and unstable angina.
- Recognize ischemic patterns on a 12-lead EKG.
- Describe the role of cardiac catheterization in treating acute coronary syndromes.

Credits	1
Lecture Hours	10
Quarter Offered	Fall
Instructional Mode	In-person
Prerequisites	Prerequisite: Admission into the Invasive Cardiovascular Technology program.
Crosslisted Courses	N/A Prerequisite: Admission into the Invasive Cardiovascular Technology program. Fall
Campus	Downtown
Area of Study	Career Education

CVT 105: Introduction to Cardiovascular Pharmacology

Overview of pharmacological agents used in cardiovascular care, focusing on mechanisms of action, therapeutic uses, actions, contraindications, and side effects. Emphasizes safe medication administration and monitoring in clinical settings.

Outcomes

- Identify major drug classes used in cardiovascular care.
- Describe the basic mechanisms of action and therapeutic uses of cardiovascular drugs.
- Recognize common side effects and contraindications for cardiovascular medications.

Credits	2
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	In-person
Prerequisites	Prerequisite: Admission into the Invasive Cardiovascular Technology program.
Crosslisted Courses	N/A Prerequisite: Admission into the Invasive Cardiovascular Technology program. Fall
Campus	Downtown
Area of Study	Career Education

CVT 106: Fundamentals of Electrocardiography

Introduction to the theory and application of electrocardiography in clinical practice. This combined lecture and lab course focuses on skill-building for both manual and automated EKG analysis, lead placement, machine operation, and basic interpretation of EKG rhythms, including arrhythmias and ischemic changes.

Outcomes

- Demonstrate proper lead placement for EKG acquisition.
- Operate EKG equipment under supervision.
- Interpret normal sinus rhythm and common arrhythmias.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	In-person
Prerequisites	Prerequisite: Admission into the Invasive Cardiovascular Technology program.
Crosslisted Courses	N/A Prerequisite: Admission into the Invasive Cardiovascular Technology program. Fall
Campus	Downtown
Area of Study	Career Education

CVT 111: Cardiovascular Diagnostic Procedures

Covers principles and techniques of cardiovascular diagnostic testing, including echocardiography, angiography, and nuclear imaging. Students learn through simulation to prepare patients, operate diagnostic equipment, and analyze test results to aid in accurate clinical decision-making. An emphasis will be placed on patient care and safety for both the patient, staff and individual. Includes case-based learning to connect theory with practice

Outcomes

- Explain the purpose, principles, and clinical applications of common cardiovascular diagnostic procedures.
- Prepare patients for diagnostic exams following safety and procedural protocols.
- Analyze diagnostic findings and present results effectively to the care team

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Winter
Instructional Mode	In-person
Prerequisites	CVT 106
Crosslisted Courses	N/A CVT 106 Winter
Campus	Downtown
Area of Study	Career Education

CVT 112: Hemodynamics: Principles and Applications

Introduces hemodynamic monitoring through hands-on simulation of invasive cardiovascular procedures. Emphasizes understanding normal and pathological blood flow, pressures, and cardiac output, with hands-on practice in reading and interpreting waveform data

Outcomes

- Define hemodynamic principles and their role in cardiovascular care.
- Interpret hemodynamic waveforms and data to identify normal and pathological trends.
- Correlate hemodynamic findings with specific cardiac conditions.
- Apply hemodynamic data to simulate clinical case scenarios.
- Demonstrate decision making in cardiovascular contexts using monitoring data.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Winter
Instructional Mode	In-person
Prerequisites	CVT 102
Crosslisted Courses	N/A CVT 102 Winter
Campus	Downtown
Area of Study	Career Education

CVT 113: Advanced Cardiovascular Pharmacology and IV Therapy

Expands on pharmacological concepts with a focus on medications used in cardiovascular emergencies. Covers IV medication administration, pharmacy math, and patient monitoring during acute interventions.

Outcomes

- Identify advanced cardiovascular drug classes and their clinical applications.
- Perform pharmacy math calculations for IV dosages and infusion rates accurately.
- Administer IV medications following safety protocols and guidelines.
- Monitor patient responses to IV therapy and adjust as needed.

Credits	2
Lab Hours	20
Lecture Hours	10
Quarter Offered	Winter
Instructional Mode	In-person
Prerequisites	CVT 105
Crosslisted Courses	N/A CVT 105 Winter
Campus	Downtown
Area of Study	Career Education

CVT 114: Advanced Electrocardiography: Technical Skills

Focuses on interpreting complex arrhythmias, ischemic patterns, and troubleshooting technical issues in EKG testing. Provides advanced skills in lead placement, waveform analysis, and equipment operation.

Outcomes

- Identify and interpret complex arrhythmias and ischemic EKG patterns.
- Perform advanced lead placement techniques and troubleshoot common EKG equipment issues.
- Analyze EKG results to support diagnosis and treatment decisions.

Credits	1
Lecture Hours	10
Quarter Offered	Winter
Instructional Mode	In-person
Prerequisites	CVT 106
Crosslisted Courses	N/A CVT 106 Winter
Campus	Downtown
Area of Study	Career Education

CVT 115: Radiation Safety in Cardiovascular Labs

Covers the fundamentals of radiation production, safety protocols, ergonomics and regulatory compliance in cardiovascular labs. Emphasizes techniques to minimize exposure for patients and staff while optimizing image quality across a variety of cases.

Outcomes

- Explain principles of radiation physics and their application in imaging.
- Implement radiation safety protocols to protect patients and staff.
- Explain how to monitor and document radiation exposure in compliance with regulatory standards.
- Identify and mitigate risks associated with prolonged radiation exposure in clinical environments.

Credits	3
Lecture Hours	30
Quarter Offered	Winter
Instructional Mode	In-person
Prerequisites	CVT 101
Crosslisted Courses	N/A CVT 101 Winter
Campus	Downtown
Area of Study	Career Education

CVT 116: Cardiopulmonary Pathophysiology

Advanced study of the cardiovascular and pulmonary systems, focusing on detailed disease processes, systemic impacts, clinical manifestations, diagnostic methods and implication for patient management in cardiovascular care settings. Integrates case studies to connect theory with patient care.

Outcomes

- Explain cardiovascular and pulmonary anatomy and physiological processes.
- Analyze the pathophysiological changes associated with major cardiac and respiratory diseases.
- Assess diagnostic findings to guide clinical decision-making.
- Relate pathophysiological principles to therapeutic interventions.
- Correlate clinical symptoms with underlying disease mechanisms.

Credits	2
Lecture Hours	20
Quarter Offered	Winter
Instructional Mode	In-person
Prerequisites	CVT 102
Crosslisted Courses	N/A CVT 102 Winter
Campus	Downtown
Area of Study	Career Education

CVT 121: Interventional Cardiology Procedures

Explores interventional techniques, including stenting, balloon angioplasty, thrombus extraction, and other cardiac catheterization lab procedures. Students learn patient-centered care during interventional procedure steps, equipment setup, and patient monitoring during interventions.

Outcomes

- Describe indications, contraindications, and steps for common interventional cardiology procedures.
- Assist with procedural equipment setup and patient preparation.
- Explain fundamentals of monitoring patient status during interventional procedures, including recognizing signs of complications.
- Demonstrate knowledge of patient positioning and monitoring during interventional cardiology procedures.

Credits	4
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Prerequisites	CVT105, CVT111
Crosslisted Courses	N/A CVT105, CVT111 Spring
Campus	Downtown
Area of Study	Career Education

CVT 122: Infection Prevention and Control

Examines principles of infection prevention and control in invasive cardiovascular procedures. Emphasizes maintaining sterile environments and preventing hospital-acquired infections. Provides hands-on training in sterile field setup, instrument handling, and gowning/gloving. Students practice creating and maintaining sterile environments during invasive procedures.

Outcomes

- Explain importance of and fundamentals of infection prevention and control techniques used in cardiovascular labs and operating rooms.
- Identify and mitigate infection risks during invasive procedures.
- Ensure compliance with infection control policies and procedures.
- Demonstrate proficiency in maintaining sterile fields.
- Set up and maintain sterile fields with precision.
- Handle sterile instruments appropriately during procedures.
- Gown and glove themselves and team members while maintaining sterility

Credits	4
Lab Hours	40
Lecture Hours	20
Quarter Offered	Spring
Instructional Mode	In-person
Prerequisites	Admission into the Invasive Cardiovascular Technology Program
Crosslisted Courses	N/A Admission into the Invasive Cardiovascular Technology Program Spring
Campus	Downtown
Area of Study	Career Education

CVT 123: Fundamentals of Medical Physics

Introduces the physics of imaging modalities, including fluoroscopy and other radiographic techniques used in cardiovascular care. Focuses on principles of image production, quality, and equipment troubleshooting.

Outcomes

- Explain the principles of radiation physics and medical imaging.
- Operate cardiovascular imaging equipment safely and effectively.
- Identify and troubleshoot technical issues with imaging systems.
- Describe how imaging physics principles influence diagnostic accuracy and safety protocols.

Credits	3
Lecture Hours	30
Quarter Offered	Spring
Instructional Mode	In-person
Prerequisites	CVT 101
Crosslisted Courses	N/A CVT 101 Spring
Campus	Downtown
Area of Study	Career Education

CVT 124: Patient Care in Cardiovascular Settings

Builds on foundational patient care knowledge, focusing on advanced strategies for managing patients with cardiovascular conditions. Emphasis on comprehensive assessment, risk identification, and emergency preparedness in high-acuity settings. Students will learn to integrate care plans with procedural requirements and communicate effectively with diverse populations. This course emphasizes ethical considerations in patient care, including confidentiality, informed consent, and culturally competent practices to ensure compassionate and equitable treatment.

Outcomes

- Analyze patient histories and medical charts to identify risk factors and contraindications for cardiovascular procedures.
- Evaluate and prioritize patient needs during cardiovascular assessments.
- Implement effective communication and education techniques to support patients and families.
- Develop and implement care plans that integrate emergency response protocols and interdisciplinary collaboration.

Credits	2
Lecture Hours	20
Quarter Offered	Spring
Instructional Mode	In-person
Prerequisites	CVT111 or instructor permission.
Crosslisted Courses	N/A CVT111 or instructor permission. Spring
Campus	Downtown
Area of Study	Career Education

CVT 125: Technical Skills: Cath Lab Procedures and Equipment

This course focuses on developing proficiency in the technical aspects of catheterization lab operations. Students will master the setup, maintenance, and use of specialized equipment, as well as perform procedural roles under simulation-based scenarios to ensure readiness for clinical environments

Outcomes

- Demonstrate proficiency in catheterization lab equipment setup and maintenance.
- Assist effectively in diagnostic and interventional cardiovascular procedures.
- Employ sterile techniques to maintain a safe and compliant procedural environment.

Credits	2
Lab Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Prerequisites	CVT111, CVT114.
Crosslisted Courses	N/A CVT111, CVT114. Spring
Campus	Downtown
Area of Study	Career Education

CVT 126: Advanced Cardiac Life Support (ACLS)

A focused study on the theoretical and practical aspects of Advanced Cardiac Life Support (ACLS) protocols. Students will explore emergency response strategies for arrhythmias, cardiac arrest, and other critical cardiovascular events and practice them in a laboratory setting, developing their teamwork and leadership skills in high-pressure emergency situations. This course prepares students to integrate ACLS principles into clinical practice confidently. Hands-on training in advanced life support techniques, including defibrillation, airway management, and pharmacological interventions. Students will practice responding to simulated emergencies, working as part of a team to stabilize critical cardiovascular patients.

Outcomes

- Correlate clinical scenarios with appropriate ACLS responses.
- Explain ACLS algorithms, including interventions for arrhythmias and cardiac arrest.
- Evaluate outcomes of ACLS interventions in simulated and real-world settings.
- Demonstrate proper use of defibrillators and related equipment.
- Administer pharmacological interventions during simulated cardiovascular emergencies.
- Collaborate with team members during mock ACLS scenarios to improve outcomes.
- Lead a mock team response to simulated ACLS scenarios to enhance procedural confidence.

Credits	1
Lab Hours	10
Lecture Hours	5
Quarter Offered	Summer
Instructional Mode	In-person
Prerequisites	CVT103 or instructor permission.
Crosslisted Courses	N/A CVT103 or instructor permission. Summer
Campus	Downtown
Area of Study	Career Education

CVT 211: Clinical Practice I: Diagnostic Procedures

An immersive clinical experience that provides students with the opportunity to apply classroom knowledge to real-world diagnostic cardiovascular procedures. Through clinical experiences, students will gain hands-on exposure to patient interactions, procedural assistance, and professional communication in a supervised setting.

Outcomes

- Apply classroom knowledge to real-world diagnostic procedures.
- Conduct diagnostic procedures under supervision, adhering to established protocols.
- Develop collaborative teamwork and decision-making skills in clinical environments.
- Document and evaluate patient responses during diagnostic testing.

Credits	5
Clinical	150
Quarter Offered	Summer Fall
Instructional Mode	In-person
Prerequisites	CVT125
Crosslisted Courses	N/A CVT125 Summer, Fall
Campus	Downtown
Area of Study	Career Education

CVT 212: Pediatric Cardiology Interventions

This course introduces the unique aspects of cardiovascular care in pediatric patients, including the identification of congenital heart conditions. Topics include anatomical and physiological variations in children, specialized diagnostic techniques, and treatment modalities tailored to younger populations. Students will learn the unique role of the catheterization lab in treating congenital heart defects and other pediatric cardiac conditions. Topics include diagnostic tools, interventional techniques, and pediatric-specific care protocols.

Outcomes

- Apply knowledge of pediatric anatomy to assist in diagnostic and therapeutic procedures.
- Identify and explain common congenital heart conditions and their impact on cardiovascular function.
- Differentiate between diagnostic and interventional approaches in pediatric cardiology.
- Discuss interventional treatment strategies for congenital heart conditions.
- Identify psychosocial considerations unique to pediatric patients and families in cardiovascular care.
- Communicate effectively with multidisciplinary teams managing pediatric cases, including compassionate care tailored to pediatric patients and families

Credits	3
Lecture Hours	30
Quarter Offered	Summer
Instructional Mode	In-person
Prerequisites	CVT121 and CVT125.
Crosslisted Courses	N/A CVT121 and CVT125. Summer
Campus	Downtown
Area of Study	Career Education

CVT 213: Advanced Interventional Cardiology Techniques

Advanced study of percutaneous coronary interventions (PCI) techniques and tools. This course explores advanced interventional procedures, including PCI, atherectomy, and thrombectomy. Emphasis is placed on understanding the tools, techniques, and patient care considerations essential for successful outcomes in complex cases.

Outcomes

- Explain the steps and tools used in PCI procedures, such as stenting and thrombectomy.
- Assist in PCI procedures while ensuring patient safety and procedural efficiency.
- Evaluate post-procedure outcomes and manage complications.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Summer
Instructional Mode	In-person
Prerequisites	CVT121 and CVT125.
Crosslisted Courses	N/A CVT121 and CVT125. Summer
Campus	Downtown
Area of Study	Career Education

CVT 214: Electrophysiology and Device Management

Introduction to electrophysiology concepts, focusing on the diagnosis and management of cardiac arrhythmias and implantable devices like pacemakers and cardioverter-defibrillators (ICDs). Also introduces advanced cardiovascular support techniques such as left ventricular assist devices (LVADs). Students will study the role of technology in monitoring and treating complex cardiac conditions. Additional topics will include emerging technologies in electrophysiology for monitoring and diagnosis.

Outcomes

- Explain the indications and procedures for pacemaker and ICD implantation.
- Troubleshoot and optimize settings for electrophysiology devices.
- Analyze electrophysiological data to assist in diagnosis and treatment planning.
- Explain the role and operation of advanced cardiovascular support systems like LVADs.
- Evaluate emerging electrophysiology technologies and their clinical applications.

Credits	4
Lecture Hours	40
Quarter Offered	Summer
Instructional Mode	In-person
Prerequisites	CVT121 and CVT125.
Crosslisted Courses	N/A CVT121 and CVT125. Summer
Campus	Downtown
Area of Study	Career Education

CVT 221: Interventional Radiology and Peripheral and Vascular Interventions

This course examines the application of interventional radiology techniques to non-cardiac vascular systems. Topics include peripheral vascular interventions, renal artery procedures, and advanced imaging technologies used to guide treatment in specialized cases. A review of peripheral vascular anatomy and an introduction to specific peripheral vascular procedures, including diagnostic angiography and therapeutic interventions for non-coronary vascular diseases is covered. Additional topics include procedural protocols, patient care, and potential complications.

Outcomes

- Demonstrate knowledge of vascular anatomy and its procedural implications.
- Explain steps in performing peripheral vascular diagnostic and interventional procedures while maintaining patient safety and compliance.
- Evaluate imaging results to guide clinical decision-making.
- Collaborate in simulated team-based approaches to identifying, responding to and managing peripheral vascular complications.

Credits	3
Lecture Hours	30
Quarter Offered	Fall
Instructional Mode	In-person
Prerequisites	CVT211 and CVT213
Crosslisted Courses	N/A CVT211 and CVT213 Fall
Campus	Downtown
Area of Study	Career Education

CVT 222: Clinical Practice II: Interventions and Electrophysiology

This course provides students with additional hands-on clinical experience, continuing the experience from CVT211, with the goal of adding advanced interventional cardiology techniques and some exposure to electrophysiology (EP) and peripheral vascular procedures. Students will actively participate in clinical cases and expand their abilities in diagnostic and therapeutic techniques under clinical supervision, gaining competence in advanced procedures catheterization

Outcomes

- Observe and/or assist with interventional and EP procedures under direct supervision.
- Apply critical thinking and classroom learning to troubleshoot equipment and procedural complications, building on foundational knowledge.
- Collaborate effectively within interdisciplinary clinical teams.
- Integrate patient care principles with clinical competencies and technical expertise during procedures.

Credits	9
Clinical	270
Quarter Offered	Fall Winter
Instructional Mode	In-person
Prerequisites	CVT211, CVT213
Crosslisted Courses	N/A CVT211, CVT213 Fall, Winter
Campus	Downtown
Area of Study	Career Education

CVT 223: Advanced Techniques in Cardiovascular Care

Students will explore specialized diagnostic and interventional tools, including intravascular ultrasound (IVUS), optical coherence tomography (OCT), and fractional flow reserve (FFR). Emphasis will be placed on understanding their clinical applications in assessing and managing cardiovascular diseases. The course will also highlight the clinical significance of newer diagnostic tools like IVUS and OCT.

Outcomes

- Demonstrate operational understanding of advanced cardiovascular diagnostic tools.
- Interpret diagnostic findings of these advanced tools.
- Integrate advanced diagnostic findings into individualized treatment planning.
- Evaluate procedural outcomes using specialized technology.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Winter
Instructional Mode	In-person
Prerequisites	CVT211 and CVT213.
Crosslisted Courses	N/A CVT211 and CVT213. Fall, Winter
Campus	Downtown
Area of Study	Career Education

CVT 231: Healthcare Management, Scope and Roles

This course introduces healthcare management principles, scope of practice for professionals involved in cardiovascular care, as well as differences in roles and responsibilities in different settings. Topics also include healthcare facility structures (for-profit vs. nonprofit and independent vs. hospital, etc.), laboratory management models, and hospital chain-of-command dynamics. Students will explore the ethical responsibilities of healthcare professionals, focusing on decision-making in complex scenarios, professional integrity, and the application of healthcare laws and standards affecting certification or licensure.

Outcomes

- Discuss the differences in healthcare facility management models and organizational structures, roles and responsibilities of members of the cardiovascular care team.
- Demonstrate readiness to work ethically and effectively in a variety of healthcare environments.

Credits	1
Lecture Hours	10
Quarter Offered	Winter Spring
Instructional Mode	Hybrid In-person
Prerequisites	CVT222 or instructor permission.
Crosslisted Courses	N/A CVT222 or instructor permission. Winter, Spring
Campus	Downtown
Area of Study	Career Education

CVT 232: Board Preparation for RCIS Certification

A comprehensive course focused on reviewing program content and preparing students for the RCIS (Registered Cardiovascular Invasive Specialist) certification exam and compliance with state laws and regulations. Mock exams and targeted study sessions as well as personalized feedback and strategies for certification success will be used to ensure readiness. Students planning to practice outside of Washington State will be supported in preparing for other state’s credentialing processes, where possible.

Outcomes

- Synthesize program knowledge to excel in mock RCIS examinations.
- Develop personalized study plans and utilize targeted resources to optimize exam readiness
- Apply test-taking strategies toward certification success.

Credits	2
Lecture Hours	20
Quarter Offered	Winter Spring
Instructional Mode	Hybrid
Prerequisites	CVT222
Crosslisted Courses	N/A CVT222 Winter, Spring
Campus	Downtown
Area of Study	Career Education

CVT 233: Clinical Practice III: Advanced Procedures

This capstone clinical course provides an immersive clinical experience where students will continue to improve their knowledge and skill in advanced cardiovascular procedures, including complex coronary interventions, electrophysiology, and structural heart procedures. Emphasis is on developing autonomy under supervision and meeting the professional standards for entry-level invasive cardiovascular technologists.

Outcomes

- Perform assigned tasks independently under clinical supervision.
- Help manage complex patient cases and patient care during complex diagnostic and interventional procedures.
- Demonstrate advanced procedural proficiency and adaptability in diverse clinical cases, including structural heart procedures
- Meet professional competency standards for invasive cardiovascular technologists.
- Demonstrate leadership, teamwork, and effective communication in clinical settings.

Credits	12
Clinical	360
Quarter Offered	Winter Spring
Instructional Mode	Hybrid
Prerequisites	CVT222
Crosslisted Courses	N/A CVT222 Winter, Spring
Campus	Downtown
Area of Study	Career Education

Carpentry

CARPT 101: Carpentry Math

This course is an introduction to basic math concepts and their applications to the carpentry industry. Linear, board, and square foot measurements and using formulas to calculate material requirements and costs are emphasized.

Outcomes

- Apply math to estimate materials for projects
- Calculate feet, inches, tenths, and hundredths of a foot, and metric measurements
- Solve for area (square footage)
- Solve for volume (cube footage)

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARPT 102: Safety Principles

This course is an introduction to the safety concerns and procedures used in the construction field. Students apply approved construction site safety and health procedures, use personal protection gear, and safety use hand and power tools.

Outcomes

- Apply OSHA and WISHA standards while building projects
- Follow OSHA and WISHA procedures when using ladders and scaffolding
- Follow shop safety procedures
- List and define hand and power tool safety guidelines

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 103: Prints and Plans

This course is an introduction to residential blueprint reading with emphasis on plan types, dimension lines, scaling prints, and the symbols and abbreviations common to a variety of construction plans.

Outcomes

- Explain the various lines used in blue prints
- Explain various symbols and abbreviations on building plans
- Use an architect's ruler to draw an object to a specified scale

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 104: Construction Materials

The selection and installation of various types of construction materials is emphasized. Students identify the types and sizes of lumber, the use of fasteners in carpentry, and the installation of hardware.

Outcomes

- Define and describe hardwood and softwood
- Define and describe nominal size and dress sized lumber
- Identify and describe the benefits of engineered lumber
- Identify the types and sizes of nails, screws, and fasteners commonly used in the construction industry

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 105: Tools and Equipment

The proper use and care of measuring, layout and hand tools is emphasized.

Outcomes

- Check squares and levels for accuracy
- Correctly tie off a dry line
- Identify and describe the uses of the different types of measuring tools
- Plumb a post in both directions using a plumb bob

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 106: Power Tools

This course is an introduction to the proper use and care of portable, stationary, electric and pneumatic equipment.

Outcomes

- Perform a safety check, set up and operate various power and air-actuated tools : portable power saws, table saws, band saws, jointer, planer, drill press, air powered nailers

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 107: Optical Instruments

This course is an introduction to the use of various transits and levels used in the construction industry.

Outcomes

- Define H.I.
- Set up and operate a variety of optical instruments
- Set up Transit over hub using plumb bob
- Shoot and layout angles using various optical instruments
- Using feed and tenths of foot ruler operate an Engineer's rod
- Using feet and inches ruler operate an Architect's rod

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 108: Plot Plans and Building Layout

The interpretation of architectural plans and their application at the construction site is emphasized. Topics include the principles, equipment and methods used to perform the site layout tasks. The process of distance measurement as well leveling for site layout is also presented.

Outcomes

- Define hubs, datum points and monuments
- Describe methods for determining grades and building floor elevations
- Describe methods for locating property lines
- Layout right angles using the 3-4-5 method
- List the information given on plot plans
- Set up batter boards

Credits	3
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 109: Introduction to Framing

This course is an introduction to the procedures used to layout and frame walls and ceilings including roughing-in door and window openings, constructing corners and partition T's, bracing walls and ceilings, and applying sheathing.

Outcomes

- Define the different types of building designs
- Describe the two different types of framing in residential construction
- List and describe the steps to obtaining a building permit
- List the information given on floor plans
- Reference and apply building codes on specific framing sections

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARPT 110: Foundation

This course is an introduction to the materials and methods used to construct concrete forms and foundations including various reinforcement methods such as re-bar and welded-wire fabric.

Outcomes

- Create and complete an order for concrete from a ready mix plant
- Define slump
- Describe safety measures needed when working with concrete
- List and define the concerns with pouring concrete in cold weather
- List and define the different materials that make up concrete
- List and define the different types of concrete

Credits	3
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 111: Foundation Footings

In this course, the correct and accurate placement of footings and piers are emphasized.

Outcomes

- Define reinforced concrete
- Define stepped footing
- Describe how rebar is sized
- Describe the safety measures needed when working in trenches
- Identify the depth footings need to be buried
- List and define the load carrying capacity of various soils
- Set up footing form to correct elevation and dimensions

Credits	3
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 112: Foundation Walls

This course is an introduction to the methods used to build, align and establish concrete grades in forms. Materials calculation is also included.

Outcomes

- Define a buck
- Describe how a snap tie is used
- Describe why duplex nails are used in form work
- Estimate volumes of concrete in cubic yards for wall forms and footings
- Explain what anchor bolts do
- Explain where release agents are used
- Set up wall forms using the rapid form panel system

Credits	5
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CARPT 201: Floor Systems

This course is an introduction to the variety of floor types: requirements, assembly, and the advantages and disadvantages of each. Practical applications include the installation and finishing of hardwood floors, laminate/engineered floors and tile.

Outcomes

- Build post to beam connections using various methods
- Define subflooring
- Differentiate between solid wood joists and engineered I-joists
- List and define the different supports, hangers, and hardware used in wooden floor systems
- Perform proper nailing procedures
- Size floor joists using span tables out of Carpentry work book

Credits	5
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARPT 202: Wall and Ceiling Construction

Students demonstrate how to frame walls and ceilings according to federal, state, and local requirements.

Outcomes

- Define the rough opening sizes for doors and windows
- Define trimmers, cripples, headers and corners
- Describe the structural importance of sheathing in wall framing
- Identify the different components in load bearing and non-load bearing walls
- Layout stud spacing using 16" on center spacing
- Perform proper nailing when building wall components

Credits	5
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARPT 203: Stairs

This course is an introduction to the design and construction of residential and commercial stair systems. Topics include stair design factor, building code requirements, stair layout, cutting, installation and various tread/riser installations.

Outcomes

- Define rise and total rise, run and total run
- Define stringers
- Identify the basic shapes of stairways
- Layout rise and run for stairways
- Layout stair story pole

Credits	3
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARPT 204: Introduction to Roofing

This course is an introduction to the types of roofs including the layout of rafters for a variety of roof types: gable, hip, valley intersections. Both stick-built and truss-built roofs are included.

Outcomes

- Define exposure
- Describe the difference between cedar shakes and shingles
- Install flashing
- Perform proper nailing of various products

Credits	3
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 205: Roof Construction

Practical applications using conventional using conventional methods used for sheathing and exterior siding.

Credits	5
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced Field Based Experience 0

CARPT 206: Introduction to Exterior Finish Methods

This course is an introduction to the materials and methods used for sheathing and exterior siding.

Outcomes

- Describe various caulks and their uses
- Install vapor barriers on walls and roofs
- Install various flashings around doors, windows and roofs

Credits	4
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 207: Exterior Doors and Windows

This course is an introduction to methods used to install a variety of windows, skylights, and exterior doors. The installation of weather-stripping and locks is also included.

Outcomes

- Define low E
- Describe the different types of windows
- Properly set an exterior doors
- Properly set an exterior window

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 208: Siding

In this course, the types of exterior siding, surface covering systems, and the equipment used to apply them are emphasized.

Outcomes

- Define reveal and exposure
- Describe the different vapor barriers
- Estimate amount of siding materials needed
- Install siding on inside and outside corners
- List different types of siding

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 209: Introduction to Interior Finish Methods

This course is an introduction to the types of interior systems, materials, and hardware commonly used in residential and commercial construction. The development of estimating skills to determine the cost of materials is also introduced.

Outcomes

- Describe the difference between conduction, convection and radiation
- Install batt insulation in a wall and ceiling space
- List at least four types of insulation materials

Credits	3
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 210: Interior Floors, Walls and Ceilings

This course emphasizes surface preparation and application methods that meet federal, state, and local requirements. Also included are methods used to protect the interior of a structure against natural and man-made elements.

Credits	4
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face Field Based Experience 0

CARPT 211: Interior Doors and Windows

Proper sequences used to set doors and install trim and hardware for doors and windows is emphasized in this course.

Credits	5
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face Field Based Experience 0

CARPT 213: Employment Preparation

This course is an introduction to the basic methods of job searching, resume writing and job interviewing.

Outcomes

- Produce a completed resume
- Register with the Job Service Center

Credits	2
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARPT 292: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Credits	2
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face Field Based Experience 0

CARPT 296: Work-Based Learning Experience

This course is Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.

*INSTRUCTOR APPROVAL REQUIRED

Credits	1-13
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	INSTR APP REQ
Distribution	Career Training
Field-Based Experience	60
Notes	Web-enhanced Field Based Experience 60

CARPT 297: Work-Based Learning Seminar

This course is Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.

*INSTRUCTOR APPROVAL REQUIRED

Credits	2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	INSTR APP REQ
Distribution	Career Training
Field-Based Experience	30
Notes	Web-enhanced Field Based Experience 30

Certified Medical Assistant

CMA 114: Introduction to the Health Care Profession

This course is an introduction to the basic concepts of the certified medical assistant profession with emphasis on professional behaviors as they relate to the patient-physician-medical assistant relationship.

Outcomes

- Analyze industry’s ethical/legal issues
- Apply OSHA/WISHA safety guidelines
- Display behaviors consistent with acceptable work habits, health habits, and interpersonal attributes
- Use the industry vocabulary

Credits	3
Quarter Offered	Winter Spring
Instructional Mode	Online
Notes	Online

CMA 150: Medical Office Clinical Applications I

This course focuses on the principles of medical office clinical procedures including preparing a patient for assisting a physician with examinations, procedures, and components of patient history. Covers patient charting, vital signs, sterile setups, universal blood precautions and methods of asepsis and sterilization. Topics also include techniques in patient interviewing and education. Lab provides the opportunity for practice proficiency in procedures.

Outcomes

- Obtain and document patient history
- Correctly obtain a complete set of patient vital signs.
- Correctly perform patient charting
- Identify various surgical instruments
- Perform patient interviewing and education
- Perform proper ear and eye care
- Perform proper hand washing technique
- Recognize the impact personal ethics and morals have on the delivery of healthcare.

Credits	6
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Field-Based Experience	150
Notes	Web-enhanced

CMA 151: Medical Office Clinical Applications II

This course is a continuation of Medical Office Clinical Applications I, covering assisting with other medical specialties, electro-cardiology, pulmonary function tests, emergency preparedness, nutrition and health, geriatrics and rehabilitation/therapy.

Outcomes

- Assist in other medical specialties; Oncology, Allergy and Naturopathic medicine
- Perform electrocardiogram (EKG)and pulmonary function test (PFT)
- Properly educate patient regarding good health and nutrition
- Discuss the EKG and PFT procedure to patient(s)
- Discuss the geriatric population and health education of the aging adult, societal bias and psychological changes.
- Identify the general principles of physical therapy and other specialized therapies
- Inform patients on the use of rehab equipment; crutches, walker and wheelchair
- Practice cultural competence with peers in mock patient care.
- Prepare for medical emergencies, disasters and pandemics

Credits	6
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Field-Based Experience	150
Notes	Web-enhanced

CMA 152: Medical Office Laboratory Procedures

Introduction to specimen collection and processing. Students perform basic CLIA waived (1988) hematology, chemistry and immunology testing; microscopic urine tests including gram smears and hcg; basic culture techniques and blood typing. Introduction to equipment use and maintenance, re-agent storage and handling, quality control measures and lab safety.

Outcomes

- Demonstrate successful blood drawing procedures using the different methods of collection, including special patient populations.
- Display professional behavior and use of appropriate protective equipment (PPE) for various procedures in a simulated medical lab setting.
- Examine specific websites to review and become familiar with the CLIA laws.
- Explore cultural competence and how it effects patient care while obtaining pertinent patient information and displaying sensitivity to patients rights and feelings.
- Interpret and order specific lab tests; educate/instruct the patient on normal and abnormal lab results and preparation for specialty lab tests in a mock scenario.
- Obtain proper specimens for urine, microbiological and specialty testing.
- Properly maintain lab test results using flow sheets; complete electronic and paper lab order forms.

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Notes	Web-enhanced

CMA 153: Human Diseases and Pharmacology

This course provides instruction in the principles of pharmacology for medical assistants. Course content includes preparing and verifying proper dosages of medication for administration, updating medication lists utilizing an electronic medical record system, using techniques to help explain medication treatment plans to patients to ensure patient understanding and compliance.

Outcomes

- Administer medications by various routes: IM, Sub-Q, ID, and Oral. Select proper sites for administration (excludes IV).
- Prepare and administration of proper immunizations
- Verify order doses/dosages prior to administering medications
- Calculate proper dosages of medication for administration through applied mathematics.
- Discuss cultural competence and how it effects patient care as it pertains to prescriptions, immunizations and childhood diseases.
- Identify childhood and other diseases, as well as the immunization schedule

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Notes	Web-enhanced

CMA 154: Medical Assistant Practicum

This course is a supervised medical assistant experience in a health care facility. The course provides students with the opportunity to apply knowledge and skill in performing administrative and clinical procedures and in developing professional attitudes for interacting with other healthcare professionals and consumers.

Outcomes

- Explore extern-ship sites and successfully complete 160 hours of hands-on experience utilizing newly acquired medical assistant administrative and clinical skills.
- Function in a clinic, medical center, or other health care facility, practicing administrative and clinical medical office skills and responsibilities as observed by the instructor and/or preceptor.
- Identify the purpose of a practicum and how the student benefits from the experience.
- Model professionalism, integrity, dependability and initiative in the medical work environment while having positive interactions with other medical professionals.

Credits	6
Quarter Offered	Winter Summer
Instructional Mode	Online
Field-Based Experience	150
Notes	Online

CMA 155: Medical Assistant Exam Review

This course is a preparation to review the entire Medical Assisting program in preparation for the national Certified Medical Assistant examination.

Outcomes

- Examine different agencies that certify Medical Assistants through use of the Internet in group/class discussion.
- Pass a mock CMA-AAMA exam in Canvas.
- Recall knowledge in the administrative and clinical areas of Medical Assisting in order to successfully pass the AAMA exam.
- Simulate the patient flow in a physician's office setting mock scenario.

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Online
Notes	Online

CMA 156: Job Readiness & Preparation

This course focuses on preparation for an externship and job search by drafting resumes, cover letters and professional portfolios. Additionally, students will participate in mock interviews and understand the importance of networking.

Outcomes

- Differentiate chronological, functional and targeted resumes and successfully create their own
- Discuss elements of Medical Assisting professionalism in a group setting.
- Identify the benefits of networking
- Identify the purpose and content of cover and thank you letters
- Use effective ways to anticipate interviewer's questions

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Online
Notes	Online

Chemistry, Natural Sciences

CHEM& 121: General Chemistry

Students in this course explore the structure of matter and how it behaves under various conditions in order to better understand the chemical world. Designed for students with little or no chemistry background. Laboratory activities and extended lecture concepts introduce the students to the experimental process.

Credits	5
Prerequisites	Placement or MATH098
Distribution	Gen-Ed

CHEM& 131: Introduction to Organic/Biochemistry

Introduction to organic chemistry and biochemistry includes the study of the nomenclature, structure, reactions and synthesis of organic compounds and biochemistry applications in the nursing fields. The course is primarily intended for those who are interested in the application of the principles of organic chemistry and biochemistry to related areas of science, such as genetics, microbiology, physiology and nutrition.

Credits	5
Prerequisites	CHEM&121
Distribution	Gen-Ed

Civics

GOVT 95: Civics

This course will focus upon the study of government and citizenship in the United States. This analysis will focus upon issues at the national level, though state and local concerns will also be covered. There will be a significant amount of time spent on the U.S. Constitution. The class format will be in person or online. In addition to class activities, students will need to complete coursework and take exams. We will cover the following topics during the course: Introduction: Defining Civics/Political Science: Balancing Liberty and Security & Harmonizing the Preservation of the Status Quo and the Push for Transformation; The United States Constitution & Supreme Court; and Federal Law, Policy Creation, & Elections

Credits	5
Lecture Hours	50
Distribution	TCHHS

Civil and Environmental Engineering Technology

CEET 121: Statics & Mechanics of Materials

This course is an introduction to how surveyors and engineers calculate points along lines and curves typically used in the field. The student learns how to draw problems to scale, the concept of bearings, and the use of trigonometry to solve right triangles. Horizontal and vertical curves are introduced. A fundamental course in the mechanics of rigid bodies in static equilibrium conditions. Solves practical engineering problems involving the loads carried by structural components using Static principles, vector notation and precalculus for mathematical modeling. Teaches principles and their limitations within the context of Engineering applications and the engineering design process.

Outcomes

- Define and model concepts from physics to applied mathematics for determining relevant information for analysis.
- Construct and solve free-body diagrams for physical systems in applied mechanics
- Analyze material responses to loading under various conditions.
- Effectively communicate analysis of common industry problems with their peers using appropriate vocabulary and notation.

Credits	5
Lab Hours	60
Lecture Hours	20
Quarter Offered	Fall
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Campus	Central
Area of Study	Career Education

CEET 122: Building Information Modeling

Concepts of collaborative design and workflow theory, intelligent modeling, cost estimation, construction phasing, operation and maintenance, lean project management are applied to civil structural designs.

Outcomes

- Produce models for full project life cycle, including planning, engineering design, construction management, and operations and maintenance.
- Evaluate how building information modeling facilitates coordination between the competing perspectives of an integrated infrastructure design team.
- Design intelligent virtual infrastructure models to an entry-level proficiency in industry.

Credits	5
Quarter Offered	Winter
Corequisites	AMATH170
Distribution	Career Training

CEET 131: Hydrological Engineering

Urban water infrastructure theory and planning for distribution, collection, and treatment systems are discussed. Engineering computations are applied for design.

Outcomes

- Describe the principles of the hydrologic cycle and the history of water management engineering.
- Analyze a site to determine watershed boundaries, model runoff quantities, and appropriate mitigation techniques.
- Apply quantitative methods to predicting precipitation, runoff flow rate, and storage quantities

Credits	5
Quarter Offered	Spring
Corequisites	AMATH170
Distribution	Career Training

CEET 132: Civil Infrastructure Design

Concepts of environmental impact assessments, LID, urban water quality and flow control mitigation, permit documentation.

Outcomes

- Demonstrate the use of the fundamental concepts and equations of fluid mechanics as applied to infrastructure design.
- Solve various applied problems using the principles and equations for open channel and pressure flow systems.
- Produce utility plans, for sites of varying impact intensities and uses, to an entry-level proficiency in industry.

Credits	5
Quarter Offered	Spring
Corequisites	AMATH170
Distribution	Career Training

CEET 141: GIS for Asset Management

Geospatial analysis for civil and environmental applications, including asset management and maintenance, are discussed. Technical skills of data types, attributes, query building, route optimization, watershed and steep slope analysis are developed.

Outcomes

- Identify potential bias, limitations, and impacts to the business process of asset management from GIS data.
- Analyze GIS data to determine the accuracy and integrity of both spatial features and attributes.
- Effectively integrate construction data with GIS asset management system.

Credits	5
Quarter Offered	Summer
Corequisites	AMATH170
Distribution	Career Training

CEET 142: Applied Surveying

Land measurement techniques for construction, including site layout and topographical studies. Computer processing of points into modeled surfaces and alignments are also examined.

Outcomes

- Determine layout measurements using numerical methods common to surveying
- Report on cultural differences of land measurement techniques used in both historic and modern eras
- Create digital layouts of profiles, alignments, and topography from survey point databases

Credits	5
Quarter Offered	Summer
Corequisites	AMATH170
Distribution	Career Training

CEET 231: Projects I

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Connect theory and technical skills learned through classroom training to analyze and resolve problems with independent project I.
- Demonstrate ethically and culturally relevant behavior as a professional in the lab/classroom environment.
- Apply effective oral, written and analytical communication appropriate to role and lab/classroom environment.

Credits	5
Quarter Offered	6
Corequisites	AMATH170
Distribution	Career Training

CEET 232: Projects II

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.Â

Outcomes

- Demonstrate ethnically and culturally relevant behavior as a professional in the lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project I.
- Apply effective oral, written and analytical communication appropriate to role and lab/classroom environment.

Credits	5
Quarter Offered	6
Corequisites	AMATH170
Distribution	Career Training

CEET 251: Soil Mechanics

Application of soil mechanics in design and construction, including soil classification, testing, erosion control, compaction, saturation, as well as analysis of basic foundation and retaining wall design.

Outcomes

- Draw conclusions from tests to determine the engineering properties of soils
- Interpret soil classification, physical and chemical soil properties, water flow through soils, consolidation, and settlement
- Calculate soil mechanics to quantify engineering behavior of soils under different loading scenarios

Credits	5

CEET 252: Structural Design

Introduces the principles of section area properties for basic structural types, such as trusses, beams and columns. Sustainable design issues including material selection and life cycles.

Outcomes

- Evaluate the fundamental principles concerning the behavior of structures under a variety of loading conditions
- Develop methods to analyze statically determinate and indeterminate structures
- Utilize software to model structural behavior under a variety of loading conditions

Credits	5

CEET 260: Advanced CAD Operations

CAD systems, including 3D concepts are used to produce engineering drawings using layers, masks and groups. Symbols and x-references are applied.

Outcomes

- Utilization of principles, hardware and software that are appropriate to produce drawings, reports, quantity estimates, and other documents related to civil engineering sampling and measurement.
- Employ effective oral, written and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and culturally relevant manner as a professional in the workplace environment.
- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.

Credits	5

CEET 261: Civil and Environmental Site Design

Basic corridor designs, pip networks and retention/detention swales and ponds are modeled. Grading, design speeds, corridor assemblies, catch points, profiles and alignments.

Outcomes

- Identify applicable municipal codes relevant for specific engineering site design applications
- Design a site that addresses environmental impacts and land use infrastructure requirements
- Create virtual models of grading and infrastructure for preliminary site development plans

Credits	5

CEET 296: Work-Based Learning Experience

Work-Based Learning Experience (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries area. The learning activity is based on a written agreement with the participating training provider.

Outcomes

- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.
- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.

Credits	1-13

CEET 297: Work-Based Learning Seminar

Students enroll in the Work-Based Learning (WBL) Seminar in order to receive an orientation to the work-based learning experience. Faculty meet with students to provide support and assistance during the experience.

Outcomes

- Define knowledge and skills learned through classroom training towards transitioning from school to working in industry
- Demonstrate effective oral, written, and analytical communication appropriate to role and work environment

Credits	1-2

Cloud Computing and Network Technology

CCNT 110: Fundamentals of Linux

This course teaches the fundamentals of the Linux operating system. Topics include the Linux file system, file permissions, application installation, command-line interface (CLI), and basic scripting. Students compare and contrast Linux and Windows operating systems. Lab exercises reinforce applications of concepts. CIP: 15.1202

Outcomes

- Describe the Linux file system and file permissions to 80% accuracy.
- Implement application installation through the terminal and through script execution to industry standards.
- Create Bourne Again Shell (Bash) scripts to 80% accuracy.
- Create and manage user accounts to industry standards.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

CCNT 120: Cloud Computing

This course covers the fundamentals of building information technology (IT) infrastructure on the Amazon Web Services (AWS) platform. Students learn how to optimize the AWS Cloud by understanding how AWS fits into cloud-based solutions. In addition, students explore AWS Cloud best practices and design patterns for architecting optimal IT solutions on AWS and building various infrastructures. CIP: 15.1202

Outcomes

- Demonstrate data replication and redundancy with managed services in the workplace/lab environment to industry standards.
- Plan and implement data and services migration to the cloud to industry standards.
- Demonstrate scaling and elastic load balancing in the cloud environment to industry standards.
- Demonstrate configuration of access control in the cloud environment to industry standards.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	Career Education

CCNT 130: Server Administration

Server operating systems make up the foundation for computer network administration locally and in the cloud. This course gives the learner an in-depth knowledge of Windows Server identity-related services -- including Active Directory, user and group accounts, Group Policy, and Active Directory Certificate Services (ADCS). Students also learn advanced identity solutions such as Active Directory Federation Services (ADFS) and Active Directory Rights Management Services (ADRM). CIP: 15.1202

Outcomes

- Explain the role of domain controller in a Windows domain to provide central administration to 80% accuracy
- Create group policies to workplace/lab standards.
- Demonstrate user and service account configuration to industry standards.
- Explain the use of Active Directory Certificate Services (ADCS) in a Windows domain to implement security measures to 80% accuracy.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	General Education

CCNT 140: Cisco Networking Fundamentals

This course teaches students the basic concepts of communication between computers over a network and the internet. Topics include the Open Systems Interconnection (OSI) model, Cisco Internetwork Operating System (IOS), configuration of switches and routers, and network security. CIP: 15.1202

Outcomes

- Construct a small network with security best practices.
- Create IPv4 and IPv6 addressing schemes and verify network connectivity between devices to industry standards.
- Troubleshoot connectivity in a small network to 80% accuracy.
- Explain the purpose of the layered Open Systems Interconnection (OSI) model to 80% accuracy.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	Career Education

CCNT 150: Server I

This course covers the planning and installation of a server operating system. Covered topics include servers roles including Dynamic Host Configuration Protocol (DHCP), Domain Naming System (DNS), remote access, and distributed file systems. CIP: 15.1202

Outcomes

- Install Windows Server operating system (OS) to Microsoft Windows OS standards.
- Implement Virtualization with Hyper-V to industry standards.
- Configure storage and file systems to industry standards.
- Explain server backup strategies to 80% accuracy.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

CCNT 160: Cisco Routing & Switching

The course introduces students to the skills and information needed to design, build, and maintain small- to medium-sized networks. Students learn about routing theory and router technologies. CIP: 15.1202

Outcomes

- Describe the use of VLANs (Virtual Local Area Networks) with 80% accuracy.
- Create static routes and dynamic routing implementations to industry standards.
- Describe the use of Spanning-tree protocol with 80% accuracy.
- Create redundancy solutions that meet industry standards using Etherchannel and First Hop Redundancy Protocol (FHRP).

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

CCNT 210: Server II

This course introduces the learner to the use of a server operating system and to manage networking services in a domain. Topics include Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), storage access, and virtual networking. CIP: 15.1202

Outcomes

- Implement a Domain Name System (DNS) server in a domain to meet industry standards.
- Implement Dynamic Host Configuration Protocol (DHCP) in a network to meet industry standards.
- Design a Distributed File System (DFS) solution in a domain to meet industry standards.
- Identify the options for remote access to Local Area Network (LAN) to 80% accuracy.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	Career Education

CCNT 220: Cisco Enterprise Networking, Security & Automation

Enterprise Networking, Security, and Automation (ENSA) describe the architecture, components, operations, and security to scale large, complex networks, including wide area network (WAN) technologies. The course emphasizes network security concepts and introduces network virtualization and automation. Students learn how to configure, troubleshoot, and secure enterprise network devices. They learn how application programming interfaces (API) and configuration management tools enable network automation. CIP: 15.1202

Outcomes

- Configure single-area OSPFv2 (Open Shortest Path First) in both point-to-point and multiaccess networks to 80% accuracy.
- Explain how to mitigate threats and enhance network security using access control lists and security best practices to 80% accuracy.
- Configure NAT(Network Address Translation) services on the edge router to provide IPv4 (Internet Protocol Version 4) address scalability to industry standards
- Explain how networking devices implement QoS (Quality of Service) to 80% accuracy.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	Career Education

CCNT 230: Cloud Administration

This course emphasizes best practices and recommended design patterns in Amazon Web Services (AWS) Cloud. It teaches students how to solve problems and troubleshoot various scenarios in cloud administration. The course shows students how to create automatable and repeatable deployments of networks and systems in AWS. It covers specific AWS features and tools related to configuration and deployment. CIP: 15.1202

Outcomes

- Implement and control data flow to and from Amazon Web Services (AWS) to industry standards.
- Deploy, manage, and operate scalable, highly available, and fault-tolerant systems on Amazon Web Services (AWS) to industry standards.
- Identify appropriate use of AWS operational best practices to industry standards.
- Identify appropriate use of Amazon Web Services (AWS) operational best practices to 80% accuracy.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

CCNT 240: Scripting

Scripting helps system administrators and power-users rapidly automate tasks that manage operating systems (Linux, macOS, and Windows) and processes. This course introduces the learner to scripting environments, techniques, and troubleshooting. Emphasis is given to hands-on practice. CIP: 15.1202

Outcomes

- Demonstrate Using of PowerShell Integrated Script Environment (ISE) in a workplace/lab environment.
- Identify the use of environment variables.
- Demonstrate writing scripts using the PowerShell object-oriented pipeline in the workplace/lab environment.
- Demonstrate Implementation of PowerShell Remoting capabilities within the workplace/lab environment.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

CCNT 292: Independent Projects

This project-based course gives the learner an environment to use and reinforce skills learned in the program with guidance and assessment from the instructor. CIP: 15.1202

Outcomes

- Apply knowledge and skills learned through classroom training toward transitioning from school to working in the industry.
- Evaluate learning development through written reports or projects to demonstrate improvement in skills and knowledge.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within the independent project.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

Cloud Computing Networking Technology

CNST 201: Introduction Cisco Internetwork

The Cisco Networking Academy consists of four blocks. The course is an introduction to the skills and information needed to design, build, and maintain small to medium-size networks. Introducing the basic internetworking fundamentals.

Outcomes

- Configure switches and end devices to provide access to local and remote network resources.
- Explain how physical and data link layer protocols support the operation of Ethernet in switched network.
- Configure routers to enable end-to-end connectivity between remote devices.
- Create IPv4 and IPv6 addressing schemes and verify network connectivity between devices.
- Explain how the upper layers of the OSI model support network applications.
- Configure a small network with security best practices.
- Troubleshoot connectivity in a small network.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 202: Cisco Routing Protocols and Concepts

This is the second block of the Cisco Networking Academy. The course is designed to introduce students to the skills and information needed to design, build, and maintain small to medium-size networks. Students are introduced to routing theory and router technologies

Outcomes

- Configure VLANs and Inter-VLAN routing applying security best practices.
- Troubleshoot inter-VLAN routing on Layer 3 devices.
- Configure redundancy on a switched network using STP and EtherChannel.
- Troubleshoot EtherChannel on switched networks.
- Explain how to support available and reliable networks using dynamic addressing and first-hop redundancy protocols.
- Configure dynamic address allocation in IPv6 networks.
- Configure WLANs using a WLC and L2 security best practices.
- Configure switch security to mitigate LAN attacks.
- Configure IPv4 and IPv6 static routing on routers.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 205: Fundamentals of Linux

This is an introductory course to the Linux environment including file system navigation, file permissions, command line interface, text editor, command shells, and basic network use. The versatility of Linux explored using a small platform computer.

Outcomes

- Explain the basic differences between Linux and Windows operating systems.
- Navigate the file system.
- Change file permissions.
- Create users.
- Build a LAMP server.
- Build a FTP server.
- Write simple scripts.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 207: Server II

Server operating systems are the foundation for computer network administration both locally and in the cloud. This course gives the learner an in-depth knowledge of Windows Server networking services including TCP/IP, DNS, DHCP, remote access and advanced networking solutions.

Outcomes

- Create Group Policies to workplace/lab standards
- Explain Active Directory Certificate Services to 80% accuracy of industry standards
- Identify the domain controller role to 80 % accuracy of industry standards
- Understand and demonstrate user and service account configuration to 80% accuracy of industry standards

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	CNST218
Distribution	Career Training
Notes	Hybrid

CNST 209: Server III

Server operating systems are the foundation for computer network administration both locally and in the cloud. This course gives the learner an in-depth knowledge of Windows Server identity-related services, including Active Directory, user and group accounts, Group Policy, Active Directory Certificate Services, and advanced identity solutions such as Active Directory Federation Services and Active Directory Rights Management Services.

Outcomes

- Configure DNS Servers to industry standards
- Configuring Distributed File System to 80 % accuracy of industry standards
- Demonstrate Configuring of DHCP Servers with 80% accuracy or better of industry standards
- Implement Remote Access to 80 % accuracy of industry standards

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	CNST207, CNST218
Distribution	Career Training
Notes	Hybrid

CNST 212: Cisco LAN Switching and Wireless

This is the third block of the Cisco Networking Academy. The course is designed to introduce students to the skills and information needed to design, build, and maintain small to medium-size networks. Students are introduced to advanced routing and switching

Outcomes

- Configure single-area OSPFv2 in both point-to-point and multiaccess networks.
- Explain how to mitigate treats and enhance network security using access controls lists and security best practices.
- Implement standard IPv4 ACLs to filter traffic and secure administrative access.
- Configure NAT services on the edge router to provide IPv4 address scalability.
- Explain techniques to provide address scalability and secure remote access for WANs.
- Explain how to optimize, monitor, and troubleshoot scalable network architects.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 213: Cisco - Accessing the WAN

This is the fourth block of the Cisco Networking Academy. The course is designed to introduce students to the skills and information needed to design, build, and maintain small to medium-size networks. Students will be introduced to the advanced Cisco networking utilizing project based learning

Outcomes

- Describe security threats facing modern network infrastructures.
- Secure Cisco routers and switches.
- Describe AAA functionalities and implement AAA on Cisco routers using router database and server-based ACS or ISE.
- Mitigate threats to networks using ACLs and Stateful firewalls.
- Implement IPS and IDS to secure networks against evolving attacks.
- Mitigate threats to email, web based and endpoints attacks and common Layer 2 attacks.
- Secure communications to ensure integrity, authentically and confidentiality.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 214: Cyber Security

The Cybersecurity Essentials course covers foundational knowledge in all aspects of security in the cyber world, including information security, systems security, network security, mobile security, physical security, ethics and laws. It builds students’ skills in related technologies, procedures, defense and mitigation techniques used in protecting businesses

Outcomes

- Explain encryption techniques and access control techniques with an 80% or better score to industry standards
- Explain the principles of confidentiality, integrity, and availability as they relate to data states and cybersecurity countermeasures. With an 80%or better score to industry standards
- Explain the types of malware, malicious code and social engineering, with an 80% or better score to industry standards
- Name the technologies, products, and procedures used to provide high availability with an 80% or better score to industry standards
- Understand cybersecurity domains and controls

Credits	5
Distribution	Career Training

CNST 216: Scripting

Scripting helps system administrators and power-users rapidly automate tasks that manage operating systems (Linux, macOS, and Windows) and processes. This course introduces the learner to scripting environments, techniques and troubleshooting. Emphasis is given to hands on practice.

Outcomes

- Demonstrate Implementation of PowerShell Remoting capabilities with in the workplace/lab environment
- Demonstrate Using of PowerShell Integrated Script Environment (ISE), in a workplace/lab environment
- Demonstrate writing scripts using the PowerShell object-oriented pipelinewithin the workplace/Lab environment
- Identify the use of environment variables, with an 80%or better score
- Recognize troubleshooting error handling concepts, terminating and non-terminating errors to an 80% or better score of industry standards

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 218: Server I

Server operating systems are the foundation for computer network administration both locally and in the cloud. This course gives you the skills you need to install and configure a Windows Server operating system along with storage and high availability solutions. These concepts can be applied in on-premise environments or in the cloud.

Outcomes

- Demonstrate Implementation of High Availability with Server Clustersto 80% or better accuracy
- Demonstrate use of storage file systems to 80% or better accuracy.
- Implement Virtualization with Hyper-V to industry standards.
- Install Windows Server Operating System to Microsoft windows operating system standards.
- Perform Server Backup to 80% accuracy or better

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 220: Cloud Services

This course covers the fundamentals of building IT infrastructure on the AWS platform. Students learn how to optimize the AWS Cloud by understanding how AWS services fit into cloud-based solutions. In addition, students explore AWS Cloud best practices and design patterns for architecting optimal IT solutions on AWS, and build a variety of infrastructures.

Outcomes

- Demonstrate Configuration of access control in the workplace/lab environment
- Demonstrate data replication and redundancy with managed services in the workplace/Lab environment
- Demonstrating of scaling and elastic load balancing with an 80% or better score
- Implement cloud security best practices with an 80% or netter score
- Plan and implement migration to the cloud With an 80% or better score

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

CNST 292: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

Commercial Truck Driving

TRUCK 120: Commercial Truck Driving - Class B

This preparation course provides students the opportunity to prepare, practice, and study the Department of Licensing (DOL) regulations for the Class B endorsements. This course meets the requirements for the preparation standards of the Federal Motor Carrier Safety Administration for the Class B requirement.

Outcomes

- Obtain a Class B CDL Learners Permit
- Demonstrate understanding about the three parts of the WA CDL Skills Test: (1) Pre-trip inspection, (2) Backing exercises - straight, offset, and 90-degree, (3) Road driving 30-40 minutes and evaluate skills they must master in order to pass all three of the final state CDL test.
- Display behavior consistent with acceptable work habits, health habits, and interpersonal attributes following FMCSA standards.

Credits	8
Lab Hours	80
Lecture Hours	40
Instructional Mode	Web-enhanced
Prerequisites	Must meet WA State CDL application requirements
Distribution	Career Training
Campus	South Off-site
Area of Study	Career Education

TRUCK 200: CDL Testing Introduction

Demonstrate understanding of how the Washington State CDL Skills Test is conducted and the skills needed to pass the test.

Outcomes

- Students will demonstrate understanding about the three parts of the WA CDL Skills Test and the skills they must master in order to pass the test.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 202: CDL Simulator

Students will use simulated environments to demonstrate skills and knowledge needed to succeed at the WA State CDL Skills Exam.

Outcomes

- Students will demonstrate skills required to succeed at the WA State CDL Skills Test.

Credits	1
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 203: Atlas, Logs, Hours of Service

Students demonstrate how to navigate a commercial vehicle using a road atlas, fill out drivers logs and follow the Hours of Service requirements.

Outcomes

- Students will be able to successfully plan and log trips with multiple stops in a reasonable, legal and functional manner.

Credits	1
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 204: Hazardous Materials Safety Training

Hazardous materials safety course meeting the Washington State requirements for obtaining a Haz-Mat endorsement.

Outcomes

- Student will demonstrate knowledge of hazardous materials and the responsibilities of a driver carrying Haz-Mat cargo.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 205: Yard Operations

Students will demonstrate how to safely conduct yard operations, including vehicle checks, hooking, unhooking and parking tractors and trailers.

Outcomes

- Students will demonstrate how to safely operate tractor trailer combination vehicles in a yard environment, to include vehicle checks, hooking and unhooking trailers and parking tractors and trailers.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 206: Pre-Trip Training

Students will demonstrate proficiency in the Pre-Trip skills necessary to pass the WA State CDL Skills Test and earn their CDL.

Outcomes

- Students will be able to perform a Pre-Trip on a vehicle in a manner that will successfully pass a WA State CDL Skills Test.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 207: Range Driving

Students will demonstrate the safe and skillful operation of a tractor trailer combination on a driving range.

Outcomes

- Students will demonstrate the safe and skillful operation of a tractor trailer combination on a driving range.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 208: Backing Exercises

The student will demonstrate the backing exercises required to pass the WA State CDL Skills Exam.

Outcomes

- Students will demonstrate the backing exercises required to pass the WA State CDL Skills Exam.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 209: Road Driving

The student will safely operate a tractor trailer on public roads.

Outcomes

- Students will safely operate a tractor trailer on public roads in a manner that will successfully pass the WA State CDL Skills Test.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

TRUCK 210: Proficiency and CDL Testing

The student will prepare for and take their WA State CDL Skills Test.

Outcomes

- Students will prepare for and take their WA State CDL Skills Test.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Campus	South
Area of Study	Career Education

Communication English Composition

READ 89: Transitional Reading

Reading skills course for students with a vocational education goal who, at intake, score 236 or higher on a CASAS Reading test. Students progress to READ 090, WRIT 085, ENGL 090 or ENGL 091 based upon instructor recommendation

Outcomes

- Formulate and explain a point of view substantiated by evidence.
- Read and comprehend a variety of text at different levels of difficulty
- Write clearly and accurately with minimal structural and lexical errors.

Credits	5
Distribution	Gen-Ed

Communications/Humanities/Social Sciences/Other

CMST 310: Public Safety Communication

Advanced communication course discussing the role effective communication plays in ensuring that first responders and the general public have access to effective and reliable communication in emergency situations. Presents techniques for de-escalating interpersonal interactions and for crafting oral and written communication to first responders, the public, and members of the media. Discusses strengths and weaknesses in the current public safety communications infrastructure and analyzes trends in system development.

Outcomes

- Evaluate Effective Communication Techniques: Differentiate and apply effective communication techniques suitable for various stakeholders, including first responders, the general public, and media representatives
- De-escalation Skills: Demonstrate proficiency in de-escalation techniques in interpersonal interactions, emphasizing the importance of maintaining composure in emergency situations.
- Oral and Written Communication: Develop and present clear and concise oral and written communications tailored to the specific needs of first responders, the public, and media outlets
- Critical Analysis of Communication Infrastructure: Assess the strengths and weaknesses of the current public safety communications infrastructure, providing insights into potential areas for improvement.
- Collaborative Communication: Collaborate effectively with diverse stakeholders, recognizing the importance of teamwork in ensuring seamless communication within and across public safety organizations.
- Ethical Considerations in Communication: Evaluate ethical considerations in public safety communication, emphasizing the responsible and transparent dissemination of information in compliance with legal and professional standards.

Credits	5
Lecture Hours	50
Quarter Offered	Fall
Instructional Mode	Web-enhanced In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall
Campus	South
Area of Study	General Education

CMST& 102: Introduction to Mass Media

This course critically examines core issues in the relationship between media and society, including news and entertainment media in print, electronic and digital format. Through readings, viewings, research and discussion, we examine the historical, cultural, political and economic contexts of media industries, representations and audiences.

Outcomes

- Identify the major mass media industries. Identify key people and events in the evolution of those industries
- Define the concepts of media convergence and concentration of ownership. Describe how they are changing the structure of today's media. Describe the operations of media-related industries such as advertising, PR and journalism
- Describe how the form of a mass medium can affect its content. Critically evaluate mass media forms and content and their role in constructing social reality
- Use technology to research and produce quality work with attention to detail and required format
- Understand basic information literacy and research techniques and basic documentation techniques
- Complete and submit work in a timely fashion by assigned deadlines.
- Analyze ethical issues that evolve from the interaction of individuals, politics, mass communications and popular culture
- Know the First Amendment to the US Constitution. Describe some conflicts between the abstract ideal and the realities of the 21st century media environment
- Critically view a video presentation and summarize the messages contained in its words and images
- Use an online database to locate reliable information about a specific topic
- Write an essay that includes a clear thesis statement defended by a logically presented argument supported by information gleaned from reliable sources. Use MLA-style conventions for citing sources
- Contribute to discussion forums, concisely presenting their own ideas while demonstrating respect for the experience and opinions of classmates

Credits	5
Prerequisites	Placement or ENGL 091
Distribution	General Education

CMST& 210: Interpersonal Communication

This course explores the concepts and theories of interpersonal communication processes. You will be encouraged to practice, refine and adopt specific interpersonal communication skills that can increase your interpersonal communication competence and ability to form relationships with those from similar as well as different identity backgrounds.

Outcomes

- Identify areas of concern in a current relationship that relate to communication
- Utilize positive confrontational skills (conflict resolution skills) to effectively respond to both written and role play conflict scenarios
- Develop a detailed plan to improve the relationship by utilizing interpersonal communication skills and strategies

Credits	5
Prerequisites	Placement or ENGL 091
Distribution	General Education

CMST& 220: Public Speaking

Introduction to the rhetoric of speech and the preparation and delivery of speech in an extemporaneous style, including ethical research methods, basic rhetoric and critical analysis, and organization of various types of presentations. Two to four speaking assignments are required, plus regular quizzes, peer review and written examination. Online resources will be integrated.

Outcomes

- Understand basic communication theory behind speech
- Use critical analysis to analyze and appreciate different speech forms
- Effectively research outline and deliver an oral presentation
- Develop the ability to adapt emotionally to a given speech situation and to incorporate good listening skills and positive peer feedback skills

Credits	5
Distribution	General Education

CMST& 230: Small Group Communications

This course explores effective communication in small groups. Students examine aspects of group processes, including leadership, conflict management, decision-making, conformity and problem-solving.

Outcomes

- Define small group communication
- List the methods of decision-making processes used in groups.
- Explain the various stages of group development
- Distinguish between different conflict management styles found in groups.
- Identify the various leadership styles and management models
- Analyze the influence of culture on group interaction.
- Identify opportunities as well as challenges of working in a diverse workforce.
- Apply communication principles, such as listening, shared meaning, among others, to organizational settings designed to maximize individual and group performance.
- Identify barriers to verbal and non-verbal communication.

Credits	5
Prerequisites	Placement or ENGL 091
Distribution	General Education

CMST& 240: Intercultural Communication

This course is an introduction to the intercultural communication process and its importance in contemporary society. Students learn about the values and beliefs of a variety of cultures and develop skills to interact with people from those cultures. Emphasis is on acquiring an increased understanding of the relationship between culture and communication.

Outcomes

- Compare cultures' beliefs, values, perceptions and communication styles
- Differentiate between communication processes among cultures
- Identify challenges that arise from differences in intercultural interactions
- Recognize negative perception: racism, prejudice, negative stereotyping and ethnocentrism
- Apply intercultural communication skills in personal and professional settings

Credits	5
Prerequisites	Placement or ENGL 091
Distribution	General Education

Community Service and Public Safety

CSPS 101: Careers and Professional Pathways in Public Safety and Community Services

This course introduces students to the diverse career paths in public safety and community services, exploring various sectors such as law enforcement, social work, community services, behavioral health and emergency management. Students will hear from individuals working in a variety of roles, research career paths, reflect on their life experiences and personal strengths to create a professional development plan suited to their individual career goals.

Outcomes

- Identify various career paths in public safety and community services.
- Assess personal strengths, life experiences, and interests in relation to career goals.
- Create a professional development plan for a chosen career path.
- Describe educational and certification requirements for different careers.
- Analyze opportunities for advancement within public safety and community service fields.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 102: Written Communication in Public Safety and Community Services

This course hones students’ written communication skills, focusing on reporting proficiency including objective, clear, and concise report writing, narrative storytelling, and emergency communication. It also covers the importance of precision and objectivity in public service writing, and the essential nature of crafting clear, accurate documents that may be shared with other agencies, used in court, or generally exposed for scrutiny as part of public records.

Outcomes

- Write clear, concise, and objective reports for various aspects of public safety and community service contexts.
- Demonstrate the ability to craft narrative storytelling for a variety of incident reports.
- Utilize correct terminology in emergency communications and public records.
- Explain the importance of accuracy and objectivity in public service writing.
- Create documents that meet legal and organizational standards.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ENGL& 101 or instructor permission
Crosslisted Courses	N/A ENGL& 101 or instructor permission Winter, Summer
Campus	South
Area of Study	Career Education

CSPS 103: Conflict Resolution, Problem Solving, and Crisis Management

Students will develop skills in critical thinking, problem-solving, de-escalation, and crisis response through simulated exercises and real-world scenarios. The course focuses on acting decisively during crises and utilizing critical thinking and problem-solving skills to address challenges amidst uncertainty. Students will learn strategies for resolving conflicts and solving problems in public safety scenarios and will introduce emergency management protocols like unified command structure. The course will also include self-reflection on personal stress responses during crises.

Outcomes

- Apply conflict resolution techniques in public safety scenarios.
- Demonstrate critical thinking in solving problems during crises.
- Use basic emergency management protocols to respond to crisis situations.
- Reflect on personal stress responses to improve crisis management.
- Discuss legal implications of de-escalation in a variety of public safety roles.
- Practice de-escalation strategies in real-world simulations.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	N/A
Crosslisted Courses	N/A N/A Winter, Summer
Campus	South
Area of Study	Career Education

CSPS 104: Work-Based Learning Seminar I

Students gain hands-on experience through a self-selected supervised practicum or internship, applying the knowledge and skills acquired in the classroom. This course emphasizes self-reflection and receiving and applying feedback on professional interactions and personal development around teamwork, critical thinking, and ethical decision-making in a real-world environment. Learning experiences from 60 hours of required work in a community setting during the quarter are integrated in 1 hour of class weekly.

Outcomes

- Apply classroom knowledge to real-world public safety or community service settings.
- Demonstrate teamwork, critical thinking, and ethical decision-making.
- Prepare notes and documentation that meets professional standards.
- Write clear and accurate reports and documentation of practicum work.
- Use relevant software for case management, reporting, and/or communication.

Credits	3
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	CSPS 101 Careers and Professional Pathways in Public Safety and Community Services or instructor permission.
Crosslisted Courses	N/A CSPS 101 Careers and Professional Pathways in Public Safety and Community Services or instructor permission. Winter, Summer
Field-Based Experience	60
Campus	South
Area of Study	Career Education

CSPS 105: Computer Applications and Technology in Community Services and Public Safety

This course equips students with essential technological skills for social services and public safety careers. Students will practice multitasking in high-pressure situations while using databases and other software for case management, documentation, and communication. Emphasis is placed on proficiency in using modern office procedures and record-keeping technology used in a variety of settings and the importance of accuracy and efficiency while handling complex tasks. Students will also develop and practice skills in multitasking, such as typing while listening, synthesizing information and providing verbal and written responses under pressure.

Outcomes

- Demonstrate proficiency in using case management software.
- Practice multitasking in high-pressure situations using technology.
- Apply modern office procedures in public safety settings.
- Use technology to accurately manage records and documentation.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	CSPS 101- Careers and Professional Pathways in Public Safety and Community Services or instructor permission.
Crosslisted Courses	N/A CSPS 101- Careers and Professional Pathways in Public Safety and Community Services or instructor permission. Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 106: Ethics, Judgement and Critical Thinking

This course explores the ethical frameworks and decision-making processes critical to public service work. Students will analyze real-world ethical dilemmas, focusing on maintaining professional boundaries, confidentiality, and sound judgment. Students will understand the importance of confidentiality, professional boundaries, and ethics as a representative of a community service or public safety entity. Self-reflection exercises will help students recognize bias, stress responses, and tone in professional interactions and plan for personal resilience in their careers.

Outcomes

- Apply ethical frameworks to decision-making in public service work.
- Analyze professional boundaries and confidentiality in real-world scenarios.
- Reflect on personal biases and plan for self-care in stressful situations.
- Evaluate ethical dilemmas and make sound judgments.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	N/A
Crosslisted Courses	N/A N/A Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 110: Introduction to Social Work and Mental and Behavioral Health

This course introduces social work principles, mental health, and behavioral health, especially in the context of working effectively in multidisciplinary teams. It focuses on trauma-informed care and understanding how social determinants affect individual well-being and public safety. Students will practice working within multidisciplinary teams to support individuals through crises. This course will also help students recognize the impacts of trauma across the lifecycle and its influence on community members and plan self-care strategies and identify support avenues for managing professional challenges they may encounter.

Outcomes

- Identify social work principles relevant to public safety.
- Understand the impact of trauma and social determinants on well-being.
- Collaborate effectively in multidisciplinary teams to support individuals.
- Plan self-care strategies to manage professional challenges.

Credits	4
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 120: Social Services Leadership, Public Policy, and Social Justice

This course focuses on the role of individuals and leaders in shaping public policy and addressing systemic inequities within social services, with an emphasis on institutional and public policy. Students will learn how to advocate for and use leadership skills to influence policy changes that promote equity and social justice in the delivery of social services at the organizational, local, regional, and statewide levels.

Outcomes

- Analyze the role of public policy in shaping social services delivery.
- Discuss advocacy and current trends related to social justice and equity in public policy.
- Demonstrate leadership skills in addressing systemic inequities.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	CSPS 101 Careers and Professional Pathways in Public Safety and Community Services
Crosslisted Courses	N/A CSPS 101 Careers and Professional Pathways in Public Safety and Community Services Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 121: Law Enforcement Career Preparation

This introductory course provides foundational training in key law enforcement skills, emphasizing command presence, tactical communication, and defensive tactics. Students will learn the principles of use of force, including de-escalation techniques and defensive strategies for patrol situations. The course also introduces patrol procedures, courtroom testimony skills, and effective communication in high-stress situations. By focusing on decision-making in the field, students will develop the practical and tactical skills necessary to maintain safety and control in dynamic law enforcement environments.

Outcomes

- Demonstrate command presence.
- Demonstrate defensive tactics and police procedures in mock law enforcement scenarios
- Apply tactical communication skills in high-stress situations.
- Understand patrol procedures and courtroom testimony techniques.
- Practice de-escalation and use of force principles.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	CSPS 101 Careers and Professional Pathways in Public Safety and Community Services
Crosslisted Courses	N/A CSPS 101 Careers and Professional Pathways in Public Safety and Community Services Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 122: Corrections Career Preparation

This introductory course provides a foundational understanding of the key principles and skills necessary for working in a correctional environment. Students will explore essential concepts such as command presence, basic defensive tactics, and the use of force within a correctional context. The course covers fundamental facility security procedures, including emergency response and inmate management strategies. Emphasis is placed on effective communication with inmates, understanding their behavior, and maintaining professional boundaries. Additional topics include basic legal and ethical considerations, health and safety protocols, and an overview of the tools and technology used in correctional settings. This course is designed to equip students with the core knowledge and skills needed to start a career in corrections.

Outcomes

- Demonstrate command presence intended for a corrections setting.
- Demonstrate basic defensive tactics and corrections specific procedures.
- Understand inmate management and facility security procedures.
- Describe issues and best practices associated with corrections facilities.
- Communicate effectively with inmates while maintaining professional boundaries.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	CSPS 101 Careers and Professional Pathways in Public Safety and Community Services
Crosslisted Courses	N/A CSPS 101 Careers and Professional Pathways in Public Safety and Community Services Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 123: Juvenile Justice, Intervention, and Diversion Program Strategies

This course covers strategies for working with juveniles in the justice system, focusing on youth diversion programming and related strategies, intervention, and support services. Students will learn about trauma-informed care and motivational interviewing to engage effectively with youth in crisis. Includes an introduction to common specialized laws and exploration of judicial issues relating to minors.

Outcomes

- Understand specialized laws related to juveniles in the justice system.
- Apply intervention and diversion strategies for juvenile offenders.
- Write objective reports for juvenile cases, meeting legal and ethical standards.
- Demonstrate trauma-informed care when working with youth in crisis.
- Identify support services available for at-risk youth.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	CSPS 101 Careers and Professional Pathways in Public Safety and Community Services and CSPS 102 Written Communication in Public Safety and Community Services
Crosslisted Courses	N/A CSPS 101 Careers and Professional Pathways in Public Safety and Community Services and CSPS 102 Written Communication in Public Safety and Community Services Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 201: Cultural Dynamics: Exploring Identity through Race, Gender, Class and Society

This course examines how race, gender, class, and sexuality intersect to influence identity, power structures, social relationships, and societal issues in modern communities. Students will explore the complexities of these social categories, enhance their cultural awareness, and engage in critical self-reflection to understand how their own perspectives, personal assumptions and biases shape their interactions. Students will learn how to develop their abilities and cultural competence toward improved interactions with diverse populations in law enforcement, public safety and other professional settings.

Outcomes

- Analyze how race, gender, class, and sexuality influence identity and society.
- Reflect on personal biases and their impact on professional interactions.
- Develop cultural competence for interacting with diverse populations.
- Understand social diversity and its impact on public safety.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	South
Area of Study	Career Education

CSPS 202: Effective Oral Communication and Interviewing

This course focuses on developing interpersonal communication and interviewing techniques needed for public safety and community services roles. Students will enhance their empathy, active listening, and cultural competence, preparing for real-world challenges when interacting with diverse populations. Empasis will be placed on best practices in motivational and behavioral interviewing, effective small group and individual communication, and skills needed to build trust and understanding when working with the public.

Outcomes

- Write clear, concise, and objective reports for various aspects of public safety and community service contexts.
- Demonstrate the ability to craft narrative storytelling for a variety of incident reports.
- Utilize correct terminology in emergency communications and public records.
- Explain the importance of accuracy and objectivity in public service writing.
- Create documents that meet legal and organizational standards.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	CSPS 102 : Written Communication in Public Safety and Community Services
Crosslisted Courses	N/A CSPS 102 : Written Communication in Public Safety and Community Services Winter, Summer
Campus	South
Area of Study	Career Education

CSPS 203: Introduction to Relevant State and Local Laws

Students will gain knowledge of the legal frameworks that govern public safety and community services work. This course emphasizes the interpretation and application of state and local laws, codes and ordinances, with a focus on how an understanding of and compliance with legal regulations impact day-to-day responsibilities in public service roles.

Outcomes

- Interpret state and local laws relevant to public safety work.
- Apply legal regulations to day-to-day responsibilities in public service.
- Analyze the impact of compliance with laws on professional practice.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	South
Area of Study	Career Education

CSPS 204: Work-Based Learning Seminar II

Building on previous practicum experience, this second internship offers students the chance to further their exposure to the field they intend to pursue, with the goal of taking on more complex tasks and responsibilities in a professional setting. Students will continue to reflect on their growth, both professionally and personally, as they begin to apply more advanced skills in the field. Learning from 60 hours of required work in a community setting during the quarter is integrated in 1 hour of class weekly.

Outcomes

- Apply advanced skills and complete assigned tasks in a professional setting.
- Utilize technology, as applicable, for case management, documentation, and communication
- Reflect on personal development through feedback and self-assessment.
- Reflect on personal and professional growth through real-world experiences.
- Demonstrate leadership and ethical decision-making in public service work.

Credits	3
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	CSPS 104: Work-Based Learning Seminar I
Crosslisted Courses	N/A CSPS 104: Work-Based Learning Seminar I Winter, Summer
Field-Based Experience	60
Campus	South
Area of Study	Career Education

CSPS 205: Family and Aging

This course focuses on providing services to families and aging adults, emphasizing the diversity of life experiences and the social determinants of health. Students will learn how to apply multidisciplinary approaches to support vulnerable populations and gain an understanding of the social services available to support aging populations and families in crisis. Students will also learn the fundamentals of comprehensive case management techniques, emphasizing holistic care to ensure that services are coordinated across agencies to meet the medical, emotional, and other support needs of multiple clients in a family.

Outcomes

- Identify social services available to support families and aging populations.
- Apply holistic case management techniques for families in crisis.
- Understand the social determinants of health for aging adults and families.
- Coordinate services across agencies to ensure comprehensive care.
- Use software tools to document case management and coordinate services.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	CSPS 201: Cultural Dynamics: Exploring Identity through Race, Gender, Class and Society and CSPS 202: Effective Oral Communication and Interviewing
Crosslisted Courses	N/A CSPS 201: Cultural Dynamics: Exploring Identity through Race, Gender, Class and Society and CSPS 202: Effective Oral Communication and Interviewing Winter, Summer
Campus	South
Area of Study	Career Education

Construction Equipment Operator Apprenticeship JATC

OPENG 211: Operating Engineers Apprenticeship 1st Year

Credits	0-36
Lab Hours	0
360	
Lecture Hours	0
180	
Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

OPENG 221: Operating Engineers Apprenticeship 2nd Year

Credits	0-32
Lab Hours	0
320	
Lecture Hours	0
160	
Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

OPENG 231: Operating Engineers Apprenticeship 3rd Year

Credits	0-30
Lab Hours	0
300	
Lecture Hours	0
150	
Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

OPENG 241: Operating Engineers Apprenticeship 4th Year

Credits	0-34
Lab Hours	0

340

Lecture Hours	0

170

Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

Cybersecurity

CYBR 110: Ethical Hacking Essentials

Students gain essential insight into various information security attack vectors -- including password cracking, malware, social engineering, sniffing, web app attacks, and Structured Query Language (SQL) injection. Learn the basic methodologies in auditing information systems against these threats. Ethical Hacker Essentials Voucher included with coursework purchase. CIP: 11.1003

Outcomes

- Describe common network vulnerabilities and threats in the industry.
- Explain how network attack tools are used in the industry to search for and repair system vulnerabilities.
- Analyze various attack vectors and learn methodologies to audit information systems against threats.
- Research and present findings on current and future legal standing that affect the industry and profession.
- Collaborate in groups to prepare for Industry certification.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

CYBR 111: Cybersecurity OS Fundamentals

This course introduces the Linux Operating System and the fundamentals of Linux security. As proficiency increases, the incorporation of Kali Linux OS will be implemented. Students also learn the basic tools and features of Kali Linux. CIP: 11.1003

Outcomes

- Install and configure appropriate authentication using a Linux operating system as to industry standard.
- Configure audit capabilities and logs within a Linux operating system used in the industry.
- Demonstrate file system and file management as used in the industry.
- Investigate and report on Linux-based vulnerabilities and threats and proper risk mitigation techniques used in industry.
- Review security log entries as an individual or in a group.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Campus	Central
Area of Study	Career Education

CYBR 201: Information Security I

Provides a foundation in network security including risk management, knowledge of laws, regulations, policies, and ethics as they relate to cybersecurity and privacy. Analyze and protect networks from malicious attacks and breaches of confidentiality. Identify attack and vulnerability types, and manage auditing and logging. This is the first course in a series of two to prepare for the CompTIA Security+ certification. Passing a professional IT certification requires many additional hours of study before and after the course lecture.

Outcomes

- Configure firewall implementation and configuration to protect the network infrastructure as deployed in the industry
- Demonstrate securing the browser and other applications as practiced in the industry
- Describe honeypots and honeynets, and how to protect data from Data Loss Prevention (DLP)
- Describe the fundamental concepts of confidentiality, integrity and availability as defined in the CIA triad
- Discuss how and which secure network design implementation can protect network infrastructure for a business
- Discuss implementation of security applications, securing computer hardware, peripherals and mobile devices in a relevant manner as a professional in the lab/classroom environment
- Discuss solutions to known security issues in cloud computing as encountered in the industry
- Identify threat factor types and attributes, malicious software types, delivery methods of malware, prevention and troubleshooting malware as practiced in the industry

Credits	5
Quarter Offered	Fall Spring
Distribution	Career Training

CYBR 202: Information Security II

Continues building a foundation in network security. Learn theory and concepts, cryptography, encryption algorithms, communication and remote access, policy and incident response. This is the second course in a series of two to prepare for the CompTIA Security+ certification. Passing a professional IT certification requires many additional hours of study before and after the course lecture. Expect to spend a significant number of hours studying before you take a CompTIA or any other IT professional certification.

Outcomes

- Define security protocols and their use in the industry
- Demonstrate configuring rights, permissions, and policies by utilizing templates and groups to comply with confidentiality, integrity, and availability
- Demonstrate use of industry standard tools to monitor systems and networks, conduct audits, and perform risk assessment practices assessing vulnerabilities as conducted in industry
- Describe access control models such as MAC, DAC, RBAS, and ABAC, plus methodologies such as implicit deny and job rotation as used in the industry
- Describe cryptography concepts, encryption algorithms, and hashing basics as implemented by industry standards
- Discuss physical security and authentication models and components as to industry standard
- Identify the importance of user education by applying methods and techniques to defeat social engineering attacks
- Prepare for and successfully complete industry certification.

Credits	5
Quarter Offered	Winter Summer
Distribution	Career Training

CYBR 209: Network Defense Essentials

This course introduces computer and network security concepts such as network security controls, wireless network security, Internet of Things (IoT) Network Security, Cryptography, Network Traffic Monitoring, and more. It offers lecture and lab preparation for the EC-Council Network Defense Essentials (NDE) series certification. Students engage in cyber lab exercises to enhance the learning experience. CIP: 11.1003

Outcomes

- Recognize vulnerabilities and threats to mobile devices as used in the industry.
- Compare and contrast wireless/mobile devices and their applications for security deficiencies.
- Identify wireless security updates, patches, and recognize security weaknesses.
- Demonstrate mobile device, wireless, and cloud configurations to secure and protect the network infrastructure of a business.
- Prepare for industry certification by utilizing cyber lab resources.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Campus	Central
Area of Study	Career Education

CYBR 210: Introduction to Python for Cybersecurity

This course provides fundamentals and skills to use scripting for automation and administration of servers and network systems. It focuses on scripts commonly used in the cybersecurity field. It incorporates script testing and security as required by the profession. CIP: 11.1003

Outcomes

- Configure the scripting environment and build skills with commands used in the industry.
- Apply build-in scripts to automate administrative tasks for the local, remote, and mobile environments as used in the industry.
- Schedule jobs and format output.
- Create scripts to perform processing tasks as used in the industry.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Campus	Central
Area of Study	Career Education

CYBR 212: Cybersecurity Analyst I

This course is part 1 of 2 in a training set focused on the Computing Technology Industry Association (CompTIA) Cybersecurity Analyst (CySA+) certification. The curriculum focuses on Testout CyberDefense Pro+ certification and cyber lab hands-on work to train future cybersecurity professionals. CIP: 11.1003

Outcomes

- Describe the key concepts in network defense (defense in depth, minimizing exposure, etc.) as applied in the industry.
- Describe common network vulnerabilities in the industry.
- Explain how network defense tools (firewalls, Intrusion Detection System (IDS), etc.) are used in the industry to defend against attacks and mitigate vulnerabilities.
- Describe which cryptographic protocols, tools, and techniques are appropriate for a given situation.
- Implement Access Control Lists (ACL) and secure communication channels between devices as per industry standards.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	Career Education

CYBR 213: Cybersecurity Analyst II

This course is part 2 of 2 in a training set focused on the Computing Technology Industry Association (CompTIA) Cybersecurity Analyst (CySA+) certification. The curriculum uses Testout CyberDefense Pro+ certification and cyber lab hands-on work to train future cybersecurity professionals. CIP: 11.1003

Outcomes

- Describe the key concepts in network defense (defense in depth, minimizing exposure, etc.) as applied in the industry.
- Describe common network vulnerabilities in the industry.
- Explain how network defense tools (firewalls, Intrusion Detection System (IDS), etc.) are used in the industry to defend against attacks and mitigate vulnerabilities.
- Describe which cryptographic protocols, tools, and techniques are appropriate for a given situation.
- Implement Access Control Lists (ACL) and secure communication channels between devices as per industry standards.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	CYBR 212 Cybersecurity Analyst I, minimum grade of 2.0 or better
Crosslisted Courses	N/A CYBR 212 Cybersecurity Analyst I, minimum grade of 2.0 or better Winter, Summer
Campus	Central
Area of Study	Career Education

CYBR 214: SQL Database Fundamentals

This course focuses on database systems, design, and administration fundamentals. Students learn to perform data definition, manipulation, and queries using basic Structured Query Language (SQL). They learn the structure of data and database systems, their vulnerabilities to cyber-attacks, and the proper techniques required to protect these systems from damage. CIP: 11.1003

Outcomes

- Define and identify database fundamentals as applied in the industry.
- Demonstrate relational database practices by creating and manipulating the structure of data and database systems.
- Apply basic Structured Query Language (SQL) statements to manipulate database data.
- Demonstrate proper techniques to protect a database from security attacks as per industry best practices.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Campus	Central
Area of Study	Career Education

CYBR 290: Independent Project

This course allows participation in an independent study group to strengthen existing skills needed for certifications and workforce experience. Hands-on physical projects are highly encouraged. CIP 11.1003

Outcomes

- Prepare for one or more industry certifications or work on a project approved by the instructor.
- Work as a team to craft and present project findings.
- Research and develop project scope and timeline utilizing industry standard tools and procedures.

Credits	4
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Winter, Summer
Field-Based Experience	90
Campus	Central
Area of Study	Career Education

CYBR 294: Independent Study

This course offers students applied-learning opportunities to fulfill program learning outcomes and other programmatic requirements outside of the regular curriculum. Credit application toward a credential is subject to instructor approval. CIP: 11.1003

Outcomes

- Instructor details relevant program and course learning outcomes for the successful completion of the course intent and toward credential completion.

Credits	1-5
Lab Hours	0
Lecture Hours	0
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person Hybrid Online Web-enhanced
Prerequisites	Instructor permission
Crosslisted Courses	N/A Instructor permission Fall,Winter,Spring,Summer
Field-Based Experience	Varies
Campus	Central
Area of Study	Career Education

Database

DATA 101: Database Design and SQL

In this course, students will be using SQL Server Express, Vertebelos, and other data modeling tools, students recognize the concepts and theory of database management systems (DBMS), including the analysis and design of relational database systems, modeling business and scientific problems and normalizing relationships in tables

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central
Area of Study	Career Education

DATA 102: Advanced SQL

This course provides a solid foundation of the SQL programming language that enables students to build, query and manipulate databases. Working in SQL Server database throughout this course, students compare the ANSI/ISO standard with the SQL implementation of this database product.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	DATA101
Distribution	Career Training
Notes	Online course Area of Study: Career Education Instructional Mode: Hybrid Campus: Central
Campus	Central
Area of Study	Career Education

DATA 104: Excel for Analytics

In this course, students will learn how to perform data analysis using Excel’s most popular features. You will learn how to create pivot tables from a range with rows and columns in Excel and see their ability to summarize data in flexible ways, enabling quick exploration of data and producing valuable insights from the accumulated data.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Online Hybrid
Distribution	Career Training
Notes	Online course Area of Study: Career Education Instructional Mode: Online, Hybrid Campus: Central
Campus	Central
Area of Study	Career Education

DATA 205: Business Data Analytics I - SQL Server Administration

This course introduces the student to Database administration including database creation, maintenance, backup, recovery, and user account administration.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	DATA104
Distribution	Career Training
Notes	Online course Area of Study: Career Education Instructional Mode: Hybrid Campus: Central
Campus	Central
Area of Study	Career Education

DATA 206: Business Data Analytics II- Introduction to Business Intelligence

This course focuses on how Business Intelligence is the application of software technologies that enables business users to make better and faster decisions based on enterprise data. In this course, you are introduced to Data Warehousing and creating Business Intelligence solutions. You learn how to build and integrate Microsoft tools into a comprehensive business solution in order to achieve competitive advantage

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Online Hybrid
Prerequisites	DATA104
Distribution	Career Training
Notes	Online course Area of Study: Career Education Instructional Mode: Online, Hybrid Campus: Central
Campus	Central
Area of Study	Career Education

DATA 207: Business Data Analytics III - Visualization

This course will introduce students to the field of data visualization. Students will learn basic visualization design and evaluation principles, and learn how to acquire, parse, and analyze large datasets. Students will also learn techniques for visualizing multivariate, temporal, text-based, geospatial, hierarchical, and network/graph-based data.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Online Hybrid
Distribution	Career Training
Notes	Online course Area of Study: Career Education Instructional Mode: Online, Hybrid Campus: Central
Campus	Central
Area of Study	Career Education

Dental Assisting

DNTA 101: Dental Sciences I

Introduction to basic biomedical dental sciences and terminology to include the landmarks of the face and oral cavity, tooth morphology, embryology and histology. The history of dentistry, the dental health team, HIPPA, multicultural interactions, psychology, communication and the State Dental Practice Act will also be introduced.

Outcomes

- Explain the fundamentals of head and neck anatomy and physiology
- Explain the morphology, location, eruption schedule, and function of each tooth in both the permanent and primary dentition.
- Explain the legal and ethical aspects of dentistry including confidentiality and privacy regulations and the State Dental Practice Act.
- Explain the psychology of patient management and interpersonal communication.
- Describe multicultural interaction in the dental setting
- Explain the fundamentals of oral embryology and histology

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 102: Introduction to Chairside Assisting

This course provides instruction in four-handed dentistry techniques and prepares the student to assist the dentist chairside. Content of the course includes; health history and vital signs, identification and management of medical emergencies, principles and procedures of four-handed dentistry, oral evacuation, moisture control, instrument transfer and charting.

Outcomes

- Prepare a patient for dental treatment by reviewing the proper documents and performing an intraoral and extraoral examination.
- Explain the components of the patient record and how it is developed.
- Describe and respond to medical emergency situations that may take place in the dental office.
- Demonstrate basic concepts in dental assisting

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 103: Dental Materials I

Basic physical and technical aspects of dental materials utilized in restorative and laboratory dental materials. Designed to develop the knowledge of the properties and manipulative skills necessary for the application of these materials to include, but not limited to; dental lab safety and asepsis, infection control, gypsum, impression materials, acrylics and waxes, fabrication of study casts, whitening trays and final impression materials.

Outcomes

- Describe various types of gypsum products and their uses in dentistry.
- Demonstrate the preparation and taking of occlusal registrations and preliminary study cast impressions.
- Create study casts in both plaster and stone.
- Fabricate whitening and custom trays
- Demonstrate proper lab safety and aseptic technique

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 112: Biomedical Sciences

This course is an introduction to microbiology, disease transmission, and standard infection control practices including aseptic techniques in the dental office. Hazardous waste management, HIV/AIDS, waterline maintenance and safety standards are also emphasized.

Outcomes

- Identify the groups of microorganisms and the diseases they cause which are of major concern to the dental assistant.
- Identify the rationale, regulations, recommendations, and training that govern infection control in the dental office.
- Practice proper management of hazardous and infectious materials in the dental setting.
- Demonstrate proper disinfection and sterilization steps in a dental setting
- Explain the steps for maintaining and disinfecting the dental unit water line.
- Apply infection control and safety guidelines in the dental setting
- Explain disease transmission and the aseptic techniques used to prevent it

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 115: Chairside Skills

This course continues to build on providing instruction in advanced four-handed dentistry techniques. Content includes lecture and laboratory application of advanced chairside skills including dental dam, rotary instruments, dental anesthesia, matrix and wedge, and restorative tray setups.

Outcomes

- Demonstrate correct placement of the dental dam
- Describe the use of various types of anesthetic in dentistry
- Properly load and transfer the anesthetic syringe
- Identify various dental rotary instruments and burs
- Place and remove various matrix retainers, bands and wedges
- Set-up trays and materials for restorative dental procedures

Credits	6
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 116: Dental Sciences II

Students are introduced to the fundamentals of oral health and preventative techniques, pediatric dentistry, sealants, nutrition and general anatomy and physiology.

Outcomes

- Explain the techniques and procedures used to prevent and care for oral disease.
- Describe nutrients found in the human diet and their impact on dental health.
- Describe the basic structures and functions of the human body systems
- Explain the fundamentals of pediatric dentistry

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 117: Dental Materials II

This course is a continuation of the physical and technical aspects of dental materials utilized in restorative and laboratory dental procedures. Coronal polish, various restorative materials, dental cements, and temporary restorations are all introduced.

Outcomes

- Demonstrate a coronal polish procedure including patient preventive education, oral hygiene instruction and application of fluoride.
- Properly mix various dental cements, bases and liners
- Demonstrate emerging skills in assisting with a direct permanent restoration.
- Place and carve a temporary restoration
- Properly apply pit and fissure sealant

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 123: Specialty Skills

This course provides instruction in the fundamental principles, instrumentation and procedures of various dental specialties to include; endodontics, oral pathology, pharmacology, oral and maxillofacial surgery, orthodontics, periodontics, and prosthodontics. Procedures for dental emergencies is also covered.

Outcomes

- Describe the scope of the practice for Periodontics including specialist training and common procedures and equipment
- Describe the scope of the practice for Endodontics including specialist training and common procedures and equipment.
- Describe the scope of the practice for oral and maxillofacial surgery including specialist training and common procedures and equipment.
- Describe the scope of the practice for orthodontics including specialist training common procedures and equipment
- Describe the scope of the practice for prosthodontics including specialist training and common procedures and equipment.
- Explain the fundamentals of oral pathology
- Explain the fundamentals of pharmacology as it pertains to dentistry

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 125: Office Administration

Introduction in the application of skills and responsibilities of an office administration assistant in a dental practice. Fundamentals and practical application in basic computer and dental software, oral and written communication skills, business ethics and jurisprudence, inventory systems and supply ordering, management of patient information, recall system and appointment scheduling, dental insurance billing, employment protocols and basic bookkeeping skills.

Outcomes

- Use industry specific computer and dental software to input data
- Explain dental business ethics and jurisprudence including maintenance and retention of business records.
- Demonstrate professional oral and written communications in the office setting.
- Demonstrate industry accepted management of patient records including recall systems, appointment scheduling and insurance billing.
- Describe inventory systems and supply ordering.
- Identify proper interview techniques

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 126: Advanced Chairside Skills

An advanced chairside skills course related to assisting with restorative procedures and fixed prosthodontic procedures.

Outcomes

- Properly set-up and assist with a crown/bridge preparation procedure
- Demonstrate fabricating, cementing and removing provisional crown and bridge restorations.
- Demonstrate charting existing dental restorations and planned treatment in the patient chart
- Properly set-up and assist with a direct permanent restoration procedure.

Credits	6
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 135: Practical Lab Applications

Practical application of procedures permitted by the Washington State Dental Practice Act.

Outcomes

- Demonstrates advanced technical skills from previously learned coursework.
- Produce a diagnostically acceptable full mouth image survey on a minimum of 1 manikin.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 144: Dental Radiology

Theory and basic principles of intraoral radiographs; characteristics and methods of controlling radiation, hazards of radiation and the biological effects of radiography, anatomical landmarks and pathologies. Practical application includes radiographic exposures, process and evaluation of DXTR, infection control, and the use of selected radiographic equipment and image software.

Outcomes

- Explain radiation health precautions.
- Identify anatomical landmarks and pathologies on dental radiographs.
- Explain various processing procedures for dental radiographs.
- Describe the technique and components of digital dental imaging.
- Adhere to proper infection control standards
- Apply basic principles associated with the generation of radiation exposure
- Compare techniques used to produce intraoral radiographs
- Explain the different mounting procedures for dental radiographs
- Produce a diagnostically acceptable full-mouth image survey on a manikin

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 148: Advanced Dental Radiography

An advanced course in dental radiography further developing dental imaging techniques. Includes intra-oral and extra-oral radiography on DXTR and a minimum of two patients. Techniques for special populations will also be addressed.

Outcomes

- Demonstate various techniques for taking both intraoral and extraoral radiographs
- Produce a diagnostically acceptable full-mouth image survey on a minimum of 2 patients.
- Correctly mount a full-mouth image survey
- Effectively select the technique needed to achieve diagnostically acceptable radiographs/images on a special population patient.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DNTA 151: Clinical Experience I

Students are assigned to off campus dental offices in the community or the Bates Dental Clinic. Clinical assignments are designed to enhance students’ competence in performing dental assisting functions with emphasis on chairside assisting, radiograph technique, patient management skills, and professionalism. General Dentistry is emphasized. Weekly attendance, procedure tracking and journal entries are required.

Outcomes

- Demonstrate industry accepted work habits/attitude.
- Demonstrate oral and written communication skills in the health care setting.
- Demonstrate industry accepted patient interactions.
- Demonstrates safe and effective beginning level chairside dental assisting skills in a clinical setting

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Field-Based Experience	150
Notes	Hybrid

DNTA 154: Clinical Experience II

Students continue their clinical practice to perfect their skills in performing dental assisting functions including expanded functions. General Dentistry or Specialty Dentistry is emphasized.

Outcomes

- Demonstrate safe and effective entry level chairside dental assisting skills, to include expanded functions in a clinical setting.
- Demonstrate appropriate industry accepted work habits and attitude
- Demonstrate oral and written communication skills
- Demonstrate industry accepted patient interactions.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Field-Based Experience	150
Notes	Hybrid

DNTA 155: Clinical Seminar

Weekly discussion sessions on topics related to experiences during clinical experience. Occasional guest speakers are included. Resume development and interview techniques will also be addressed.

Outcomes

- Effectively describe the student’s own clinical experience both orally and in writing
- Identify proper interview techniques
- Create a final quality work-ready resume

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

Dental Lab Technician

DENLB 101: Introduction to Dental Lab Technology

This course is an introduction to basic concepts of the dental laboratory industry: terminology, identification, weights and measures, health & safety practices, and the use of dental tools/machinery.

Outcomes

- Discuss the classroom rules, Hepatitis B vaccination, and attendance policy
- Discuss various employment options and specialties in which dental laboratory technicians work
- Identify and convert from the English system to the metric system
- Identify and convert from the English system to the troy system
- Identify tools and equipment in the dental laboratory
- Use terminology associated with the dental profession

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Must pass entrance requirement for program admittance
Distribution	Career Training
Notes	Web-enhanced

DENLB 102: Dental Anatomy I

This course is an introduction to tooth tissues and edentulous anatomy. The student will also learn tooth morphology and annotation.

Outcomes

- Discuss Tooth Morphology
- Identify anatomical landmarks of the mandible
- Identify landmarks on edentulous impressions & models for denture construction
- Interpret various methods of tooth annotation

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	On-line

DENLB 103: Dental Materials I

This course is an introduction to the various materials used in the first year of the dental laboratory program.

Outcomes

- Compare and contrast different gypsum products such as plaster, dental stone and die stone.
- Compare and contrast various resin materials used as denture base resin materials used in dentistry.
- Discuss history of materials
- Discuss how various impression materials should be used and handled in the dental laboratory
- Identify and classify various dental waxes and their components

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	On-line

DENLB 104: Denture Processes I

This course is designed to provide students with an introduction and practice in the first laboratory processes involved in denture construction. The student will evaluate preliminary and final edentulous impressions; construct custom trays, baseplates and occlusal rims.

Outcomes

- Apply infection control procedures in a manner that fully complies with OSHA and WISHA requirements
- Evaluate need and if required, apply wax relief
- Evaluate preliminary and final impressions
- Fabricate baseplates and bite rims
- Fabricate custom trays using various materials
- Identify the various types, movements and uses of articulators
- Pour preliminary and final casts

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 105: Denture Processes II

This course is an introduction to the articulation, tooth selection, and arrangement of denture teeth, Festooning through deflasking, selective grinding, and the fabrication of the students first complete denture.

Outcomes

- Arrange maxillary and mandibular anatomic teeth on a semi-adjustable articulator
- Festoon a denture
- Fill flask with denture base material, process, deflask, selective grinding, finish and polishing
- First Denture project
- Flask or invest a denture for processing
- Identify various tooth materials, shade, mold, and measurements
- Remove all wax from the mold using a "boil-out" procedure

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 106: Dental Anatomy II

This course is an introduction to the skeletal and muscular anatomy of the head and oral cavity. The student will also learn about the temporomandibular joint and how it functions.

Outcomes

- Identify the anatomy of the TMJ and the functions
- Identify the bones of skeletal & facial anatomy
- Identify the facial muscles and muscles of mastication

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	On-line

DENLB 107: Denture Processes III

This course introduces the student to the fabrication techniques of an immediate denture, denture repairs, relines & rebases.

Outcomes

- Apply immediate denture processing procedures.
- Distinguish between different reline processes and apply the jig technique to reline a denture.
- Distinguish between types of rebase processes and apply the flask heat cure technique to rebase a denture.
- Evaluate and apply the proper techniques to repair a denture with broken or missing teeth and a fractured base.
- Evaluate impression molds and pour casts, construct baseplates and bite rims avoiding remaining teeth
- Identify and select tooth shape and shade and proceed with set-ups.

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 108: Denture Processes IV

This course introduces the student to advanced concepts of esthetic tooth arrangement techniques that produce high quality dentures that enhance the age, sex, and personality of the individual patient.

Outcomes

- Apply esthetic denture processing techniques
- Apply positional relationships and interpretations to fabricate a life-like setup.
- Describe and demonstrate positional relationships to harmonize age, sex, and personality
- Describe the various keys to harmony
- Through a written report determine shade, age, and personality interpretations

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 110: Introduction to Orthodontics

This course is an introduction to the various classifications of mal-occlusion, the fundamentals of wire bending, soldering, and orthodontic study models.

Outcomes

- Apply infection control procedures in a manner that fully complies with OSHA and WISHA standards
- Describe and demonstrate wire bending concepts
- Evaluate impression molds for defects and pour up models in hydrocal dental stone
- Identify the various mal-occlusions using Angle’s Classification of Mal-Occlusion
- Interpret dentist’s prescriptions for Orthodontic Appliances

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 111: Ortho Appliances - Fixed

This course introduces the student to the fabrication of fixed orthodontic holding appliances that are temporarily cemented in the mouth by the dentist.

Outcomes

- Apply infection control procedures in a manner that fully complies with OSHA and WISHA requirements
- Apply the step- by- step technique in pouring and trimming diagnostic study models
- Explain why various fixed appliances are prescribed and what they are intended to do
- Using previously learned wire bending and soldering skill fabricate the Nance Button, Lingual Arch Wire, and Habit Appliances

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 112: Ortho Appliances - Removable

This course introduces the student to the fabrication of removable orthodontic appliances that maintain tooth position and promote arch development. In addition the student will learn various repair techniques on these appliances.

Outcomes

- Apply infection control procedures in a manner that fully complies with OSHA and WISHA requirements
- Evaluate impressions for defects to be used for orthodontic study models and use the double pour technique using orthodontic stone for model fabrication
- Explain why removable appliances might be preferable to fixed alternatives why various fixed appliances are prescribed and what they are intended to do
- Using previously learned wire bending and cold cure acrylic processing skills, fabricate the Hawley and Saggital appliances

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 120: Removable Partial Dentures I

This course is an introduction to removable partial dentures. The student will learn the various classifications, design theory, survey techniques, and components for removable partial denture construction. In addition, the student will learn digital scanning and design techniques

Outcomes

- Apply infection control procedures in a manner that fully complies with OSHA and WISHA requirements
- Classify various edentulous conditions using the Kennedy-Applegate System
- Demonstrate the step-by-step process to survey dental casts
- Identify and accurately label surveyor parts and tools
- Inspect impression molds for defects and pour up in hydrocal dental stone
- Select partial denture design in a manner that considers the requirements for frameworks, denture base materials, and space for artificial teeth

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 121: Removable Partial Dentures II

This course is the step by step process of preparing the master cast for partial denture construction. The student will learn model block out, duplication, refractory cast production, design transfer, wax up, and sprucing through finishing. The student will then fabricate a Class I RPD framework.

Outcomes

- Apply techniques for selection and placement of preformed plastic patters and apply them to the refractory model
- Apply techniques to connect elements of the partial pattern together using inlay wax in a manner that minimizes work in subsequent finishing and polishing steps
- Apply the steps in spruing, investing, burnout, casting, and finishing framework
- Evaluate refractory cast for defects
- Prepare model for duplication
- Use Agar Hydrocolloid process to duplicate model
- Use drying oven to prepare refractory model for the cold resin dip

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DENLB 122: Removable Partial Dentures III

The student will build on the knowledge gained in DENLB 120 and 121 by fabricating a metal lingual bar, Kennedy bar, palatal strap, and closed horseshoe removable partial denture framework.

Outcomes

- Apply the techniques learned previously to fabricate a Horseshoe or Circle bar frame
- Apply the techniques learned previously to fabricate a Kennedy Bar Frame
- Apply the techniques learned previously to fabricate a Lingual Bar Frame
- Apply the techniques learned previously to fabricate Palatal Strap Frame

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DENLB 123: Removable Partial Dentures IV

In this course the student will set teeth on an upper and lower removable partial denture fabricated in DENLB 122. They will then process with an acrylic base and finish. In addition, the student will learn reline, repair, and rebase techniques for removable partial denture frameworks.

Outcomes

- Apply the technique in relining a partial denture
- Apply the technique of processing the partial denture
- Apply the techniques in rebasing a partial denture
- Apply the techniques in repairing a partial denture
- Set teeth in the framework

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DENLB 124: Advanced Dentures

In this course students will apply the theoretical knowledge and their experience with the step-by-step process of making an advanced denture using their basic learning skills.

Outcomes

- Analyze the conditions for and construct a complete upper and lower denture using an alternate plane of occlusion
- Apply previously learned skills in the complete and partial denture sections of the program to fabricate a complete denture opposing a removable partial denture or.....
- Fabricate an upper and lower complete denture using esthetic arrangement techniques and evaluate the proper conditions to process with Candular characterized esthetic acrylic or.....

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DENLB 125: Advanced Orthodontics

In this course students will apply the theoretical knowledge and their experience with the step-by-step process of making an orthodontic appliance using their basic learning skills.

Outcomes

- Analyze and apply the proper techniques to fabricate a Bionator or...
- Identify the conditions that require a TMJ Splint and fabricate an upper or lower splint

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DENLB 126: Advanced RPDs

In this course students will apply the theoretical knowledge and their experience with the step-by-step process of making an advanced Removable Partial Denture using their basic learning skills.

Outcomes

- Compare and contrast the applications for a temporary removable partial denture (TPRD) using wrought wire clasps and the typical rigid chrome cobalt cast removable partial denture and fabricate a TRPD
- Identify and evaluate the criteria for a mandibular labial bar (Swing Lock) partial and fabricate the framework using Swing Lock hardware or...
- Recognize and evaluate the need for a single tooth pontic, facing, or tube tooth in a tooth borne partial and fabricate an upper or lower removable partial denture framework with this design concept or...

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DENLB 201: Tooth Morphology Practicum

This course is designed to provide the student with a practical study of the individual teeth. Students will draw the individual teeth to scale from the linek manual. The student will also learn to build up tooth form with various colors of waxes to recognize how the anatomy of the natural tooth relates to each other and the overall form of the tooth.

Outcomes

- Draw the various teeth to precise measurements using the Linek tooth carving manual
- Identify the anatomical features with each tooth
- Introduction to Computer Aided Design/Computer Aided Manufacturing
- Visualize form in 3-dimension
- Wax the central, incisal & occlusal 2/3 of the models using colored waxes
- Wax the facial third of incisors & cuspids

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 202: Dental Materials II

This course introduces the student to materials that are used in fixed restorations. Students will be introduced to the basics of chemistry by learning about metallurgy and their chemical and physical properties. Additionally, the student will gain an understanding of weights, measures, and calculations, processing of alloys, metal treatment and torch techniques as well as metal sensitivities. The student will then be introduced to porcelain, its chemical composition, properties, application, and manufacturing.

Outcomes

- Describe the different extraction methods of metals
- Describe the manufacturing process of porcelain
- Distinguish the difference between an atom, molecule, substance and compound
- Identify between the various bonds ie... covalent, ionic, metallic, and Van der Waals
- Identify the chemical & physical properties of metals & alloys including the types of bonds
- Identify the classifications of alloy systems
- Recognize which metals are used for laboratory applications
- Understand the chemical and physical properties of metals & alloys
- Understand the composition, chemical and physical properties of porcelains

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 203: Fixed Prosthodontics I

This course introduces the student to the theory and practice of fabricating individual metal crowns. The student will learn the steps involved in fabricating gold inlays, onlays, & crowns.

Outcomes

- Demonstrate the procedures for model and die preparation using the pindex
- Describe and draw parallelism on preps for crowns and bridges
- Describe the principles and methods of preventing disease transmission and cross contamination during the fabrication of a metal prosthesis
- Distinguish between a good or bad impression
- Follow the procedures for waxing, spruing, investing, burnout, casting, finishing & polishing
- Identify different prep forms
- Identify various margin preps, their advantages, disadvantages and the types of restoration that require them
- Trim margins & mark dies

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 204: Principles of Occlusion

This course is designed to provide the student with an introduction to the principles of occlusion, including the anatomical structures of the oral cavity, the determinants of occlusal morphology, misaligned teeth versus ideal teeth and the physiology of mandibular movements as they relate to the fabrication of dental restorations.

Outcomes

- Discuss cusp to fossa vs. cusp to embrasure
- Discuss mutual protection vs. cuspal protection (cuspid rise)
- Discuss the interrelationship of morphologic and functional occlusion
- Discuss unilateral balancing vs. full balancing occlusion
- Understand centric occlusion and centric related occlusion
- Understand eccentric occlusion
- Understand the primary and secondary determinants of occlusion

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 205: Fixed Prosthodontics II

This course is designed to provide the step-by-step procedures in fabricating metal bridges, post-soldering, fabricating provisionals, & fabrication of reduction copings.

Outcomes

- Continue to follow the procedures for waxing, spruing, investing, burnout, casting, finishing & polishing
- Follow the procedures for post-soldering
- Follow the steps in fabricating provisionals
- Understand and follow the steps in fabricating a reduction coping

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 206: Ceramics I

An introduction to the theory and practice of fabricating fixed porcelain prosthesis. The student will learn about the history of ceramics with old technologies as well as new technologies such as layering a Zirconia coping, Emax, and titanium copings. The student will fabricate modelwork for their ceramic units.

Outcomes

- Articulate one full arch case on a semi-adjustable articulator
- Describe the principles and methods of preventing disease transmission and cross contamination during the fabrication of a metal prosthesis
- Distinguish between a good or bad impression
- Distinguish between a variety of porcelains and their uses
- Follow the procedures for model and die preparation using the pindex
- Trim & mark margins

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 207: Understructure Design

This course is an introduction to the understructure design for porcelain fused to metal crowns, waxing, and porcelain margin cut back, investing, & finishing the alloy for preparation for porcelain.

Outcomes

- Cut back wax for porcelain margins
- Finish metal to prepare for porcelain
- Follow the procedures for spruing, investing, burn-out and casting
- Read the prescription for the case
- Wax understructure individual copings and bridges

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 208: Ethics, Jurisprudence and Laboratory Management

This course is designed to provide the student with the history of the dental profession, the legal obligations of the dental technician under State Dental Practice Acts, ethical responsibilities of the technician towards the dental profession, and the fundamentals of the day to day operation of a dental laboratory.

Outcomes

- Differentiate between self-employed & corporation
- Discuss history, ethics, and jurisprudence
- Discuss various employment options and specialties in which dental laboratory technicians work
- Understand ethical responsibilities towards the dental profession
- Understand the fundamentals of laboratory operations
- Write a report & design a laboratory

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 209: Ceramics II

This course will assist the student in following the step by step processes in the application of porcelain to metal understructure. The student will also learn about color in dentistry and taking shades.

Outcomes

- Applying opaque, porcelain margin porcelain, body & incisal porcelain
- Applying stain intrinsically or extrinsically/glazing
- Contouring shape
- De-gassing
- Read a prescription
- Understand shade taking by eye or photo

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 211: Ceramics III

This course will assist the student in following the step by step processes in the fabrication of Emax pressable porcelain crowns & veneers.

Outcomes

- Describe the principles and methods of preventing disease transmission and cross contamination during the fabrication of a metal prosthesis
- Differentiate between press & layer and press & stain
- Distinguish between a good or bad impression
- Follow the procedures for model and die preparation using the pindex
- Read a prescription
- Trim & mark margins
- Wax, invest, burnout, and press

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 212: Computer Aided Design/Computer Aided Manufacturing

This course is an introduction to the theory and practice of fabricating dental prosthetics digitally with an understanding of the various systems available as it pertains to open and closed architecture. Students will also learn a general understanding about material selection for the final prostheses. They will gain an understanding by digitally manipulating and morphing teeth, importing and exporting stl. digital files, nesting and computer aided manufacturing of digital design fabrications. The student will by computer aided design and manufacturing of individual copings and full wax units.

Outcomes

- Create a work order digitally
- Describe the process of CAD/CAM
- Design units
- Manipulate digitally the shape, form and function of individual units
- Scan the working dental model

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 213: Advanced Technologies

In this course students will apply the theoretical knowledge and their experience with the step-by-step process of an advanced project using two of their basic learning skills.

Outcomes

- Digitally scan and design a coping in Zirconia and layer it with porcelain
- Fabricate a 3 unit bridge post soldering two porcelain units and one gold crown
- Fabricate a crown under a partial
- Fabricate a Hader bar with a snap on denture
- Fabricate a partial over a new crown

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 214: Advanced Crown and Bridge

In thiscourse students will apply the theoretical knowledge and their experience with the step-by-step process of an advanced project using their basic learning skills.

Outcomes

- Fabricate 4 individual gold crowns
- Fabricate 4 unit bridge incorporating 2 PFM’s and 2 gold crowns post-soldered
- Fabricate 4 unit gold bridge
- Fabricate a 3 unit gold bridge with a semi-precision attachment

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 215: Advanced Dental Ceramics

In this course students will apply the theoretical knowledge and their experience with the step-by-step process of an advanced project using two their basic learning skills.

Outcomes

- Fabricate a 3 unit ceramic bridge with a semi-precision attachment
- Press 6 anterior veneers
- Press and layer 4 to 6 anterior units
- Press and stain 3 or 4 inlay/onlay units
- Press and stain two posterior units side by side

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 291: Practical Applications

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Outcomes may vary depending upon the student work-based learning site and subject matter

Credits	4
Quarter Offered	8
Distribution	Career Training

DENLB 292: Independent Projects

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Outcomes may vary depending upon the student work-based learning site and subject matter

Credits	4
Quarter Offered	8
Distribution	Career Training

DENLB 293: Independent Projects

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Outcomes may vary depending upon the student work-based learning site and subject matter

Credits	4
Quarter Offered	8
Distribution	Career Training

DENLB 294: Independent Projects

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Outcomes may vary depending upon the student work-based learning site and subject matter

Credits	4
Quarter Offered	8
Distribution	Career Training

DENLB 296: Work-based Learning Seminar

Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.

Outcomes

- Outcomes may vary depending upon the student work-based learning site and subject matter

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 297: Work-based Learning Experience

Students enroll in the work-based learning seminar in order to receive an orientation to the work-based learning experience. Faculty meets with the students to provide support and assistance during the experience.

Outcomes

- Outcomes may vary depending upon the student work-based learning site and subject matter

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DENLB 298: Work-based Learning Experience no Seminar

Students enroll in the work-based learning seminar in order to receive an orientation to the work-based learning experience. Faculty meets with the students to provide support and assistance during the experience.

Outcomes

- Outcomes may vary depending upon the student work-based learning site and subject matter

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

Denturist

DNTU 101: Asepsis, Infection, Hazard Control

Students train in safety procedures including OSHA/WSHA and infection control compliance for Denturists offices and laboratories. This includes a special emphasis on the materials, hazardous materials, interpreting MSDS’s, equipment, and procedures mandated in the dental environment for protection of staff and patients from infection by infectious disease organisms. Students also complete the State of Washington “Aids Awareness Course.”

Outcomes

- Define asepsis infectious disease
- Define the basic principles of unit dosing
- Define the basic principles of standard precautions
- Describe how to utilize barrier techniques in the clinic/laboratory.
- Describe the standard precautions including, infection control, medical history, hand washing, personal protective equipment, barriers, chemical disinfectants, ultrasonic cleaners, sterilizers, and instrument storage
- List several ways to reduce cross contamination
- List the general considerations for dental equipment decontamination
- Define the basic principles of bloodborne pathogens

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Notes	Web-enhanced

DNTU 102: Biological Concepts

Students study cell biology, microbiology, developmental embryology, and histology with an emphasis on the oral cavity.

Outcomes

- Describe how the workings of cell biology; the make up and workings of cells
- Embryology and Oral Histology; introduction to embryology and various oral tissue make ups
- Microbiology; types of microbes discuss with emphasis on bacteria and viruses
- Tissues and epithelium; describe various tissues with emphasis on epithelium

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online
Notes	Online

DNTU 103: Introduction to Complete Denture Prosthodontics

This course covers the basic anatomy of the residual ridge and surrounding structures as well as primary and final impressions of these ridges using the proper materials and trays. Impressions are poured and trimmed with proper materials and techniques.

Outcomes

- Identify, discuss and point out on casts and written tests: the anatomy of the oral cavity; dentate, edentulous
- Structures supporting dentures

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	In-person
Notes	Face-to-face

DNTU 104: Baseplates and Occlusions Rims

This course covers fabricate base plates and occlusal rims using various materials in preparation for tooth setting

Outcomes

- Define asepsis infectious disease
- Fabrication and usage of various baseplate materials and wax rims

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Notes	Face-to-face

DNTU 105: Tooth Selection and Set I

Students apply proper tooth selection and ordering techniques and then start their required lab set ups.

Outcomes

- Students will perform satisfactory complete denture set ups with 20, 0, and 30 degree teeth.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	In-person
Notes	Face-to-face

DNTU 106: Dental Materials I

Students study various dental gypsum, impression material, dental waxes and denture base materials.

Outcomes

- Demonstrate how and when to use dental materials along with their properties based on the knowledge gained from demonstrations and lectures in the following areas:
- Dental gypsum products
- Various types of dental waxes
- Denture base materials and the main compositions and properties
- Students will be able to identify the various classes of impression materials and their uses

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Professional Education
Notes	Hybrid

DNTU 107: Denture Techniques I

This course covers the wax up, processing, and other lab steps needed to supply a proper prosthesis for a patient.

Outcomes

- Students will choose one of their previous denture set ups and continue through processing, re-mounting, selective grinding, and complete polish.

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Notes	Web-enhanced

DNTU 108: Complete Denture Fabrication I

In the complete denture fabrication I practical lab, students develop and apply the proper techniques in set up, processing and polishing an acrylic RPD (flipper)

Outcomes

- perform techniques in making a flipper and how they differ from complete dentures

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Notes	Web-enhanced

DNTU 109: Dental Office Management I

In the dental office management I clinical lab, students identify proper patient record keeping. In addition, individual policy and informational hand outs are completed in preparation for actual clinical cases

Outcomes

- recognize what should and should not be part of a patient record; also how patient records should be handled
- Make up a generic record
- Develop a clinic policy letter and patient instructions for dentures and partials

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Notes	Hybrid

DNTU 110: Head Anatomy and Physiology I

This course introduction to the anatomy and physiology of the head, neck, temporomandibular joint, muscles, nerves, blood vessels, lymphatic system, skeletal system, digestive system, and dental anatomy related to sinuses, glands, teeth, periodontal structures, and other oral structures

Outcomes

- Identify the components and functions of the skeletal system
- Identify the components and functions of the nervous system
- Identify the components and functions of general muscles and the muscles of facial expressions
- Identify the components and functions of the muscles of mastication and the TMJ
- Identify the components and functions of the muscles of the tongue, hyoid, larynx, and pharynx

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 111: Tooth Selection and Set II

This course continues DNTU 105 with further required lab set up

Outcomes

- Understand the unique differences and when to use the 20 degree set up
- Understand the unique differences and when to use the lingual contact set up

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 112: Medical Emergencies

This course focuses on first aid and CPR procedures in simulated situations. This includes the provider CPR/first aid course. Health histories are taken and analyzed for information important to needed patient care

Outcomes

- Be certified in CPR/First Aid for health professionals
- Analyze PT health HXs for potential emergencies
- Pass a written test on the subjects

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 114: Clinical Denture Fabrication II

This course is a continuance of DNTU108, students will apply techniques previously learned in DNTU 108 and work on real patient cases when available

Outcomes

- use skills learned in DNTU108 and DNTU113 and use them on actual patient repairs, relines and flippers

Credits	1
Lab Hours	20
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced
Campus	Downtown
Area of Study	Career Education

DNTU 115: Partial Dental Casts

This course introduces students to area of removable partial dentures including theory, clinical classification and evaluation

Outcomes

- Explain the basic theory behind RPD design, the components, what the components do, and when they should be used
- First 7 cases to be designed on paper and then models before the semester ends

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 116: Framework Design-RFD

In this course students survey study models and design practical cases

Outcomes

- Apply the proper use of the Ney Surveyor
- First 7 practical cases are continued through cast design, ending with mouth preps on models

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 117: Dental Office Management II

In this course students perform proper scheduling, billing and HIPPA privacy requirements on actual cases

Outcomes

- Perform proper patient records establishment and documentation on their actual patient cases
- Schedule their PT cases in a proper and time fashion

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 118: Clinical Denture Procedures I

This practical clinical denture procedures I course, students will prepare proper room set up and tear down procedures for clinical cases along with clinical instrument processing. All clinical aspects of assigned pt cases are accomplished

Outcomes

- Perform the proper techniques needed to treat patients in the clinic
- Set up and break down operatory properly

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 119: Dental Impressions Procedures I

In the practical dental impressions procedures I clinical experience, students will perform impressions on patient cases assigned by instructors

Outcomes

- Choose the proper impression materials and take impressions on assigned pt. cases
- Disinfect and properly pour impressions
- Properly trim casts for clinical cases

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 101, 102, 103, 104, 105, 106, 107, 108 and 109
Notes	Web-enhanced

DNTU 120: Head Anatomy and Physiology II

This course completes the remaining anatomical systems not covered in DNTU 110

Outcomes

- Identify the components and functions of the cardiovascular/ respiratory systems
- Identify the components and functions of the exocrine and endocrine systems and the tongue
- Identify the components and functions of the digestive system
- Identify the components and functions of nutrition
- Identify the components and functions of the lymphatic and immune systems

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 121: Tooth Selection and Set III

This practical lab course complete their required set ups of cross-bite cases and a timed 20 degree

Outcomes

- Define the unique differences and when to use cross-bite set ups #1, 2 and 3
- Identify the unique differences and when to use 100 minute timed 20 degree set up

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 123: Complete Denture Repair I

>In this course students complete denture repairs on clinical cases

Outcomes

- Accomplish repairs on actual cases en route to the required 4 needed for graduation

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 124: RPD Frames Fabrication

This course requires students to complete cast designs on paper, student continues to survey and design cases 8-15 on lab models

Outcomes

- Survey, design and complete mouth preps on cases 8-14

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 125: Oral Pathology

This course is the continuance of the introduction Oral Pathology I, students will apply prior skills, and theory to fulfill the oral pathology studies

Outcomes

- Identify what are normal findings and abnormal findings needing referral. Radiographic findings studied where applicable as well as passing written exams in
- Red and Red-White lesions
- Pigmented lesions and sex-related lesions
- Nodules and Papules
- Vessiculobullous lesions
- Radiographic abnormalities of the jaws

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Online
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Online

DNTU 126: Clinical Denture Procedures II

This course is a practical learning experience to learn proper room set up and tear down procedures for clinical cases along with clinical instrument processing. Actual patients are treated during this course toward their total of 10

Outcomes

- Use the proper techniques needed to treat patients in the clinic
- Complete actual pt. cases assigned in timely manner that meets standards of care

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 127: Dental Impressions Procedures

In this course students perform impressions, bite registrations and proper mounting on clinical cases assigned during this semester

Outcomes

- Apply various types of materials for different cases as well as varying techniques

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 128: Fabrication Clinical II

In this practical lab experience students complete the required clinical case lab work assigned to them this semester

Outcomes

- Apply previous pre-clinical knowledge and skills to start into and complete full clinical cases

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 129: Polish Methods -RPD Frames

In this course students follow proper techniques to block out and duplicate cases prior to waxing up RPDs. Then students will observe how finished frameworks are tried into the mouth

Outcomes

- demonstrate how to evaluate the fit and make any adjustments needed to insert an RPD
- Reflect on what and how to block out models prior to duplicating
- duplicate 4 cases from models 8-14 in preparation for waxing up frames

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 131: Wax Patterns - Partial

In this course students perform framework wax ups on assigned practical cases

Outcomes

- Research what is used by labs to wax up RPD frames; Wax up RPD patterns on the 4 previously duplicated models

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Web-enhanced

DNTU 132: Teeth Arrangement -RPD

In this course students set teeth in partials opposing dentures, other RPDs or natural teeth, as well as completing the RAP lab practical case

Outcomes

- Demonstrate various ways to evaluate cases in aiding their tooth selection in RPDs
- Complete the final lab RPD cases using RAPs

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Web-enhanced

DNTU 135: Introduction to Oral Pathology I

This course is an introduction to Oral Pathology

Outcomes

- Identify what are normal findings and abnormal findings needing referral
- Radiographic findings studied where applicable
- Passing written exams in basic pathology terms and descriptions

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Online
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Online

DNTU 136: Clinical Denture Procedures III

In the clinical denture procedures III practical lab experience, requires students perform the necessary clinical work on assigned patient cases

Outcomes

- complete assigned patient cases in a timely and appropriate manner toward program completion

Credits	2
Quarter Offered	Winter Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 138: Fabrication Clinical III

The fabrication clinical III lab, is required work for their clinical cases assigned to them this semester

Outcomes

- Apply previous pre-clinical knowledge and skills to complete their clinical cases

Credits	2
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139

DNTU 139: Dental Office Manager III

Outcomes

- Perform proper patient records establishment and documentation on their actual pt. cases
- Schedule pt. cases in a proper and timely fashion
- develop a sense of the time required for both the clinical and lab work associated with various types of patient treatment

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 110, 111, 112, 114, 115, 116, 117, 118 and 119
Notes	Web-enhanced

DNTU 201: Complete Denture Repair II

In the complete denture repair II practical lab course, students practice the proper techniques used to accomplish complex repairs on dentures

Outcomes

- use more complex techniques for denture repairs and post-op adjustments
- Finish the required 4 clinical repairs

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 203: RPD Repair Methods

In this course students apply skills in the lab utilizing techniques unique to partial denture repair/relines

Outcomes

- Replace a broken clasp
- Add a clasp/replace lost abutment
- Altered cast technique
- Use permanent soft reline materials

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 204: Dental Office Management IV

Outcomes

- Appreciate the necessity of accurate complete record keeping and proper record handling
- Perform proper patient records establishment and documentation on their actual pt. cases
- Schedule their pt. cases in a proper and timely fashion

Credits	2
Quarter Offered	Winter Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 205: Denture Adjustments

In this course students perform post-insertion adjustments of their clinical cases as needed

Outcomes

- Determine what to adjust and when to adjust
- Use the systematic way to discover the cause(s) of patient complaints
- Get all cases to "Tx Com"

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 206: Ethics and Jurisprudence

In this course, federal and State laws are discussed as they relate to licensing. Ethics pertaining to a licensed healthcare professional are discussed

Outcomes

- Define the difference between Legal and Ethical
- Review RCWs and WAC regulations
- Pass the on-line WA St Jurisprudence test

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Hybrid

DNTU 207: Malocclusions

In this course students study different occlusal schemes and perform face-bow remounts and occlusal corrections of clinical cases where needed

Outcomes

- Use a Face-Bow to perform a patient remount
- Perform Occlusal corrections on a patient remount
- Set denture occlusion for Class II and Class III cases where available

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 208: Clinical Denture Procedures IV

In this clinical denture labIV course students continue to complete their clinical cases and are given opportunities to practice unique, specialized techniques found in industry

Outcomes

- complete the last remaining patient cases needed for graduation, trying to find new, unique cases when available, to ensure as much variety in clinical cases as possible

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 210: Geriatric Patient Needs

Outcomes

- Use the College library and other outside sources to obtain information and decide which is accurate or just selling you a line.
- Produce a Lit. review paper from acquired information that is of publishable quality

Credits	3

DNTU 211: Fabrication Clinic IV

In the fabrication clinical IV course students will complete the lab portions required clinical cases assigned to them this semester.

Outcomes

- Utilize previous pre-clinical knowledge and skills to complete full clinical cases

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 212: Alternative RPD Systems

In this course students will research the history of implants and the numerous systems available for us

Outcomes

- Recognize alternative methods and materials for RPDs and complete the RPD final including: Flexible partials; Dual-path technique; Altered-cast technique; Swing-lock partials; "invisible" clasps

Credits	2
Quarter Offered	Winter Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 125, 201, 203, 205, 206, 207, 208, 211, and 220
Notes	Face-to-face

DNTU 213: Implant/Precision Attachment

Outcomes

- Recognize the basics of implant-supported dentures

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 125, 201, 203, 205, 206, 207, 208, 211, and 220
Notes	Face-to-face

DNTU 214: Advanced Special Services

This course provides students the opportunity to research and seek further into the an area of study that has increased their interest in previous courses. This course also prepares students for the Com. Denture final exam

Outcomes

- Review all previous info on complete dentures in preparation for the Com. Denture final exam
- Pass the written Comprehensive Complete Denture Test

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 125, 201, 203, 205, 206, 207, 208, 211, and 220
Notes	Face-to-face

DNTU 215: Advanced Dental Appliances

In this course students discuss and when available work on advanced cases such as gasket retained dentures, swing –lock and dual-path RPDs. If and when other rem. appliances become part of the denturist scope of practice, bleaching trays, nightguards and bruxing appliances will be taught in this course

Outcomes

- Fabricate a bleaching tray
- Fabricate a sports mouth guard
- Fabricate a night guard/bruxing appliance

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 125, 201, 203, 205, 206, 207, 208, 211, and 220
Notes	Face-to-face

DNTU 220: Dental Office Management V

In the dental office management V clinical lab, students will complete their record treatment documentation on their clinical cases including scheduling both clinic appointments and required lab time. State laws dealing with records are discussed and the State on-line jurisprudence exam is taken prior to Board application

Outcomes

- Appreciate the necessity of accurate complete record keeping and proper record handling
- Perform proper patient records establishment and documentation on their actual pt. cases
- Schedule their pt. cases in a proper and timely fashion

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 222: Fabrication Clinical V

In the fabrication clinical V course, students are to complete the lab portions of required clinical cases assigned to them this semester.

Outcomes

- Flasking, processing and polishing patient prosthesis
- Pouring up, trimming, and mounting models
- Setting teeth in wax for try-ins.
- Students draw on all their previous pre-clinical knowledge and skills to complete full clinical cases.

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 125, 201, 203, 205, 206, 207, 208, 211, and 220
Notes	Face-to-face

DNTU 223: Dental Office Management VI

In this course students complete their record treatment documentation on their clinical cases and transfer any unfinished cases. State laws dealing with records are discussed and the State on-line jurisprudence exam is taken prior to Board application

Outcomes

- At the completion of this course, students will be able to: After a complete review of all lectures and practice cases, pass the RPD Final Exam.

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 125, 201, 203, 205, 206, 207, 208, 211, and 220
Notes	Face-to-face

DNTU 229: Clinical Denture Procedures V

The clinical denture procedures V clinical lab course, is a continuance for students to complete their 10 required clinical cases and are given opportunities to practice unique, specialized techniques found in industry

Outcomes

- complete the last remaining pt. cases needed for graduation trying to find new, unique cases when available, to ensure as much variety in clinical cases as possible
- Both Bruxism night guards and Flexible Partials now count toward the required 10 patient cases.

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 125, 201, 203, 205, 206, 207, 208, 211, and 220
Notes	Face-to-face
Campus	Downtown

DNTU 233: Finish Methods -RPD

A review of all previous lab and clinical cases is accomplished and then the RPD final exam is taken.

Outcomes

- complete review of all theory research and practice cases, pass the RPD Final Exam

Credits	1
Quarter Offered	Spring Summer
Instructional Mode	In-person
Prerequisites	Completion of all previous quarter's courses with passing grades of 2.0 or higher is required for registration into this course: DNTU 120, 121, 123, 124, 126, 127, 128, 129 and 139
Notes	Face-to-face

DNTU 296: Work-Based Learning

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- complete review of all theory research and practice cases, pass the RPD Final Exam

Credits	1-13
Instructional Mode	In-person
Prerequisites	Instructor Permission
Field-Based Experience	30-390
Campus	Downtown
Area of Study	Career Education

Diesel Heavy Equipment Technology

DIESL 100: Basic Electrical Systems

The course is an introduction to the fundamentals of electricity and its application in the diesel and heavy equipment industry. The uses of specialty equipment to troubleshoot and repair are included with emphasis on industry safety requirements and the use of protective devices. Concurrent enrollment: DIESL 112, DIESL 113, DIESL 114 or instructor permission.

Outcomes

- Apply safety concepts while using electrical basics to evaluate needed actions.
- Identify electrical system components and their purpose within the system.
- Use industry recognized processes to troubleshoot electrical systems and components

Credits	5
Quarter Offered	Fall Winter Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 105: Introduction to Diesel Technology

This course is an introduction to the diesel industry with emphasis on occupational safety principles and WISHA and Department of Ecology guidelines. Concurrent enrollment: DIESL 106, 107, 108, or instructor permission.

Outcomes

- Demonstrate WISHA and Department of Ecology Safety requirements per industry standards
- Discuss WISHA and Department of Ecology safety laws

Credits	1
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 106: Engine Construction

This course is an introduction to basic engine theory and operation and their application to the maintenance and repair of gasoline and diesel engine systems common to heavy equipment. Concurrent enrollment: DIESL 105, 107, 108 or instructor permission.

Outcomes

- Identify sub components that will determine the application of the engine
- Identify the different engine construction and designs of operation
- Identify, inspect and test components that are used on the engines
- Utilize the information to determine required procedures

Credits	5
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 107: Engine Systems

This course is a continuation of the concepts introduced in DIESL 106, students learn to identify engine systems and their component parts. Concurrent enrollment: DIESL 105, 106, 108, or instructor permission.

Outcomes

- Identify engine components used in the engine, and determine if component is serviceable

Credits	1
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 108: Engine Reassembly

In this course perform procedures for overhauling heavy-duty diesel engine including disassembly, cleaning and inspection, adjustments, and reassembly. Concurrent enrollment: DIESL 105, 106, 107, or instructor permission.

Outcomes

- Demonstrate proper cleaning, storage, and maintenance of tools and equipment per industry standards.
- Discuss safe handling and use of appropriate tools per industry standards
- Evaluate and inspect and adjust components in preparation for reassembly
- Follow service literature to properly dismantle a diesel engine
- Reassemble a diesel engine following service literature returning it to running condition
- Use industry specifications to clean and evaluate components to ensure serviceability

Credits	4
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 109: Fuel Systems

This course is focused on the operating principles of pneumatic brakes including ABS, roll stability, and collision avoidance are presented. Concurrent enrollment: DIESL 104, 105, 106, 107, 108 or instructor permission.

Outcomes

- Apply proper cleaning, storage, and maintenance of tools and equipment per industry standards.
- Identify fuel system components and their proper function
- Use industry processes to diagnose and repair fuel systems

Credits	2
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 110: Introduction to Air Brakes

This course introduces the operating principles of pneumatic brakes, which includes: ABS, Roll stability, and collision avoidance. Concurrent enrollment: DIESL 104, 105, 106, 107, 108, and 109 or instructor permission

Outcomes

- Demonstrate proper cleaning, storage, and maintenance of tools and equipment per industry standards.
- Discuss poor stopping, air leaks, premature wear, pulling, grabbing, dragging, or balance problems caused by supply and service systems malfunctions; determine needed action per industry standards
- Identify the brake system components, their design for various applications and proper operation
- Inspect, diagnose and adjust to ensure their proper operation

Credits	2
Quarter Offered	Fall Winter Spring
Instructional Mode	Web-enhanced In-person

DIESL 112: Electrical Systems Application

This course is focused on the practical applications include working with cranking circuits, type A & B charging circuits, conventional and electronic spark ignition, component operation, testing and industry-required repairs. Concurrent enrollment: DIESL 100, 113, 114 or instructor permission

Outcomes

- Evaluate the proper component operation of cranking systems, charging systems, and ignition systems.
- Identify applications of cranking circuits, type A & B charging circuits, and spark ignition.
- Perform industry acceptable maintenance, testing and repairs

Credits	4
Quarter Offered	Fall Winter Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 113: Electronic Engine Systems

This course introduces testing of common input and output electronic components and to use specialty tools and equipment used for code retrieval; service processes and repair are introduced. Concurrent enrollment: DIESL 100, 112, 114 or instructor permission.

Outcomes

- Discuss testing of common input and output electronic components
- Use specialty tools and equipment used for code retrieval; service processes and repair to industry standards

Credits	3
Quarter Offered	Fall Winter Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 114: Mobile Air Conditioning Systems

This course introduces the EPA 609 requirements with emphasis on the achievement of certification. Component identification, operation, testing, and repair methods to meet industry regulations are included. Concurrent enrollment: DIESL 100, 112, 113, or instructor permission.

Outcomes

- Discuss the EPA 609 requirements with emphasis on the achievement of certification to industry standards
- Identify the operation, testing, and repair methods to meet industry regulations are included.

Credits	3
Quarter Offered	Fall Winter Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 115: Introduction to Power Trains

This course is an introduction to the Power Trains Program. Emphasis is given to shop and tool safety, and the fundamentals of precision measurements and fasteners. Concurrent enrollment: DIESL 115, 117, 118, 119, 120, 121, 122, 123 or instructor permission.

Outcomes

- Demonstrate proper use of fine measuring tool
- Demonstrate the ability to work safely in the lab and in industry
- Develop proper hand tool selection, care and use habits
- Follow appropriate safety procedures while using hand and stationary power tools
- Practice safe overhead lifting

Credits	1
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 117: Automated Manual Transmission Service

This course introduces the design characteristics, operation and basic troubleshooting of automated manual transmissions. Concurrent enrollment: Concurrent enrollment: DIESL 115, 117, 118, 119, 120, 121, 122, 123 or instructor permission.

Outcomes

- Identify components specific to manual transmission and their functions per industry standards.
- Inspect and test operation of electronic shift control to industry standards

Credits	2
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 118: Clutch Service

This course focuses on the fundamentals of medium and heavy duty clutch operation, diagnosis of various symptoms and causes of clutch failures and provide remedies to prevent future failures. Concurrent enrollment: DIESL 115, 117, 119, 120, 121, 122, 123 or instructor permission.

Outcomes

- Identify and explain the various components and functions in a variety of designs
- Remove, install, adjust, and test proper clutch operation

Credits	2
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 119: Automatic Transmission Service

The course focuses on the fundamental understanding of automatic and power shift transmissions and torque converters including the basics of operation, design characteristics and failure analysis of both hydro-mechanical and electronically controlled units. Concurrent enrollment: DIESL 115, 117, 118, 120, 121, 122, 123 or instructor permission.

Outcomes

- Identify, inspect and explain various design differences and operation
- Inspect components and identify design change of different manufacturers.

Credits	2
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 120: Driveline Service

This course focuses on the fundamental understanding of the principles of operation, maintenance procedures, and analysis of vibrations for driveline systems. Concurrent enrollment: DIESL115, 117, 118, 119, 121, 122, 123 or instructor permission.

Outcomes

- Describe how to measure driveline inclination characteristics
- Identify component condition, function, and operation

Credits	1
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 121: Differentials/Final Drive

This course focuses on the fundamental differential/final drive system service including disassembly, failure analysis, and reassembly to O.E.M. specifications, . The various styles, applications, and operation of mechanical final drives used in construction and agricultural equipment are also included. Concurrent enrollment: DIESL: 115, 117, 118, 119, 120, 122, 123 or instructor permission.

Outcomes

- Disassemble, inspect, evaluate and properly reassemble differential
- Identify different designs, component functions and operating characteristics

Credits	2
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training
Notes	Hybrid

DIESL 122: Wheel End Service

This course focuses on the correct inspection and installation procedures for standard and unitized wheel ends used on heavy duty trucks. Concurrent enrollment: DIESL 115, 117, 118, 119, 120, 121, 122, 123 or instructor permission.

Outcomes

- Properly remove and install wheel ends assemblies while meeting safety requirements

Credits	1
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 123: Service Manual Transmissions

This course focuses on the fundamental transmission service on single and twin countershaft transmissions including disassembly, failure analysis, preventive remedies, and reassembly to OEM specifications. Concurrent enrollment: DIESL 115, 117, 118, 119, 120, 121, 122 or instructor permission.

Outcomes

- Identify various designs of manual transmissions, construction and operation
- Reassemble transmission to a working condition
- Use specialty tools to disassemble then inspect and evaluate component condition.

Credits	4
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESEL 130: Basic Hydraulics

This course is an introduction to hydraulic/pneumatic theory, component design, and service practices for hydraulic systems. This includes instruction in pumps, motors, valves, safety, seals, cylinders, and filters. Instruction is facilitated by use of simulations. Co-requisite courses 131, 132 and 133 or instructor permission

Outcomes

- Describe the functions of the components used in mobile hydraulics
- Identify the different designs of mobile hydraulic component
- Use hydraulic schematics to identify system components and their locations in the system.
- Test, inspect, remove, repair and or replace components suspected of improper operation.

Credits	5
Quarter Offered	Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESEL 131: Hydraulics II

In this course diagnose and test a variety of hydraulic components and systems. To develop and refine skills in the repair and maintenance of hydraulic systems in truck ad heavy equipment. Instruction is enhanced through use of simulation. Co-requisite courses 130, 132 and 133 or instructor permission

Outcomes

- Apply their understanding of the operation and function of mobile and heavy equipment hydraulics systems.
- Use appropriate test equipment to inspect, and troubleshoot diesel and heavy equipment hydraulic systems.
- Service, repair and replace hydraulic system components.

Credits	5
Quarter Offered	Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESEL 132: Steering Systems

This course focuses on the role and operation of steering system components in trucks and heavy equipment and their relationship to brake and suspension systems. Students develop and refine skills in the repair and maintenance of steering systems. The major emphasis will be inspection and repair methods for steering system components. Co-requisite courses 130, 131 and 133 or instructor permission

Outcomes

- Identify the components of steering systems and their function.
- Describe the relationship of steering systems to other systems in trucks and heavy equipment.
- Inspect and troubleshoot diesel and heavy equipment steering systems.
- Perform a service, repair and replace steering system components.

Credits	3
Quarter Offered	Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESEL 133: Suspension Systems

This course focuses on the role and operation of suspension system components in trucks and heavy equipment and their relationship to brake and steering systems. Students develop and refine skills in the repair and maintenance of suspension systems. The major emphasis will be inspection and repair methods for suspension system components. Co-requisite courses 130, 131 and 132 or instructor permission

Outcomes

- Identify the components of suspension systems and their function
- Inspect, test, service, replace, batteries, cranking motors and controls
- Inspect and troubleshoot diesel and heavy equipment suspension systems.
- Service, repair and replace suspension system components.

Credits	2
Quarter Offered	Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESEL 154: Introduction to Air Brakes

In this course, instruction will begin with the basic theory, construction and operation of an air brake system typically found on a heavy duty truck. Additional emphasis will be on diagnostic and troubleshooting, as well as service and repair routines. Additional instruction will include basic ABS/EBS braking systems, and related control systems.

Outcomes

- Identify components commonly found in a typical heavy duty truck air brake system and understand how each component contributes to the operation of the system.
- Inspect an air brake system and perform an operational check to determine functionality, both mechanically and pneumatically
- Perform basic inspections of shoes/pads, drums/discs and related foundation components used in drum and disc brake systems
- Perform basic service and maintenance routines on a typical drum/disc air brake system.
- Identify the components found in a typical ABS system and understand how each component contributes to the operation of the system.
- Perform basic inspections of ABS components to determine functionality

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	None
Corequisites	Basic Vehicle Service, Advanced Services Applications/ or instructor permission
Crosslisted Courses	N/A None Corequisite Basic Vehicle Service, Advanced Services Applications/ or instructor permission Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

DIESEL 155: Basic Vehicle Services

In this course, emphasis is on theory and shop practices required to maintain, troubleshoot, and repair equipment encountered in the industry. To follow and apply proper procedures and standards to perform A-B-C, inspections, Preventive Maintenance Inspections (PMI) and Department of Transportation (DOT) inspections. C o-requisite DIESEL 206 or instructor permission

Outcomes

- Apply the use of industry service information ensuring proper service procedures are adhered to industry standards
- Demonstrate A-B-C, PMI, and DOT inspections to industry standards
- Describe the criteria for deadlining or out of service (OOS) tagging a vehicle.
- Determine the requirements of shops involved with basic vehicle and equipment servicing
- Diagnosing diesel and heavy equipment by preforming as a professional in reviewing college shop jobs, which provide real world experiences per industry standards. This is to include organizing inventory of parts/supplies and cost for repairs, and mainte
- Effectively communicate turnover of a repair in process in a shop to continue repairs to the next technician during shift turnover.
- Perform diagnosis and repair on a variety of equipment independently or as part of a team requiring awareness of cost and time restraints
- Perform safely and effectively in the shop environment independently as well as cooperatively to develop an awareness and sense of responsibility to the larger community
- Use proper hand tools and equipment in the shop environment in a safe manner

Credits	8
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 156: Basic Vehicle Service

In this course, emphasis is on theory and shop practices required to maintain, troubleshoot and repair equipment encountered in the industry. To follow and apply proper procedures and standards to perform A-B-C inspections, preventive maintenance inspections (PMI) and Department of Transportation (DOT) inspections.

Outcomes

- Apply the use of industry service information ensuring proper service procedures are adhered to industry standards
- Determine the requirements of shops involved with basic vehicle and equipment servicing.
- Perform safely and effectively in the shop environment independently as well as cooperatively to develop an awareness and sense of responsibility to the larger community.
- Use proper hand tools and equipment in the shop environment in a safe manner
- Describe the criteria for dead-lining or out of service (OOS) tagging a vehicle.
- Diagnosing diesel and heavy equipment by performing as a professional in reviewing college shop jobs, which provide real world experiences per industry standards. This is to include organizing inventory of parts/supplies and cost for repairs and maintenance.
- Effectively communicate turnover of a repair in process in a shop to the next technician during shift turnover.
- Demonstrate A-B-C, PMI and DOT inspections to industry standards.
- Perform diagnosis and repair on a variety of equipment independently or as part of a team requiring awareness of cost and/or time restraints.

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	none
Corequisites	Advanced Service Applications, Intro to Air Brakes
Crosslisted Courses	N/A none Corequisite Advanced Service Applications, Intro to Air Brakes Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education

DIESL 206: Advanced Service Applications

This course is an application of gained knowledge of various systems, the relationship between systems, their components, and the procedures for providing service to engines and fuel systems, power trains, hydraulic systems, electrical systems, air conditioning and refrigeration systems, and the procedures for performing periodic maintenance. Co-requisite DIESL 206 or instructor permission

Outcomes

- Apply knowledge and skills learned through theory/guided practice to service, troubleshoot, and repair engine accessories
- Complete work order to include customer information, vehicle identifying information, related service history, to follow up on the 3 C's in customer service; concern, cause, and correction.
- Demonstrates effective oral and written communication with customers and as a team member.
- Differentiate engine designs, inspect, service, troubleshoot and repair as required to maintain proper operation
- Perform A-B-C, PMI, and DOT inspections to industry standards

Credits	7
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Distribution	Career Training

DIESL 207: Advanced Service Applications

This course is an application of gained knowledge of various systems, the relationship between systems, their components, and the procedures for providing service to engines and fuel systems, power trains, hydraulic systems, electrical systems, air conditioning and refrigeration systems, and the procedures for performing periodic maintenance.

Outcomes

- Apply knowledge and skills learned through theory/guided practice to service, troubleshoot and repair engine accessories
- Differentiate engine designs, inspect, service, troubleshoot and repair as required to maintain proper operation
- Demonstrate effective oral and written communication with customers and as a team member
- Complete work order to include customer information, vehicle identifying information, related service history, to follow up on the 3 C’s in customer service: concern, cause and correction
- Perform A-B-C, PMI and DOT inspections to industry standards

Credits	5
Lab Hours	40
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	None
Corequisites	Basic Vehicle Service, Intro to Air Brakes
Crosslisted Courses	N/A None Corequisite Basic Vehicle Service, Intro to Air Brakes Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education

DIESL 208: Advanced Service Techniques

This course focuses on applying and demonstrating skills and capabilities to inspect (troubleshoot, analyze/diagnose, test), remove, and repair or replace components or systems within manufacturer's specifications. Service and preventive maintenance techniques are applied to the following systems: engines and fuel systems, power trains, hydraulic systems, electrical systems, air conditioning, and refrigeration systems.

Outcomes

- Perform a full electrical systems diagnostics
- Perform a full engine systems diagnostics
- Perform a full HVAC systems diagnostics
- Perform a full hydraulics system diagnostics
- Perform a full powertrain systems diagnostics
- Perform as a respectful team member, in a diverse workplace environment.
- Using effective oral/written communication by summarizing the diagnostics result/s, providing recommendation/s of maintenance or repair to a customer in a non-technical manner.
- Construct a recommendation for maintenance or repair as a result of a diagnostics concern/cause per industry standards
- Correct the brake systems causes for concern to industry standards
- Correct the electrical systems causes for concern to industry standards.
- Correct the engine systems causes for concern to industry standards.
- Correct the HVAC systems causes for concern to industry standards.
- Correct the hydraulics systems causes for concern to industry standards
- Correct the powertrain systems causes for concern to industry standards.
- Perform a full Brakes Systems diagnostics

Credits	7
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

DIESL 291: Practical Applications

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen. Instructor permission

Credits	1-13
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Distribution	Career Training
Field-Based Experience	390
Notes	Area of Study: Career Education Instructional Mode: In-person Campus: South Field Based Experience 390
Campus	South
Area of Study	Career Education

DIESL 292: Independent Projects

This course is an independent study in special projects to give students additional training in a specific area selected by the instructor. Emphasis is on individual student needs to improve or expand skills in a variety of areas.

Credits	1-5
Lab Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

DIESL 293: Independent Projects

This course is an independent study in special projects to give students additional training in a specific area selected by the instructor. Emphasis is on individual student needs to improve or expand skills in a variety of areas.

Credits	1-5
Lab Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

DIESL 296: Work-based Learning Experience

This course is Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.

Outcomes

- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Analyze and resolve problems that arise in completing assigned tasks.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.

Credits	1-13
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online
Prerequisites	All 100-level DIESL courses & DIESL 206
Distribution	Career Training
Field-Based Experience	390

Digital Media

DIGIT 102: Image Editing

In this course, students will explore the composition method using Photoshop along with technical information to enhance, alter and transform photographic images.

Outcomes

- Define the layers and treatments
- Define/identify digital imaging terminology
- Define/Identify values, color and depth
- Definite/Identify file formats and uses and resolution

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid Online
Distribution	Career Training
Notes	Hybrid or Online

DIGIT 103: Graphic Generation

In this course, students will explore the fundamentals of graphic design using a graphic generation application along with technical information to create vector imagery.

Outcomes

- Define the layers and treatments
- Define/Identify file formats and uses and resolution
- Define/Identify Typography
- Definite/identify digital imaging terminology

Credits	5
Quarter Offered	Fall
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DIGIT 105: Digital Imaging

In this course, students will explore the composition method in photography along with the technical information required to use a DSLR camera to its full potential.

Outcomes

- Define the exposure triangle
- Define/identify digital imaging terminology
- Define/Identify pixels and resolution
- Define/Identify the lens and their contribution to composition

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid Online
Distribution	Career Training
Notes	Online, Hybrid

DIGIT 121: Production Process I

This course examines the framework for pre-production processes for digital media. Students learn to plan media productions and create scripts for various media. Emphasis is place on the requirements of the planning stage, from logistics to regulations.

Outcomes

- Apply Camera, light and audio process
- Define/ Identify pre-Production terminology and jargon
- Define/Identify primary steps in pre-production process
- Define/Identify/Apply pre-production documents

Credits	5
Quarter Offered	Winter
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DIGIT 126: Production Process II

This course focuses on production process using the common tools found in studio, on field ENG's, and Narrative film style productions

Outcomes

- Apply basic shooting techniques
- Define/Identify production terminology and jargon
- Define/Identify shooting patterns and meanings
- Define/Identify/apply file protocol

Credits	5
Quarter Offered	Winter
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DIGIT 127: Production Process III

This course focuses on post-production process using the common tools found in a digital editing environment

Outcomes

- Apply design editing patterns and meanings
- Apply storytelling cutting techniques
- Define/Identify non-linear editing process
- Define/Identify/apply file protocol

Credits	5
Quarter Offered	Winter
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DIGIT 132: Digital Media - Video

In the digital media-video course, students will explore the technology, language and engineering that supports the creative process.

Outcomes

- Apply compression techniques
- Define/Identify CODEC compression types
- Define/Identify computer terminology related to digital media content creation, encode/decoded/trans-code process, and storage
- Define/identify/apply file protocol and labeling

Credits	5
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DIGIT 134: Video Editing

This course focuses on the post-production editing process using the common tools and processes found in a digital editing environment.

Outcomes

- Define/Identify non-linear editing assemble editing, rough cut editing, fine cut editing, and final cut
- Define/Identify/apply filing systems and the process of ingestion, modification, and exporting
- Identify industry standard editing cutting patterns for continuity
- Apply/analyze/manipulate audio content within a video editing project

Credits	5
Lab Hours	60
Lecture Hours	20
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Prerequisites	none
Corequisites	none
Crosslisted Courses	N/A none Corequisite none Spring
Campus	Central
Area of Study	Career Education HS/Tech HS

DIGIT 141: Compositing I

This course focuses on the foundation of the composition method using a graphics and animation program.

Outcomes

- Create and animate basic elements
- Define/Identify good composition
- Define/Identify grouping and meaning
- Define/identify the principles of composition

Credits	5
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced Online
Distribution	Career Training
Notes	Online or Web-enhanced

DIGIT 142: Compositing II

In this course, students will explore the gathering process for the composition method using graphic design programs, cameras, scanners, cell phones and tablets

Outcomes

- Create elements for a composition
- Define/identify elements and their contribution to the message
- Define/identify styles in elements
- Define/identify the principles of composition

Credits	5
Quarter Offered	Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DIGIT 143: Digital Media - Animation

In this course, students will explore 2 dimensional animations, looking at composition, geometric imagery and physical action

Outcomes

- Create blocking using key frames
- Define/identify the principles of animation
- Define/Identify tools and operation
- Identify effect techniques and resources for recipes

Credits	5
Quarter Offered	Fall Spring Summer
Instructional Mode	Web-enhanced Online Hybrid
Distribution	Career Training
Notes	Online, Hybrid, or Web-enhanced

DIGIT 145: Digital Media - Audio

This course focuses on the audio related to the video post-production process

Outcomes

- Apply mixing techniques
- Define types of Audio
- Define/identify microphones and usage
- Define/Identify the significance audio makes to the final audience experience

Credits	5
Lab Hours	30
Lecture Hours	20
Quarter Offered	Spring
Instructional Mode	Hybrid
Distribution	Career Training

DIGIT 210: Capstone Project I

In the Capstone Project I course, students will design, develop, and execute a digital media photography project.

Outcomes

- Apply communication techniques and research data while designing a messaging photography production project.
- Analyze/Apply a brand's marketing strategy and target audience to an industry standard document known as a brief.
- Create a compositional design using photography in a marketing/ advertising message.
- Create an agency-level presentation to justify and align creative choices from the brief to the product using photography.

Credits	5
Clinical	0
Lab Hours	60
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	Photography basics courses required as foundation for this course
Crosslisted Courses	N/A Photography basics courses required as foundation for this course Fall, Winter, Spring, Summer
Campus	Central
Area of Study	Career Education

DIGIT 211: Capstone Project II

In the Capstone Project II course, students will design, develop, and execute a graphic design messaging project.

Outcomes

- Apply communication techniques and research data while designing a messaging graphic design production project.
- Analyze/Apply a brand's marketing strategy and target audience to an industry standard document known as a brief.
- Create a compositional design using graphic design in a marketing/advertising message.
- Create an agency-level presentation to justify and align creative choices from the brief to the product using graphic design.

Credits	5
Clinical	0
Lab Hours	60
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	Graphics basics course is required as a foundation for this course
Crosslisted Courses	N/A Graphics basics course is required as a foundation for this course Fall, Winter, Spring, Summer
Campus	Central
Area of Study	Career Education

DIGIT 212: Capstone Project III

In the Capstone Project III course, students will design, develop, and execute a motion graphics/explainer video project.

Outcomes

- Apply communication techniques and research data while designing a messaging motion graphics explainer video.
- Analyze/Apply a brand's marketing strategy and target audience to an industry standard document known as a brief.
- Create a compositional design using video/motion graphics in a marketing/advertising message.
- Create an agency-level presentation to justify and align creative choices from the brief to the product using video/motion graphics.

Credits	5
Clinical	0
Lab Hours	60
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	Video compositing, animation, and video basics required as a foundation for this course.
Crosslisted Courses	N/A Video compositing, animation, and video basics required as a foundation for this course. Fall, Winter, Spring, Summer
Campus	Central
Area of Study	Career Education

DIGIT 220: Pre-Production Project II

In the pre-production project II course, students will design, develop, script and plan a digital media project

Outcomes

- Apply communication techniques when creating a digital media production
- Apply design techniques when creating a digital media production
- Apply scheduling techniques when creating a digital media production
- Apply scripting techniques when creating a digital media production

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online Hybrid
Distribution	Career Training
Notes	Online or Hybrid

DIGIT 221: Production Process Project II

In the production process project II course, students will deign, develop, script and plan a digital media project

Outcomes

- Apply casting techniques when creating a digital media production
- Apply crewing techniques when creating a digital media production
- Apply Production techniques when creating a digital media production
- Apply scheduling/shooting techniques when creating a digital media production

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

DIGIT 292: Independent Projects: Project I

DIGIT 292 Independent study offers students the opportunity to work closely with an instructor to design a customized topic of study aligned with Digital Media program outcomes and the student’s specific learning goals. Throughout the semester, students will complete a series of formative projects that build toward a major final project demonstrating applied skills and knowledge. Enrollment in this course requires instructor approval prior to registration.

Outcomes

- Students will demonstrate competency in a specialized topic of digital media as defined collaboratively with the instructor.
- Students will apply appropriate digital tools, methods, or creative techniques to produce a sequence of formative projects aligned with their individualized learning goals.
- Students will evaluate and refine their work through iterative feedback, demonstrating growth in their chosen area of study.
- Students will synthesize their learning by planning, developing, and presenting a major project that reflects the approved objectives and expectations of the independent study.

Credits	1-5
Distribution	Career Training
Campus	Central
Area of Study	Career Education HS/Tech HS

DIGIT 293: Independent Projects: Project II

DIGIT 293 Independent study offers students the opportunity to work closely with an instructor to design a customized topic of study aligned with Digital Media program outcomes and the student’s specific learning goals. Throughout the semester, students will complete a series of formative projects that build toward a major final project demonstrating applied skills and knowledge. Enrollment in this course requires instructor approval prior to registration

Outcomes

- Students will demonstrate competency in a specialized topic of digital media as defined collaboratively with the instructor.
- Students will apply appropriate digital tools, methods, or creative techniques to produce a sequence of formative projects aligned with their individualized learning goals.
- Students will evaluate and refine their work through iterative feedback, demonstrating growth in their chosen area of study.
- Students will synthesize their learning by planning, developing, and presenting a major project that reflects the approved objectives and expectations of the independent study.

Credits	1-5
Campus	Central
Area of Study	Career Education HS/Tech HS

DIGIT 294: Independent Projects: Project III

DIGIT 294 Independent study offers students the opportunity to work closely with an instructor to design a customized topic of study aligned with Digital Media program outcomes and the student’s specific learning goals. Throughout the semester, students will complete a series of formative projects that build toward a major final project demonstrating applied skills and knowledge. Enrollment in this course requires instructor approval prior to registration

Outcomes

- Students will demonstrate competency in a specialized topic of digital media as defined collaboratively with the instructor.
- Students will apply appropriate digital tools, methods, or creative techniques to produce a sequence of formative projects aligned with their individualized learning goals.
- Students will evaluate and refine their work through iterative feedback, demonstrating growth in their chosen area of study.
- Students will synthesize their learning by planning, developing, and presenting a major project that reflects the approved objectives and expectations of the independent study.

Credits	1-5
Campus	Central
Area of Study	Career Education HS/Tech HS

Early Childhood Education

ECE 204: Early Childhood Practicum II

Students spend time in early learning settings practicing and developing teaching skills, planning/implementing/evaluating children’s activities and participating in curriculum planning. Students will observe children using the Ages and Stages Questionnaire (ASQ). Students will schedule and conduct family conferences with their on-site supervisor to practice skills in communicating with families. This practical field experience is based on children ages birth through 3 years old.

Outcomes

- Demonstrate knowledge of developmental patterns of special needs children.
- Classify causes of specified developmental delays/disabilities.
- Outline types of programs for children with differing abilities.
- Discuss the implications of ADA for early education.
- Develop an understanding of the impact of a special needs child on family dynamics.
- Create a resource of common disabilities, assessment/early intervention/community and educational resources

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Field-Based Experience	60
Notes	online only

ECE 207: Professionalism

The application of the profession’s code of ethics and advocacy for children and families is emphasized. Students/Candidates also develop a professional portfolio and create a resource file of professional publications and organizations. (Birth to age 8)

Outcomes

- Advocate effectively on behalf of young children and families
- Demonstrate ethical behavior while working with children, families, colleagues, community and society
- Develop a professional portfolio
- Develop a resource file
- Know, reflect critically upon and use the NAEYC Code of Ethics

Credits	5
Quarter Offered	Spring
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECE 210: Early Childhood Practicum III

Students spend time in a early learning settings practicing and developing teaching skills, planning/implementing/evaluating children’s activities and participating in curriculum planning. Students will observe children using the Ages and Stages Questionnaire (ASQ). Students will schedule and conduct family conferences with their on-site supervisor to practice skills in communicating with families. This practical field experience is based on children ages 3 years to 8 years old.

Outcomes

- Develop and practice teaching skills.
- Plan, implement and evaluate appropriate activities for children 3 years to 8 years old.
- Schedule and participate in family conferences with supervisor in practicum setting.
- Practice using the ASQ in development of children’s portfolios.

Credits	2
Quarter Offered	Spring
Instructional Mode	Online
Distribution	Career Training
Field-Based Experience	60
Notes	online only

ECE 211: Emotional and Social Development

Demonstrate knowledge of factors that affect the healthy emotional and social development of children, the support of children’s self concept, effects of an individual’s temperament on adult/child and child/child relationships, social/emotional milestones, and activities that support pro-social behavior.

Outcomes

- Demonstrate understanding ways to support positive self-concepts.
- Discuss/apply knowledge of how each individual’s temperament effects adult/child and child/child relationships.
- List/recognize milestones in development of social skills.
- Create/demonstrate/evaluate activities that support children’s pro-social behavior.
- Observe/record children’s social skills.

Credits	3
Quarter Offered	Spring
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECE 212: Cognitive Development

Students will demonstrate knowledge of learning styles; identify milestones in development of cognitive skills, and create/demonstrate/evaluate cognitive development activities. Students will develop tools to support developmentally appropriate practices (DAP) and culturally, linguistically, and ability diverse (CLAD) children. Students will practice using inquiry methods in the development of science, technology, engineering and mathematical activities to encourage cognitive development.

Outcomes

- Create/demonstrate/evaluate activities that support development of cognitive skills
- Describe/present activities for specified learning styles supporting DAP and CLAD.
- Identify/record milestones in development of cognitive skills.
- Observe/record developmental stages of cognitive development.
- Plan and present activities to encourage language development
- Plan/create/demonstrate activities to encourage creative expression.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECE 213: Creative Experience - Art & Movement

This course addresses the importance of high quality and meaningful creative expression across the early childhood curriculum. Students will develop teaching strategies to support creativity, plan and implement developmentally appropriate creative activities, and explore the development of art in young children birth to age 8.

Outcomes

- Describe art activities that promote vocabulary and stimulate growth and development for all children birth to age 8, including culturally, linguistically and ability diverse children.
- Describe creativity’s role in the classroom and the importance of differentiated instruction that is culturally diverse and encourages awareness of children’s individual characteristics.
- Explain appropriate goals/guidelines used in creative music and movement for young children.
- Plan and implement assorted activities using a variety of mediums to support children’s creative processes.
- Recognize children’s artistic developmental sequences and their relationship to pre-academic development.

Credits	5
Quarter Offered	Spring
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECE 215: STEM for Young Children

This course is designed to increase student's knowledge of an ability to implement high quality instructional strategies that support young children's learning and development appropriate ways through the STEM (Science, Technology, Engineering and Math) process. This course will align with NAEYC (National Association for the Education of Young Children) standards and engage in best practices such as culturally, linguistically, and ability diverse. These online modules are interactive and engaging, providing experiential learning opportunities as well as reflection.

Outcomes

- Identify STEM and describe the similarities and differences between Science, Technology, Engineering and Math
- Distinguish the key barriers to STEM learning across culturally, linguistically and ability diverse
- Plan activities that engage young children in active learning about Science, Technology, Engineering, and Math
- Apply project-based learning best practices to lesson planning.
- Design a STEM curriculum that connects the above lessons and best practices.

Credits	3
Lab Hours	20
Lecture Hours	20
Instructional Mode	Online
Distribution	Career Training
Campus	South
Area of Study	Career Education

ECE 216: Early Childhood Education in Society

This course examines historical and modern perspectives on diversity and inclusion, with a focus on how systemic social influences impact children's development, learning, and experiences in school. Students will explore strategies for designing anti-bias and inclusive curricula and environments that are responsive to children's developmental stages, cultural backgrounds, and language needs. A key component involves self-reflection, encouraging future educators to consider how their own cultural identities and life experiences influence their teaching practices and interactions with students and families.

Outcomes

- Define historical and contemporary views on diversity and inclusion including the effects of stereotypes, bias, discrimination, and systemic oppression, on children's learning and development.
- Reflect on personal values and biases, considering their potential positive and negative impacts on teaching and learning.
- Assess classroom environments, materials, and methods for their developmental, cultural, and linguistic relevance for infants through age eight years and develop strategies for fostering an inclusive and anti-racist classroom community.
- Outline strategies for building mutual and respectful partnerships with families.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Spring
Prerequisites	none
Corequisites	none
Crosslisted Courses	N/A none Corequisite none fall, Spring
Campus	South
Area of Study	Career Education

ECE 296: Work-Based Learning Experience

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. *INSTRUCTOR APPROVAL REQUIRED

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Prerequisites	INSTR APP REQ
Distribution	Career Training
Field-Based Experience	360

ECED& 105: Introduction to Early Childhood Education

Explore the foundations of early childhood education. Examine theories defining the field, issues and trends, best practices, and program models. Observe children, professionals, and programs in action (Birth to age 8).

Credits	5
Quarter Offered	Fall Spring Summer
Distribution	Career Training
Notes	Fall offered face-to-face, Spring & Summer offered online only

ECED& 107: Health, Nutrition and Safety

Develop knowledge and skills to ensure good health, nutrition and safety of children in group care and educational programs for age's birth to eight. Recognize the signs of abuse and neglect, responsibilities for mandated reporting, and available community programs.

Credits	5
Quarter Offered	Fall Spring Summer
Distribution	Career Training
Notes	Fall offered both online and face-to-face, Spring & Summer offered online only

ECED& 120: Practicum - Nurturing Relationships

In an early learning setting apply best practice for engaging in nurturing relationships with children. Focus on keeping children healthy and safe while promoting growth and development. (Birth to age 8)

Credits	2
Quarter Offered	Fall Winter Summer
Distribution	Career Training
Notes	Fall, online only. Winter, face-to-face & online. Summer online only

ECED& 132: Infant and Toddler Care

Examine the unique developmental needs of infants and toddlers. Study the role of the caregiver, relationships with families, developmentally appropriate practices, nurturing environments for infants and toddlers, and culturally relevant care (Birth to 3 years of age).

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECED& 134: Family Child Care

Learn the basics of home/family child care program management. Topics include: licensing requirements; business management; relationship building; health, safety, & nutrition; guiding behavior and; promoting growth & development. (Birth to grade 6)

Credits	3
Quarter Offered	Spring
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECED& 139: Admin of Early Learning

Develop administrative skills required to develop, open, operate, manage, and assess early childhood education and care programs. Explore techniques and resources available for Washington State licensing and NAEYC standard compliance (Birth to grade 6).

Credits	3
Quarter Offered	Spring
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECED& 160: Curriculum Development

Investigate learning theory, program planning, and tools for curriculum development promoting language, fine/gross motor, social-emotional, cognitive and creative skills and growth in young children (Birth to age 8).

Credits	5
Quarter Offered	Fall Spring
Distribution	Career Training
Notes	Fall, online only. Spring, web-enhanced

ECED& 170: Environments for Young Children

Design, evaluate, and improve indoor and outdoor environments which ensure quality learning, nurturing experiences, and optimize the development of young children (Birth to age 8).

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	online only

ECED& 180: Language & Literacy Development

Develop teaching strategies for language acquisition and literacy skill development at each developmental stage (birth-age 8) through the four interrelated areas of speaking, listening, writing, and reading.

Credits	3
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	web-enhanced course

ECED& 190: Observation and Assessment

Collect and record observation of and assessment data on young children in order to plan for and support the child, family and community. Practice reflection techniques, summarizing conclusions and communicating findings

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online Web-enhanced
Distribution	Career Training
Notes	online or web-enhanced

EDU 101: Introduction to School Law

This course is about the law that affects what goes on in classrooms and schools every day. You will be introduced to the basic legal framework found within the public-school system pertaining to students, employees, and parents.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
- Discuss the responsibilities of the school staff, student, and parent/guardian, under the HIB laws (Harassment, Intimidation, and Bullying).
- Research court cases that relate to Student Rights and/or Discipline; be able to discuss the results of the case, how did the courts rule and why.
- Through individual research, students will develop their own Students with Disabilities Resource guide, paying specific attention to State and Federal laws around SPED.
- Familiarize themselves with their own district’s Collective Bargaining Agreement and be prepared to discuss key elements that are of interest to them.
- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 102: Industrial Safety

In this course, instructors will learn about general safety principles and strategies that correspond to workplace environments which will help educators in examining their own instructional areas for any safety hazards or concerns that may need to be corrected. This course will also introduce the legal requirements as it pertains to safety in Washington State as administered by WISHA, which is the State agency responsible for labor and industry issues. These same principles and strategies are to also be used in educating students on how to be safe in the classroom and in the real workplace.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
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- Through individual research, students will develop their own Students with Disabilities Resource guide, paying specific attention to State and Federal laws around SPED.
- Familiarize themselves with their own district’s Collective Bargaining Agreement and be prepared to discuss key elements that are of interest to them.
- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	1
Lecture Hours	10
Quarter Offered	Fall Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 104: Philosophy of Career/Technical Education

This course explores the evolution, philosophy, and framework of career and technical education.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
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- Through individual research, students will develop their own Students with Disabilities Resource guide, paying specific attention to State and Federal laws around SPED.
- Familiarize themselves with their own district’s Collective Bargaining Agreement and be prepared to discuss key elements that are of interest to them.
- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 105: Methods of Teaching

This course provides tools and strategies for effective teaching and learning in a lab setting or career and technical education classroom.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
- Discuss the responsibilities of the school staff, student, and parent/guardian, under the HIB laws (Harassment, Intimidation, and Bullying).
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- Familiarize themselves with their own district’s Collective Bargaining Agreement and be prepared to discuss key elements that are of interest to them.
- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	3
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 106: Occupational Analysis

This course is an online learning designed to provide the participant with the essential skills for performing an occupational analysis of industry jobs utilizing various sources online and class discussion. The participant will learn what an occupational analysis is, why it is used and how to produce one. Participants will also learn the makeup of an advisory group and the role advisors play in supporting CTE programs. This course is designed for individuals preparing for K-12 Career and Technical Education teacher certification in Washington State and business and industry professionals who seek certification in technical education.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
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- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 107: Course Organization

This course focuses on essential skills for developing and organizing a course in a career and technical education setting.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
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- Through individual research, students will develop their own Students with Disabilities Resource guide, paying specific attention to State and Federal laws around SPED.
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- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 151: Abuse and Neglect of Children

This course is an introduction to the causes, extent, and dynamics of child abuse and neglect. The course focuses on how educators respond as mandatory reporters to observable evidence and signs of suspected child abuse or neglect. FERPA regulations and requirements that may intersect with mandatory reporting rules are also discussed.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
- Discuss the responsibilities of the school staff, student, and parent/guardian, under the HIB laws (Harassment, Intimidation, and Bullying).
- Research court cases that relate to Student Rights and/or Discipline; be able to discuss the results of the case, how did the courts rule and why.
- Through individual research, students will develop their own Students with Disabilities Resource guide, paying specific attention to State and Federal laws around SPED.
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- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	1
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 226: CTE Student Leadership Organizations

This course focuses on planning for establishment and management of CTSO clubs. Identifying successful instructional practices and CTE skills competitions which support CTE Student Leadership Organizations and student attainment of industry certifications, trainings or exams.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
- Discuss the responsibilities of the school staff, student, and parent/guardian, under the HIB laws (Harassment, Intimidation, and Bullying).
- Research court cases that relate to Student Rights and/or Discipline; be able to discuss the results of the case, how did the courts rule and why.
- Through individual research, students will develop their own Students with Disabilities Resource guide, paying specific attention to State and Federal laws around SPED.
- Familiarize themselves with their own district’s Collective Bargaining Agreement and be prepared to discuss key elements that are of interest to them.
- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 228: CTE Student Leadership Organizations

This course focuses on building a functional framework to coordinate a work-based learning program. It meets the state requirement for the Worksite Learning Coordinator (V600097) and Career Choices (V600092) endorsements.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
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Credits	3
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 229: Diverse Needs of Students

In this professional development course, teachers and teacher candidates seeking CTE certification will be exposed to a broad spectrum of diversity issues that affect students in their classes. Emphasis will be placed on how a teacher’s views and knowledge of diversity impact instruction and students’ learning.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
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- Describe recent legislation around School attendance, including the process their district has in place for holding a Community Truancy Board.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online
Distribution	Continuing Education
Area of Study	Continuing Education

EDU 235: Teaching Practicum - CTE

Participants complete a 60-hour practical teaching experience in a career and technical education setting matching their proposed certification under the direction of a veteran certified CTE teacher and the practicum supervisor.

Outcomes

- Identify and discuss negligence/torts.
- Describe the structure of the court system as it relates to litigation schools may be involved with.
- Describe the process through the State Supreme Court and the US Supreme Court; what kinds of cases usually go to each.
- Identify a minimum of three resources that a teacher may check in order to get information pertaining to school law.
- Discuss negligence and torts, including the basis for a tort.
- Identify common risk areas that might lead to a lawsuit.
- Identify and discuss key components of FERPA, providing examples that might be considered a breach of FERPA laws.
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Credits	2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Distribution	Continuing Education
Field-Based Experience	20
Campus	Off-site
Area of Study	Continuing Education

EDUC& 115: Child Development

Build a functional understanding of the foundation of child development, prenatal to early adolescence. Observe and document physical, social, emotional and cognitive development of children, reflective of cross cultural and global perspectives.(Birth to age 8)

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online only

EDUC& 130: Guiding Behavior

Examine the principles and theories promoting social competence in young children and creating safe learning environments. Develop skills promoting effective interactions, providing positive individual guidance, and enhancing group experiences.

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online only

EDUC& 136: School Age Care

Develop skills to provided developmentally appropriate and culturally relevant activities and care, specifically: preparing the environment, implementing curriculum, building relationships, guiding academic/ social skill development, and community outreach.

Credits	3
Distribution	Career Training

EDUC& 150: Child, Family and Community

Integrate the family and community contexts in which a child develops. Explore cultures and demographics of families in society, community resources, strategies for involving families in the education of their child, and tools for effective communication.

Credits	3
Quarter Offered	Winter Summer
Distribution	Career Training
Notes	Winter, Hybrid. Summer, Online

EDUC& 204: Exceptional Child

This course is an introduction to the characteristics and assessment of children with special needs. Strategies for adapting the learning environment, working with the child, family and supportive community/ educational agencies and the implications of the ADA for Early Education Programs is also included.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online only

Economics

ECON& 201: Microeconomics

This course focuses on the theory of the market systems as a method of allocating resources and distributing income and products. Analysis of current problems including government regulation, subsidies, monopoly and taxation

Outcomes

- Predict how government intervention impacts economic outcomes
- Explain how markets allocate, produce and distribute society's resources
- Represent and understand economic concepts and outcomes in numerical and graphical form

Credits	5
Lecture Hours	50
Instructional Mode	Online
Distribution	General Education
Area of Study	General Education

ECON& 202: Macroeconomics

Introduction to macroeconomics; elementary analysis of the determination of income through national income accounting. Covers macroeconomic issues including inflation, unemployment, economic growth, recessions, monetary/fiscal policy, and international trade and finance.

Outcomes

- Explain the circular flow model and use the concepts of aggregated demand and aggregate supply to analyze the response of the economy to disturbances.
- Explain the concept of short run and long run macroeconomic equilibrium.
- Explain the concepts of gross domestic product, inflation and unemployment, and how they are measured.
- Identify the causes of prosperity, growth and economic change over time and explain the mechanisms through which these causes operate in the economy.
- Define fiscal and monetary policies and how these affect the economy.

Credits	5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	ECON& 201, MATH 098, and ENGL& 101 is recommended.
Distribution	General Education
Area of Study	General Education

Electrical Construction

ELCON 101: Introduction to Electrical Construction

This course is an introduction to Electrical Construction, with a strong emphasis on occupationally specific safety guidelines and standards. Students will learn to apply safety principles, complete safety checklists, and adhere to OSHA/WISHA and NFPA 70E guidelines. The course also prepares students for the physical demands of the job, including physical strength, stamina, and agility, while highlighting the role of an electrician in diverse job sites and teaching them to identify and address hazardous conditions.

Outcomes

- Apply safety principles specific to electrical construction.
- Complete comprehensive electrical safety checklists.
- Follow OSHA/WISHA and NFPA 70E guidelines rigorously.
- Identify hazardous conditions on the job site.
- Recognize the role of an electrician in a Diverse Jobsite.
- Solve electrical safety problems effectively.
- Prepare for the physical demands of the job, including developing physical strength, stamina, and agility.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Hybrid Web-enhanced
Corequisites	This course must be taken the first quarter of the program and must be taken in conjunction with ELCON 102, ELCON 103 and ELCON 104 .
Distribution	Career Training
Notes	Hybrid, Wed-enhanced

ELCON 102: Applied Physical Science

This course introduces physical sciences with a focus on their applications in the electrical field. Students will explore fundamental concepts such as electrical theory, Ohm's Law, and the relationships between current, resistance, and voltage. Through practical exercises and theoretical study, students will gain a solid understanding of how these principles govern electrical systems.

Outcomes

- Apply OHMS Law formula
- Solve parallel circuits
- Solve series circuits

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced Hybrid
Corequisites	This course must be taken the first quarter of the program and must be taken in conjunction with ELCON 101, ELCON 103 and ELCON 104 .
Distribution	Career Training
Notes	Web-enhanced, Hybrid

ELCON 103: Hand and PowerTools

In this course, students are introduced to the wide array of tools, equipment, and processes commonly used in the electrical industry. Emphasis is placed on the safe operation, care, and maintenance of various hand tools, power tools, and specialty tools. Students will gain practical experience and knowledge in using and maintaining these tools, ensuring they are proficient in assessing the condition and functionality of all equipment.

Outcomes

- Use common electrical field specialty tools
- Use residential and low voltage tools and equipment
- Use specialty power, test and measurement equipment
- Use/maintain hand tools

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Corequisites	This course must be taken the first quarter of the program and must be taken in conjunction with ELCON 101, ELCON 102 and ELCON 104 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 104: Electrical Service Installation

This course focuses on the installation of essential service components in electrical systems, providing students with a comprehensive understanding of their connection to the grid. Through hands-on training, students will learn to install load centers, overcurrent protection devices, and terminate wires, ensuring they develop the necessary skills to contribute effectively in residential and commercial electrical installations. Safety protocols, including the proper usage of personal protective equipment (PPE), will be emphasized throughout practical exercises to instill a culture of safety in all electrical installations.

Outcomes

- Install and terminate conductors
- Install basic service components
- Install home runs to load center
- Install over current protection devices

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Corequisites	This course must be taken the first quarter of the program and must be taken in conjunction with ELCON 101, ELCON 102 and ELCON 103 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 105: Electrical Components

In this course, students learn the essential skills of selecting appropriate electrical components for various applications. Emphasis is placed on choosing the correct size load centers, conductor sizes for load centers, and overcurrent protective devices. Through practical exercises and theoretical study, students gain the knowledge necessary to make informed decisions regarding electrical component selection.

Outcomes

- Identify electrical boxes and enclosures
- Identify home run paths
- Identify/select conductors
- Identify/select over current conductors

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Hybrid Web-enhanced
Prerequisites	ELCON 101 ELCON 102 ELCON 103 ELCON 104
Corequisites	This course must be taken the second quarter of the program and must be taken in conjunction with ELCON 106, ELCON 107 and ELCON 108 .
Distribution	Career Training
Notes	Hybrid, Web-enhanced

ELCON 106: Introduction to Residential Wiring

This course serves as an introduction to the fundamental principles of residential wiring, covering essential methods, materials, and techniques required for successful residential wiring installations. Through theoretical instruction and hands-on practice, students will understand the principles and practices that govern residential electrical systems and correct usage of personal protective equipment (PPE).

Outcomes

- Add supplemental load centers to existing panels
- Charge out existing load centers

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Hybrid Web-enhanced
Prerequisites	ELCON 101 ELCON 102 ELCON 103 ELCON 104
Corequisites	This course must be taken the second quarter of the program and must be taken in conjunction with ELCON 105, ELCON 107 and ELCON 108 .
Distribution	Career Training
Notes	Hybrid, Web-enhanced

ELCON 107: National Electric Code

This course provides an in-depth exploration of the National Electric Code (NEC) and its crucial role in ensuring the safe installation of electrical conductors, devices, and utilization equipment connected to the electrical grid. Through comprehensive study and practical application, students will gain a thorough understanding of NEC requirements and their application in real-world scenarios.

Outcomes

- Follow/apply electric Code requirements to job site
- Locate information in the national electric code

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 101 ELCON 102 ELCON 103 ELCON 104
Corequisites	This course must be taken the second quarter of the program and must be taken in conjunction with ELCON 105, ELCON 106 and ELCON 108 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 108: NFPA 70E Standards

In this course, students engage in a thorough examination of NFPA 70E Standards and their critical importance in promoting safety within the electrical grid. Through in-depth study and practical application, students will gain a comprehensive understanding of NFPA 70E Standards and their practical implications for maintaining a safe work environment in the electrical field.

Outcomes

- Comprehensive study of NFPA 70 E standards and its safety applications to the electrical field

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 101 ELCON 102 ELCON 103 ELCON 104
Corequisites	This course must be taken the second quarter of the program and must be taken in conjunction with ELCON 105, ELCON 106 and ELCON 107 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 109: Residential Design

This course focuses on the practical application of national and regional electrical codes in the context of residential building design. Through hands-on exercises and theoretical instruction, students will learn how to effectively apply codes and standards to residential electrical systems, ensuring compliance and safety.

Outcomes

- Design and size a residential service
- Install a residential service

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 105 ELCON 106 ELCON 107 ELCON 108
Corequisites	This course must be taken the third quarter of the program and must be taken in conjunction with ELCON 110, ELCON 111, ELCON 112 and ELCON 113 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 110: Residential Wiring Techniques

Building upon ELCON 106, this course dives into advanced residential wiring techniques, covering topics like planning, conductor sizing, tool usage, and the bidding permitting process.

Outcomes

- Install low voltage wiring systems in a residence
- Interact effectively with a Diverse group of Customers, Trades, and Industry Partners.
- Locate and install receptacle, switch and lighting outlets

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	ELCON 105 ELCON 106 ELCON 107 ELCON 108
Corequisites	This course must be taken the third quarter of the program and must be taken in conjunction with ELCON 109, ELCON 111, ELCON 112 and ELCON 113 .
Distribution	Career Training
Notes	Hybrid

ELCON 111: Systems Troubleshooting

This course provides students with practical experience in applying basic troubleshooting techniques to address electrical issues in residential buildings. Students will learn to identify, analyze, and resolve common electrical problems, enhancing their diagnostic skills and their ability to ensure the safe and efficient operation of residential electrical systems.

Outcomes

- Student will recognize and troubleshoot problems that arise from the use of electricity

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 105 ELCON 106 ELCON 107 ELCON 108
Corequisites	This course must be taken the third quarter of the program and must be taken in conjunction with ELCON 109, ELCON 110, ELCON 112 and ELCON 113 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 112: Introduction to Blueprint Reading

This course introduces students to basic concepts of blueprint reading with emphasis on terminology, symbols, and lines commonly found on electrical schematics and plans.

Outcomes

- Determine specific dimensions on a building plan using an architects scale
- Identify architectural symbols found on residential plans
- Interpret residential building blueprint plans

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Hybrid Web-enhanced
Prerequisites	ELCON 105 ELCON 106 ELCON 107 ELCON 108
Corequisites	This course must be taken the third quarter of the program and must be taken in conjunction with ELCON 109, ELCON 110, ELCON 111 and ELCON 113 .
Distribution	Career Training
Notes	Hybrid, Web-enhanced

ELCON 113: Blueprint Reading Applications

A continuation of the concepts introduced in ELCON 112, students learn to interpret prints found in a set of construction drawings and understand their relationship to various electrical installations.

Outcomes

- Compute voltage drops
- DE terming lighting loads
- Determine branch circuit loads

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 105 ELCON 106 ELCON 107 ELCON 108
Corequisites	This course must be taken the third quarter of the program and must be taken in conjunction with ELCON 109, ELCON 110, ELCON 111 and ELCON 112 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 114: New Residential Technologies

In this course, students will learn to apply the National Electrical Code (NEC) to Photovoltaic (PV) designs and understand the principles of wireless components for smart home technologies and smart houses. The curriculum covers Energy Management Systems (EMS) and Green Wiring practices, emphasizing sustainable installations. Students will gain hands-on experience with installing and configuring smart panels in residential environments and smart houses, optimizing energy usage through advanced technology.

Outcomes

- Design new residential electrical technology systems
- Install new residential electrical technology systems
- Troubleshoot and repair new residential electrical technology systems

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 109 ELCON 110 ELCON 111 ELCON 112 ELCON 113
Corequisites	This course must be taken the fourth quarter of the program and must be taken in conjunction with ELCON 201, ELCON 202 and ELCON 203 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 201: Specialty Tools

In this course, students gain hands-on experience operating a wide range of specialty tools used in the electrical field. This includes various power tools, testing and measurement equipment, and commercial and industrial equipment. Emphasis is placed on the proper use, maintenance, and safety protocols associated with these tools, ensuring students are well-prepared to handle advanced electrical tasks in both commercial and industrial settings.

Outcomes

- Use commercial / industrial tools and equipment
- Use electrical specialty tools common to commercial and industrial wiring
- Use specialty power, test and measurement equipment
- Use/maintain hand tools

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 109 ELCON 110 ELCON 111 ELCON 112 ELCON 113
Corequisites	This course must be taken the fourth quarter of the program and must be taken in conjunction with ELCON 114, ELCON 202 and ELCON 203 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 202: Commercial Wiring

This course is an introduction to Commercial Wiring, focusing on the unique aspects and requirements of commercial electrical installations. Students will learn to handle different voltages, phases, and types of raceways specific to commercial environments. The course prepares students in various essential skills including reading blueprints, wiring techniques, conduit bending, motor control circuits, and troubleshooting, preparing students towards the EL01 electrical license

Outcomes

- Bend conduit
- Determine ampacity of conductors
- Determine conduit fill requirements
- Identify materials for commercial installations
- Identify transformer requirements
- Install load centers
- Rough in commercial projects

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 109 ELCON 110 ELCON 111 ELCON 112 ELCON 113
Corequisites	This course must be taken the fourth quarter of the program and must be taken in conjunction with ELCON 114, ELCON 201, and ELCON 203 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 203: Commercial Codes and Regulations

Following the Commercial Wiring course, the Commercial Codes and Regulations course provides students with a comprehensive understanding of essential national and local electrical codes pertinent to commercial buildings. The curriculum covers fundamental regulations, ensuring that students understand how to comply with industry standards and legal requirements for commercial electrical installations.

Outcomes

- Follow / apply NEC and NFPA 70E safety requirements
- Locate information in the national electric code

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 109 ELCON 110 ELCON 111 ELCON 112 ELCON 113
Corequisites	This course must be taken the fourth quarter of the program and must be taken in conjunction with ELCON 114, ELCON 201, ELCON 202 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 204: Commercial Material Identification

This course introduces students to the specific construction materials used in commercial electrical installations, including the components of grid systems. Students will learn to identify and understand the application of various materials essential for commercial projects, ensuring compliance with industry standards and enhancing their practical skills in material selection and usage.

Outcomes

- Identify / select conductors
- Identify / select over current protective devices
- Identify electrical boxes, enclosures and conduits
- Identify home run paths

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 114 ELCON 201 ELCON 202 ELCON 203
Corequisites	This course must be taken the fifth quarter of the program and must be taken in conjunction with ELCON 205, ELCON 206, ELCON 207, and ELCON 208 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 205: Commercial Installation

This course focuses on installation standards specific to commercial buildings. Students will learn to install different voltages, phases, and types of raceways specific to commercial environments, starting from the grid. Additionally, the curriculum covers a comprehensive range of topics including wiring techniques, load calculations, equipment installation, and safety protocols tailored to commercial settings. Through hands-on training and theoretical study, students will develop the skills necessary to execute successful commercial electrical installations while adhering to industry standards and regulations.

Outcomes

- Identify and install conductors
- Identify and install electrical boxes, enclosures and conduits
- Identify and install home run paths
- Identify and install over current protective devices

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 114 ELCON 201 ELCON 202 ELCON 203
Corequisites	This course must be taken the fifth quarter of the program and must be taken in conjunction with ELCON 204, ELCON 206, ELCON 207, and ELCON 208 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 206: Industrial Wiring

This course serves as an introduction to industrial wiring, covering the principles and techniques essential for electrical installations in industrial settings. Students will learn about the installation of rigid conduit and how to protect wiring systems from chemical and physical hazards commonly found in industrial environments. Through hands-on training and theoretical study, students will develop the skills needed to perform industrial wiring safely and efficiently.

Outcomes

- Identify / select conductors
- Identify / select over current protective devices
- Identify electrical boxes, enclosures and conduits
- Identify home run paths

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 114 ELCON 201 ELCON 202 ELCON 203
Corequisites	This course must be taken the fifth quarter of the program and must be taken in conjunction with ELCON 204, ELCON 205, ELCON 207, and ELCON 208 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 207: Industrial Material Identification

This course focuses on identifying materials commonly used in industrial electrical installations. Students will learn to recognize and select appropriate materials for industrial wiring projects, considering factors such as durability, conductivity, and resistance to environmental hazards. Additionally, the curriculum covers the properties and applications of materials used in industrial electrical systems, preparing students to make informed decisions in material selection

Outcomes

- Identify / select conductors
- Identify / select over current protective devices
- Identify electrical boxes, enclosures and conduits
- Identify home run paths/materials

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 114 ELCON 201 ELCON 202 ELCON 203
Corequisites	This course must be taken the fifth quarter of the program and must be taken in conjunction with ELCON 204, ELCON 205, ELCON 206, and ELCON 208 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 208: Industrial Installation

In this course, students will apply their knowledge of industrial wiring principles and material identification to perform electrical installations in industrial settings. The curriculum emphasizes practical skills such as equipment installation, wiring techniques, and adherence to safety protocols. Students will gain hands-on experience in executing industrial wiring projects, including the installation of rigid conduit and implementation of measures to protect wiring systems from chemical and physical hazards.

Outcomes

- Identify material for industrial installation
- Make rigid conduit threads
- Rough-in industrial projects

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 114 ELCON 201 ELCON 202 ELCON 203
Corequisites	This course must be taken the fifth quarter of the program and must be taken in conjunction with ELCON 204, ELCON 205, ELCON 206, and ELCON 207 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 209: Industrial Hazards

In this course, students are introduced to industrial-specific safety hazards and learn techniques to mitigate risks effectively. The curriculum covers a range of topics including industrial safety techniques, lock-out/tag-out procedures, and hazard recognition and avoidance. Through theoretical study and practical exercises, students will develop the knowledge and skills necessary to ensure a safe working environment in industrial settings.

Outcomes

- Industrial safety techniques
- Lock-out, tag-out procedures
- To recognize and avoid industrial hazards

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 204 ELCON 205 ELCON 206 ELCON 207 ELCON 208
Corequisites	This course must be taken the sixth quarter of the program and must be taken in conjunction with ELCON 210, ELCON 211, and ELCON 212 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 210: Motors and Controllers

This course provides an introduction to electrical motors and the various methods for starting, stopping, and controlling them in electrical installations. Students will gain an understanding of motor operation principles and practical skills in servicing common contactors, starters, and typical motors. Additionally, the curriculum covers the wiring of two and three-wire control circuits. This course covers essential knowledge and skills required for motor-related tasks commonly encountered in the electrical field.

Outcomes

- Service common contactors, starters and typical motors
- Wire two and three wire control circuits

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 204 ELCON 205 ELCON 206 ELCON 207 ELCON 208
Corequisites	This course must be taken the sixth quarter of the program and must be taken in conjunction with ELCON 209, ELCON 211, and ELCON 212 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 211: Project Estimation

This course introduces the basics of jobsite estimation, covering material estimation, labor, and time management techniques. Students will learn how a contractor might estimate costs for residential, commercial, and industrial projects, including factors such as material quantities, labor requirements, and project timelines. Through theoretical study and practical exercises, students will develop the skills necessary to accurately estimate project costs and effectively manage resources.

Outcomes

- Estimate and bid projects

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 204 ELCON 205 ELCON 206 ELCON 207 ELCON 208
Corequisites	This course must be taken the sixth quarter of the program and must be taken in conjunction with ELCON 209, ELCON 210, and ELCON 212 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 212: Control Circuits

This course delves deeper into the study of electrical circuits and systems, focusing on control circuits used to operate various devices, particularly motors. Students will replicate and understand the principles behind different methods of motor control, including building special control circuits, for example time delay, and wiring start/stop stations. The curriculum covers characteristics of programmable controllers, common input/output devices, and assembly of push buttons. Additionally, students will explore the integration of control circuits with smart systems for enhanced automation.

Outcomes

- Build special control circuits
- Discuss characteristics of programmable controllers
- Distinguish between common input/output devices
- Identify parts and assembly of push buttons
- Wire start/ stop buttons from computerized designs

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	ELCON 204 ELCON 205 ELCON 206 ELCON 207 ELCON 208
Corequisites	This course must be taken the sixth quarter of the program and must be taken in conjunction with ELCON 209, ELCON 210, and ELCON 211 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 213: Motors and Controllers Applications

This course provides hands-on training in building, wiring, and troubleshooting various types of motors and controllers. Students will learn essential techniques for motor installation and maintenance, with a focus on practical applications in industrial and commercial settings. Additionally, participants will be instructed on the proper use of personal protective equipment (PPE) to ensure safety during practical exercises and real-world applications.

Outcomes

- Design special control circuits
- Design three wire start/stop stations
- Wire two and three wire control circuits

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 209 ELCON 210 ELCON 211 ELCON 212
Corequisites	This course must be taken the seventh quarter of the program and must be taken in conjunction with ELCON 214, ELCON 215, and ELCON 216 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 214: Transformers

This course offers students a comprehensive understanding of electrical transformers, delving into their fundamental principles, necessity, installation procedures, and operational mechanisms. Throughout the course, participants will explore the vital role transformers play in electrical systems, gaining insights into the distribution, utilization, and grid integration of various voltage levels. In addition to mastering proper utilization of personal protective equipment (PPE), the basics of transformer technology, students will examine the intricacies involved in handling different voltage configurations, equipping them with the skills necessary for effectively managing electrical transformations across diverse applications.

Outcomes

- Install proper size transformer
- Select the proper voltage transformer
- Wire transformers

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 209 ELCON 210 ELCON 211 ELCON 212
Corequisites	This course must be taken the seventh quarter of the program and must be taken in conjunction with ELCON 213, ELCON 215, and ELCON 216 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 215: Advanced Motor Controls

This course provides an in-depth exploration of cutting-edge motor control techniques, focusing on advanced concepts such as variable frequency drives (VFDs) and programmable logic controllers (PLCs). Participants will delve into the intricacies of VFD programming and wiring, gaining proficiency in harnessing the capabilities of smart frequency drives. The course also introduces PLCs, laying the foundation for understanding their role in modern motor control systems.

Outcomes

- Define how to program frequency drives
- Define how to wire frequency drives
- Introduction to Programmable logic

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 209 ELCON 210 ELCON 211 ELCON 212
Corequisites	This course must be taken the seventh quarter of the program and must be taken in conjunction with ELCON 213, ELCON 214, and ELCON 216 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 216: New Technology Commercial

This course equips students with the skills to apply the NEC to Photovoltaic (solar) and wind (renewable) energy designs, integrating wireless components for smart commercial technologies. The course covers Energy Management Systems and Green Wiring practices for sustainable installations. Students will learn to design, install, troubleshoot, and repair advanced commercial electrical systems, ensuring compliance and efficiency. Students will be trained in the proper use of personal protective equipment (PPE) to maintain safety standards during practical exercises and installations.

Outcomes

- Design new commercial electrical technology systems
- Install new commercial electrical technology systems
- Troubleshoot and repair new commercial electrical technology systems

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	ELCON 209 ELCON 210 ELCON 211 ELCON 212
Corequisites	This course must be taken the seventh quarter of the program and must be taken in conjunction with ELCON 213, ELCON 214, and ELCON 215 .
Distribution	Career Training
Notes	Web-enhanced

ELCON 224: Advanced Projects I

Students have the opportunity independently to undertake electrical construction projects, collaboratively determined by the instructor and student. Building on prior coursework, these projects facilitate advanced learning and application of knowledge and skills. Throughout the course, students learn from mentors who mirror industrial practices, thereby preparing them with the practical skills needed for employment in the electrical industry.

Outcomes

- Begin to demonstrate workplace Professionalism to Industry Standards.
- Begin to take direction from Supervisor regardless of their Identity Category.

Credits	6
Quarter Offered	Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced
Campus	South Off-site
Area of Study	Career Education

ELCON 225: Advanced Projects II

Students have the opportunity independently to undertake electrical construction projects, collaboratively determined by the instructor and student. Building on prior coursework, these projects facilitate advanced learning and application of knowledge and skills. Throughout the course, students learn from mentors who mirror industrial practices, thereby preparing them with the practical skills needed for employment in the electrical industry.

Outcomes

- Reliably demonstrate workplace Professionalism to Industry Standards.
- Reliably take direction from Supervisor regardless of their Identity Category.

Credits	6
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced
Campus	South Off-site
Area of Study	Career Education

ELCON 226: Advanced Projects III

Students have the opportunity independently to undertake electrical construction projects, collaboratively determined by the instructor and student. Building on prior coursework, these projects facilitate advanced learning and application of knowledge and skills. Throughout the course, students learn from mentors who mirror industrial practices, thereby preparing them with the practical skills needed for employment in the electrical industry.

Outcomes

- Reliably demonstrate workplace Professionalism to Industry Standards.
- Reliably take direction from Supervisor regardless of their Identity Category.

Credits	6
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced
Campus	South Off-site
Area of Study	Career Education

ELCON 227: Advanced Projects IV

Students have the opportunity independently to undertake electrical construction projects, collaboratively determined by the instructor and student. Building on prior coursework, these projects facilitate advanced learning and application of knowledge and skills. Throughout the course, students learn from mentors who mirror industrial practices, thereby preparing them with the practical skills needed for employment in the electrical industry.

Outcomes

- Reliably demonstrate workplace Professionalism to Industry Standards.
- Reliably take direction from Supervisor regardless of their Identity Category.

Credits	6
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced
Campus	South Off-site
Area of Study	Career Education

Electrical Engineering Technology

ETRIC 120: CAD Design Applications

Students use Autodesk Revit Architectural Fundamentals to produce engineering drawings. Emphasis is placed on understanding the purpose of Building Information Models (BIM), creating levels, using 3D modeling with walls, curtains, windows, and doors. This course streamlines the design process through the use of a central 3D model, where changes made in one view update across all the views.

Outcomes

- Interact and explore introductory CAD methods; introduce beginning elementary drawing techniques.
- Produce engineering drawings with different layers, colors and line types.
- Create and develop architectural projects setting up levels, structural grids, and columns.
- Develop two and three-dimensional drawings with the ability to modify and display different views.
- Create construction documents and schedules with details, dimensions, and electrical components.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid course

ETRIC 121: Technical Communications with Lab

A study of written and oral communication techniques to develop necessary skills to write and plan technical formatted documents. Students will learn skills to write resume and cover letters. This course emphasizes on the skills employees demand in today's workforce such as thinking, listening, composing, revising and editing. This course features an engaging learning style where student use real-world models and write-to-learn activities to expand oral presentations and research based projects.

Outcomes

- Create written documents using expressive and expository writing to convey personal observations and feelings.
- Observe engineering activities, collect primary experimental data to produce successful reports.
- Generate successful resumes, cover letters and other workplace reports.
- Prepare and give special Power Point presentations to meet the needs of specific audiences.
- Plan draft and revise written engineering documents or reports to increase workplace productivity.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid course

ETRIC 128: Electrical Math

This course focuses on electronic formulas and solutions. Resistance of wires, types, and sizes are applied to voltage drop calculations, transformers, and meter movements. The course focuses on both DC and AC theories including the atom structure, energy sources, Ohm's Law, Kirchhoff's laws, network theorems, magnetism, electromagnetism, alternating voltage and current, and reactivate components. Laboratory application assignments will be completed using simulations.

Outcomes

- Solve electrical engineering equations and formulas, including systems of equations.
- Compute volume and areas of regular and irregular geometric shapes.
- Evaluate, graph, and find the domain and range of algebraic and trigonometric functions.
- Solve electrical problems using power, current, and impedance triangles applying Pythagoreans Theorem.
- Given a complex electrical engineering formula, solve for the unknown.

Credits	5
Quarter Offered	Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

ETRIC 147: Code Applications

A comprehensive overview of the latest National Electrical Codes recognized by the industry. The primary function of the purpose of the NEC codes to safeguard people and property against electrical hazards. This course covers branch circuits and feeders, load calculations, electrical services, conductors, overcurrent protection, grounding, wiring methods, wiring materials, raceways, boxes, motors, generators, and transformers.

Outcomes

- Demonstrate knowledge of the National Electric Code (NEC) to ensure safety and proper electrical design.
- Perform electrical calculations using electrical engineering formulas and NEC tables.
- Apply the NEC requirements for installations in Hazardous locations.
- Display knowledge of conductors, overcurrent protection, and grounding rules concerning electrical installations.
- Design and install electrical wiring and devices following the National Electric Code procedures.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid
Campus	Central

ETRIC 148: Electrical Systems with Simulation

Commercial project development, design team concepts are emphasized. Basic power devices, circuiting layout, overcurrent devices, raceways, and luminaries are covered.Â Transmission lines, distribution voltage systems, load characteristics, short-circuit calculations, and load demands are discussed.

Outcomes

- Understand the National Electrical Code requirements in electrical designs.
- Ensure proper installation of motors and other devices used in electrical systems.
- Display knowledge of electrical systems lighting requirements.
- Understand the importance of Ground-Fault Circuit Interrupter (GFCI) and ARc-Flash Circuit Interrupters (AFCI) requirements in electrical systems.
- Ensure that the National Electrical Code (NEC) grounding requirements are met in all installations.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

ETRIC 249: Project Management

This course covers elements of management as related to electrical engineering projects, responsibilities of project managers, on-site representatives, engineers and inspectors; the concepts of developing the project team approach.Â Students should be able to perform planning and scheduling tasks related to construction contracts, and the various functions of the project process.

Outcomes

- Analytical and critical thinking is stressed in the development of projects.
- Multidisciplinary teamwork is emphasized in the completion of projects.
- Promotion of individual projects where students are required to learn independently.
- Analyze and identify the factors contained in making projects successful and how to balance these factors.
- Understanding of what a is project and what is meant by project objectives.

Credits	5
Quarter Offered	Spring
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

ETRIC 250: Senior Project

Electrical engineering system planning, analysis and creative design, problems formulation, recognition of a design change, design constraints and requirements, feasibility assessment, and design of electrical engineering systems. Oral presentations and written report are required. Project I and II aim to broaden student's concepts of engineering planning, analysis design with emphasis on the design process. The objective of this course is to formulate analyze and solve electrical engineering problems through creative thinking, engineering education and using the principles of technical and professional practices. Students will apply the foundational knowledge and skills from the science and engineering principles.

Outcomes

- Develop the project planning, project breakdown, and activity relationship.
- Construct a project network model, network diagrams, program evaluation and review techniques. (PERT)
- Perform critical path analysis for project scheduling using special software.
- Understand the planning, scheduling and construction phase of electrical engineering projects.
- Understand the project delivery system, responsibility, and authority of projects.

Credits	5
Quarter Offered	Spring
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

ETRIC 260: Advanced CAD Operations

CAD systems, including 3D concepts, are used to produce engineering drawings using layers, masks, and groups. Symbols and x-references are applied.

Outcomes

- Read and create drawings using industry standard dimensioning techniques, from design concept through completed drawings.
- Draw, edit, and manipulate drawings using Autodesk Revit MEP
- Use advanced tools to create complex and sophisticated Sketching and Modifying
- Insert and edit components
- Insert electrical circuits and devices using Autodesk Revit
- Create panels and schedules

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

ETRIC 291: Practical Applications

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- This course offers students an opportunity to work a lab-based project instead of a work based learning component. The project should be based on prior course work and should result in the achievement of advance learning on the subject chosen.

Credits	13
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid
Campus	Central
Area of Study	Career Education

ETRIC 292: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- This course offers students an opportunity to work a lab-based project instead of a work based learning component. The project should be based on prior course work and should result in the achievement of advance learning on the subject chosen.

Credits	1-13
Prerequisites	None
Distribution	Career Training

ETRIC 293: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- This course offers students an opportunity to work a lab-based project instead of a work based learning component. The project should be based on prior course work and should result in the achievement of advance learning on the subject chosen.

Credits	1-5
Prerequisites	None
Distribution	Career Training

ETRIC 294: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- This course offers students an opportunity to work a lab-based project instead of a work based learning component. The project should be based on prior course work and should result in the achievement of advance learning on the subject chosen.

Credits	1-5
Prerequisites	None
Distribution	Career Training

ETRIC 296: Work-Based Learning Experience

Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying.Â They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries area.Â The learning activity is based on a written agreement with the participating training provider.

Outcomes

- This course is provided for students to meet theory requirement of instruction via canvas or other learning management system (LMS). This course requires that students must interact with faculty via LMS for a minimum of 10 hours.

Credits	1-13
Quarter Offered	Fall/Spring
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Field-Based Experience	30-390V
Notes	Hybrid
Campus	Central
Area of Study	Career Education

ETRIC 297: Work-Based Learning Seminar

Students enroll in a work-based learning seminar min order to receive an orientation to the work-based learning experience.Â Faculty meet with the students to provide support and assistance during the experience.

Outcomes

- Students enroll in a work-based learning seminar min order to receive an orientation to the work-based learning experience. Faculty meet with the students to provide support and assistance during the experience.

Credits	2
Lecture Hours	20
Quarter Offered	Winter Summer Spring
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid
Campus	Central
Area of Study	Career Education

Electronic Equipment Service Technology

EEST 101: Electrical Safety

This course is an introduction to safety practices required when working in the electronic equipment environment. It also provides electrical safety for high power devices and safety in electronics assembly and working in the electronic equipment industry.

Outcomes

- Demonstrate effective lockout/tag out procedures
- Discuss specific sources of fire and methods of prevention
- Identify and list sources of potentially hazardous energy
- List hazards of materials based on material data sheet(MDS)

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 102: Applied Math

This course is an introduction to mathematical theory and applications as they relate to the electronic circuits and the electronic equipment field. The math involves algebra, trigonometry, complex numbers, and number systems such as engineering notation.

Outcomes

- Apply math principles used in electronics theory
- Demonstrate the ability to use scientific calculators
- Use the metric system to accurately measure, volume, time, and flow rates
- Utilize and demonstrate exponential notation

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 103: Electronics Principles I

This course is an introduction to the theory and fundamentals of basic DC electronic circuits. Basic DC principles, principles of electricity, components, circuit measurements, electronic equipment such as oscilloscopes, multimeters, waveform generators, and DC power supplies.

Outcomes

- Apply math principles used in electronics theory
- Compare and contrast conductors, semiconductors and insulators
- Define and explain relationships between voltage, current, and resistance
- Explain basic electronic principles including Ohm's law and current flow

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 104: DC Electronics

This course is an introduction to the theory and fundamentals of basic DC electronic circuits with the use of electronic measurement and lab procedures. Topics include Ohm’s law, series and parallel circuits, circuit analysis techniques, and magnetism. We use MultiSim software as part of the lab assignments along with using proto board to build DC circuits

Outcomes

- Analyze series, parallel and combination circuits
- Construct simple circuits using different electronic components with protoboard
- Define direct current
- Describe the relationship between magnetism and electricity
- Operate DMM (Digital Multi-meter) to measure voltage, currents, resistors, and other devices

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

EEST 105: AC Electronics

This course is an introduction to the theory and fundamentals of basic AC electronic circuits with the use of electronic measurement and lab procedures. Topics include measurement of AC circuits, inductors and transformers, RL circuits, capacitors, RC circuits, RLC circuits, and frequency response and passive filters. Lab assignments include building AC circuits using function generators with passive components and using simulation software to build circuits

Outcomes

- Analyze circuits using alternating current Ohm's law
- Compare and contrast frequency, period and wave length
- Define alternating current (AC)
- Identify difference between inductors, capacitors and transformers

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

EEST 106: RLC Circuits

This course is an introduction to the theory and fundamentals of the reactance of the inductor and the capacitor in the AC circuit. Introduction to vectors, complex numbers, resistive-inductive, resistive-capacitive, and resistive-inductive-capacitive circuits. It also covers inductive-capacitive circuit and resonance circuits.

Outcomes

- Analyze capacitive, inductive reactance, phase angle, and impedance in a circuit
- Analyze RL, RC, and RLC circuits
- Categorize frequency response by filter type
- Define basic operation of the inductor and the capacitor as it is used in AC electronic circuits

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

EEST 107: Electronic Principles II

This course is an introduction to the theory and fundamentals of basic AC electronic circuits as it applies to Ohm’s Law and the understanding of basic transformer operation. Topics include measurement of AC circuits, inductors and transformers, RL circuits, capacitors, RC circuits, RLC circuits, and frequency response, and passive filters. This course also covers RL and RC circuit for pulse response and time constants.

Outcomes

- Analyze circuits containing resistors, capacitors, and inductors
- Discuss the process of filtration using high and low pass filters
- Measure AC waveform parameter

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 108: Electronic Devices I

This course is an introduction to the theory and fundamentals of basic amplifiers and transistors. Topics include diodes, operation and biasing circuits, BJT amplifiers including types of amplifiers, Class A and B amplifiers, FET amplifiers including JFET, MOSFET, CMOS amplifiers.

Outcomes

- Analyze diode and transistor circuits
- Build, troubleshoot and test transistor amplifiers
- Compare, contrast and construct half and full wave DC power supplies
- Identify uses for diodes and transistors

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 109: Electronic Devices II

This course is an introduction to the theory and fundamentals of basic electronic devices: such as Diodes, Transistors, SCR, Triac, and FET. Other devices such as operational amplifiers, active filters, oscillators, switching circuits, voltage regulators, thyristors are also covered.

Outcomes

- Compare and contrast field effect and bipolar transistors
- Construct, troubleshoot and test IC amplifiers
- Describe thyristor devices and their applications
- Utilize operational amplifiers in a variety of configurations

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 110: Introduction to Programmable Logic Controllers

This course is an introduction to the theory and fundamentals of programmable logic controllers with emphasis on applying and using ladder logic programming. Topics include hardware components, number systems, fundamentals of logic, basic PLC programming using ladder logic, timer & counter instructions, control instructions, data manipulation & math instructions, sequencer & shift register instructions. Lab includes using Allen-Bradley MicroLogicx 1000 to build ladder logic programs to perform basic tasks.

Outcomes

- Apply Boolean logic and algebra
- Program a PLC system to perform a task
- Summarize the importance of the PLC in today’s manufacturing and processing environments.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 111: Electronics Theory I

This class provides a foundational understanding of DC circuits, covering Ohm's Law, Kirchhoff's Laws, and the function of basic electronic components like resistors, capacitors, and inductors. Students learn mathematical modeling techniques and explore concepts such as Thevenin's and Superposition theorems to simplify complex circuitry with emphasis on resistive networks. Hands-on activities and simulations software will be used to reinforce theoretical concepts.

Outcomes

- Gain a solid theoretical understanding of fundamental concepts in DC circuits.
- Identify and explain the function of basic electronic components.
- Interpret color codes, descriptors and symbols used in DC circuits.
- Apply Ohm’s law to explain the relation between voltage, current and resistance.
- Develop proficiency in mathematical modeling of DC circuits, including translating circuit diagrams into mathematical equations.
- Apply algebraic techniques to analyze and predict circuit behavior.
- Ability to calculate power dissipation in resistive components and understand the concept of maximum power transfer in DC circuits.
- Acquire the skill of using circuit design and simulation software tools such as NI Multisim for virtual experimentation and verification of theoretical concepts.
- Explore real-world applications of DC circuits, such as power supply circuits, voltage regulators, and electronic devices, to understand the practical significance of the concepts learned in class.

Credits	4
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	None
Crosslisted Courses	N/A None Fall, Spring
Campus	Downtown
Area of Study	Career Education HS/Tech HS

EEST 112: Electronics Laboratory I

This class provides students with invaluable hands-on experience, reinforcing theoretical concepts and preparing them for real-world applications in electrical engineering and related fields. Students learn to construct DC circuits using breadboards and electronic components, honing their soldering skills and circuit prototyping techniques. They learn measurement techniques, instrumentation usage, and verification methods. Through design validation activities and lab reports, students document their findings and enhance their practical skills.

Outcomes

- Become familiar with basic laboratory equipment such as breadboards, power supplies, multimeters, oscilloscopes, and function generators.
- Develop skills in constructing and prototyping DC circuits on breadboards, including proper component placement, wiring techniques, and troubleshooting procedures.
- Conduct experiments to verify Ohm's Law by measuring voltage, current, and resistance in simple resistor circuits.
- Investigate series and parallel DC circuits by measuring voltages, currents, and resistances at various points in the circuit.
- Verify Kirchhoff's laws by measuring currents at junctions and voltages around loops in complex DC circuits and confirming that they satisfy the laws.
- Measure power dissipation in resistive components and investigate factors affecting the efficiency of DC circuits, such as voltage regulation and load characteristics.
- Adhere to proper safety practices in the laboratory, including handling electrical equipment safely, identifying potential hazards, and mitigating risks.
- Document experimental setups, procedures, observations, and results in laboratory notebooks, and prepare formal reports summarizing findings, analyses, and conclusions.

Credits	5
Lab Hours	40
Lecture Hours	10
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	None
Crosslisted Courses	N/A None Fall, Spring
Campus	Downtown
Area of Study	Career Education HS/Tech HS

EEST 113: Electronics Applied Math I

In this course, students review and refresh on algebraic concepts and go beyond basic math skills to explore more advanced ways to understand circuits. They learn how to analyze circuits using techniques like nodal and mesh analysis. The focus is on mastering these methods so students can understand how circuits behave. Also, students learn practical skills like using scientific calculators and Excel spreadsheets. These tools help them analyze circuits better and solve problems more effectively.

Outcomes

- Master advanced analysis techniques for RLC circuits, including nodal analysis, mesh analysis, and frequency domain analysis, with a supplementary review of trigonometry fundamentals.
- Apply analytical methods, incorporating trigonometric principles, to design and optimize RLC filters for specific frequency response characteristics, such as low-pass, high-pass, and band-pass filtering.
- Utilize simulation software to analyze the transient and steady-state behavior of RLC circuits, validating theoretical predictions and optimizing circuit performance, while integrating trigonometric functions where applicable.
- Develop proficiency in analyzing and interpreting experimental data from RLC circuit measurements, applying trigonometric principles to enhance analytical skills in circuit analysis and design.

Credits	2
Lab Hours	20
Lecture Hours	10
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	None
Corequisites	EEST 111, EEST 112
Crosslisted Courses	N/A None Corequisite EEST 111, EEST 112 Fall, Spring
Campus	Downtown
Area of Study	Career Education HS/Tech HS

EEST 114: Electronics Theory II

This course delves into the foundational principles of AC circuits, exploring sinusoidal waveforms, impedance, and phasors. From basic concepts to advanced theories, students will understand the behavior of RLC circuits and their applications in various fields, including signal processing and communication systems. Practical examples will illustrate the use of RLC circuits in filter design, emphasizing their role in frequency-selective signal processing.

Outcomes

- Gain a comprehensive understanding of AC circuit fundamentals.
- Interpret and analyze AC circuit behavior using Ohm's Law, Kirchhoff's Laws, and complex impedance concepts.
- Develop proficiency in understanding and applying AC circuit theory through mathematical modeling and problem-solving exercises.
- Understand the practical significance of AC circuit theory in various real-world applications such as power distribution, electronics, and communication systems.
- Gain proficiency in analyzing RLC circuits and understanding their applications in signal processing and communication systems.
- Interpret theoretical concepts to design RLC filters for specific frequency-selective signal processing requirements.
- Apply theoretical knowledge to simulate and analyze RLC circuits using software tools, reinforcing understanding of their behavior in practical applications.

Credits	4
Lecture Hours	40
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	EEST 111, EEST 112, EEST 113
Corequisites	EEST 115, EEST 116
Crosslisted Courses	N/A EEST 111, EEST 112, EEST 113 Corequisite EEST 115, EEST 116 Winter, Summer
Campus	Downtown
Area of Study	Career Education HS/Tech HS

EEST 115: Electronics Laboratory II

This course involves laboratory sessions and experiments, students will explore the behavior of RLC circuits in both simulation and real-world settings. From designing and testing RLC filters to analyzing their frequency response and performance characteristics, students will develop essential skills in experimental design and data analysis. Utilizing circuit simulation software and measurement instruments, students will validate theoretical predictions and optimize RLC circuit designs for practical applications.

Outcomes

- Gain hands-on experience with RLC circuits through laboratory sessions and experiments, applying theoretical knowledge to practical circuit design and measurement.
- Design and implement RLC filters in laboratory settings, analyzing their frequency response and performance characteristics using measurement instruments.
- Utilize circuit simulation software to simulate RLC circuits and compare simulation results with experimental measurements, reinforcing understanding of theoretical concepts.
- Develop practical skills in troubleshooting and debugging RLC circuits, enhancing problem-solving abilities in experimental circuit design and analysis.

Credits	5
Lab Hours	80
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	EEST 111, EEST 112, EEST 113
Corequisites	EEST 114, EEST 116
Crosslisted Courses	N/A EEST 111, EEST 112, EEST 113 Corequisite EEST 114, EEST 116 Winter, Summer
Campus	Downtown
Area of Study	Career Education HS/Tech HS

EEST 116: Electronics Applied Math II

This course sharpens problem-solving skills by mastering advanced analysis techniques for AC circuits, including nodal analysis, mesh analysis, and frequency domain analysis. With a focus on RLC circuits, students will analyze complex circuits containing resistors, inductors, and capacitors, gaining insights into their transient and steady-state behavior. Emphasis will be placed on the design and analysis of RLC filters, exploring their applications in signal conditioning, audio processing, and communication systems.

Outcomes

- Master advanced analysis techniques for RLC circuits, including nodal analysis, mesh analysis, and frequency domain analysis, with a supplementary review of trigonometry fundamentals.
- Apply analytical methods, incorporating trigonometric principles, to design and optimize RLC filters for specific frequency response characteristics, such as low-pass, high-pass, and band-pass filtering.
- Utilize simulation software to analyze the transient and steady-state behavior of RLC circuits, validating theoretical predictions and optimizing circuit performance, while integrating trigonometric functions where applicable.
- Develop proficiency in analyzing and interpreting experimental data from RLC circuit measurements, applying trigonometric principles to enhance analytical skills in circuit analysis and design.

Credits	2
Lab Hours	20
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	EEST 111, EEST 112, EEST 113
Corequisites	EEST 114, EEST 115
Crosslisted Courses	N/A EEST 111, EEST 112, EEST 113 Corequisite EEST 114, EEST 115 Winter, Summer
Campus	Downtown
Area of Study	Career Education HS/Tech HS

EEST 206: Emerging Technologies

This course is an introduction and an exploration of emerging technology for example; the internet of things, augmented reality, brain interfaces, microchip implant, magnetic refrigeration, wireless charging, among others. Course content may vary according to technology advances. Students will choose their topic of interest for a research and presentation project.

Outcomes

- Appraise the possible impact of a new technology in the industry
- Present a research project to an audience
- Research and write a paper on a new technology

Credits	3
Quarter Offered	6
Distribution	Career Training

EEST 207: Introduction to Networking

This course is an introduction to the theory and fundamentals of networking including IP addressing, network architectures, layers, and protocols.

Outcomes

- Define the basic theory of networking
- Differentiate between the types of IP addresses and functions
- Identify and list the function of IP addresses

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

EEST 208: Introduction to Embedded Controllers

This course is an introduction to the theory and fundamentals of embedded controllers using PIC or other processors and C programming language.

Outcomes

- Define the difference between application and embedded programming
- Define various processors types
- Explain the basic theory of embedded controllers
- List the difference between application and embedded programming
- Program embedded C programming language

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 210: Capstone Project

This course offers students an opportunity to work on a final project that is a culmination of the theory presented during the student time in the program. The project is determined by both the instructor and student and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply knowledge and skills learned through classroom training to build and trouble shoot an electronics project.
- Demonstrate and present the Capstone project to the class

Credits	5
Quarter Offered	6
Distribution	Career Training

EEST 221: Electronic Principles -RFID

This course is an introduction to the theory and fundamentals of RFID Technology. Topics include RFID system lifecycle, frequency ranges, antennas, tags and interrogators and applications

Outcomes

- Describe and identify the basic fundamentals of RFID systems
- Differentiate tags and interrogators and their functions
- Distinguish the frequency ranges of RFID devices and antennas

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 222: Introduction to Fiber Optic Communications

This course is an introduction to the theory and fundamentals of Fiber Optics, Electronic Communications and basic antenna systems.

Outcomes

- Explain antenna and satellite communications
- Explain modulation techniques such as AM, FM, ASK, FSK, PSK, etc.
- Explain the basic theory of electronic communications
- Perform basic electronic communication lab experiments

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

EEST 223: Introduction to Digital Systems

This course is an introduction to the theory and fundamentals of digital systems including number systems, Boolean algebra, combinational logic, and digital logic.

Outcomes

- Apply Boolean algebra formulas and Karnaugh maps to PLC systems
- Explain functions of combinational logic
- Explain the basic theory of digital systems
- Perform basic digital electronic lab experiments

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

EEST 224: Introduction to Wireless Communications

This course is an introduction to the theory and fundamentals of Wireless Communications including modulation techniques, error correcting codes, cellular systems, and wireless LAN.

Outcomes

- Compare wireless LAN protocols and their layer structure
- Differentiate between cell phone carriers, and their protocols, etc.
- Explain Bluetooth applications
- Explain the basic theory of wireless communications

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

EEST 225: Introduction to Microprocessors

This course is an introduction to the theory and fundamentals of Microprocessors including digital signal processing and conversion methods.

Outcomes

- Contrast different types of microprocessors in industry
- Employ programming techniques and explain C programming language
- Explain microprocessors architectures and application
- Explain the basic theory of microprocessors

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

EEST 291: Practical Applications

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project I
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	1-13
Distribution	Career Training

EEST 292: Independent Project I

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project I.

Outcomes

- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project I
- Demonstrate effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.
- Practice professionalism ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Distribution	Career Training

EEST 293: Independent Project II

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project II.

Outcomes

- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project II
- Demonstrate effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Practice professionalism ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Distribution	Career Training

EEST 294: Independent Project III

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project III.

Outcomes

- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project III
- Demonstrate effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	5
Distribution	Career Training

EEST 296: Work-Based Learning Exp

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.

Credits	1-13
Distribution	Career Training

EEST 297: Work-Based Learning Exp Sem

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Analyze and resolve problems that arise in completing assigned tasks.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.

Credits	2
Distribution	Career Training

Electronics Communications Systems Technology

ECS 101: Introduction to Electronics

This course provides students with knowledge of fundamental electronic systems, quantities, units, and engineering and scientific notation used in the field of electronics. The course provides relevance to circuits and applications and delivers the material via a systems approach combined with electronic theory. Complex arithmetic is not required for this course.

Outcomes

- Comprehend fundamental electronic systems, quantities, units used in electronics
- Demonstrate safety practices when working around live circuits
- Use industry specific terminology for basic electronics units

Credits	2
Quarter Offered	1
Distribution	Career Training

ECS 102: DC Circuits

This course provides students with knowledge of ohms law, energy, power, series and parallel circuits, and magnetism and electromagnetism. The course provides relevance to circuits and applications and delivers the material via a systems approach combined with electronic theory. Complex arithmetic is not required for this course.

Outcomes

- Analyze series and parallel circuits
- Analyze Ohm's Law and energy
- Use a digital multimeter

Credits	5
Quarter Offered	1
Distribution	Career Training

ECS 104: Analog Circuits I

This course provides students with knowledge and application of diodes and transistors. The course provides relevance to circuits and applications and delivers the material via a systems approach combined with electronic theory. Complex arithmetic is not required for this course

Outcomes

- Analyze diode and transistor circuits
- Work with semiconductors and applications
- Analyze field effect transistors
- Troubleshoot diode and transistor circuits

Credits	2
Quarter Offered	1
Distribution	Career Training

ECS 105: Analog Circuits II

This course provides students with knowledge and application of operational amplifiers and measurement and control devices and circuits. The course provides relevance to circuits and applications and delivers the material via a systems approach combined with electronic theory. Complex arithmetic is not required for this course

Outcomes

- Analyze operational amplifier circuits
- Work with operational amplifiers and applications
- Analyze voltage regulators and power control circuits
- Troubleshoot operational amplifier and voltage control circuits

Credits	3
Quarter Offered	2
Distribution	Career Training

ECS 108: CET Certification Preparation

This course enhances the skills and knowledge of electronics technicians and students in electronics to a level commensurate with success on the Associate Level Certified Electronics Technician exam

Outcomes

- Demonstrate skills and knowledge of DC circuits at a level commensurate with Associate Level CET certification standards
- Demonstrate skills and knowledge of AC circuits at a level commensurate with Associate Level CET certification standards
- Demonstrate skills and knowledge of transistors at a level commensurate with Associate Level CET certification standards
- Demonstrate skills and knowledge of electronics troubleshooting at a level commensurate with Associate Level CET certification standards
- Perform basic applied mathematical computations at a level commensurate with Associate Level CET certification standards

Credits	3
Quarter Offered	2
Distribution	Career Training

ECS 203: FCC Licensure Prep I

Students prepare for Element 1 of the General Radiotelephone Operator License as issued through the Federal Communications Commission. Element 1 exam consists primarily of basic radio law and operating practices questions. Student s who pass Element 1 will receive their Marine Radio Operators Permit

Outcomes

- Be prepared to take and pass industry FCC Element 1 licensing exam
- Demonstrate knowledge of radio communication procedures
- Demonstrate knowledge of radio equipment operations
- Demonstrate knowledge of radio operation rules and regulations

Credits	3
Quarter Offered	4
Distribution	Career Training

ECS 204: FCC Licensure Prep II

Students prepare for Element 3 of the General Radiotelephone Operators License as issued through the Federal Communications Commission. This exam consists of radio, electronic circuits, signals and emissions questions. Students who pass Elements 1 and 3 will receive the GROL License. Students must have knowledge in electronics and electronic communications as a prerequisite to the class

Outcomes

- Be prepared to take and pass industry FCC Element 3 licensing exam
- Demonstrate knowledge of digital logic, receiver, transmitters and modulation
- Demonstrate knowledge of electronic and radio installation, maintenance and repair
- Demonstrate knowledge of electronic principles, math, components and circuits
- Demonstrate knowledge of power sources, antennas, aircraft, marine, RADAR and safety

Credits	5
Quarter Offered	4
Distribution	Career Training

ECS 205: Wireless/ RF Communications

This course provides overview of wireless applications, advantages and disadvantages of wireless systems. Introduction to wireless data transmission techniques and standards overview. Simplified, but in-depth look at antennas and their role in successful implementation of a wireless data communications system

Outcomes

- Define decibels, gain and loss
- Describe how antennas work, RF strength and signal
- Explain how major wireless techniques are used today
- Explain the radio frequency spectrum
- Illustrate concepts through which data is transferred via radio waves
- List the key components of a radio system
- Understand types of wireless communication

Credits	2
Quarter Offered	5
Distribution	Career Training

ECS 206: Wireless Personal Area Networks

Personal, short distance area wireless networks for interconnecting devices centered around a workspace or home is explored. WPANs address wireless networking and mobile computing devices such as PC's, PDA's, peripherals, cell phones, pagers and consumer electronics. Short range wireless data communications technologies including, infrared, Bluetooth, and ZigBee, RFid, WiMedia and Ultra wide band are introduced

Outcomes

- Describe a wireless personal area network
- Describe security issues of WPAN technology
- Explain how IrDA, Bluetooth, UWB and ZigBee work
- Understand wireless standards and applications

Credits	1
Quarter Offered	5
Distribution	Career Training

ECS 207: Wireless Local Area Networks

This course examines the fundamentals of various 802.11 wireless standards including frequency bands, bandwidth, data rate, and applications. Topics include WLAN components such as NICs, access points, standards, operations and modulation technologies used to enable communication between devices in a limited area

Outcomes

- Describe how WLANs are used
- Explain the use of wireless bridges and switches
- Identify the differences between various 802.11 standards
- List the components of a WLAN

Credits	2
Quarter Offered	6
Distribution	Career Training

ECS 208: Wireless Broadband Networks

The fundamentals of medium and long range wireless communications from infrared free-space optics to WiMax, cellular and satellite technologies are covered in this class. Additional technologies studied include local multipoint and multichannel multipoint distribution services used in high speed Internet access, multimedia file transfer, remote access to local area networks and telephone services

Outcomes

- Define RFID, applications and functionality
- Describe the components and operation of WMAN networks
- Discuss how satellite transmissions work
- Discuss the challenges and security issues with wireless communications
- Explain how cellular telephony functions
- List the advantages of wireless communications for business

Credits	2
Quarter Offered	6
Distribution	Career Training

ECS 210: Introduction to RF Communications

Students are introduced to wireless RF communications concepts such as radio wave propagation, wavelength, frequency, bandwidth, and signal analysis

Outcomes

- Calculate the signal to noise ratio in a radio receiver
- Calculate the wavelength of a radio wave and how it relates to physical antenna length
- Define modulation/demodulation
- Define noise and give examples of internal and external noise sources
- Describe functional block diagrams in a radio communications system
- Explain the difference between time and frequency domains
- List the three steps for troubleshooting systems

Credits	2
Quarter Offered	3
Distribution	Career Training

ECS 211: Amplitude Modulation

Amplitude modulation principles are introduced to RF communications systems. Studies focus on fundamentals of AM transmitters and receivers including measurements with oscilloscope and spectrum analyzer

Outcomes

- Calculate the image frequency of a signal
- Describe the alignment procedures for AM receivers
- Draw a block diagram of an AM receiver/transmitter
- Explain how an AM diode detector works
- Explain the concepts behind an AM signal
- List RF, IF and audio frequencies used with AM receivers/transmitters
- Use an oscilloscope to measure the percent modulation of an AM signal

Credits	3
Quarter Offered	3
Distribution	Career Training

ECS 212: Single Sideband and Frequency Modulation

Single sideband and frequency modulation principles are introduced to RF communications systems. Studies include principles of modulation, demodulation, transmitters and receivers

Outcomes

- Calculate the parameters of an FM signal
- Describe alignment procedures for an FM receiver
- Describe the three operating states of a phase lock loop circuit
- Explain how an oscillator is modulated to produce FM
- Explain how SSB signals are generated and demodulated
- Explain the advantages of SSB over conventional AM transmission
- Understand a block diagram of an FM receiver

Credits	4
Quarter Offered	3
Distribution	Career Training

ECS 213: Transmission Lines and Antennas

No communications system is complete without a media to transmit information. Types of transmission lines discussed are twisted pair, coaxial, ladder line, and waveguides. Curriculum includes principles of electromagnetic propagation, antenna theory, RF radiation and safety

Outcomes

- Calculate the effect of impedance mismatches
- Calculate the values needed to provide a link budget
- Define line parameters such as velocity factor, impedance and loss
- Describe and identify several types of transmission lines and connectors
- Describe the basic principles of satellite communications
- Describe the characteristics of electromagnetic energy
- Identify various antenna types to include dipole, Marconi and Yagi

Credits	2
Quarter Offered	4
Distribution	Career Training

ECS 214: Microwave, Telephony, and Cellular

This course focus is on microwave, radar communications systems, circuits and transmission methods. Students learn how land line telephone and cell phone systems work. Additional wireless telephony operations to include AMPS, PCS, CDMA, GSM and TDMA

Outcomes

- Describe signaling standards used in the telephone system
- Describe the different modes of operation within a waveguide
- Describe the operation of DSL, PCS and VOIP systems
- Describe the operation of RADAR systems and Doppler shift
- Explain the operation of a magnetron and other microwave oscillators
- Explain the operation of a traveling wave tube
- Understand the overall topology of the US telephone network

Credits	2
Quarter Offered	4
Distribution	Career Training

ECS 215: Data and Networking Fundamentals

Studies include basics of data communications and networking fundamentals and topologies, networking hardware and media, LAN’s, MAN’s and WANs, the seven- layer OSI model and its application, Internet protocol (IP) and MAC addressing concepts, and additional protocols such as TCP, UDP, DHCP and ARP

Outcomes

- Describe star, ring and bus topologies
- Determine what CSMA/CD stands for and basic Ethernet operation
- Explain the difference between serial and parallel communications
- List and describe methods for error detection
- List the layers of the OSI model
- Work with IP addressing and sub netting

Credits	2
Quarter Offered	5
Distribution	Career Training

ECS 216: Advanced Communication Principles

Communications technologies change and advance to meet the desires of an information hungry society. Technologies such as global positioning systems (GPS), fiber optic and laser technology are just some of the methods used to deliver information such as data, video and more which are introduced in this course

Outcomes

- Describe applications of GPS receivers
- Describe the construction of fiber optic cable
- Describe the operation of GPS receivers
- Describe the operation of LED and LASER light sources
- Explain the orbital parameters of satellites
- List the segments of a GPS system
- Utilize fiber optic specifications for fiber performance

Credits	2
Quarter Offered	5
Distribution	Career Training

ECS 230: Telecommunications Lab

Students are introduced to telecommunication systems describing the circuits and components contained, including telephone, cellular, and satellite systems and processes. Students will utilize a laptop computer, and a computer aided instruction online platform to complete training.

Outcomes

- Define cellular and satellite communications methods
- Describe the theoretical and physical structures of a cellular telephone system and discuss the different multiplexing techniques used
- Identify the topologies and common components of the various types of networks
- Identify types of telecommunications systems
- Identify various modulation techniques
- Recognize terms, jargon and acronyms associated with the industry
- Understand the RF and IR wireless networks and the benefits they provide

Credits	2
Distribution	Career Training

ECS 231: Radio Communications Lab

This lab class teaches the theory of operation, troubleshooting, and repair of standard AM/FM broadcast band receivers and AM/SSB/NBFM communications transceivers. Students will utilize laptop computer, computer aided instruction online platform, electronic experiment cards and industry recognized test equipment to complete training.

Outcomes

- Define and describe the AM/FM/SSB radio communication
- Describe wave characteristics and propagation paths
- Identify and measure IF and audio waveforms in AM/FM/SSB radios
- Observe the effects of various modulation techniques
- Perform AM/FM/SSB troubleshooting and analysis
- Read and interpret schematic diagrams of various RF equipment

Credits	3
Distribution	Career Training

ECS 232: Microwave Fundamentals Lab

Students are introduced to microwave systems, waveguide theory, microwave devices and antennas. Students will utilize laptop computer, computer aided instruction online platform, electronic experiment cards, antennas, waveguide and reflectors, and industry recognized test equipment to complete training.

Outcomes

- Assemble and test circuits, hardware and properties of microwave systems
- Describe a waveguide, its advantages and disadvantages
- Identify construction and theory of various antennas and styles
- Identify microwave principles and frequencies
- Observe and trace signals through a microwave transmitter and receiver
- Observe and verify that microwave signals can be reflected
- Observe effects of microwave transmission signals

Credits	2
Distribution	Career Training

ECS 233: Signals Processing Lab

This lab class teaches the theory of operation, troubleshooting, and repair of various signal processing and modulation techniques to include Time Division Multiplexing, Pulse Code Modulation, Frequency Division Multiplexing, Frequency Shifty Keying Modulation and Phase Shift Keying Modulation. Students will utilize laptop computer, computer aided instruction online platform, electronic experiment cards and industry recognized test equipment to complete training.

Outcomes

- Define and describe TDM, PCM, FDM, FSK and PSK radio communication
- Generate various modulation signals using a function generator
- Identify and measure signal process waveforms
- Observe and measure the characteristics of various forms of modulation
- Observe the effects of various modulation techniques
- Perform signal processing troubleshooting and analysis
- Read and interpret schematic diagrams of various RF equipment

Credits	4
Distribution	Career Training

ECS 290: Independent Study I

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the acheivement of advanced learning in the subject area chosen.

Outcomes

- Will vary according to the project chosen

Credits	3-5
Distribution	Career Training

ECS 291: Independent Study II

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the acheivement of advanced learning in the subject area chosen.

Outcomes

- Will vary according to the project chosen

Credits	3-5
Distribution	Career Training

ECS 296: Work Based Learning Experience

Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.

Outcomes

- This course is provided for students to meet theory requirement of instruction via canvas or other learning management system (LMS). This course requires that students must interact with faculty via LMS for a minimum of 10 hours.

Credits	1-9
Distribution	Career Training
Field-Based Experience	30-390V

Emergency Medical Service

EMS 201: Emergency Medical Technician

This course prepares students to become Emergency Medical Technicians (EMT). This program will train students to become certified EMTs through an effective combination of classroom instruction, hands-on labs, and field internships. The curriculum covers essential topics like patient assessment, BLS cpr, trauma care, and emergency procedures while emphasizing decision-making and communication skills. Students gain real-world experience through internships, working alongside professionals in live emergency settings. Upon completing the program, students can take the NREMT certification exam, qualifying them to work in various emergency response roles. This program equips individuals to provide critical pre-hospital care and make a significant impact on public health and safety. This course meets the standards established by the National Highway Safety Transportation Administration, the State of Washington Department of Health, and the Pierce County Department of Emergency Management.

Outcomes

- Define the EMT's scope of practice.
- Perform patient assessment.
- Analyze emergency situations and provide appropriate treatment.
- Understand basic medical terminology.

Credits	15
Lab Hours	80
Lecture Hours	100
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Prerequisites	none
Corequisites	none
Crosslisted Courses	N/A none Corequisite none Fall, Winter, Spring, Summer
Field-Based Experience	30
Campus	South
Area of Study	Career Education

Engineering

ENGR 191: Engineering Technology Study Lab I

Students meet with their cohort once a week in a lab setting for personalized support from instructors to complete contextualized projects spanning the first quarter’s engineering coursework. Additional career preparation training and resources will be provided as students progress toward graduation. College navigation topics, including financial aid, workforce funding, childcare, library services. Soft skill topics of "coping with pressure" and "decision making".

Credits	1
Distribution	Career Training

ENGR 192: Engineering Technology Study Lab II

Students meet with their cohort once a week in a lab setting for personalized support from instructors to complete contextualized projects spanning the second quarter’s engineering coursework. Additional career preparation training and resources will be provided as students progress toward graduation. Create a social media profile that is geared towards employment. Soft skill topics of "drive for excellent results" and "cooperative teamwork"

Credits	1
Prerequisites	ENGR191
Distribution	Career Training

ENGR 193: Engineering Technology Study Lab III

Students meet with their cohort once a week in a lab setting for personalized support from instructors to complete contextualized projects spanning the third quarter’s engineering coursework. Additional career preparation training and resources will be provided as students progress toward graduation. Cover letters, resume, and related employment documents prepared. Complete mock interviews and receive feedback. Soft skill topics of "initiative" and "flexibility".

Credits	1
Prerequisites	ENGR192
Distribution	Career Training

ENGR 194: Engineering Technology Study Lab IV

Students meet with their cohort once a week in a lab setting for personalized support from instructors to complete contextualized projects spanning the fourth quarter’s engineering coursework. Additional career preparation training and resources will be provided as students progress toward graduation. Apply for internships, attend local networking or online gatherings. Participate in industry related discussions either through discussion groups or social media. Soft skill topics of "influential communication" and "continuous learning".

Credits	1
Prerequisites	ENGR193
Distribution	Career Training

ENGR 195: Engineering Technology Study Lab V

Students meet with their cohort once a week in a lab setting for personalized support from instructors to complete contextualized projects spanning the fifth quarter’s engineering coursework. Additional career preparation training and resources will be provided as students progress toward graduation. Complete applications to transfer colleges or employers. Soft skill topics of "decision-making" and "strategic vision".

Credits	1
Prerequisites	ENGR194
Distribution	Career Training

ENGR 196: Engineering Technology Study Lab VI

Students meet with their cohort once a week in a lab setting for personalized support from instructors to complete contextualized projects spanning the sixth quarter’s engineering coursework. Additional career preparation training and resources will be provided as students progress toward graduation. Use feedback and finalize resumes, cover letters, polished social media presence. Soft skill topics of "planning and organizing" and "integrity and respect".

Credits	1
Prerequisites	ENGR195
Distribution	Career Training

ENGR 296: Work-based Learning Experience

Students transitioning from an educational environment to the workplace need to make the connection between the knowledge and skills obtained throughout the program of study and how it applies to professional work in the field. This course provides students with an opportunity to align curriculum and instruction with tasks required in a given career field. The outcomes in this course can be achieved through one of the two methods below: 1) Sustained interactions with industry or community professionals in real workplace settings, to the extent practicable, or 2) Simulated environments at an educational institution.

Outcomes

- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.
- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.

Credits	1-13
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid Online
Prerequisites	Instructor Permission
Crosslisted Courses	This course is equivalent to the Work-Based Learning Experience courses in Civil and Environmental, Electrical, and Mechanical Engineering Technology. Instructor Permission Fall, Winter, Spring, Summer
Field-Based Experience	30-390
Campus	Central Off-site
Area of Study	Career Education

ENGR& 111: Engineering Graphics I

This course is designed for students enrolled in an engineering program who need to learn the basic concepts of engineering graphics. Topics include two dimensional CAD use of lettering, scale, geometric construction, drawing layout, orthographic or multiview drawings and dimensioning. This course also introduces the concepts of 3-D Computer aided Drafting (CAD) solid modeling design and its application to engineering drawing.

Outcomes

- Describe the interrelationships and roles of diverse engineering technology technicians in the various engineering fields.
- Use basic engineering vocabulary to discuss design ideas and engineering solutions.
- Interpret blueprint standards and the line types and symbols that comprise them
- Describe how specifications and dimensions are used and portrayed on engineering graphics.
- Define the interrelationship of engineering graphics that comprise a project.
- Create basic geometric shapes using drafting equipment/software.

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online

ENGR& 112: Engineering Graphics II

This course is an introduction to basic dimensioning techniques using mechanical orthographic, architectural plans, and civil plat drawings. Students will create manufacturing and construction drawings using industry level dimensioning techniques relating to mechanical architectural and civil disciplines applying ASME and AIA standards. This course also introduces the concepts of 2D and 3D Computer Aided Design (CAD) and its application to engineering drawing. AMATH 170 (as pre or corequisite), ENGR& 111 (as a pre or corequisite), or instructor permission.

Outcomes

- Describe components of effective teamwork with diverse peers in a lab setting
- Describe the purpose of design drawings used in an engineering environment.
- Create and edit CAD engineering drawings using a dynamic input interface.
- Annotate CAD engineering drawings to meet industry standards and best practices.
- Create different linear and angular dimensions on objects in CAD engineering drawings.
- Apply advanced CAD techniques to reusable content, hatch objects, drawing object creation and plots.

Credits	5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online
Distribution	Career Training
Notes	Online

ENGR& 214: Statics

A fundamental course in the mechanics of rigid bodies in static equilibrium conditions. Solves practical engineering problems involving the loads carried by structural components using Static principles, vector notation and calculus for mathematical modeling. Teaches principles and their limitations within the context of Engineering applications and the engineering design process. Students must take MATH&153 (as pre or corequisite), PHYS&223 (as a pre or corequisite), or instructor permission.

Credits	5
Quarter Offered	Fall
Instructional Mode	Hybrid
Prerequisites	Physics& 221
Distribution	Career Training
Notes	Hybrid Field Based Experience 0

ETECH 106: Microcontrollers

The course is an introduction to the fundamentals of microcontroller-based systems, including applications, architecture, number systems, and languages

Credits	5
Quarter Offered	2
Distribution	Career Training

Engineering Technology

ETECH 103: AC Circuits

This course provides students with knowledge of alternating current and voltage, capacitors. Capacitive circuits, inductors, inductive circuits, resonance, transformers and reactive circuits. The course provides relevance to circuits and applications and delivers the material via a systems approach combined with electronic theory. Complex arithmetic is not required for this course.

Credits	5
Quarter Offered	1
Distribution	Career Training

ETECH 105: Digital Circuits

This course provides students with knowledge and application of digital principles and circuits. The purpose of the course is to teach principles of digital electronics. The material covers a variety of topics including Boolean algebra, basic gates, logic circuits, flip-flops, registers, arithmetic circuits, counters, interfacing with analog devices, and computer memory. Complex arithmetic is not required for this course

Credits	5
Quarter Offered	2
Distribution	Career Training

English

ENGL 175: Professional Writing

Enables students in career training programs to think logically and clearly and be effective and convincing in their professional and technical writing. It focuses on development of communication skills essential in a variety of forms of professional writing and technical writing.

Outcomes

- Be able to write an effective professional letter
- Distinguish between the various types of technical/professional writing
- Incorporate sentences that are clear, direct and specific in their technical/professional writing
- To understand the role of and how and when to use graphics in technical/professional writing
- Understand the basic elements of and be able to write an effective extended definition
- Understand the basic elements of and be able to write an effective feasibility proposal or technical reportn
- Understand the basic elements of and be able to write an effective set of instructions
- Understand the basic elements of and be able to write a technical description
- Use correct grammar, spelling and punctuation in students' technical-professional writing

Credits	5
Lecture Hours	50
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	Placement or ENGL 090
Campus	Central Downtown South
Area of Study	General Education

ENGL 90: English Fundamentals

A developmental writing course emphasizing foundational English sentence and paragraph skills with attention to reflective reading, vocabulary, grammar, and mechanics.

Outcomes

- Develop and apply critical reading skills to select published texts.
- Construct several sentence types using correct grammar, punctuation, and spelling.
- Construct organized and cohesive paragraphs using a specific rhetorical mode.
- Evaluate and model appropriate language and voice for a variety of intended audiences.
- Explore and clarify writing ideas on a variety of topics.
- Identify and describe the parts of speech that make up standard English.
- Describe the purpose and use of proper documentation and citation styles.

Credits	5
Clinical	0
Lab Hours	0
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	Central Downtown South Off-site

ENGL 91: Integrated Reading and Writing

A developmental writing course emphasizing critical reading, information literacy, and expository writing skills.

Outcomes

- Apply critical reading skills to a variety of published trade or professional texts.
- Adapt specific rhetorical concepts to construct organized and cohesive short essays.
- Develop effective strategies for planning, drafting, revising, and proofreading a draft.
- Apply proper documentation and citation styles.
- Evaluate a variety of resources to assist in researching a variety of topics.

Credits	5
Clinical	0
Lab Hours	0
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	Placement or ENGL 90, minimum 2.0 grade or better
Crosslisted Courses	N/A Placement or ENGL 90, minimum 2.0 grade or better Fall, Winter, Spring, Summer
Campus	Central Downtown South Off-site

ENGL 98: English Composition Corequisite Support

This course delivers corequisite support for ENGL& 101 by providing supplemental instruction in college-level critical reading and composition skills alongside intensive, hands-on activities including draft workshopping and student conferencing. Requires concurrent enrollment in a linked section of ENGL& 101.

Outcomes

- Identify strategies for critical reading and note-taking.
- Recognize and define the steps of the writing process (including pre-writing, outlining, drafting, and revising).
- Examine a variety of texts as examples of effective written communication.
- Demonstrate appropriate linguistic structures, including grammar, punctuation, and spelling.
- Draft, revise, and reflect on a variety of written assignment work.

Credits	2
Clinical	0
Lab Hours	0
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	none
Corequisites	ENGL& 101 English Composition I
Crosslisted Courses	N/A none Corequisite ENGL& 101 English Composition I Fall, Winter, Spring, Summer
Campus	Central Downtown South Off-site

ENGL& 101: English Composition I

An introduction to college writing emphasizing rhetorical concepts, critical thought, and research skills with attention to effectively engaging a variety of audiences.

Outcomes

- Apply strategies for reading, pre-writing, drafting, reviewing, collaborating, revising, editing, and submitting texts by assigned deadlines.
- Evaluate a variety of media and technologies to address a range of audiences.
- Describe a variety of rhetorical concepts to analyze and compose a variety of texts.
- Use appropriate linguistic structures, including grammar, punctuation, and spelling in written texts.
- Apply common formats and conventions for ethically using, citing, and documenting a variety of texts.

Credits	5
Clinical	0
Lab Hours	0
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	Placement or ENGL 91, minimum grade of 2.0 or above
Crosslisted Courses	N/A Placement or ENGL 91, minimum grade of 2.0 or above Fall, Winter, Spring, Summer
Campus	Central Downtown South Off-site

ENGL& 102: Composition II

A continuation of ENGL& 101, this course emphasizes critical reading, analytical and argumentative writing, and research-based composition. Students develop skills in locating, evaluating, and integrating sources to produce well-documented academic essays for varied audiences and purposes.

Outcomes

- Identify and explain the claims, rhetorical strategies, and use of evidence in complex academic and public texts.
- Evaluate the credibility, relevance, and potential bias of sources gathered through academic research.
- Compose thesis-driven argumentative and analytical essays that synthesize evidence from multiple sources to support a clearly defined position.
- Apply standard academic documentation conventions to integrate and cite sources ethically and accurately in research-based writing.
- Demonstrate effective use of recursive writing processes—including planning, drafting, revising, and editing—to produce polished compositions suited to specific audiences and purposes.

Credits	5
Lecture Hours	50
Prerequisites	Completion of ENGL& 101 or equivalent with a minimum grade of 2.0
Area of Study	General Education

ENGL& 235: Technical Writing

Advanced written communication course emphasizing writing for technical and business purposes, organizing data, using research tools, presenting and submitting technical documents using various media, and effectively collaborating on team projects.

Outcomes

- Use a writing process (pre-writing/drafting/revising) to develop technical documents that effectively address different audiences.
- Apply methods of research and documentation to technical topics and properly synthesize and integrate source material with one’s own ideas.
- Describe technical writing concepts and vocabulary.
- Create a clear and accurate set of technical documents for a variety of purposes related to writing in the workplace.
- Practice and develop collaboration skills by producing effective technical documents or presentations as a member of a team.

Credits	5
Clinical	0
Lab Hours	0
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	Placement or completion of ENGL& 101 with 2.0 grade or better.
Crosslisted Courses	N/A Placement or completion of ENGL& 101 with 2.0 grade or better. Fall, Winter, Spring, Summer
Campus	Central Downtown South Off-site

English as a Second Language

ESL 31: Introduction to ESL Computer & Digital Literacy

This beginner-level course is designed for English as a Second Language (ESL) students who want to develop essential computer and digital literacy skills in an English-speaking environment. Through hands-on practice and guided instruction, students will learn how to use computers, navigate the internet safely, and utilize common software applications such as word processors, spreadsheets, and email. A key component of the course includes learning how to use Canvas, the online learning management system used by Bates Technical College. Students will be guided through the basics of logging in, accessing course materials, submitting assignments, participating in discussions, and communicating with instructors through Canvas. This training will help students become comfortable with online learning and prepare them to succeed in other courses offered through the college. The course also emphasizes digital communication, online safety, and responsible technology use, helping students gain confidence in using digital tools for work, education, and everyday life. Language support is integrated throughout the course, with a focus on building vocabulary and communication skills related to technology.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 32: ESL Digital Communication Skills

This course is designed for English as a Second Language (ESL) students who have basic computer skills but need to strengthen their digital communication abilities in English for use in the workplace, online learning, and everyday life in an English-speaking community. Students will build confidence using digital tools to communicate effectively and professionally. The course focuses on writing emails, participating in video meetings, completing online forms, creating resumes, using job search platforms, and navigating online systems such as Canvas, the learning management system used at Bates Technical College. Through practical, real-world tasks and language support, students will expand their English vocabulary and communication strategies while learning to use common digital platforms with greater fluency and confidence.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 33: Introductory ESL - Listening & Speaking

Introductory ESL L/S is a pre-literacy and introductory to the ESL and college community course. It offers basic language acquisition training for students with little to no literacy skills, beginning with learning the alphabet and building a vocabulary base. The course also offers stratified curriculum for variable credit students, building vocabulary and connecting with college and community resources that will help them be successful in later course work.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 34: Introductory ESL - Listening & Speaking

Introductory ESL R/W is a pre-literacy and introductory to the ESL and college community course. It offers basic language acquisition training for students with little to no literacy skills, beginning with learning the alphabet and sight word training. The course also offers stratified curriculum for variable credit students, building vocabulary and independent study skills that will help them be successful in later course work.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 35: Introductory ESL - Listening & Speaking

To enhance ESL students' retention, persistence, and performance through goal setting, problem-solving, evaluation, intervention and self-awareness strategies.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 36: Novice ESL - Reading & Writing

ESL Literacy Reading and Writing is an introductory course to English. It offers literacy training to students who are unfamiliar with basic English. Students begin to build vocabulary with pictures and sight words. Instruction focuses on the development of receptive skills and incorporates cooperative learning.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 37: Novice ESL - Listening & Speaking

ESL Literacy Listening & Speaking is an introductory course to English. It offers literacy training to students who are unfamiliar with the basic letter sounds of English. Students participate in a variety of situational activities to reinforce listening and speaking skills. Instruction focuses on the development of receptive skills and incorporates cooperative learning.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 47: Low Beginning ESL - Listening & Speaking

Low Begin ESL Listening and Speaking is a low beginning listening and speaking course to English. The course teaches students to communicate using simple English. Students use common everyday expressions and simple phrases for immediate needs. Students introduce themselves and other people and ask questions about personal details such as where they live, things they have, and places and people they know.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 48: Low Beginning ESL - Reading & Writing

Low Begin ESL Reading and Writing is a low beginning reading and writing course to English. It focuses on reading short stories and developing vocabulary. Basic writing skills include spelling, capitalization, punctuation, handwriting, and sentence structure. The present tense, countable/uncountable nouns, and pronouns are introduced and practiced.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 57: High Beginning ESL - Listening & Speaking

High Begin ESL Listening and Speaking is an advanced beginning course in English listening and speaking for non-native speakers of English. It stresses communication skills and listening strategies to improve fluency. Students will practice listening and speaking for everyday use and academic purposes. Basic grammar is practiced in given situations to improve oral accuracy. The major verb tenses (present simple, present continuous, simple past) are introduced.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 58: High Beginning ESL - Reading & Writing

High Begin ESL Reading and Writing is an advanced beginning course in English writing and grammar for non-native speakers of English. It stresses writing skills such as types of sentences and proper use of simple grammar structures, basic connectors, and descriptive vocabulary. Basic reading strategies are introduced with a strong emphasis on vocabulary development. The major verb tenses (present simple, present continuous, simple past) are introduced.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 67: Low Intermediate ESL - Listening & Speaking

Low Intrmediate ESL Listening and Speaking is a lower-level advanced speaking and listening skills course for non-native speakers of English. Emphasis is placed on developing communication skills for everyday use and academic purposes. Students participate in a variety of situational activities to reinforce their understanding of simple tenses, develop basic vocabulary, and become accustomed to basic interaction with native-English speakers.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 68: Low Intermediate ESL - Reading & Writing

Low Intrm ESL R/W is a lower level advanced course in English reading and writing for non-native speakers of English. It stresses writing skills such as types of sentences and proper use of grammar structures, basic connectors, and combined sentences. Students read short passages with a variety of topics and purposes, including reading for pleasure.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 77: High Intermediate ESL - Listening & Speaking

High Intermediate ESL Listening and Speaking is a high-intermediate, conversation-based course for non-native speakers of English. It is designed to help students develop listening comprehension and speaking skills through the study of American English. This course provides students with the opportunity to discuss a variety of topics such as travel, education, and career. Listening, note taking, and public speaking are emphasized.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 78: High Intermediate ESL - Reading & Writing

High Intermediate ESL R/W is a high-intermediate reading and writing course for non-native speakers of English. It is designed to help students develop reading and writing skills through passage reading, vocabulary development, and grammar and writing practice. The course provides practice activities to improve vocabulary, speed, and comprehension. Students read passages with a variety of topics, sources, and purposes, including reading for pleasure. Students at this level focus on elements of several types of paragraphs and perfect the use of transitions. As a final writing assignment, students are expected to write a cohesive three-paragraph essay.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 87: Transitional ESL - Listening & Speaking

Transitional ESL Listening and Speaking is a transitional, conversation-based course for non-native speakers of English. It is designed to further develop listening comprehension and speaking skills through the study of American English. This course provides students with the opportunity to discuss a variety of topics such as American cultural and societal trends, job skills, and the modern media. Once students gain more confidence and fluency, discussions and presentations are introduced to increase the students' familiarity with the major structures of English. Students who complete this course are ready for collegiate-level courses and career training.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

ESL 88: Transitional ESL - Reading & Writing

Transitional ESL Reading and Writing is a transitional level reading and writing course for non-native speakers of English. The course provides practice activities to improve vocabulary, speed, comprehension, and usage of a monolingual dictionary. Students read longer passages with a variety of topics, sources, and purposes, including reading for pleasure. Students at this level focus on elements of several types of paragraphs and begin writing 3-4 paragraph essays. As a final writing assignment, students are expected to write a cohesive four-paragraph essay. Students who complete this course are ready for collegiate-level courses and career training.

Credits	1-5
Lecture Hours	50
Instructional Mode	Online
Prerequisites	None
Campus	Central Downtown South Off-site

Facilities Maintenance Engineer

FACM 101: Safety Principles

This course is an introduction to the safety practices and procedures as required by state and federal standards for building maintenance

Outcomes

- Apply OSHA and WISHA safety standards
- Follow and maintain MSDS procedures and guidelines
- Follow hand and power tool safety guidelines
- Follow shop safety procedures
- Identify and follow lock-out / tag-out procedures
- Maintain and handle hazardous materials as needed
- Obtain First Aid / CPR certification

Credits	2
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FACM 102: Fundamentals of Electricity

This course is an introduction to the fundamentals of electricity and their application to the building maintenance industry: Ohm’s law, basic circuitry fundamentals, electrical troubleshooting and the National Electrical Codes are studied

Outcomes

- Apply Ohms law to basic circuitry
- Apply proper electrical safety standards
- Identify and follow electrical lock-out/ tag-out procedures
- Identify fundamentals of basic circuitry
- Install basic electrical circuitry
- Read and interpret national electrical codes
- Troubleshoot and repair basic electrical circuitry

Credits	3
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FACM 103: Electrical Service

Students troubleshoot, test, maintain, and repair electrical services within a building. Electric motors, controls, PLCs, and test equipment are studied

Outcomes

- Identify and service a wide range of circuitry
- Identify and use electrical service hand and power tools
- Identify, test and close out electrical circuits
- Install complete basic electrical system
- Perform basic electrical service and maintenance or repair
- Understand basic electric motor operation
- Understand program PLC devices

Credits	4
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FACM 104: Introduction to Blueprint Reading

Students read, interpret, and create graphic drawings including building and machine blueprints, technical sketching, and working drawings. Trade math is also studied

Outcomes

- Draw basic structures to scale with detail
- Identify and read basic blueprints
- Identify basic blueprint symbols and abbreviations
- Identify basic technical drawing and sketching tools
- Perform basic dimensioning procedures
- Perform basic trade math functions
- Understand and perform decimal/fractional and metric conversions

Credits	5
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FACM 105: Engineering Drawings

A continuation of the concepts introduced in FACM 104, students creates commercial plans: plot, floor, elevation, sections, and plan details

Outcomes

- Perform basic Blueprint to construction applications
- Read and understand basic electrical and mechanical blueprints
- Read and understand basic elevations
- Read and understand basic floor plans
- Read basic foundation, framing and finishing blueprints
- Read basic survey plats and plot plans

Credits	4
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FACM 106: Introduction to Hydraulics/Pneumatics

This course is an introduction to basic fluid power, and the application of hydraulic principles to the building maintenance field. Hydraulic systems, circuits, and efficiency are studied

Outcomes

- Perform basic hydraulic/pneumatic system maintenance
- Read and understand basic fluid power systems
- Read and understand basic pneumatic systems
- Read and understand preventive maintenance schedules
- Understand and apply basic fluid power/pneumatic safety procedures
- Understand basic troubleshooting applications

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 107: Machine Components

This course is an introduction to industrial maintenance of machine components including predictive and preventive maintenance, lubrication requirements, vibration analysis, and close tolerance dimensioning

Outcomes

- Follow basic troubleshooting procedures on mechanical systems
- Perform basic shaft alignment and vibration analysis procedures
- Select and use basic mechanical maintenance hand and power tools
- Understand and apply pulley and gear ratios
- Understand the basic application of lubricants, oils, seals and bearings
- Understand, clean and lubricate basic mechanical systems

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 108: Mechanical and Machine Maintenance

Students follow processes used to maintain centrifugal, rotary, and reciprocating pumps, gears, and compressors, and other mechanical devices. Maintenance scheduling, computerized maintenance management systems and computer- generated repair strategies are studied

Outcomes

- Follow basic troubleshooting procedures on mechanical systems
- Identify mechanical system components and fundamentals
- Produce computer generated maintenance schedules
- Select and use basic research skills for cost analysis comparison
- Understand and apply cost analysis procedures to maintenance scheduling
- Understand and promote professional maintenance department skills and training
- Understand repair procedures and reporting

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 109: Tools and Equipment

This course is an introduction to the tools and equipment used in the building maintenance occupation. The safe use, maintenance, and storage of a variety of tools and equipment are emphasized. Stationary, hand, and power tools are used

Outcomes

- Follow basic safety procedures in the operation and use of tools
- Identify proper equipment use and application in the maintenance field
- Identify, select and use basic maintenance hand tools
- Identify, select and use basic maintenance power tools
- Perform research and cost comparison for tool replacement/ upgrade
- Perform the safe operation of stationary equipment in the maintenance field

Credits	3
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 111: Building Maintenance and Repair Methods

The maintenance, repair, and minor remodeling techniques for structures and the non-mechanical elements of a building complex are emphasized. Doors, windows, stairs, walls, siding, roofing and all other aspects of building maintenance are discussed

Outcomes

- Follow basic safety procedures in the selection and use of tools
- Identify interior/exterior materials and supplies for building repair
- Perform advanced mathematical calculations for building repair or additions
- Perform basic carpentry for building maintenance and repair
- Perform basic drywall and wall component installation and repair
- Perform basic plumbing system maintenance and repair
- Perform research and cost analysis for interior/exterior repair or additions

Credits	5
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 112: Basic Refrigeration

This course is an introduction to basic refrigeration cycles and components. Mechanical compression systems, absorption systems and troubleshooting techniques are discussed

Outcomes

- Identify basic maintenance procedures for refrigeration systems
- Read and understand refrigeration rules and regulations
- Read basic refrigeration troubleshooting procedures
- Understand absorption refrigeration systems
- Understand and follow safe refrigerant handling procedures
- Understand basic mechanical refrigeration compression systems
- Understand the basic refrigeration system

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Hybrid
Campus	South
Area of Study	Career Education

FACM 113: Introduction to Building Maintenance

Students are introduced to the basic maintenance and repair methods used in the building maintenance profession

Outcomes

- Follow basic safety procedures in the selection and use of tools
- Identify basic carpentry framework maintenance and repair
- Identify basic drywall installation and repair
- Identify proper equipment use and application for building repair
- Identify structural building components and required repairs
- Perform basic mathematical calculations for structural repairs and additions
- Perform research and cost analysis for structural repair or additions

Credits	3
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 121: Grounds Keeping

Students select and use proper equipment for maintaining turf, shrubs, and plants. Irrigation system design, installation and repair, basic asphalt and concrete maintenance are studied

Outcomes

- Follow basic safety, PPE procedures in the selection and use of supplies
- Identify and meet building occupant needs
- Identify and practice environmentally responsible grounds maintenance
- Identify and select grounds maintenance tools and equipment
- Perform basic grounds keeping functions
- Troubleshoot and repair grounds maintenance equipment
- Understand basic irrigation design and installation procedures

Credits	5
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 122: HVAC Systems

This course is an introduction to the fundamentals of heating and air conditioning systems with emphasis on the adjustment of air flow, indoor air quality, troubleshooting of minor problems, and preventive maintenance methods are studied

Outcomes

- Follow safe and efficient HVAC maintenance procedures
- Identify and select basic HVAC maintenance / repair materials
- Identify and understand the basic HVAC system
- Perform basic HVAC system troubleshooting, maintenance and repair
- Read and interpret basic circulation balancing procedures
- Research, read and understand basic indoor air quality information
- Understand basic maintenance procedures for HVAC systems

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FACM 140: Boiler Operations and Certifications

This course is an introduction to the basic principles of low and high-pressure steam boiler systems with emphasis on routine operation, maintenance, and emergency procedures. Upon successful completion of the coursework, students may test for certification as a Class V Boiler Operator/Fireman

Outcomes

- Identify and select basic water treatment chemicals
- Understand basic operational procedures for boiler/fireman
- Identify and select boiler service/maintenance hand and power tools
- Identify and understand the basic boiler systems
- Perform basic boiler system maintenance and repair as allowed
- Read and understand basic steam principles for boiler operation
- Research and understand city of Tacoma ordinance requirements
- Research, read and understand basic ASME code and safety regulations
- Understand and follow safe and efficient boiler operation procedures
- Understand basic combustion controls and instruments

Credits	12
Quarter Offered	Winter Summer
Instructional Mode	Hybrid Web-enhanced
Distribution	Career Training
Notes	Hybrid, Web-enhanced

FACM 143: Advanced Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student to be viable and industry related. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Clearly define and explain research / development methods for the project
- Clearly define and explain the project in a public environment
- Complete an assigned project with professionalism while meeting the time, material, and budget requirements set out in project planning
- Present assigned project for assessment and grading
- Regularly report project progress with clarity and professionalism
- Take an assigned project from the idea stage through design, costing, approval, development and completion stages in the time frame allowed

Credits	10
Lab Hours	180
Lecture Hours	10
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid
Campus	South
Area of Study	Career Education

FACM 144: Advanced Boiler Operations

Students follow advanced boiler methods of low and high-pressure steam boiler systems with emphasis on routine operation, maintenance, and emergency procedures. Upon successful completion of the coursework, students may test for certification as a Class IV Boiler Operator/Fireman

Outcomes

- Clearly define and explain Tacoma boiler certification requirements
- Understand basic operational procedures for boiler/fireman
- Define and draw basic combustion systems
- Define and draw basic steam and water boiler systems
- Define boiler testing's requirements
- Identify and understand and draw the basic boiler safety systems
- Read, understand and explain basic Steam tables
- Research and explain applicable city of Tacoma ordinance
- Research basic ASME code and safety regulations
- Understand and explain safe and efficient boiler operation procedures

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid In-person
Distribution	Career Training
Notes	Hybrid, Face-to-face

FACM 221: Small Business Planning

This course is an introduction to basic elements of small business planning: license, bonding, insurance, and customer service. Emphasis on all aspects of industry related business is studied to develop a full understanding of all processes involved. Students will develop a business plan and present it to the public for peer review.

Outcomes

- Create a small business plan
- Define, draw and explain basic building change or repair projects
- Professionally present personal attributes through a variety of media
- Research and then present equipment lifecycle costs
- Research, understand and explain small business related data
- Use industry terminology to present maintenance related data
- Write and then present a cost analysis of a maintenance project

Credits	3
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 222: Introduction to Remodeling

Students review light residential and commercial design and remodeling methods including the bidding process. Energy auditing, building code requirements, retrofit, and updating the built environment are researched

Outcomes

- Clearly define cost analysis for building remodel or repair
- Define and draw basic remodel or existing building change projects
- Professionally install or repair a variety of building accessories
- Read and understand building structural requirements for building change
- Research understand and explain applicable city of Tacoma permit process
- Research, read, and understand basic code requirements
- Understand and explain safe and efficient remodeling practices
- Understand basic building remodeling procedures and requirements

Credits	4
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 230: Computers in Industry

Students are introduced to the use of computers in maintenance management with the use of basic computer programs. Research, Scheduling, Project planning and Reporting are emphasized.

Outcomes

- Develop maintenance schedules, reports and records
- Develop spreadsheets of connected data for a maintenance project
- Project management
- Research and present basic technical data through electronic media
- Successfully communicate through electronic media
- Use a variety of electronic programs for data manipulation
- Use electronic methods to research maintenance data

Credits	2
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Campus	South
Area of Study	Career Education

FACM 231: Computer Applications

Students create preventive maintenance schedules using a spreadsheet application with mainstream applications utilized by maintenance technicians. Students use common programs for research, cost analysis, scheduling, tracking and reporting. They also use common computer applications to communicate, build, and share maintenance-related coursework

Outcomes

- Comfortably use a variety of software programs and formulas
- Develop an in-depth spreadsheet of data for a maintenance project
- Present a variety of technical data in spreadsheet format
- Successfully pass information through electronic media
- Use advanced electronic media commands
- Use electronic media for project / information presentation
- Use electronic media to research and compile maintenance related data
- Use electronic presentation methods

Credits	4
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FACM 291: Practical Applications

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Apply practical theory and technical skills learned through classroom training to analyze and resolve problems within practical applications.
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	1-13
Distribution	Career Training

FACM 292: Independent Project I

The independent project I course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project I
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Quarter Offered	Summer
Instructional Mode	Hybrid
Prerequisites	INSTR PERM REQ
Distribution	Career Training
Notes	Hybrid

FACM 293: Independent Project II

The independent project II course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project II

Credits	5
Prerequisites	INSTR PERM REQ
Distribution	Career Training

FACM 294: Independent Project III

The independent project III course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project III
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	5
Prerequisites	INSTR PERM REQ
Distribution	Career Training

FACM 296: Work-Based Learning Experience I

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	INSTR PERM REQ
Distribution	Career Training
Field-Based Experience	30-390V
Notes	Hybrid

FACM 297: Work-Based Learning Experience II

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	INSTR PERM REQ
Distribution	Career Training
Field-Based Experience	30-390V
Notes	Hybrid

Fire Fighter Apprenticeship WSFF

APPFS 101: Fire Protection Strategy

Fire protection strategies and tactics the course examines strategic decisions and tactical operations guiding students through the process of problem identification and solutions response.

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lecture Hours	50
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 102: Fire Protection Systems

Fire protection systems the course familiarizes fire service and other interested personnel with the types, arrangements, and operating principles of systems to address fire detection and alarm systems, smoke management systems, water supply, fire pumps, automatic sprinkler systems, standpipe and hose systems, special extinguishing systems, and portable fire extinguishers.

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lecture Hours	50
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 103: Fire Protection Hydraulics

Fire protection hydraulics this course provides basic foundational topics in fire department hydraulics, explaining how and why water is discharged from nozzles at the correct pressures to effectively fight fires.

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lecture Hours	50
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 104: Building Construction

Building construction this course emphasizes the impact that an understanding of the principles of building construction has on firefighting strategy.

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lecture Hours	50
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 105: Fire Protection Code/Inspection

Fire protection/specialties the course educates students about the principles and techniques of fire prevention and life-safety inspection and code compliance.

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lecture Hours	50
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 203: Hazardous Materials On-Scene Incident Commander

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	2
Lecture Hours	20
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 240: Fire Instructor I

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	3
Lecture Hours	30
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 241: Incident Safety Officer

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	2
Lecture Hours	20
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 242: Fire Officer I

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lecture Hours	50
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 243: Fire Officer II

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lecture Hours	50
Distribution	Career Training
Area of Study	Apprenticeship

APPFS 255: Fire Instructor II

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	3
Lecture Hours	30
Instructional Mode	Online
Distribution	Career Training
Notes	Online course
Area of Study	Apprenticeship

FIREA 113: Firefighter I

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	22
Lab Hours	190
Lecture Hours	30
Distribution	Career Training
Area of Study	Apprenticeship

FIREA 141: Firefighter II

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	5
Lab Hours	40
Lecture Hours	30
Distribution	Career Training
Area of Study	Apprenticeship

FIREA 171: Hazardous Materials Responder Operations Level

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire’s area of origin
- Explain elements of fire cause determination

Credits	2
Lab Hours	20
Lecture Hours	10
Distribution	Career Training
Area of Study	Apprenticeship

Fire Service

FIRES 101: Orientation to Fire Service

This course is an introduction to the history, evolution, organization, and traditions of the fire service

Outcomes

- Describe the organization of fire departments
- Explain the organizational characteristics, cultural challenges, and cultural strengths that influence the fire service.
- Summarize the history of the fire service.

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FIRES 102: Firefighter Safety

This course provides a foundation of knowledge regarding the significant risks associated with the fire service and a look at the common causes of injuries and death faced by todays firefighter. This course also provide students information on the various personal protective equipment available to firefighters, and principles of Critical Incident Stress Management

Outcomes

- Describe safety equipment and clothing used by fire department emergency workers to safely work at emergency scenes.
- Identify signs and symptoms of critical incident stressors
- List the main types of job-related firefighter fatalities, injuries, and illnesses.

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FIRES 103: Fire Service Applications I

In this course students apply the theory presented in lecture/lab and demonstrates performance standards

Outcomes

- Demonstration of proficient techniques as outlined in the students task sheets at 100 %.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face class

FIRES 104: Physical Fitness I

Throughout their training, students acquire the physical strength and stamina required of the profession. Each physical fitness course builds upon the levels previously achieved by the student

Outcomes

- Perform the quarterly physical fitness test and score 80% or better

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face course

FIRES 105: Introduction to Fire Science

This course introduces students to the science of fire: the exothermic oxidation of a combustible substance, fire behavior and suppression methods and how ventilation affects the growth of fire

Outcomes

- Define horizontal and vertical ventilation.
- Describe direct attack, indirect attack, combination attack, and gas cooling techniques.
- Explain the science of fire as it relates to energy, forms of ignition, and modes of combustion.

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	FIRES101, FIRES102, FIRES103, FIRES104, FIRES106
Distribution	Career Training
Notes	Web-enhanced

FIRES 106: Fire Hose and Appliances

This course introduces students to the care, maintenance, and use of fire hose, hose tools, and associated appliances. Students also identify the key components of municipal and rural water supply systems

Outcomes

- Describe the factors in operating and maintaining handling nozzles.
- Explain the ways water supply system components are used by firefighters.
- Identify basic inspection, care, and maintenance methods for fire hose.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

FIRES 107: Fire Service Applications II

Students apply the theory presented in lecture/lab and demonstrate performance standards

Outcomes

- Demonstration of proficient techniques as outlined in the students task sheets at 100 %.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	FIRES101, FIRES102, FIRES103, FIRES104, FIRES106
Distribution	Career Training
Notes	Face-to-face course

FIRES 108: Physical Fitness II

Throughout their training, students acquire the physical strength and stamina required of the profession. Each physical fitness course builds upon the levels previously achieved by the student

Outcomes

- Perform the quarterly physical fitness test and score 80% or better.

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	FIRES101, FIRES102, FIRES103, FIRES104, FIRES106
Distribution	Career Training
Notes	Face-to-face course

FIRES 109: Ladders

This course covers the various types of portable and mounted ladders used in the fire service. Students’ identify the uses of ladders on the fire scene, various methods for placement, and maintenance of ladders while suppression operations are in progress

Outcomes

- Explain the considerations addressed by ladder inspection, cleaning, and maintenance.
- Identify the parts of a ladder including markings and labels.
- Recognize the types of ladders used in the fire service.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	FIRES101, FIRES102, FIRES103, FIRES104, FIRES106
Distribution	Career Training
Notes	Web-enhanced course

FIRES 110: Intermediate Fire Service

During this lesson, students identify how common building materials and construction methods are impacted by fire, how to force entry into a structure or structural components, how to apply loss control knowledge and practices, and how to properly select, use, and correctly maintain portable fire extinguishers

Outcomes

- Describe the impact of fire on common building materials.
- Explain the basic principles of forcible entry.
- Explain the considerations taken when selecting and using portable fire extinguishers.
- Explain the philosophy of loss control and salvage procedures.

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	FIRES105, FIRES107, FIRES108, FIRES109
Distribution	Career Training
Notes	Web-enhanced course

FIRES 111: Fires Service Applications III

Students apply the theory presented in lecture/lab and demonstrate performance standards

Outcomes

- Demonstration of proficient techniques as outlined in the students task sheets at 100 %.

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	FIRES105, FIRES107, FIRES108, FIRES109
Distribution	Career Training
Notes	Face-to-face course

FIRES 112: Physical Fitness III

Throughout their training, students acquire the physical strength and stamina required of the profession. Each physical fitness course builds upon the levels previously achieved by the student.

Outcomes

- Perform the quarterly physical fitness test and score 80% or better.

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	FIRES105, FIRES107, FIRES108, FIRES109
Distribution	Career Training
Notes	Face-to-face course

FIRES 121: Wildland Firefighter

This course introduces students to wild land fire behavior, tactics, the 10 standard fire-fighting orders, and the 18 "watch out" situations found in wild-land situations. The course includes elements of S-130 and S-190, and includes an arduous Pack Test and fire shelter deployment which leads to wild-land Red-Card certification

Outcomes

- Identify the 18 watch out situations.
- Restate the 10 standard firefighting orders.

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	FIRES105, FIRES107, FIRES108, FIRES109
Distribution	Career Training
Notes	Face-to-face course

FIRES 123: Fire Service Applications IV

In this course students apply the theory presented in lecture/lab and demonstrates performance standards

Outcomes

- Demonstration of proficient techniques as outlined in the students task sheets

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	FIRES110. FIRES111, FIRES112, FIRES121, FIRES125
Distribution	Career Training
Notes	Face-to-face course

FIRES 124: Physical Fitness IV

Throughout their training, students acquire the physical strength and stamina required of the profession. Each physical fitness course builds upon the levels previously achieved by the student

Outcomes

- Perform the quarterly physical fitness test and score 80% or better.

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	FIRES110. FIRES111, FIRES112, FIRES121, FIRES125
Distribution	Career Training
Notes	Face-to-face course

FIRES 125: Fire Vehicle Operations

This course provides the Knowledge required for the safe operation and maintenance of emergency vehicles. The proper operation of fire pumps, the roles and responsibilities of the driver/operator, and the theory and principles behind water flow and calculations are included

Outcomes

- Demonstrate the steps necessary for making a fire pump operational.
- Identify and explain the Legal Aspects of Emergency Vehicle Operations.
- Identify hydraulic theory and principles.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	FIRES105, FIRES107, FIRES108, FIRES109
Distribution	Career Training
Notes	Web-enhanced course

FIRES 201: Rescuer Procedures

Students identify the techniques used to rescue civilians and fire service personnel in various rescue situations, Thermal imaging principles, and the use and care of ropes and webbing

Outcomes

- Describe characteristics of knots commonly used in the fire service.
- Describe, as well as perform, search and victim removal methods to use during structural search and rescue.
- Identify thermal imaging principles

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	FIRES110. FIRES111, FIRES112, FIRES121, FIRES125
Distribution	Career Training
Notes	Web-enhanced course

FIRES 202: Advanced Fire Service

This course describes the role of a Firefighter I in the development and implementation of fire and life safety programs, external and internal communications, and the investigative process of a fire’s cause and origin

Outcomes

- Describe the relationship between fire cause classifications and cause determination.
- Explain the procedures for receiving emergency and nonemergency external communications.
- Explain the steps taken during fire and life safety program development.

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	FIRES110. FIRES111, FIRES112, FIRES121, FIRES125
Distribution	Career Training
Notes	Web-enhanced course

FIRES 203: Fire Service Applications V

Students apply the theory presented in lecture/lab and demonstrates performance standards

Outcomes

- Demonstration of proficient techniques as outlined in the students task sheets

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	FIRES123, FIRES124, FIRES201, FIRES202, FIRES215
Distribution	Career Training
Notes	Face-to-face course

FIRES 204: Physical Fitness V

Throughout their training, students acquire the physical strength and stamina required of the profession. Each physical fitness course builds upon the levels previously achieved by the student

Outcomes

- Perform the quarterly physical fitness test and score 80% or better.

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	FIRES123, FIRES124, FIRES201, FIRES202, FIRES215
Distribution	Career Training
Notes	face-to-face course

FIRES 206: Employment Preparation

Students are introduced to emergency service professionals’ career ladder structures. They also apply a variety of job search skills necessary to gain employment in the fire service

Outcomes

- Complete a job application
- Demonstrate board interview techniques
- Identify job search strategies

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	FIRES123, FIRES124, FIRES201, FIRES202, FIRES215
Distribution	Career Training
Notes	Web-enhanced course

FIRES 207: Strategy, Tactics, and Incident Management

Students are introduced to the National Fire Protection Association Incident Management System at the intermediate level (NIMS). Fire Ground Tactics and Strategies are also included

Outcomes

- Establish and work within various Incident management systems
- Identify principles of fire ground strategy & tactics
- Identify various Incident Management systems

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	FIRES123, FIRES124, FIRES201, FIRES202, FIRES215
Distribution	Career Training
Notes	Web-enhanced course

FIRES 208: Fires Service Applications VI

Students apply the theory presented in lecture/lab and demonstrate performance standards

Outcomes

- Demonstration of proficient techniques as outlined in the students task sheets at 100 %.

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	FIRES123, FIRES124, FIRES201, FIRES202, FIRES215
Distribution	Career Training
Notes	Face-to-face course

FIRES 209: Basic Life Support

The course is designed to provide a wide variety of healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely, and effective manner. The course is intended for certified or noncertified, licensed or non-licensed healthcare professionals

Outcomes

- Describe and practice the principles of infection control and standard precautions for all patients.
- Explain the basic components of an emergency medical system.
- Perform an initial assessment on all patients, obtain vital signs, and conduct a focused history and physical exam for signs of illness and/or injury.

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face course

FIRES 212: Advanced Firefighter

Students are introduced to the minimum requirements established by the National Fire Protection Association for Firefighter II certification. Topics to be presented include IMS, foam ops, and auto extrication

Outcomes

- Describe the role of the firefighter in Incident Command systems.
- Explain the principles of foam and foam making for fire suppression
- Describe the safe operation of vehicle extrication, tools and equipment.

Credits	4
Prerequisites	FIRES203, FIRES204, FIRES206, FIRES207, FIRES208, FIRES216
Distribution	Career Training

FIRES 213: Physical Fitness VI

Throughout their training, students acquire the physical strength and stamina required of the profession. Each physical fitness course builds upon the levels previously achieved by the student

Outcomes

- Perform the quarterly physical fitness test and score 80% or better.

Credits	1
Prerequisites	FIRES203, FIRES204, FIRES206, FIRES207, FIRES208, FIRES216
Distribution	Career Training

FIRES 215: Hazardous Materials I

This course emphasizes the knowledge required to identify NFPA 472 Awareness Level standards for the first responders to hazardous materials incidents. Students define how to use the Emergency Response Guidebook for responders to hazardous materials incidents

Outcomes

- Summarize first responder roles at Haz Mat/WMD incidents.
- Explain how the Emergency Response Guidebook (ERG) is used at Haz Mat/WMD incidents.

Credits	1
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	FIRES110. FIRES111, FIRES112, FIRES121, FIRES125
Distribution	Career Training
Notes	Face-to-face course

FIRES 216: Hazardous Materials II

This course emphasizes the knowledge required to identify NFPA 472 Operations Level standards for the first responders to hazardous materials incidents. Students set up decontamination procedures for responders to hazardous materials incidents

Outcomes

- Explain proper procedures for PPE inspection, storage, testing, and maintenance.
- Describe the considerations and limitations of emergency and technical decontamination.
- Explain the strategic goal of spill control and confinement.

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	FIRES123, FIRES124, FIRES201, FIRES202, FIRES215
Distribution	Career Training
Notes	Face-to-face course

FIRES 220: Fire Service Applications VII

Students apply the theory presented in lecture/lab and demonstrates performance standard

Outcomes

- Demonstration of proficient techniques as outlined in the students task sheets at 100 %.

Credits	4
Prerequisites	FIRES203, FIRES204, FIRES206, FIRES207, FIRES208, FIRES216
Distribution	Career Training

FIRES 222: Advanced Pump Operations

The student studies the proper operation of fire pumps, the theory, and principles behind water flow and calculations that are applied on the fire ground. Also taught are drafting and fire pump testing as well as foam operations. Completion of Fire Vehicle Operations and Advanced Pump Operations qualify the student to attain IFSAC certification for Driver Operator Pumper

Outcomes

- Describe the operational theory of pumps used in the Fire Service.
- Operate a Fire Department pumper from a static water source and demonstrate fire pump testing.
- Assemble a hose foam line and produce finished foam stream.

Credits	4
Prerequisites	FIRES203, FIRES204, FIRES206, FIRES207, FIRES208, FIRES216
Distribution	Career Training

FIRES 225: Emergency Medical Technician (EMT)

This course prepares students to meet the requirements for employment as an EMT-B. It adheres to the U.S. Department of Transportation Guidelines and the Washington State Department of Social and Health Services standards

Outcomes

- Define the EMT-Basic’s scope of practice, and legal and ethical issues.
- Perform Patient assessment.
- Analyze emergency medical situations and provide appropriate treatment.

Credits	14
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face course

FIRES 230: Fire Protection Strategies and Tactics

This course examines strategies decision and tactical operations guiding students through the process of problem identification and solution response.

Outcomes

- Discuss strategy, tactics, and tasks found in the classical decision making process
- Identify and discuss the 13 points of size up
- Discuss the modes of fire attack
- Develop an Incident Action Plan

Credits	5
Instructional Mode	JATC
Distribution	Career Training
Notes	JATC course

FIRES 231: Fire Protection Systems

This course familiarizes fire service and other interested personnel with the types, arrangements, and operating principles of systems to address fire detection and alarm systems, smoke management systems, water supply, fire pumps, automatic sprinkler systems, standpipe and hose systems, special extinguishing systems, and portable fire extinguishers.

Credits	5
Instructional Mode	JATC
Distribution	Career Training
Notes	JATC course Field Based Experience 0

FIRES 232: Fire Protection Hydraulics

This course provides basic foundational topics in fire department hydraulics, explaining how and why water is discharged from nozzles at the correct pressures to effectively fight fires

Outcomes

- Identify hydraulic theory and principles
- Apply the application of mathematics and physics to the movement of water in fire suppression activities
- Comprehend the design principles of fire service pumping apparatus
- Demonstrate, through problem solving, a thorough understanding of the principles of forces that affect water at rest and in motion

Credits	5
Instructional Mode	JATC
Distribution	Career Training
Notes	JATC course

FIRES 233: Building Construction

This course emphasizes the impact that and understanding of the principles of building construction has on firefighting strategy.

Outcomes

- Describe the impact of fire on common building materials
- Explain the impact of fire on construction classifications
- List the main types of occupancy classification
- Explain the hazards related to building construction
- Recognize the factors that influence structural collapse

Credits	5
Instructional Mode	JATC
Distribution	Career Training
Notes	JATC course

FIRES 234: Codes and Inspections

This course educates students about the principles and techniques of fire prevention and life-style inspection and code compliance.

Outcomes

- Explain the code enforcement system and the fire inspector’s role in that system
- Describe the codes and standards development and adoption processes
- Describe the difference between prescriptive and performance based codes
- Recognize ethical practices for code enforcement officer
- Explain the application and interrelation of codes, standards, recommended practices and guides
- Describe the differences in how codes apply to new and existing structures

Credits	5
Instructional Mode	JATC
Distribution	Career Training
Notes	JATC course

FIRES 240: Fire Instructor

Students are introduced to the National Fire Protection Association Standard #1041 "Professional Qualifications for Fire Service Instructors" at the Instructor I level

Outcomes

- Summarize professional responsibilities of the fire and emergency services instructor.
- Describe the different learning domains and learning styles.
- Discuss the classroom and training ground environments.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online course

FIRES 241: Fire Safety Officer

Students are introduced to health and safety issues of the Fire Service. Included are risk management; workplace safety; and health, wellness, and safety program

Outcomes

- Explain organizational risk management.
- Identify basic workplace safety policies and procedures
- Identify elements of a health, wellness, and safety program.

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online course

FIRES 242: Fire Officer I

Students are introduced to the National Fire Protection Association standard 1021 Standard for Fire Officer Professional Qualifications, for Fire Officer I. Organizational Structure, Leadership and Supervision is also included

Outcomes

- Describe the basic principles of an organizational structure
- Explain the principles of leadership as applied to a company officer.
- Describe roles of supervision in the responsibilities of a company officer.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online course

FIRES 243: Fire Officer II

Students are introduced to the National Fire Protection Association standard 1021 Standard for Fire Officer Professional Qualifications, for Fire Officer II. Human Resources Management, Fire Origin and Cause Determination is also included

Outcomes

- Explain the role of professional development in fire and emergency service organizations
- Describe processes of determining a fire's area of origin
- Explain elements of fire cause determination

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online course

General Education

COLL 101: College Success

In this course, students engage in a comprehensive approach to academic and personal success. Through collaborative exploration of college resources, effective communication, and consideration of diverse perspectives, students develop essential skills for success. Additionally, they delve into personal finance and career planning to discover pathways to career and personal goals. This course equips students to excel academically, navigate diverse professional settings, and foster inclusive communities.

Outcomes

- Identify and describe how to use a variety of college resources, including online learning tools and campus support functions that support their academic journey, and create a personalized resource utilization plan.
- Demonstrate strategies for achieving academic success, including time management, study techniques, and effective, inclusive communication with professors and peers, and compile a study techniques portfolio.
- Exhibit effective professional and interpersonal communication competencies, both written and verbal, which are necessary for building positive, inclusive relationships within college and career communities, and create an inclusive communication plan.
- Understand personal finance principles and demonstrate the ability to budget and to demonstrate informed and responsible financial decisions related to college and beyond, and create a personal financial management plan.
- Engage in reflective writing and presentation to deepen their understanding of their chosen career path through research, goal setting, and create a career development plan.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	None
Campus	Central Downtown South
Area of Study	General Education

Global Issues

GLOB 95: Current Global Issues

We live in a big world that, due to technology, is getting smaller by the day. Consequently, events that occur on the other side of the globe often directly affect individuals living in the Puget Sound. This class will consider why and how that happens and what global events are impacting us today. Current Global Studies surveys some of the history, geography, culture, and current issues of the major regions of the world. Students will also learn to use anthropological observation methods to study cultures and worldviews. Students will participate in classroom or online discussions, the construction of maps and the creation of essays.

Outcomes

- The ability to explain the connection, in an oral or written fashion, the connection between global historical and contemporary themes and issues.
- The ability to explain, in written or oral fashion, the interconnection between culture and environment.
- The ability to formulate and explain, in written or oral manner, a point of view and support it with documented evidence.
- The ability to identify and comprehend primary and secondary source material and use it in an oral or written fashion
- The ability to identify, in written fashion, the world's physical and political geography, and explain, in written or oral fashion, how that geography applies to world events, past and present.
- The ability to locate, retrieve, and employ academically sound information from traditional and electronic sources

Credits	5
Lecture Hours	50
Distribution	TCHHS
Area of Study	HS/Tech HS

Health and Fitness

HLTH 93: Fitness II

Students learn the importance of establishing individualized fitness goals and safety through classroom presentations and participation in fitness activities. Learn the importance of establishing individualized fitness goals and safety through classroom presentations and participation in fitness activities. (5 hours lecture;45 hours lab) Instructor will specify schedule of required lectures.

Outcomes

- Ability to apply safety principles to physical activities
- Ability to assess individual fitness levels and make necessary adjustments to improve quality of life
- Ability to describe and apply to personal lives the exercise training principles and the FTTT principle.
- Ability to describe the five components of physical fitness.
- Ability to design a fitness program that meets individual needs and interests.
- Acquired knowledge of physical fitness concepts.
- Demonstrate understanding of health problems associated with inadequate fitness levels
- Develop an optimal level of fitness through physical activities.
- Knowledge of community facilities that provide the ability to participate in physical activities to aid in overall wellness and develop a plan for engagement.
- Understand the value derived from participation in physical fitness activities.
- Understanding of the significance of lifestyle on health and fitness.

Credits	5
Lecture Hours	5
Distribution	TCHHS

HLTH 94: Health and Wellness

This course will focus on health and wellness concepts important in making informed choices about one's physical, mental, and emotional well-being. A personal approach to health and wellness will be explored through self-assessment and practical application to everyday life. Topics such as fitness, obesity, weight management, nutrition, stress, substance use and abuse, prevention of diseases, relationships, and environmental concerns will be examined.

Credits	5
Lecture Hours	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HLTH 95: Health I

Students acquire knowledge and skills necessary to maintain a healthy life and evaluate the impact of real-life influences on health. Acquire knowledge and skills necessary to maintain a healthy life and evaluate the impact of real-life influences on health.

Credits	5
Lecture Hours	5
Distribution	TCHHS
Area of Study	HS/Tech HS

Heating Ventilation Air Conditioning and Refrigeration Technician

HVAC 150: Introduction to Tools and Fasteners

Introduction to Tools and Fasteners used in the HVAC/R Industry.

Outcomes

- Describe the proper use of basic fasteners commonly used in the HVAC/R Industry.
- Use HVAC tools to wire basic electrical circuits
- Write descriptions of work performed which include technical data/specifications
- Discuss and analyze basic wiring circuits in workgroups

Credits	1
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

HVAC 151: OSHA 30-hour Construction Industry Outreach Training Program

The OSHA 30-hour Construction Industry Outreach Training course is a comprehensive safety program designed for anyone involved in general industry. Specifically devised for foremen, and field supervisors; the program provides complete information on OSHA compliance issues. Upon completion, students will be issued an OSHA 30 card. Additional training in Refrigeration Handling and Safety Practices.

Outcomes

- Accurately identify health hazards and adhere to all related safety policies and procedures in the construction industry.
- Accurately list workers’ rights, employers responsibilities and proper documentation.
- Follow OSHA standards for fire protection/prevention and the handling, storage and disposal of hazardous materials

Credits	4
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

HVAC 152: Basic First Aid and CPR

This course is designed to provide the basic first aid skills necessary to become a lay responder for varying emergencies, including adult/child/infant CPR with AED. Participants will demonstrate CPR and the use of an automated external defibrillator (AED). Upon successful completion of the course, participants will receive a certificate for Adult/Child/Infant CPR/, AED, Bloodborne Pathogens and First Aid valid for two years.

Outcomes

- Demonstrate the skills needed to Perform Cardiac Pulmonary Resuscitation (CPR), Automated External De-fibrillation (AED), bandaging, and foreign body airway obstruction to American Heart Association Standards.
- Describe bloodborne pathogens and how to protect oneself in an emergency to American Heart Association Standards.
- Identify the decisions involved during an emergency to American Heart Association Standards.
- Recall basic legal concepts as they apply to lay responders, including consent and the purpose of Good Samaritan Laws.
- Recognize specific emergency problems (i.e. heart attack, fracture, open wound, choking) through their signs and symptoms to American Heart Association Standards.

Credits	1
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

HVAC 153: Basic Electricity, Magnetism

Basic Electricity, Magnetism

Outcomes

- Apply electrical laws including Ohm's Law to perform electrical/mathematical calculations
- Read and draw basic electrical wiring diagrams to calculate expected outcomes
- Wire basic electrical power circuits using lights, relay and switches.
- Discuss installation and application of HVAC electrical systems
- Write descriptions of work performed which include technical data/specifications

Credits	2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 154: Types of Electrical Motors and Applications

This course introduces students to basic electric motors and their applications in the HVAC/R industry.

Outcomes

- Select, wire and test electrical motors for different applications
- Work in groups to wire inside, and through, HVAC systems to power internal motors
- Write descriptions of work performed which include technical data/specifications

Credits	4
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 155: Motor Controls & Troubleshooting

Motor Controls & Troubleshooting

Outcomes

- Select, wire and test electric motor controls for common HVAC/R systems
- Work in groups to troubleshoot problems in electrical line and control systems
- Test and calculate motor functionality with trade-specific tools and mathematical equations
- Write descriptions of work performed which include technical data/specifications
- Successfully pass ESCO Work Ready Certification Exam - Electrical (100 questions)

Credits	3
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 156: Theory of Heat

Theory of Heat

Outcomes

- Understand and analyze the chemistry of combustion in heating applications
- Identify and differentiate the diverse methods of heat transfer
- Work in teams using machine procedures to accomplish the heating process
- Connect mechanical processes to electrical signaling in heating applications
- Write descriptions of work performed which include technical data/specifications

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 157: Introduction to Automatic Controls, Troubleshooting

Introduction to Automatic Controls, Troubleshooting

Outcomes

- Disassemble/reassemble combustion components along with associated electrical controls
- Read, follow and repair electrical circuits with diagrams in furnaces
- Analyze combustion/heat transfer equipment as it relates to carbon monoxide dangers
- Work in teams to troubleshoot and repair basic furnace automatic controls
- Write descriptions of work performed which include technical data/specifications

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 158: Indoor Air Quality, Advanced Controls

Indoor Air Quality, Advanced Controls

Outcomes

- Plan, measure and mathematically calculate gas piping to cut, thread and pressure test
- Measure and mathematically compute energy consumption based on airflow analysis through furnaces
- Work in groups to perform a standard furnace installation
- Write descriptions of work performed which include technical data/specifications

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 159: Electric & Oil Heat

Electric & Oil Heat

Outcomes

- Fully map out the wiring and electrical components for an electric furnace
- Work in groups to completely build an electric furnace from components
- Write descriptions of work performed which include technical data/specifications

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 160: Gas & Hydronic Heat

Gas & Hydronic Heat

Outcomes

- Perform diagnostic analysis of oil fire, package and heat pump heating applications
- Write descriptions of work performed which include technical data/specifications
- Work in teams to plan, measure, calculate, cut and assemble condensate piping system
- Successfully pass ESCO Work Ready Certification Exam - Electric Heat or Gas Furnace (100 questions)

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 161: Refrigeration, Oil Chemistry, Management, Recovery

Refrigeration, Oil Chemistry, Management, Recovery

Outcomes

- Understand the chemistry and toxicity of refrigerants
- Work in teams to use standard tools and best practices for refrigerant handling
- Write descriptions of work performed which include technical data/ specifications

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 162: EPA 608 Universal, Leak Detection, System Evacuation

EPA 608 Universal, Leak Detection, System Evacuation

Outcomes

- Identify proper refrigerant leak detection methods and how to evacuate a refrigeration system to the EPA standards.
- Work in teams to properly recover, evacuate and charge refrigeration systems
- Successfully pass the EPA 608 Universal Refrigeration Certification Testing by ESCO (100 questions)
- Write descriptions of work performed which include technical data/ specifications

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC150,HVAC151,HVAC152
Distribution	Career Training
Notes	Web-enhanced

HVAC 163: Tubing, Piping and Brazing

Tubing Piping and Brazing

Outcomes

- Accurately measure, mathematically calculate, cut and assemble refrigeration copper piping
- Work in teams to effectively braze refrigeration piping using oxygen/acetylene torches
- Prep, sand, clean, bend, swage and fabricate flared connections for refrigeration pipe
- Write descriptions of work performed which include technical data/ specifications

Credits	2
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 164: System Charging

System Charging

Outcomes

- Work in teams to calculate, analyze and adjust the charge in a refrigeration tanks and systems
- Use the pressure/temperature relationship to calculate proper cooling system conditions
- Write descriptions of work performed which include technical data/ specifications

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 165: Refrigeration System Components

Refrigeration System Components

Outcomes

- Perform mathematical calculations for Superheat and Subcooling based on metering device characteristics
- Work in teams to correctly use and adjust mechanical and electrical metering devices on refrigeration systems
- Measure, design, assemble and calculate performance of miniature refrigeration system
- Write descriptions of work performed which include technical data/ specifications

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 206: Basic Metal Working

This course is designed to teach students basic metal working practices.

Outcomes

- Learn and use classical geometrical equations (like the Pythagorean Theorem) to measure, size and cut sheet metal
- Work in teams to learn and use standard sheet metal hand tools for field fabrication
- Write descriptions of work performed which include technical data/ specifications

Credits	2
Quarter Offered	4
Prerequisites	HVAC 162
Distribution	Career Training

HVAC 207: Basic Layout & Patterns

This course is designed to teach students how to mark, measure and work with sheet metal.

Outcomes

- Work and instill safe practices for handling sharp and jagged sheet metal pieces
- Work in teams to mathematically calculate and design sheet metal fittings, duct components and fastening apparatuses
- Write descriptions of work performed which include technical data/ specifications

Credits	2
Quarter Offered	4
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training

HVAC 208: Fabrication Practices

This course is designed for students to learn how to design sheet metal components.

Outcomes

- Work in teams to calculate and design sheet metal boxes, plenums and full duct sections
- Practice layout techniques which include mathematically calculating bend allowances and 3-dimensional geometry
- Write descriptions of work performed which include technical data/ specifications

Credits	2
Quarter Offered	4
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training

HVAC 209: Air Balance & Duct Sizing

This course is an introduction to the techniques and procedures used in the residential construction industry to determine proper sizing of HVAC equipment and ducts to meet the requirements for a high-quality, comfortable climate in terms of heating, cooling, humidifying, dehumidifying, ventilation and air cleaning or filtering.

Outcomes

- Work in teams using trainer-obstacles to design, calculate and fabricate sheet metal transitions
- Assemble and install sheet metal transitions in confined-space conditions
- Write descriptions of work performed which include technical data/specifications

Credits	2
Quarter Offered	4
Prerequisites	HVAC 162
Distribution	Career Training

HVAC 251: Load Calculations & Duct Design

This course is an introduction to HVAC/R Load calculations and duct design. Students will perform load calculations and complete duct sizing projects.

Outcomes

- Work in teams to complete basic duct designs using load calculations
- Use industry-standard "ductulators" to make mathematical calculations and measurements of air flow
- Write descriptions of work performed which include technical data/specifications

Credits	4
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 260: Operating Conditions, Introduction to Drafting

Operating Conditions, Introduction to Drafting

Outcomes

- Work in teams to select and build a special fabrication project from the text "Practical Sheet Metal Layout, Today's 40 Most Frequently-Used Fittings"
- Measure, calculate, cut and create sheet metal seams including the "Pittsburgh"
- Write descriptions of work performed which include technical data/specifications

Credits	4
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 261: Special Refrigeration Systems

Special Refrigeration Systems

Outcomes

- Accurately identify components commonly used on commercial refrigeration systems and ice machines
- Work in groups to effectively service and troubleshoot 3-phase refrigeration systems
- Wire refrigeration systems which use different voltages for their various components
- Write descriptions of work performed which include technical data/specifications

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 262: Heat Pump Systems, Air and Geothermal

Heat Pump Systems, Air and Geothermal

Outcomes

- Work in teams to braze, wire and install a heat pump system
- Identify and wire the O/B configuration on a thermostat for heat pump operation
- Properly identify reversing valve wiring and mechanical regulation of refrigerant flow
- Write descriptions of work performed which include technical data/ specifications

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 263: Domestic Appliances

Domestic Appliances

Outcomes

- Work in teams to install and perform routine maintenance on a split systems
- Work in teams to install and perform routine maintenance on mini-split systems
- Write descriptions of work performed which include technical data/ specifications

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 264: Commercial Refrigeration Systems & Troubleshooting

Commercial Refrigeration Systems & Troubleshooting

Outcomes

- Work in teams to braze a commercial refrigeration system together
- Recover, evacuate and charge a commercial refrigeration system
- Write descriptions of work performed which include technical data/ specifications

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 265: Comfort, Psychometrics & Energy Auditing

Comfort, Psychometrics & Energy Auditing

Outcomes

- Relate psychrometric qualities with the components of a comfort cooling system
- Relate mechanical qualities with the components of a comfort cooling system
- Relate electrical qualities with the components of a comfort cooling system
- Deconstruct/reconstruct an air conditioning system while identifying psychrometric, mechanical and electrical components
- Write descriptions of work performed which include technical data/ specifications

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 266: Troubleshooting

Troubleshooting

Outcomes

- Accurately identify mechanical problems found on HVAC/R systems and determine the likely causal factors and the proper repairs needed
- Correctly identify electrical problems found on HVAC/R systems and determine the likely causal factors and the proper repairs needed
- Properly identify refrigerant problems found on HVAC/R systems and determine the likely causal factors and the proper repairs needed
- Write descriptions of work performed which include technical data/specifications

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 267: Chilled Water Systems

Chilled Water Systems

Outcomes

- Identify the large component-systems of chilled water systems
- Understand the chemistry of heat transfer for hydronic and chilled water systems
- Write descriptions of work performed which include technical data/specifications

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 268: Operating, Maintenance, Troubleshooting Chilled Water Systems

Operating, Maintenance, Troubleshooting Chilled Water Systems

Outcomes

- Review and demonstrate major refrigeration processes associated with commercial cooling
- Review and demonstrate major diagnostic and troubleshooting processes associated with commercial cooling
- Write descriptions of work performed which include technical data/specifications
- Successfully pass the ESCO Work Ready Certification Exam - Light Commercial (100 questions)

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	HVAC 162 & EPA 608 Card
Distribution	Career Training
Notes	Web-enhanced

HVAC 292: Independent Projects I

Outcomes

- Demonstrate the skills necessary to effectively operate chilled water systems.
- Demonstrate the skills necessary to correctly maintain chilled water systems.
- Demonstrate the proper skills needed to analyze chilled water systems faults.

Credits	1-5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	Instructor Permission
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education

HVAC 293: Independent Projects II

Outcomes

- Demonstrate the skills necessary to effectively operate chilled water systems.
- Demonstrate the skills necessary to correctly maintain chilled water systems.
- Demonstrate the proper skills needed to analyze chilled water systems faults.

Credits	1-5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	Instructor Permission
Distribution	Career Training
Notes	Web-enhanced
Campus	South
Area of Study	Career Education

HVAC 296: Work-based Learning

Outcomes

- Demonstrate the skills necessary to effectively operate chilled water systems.
- Demonstrate the skills necessary to correctly maintain chilled water systems.
- Demonstrate the proper skills needed to analyze chilled water systems faults.

Credits	1-13
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	Instructor Permission
Distribution	Career Training
Notes	Web-enhanced
Campus	Off-site

High School Completion History

HSCHI 80: HS Completion: US History/Government

This course will cover the history of the United States from the period of the pre-Columbian North American civilizations up through the end of the American Revolution (1783). The informational basis of the course will be a series of in person or online discussions, as well as readings, and student essays that cover various aspects within the area of United States History and government.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCHI 81: HS Completion: Washington State History

This course will cover the history of Washington state and the Pacific Northwest from native settlement through the present. The information basis of the course will be a series of specific identification items a and a number of articles that deal with various aspects of specific topics. Approximately two weeks will be spent on each topic area. Each topic will be covered through reading, discussions and various assignments. It is very important that students attend each class and come prepared. Class time will be spent on lecture and discussion. Some class time will be applicable for completing assignments. History of the Pacific Northwest, with emphasis on the political and economic development of Washington State.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCHI 82: HS Completion: Contemporary History

We live in a big world that, due to technology, is getting smaller by the day. Consequently, events that occur on the other side of the globe often directly affect individuals living in the Puget Sound. This class will consider why and how that happens and what global events are impacting us today. Current Global Studies surveys some of the history, geography, culture, and current issues of the major regions of the world. Students will also learn to use anthropological observation methods to study cultures and worldviews. Students will participate in classroom or online discussions, the construction of maps and the creation of essays.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCHI 87: HS Completion: US Civics

This course will focus upon the study of government and citizenship in the United States. This analysis will focus upon issues at the national level, though state and local concerns will also be covered. There will be a significant amount of time spent on the U.S. Constitution. The class format will be in person or online. In addition to class activities, students will need to complete coursework and take exams. We will cover the following topics during the course: Introduction: Defining Civics/Political Science: Balancing Liberty and Security & Harmonizing the Preservation of the Status Quo and the Push for Transformation; The United States Constitution & Supreme Court; and Federal Law, Policy Creation, & Elections

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

High School Completion: English

HSCEN 80: HS Completion: Health

This course is designed to enable to students to articulate their own personal philosophy on healthy living. Students will research fitness and healthy eating, and write their philosophy, with supporting research. Students will also research a health issue from an approved list of summarize their findings, include their research sources.

Credits	5
Lecture Hours	50
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCEN 82: HS Completion: Physical Education

This course is designed to enable students to track and analyze their daily physical activity. Students evaluate their fitness choice and set goals for improvement. Students will research evidence to support their fitness goals and write research paper containing their data, research, analysis and evaluation. This course is designed to enable students to track and analyze their daily physical activity. Students evaluate their fitness choices and set goals for improvement. Students will research evidence to support their fitness goals and write a research paper containing their data, research, analysis and evaluation.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCEN 86: HS Comp English MLA

This course will enable students to evaluate and use MLA formatting and structure in essays that they are writing for other classes along with practice. Students will determine the difference between plagiarism and paraphrasing and the importance of citing their sources.

Credits	1
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCEN 89: HS Completion English & Reading

This course will enable students to write several connected paragraphs with correct mechanics, usage, and varied sentence structure. This course is contextualized in Scientific Process, Civics or an independent reading novel as literature assigned by the instructor. Understanding and using proper research methods along with writing a research paper is another major component to the successful completion of this course.

Credits	1
Distribution	TCHHS
Area of Study	HS/Tech HS

High School Completion: Math

HSCM 80: HS Completion Environmental Science

Ecology is the study of the interactions between organisms and their environment. In this course we will investigate these interactions using mathematical models, computer simulations, and labs. This class is also designed to enable students to write essays using correct grammar, structure and formatting.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCM 81: HS Completion Molecules to Organisms

Students will delve into interactions of molecules and their roles in organismal processes.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCM 83: HS Completion Molecules to Organisms

Students will delve into interactions of molecules and their roles in organismal processes.

Credits	5
Prerequisites	CASAS score at, or below, 225, or advisor recommendation
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCM 84: HS Completion Physical Science

Physical Science includes four key topics: matters and its interactions, forces and interactions, energy and waves. This course will cover these topics, in particular the periodic table, properties of chemical reactions, Newton's laws, magnetic fields, electrical principles, forms and transfer of energy, wave behavior and interactions.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCM 86: HS Completion Chemistry

Students in this course explore the structure of matter and how it behaves under various conditions to better understand the chemical world. Laboratory activities and extended lecture concepts introduce the students to the experimental process. Students are introduced to the fundamental concepts of inorganic chemistry such as the basic principles such as atomic and molecular structure, the periodic table, intermolecular forces, fission, fusion, radioactive decay, chemical reactions and their kinetics, and the ability to communicate scientific and technical information. Students will use mathematical representation to support the claim that mass is conserved during a chemical reaction.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCM 89: HS Completion Scientific Processes in Biology

Biology is the study of life processes. This course focuses extensively on the scientific method and a general overview of biology as a science that employs this method. This class is also designed to enable students to write essays using correct grammar, structure and formatting.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

High School Pre-Algebra

MTTH 86: High School Pre-Algebra I

This course is designed to prepare students for college-level mathematics by providing an introduction to algebra concepts involving order of operations, exponents, signed numbers, linear equations, variables, coefficients, and the application of these skills. In addition, this course will review fractions, complex fractions and decimals.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

MTTH 87: High School Pre-Algebra II

This five-credit course is designed to prepare students for college-level mathematics by providing an introduction to algebra concepts involving ratios and proportions, percents, graphing, and statistics, geometry and measurement, and exponents and polynomials.

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

High School Science

HSCI 93: Molecules to Organisms

Students will delve into interactions of molecules and their roles in organismal processes.

Credits	5
Lab Hours	20
Lecture Hours	40
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCI 94: Physical Science

Physical Science includes four key topics: matters and its interactions, forces and interactions, energy and waves. This course will cover these topics, in particular the periodic table, properties of chemical reactions, Newton's laws, magnetic fields, electrical principles, forms and transfer of energy, wave behavior and interactions.

Credits	5
Lab Hours	20
Lecture Hours	40
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCI 95: Heredity

Outcomes

- Apply concepts of statistics and probability to explain the variation of distribution of expressed traits in a population
- Ask questions to clarify relationships about the role of DNA and chromosomes in coding the instructions for characteristic traits passed from parents to off-spring
- Make and defend a claim based on evidence that inheritable genetic variations may result from:1. new genetic combinations through meiosis, 2. viable errors occurring during replication, and/ or 3. mutations caused by environmental factors
- Use a model to illustrate the role of cellular division (mitosis) and differentiation in producing and maintaining complex organisms

Credits	5
Lab Hours	20
Lecture Hours	40
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCI 97: Ecology

Biology is the study of life processes. This course focuses extensively on the scientific method and a general overview of biology as a science that employs this method. This class is also designed to enable students to write essays using correct grammar, structure and formatting.

Credits	5
Lab Hours	20
Lecture Hours	40
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCI 98: Environmental Science

Ecology is the study of the interactions between organisms and their environment. In this course we will investigate these interactions using mathematical models, computer simulations, and labs. This class is also designed to enable students to write essays using correct grammar, structure and formatting.

Credits	5
Lab Hours	20
Lecture Hours	40
Distribution	TCHHS
Area of Study	HS/Tech HS

HSCI 99: Chemistry

Students in this course explore the structure of matter and how it behaves under various conditions to better understand the chemical world. Laboratory activities and extended lecture concepts introduce the students to the experimental process. Students are introduced to the fundamental concepts of inorganic chemistry such as the basic principles such as atomic and molecular structure, the periodic table, intermolecular forces, fission, fusion, radioactive decay, chemical reactions and their kinetics, and the ability to communicate scientific and technical information. Students will use mathematical representation to support the claim that mass is conserved during a chemical reaction.

Credits	5
Lab Hours	20
Lecture Hours	40
Distribution	TCHHS
Area of Study	HS/Tech HS

High School Transitional Reading

RDTH 89: High School Transitional Reading

Reading skills course for students with a vocational education goal who, at intake, score 236 or higher on a CASAS Reading test. Students progress to READ 090, WRIT 085, ENGL 090 or ENGL 091 based upon instructor recommendation

Credits	5
Distribution	TCHHS
Area of Study	HS/Tech HS

History

HIST 101: A History of Science and Technology

This course will trace the history of scientific and technological advancements in the western world. Students will be made aware of the evolution in science from a philosophical and historical perspective. Part of the course will focus on the contributions that significant philosophers, scientists and institutions made to knowledge-making. At the same time, emphasis will also be directed toward the contributions of common, everyday artisans and craftsmen to "discovering", creating and recording scientific and technical knowledge.

Credits	5
Prerequisites	Placement or ENGL091
Distribution	Gen-Ed

HIST 90: US History I

Hist 090 will cover the history of the United States from the period of the pre-Columbian North American civilizations up through the end of the American Revolution (1783). The informational basis of the course will be a series of in person or online discussions, as well as readings, and student essays that cover various aspects within the following designated topics: Pre-Columbian America, the Pros and Many Cons (for Native Americans) of Contact, the Causes & Consequences of the American Revolution

Credits	5
Lecture Hours	50
Distribution	TCHHS

HIST 92: US History II

This course will cover three historical themes, race, war and the marketplace, from the end of the American Civil War up to the present. The classroom format will involve both lecture and discussion. There will be some classroom time devoted to completing assignments. Students will occasionally conduct computer and library research along with various homework assignments. The informational basis of the course will be a series of discussions, readings, and student investigative assignments that cover various aspects within the following designated topics: The United States and Israel The Uneasy Relationship between Race and Americans Liberty vs. Security in the American Marketplace

Credits	5
Lecture Hours	50
Distribution	TCHHS

HIST 96: Washington State History

This course will cover the history of Washington state and the Pacific Northwest from native settlement through the present. The information basis of the course will be a series of specific identification items a and a number of articles that deal with various aspects of specific topics. Approximately two weeks will be spent on each topic area. Each topic will be covered through reading, discussions and various assignments. It is very important that students attend each class and come prepared. Class time will be spent on lecture and discussion. Some class time will be applicable for completing assignments. History of the Pacific Northwest, with emphasis on the political and economic development of Washington State.

Credits	5
Lecture Hours	50
Distribution	TCHHS

HIST& 146: United States History I

This course surveys several prominent political, social, cultural, and economic events in North America, from Pre-Contact Native America through the Post-American Revolution era. Prominent topics include Contact, European conquest and settlement, colonial life, slavery, the American Revolution, the U.S. Constitution, and Post-Revolution growing pains of the new nation. Students will participate in daily online discussions and write a series of brief essays. Textbook: The American Yawp, available free, online.

Outcomes

- Explain general themes of the history of North America before the 19th century.
- Explain and compare their knowledge of North American society's varied cultures and worldviews before the 19th century.
- Analyze and explain the social, cultural, economic, and political factors that shaped Native American and non-Native American societies in North America before the 19th century.
- Analyze the major theoretical issues in North American history before the 19th century.
- Evaluate, synthesize, and present information from primary and secondary historical sources consistent with standards in the field of history.

Credits	5
Clinical	0
Lab Hours	0
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (Dean's discretion)
Instructional Mode	Hybrid Online Web-enhanced
Prerequisites	ENGL& 101, minimum 2.0 grade or better
Crosslisted Courses	N/A ENGL& 101, minimum 2.0 grade or better Fall, Winter, Spring, Summer (Dean's discretion)
Campus	Central Downtown South
Area of Study	General Education

HIST& 147: United States History II

This course surveys various prominent political, social, cultural, and economic events in the United States during the 19th century. Prominent themes include American industrialization, westward expansion, slavery, the American Civil War, Reconstruction, the Jim Crow South, immigration, the Gilded Age, and U.S. involvement in foreign affairs. Students will participate in daily online discussions and write a series of brief essays. Textbook: The American Yawp, available free, online. CIP: 54.0102

Outcomes

- Explain general themes of the history of the United States in the 19th century.
- Compare and contrast various cultures and worldviews in American society throughout the 19th century.
- Analyze the social, cultural, economic, and political factors that contributed to shaping the United States in the 19th century.
- Analyze major theoretical issues in the United States during the 19th century.
- Evaluate, synthesize, and present 19th-century North American information from primary and secondary sources consistent with field of history standards.

Credits	5
Clinical	0
Lab Hours	0
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (at Dean's discretion)
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	HIST& 146 and ENGL& 101, minimum 2.0 grade or better
Crosslisted Courses	N/A HIST& 146 and ENGL& 101, minimum 2.0 grade or better Fall, Winter, Spring, Summer (at Dean's discretion)
Campus	Central Downtown South
Area of Study	General Education

HIST& 148: United States History III

This course investigates prominent political, social, cultural, scientific, and economic events in the 20th and 21 st centuries. Prominent themes include the rise of American science and technology, the World Wars and the Cold War, Civil Rights and White pushback, the Great Depression and the rise and the eventual demise of social welfare programs, the women’s movement, America’s involvement in the Middle East, and American foreign policy. Students will participate in daily online discussions and write a series of brief essays. Textbook: The American Yawp, available free, online. CIP: 54.0102

Outcomes

- Explore concepts, theories, and methods used within the social sciences to understand human behavior/events.
- Represent a point of view that is different from one’s own.
- Apply concepts and tools from the social sciences to explain or analyze a social phenomenon, process, event, conflict, or issue.
- Demonstrate knowledge of the general history of the United States in the 20th century.
- Analyze the construction and continued transformation of American culture and national identity in the 20th century.
- Evaluate and synthesize credible and verifiable information from historical sources in a manner consistent with the standards in the field of history.

Credits	5
Clinical	0
Lab Hours	0
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer (Dean's discretion)
Instructional Mode	Online Hybrid Web-enhanced
Prerequisites	HIST& 147 and ENGL& 101, minimum 2.0 grade or better
Crosslisted Courses	N/A HIST& 147 and ENGL& 101, minimum 2.0 grade or better Fall, Winter, Spring, Summer, (Dean's discretion)
Campus	Central Downtown South
Area of Study	General Education

Hospitality Culinary Arts

CARTS 101: Introduction Fundamentals to Culinary Arts

This course is an introduction to the social, historical and cultural forces that have affected the culinary, baking and pastry professions

Outcomes

- Demonstrate proper sanitation and safety
- Discuss the developments of the culinary traditions of Europe and the Western world
- Identify kitchen equipment and utensils used in the industry.
- Use the appropriate knife to make a variety of cuts and shapes

Credits	6
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARTS 104: Customer Service

This course is an introduction to table service principles with an emphasis on the physical aspects of table service: types of table service, table settings, and restaurant/dining room setup. Wine, beer, coffee, tea and non-alcoholic beverage service is also presented.

Outcomes

- Be familiar with the organizational chart of a restaurant's "Front of House"
- Define the principles of exceptional table service
- Demonstrate proper sanitation and safety
- Identify styles of service
- Identify the elements of the table
- Identify various types of table settings

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 105: Garde Manger I

This course introduces students to the preparation methods of cold foods including salads and salad dressings, cold appetizers and buffet items, and vegetable and fruit decorations

Outcomes

- Demonstrate the proper care and storage of fresh produce
- Identify and select quality sandwich breads
- Identify canapés and other cold hors d'oeuvres
- Identify sandwich spreads
- Identify the major salad dressing ingredients
- Identify the most popular sandwich fillings
- Use and care for cold food equipment

Credits	1
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARTS 106: Breakfast Methods

This course includes both theory and lab applications in breakfast preparation with an emphasis on the organization and maintenance of a smooth workflow on the breakfast line. Food preparation areas include eggs, quick breads, meat and potatoes, grains, fruit plates and breakfast beverages.

Outcomes

- Apply the theory and practice of traditional morning delicacies
- Prepare a variety of hot and cold breakfast items
- Work effectively on the breakfast line

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 111: Introduction to Baking

This course is an introduction to quick doughs, yeast products, and the basic preparation methods used with pies, breads and cookies.

Outcomes

- Demonstrate accurate scaling of ingredients.
- Demonstrate an awareness of correct baking procedure and terminology
- Demonstrate proper sanitation and safety
- Demonstrate the ability to work as a member of a team
- Prepare a variety of pastries, cakes, and cookies

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 112: Advanced Cooking Techniques

Advanced concepts of food preparation and presentation techniques. Reinforces and advances techniques, terminology and course material.

Outcomes

- Practice and demonstrate a variety of specialized cooking techniques that challenge current abilities.
- Demonstrate special presentation techniques needed for a variety of foods both in a banquet/buffet presentation and in individual plate presentations.
- Define, demonstrate and evaluate for quality various cooking techniques and processes including, sautéing, pan frying, deep frying, shallow poaching, simmering, grilling, broiling, roasting, baking and combination cooking methods.
- Prepare and present a variety of breakfast, lunch, dinner and appetizer items in both a buffet/banquet and in individual plate presentations.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 150: Cooking Techniques

This course covers the identification and use of a variety of products including vegetables, fruits, herbs, nuts, grains, dry goods, prepared goods, dairy products and spices. This is also an introduction to theory and cooking techniques in product tasting, stock production, stews, broths, and advanced soups, along with starches such as potatoes, grains, rice and pasta. Timing, station organization and culinary French terminology are also presented.

Outcomes

- Demonstrate basic sanitation and safety
- List the preparation and cooking techniques of meat, fish, shellfish, vegetable, and starch
- Bring prep kitchen inventory to a level of inventory production for "just in time" finishing for the daily menu
- Demonstrate continued growth in the application of theory to the preparation of foundational components of the various meal parts
- Describe proper storage of a variety of perishable and non-perishable products
- Identify and analyze products for quality
- Prepare a variety of soups, sauces and starches
- Recognize the common and proper receiving and storage practices

Credits	6
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 151: Cooking Techniques II

Students receive instruction and practice in advanced cooking methods used to simultaneously prepare vegetables, pastas, starches, proteins and contemporary sauces. Protein cookery methods, both moist and dry, are presented. Also included are culinary French terminology, station organization, plate presentation, and product tasting and evaluation.

Outcomes

- Define French terminology
- Demonstrate continued growth in the application of theory to the preparation of foundational components of the various meal parts
- Organize cooking stations
- Taste and evaluate a variety of food, including sauces
- Use a variety of methods (moist and dry) to cook meats and vegetables

Credits	6
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 152: Introduction to Food Truck

This class will concentrate on licensing requirements, preparing for and operating the food truck including marketing strategies. Emphasis is on the development of a comprehensive business plan.

Outcomes

- Apply learned skills to provide quality customer service.
- Demonstrate proper safety and sanitation procedures in the kitchen and in a mobile food service setting
- Define shared business operations and the business environment
- Describe the licensing and permitting needs for the area of operation
- Develop a marketing plan to include social media
- Follow established procedures to obtain licenses, permits and clearances
- Follow fire codes and zoning laws
- Review and select a vehicle for mobile food service

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 153: Mobile Food Operations

This class will concentrate on the safe and sanitary operation of a mobile food truck.

Outcomes

- Demonstrate ability to use appropriate cooking techniques and equipment in a mobile food service setting.
- Demonstrate ability to work on a mobile food service line.
- Demonstrate proper safety and sanitation procedures in the kitchen and in a mobile food service setting.
- Cost and price food costs and menu items
- Define the principles of exceptional table service
- Describe the issues that food service managers must handle successfully
- Identify styles of service
- Purchase product in a managed environment to preserve quality, provide security and prevent waste

Credits	6
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 154: Servsafe Sanitation

This course focuses on food production practices that are governed by changing federal and state regulations. Content includes prevention of food-borne illness, HACCP procedures, facility sanitation, and guidelines for safe food preparation, storage and reheating. Students take the NRA ServSafe examination in this course.

Outcomes

- Demonstrate knowledge of safety and sanitation procedures
- Pass 2 hour proctored SERVSAFE test with a grade of 75% or better and receive certification as a SERVSAFE Food Manager.
- Practice kitchen "housekeeping" teamwork
- Practice proper ware washing procedures
- Prepare a daily menu in a production kitchen in strict accordance with current federal and state regulations

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

CARTS 155: Nutrition

Introduction to Nutrition This course introduces students to the basic concepts of nutrition and gives them tools for healthy eating. Topics covered include carbohydrates, fats, proteins, vitamins, minerals, life cycle needs, and diets. Individual dietary habits will be closely examined through a self-evaluation of personal diet studies. This course provides important basic knowledge in making personal dietary decisions. This course also emphasizes food safety, diet planning tools available to consumers and chefs, apply dietary guidelines to plan and prepare menus and recipes.

Outcomes

- Describe how diet, food production, and the environment inter-relate to impact human health
- Identify world food problems and their relationship to the food production cycle
- Interpret nutrition information on food labels.
- Research global perspective of food and nutrition issues that impact our world

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Notes	Web-enhanced

CARTS 201: Menu Development

The creation of menus from the perspective of concept, clarity, cost, price and efficiency is the focus of this course. Topics to be introduced include menu descriptions, layout, design and pricing.

Outcomes

- Calculate cost
- Create a variety of cost-effective menus
- Research recipes and their ingredients' cost

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 202: Protein Identification/Utilization

This is an introduction to a variety of meats, poultry and seafood used in a food service operation. Students identify, select, and prepare various types of meat, poultry and fish/shellfish.

Outcomes

- Cut steaks
- Cut up poultry
- Demonstrate the ability to work as a member of a team
- Describe common varieties of fresh and saltwater fish
- Describe proper storage and handling techniques for the storage of meats, seafood and poultry
- Fillet, cut and portion fish
- Grade beef, veal and lamb
- Identify prime cuts of lamb, pork and beef
- Make cube steaks

Credits	3
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 204: Pastries and Plated Deserts

The preparation and service of a variety of hot and cold desserts is emphasized in this course. Students prepare frozen and individually plated desserts for functions and banquets. The development of a dessert menu emphasizing variety is a focus of the course.

Outcomes

- Develop production sheets including portion size, serving temperatures, quantities, garnish and timing
- Evaluate and create menu specials using several components (sauce, ice cream, cookies and sugar) and present contrasts in texture and flavor
- Prepare complex recipes using proper preparation techniques with an emphasis on presentation
- Prepare various hot and cold desserts using specialty and seasonal ingredients

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 211: Student Practical

This course prepares students to provide formal service in a variety of elegant settings. Emphasis is on food preparation, service and plate presentation that reflect artistry and style.

Outcomes

- Demonstrate serving techniques
- Demonstrate various types of napkin folds
- Maintain a buffet
- Set up for banquets and catering services

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 213: Wines/Spirits

This course is an introduction to the serving of alcoholic beverages and their appropriate pairing with menu items. Students review the procedures for purchasing alcoholic beverages and apply those skills when planning, budgeting and managing bar service.

Outcomes

- Define responsible alcohol service management methods
- Demonstrate the proper serving techniques for alcoholic beverages
- Identify levels of intoxication and methods to control excessive consumption by guests.
- Match various cocktails with foods

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 250: Catering/Banquets

This course is an introduction to the catering and banquet industry with emphasis on the requirements needed to start an operation and manage its daily operations. Students develop an understanding of the organization and equipment needed.

Outcomes

- Describe appropriate methods of scheduling space, time periods and staff for a variety of catering functions
- Describe the appropriate setup and staffing of a banquet room for service
- Describe the basic elements of a catering function
- Identify guest payment methods

Credits	6
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 252: Regional Cuisines of North America

This course Regional cuisine explores the use of indigenous ingredients in the preparation of traditional and contemporary North American specialties. Students prepare, taste, serve, and evaluate traditional regional dishes.

Outcomes

- Identify culturally influenced cuisines per locally and regionally
- List the various influenced dishes representing regionally and locally grown
- Research the various traditional North American dishes
- Demonstrate continued growth in the application of theory to the preparation of a variety of classic American meals
- Demonstrate knowledge of safety and sanitation procedures
- Demonstrate the ability to work as a member of a team
- Prepare, taste, and serve a variety of traditional American regional dishes

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 253: Sustainability/Organic Foods

This course incorporates the study of sustainable best-practices emphasizing resource conservation, agro ecology and essential business skills/abilities. Students implement theoretical classroom concepts in the kitchen and through experiential learning opportunities.

Outcomes

- Identify sources of local foods, water/energy/food conservation programs, and sustainable food operations
- Produce a final project/presentation on local agricultural resources and processes that includes an interview with a local food producer.
- Research and identify a local agricultural resource and water/energy/ food conservation program as part of a research project/presentation.

Credits	4
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Field-Based Experience	30
Notes	Face-to-face

CARTS 254: Modern Bread Techniques

In this course students will learn the details of mixing, fermenting, shaping, and baking bread in this essential introductory course. The course covers baker’s math, ingredient selection and function, how mixing affects fermentation, and other bread-baking fundamentals.

Outcomes

- Components, such as contrasts in texture and flavor, in yeast-leavened breads
- Develop production sheets including portion size, bread temperatures, quantities, garnish, and timing
- Prepare a complex recipe using proper preparation techniques with an emphasis on baking artisan breads
- Prepare an assigned 'Bread of the World' in a lab environment.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 255: Culinary Trends

This course introduces students to current culinary trends, including a variety of preparation methods. Topics include adaptation of native/ regional ingredients and preparation methods to developing trends in contemporary cuisine.

Outcomes

- Combine healthy ingredients to create specialty items used in finer restaurants.
- Demonstrate continued growth in the application of theory to the preparation of a variety of classic American culinary dishes.
- Research and write a recipe that caters to alternative dietary preferences, world food trends, or prevalent food allergies that exemplify current culinary trends.

Credits	2
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 256: Introduction to Management

This course is an introduction to the various management topics as they relate to food service management: leadership, training, motivation, delegation, problem-solving, decision-making and conflict resolution.

Outcomes

- Demonstrate proper ability to use appropriate cooking techniques/ equipment in all areas of the kitchen.
- Demonstrate proper sanitation an safety
- Demonstrate the ability to lead a team through day-to-day restaurant operations
- Demonstrate the ability to solve problems individually and in a team environment
- Apply principles of management to solve real business problems as they relate to the culinary arts field
- Explain the principles of management
- Manage effectively in a food service environment

Credits	4
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 257: Culinary Flavor Profiles

This course covers the important cooking concept of combining and balancing flavors. Flavor profiles encompass the analysis of what contributes to the flavor of the products that we eat and the development of flavors that will work in a wide variety of products.

Outcomes

- Apply the philosophy of flavor profiles in the culinary world in the preparation of various meal parts.
- Demonstrate continued growth in the application of theory to the preparation of foundational components of the various meal parts based on culinary trends.
- Describe how diet, food production, and the environment interrelate to impact human health in a modern culinary era.
- Research and write a report on staple dishes or products from Africa, the Middle East or Asia that exemplify a distinct flavor profile.

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 258: Garde Manger II

This course is a continuation of the concepts introduced in CARTS 105; students prepare cold foods including salads, salad dressings, cold appetizers, buffet items, as well as vegetable and fruit decorations.

Outcomes

- Create garnishes to enhance plate presentation
- Identify and describe five different salad types, and select appropriate recipes for use as an appetizer, accompaniment, main course, separate course or dessert salad
- Prepare a variety of cold foods including salads, fruits and sandwiches
- Prepare salad dressings to complement a variety of salads

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face

CARTS 291: Practical Applications

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Credits	1-13
Prerequisites	INSTRUCTOR APPROVAL
Distribution	Career Training

CARTS 292: Independent Project I

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project I.

Outcomes

- Apply effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project I
- Demonstrate ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	1-5
Prerequisites	INSTRUCTOR APPROVAL
Distribution	Career Training

CARTS 293: Independent Project II

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project II.

Outcomes

- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project II
- Demonstrate effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Practice professionalism ethically and in a culturally relevant manner as a professional in the lab/classroom environment.

Credits	1-5
Lab Hours	100
Instructional Mode	Web-enhanced
Prerequisites	INSTRUCTOR APPROVAL
Distribution	Career Training
Campus	Downtown
Area of Study	Career Education

CARTS 294: Independent Project III

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project emphasis on integration of classroom learning based on prior course work and should result in the achievement of advanced skills in completion of independent project III.

Outcomes

- Connect theory and technical skills learned through classroom training to analyze and resolve problems within independent project III
- Demonstrate effective oral, written, and analytical communication appropriate to role and lab/classroom environment.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-5
Lab Hours	100
Instructional Mode	Web-enhanced
Prerequisites	INSTRUCTOR APPROVAL
Distribution	Career Training
Campus	Downtown
Area of Study	Career Education

CARTS 296: Work-Based Learning Experience

This course provides a work-based learning experience with an instructor-approved employer in student's program of study. Emphasis is placed on integration of classroom learning with related work experience. Specific learning outcomes need to be agreed upon in a written agreement between student, instructor, and participating employer. Upon completion, students should be able to evaluate their career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

Outcomes

- Analyze and resolve problems that arise in completing assigned tasks.
- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.

Credits	1-13
Prerequisites	INSTRUCTOR APPROVAL
Distribution	Career Training
Field-Based Experience	30-390V

Humanities

HUM& 101: Introduction to Humanities

An introduction to the humanities through a review of some of the major developments in human culture around the globe. Taking the culture of Original Peoples of the West Coast as our point of departure, students will analyze how societies express their ideas through a number of aspects, which may include art, literature, music, architecture, mythology, cinema, and philosophy, identity patterns between such cultureal expressions and consider some of the underlying assumptions about the way societies are formed and run, and whose stories are given voices and how. Arranged thematically rather than chronologically, the course will focus on developing the conceptual tools to understand cultural phenomena critically.

Outcomes

- Students will demonstrate via class discussions, writing assignments, and a hands-on project how the arts, philosophy, and literature reflect and shape humanity and the values of culture.
- After viewing videos and reading materials, students will analyze in written responses the patterns found in artistic and philosophical works from representative periods and movements, and will create an artistic artifact of their own incorporating these patterns and commonalities.
- Through quiz responses to videos and other materials as well as written responses, students will recognize and gain an understanding of cultural diversity as reflected in languages, the arts, or philosophy.
- Students will demonstrate through written response and select response answers that they understand the vocabulary needed to critically evaluate artistic and philosophical works and their contribution to the human experience and to identify commonalities and patterns across cultures.

Credits	5
Distribution	Gen-Ed

Humanities/Social Sciences/Other

POLS& 101: Introduction to Political Science

This course is an introduction to American government and politics. Students will study the United States Constitution, governmental institutions, the political system, and the regulatory processes embedded within the document. The course format is lecture/discussion.

Credits	5
Prerequisites	ENGL091
Distribution	Gen-Ed

PSYC 310: Organizational and Institutional Behavior

Focuses on organizational and institutional behavior. Presents and applies psychological theories and principles to interactions among individuals, groups, and broader social organizations. Examines topics such as motivation, leadership, intergroup dynamics, work-related stress, and organizational culture, and prepares students to be successful members and leaders in organizations in which they are employed.

Outcomes

- Apply psychological theories and principles to analyze and explain individual and group interactions within organizations.
- Demonstrate an understanding of motivation theories and their practical applications in the workplace setting.
- Analyze leadership styles and their impact on organizational effectiveness, preparing students to exhibit effective leadership qualities.
- Examine intergroup dynamics within organizations, identifying factors that contribute to collaboration and potential conflicts.
- Evaluate the impact of work-related stress on individuals and organizations, proposing strategies for stress management in the workplace.
- Analyze organizational culture and its role in shaping behavior, communication, and decision-making within a professional context.
- Apply psychological principles to enhance communication skills, fostering effective interpersonal relationships in organizational settings.
- Assess the role of diversity and inclusion in organizational behavior, understanding its importance for success in diverse workplaces.
- Examine the psychological aspects of decision-making processes within organizations, identifying key factors that influence managerial decisions.
- Develop strategies to enhance teamwork and collaboration, considering the psychological factors that contribute to effective group dynamics.
- Evaluate the ethical considerations in organizational behavior, preparing students to navigate ethical challenges in professional settings.
- Demonstrate the application of psychological principles to address real-world challenges in organizational settings, preparing students to be successful members and leaders in their chosen professions.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid In-person Web-enhanced

Prerequisites	none
Crosslisted Courses	N/A none Fall, Winter, Spring, Summer
Campus	South
Area of Study	General Education

PSYC& 100: General Psychology

Introductory psychology for people with an interest in all that influences human behavior. Whether planning a career in psychology or gaining insights about yourself and others, you will find this a useful and interesting open enrollment course of study.

Credits	5
Distribution	Gen-Ed

PSYC& 200: Lifespan Psychology

This course is an introduction to the various states of human development. Emphasis is on the major theories and perspectives and their relationship to the physical, cognitive and psychosocial aspects of development across the lifespan.

Credits	5
Prerequisites	PSYC&100
Distribution	Gen-Ed

SOC 310: Social and Behavioral Science Applications in Public Safety Administration

Presents the psychological and sociological theories that explain individual and organizational behaviors in disasters and other emergency situations. Explains the challenges faced by public safety officials when engaging with individuals from diverse backgrounds, many of whom have suffered trauma. Discusses the impact of disaster warnings, evacuation considerations, and long-term disaster effects. Assists students in assessing and predicting disaster-related human behavior and in building individual and community resilience.

Outcomes

- Apply psychological theories to understand and interpret individual behaviors in the context of disasters and emergency situations
- Analyze sociological perspectives to explain organizational behaviors during disasters, considering factors such as social structures and cultural influences.
- Identify and address challenges faced by public safety officials when engaging with individuals from diverse backgrounds, particularly those who have experienced trauma.
- Evaluate the impact of disaster warnings on individual and community responses, recognizing factors that influence the effectiveness of communication strategies.
- Analyze considerations related to evacuation processes, understanding the psychological and sociological factors that influence decision-making during evacuation.
- Examine the long-term effects of disasters on individuals and communities, considering aspects such as mental health, social cohesion, and community resilience.
- Explore and implement strategies for building individual and community resilience in the face of disasters, considering the social and behavioral dimensions of resilience.
- Develop effective crisis communication skills, recognizing the importance of clear and empathetic communication in disaster management.
- Foster interdisciplinary collaboration between social and behavioral sciences and emergency management, recognizing the value of a holistic approach to disaster response and recovery.

Credits	5
Lecture Hours	50
Quarter Offered	Fall
Instructional Mode	In-person Web-enhanced
Prerequisites	Admission to the Public Safety Administration BAS program

Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall
Campus	South
Area of Study	General Education Career Education

SOC 405: Global Perspectives in Technology

This course examines the impact of technology on global business, culture, and society. Students will explore how technological advancements influence economies, political systems, and social structures across various regions. Key topics include the digital divide, international regulations, global cybersecurity issues, and the role of technology in fostering innovation and development in emerging markets. Through group case studies and discussions, students will develop cross-cultural collaboration skills essential for working in diverse, multinational teams and learn to navigate cross-cultural differences in technology adoption and communication. This course equips students with the knowledge and skills to leverage technology effectively in a global context, making it particularly relevant for IT professionals working in diverse, multinational environments.

Outcomes

- Evaluate how technology influences economic, political, and social systems globally.
- Analyze cultural differences in technology adoption and develop effective communication strategies.
- Propose solutions for global challenges such as the digital divide and cybersecurity threats

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Admission into BAS program.
Crosslisted Courses	N/A Admission into BAS program. Fall, Spring
Campus	Central
Area of Study	General Education

SOC 410: Social Justice and Public Safety Administration

Examines the role social justice plays in public safety administration as well as the relationship of public safety systems to the diverse communities that they serve. Students will identify and evaluate past and present attempts to remedy historic inequities, identify differences between specific cultures, and learn how to address stereotypes and related issues. Students will examine how cultural differences impact perceptions and relationships. The course will identify barriers to communication and issues related to discriminatory activities. National and international trends will be identified and compared.

Outcomes

- Understand and articulate the role of social justice in the context of public safety administration, recognizing its importance in fostering equity and fairness.
- Evaluate the relationship between public safety systems and the diverse communities they serve, recognizing the impact of historical and systemic inequities.
- Identify and assess past and present attempts to remedy historic inequities within public safety systems, analyzing their effectiveness and implications.
- Demonstrate cultural competence by understanding and respecting differences between specific cultures, fostering an inclusive and culturally sensitive public safety environment.
- Develop skills in addressing stereotypes and related issues within public safety administration, promoting a more inclusive and unbiased approach.
- Analyze how cultural differences impact perceptions and relationships within the public safety sector, recognizing the importance of cultural awareness in effective administration.
- Identify barriers to communication within diverse communities and develop strategies to overcome these barriers, ensuring effective communication in public safety contexts.
- Recognize and address issues related to discriminatory activities within public safety administration, promoting a zero-tolerance approach to discrimination.
- Analyze national and international trends in social justice and public safety administration, comparing approaches and identifying best practices.
- Develop policies that promote equity and social justice within public safety organizations, incorporating insights gained from the course.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person

Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	General Education

SOC& 101: Introduction to Sociology

This course is a general survey of sociology, the scientific study of the group life of humans in their environment. The course introduces the basic principles of social relationships, collective behavior, and human interaction. These principles are applied to the study of culture; race, gender, and class inequality; deviance; law; social institutions; and social change.

Credits	5
Prerequisites	ENGL090
Distribution	Gen-Ed

HVAC Refrigeration Mechanic Apprenticeship SAPHP

REFR 111: HVACR Year 1 Week 1

Apprentices will be introduced to the scientific concepts of temperature, pressure, heat and energy as they relate to mechanical systems. They will apply electrical concepts and mathematical formulas to measure to check voltage, amperage and power with multi-meter devices. They will also be introduced to regulations and processes to ensure personal safety when working with electricity. They will develop brazing skills by following the brazing progression sheet. They will also demonstrate safe use of equipment commonly found in HVACR service vehicles or on rooftops.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 112: HVACR Year 1 Week 2

Apprentices will follow EPA 608 Universal guidelines to handle refrigerant, and will earn the related EPA certification. They will complete electrical calculations for series and parallel circuits, and demonstrate mathematical competency to size duct materials, control air flow, and properly install equipment. They will continue practicing brazing skills by completing a single and couple joint, flare and swage brazes with dissimilar metals.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 113: HVACR Year 1 Week 3

Apprentices will relate the basic cycle of refrigeration to various HVACR equipment. They will plot enthalpy charts to troubleshoot proper operation of equipment. They will be introduced to the electrical concepts of induction, impedance and capacitance. They will interpret electrical symbols in schematics to draw basic wiring diagrams, including installation and pictorial views. They will continue trades-related math by demonstration competency in measuring using calculators, formulas, and tape measures. They will continue building brazing skills by following the braze progression sheet, and completing a T-square. They will demonstrate consistent and safe application of OSHA and WAC rigging rules when working on rooftops. Finally, they will be introduced to basic oxy-fuel welding.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Summer
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 114: HVACR Year 1 Week 4

Apprentices will use the Pythagorean Theorem to solve for angles and complete basic piping offsets. They will draw increasingly complex wiring diagrams, including split phase and shaded pole induction motors. They will apply air and water flow calculations to understand heat transfer, and load formulas to solve for BTUH. They will further apply these calculations to calculate specific areas and data in a built environment. They will plot air conditioning and refrigeration system using psychometric charts. They will continue brazing and oxy-fuel welding following progression charts. Finally, they will identify hazards to setting equipment.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 115: HVACR Year 1 Week 5

Apprentices will utilize effective, professional means of communication, verbally and in writing, with internal and external customers. They will learn how to properly document field work using a variety of common contractor forms. They will demonstrate cumulative competency from content covered in weeks 1-4 in brazing, welding, math, electrical and science. Finally, they will demonstrate the ability to safely operate various equipment, including forklifts, scissor lifts, Reach Alls and JLGs.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 121: HVACR Year 2 Week 1

Apprentices will review and apply refrigeration and electrical theories to calculate pressure and electricity in HVACR equipment and devices. They will continue diagramming refrigeration systems. They will be introduced to light commercial refrigeration systems found in restaurants and stores, and review the types of package units, including how to interpret blueprints and general maintenance. Additionally, they will practice brazing repairs commonly made for light commercial equipment. They will begin a year-long rigging course by reviewing Washington State Administrative Code and LNI regulations, learning proper rigging terminology, and conducting site safety plans.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 122: HVACR Year 2 Week 2

Apprentices will identify and draw schematics of specialized motors. They will be introduced to commercial refrigeration, and the unique concepts of sub-cooling, superheat, koolgas defrost, hot gas and condenser flooding, as they relate to these larger, more complex systems. They will practice brazing repairs for commercial equipment. They will use common rigging equipment, such as inside lifts, with safe consistency. They will interpret plans to locate specifications of HVACR equipment. They will identify the hardware and software of VRF system, and learn how to properly install and start them. Finally, they will apply customer service skills to every in-class project.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 123: HVACR Year 2 Week 3

Apprentices will be introduced to specialty refrigeration, and compare differences in mechanical drawings and components to commercial systems. They will practice brazing repairs from indoor to outdoor units, and from condensing units to evaporators. They will discern when equipment can be repaired, or should be replaced. They will continue practicing plan reading to locate equipment specifications. They will learn how electrical transformers and controls work, and the unique safety considerations for both. They will continue progressing towards the Washington State Rigging Certification by safely moving equipment. They will identify the hardware and software of VRF system, and learn how to properly install and start them. Finally, they will apply customer service skills to every in-class project.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 124: HVACR Year 2 Week 4

Apprentices will focus on troubleshooting electrical issues and use inspection methods to ensure a thorough review of equipment is safely completed. They will continue looking at specialty refrigeration systems, focusing on valve identification, maintenance, replacement or repair with brazing techniques. They will be introduced to rooftop gas furnaces and packs, and use manometers to check gas pressure in these units. They will continue progressing towards the Washington State Rigging certification by safely performing outside lifts. Finally, they will apply customer service skills to every in-class project.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 125: HVACR Year 2 Week 5

Apprentices will earn a manufacturer's VRF install credential, and the Washington State Rigging Certification. They will demonstrate competency in a variety of light commercial, commercial and specialty refrigeration system brazes. They will be assessed in their understanding of electrical and refrigeration concepts, and their accurate application to cumulative projects.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 131: HVACR Year 3 Week 1

Apprentices will utilize skills gained in years 1 and 2 to demonstrate competency in inspecting equipment for electrical issues, and handling refrigerants while discharging equipment. They will practice brazing skills to become proficient and earn the UA 51 Certification. They will apply trades-related math to begin bending tubing and copper for proper installations.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 132: HVACR Year 3 Week 2

Apprentices will be introduced to economizers, and will program its logic module. They will apply concepts of absorption to specialty refrigeration, and will be introduced to additional systems, such as cascade, compound compression, and ultra-low temperature systems. They will practice taking apart, measuring, and rebuilding small compressors, including making gaskets, when needed. They will run overhead pipe, supports and hangers, and make connections to systems. They will continue developing tube bending skills by using tube benders, swaging tools and related hand tools, and they will braze related joints. They will apply fundamental pre-job organizational skills to all in-class projects.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 133: HVACR Year 3 Week 3

Apprentices will be introduced to fundamental hydronic and steam principles. They will relate these concepts to maintaining, setting and controlling air conditioning units. They will apply job planning and sales/estimation skills to performing maintenance and repair scenarios in all in-class projects. They will continue practicing sizing and running overhead piping and making connections to equipment. They will use proper calculations to braze and disassemble a walk-in cooler. They will practice taking apart, measuring, and rebuilding larger compressors, including making gaskets, when needed.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 134: HVACR Year 3 Week 4

Apprentices will be introduced to basic automation concepts and networking for HVAC/refrigeration controls. They will apply job planning and sales/estimation skills to performing maintenance and repair scenarios in all in-class projects. They will continue practicing sizing and running overhead piping and making connections to equipment. They will discuss how to maintain components of hydronic systems found in HVACR equipment. They will explain how steam traps work, and how to properly size and order parts to replace or repair them. They will continue developing brazing skills to attain the UA 51 Certification, focusing on brazing overhead, in confined spaces, and with dissimilar metals. They will continue practicing taking apart, measuring, and rebuilding larger compressors, including making gaskets, when needed.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 135: HVACR Year 3 Week 5

Apprentices will complete timed assessments showing competency with compressors, economizers, VFD, and automation systems, including applying job planning and sales/estimation skills to these projects. They will demonstrate competency in a variety of light commercial, commercial and specialty refrigeration system brazes, including attainment of the UA 51 Certification. Apprentices in the refrigeration pathway will complete a cumulative review of supermarket equipment concepts and maintenance/repair practices. Apprentices in the HVAC pathway will complete a cumulative review of air conditioning equipment concepts and maintenance/repair practices.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 141: HVACR Year 4 Week 1

Apprentices will complete signal person curricula for various cranes operation, regulation, and limitations, and earn a signal person credential. They will continue brazing skills gained in Years 1-3 to earn a UA 50 credential. Apprentices in the HVAC pathway will gain additional skills in variable and constant volume air conditioning systems, including analysis of temperatures, parallel boxes, and dependent/independent pressure systems. Apprentices in the refrigeration pathway will learn how to safely handle ammonia in industrial systems, including how to remove, store and charge ammonia in a system.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 142: HVACR Year 4 Week 2

Apprentices will gain insights into common supervisory and industry issues. They will also learn all aspects of job planning, from pre-job considerations through the build and commissioning/punch list process. In all of this content, they will continually apply appropriate and effective communication skills, verbally and in writing. They will understand how projects are financed and fiscally managed. Finally, they will gain skills to be an effective technical teacher as a journeyman in the field, which includes applying teaching skills of giving instruction, checking for understanding, and providing feedback/evaluation. Apprentices in the HVAC pathway will learn about the hardware and networks associated with direct digital controls, and will learn how to draw, sequence and program them. They will also gain PLC troubleshooting skills. Apprentices in the refrigeration pathway will be introduced to common and unique refrigeration systems, including cases and walk-in boxes. They will also review, diagnose issues, repair and rebuild a variety of TXV/Expansion, Solenoid, regulation and EPR/OPR and IPR valves.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 143: HVACR Year 4 Week 3

Apprentices will apply hydronic theory concepts gained in Year 3 to a variety of chilled water systems. They will learn how to calculate flow rates and troubleshoot issues related to chilled water systems. Apprentices in the HVAC path will review pneumatic controls, including types of air compressors, the gasses or pressurized air used in them, and the components that regulate these units. They will test these systems for leaks or faults and learn how to repair or replace them. Apprentices in the refrigeration pathway will continued advanced refrigeration concepts by drawing electrical schematics for walk-in coolers and freezers, and learn how to locate manufacturer specifications necessary to repairs. They will compare differences in low temperature cases and gas/electric defrost cases. Additionally, they will identify the parts and issues that can arise with a variety of compressors, condensers, and defrost systems, and learn how to control, repair, replace and maintain them.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 144: HVACR Year 4 Week 4

Apprentices will study the International Mechanical Code and related City of Seattle amendments to earn a City of Seattle Refrigeration License. They will also identify types and parts of operational boiler systems, including combustion controls, sequencing burners, and valves. They will gain insights into the water conditions that can impact the safe operation of boilers. Apprentices in the HVAC pathway will review procedures to commission a building, including testing electrical devices, evaluating the performance of mechanical systems, and steps to inspect, maintain and document a commissioned system. Apprentices in the refrigeration pathway will increase knowledge of building automation by reviewing how controller networks in supermarket systems operate, the brands, hardware and control devices commonly seen in Pacific Northwest systems. They will also learn how to operate manage parallel oil rack systems.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 145: HVACR Year 4 Week 5

Apprentices will study the International Mechanical Code and related City of Seattle amendments to earn a City of Seattle Refrigeration License. They will also begin an extensive electrical theory, math and code review to be prepared for the Washington State 06A Electrical Examination. Finally, apprentices will take a STAR exam pre-assessment to determine whether they require additional, in-person learning to earn this certificate in their 5th year.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

REFR 150: HVACR Year 5

Apprentices will be assigned to either online or in-person preparatory coursework to study and pass the cumulative STAR exam and City of Seattle Gas License exam. Finally, apprentices will take the electrical exam prep course and earn their 06A Electrical License from the State of Washington.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

Industrial Machine Operator Apprenticeship AJAC

IMO 101: Safety and Sanitation

This course introduces the concepts of working in a safe and productive food manufacturing workplace. Apprentices explain important OSHA safety standards as well as standard operating procedures to ensure proper sanitation. Apprentices recognize Good Manufacturing Processes (GMPs) and how they relate to food safety. They also demonstrate understanding of how to keep allergens, metals, and other harmful substances out of the food supply. Finally, they practice FDA’s Hazard Analysis Critical Control Point (HACCP) principles to identify, evaluate, and control food safety hazards in their workplace.

Credits	5
Lecture Hours	50
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IMO 102: Industrial Maintenance and Mechatronics I

This is the first of two courses that explores the foundational principles and skills of industrial machine maintenance as it relates to a machine operator. Apprentices learn predictive and preventative maintenance of machines. They explain principles of mechanical rigging, including safety, installation, and ways to perform lifts. Students describe the elements of and physical principles behind mechanical, fluid power, pneumatic systems, and electrical systems and how to interpret technical drawings related to these systems. Some of the mechanical systems students learn about include belts and pulleys, chains and gears, and conveyor systems. Apprentices will also explain the fundamental aspects of safety related to electrical circuits.

Credits	5
Lecture Hours	50
Instructional Mode	Online
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IMO 103: Industrial Maintenance and Mechatronics II

This is the second of two courses that explores the foundational principles and skills related to industrial machine maintenance. Apprentices apply methodologies such as 5 why, fishbone, and flowcharts to isolate problems and determine strategies for troubleshooting. They describe elements of electronic control systems, including diodes, transistors, and integrated circuits. They demonstrate knowledge of the main components, programming, and maintenance of Programmable Logic Controllers (PLCs) and Human-Machine Interfaces (HMIs). Finally, apprentices explore concepts related to maintenance welding and piping systems.

Credits	5
Lecture Hours	50
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IMO 104: Quality Assurance

This course introduces the concepts of quality assurance activities, documentation, and inspection practices in the food industry. Apprentices interpret machine operation manuals and learn to perform safety checks to ensure that machines are ready to come online and safety devices are operating correctly. They explain how to read common measurement devices like pressure and temperature gauges, flow meters, fluid gauges, and voltage and current meters. They describe how to compare machine readings with standard operating procedures to determine if machines are performing within specifications. They learn to use their senses to observe machine operation and vibration, determine if machines are operating correctly, and recognize symptoms of malfunction. They also learn when to shut machines down and will explain and perform lockout processes. Apprentices perform quality checks and inspect materials and product/process at all stages to ensure they meet specifications. Finally, they describe how to take corrective actions to restore or maintain quality.

Credits	5
Lecture Hours	50
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IMO 105: Material Science

This course explores the relationship between the basic principles of science and the safe manufacturing of food products. Apprentices gain an understanding of food science to learn how it applies to their day-to-day jobs. They explain the foundational principles of food chemistry, food microbiology, and food physics and how they relate to food production. Apprentices also study the role of pH in the manufacture of food. They describe the effects of helpful and harmful microorganisms on the food supply and provide examples of food preservation using heat and cold, dehydration and concentration, and irradiation. Apprentices also demonstrate knowledge of the mixing and separating techniques used in food processing. Apprentices will also gain knowledge of what types of food grade materials are used in food production to maintain good safety and sanitation.

Credits	5
Lecture Hours	50
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IMO 106: Food Manufacturing Technology

This course explores emerging technology techniques in the food industry and how they relate to preservation, packaging, and manufacturing. Apprentices will describe sorting, peeling, inspection, and sealing. They explain different methods of boxing, sorting, palletizing and how they enhance the efficiency of food production. Apprentices also gain a deeper understanding of preservation by dehydration, and pasteurization, as well as understand the advantages of each of these methods. They will identify and describe various emerging technologies in the manufacturing process of foods.

Credits	5
Lecture Hours	50
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

Industrial Manufacturing Technician Apprenticeship
AJAC

MT 101: Industrial Manufacturing Safety

Students will be oriented to the occupation and will learn about foundational safety requirements specific to manufacturing and production. Course content will include basic shop safety, OSHA 10 and CPR/First Aid. The course will introduce the concepts of working in a safe and productive manufacturing workplace, safety, and environmental assessments, emergency drills and emergency teams, unsafe conditions and corrective action, equipment safety training, processes and procedures that support a safe work environment, safety and health requirements for maintenance, installation and repair, monitoring safe equipment and operator performance, and effective safety enhancing workplace practices.

Credits	5
Lab Hours	15
Lecture Hours	35
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

MT 102: Industrial Manufacturing Basics

Students will apply quality and continuous improvement practices to manufacturing and production. The course will introduce quality assurance, inspection, blueprint reading, interpreting manufacturing documents, precision measurement, and basic tools/equipment use and knowledge. Students will learn the process of periodic or statistically based internal quality audit activities, check and document calibration of gauges and other data collection equipment, suggest continuous improvements, inspect materials and product/process at all stages to ensure they meet specifications, document the results of quality tests, communicate quality problems, take corrective actions to restore or maintain quality, use common measurement systems and precision measurement tools.

Credits	5
Lab Hours	15
Lecture Hours	35
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

MT 202: Communications

Apprentices are introduced to basic communication concepts relating to the workplace. Concepts include theory and skills practice related to interpersonal, intercultural, and production team communications, technical writing and business communications, phone and email etiquette, and conflict management. Students will create a professional portfolio that includes a resume, examples of skills, accomplishments, and samples of work.

Credits	5
Lab Hours	15
Lecture Hours	35
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

Information Technology Project Management

ITPM 301: IT Project Management

This course provides a comprehensive introduction to project management principles, focusing on the unique challenges of IT projects. Students will learn project planning, budgeting, scheduling, and resource management, with an emphasis on Agile and Waterfall methodologies and introduction to others including Scrum and hybrid approaches. Introduce project tracking tools to include hands-on experience with software development tools and project-tracking platforms such as Jira, Git, or Microsoft Project, allowing students to experience common software development workflows. Students will practice collaborative project planning and team communication, gaining skills in stakeholder engagement and coordination to ensure project success. The course covers project life cycle management in dynamic IT environments, addressing obsolescence factors, stakeholder engagement and needs, and organizational constraints. Students will be introduced to tools to track project milestones and assess team dynamics and learn best practices for overcoming constraints to deliver successful projects on time, within budget and aligned with business objectives.

Outcomes

- Apply project management methodologies (Agile, Waterfall, others) and use industry-standard tools to manage IT projects effectively, including in software development settings.
- Create project schedules, budgets, and resource plans that align with project goals.
- Evaluate project risks and propose mitigation strategies for IT project success.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Fall, Spring
Campus	Central
Area of Study	Career Education

ITPM 302: IT Governance & Risk Management Foundations

This course introduces students to key IT governance frameworks and explores their integration with organizational risk management strategies. Students will learn how to align IT strategies with business objectives, ensure accountability, and optimize the delivery of IT services across departments. The course emphasizes balancing innovation with regulatory compliance, enhancing IT service delivery, and optimizing governance structures. Students will assess the impact of ethical considerations in IT governance decisions, and long-term impacts will be explored.

Outcomes

- Analyze IT governance frameworks to assess their impact on organizational strategy and risk management.
- Identify risks in IT infrastructure and operations and develop strategies to mitigate them, aligning IT and business goals.
- Develop governance policies that optimize IT performance, ensure accountability and manage compliance risks.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Winter, Summer
Campus	Central
Area of Study	Career Education

ITPM 311: Disaster Recovery and Incident Response

This course equips students with the knowledge and skills necessary to develop, implement, and maintain disaster recovery and incident response plans tailored to IT systems. Students will explore crisis communication strategies, forensic analysis, and compliance with frameworks such as the NIST and ISO/IEC standards. Students will learn to assess business continuity challenges, implement response procedures, and recover critical IT assets following cyberattacks, system failures, or natural disasters. Team-based exercises will allow students to develop and execute coordinated incident response plans, enhancing communication and teamwork under high-pressure scenarios.

Outcomes

- Develop a comprehensive disaster recovery plan tailored to an IT environment.
- Analyze potential IT risks and vulnerabilities that require incident response planning, including cyber threats, hardware failures, and human error.
- Design comprehensive disaster recovery plans for a variety of IT infrastructures, focusing on minimizing downtime and data loss.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Fall, Spring
Campus	Central
Area of Study	Career Education

ITPM 312: Data Privacy and IT Security Legal Regulations

This course delves into the complex legal landscape surrounding data privacy and security, focusing on national and international regulations such as GDPR, HIPAA, and CCPA. Students will learn how these regulations impact IT governance, security practices, and business processes. The course also covers ethical considerations in data management, strategies for securing personal and corporate data, and the role of auditing in ensuring compliance. Students will assess real-world case studies to understand the consequences of non-compliance and the steps necessary to avoid legal pitfalls in data protection. Collaborative discussions on case studies will help students explore compliance issues from multiple perspectives, building team-oriented approaches to data governance.

Outcomes

- Interpret data privacy laws and their implications for IT governance and security policies.
- Assess the risks of non-compliance with data security regulations in a variety of IT settings, including software development processes and propose strategies for compliant, secure practices.
- Design IT policies that adhere to international and U.S. data privacy laws.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Fall, Spring
Campus	Central
Area of Study	Career Education

ITPM 320: Cloud & Docker Fundamentals

This course introduces students to the security challenges of cloud computing and containerized environments. Topics include securing data, managing user permissions, monitoring network activity, and ensuring compliance with security standards. Students will explore techniques for securing applications and services across multiple cloud platforms and container environments. Best practices for encryption, access control, and vulnerability management will be discussed, with an emphasis on balancing security with performance in virtualized environments.

Outcomes

- Explain the fundamental principles of cloud security and Docker containerization.
- Assess and prioritize security threats in cloud and container environments and propose appropriate solutions.
- Implement security controls to protect cloud-based applications and containerized systems while maintaining data integrity.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Winter, Summer
Campus	Central
Area of Study	Career Education

ITPM 321: Business Continuity Planning and Reporting

This course introduces students to the principles of business continuity planning and its critical role in maintaining operational resilience during times of crisis. This course covers the creation, testing, and maintenance of business continuity plans, business impact analysis, and continuity of operations reporting. Students will learn how to communicate risks and recovery efforts effectively. The course also emphasizes the importance of continuous improvement in business continuity plans through periodic reviews, audits, and stakeholder feedback. Students will work together to design continuity plans, ensuring that collaborative communication strategies are in place for effective crisis management.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Spring Summer
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Spring, Summer Area of Study: Career Education Instructional Mode: Hybrid Campus: Central Lecture 40 Lab 20
Campus	Central
Area of Study	Career Education

ITPM 401: Compliance Auditing and Regulatory Standards

This course focuses on the auditing processes required to ensure IT systems comply with key industry standards and regulatory requirements. Students will explore internal and external auditing methods, reporting mechanisms, and best practices for maintaining compliance with laws such as GDPR, SOX, and PCI-DSS. Through hands-on, real-world exercises, students will learn to design and execute compliance audits, interpret findings, and make recommendations to improve governance and IT security. The course also covers how to stay updated with evolving regulations and ensure that IT systems remain compliant in dynamic business environments.

Outcomes

- Compare various regulatory standards and their implications for IT compliance and governance.
- Design and conduct an internal compliance audit for a specific IT system, adhering to industry regulations and organizational policies.
- Interpret audit results and recommend improvements in IT governance and address non-compliance.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Fall, Spring
Campus	Central
Area of Study	Career Education

ITPM 410: Cloud and Container Security

Students will delve deeper into cloud security with a focus on hybrid cloud infrastructures and advanced containerization techniques. Students will explore multi-cloud setups, distributed workloads, and microservices architectures and their unique security risks, necessitating robust controls to protect data and applications. Additional topics include identity and access management, encryption, monitoring, and the secure configuration of containers. Students will also explore strategies for securing applications in high-availability cloud systems, focusing on minimizing vulnerabilities while optimizing performance and scalability.

Outcomes

- Analyze security challenges in multi-cloud and hybrid environments.
- Develop and implement strategies for securing containerized applications and distributed services.
- Apply security controls that ensure data integrity and resilience in enterprise-level cloud infrastructures.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	ITPM 320 Cloud & Docker Security Fundamentals
Crosslisted Courses	N/A ITPM 320 Cloud & Docker Security Fundamentals Fall, Spring
Campus	Central
Area of Study	Career Education

ITPM 411: Ethical AI Management

This course explores the ethical considerations surrounding artificial intelligence (AI) in IT management, with an emphasis on governance, decision-making, and security implications of AI deployment. Students will examine how AI technologies are transforming industries and the associated risks, including bias, data misuse, and security vulnerabilities. Students will explore frameworks for ensuring that AI is used responsibly and transparently, and in alignment with organizational values in the workplace

Outcomes

- Analyze ethical challenges related to the deployment of AI in IT systems, particularly regarding data privacy, bias, and decision-making.
- Propose solutions to manage the risks of AI integration in business processes.
- Create policies that ensure responsible and ethical use of AI in IT operations.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Fall, Spring
Campus	Central
Area of Study	Career Education

ITPM 420: Emerging Technologies; Threats and Defenses

This course explores the ever-evolving landscape of cybersecurity threats, and the cutting-edge technologies developed to combat them. Students will examine the latest cyber-attack mechanisms and analyze how emerging technologies such as artificial intelligence, blockchain, and quantum computing are reshaping the industry. The course also covers defensive strategies, including advanced encryption, intrusion detection systems, and secure development practices. Case studies will allow students to apply theoretical knowledge in practical scenarios, developing their ability to plan robust defenses against future threats.

Outcomes

- Identify and evaluate emerging threats in the IT security landscape.
- Evaluate the effectiveness of current defense mechanisms against new threats.
- Design advanced security measures to defend against evolving cyber threats.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	Admission to the Computer Information Security & IT Project Management BAS program
Crosslisted Courses	N/A Admission to the Computer Information Security & IT Project Management BAS program Fall, Spring
Campus	Central
Area of Study	Career Education

ITPM 421: IT Project Management Practicum

This internship course provides students with practical, hands-on experience in IT project management and computer information systems within a professional setting. By securing and completing an internship, students apply their classroom knowledge to real-world challenges, developing critical skills in project coordination, systems analysis, problem-solving, and stakeholder communication. Through structured reflections and a final project report, students evaluate their professional growth, expand their industry network, and gain insights into current trends and technologies shaping the field. This course serves as a bridge from academic learning to a successful career in IT and project management, students will be encouraged to engage in internships or projects that include hands-on IT project management for the types of roles they are interested in, such as governance, risk, IT or software development.

Outcomes

- Apply project management and information systems skills to real-world IT projects, ensuring strategic alignment and impact.
- Strengthen professional skills like decision-making, time management, and adaptability in IT environments.
- Communicate technical information effectively and produce clear, professional project documentation.
- Address unexpected challenges with problem-solving and resourcefulness, improving project outcomes.
- Build industry connections and gain insights into IT project management career pathways.
- Reflect on industry trends, emerging technologies, and professional growth areas to stay competitive in IT.

Credits	5
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	ITPM301 or instructor permission.
Crosslisted Courses	N/A ITPM301 or instructor permission. Fall, Winter, Spring, Summer
Field-Based Experience	120
Campus	Central
Area of Study	Career Education

ITPM 490: Capstone: IT Security and Governance

The capstone provides students with an opportunity to integrate and apply their knowledge in IT security, governance, and project management. Students will lead or contribute to project teams, gaining experience in collaborative governance, secure development, and project management, culminating in a team presentation. It may involve managing or contributing to a hands-on software project, encompassing stages such as requirements gathering, secure development, version control, and testing, all within the framework of IT security and governance. This real-world or simulated project bridges theory and practice, preparing students for industry challenges.

Outcomes

- Design a comprehensive IT security and governance or software project based on real-world scenarios.
- Evaluate the effectiveness of governance frameworks and security policies as they apply to project management and software development processes, focusing on secure coding, compliance and risk management in the development lifecycle, as relevant to their project.
- Present findings, project outcomes, and governance recommendations in a format that addresses stakeholder requirements, balancing technical insights with compliance and risk mitigation strategies.

Credits	5
Lab Hours	100
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Completion or Co-enrollment of ITPM420 or instructor permission.
Corequisites	ITPM420 or instructor permission.
Crosslisted Courses	N/A Completion or Co-enrollment of ITPM420 or instructor permission. Corequisite ITPM420 or instructor permission. Winter, Summer
Campus	Central
Area of Study	Career Education

Information Technology Specialist

INFO 101: Computer Application Essentials

Demonstrate essential skills using core Microsoft Office applications. Create and edit documents using word processing, spreadsheet, presentation, database, email, or other business applications.

Outcomes

- Demonstrate efficient use of word processing application through creating, navigating, and format documents using business procedures
- Demonstrate how to create and format tables, insert graphics and print documents as applied in business practices
- Demonstrate how to create, format and manipulate numbers and data using business procedures
- Demonstrate efficient digital communication techniques using digital communication software
- Accurately implement and navigate organized file systems as applied in industry

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid

INFO 102: IT Applications

This course is an introductory course. It demonstrates essential skills in installing, configuring, maintaining, and applying business software applications used for communication, collaboration, problem-solving, and effective decision-making. CIP: 11.901 EPC: 527

Outcomes

- Install, configure, and maintain business applications.
- Perform efficient processes to create, navigate, and format documents using an industry-standard application.
- Manipulate and present numbers and data using an industry-standard application.
- Perform effective digital communication techniques using digital communication applications.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	none
Crosslisted Courses	Students in Information Technology, Cloud Computing Network Technology, and Cybersecurity programs take this course as part of their foundational courses and to promote well-rounded learning experiences. none Corequisite none Fall, Spring
Campus	Central
Area of Study	Career Education

INFO 104: IT Systems I

This course provides a foundation in hardware, safety environment, and customer service in information technology (IT) systems. Students acquire the essential skills to install, configure, optimize, troubleshoot, repair, upgrade, and perform preventive maintenance of computer hardware and applications. Students learn to meet business IT needs within realistic constraints. This course prepares students to take Computing Technology Industry Association (CompTIA) A+ certification exams. CIP: 11.901 EPC: 527

Outcomes

- Apply computer safety, environmental controls, and fundamental customer service skills as used in the industry.
- Install, configure, and troubleshoot PC motherboards, system components, cables and connectors, and peripheral devices as applied in the industry.
- Apply features, tools, commands, and technical specifications used in Microsoft Windows, macOS, and Linux operating systems as applied in the industry.
- Plan a computer-based system to meet the desired needs within realistic economic, and environmental constraints according to a business-needs scenario.
- Apply Windows system tools per industry standards.

Credits	5
Clinical	0
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	none
Crosslisted Courses	Students in Information Technology, Cloud Computing Network Technology, and Cybersecurity programs take this course as part of their foundational courses and to promote well-rounded learning experiences. none Corequisite none Fall, Spring
Campus	Central

INFO 105: IT Systems II

This course provides a foundation in mobile devices, networking technologies, operating systems, software configuration, and operational procedures. Students use virtual and hands-on labs using the Windows, Linux, and macOS operating systems. Students learn to meet business information technology needs within realistic constraints. This course prepares students to take Computing Technology Industry Association (CompTIA) A+ certification exams. CIP: 11.0901 EPC: 527

Outcomes

- Maintain mobile device components, features, management, and wireless network connection options as applied in the industry.
- Identify network types, ports, protocols, and devices in client and server environments as applied in the industry.
- Implement directory services, remote services, updates, and backup methods for the Windows client operating system as applied in the industry.
- Implement peripheral device installation, configuration, options, and troubleshooting as applied in the industry.
- Implement laptop hardware and components using mobile management strategies as per industry standards.

Credits	5
Clinical	0
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	none
Crosslisted Courses	Students in Information Technology, Cloud Computing Network Technology, and Cybersecurity programs take this course as part of their foundational courses and to promote well-rounded learning experiences. none Corequisite none Winter, Summer
Campus	Central

INFO 116: Modern Desktop Support I

This course covers an introduction to installing, configuring, customizing, supporting, and updating the Windows operating system as used in a business environment. Students use virtual and hands-on labs to create local users, manage storage, files, and devices, configure network access, and manage and update applications. CIP: 11.0901 EPC: 527

Outcomes

- Install Windows operating systems and perform post-installation configuration as applied in the industry on a client computer system.
- Implementing local users, groups, the configuration of devices, and security settings as applied in the industry on a client computer system.
- Configure and troubleshoot network access and resource sharing as applied in the industry on a client computer system.
- Manage and update applications as applied in the industry on a client computer system.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	none
Crosslisted Courses	Students in Information Technology, Cloud Computing Network Technology, and Cybersecurity programs take this course as part of their foundational courses and to promote well-rounded learning experiences. none Corequisite none Winter, Summer
Campus	Central
Area of Study	Career Education

INFO 117: Modern Desktop Support II

This course continues building information technology (IT) skills in installing, configuring, and maintaining Windows clients within a domain infrastructure. Students will deploy Windows clients, manage identity, access controls, and applications, as well as implement device strategy that meets the business needs of an organization. CIP: 11.901 EPC: 527

Outcomes

- Implement Windows deployment in an on-premises or hybrid environment to industry standard.
- Identify Active Directory, group policies, and how to secure user accounts in a business environment as applied in the network industry.
- Configure, manage, and monitor system and data recovery, and updates using a Windows client operating system as used in a business setting to industry standard.
- Configure and manage Windows security options in the Windows client operating system as used in a business setting to industry standard.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	N/A
Crosslisted Courses	N/A none Corequisite N/A Fall, Spring
Campus	Central
Area of Study	Career Education

INFO 118: Cloud & Virtualization Technologies

This course is an introduction to the concepts and practical application of desktop virtualization and cloud computing technologies. Students practice hypervisor management, virtual machine deployment, and virtual network configuration. Students create virtual machines in a cloud environment. Upon completion, students should be able to perform tasks related to virtual machine and hypervisor installations and have a foundational understanding of cloud computing. CIP: 11.0901 EPC: 527

Outcomes

- Identify the purpose of virtualization in a business setting.
- Configure virtual guest operating systems and management tools using different operating systems.
- Configure a virtual network using server and client virtual machines on s desktop computer.
- Identify fundamental concepts of infrastructure in the cloud.
- Configure virtual infrastructure in the cloud.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	none
Crosslisted Courses	Students in Information Technology, Cloud Computing Network Technology, and Cybersecurity programs take this course as part of their foundational courses and to promote well-rounded learning experiences. none Corequisite none Fall, Spring
Campus	Central
Area of Study	Career Education

INFO 122: User Support Fundamentals

This course covers end-user support concepts and practices. Learn how to develop long-term strategies and capacity planning for meeting future computer hardware needs. Discuss how to practice first-class level of customer service ensuring that all customers are treated efficiently and in an appropriate manner. Learn about the kinds of knowledge, skills, and abilities necessary to find employment in the support industry.

Outcomes

- Discuss how to establish customer service satisfaction levels and other operational/customer service metrics to industry standard
- Demonstrate how to ask appropriate questions to determine the nature of a problem using non-technical terminology
- Recognize importance to walk customer through problem-solving processes and to ensure issues to industry standard
- Compare and contrast business security policies and procedures are being met as per industry standard
- Accurately describe multilevel support model, incident management workflow and best practices in industry user-support operations using industry terminology
- Apply hardware and software troubleshooting tools used by support agents, managers, and end users to industry standard

Credits	5
Lab Hours	60
Lecture Hours	20
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	N/A
Crosslisted Courses	N/A N/A Winter, Summer
Campus	Central
Area of Study	Career Education

INFO 205: Security I

This course provides the core knowledge required for a career in information technology and cybersecurity. Students will be introduced to computers, networks, and physical threats to security. They will gain the ability to identify and address security threats, attacks, and vulnerabilities. CIP: 11.901 EPC: 527

Outcomes

- Interpret the fundamental concepts of confidentiality, integrity, and availability (CIA) as defined in the CIA triad using industry terminology.
- Identify threats, attacks, and vulnerabilities in relation to computer and network security industry standards.
- Explain physical and environmental security controls in a business environment and its relation to industry standards.
- Implement protection methods to secure hosts and applications in relation to network security industry standards.
- Identify authentication and authorization solutions and secure network design as used network security industry standards.

Credits	5
Clinical	0
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	none
Crosslisted Courses	Students in Information Technology, and Cloud Computing Network Technology programs take this course as part of their foundational courses and to promote well-rounded learning experiences. none Corequisite none Winter, Summer
Campus	Central

INFO 206: Security II

The number one concern of computer professionals today continues to be information security. Foundational knowledge of cryptography, wireless threats, and security assessment tools are covered. Focus includes best practices for risk management, risk mitigation, governance, and compliance. CIP: 11.0901 EPC: 527

Outcomes

- Identify basic cryptography concepts, encryption, and hashing algorithms, and the public key infrastructure as applied in industry.
- Apply wireless security settings and secure mobile solutions to meet industry standards.
- Identify how virtualization and cybersecurity solutions apply to cloud computing in the industry.
- Examine how policies, processes, and procedures for incident response address industry standards.
- Review the privacy and sensitive data concepts in relation to security concerns in the industry.

Credits	5
Clinical	0
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	INFO 205 with a 2.0 grade or better.
Corequisites	none
Crosslisted Courses	Students in Information Technology, and Cloud Computing Network Technology programs take this course as part of their foundational courses and to promote well-rounded learning experiences. INFO 205 with a 2.0 grade or better. Corequisite none Fall, Spring
Campus	Central

INFO 220: Microsoft Services

This course covers foundational knowledge of a cloud-based solution to facilitate productivity and collaboration in a business setting. The course focus includes Microsoft cloud service offerings, an overview of Microsoft cloud computing, or using the Microsoft Azure portal to create resources that do not require scripting skills. This course combines lectures, demonstrations, and hands-on labs. CIP: 11.901 EPC: 527

Outcomes

- Identify cloud-computing types, products, and the benefits of using cloud services to help meet an organization's needs for robust security reliability, and user productivity to industry standards.
- Apply Microsoft cloud services' compute, analytics, storage, and networking solutions and their use in the IT industry.
- Implement virtual infrastructure, applications, storage, and cloud-based security to using industry standards processes.
- Implement Microsoft collaboration technology as to industry standards.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	Passing INFO 118 with a grade of 1.7 or above.
Corequisites	none
Crosslisted Courses	N/A Passing INFO 118 with a grade of 1.7 or above. Corequisite none Winter, Summer
Campus	Central
Area of Study	Career Education

INFO 290: Independent Project

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior coursework and should result in the achievement of advanced learning in the subject area chosen. CIP: 11.901 EPC: 527

Outcomes

- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.
- Apply knowledge and skills learned through classroom training toward transitioning from school to working in the industry.
- Connect theory and technical skills learned through classroom training to analyze and resolve problems within the independent project.

Credits	4
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	Prior coursework
Crosslisted Courses	None Prior coursework fall, winter, spring, summer
Field-Based Experience	90
Campus	Central
Area of Study	Career Education

INFO 292: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Credits	5
Lab Hours	40
Lecture Hours	30
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Central
Area of Study	Career Education

INFO 296: Work-Based Learning

This course is Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.*Instructor Approval Required

Outcomes

- Apply knowledge and skills learned through classroom training towards transitioning from school to working in industry.
- Analyze and resolve problems that arise in completing assigned tasks.
- Employ effective oral, written, and analytical communication appropriate to role and work environment.
- Perform ethically and in a culturally relevant manner as a professional in the workplace environment.
- Evaluate own learning through written reports or projects to demonstrate improvement in own skills.

Credits	1-5
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Field-Based Experience	30-120
Notes	Hybrid

Ironworker Apprenticeship

IRON 110: Ironworkers Apprenticeship First Year

Credits	16
Lecture Hours	160
Instructional Mode	In-person
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IRON 120: Ironworkers Apprenticeship Second Year

Credits	16
Lecture Hours	160
Instructional Mode	In-person
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IRON 130: Ironworkers Apprenticeship Third Year

Credits	16
Lecture Hours	160
Instructional Mode	In-person
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

IRON 140: Ironworkers Apprenticeship Fourth Year

Credits	16
Lecture Hours	160
Instructional Mode	In-person
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

Logistics Specialist Apprenticeship AJAC

LOG 101: Operations and Supply Chain Essentials

In this course, students will explore concepts related to various functions within operations and supply chain management. They will develop an understanding of complex processes to be followed to bring a finished product to life for consumers. Students will explain how new demands, advancing technology, changing preferences, and unforeseen circumstances force companies to adapt to survive and create new products. Students will also gain foundational knowledge, including logistics and warehouse management principals, in a non-technical way to help them understand their work.

Credits	5
Lecture Hours	55
Instructional Mode	Online
Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

LOG 102: Advanced Communications

Apprentices are introduced to basic communication concepts relating to the workplace. Concepts include theory and skills practice related to interpersonal, intercultural, and production team communications, technical writing and business communications, phone and email etiquette, and conflict management. Students will create a professional portfolio that includes a resume, examples of skills, accomplishments, and samples of work.

Credits	5
Instructional Mode	Online
Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

LOG 103: LEAN and 6 Sigma Foundations

In this course, students will be able to relate Lean Six Sigma concepts to production objectives. They will identify waste within the value stream and demonstrate the ability to effectively analyze and present data to co-workers and stakeholders. They will define and apply team leadership tools to aid in process improvement. Students will collect and process customer or internal stakeholder input/requirements and identify key metrics for measuring success. Students will define the DMAIC process and effectively use tools and concepts associated with each phase of the DMAIC process. Finally, they'll employ Lean Six Sigma skills in process improvement projects.

Credits	5
Instructional Mode	Online
Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

LOG 104: Inventory and Warehouse Management

In this course, students will describe types of inventory and develop an understanding of the financial accounting of inventory. They will also learn where to locate inventory and ways to control its location. Students will explore the uses, advantages, and disadvantages of automated inventory systems such as barcodes and RFID. They will describe ways to manage inventory and explain causes of inventory system failures as well as ways to fix the problems. Students will also explore some of the basic risks of supply chain management as well as solutions to some common problems. Finally, students will explore the importance of warehouse safety by focusing on injury prevention and reporting, forklift safety, and ergonomics.

Credits	5
Lecture Hours	55
Instructional Mode	Online
Distribution	Career Training
Campus	Downtown
Area of Study	Apprenticeship

LOG 105: Enterprise Resource Planning

Enterprise Resource Planning (ERP) refers to a method or type of software that organizations use to manage day-to-day activities. In this course, students will explore ways that ERP is used to efficiently manage demand and procurement. They will explain how ERP is used to quantify resource use, and better plan production jobs and product delivery. Students will use ERP to create invoices to send directly to customers or create and transmit import and export documentation required for cross-border shipments. Students will also identify how ERP processes enhance collaboration between businesses and vendors, helping to reduce bottlenecks. Students will explore how ERP use can help target inefficiencies in resource use and improve business outcomes. Finally, students will explain how ERP can help organizations adapt during business downturns.

Credits	5
Lecture Hours	55
Instructional Mode	Online
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

Machining Apprenticeship AJAC

APM 101: Precision Machining I

Apprentices learn the fundamental safety, drawings, tools and manual machining skills required for a job in aerospace and advanced manufacturing. Students are introduced to the four basic methods for subtractive manufacturing: drilling, milling, turning and grinding and the requisite measuring skills to make a product from a drawing.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 102: Precision Machining II

This course serves as an introduction to precision machining in the shop environment with a focus on basic, manual machining techniques, including feeds and speeds, and milling machines, drill presses and lathes. Apprentices learn about the identification and use of cutting tools, radius gauges and precision measuring tools, such as micrometers, height gauges, sine bar, protractor calipers, pin sets, gauge blocks, indicators, travel indicators, edge and center finders. In addition, students learn the theory behind basic manual machining techniques on mills, drill presses, lathes, and surface grinders. They also examine tooling theory, including tooling point fixtures and 3, 2, 1 tooling, tramming milling machine heads, dialing in a vise, dialing in holes, and dialing in a four jaw chuck and tail stock. Principles of climb and conventional milling and causes of chatter will also be addressed. Emphasis will be placed on shop safety, following a job plan, and using measurement tools and various cutters to produce machined metal parts. Use of personal protection equipment and practice in tool safety will be applied to the hands-on experience of completing a C-Clamp project.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 103: Engineering Drawing

In this course, apprentices will learn to read and interpret technical drawings, schematics, sheet metal drawings, bills of materials, parts lists as well as practice basic drafting. Apprentices will begin by interpreting the basic elements of a drawing: line types, symbols, 3rd angle projection, principles of orthographic projection, and normal, detail, sectional, and auxiliary views. Apprentices will use authentic industry drawings to learn to interpret dimensioning and tolerancing on prints, GD & T per ASME Y14 Standards, welding symbols, surface finish, ADCNs, and DCNs. Drawings studied in this class will include machining, fabrication, sheet metal, assemblies and fluid power systems. Apprentices will also learn about various types of threads, fasteners, cams, and gears. Hands-on activities in this course include creating various types of shop sketches such as creating an original drawing for a sheet metal product, and applying print-reading knowledge to inspect a part.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 121: Shop Algebra

This course covers the properties of real numbers, simplifying expressions and solving equations and proportions. It also covers the manipulation of algebraic formulas and their applications to shop problems such as calculation of cutting speed, RPM and cutting time.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 122: Applied Geometry & Trigonometry

This course focuses on the fundamentals and applications of geometry and trigonometry. Topics include perimeters, area and volume, trigonometric ratios and function, and right angles and non-right angles. Students will learn relationships of lines, planes, angles, congruent and similar triangles, polygons and circles. Additional topics include special triangles and the Pythagorean Theorem.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 123: CNC Operations & Setup

This course introduces basic CNC machine setup processes used on the mill and the lathe. Topics covered will include reading basic G&M codes, calculating work offsets, building tools, and setting tool offsets. Special emphasis will be on machine awareness and crash prevention.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 201: Geometric Dimensioning and Tolerancing

This course introduces apprentices to principles of geometric dimensioning and tolerancing (GD&T) governed by the ASME Y14.5 standard. Apprentices will learn to identify and interpret each of the GD&T controls for form, profile, orientation, location, and runout. Apprentices will learn to interpret symbols, datums, basic dimensions, material condition modifiers, and other GD&T concepts that are essential for the machinist. Hands-on activities will emphasize interpreting GD&T found on engineering drawings, as well as the setup, measuring, and inspection of a part or features with geometric tolerancing.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 202: Programming Mill

In this course, apprentices learn the basics of G-code and CNC programming. Apprentices usually take this course in the 3rd year of the Machinist Apprenticeship Program. The curriculum was developed for a 12-week course format.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 203: Programming Lathe

Apprentices will process the theory behind programming for the CNC Lathe and be able to hand write commands and write basic programs for mills using G&M codes. Students will apply basic G-codes (G00, G01, G02 and G03), canned cycles, drilling, cutter compensation commands and a variety of finishing cycles by both accurately hand writing G-code program for various engineering drawings and exploring how software tools that can aid in these programming processes (e.g. MasterCam). Students will also learn to verify programs and identify various syntax and logical problems in programming codes to become proficient at troubleshooting on the CNC Lathe.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 221: Materials, Processes & References

In this course, apprentices will explore metallurgy, material properties and characteristics, related standards, and processes commonly used to manipulate materials. Apprentices will begin by learning about material composition and characteristics of the five basic metals: steel, stainless steel, cast iron, aluminum, and brass (copper). This course will then explore manufacturing processes used to manipulate metals, such as machining, casting, and forging, as well as processes that change their chemical composition, including heat treatment. The apprentices will also learn about and practice inspection techniques such as hardness testing and non-destructive testing (NDT) techniques with modern equipment. Hands-on projects for this course include materials testing, heat treatment, case hardening, casting, and material sample identification projects. Throughout the course, apprentices will research materials and processes in a shop reference, Machinery's Handbook.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 222: Inspection

Delivering quality efficiently is the key to strong manufacturing. To be competitive, today’s machinist must be able to effectively inspect parts in the shop with a variety of methods and instruments. This course focuses on the science and skill of measuring and inspection. They will learn to verify dimensions of size and position, surface finish, material hardness, threads, and other important elements. Apprentices will have hands-on practice using a variety of measuring instruments such as micrometers, calipers, precision gauges and coordinate measuring machines (CMMs). Apprentices will also learn techniques for inspection planning, first article inspection, in process inspection, and statistical process control. Instructors will reinforce the theory and technique of accuracy, precision and repeatability to help students develop an uncompromising attitude towards good inspection technique.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

APM 223: Advanced Machining & Technology

Apprentices will be introduced to a variety of advanced machining technologies currently available to machine shops. Apprentices will learn to identify machine parts manufactured by some of the different technologies available i laser cutting, EDM, and waterjet i as well as understand the advantages of each of these methods as well as when they are appropriate for use.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

IMMA 101: Technical Drawings

In this course, apprentices will learn to read and interpret technical drawings, schematics, sheet metal drawings, bills of materials, parts lists as well as practice basic drafting. Apprentices will begin by interpreting the basic elements of a drawing: line types, symbols, 3rd angle projection, principles of orthographic projection, and normal, detail, sectional, and auxiliary views. Apprentices will use authentic industry drawings to learn to interpret dimensioning and tolerancing on prints, GD & T per ASME Y14 Standards, welding symbols, surface finish, ADCNs, and DCNs. Drawings studied in this class will include machining, fabrication, sheet metal, assemblies and fluid power systems. Apprentices will also learn about various types of threads, fasteners, cams, and gears. Hands-on activities in this course include creating various types of shop sketches such as creating an original drawing for a sheet metal product, and applying print-reading knowledge to inspect a part.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 102: Lifting and Rigging

In the Lifting and Rigging course, apprentices learn about the practical application and safe operation of lifting equipment commonly used in industrial maintenance such as forklifts, scissor lifts, and cranes. Apprentices usually take this course in the 1st year of the Industrial Maintenance Technician Apprenticeship Program. The curriculum was developed for a 12-week course format and requires additional bigger equipment at the campus location as part of the curriculum such as forklifts, cranes, or overhead hoists, etc. This course also includes the options of a field trip.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 103: Precision Machining

The apprentices will explore theory, application, and hands-on experience with precision machining practices for industrial maintenance. Apprentices will explore topics related to manual machine tool setup and operation, for saws, drill presses, engine lathes, milling machines, and grinders. Apprentices will also gain bench work experience, including hole-making and part finishing operation using hand tools. An emphasis will be placed on preventative maintenance and safety in the shop while operating machines and handling tools and materials. Apprentices will plan, machine, and inspect two projects: a C-clamp and a plumb bob.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 121: Maintenance Welding

In this course, apprentices will explore theory in the classroom and gain hands-on experience with essential welding and cutting practices commonly used for industrial maintenance applications. Apprentices will explore theory and practice for cutting processes such as oxyfuel cutting, plasma cutting, and ironworker operation. Apprentices will practice welding techniques using the following processes: GMAW (MIG welding), SMAW (stick welding), and OAW. Additional topics include brazing, blueprint reading (welding symbols), repair welding, surfacing, and pipe welding. Apprentices will learn how to properly inspect and set up the equipment before welding, as well as how to prepare materials and various types of joints for welding. Apprentices will also learn about finishing procedures, inspection, and cleanup. The capstone project for this course is a welded steel stepstool that can be used in the home or the shop, which the apprentices will plan out, cut, weld, finish, and inspect. Throughout the course there will be an emphasis on safety, which includes proper attire and personal protective equipment (PPE), as well as potential hazards and necessary safety precautions before, during, and after welding.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 122: Electrical Systems

In this course, apprentices will learn about industrial electrical theory, components, and equipment necessary to troubleshoot electrical problems. Apprentices will begin by learning to interpret electrical symbols, diagrams, and terminology. They will explore topics such as electric power, circuits, wiring, and transformers. This course will also cover AC theory, motors, control circuits, industrial electronics, line diagrams, circuit logic and programming, as well troubleshooting techniques. Apprentices will gain hands-on experience with electrical components, circuits, and electrical test equipment used in industry.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 123: Machine Automation Theory

This course explores advancing technologies in manufacturing relevant to industrial maintenance with a focus on programmable logic controllers (PLCs). The course begins with a review of electrical and PLC safety. Apprentices will explore topics such as PLC hardware, installation, maintenance, and programming. Apprentices will learn how to troubleshoot problems that occur with PLC hardware and software. This course incorporates hands-on activities that utilize PLC software and simulators.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 201: Math for Industrial Maintenance

This course involves the application of mathematics to the industrial maintenance environment. Students will perform standard shop computations and conversions between measurement systems. Relevant mathematical concepts are taken from Algebra, Geometry, and Trigonometry to help students apply formulas and common technical application problems. Basic math skills will be reviewed including decimals, fractions and conversions between them. This course also includes the use and application of formulas required in industry. Students will learn properties of angles and common geometric shapes and relevant trigonometric functions, and they will be introduced to graphs and statistics.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 202: Maintenance Machining

The apprentices will explore intermediate-level theory, application, and hands-on experience with machining practices for industrial maintenance. Apprentices will learn about CNC machines, drives, positioning systems, feedback methods, and sensors, as well as maintenance and safety topics. Apprentices will learn advanced techniques for operating lathes, milling machines, and other machine tools in order to create their culminating project, a gear puller, which they can use maintenance work. Apprentices will explore additional machining topics important for industrial maintenance, such as key seats and keyways, restoring and removing threads and bolts, and fastening and assembly techniques.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 203: Mechanical Systems

The apprentices will learn to maintain all of the elements of a mechanical system. Apprentices will begin by exploring mechanical fundamentals such energy, mechanical forces, and simple machines. Apprentices will learn to troubleshoot, assemble, and maintain systems and components such as couplings, bearings, belt and chain drives, gear drives, seals and packing, and clutches and brakes. Apprentices will also learn principles of lubrication and machine vibration. Hands-on activities will involve inspecting and making repair recommendations for mechanical systems found in industry such as gearboxes, worm drives, standard transmissions, and differential drives. Apprentices will also practice coupling alignment skills using a simulation station.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 221: Fluid Power Systems

This course explores the fundamental theories and practical application of fluid power systems with a focus on system setup and maintenance. Apprentices will explore the fundamentals of hydraulic and pneumatic systems, including operation, maintenance, and safety, as well as interpreting related standards, symbols, and diagrams. Components of fluid power systems will be covered in detail, such as compressors, motors, piping and hoses, pumps, actuators, and valves. Apprentices will practice their skills in the troubleshooting and repair of hydraulic and pneumatic systems with simulator software and hands-on activities.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 222: Materials, Processes, & References

In this course, apprentices will explore metallurgy, material properties and characteristics, related standards, and processes commonly used to manipulate materials. Apprentices will begin by learning about material composition and characteristics of the five basic metals: steel, stainless steel, cast iron, aluminum, and brass (copper). This course will then explore manufacturing processes used to manipulate metals, such as machining, casting, and forging, as well as processes that change their chemical composition, including heat treatment. The apprentices will also learn about and practice inspection techniques such as hardness testing and non-destructive testing (NDT) techniques with modern equipment. Hands-on projects for this course include materials testing, heat treatment, case hardening, casting, and material sample identification projects. Throughout the course, apprentices will research materials and processes in a shop reference, Machinery's Handbook.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

IMMA 223: Mechatronics Capstone

In this course, apprentices will design, build, and implement a mechatronics project that incorporates skills that have been studied and practiced throughout the industrial maintenance technician apprenticeship. Using new and salvaged parts, apprentices will create a robot or automated system that incorporates mechanical systems, fluid power systems, electrical systems, and programmable logic controllers. Coursework will also include research and written reports related to the project. Apprentices will utilize tools and equipment from the industrial maintenance field including hand tools, machine tools, welding equipment, and measuring tools.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

Machinist

CNC 201: CAD Fundamentals

In this course, students learn foundational CAD skills such as data management, validation, drawing arts and tooling that are essential for CNC Programmers.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

CNC 202: Design for Manufacturability

In this course, students learn the skills to design for manufacturability. Skills that students learn during this course include: work-holding solutions for each manufacturing sequence, develop jigs to aid manufacturing process, establish 3D data sets for each work-holding sequence, create bill of materials lists, design custom cutting tools, create set-up documentation for work-holding, define stock size, describe work-holding instructions, describe stock loading instructions, create quality assurance fixtures and gauges, provide data for procurement departments, maintain the manufacturing process profitability. Students will learn to identify and publish stock size, identify program zero, create tool list documentation, and communicate instructions and manufacturing operations.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

CNC 203: Manufacturing Process Related to Project Management

In this course, students learn the skills to design for manufacturability. Skills that students learn during this course include: work-holding solutions for each manufacturing sequence, develop jigs to aid manufacturing process, establish 3D data sets for each work-holding sequence, create bill of materials lists, design custom cutting tools, create set-up documentation for work-holding, define stock size, describe work-holding instructions, describe stock loading instructions, create quality assurance fixtures and gauges, provide data for procurement departments, maintain the manufacturing process profitability. Students will learn to identify and publish stock size, identify program zero, create tool list documentation, and communicate instructions and manufacturing operations.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

CNC 301: Basic Tool Path for Mill and Lathe

In this course, students will use 2D and 3D CAD to create basic tool paths for both mills and lathes. They will be able to create and verify CNC code, develop set-up documentation, and verify manufacturing data meets current engineering revisions. Students will learn how to select the proper cutting tools and create basic tool paths. They will create tooling libraries and write operations for each machine tool motion that is needed. They will be able to technically write set-up documentation that includes, traceability, stock size, machine loading instructions, operations that need to be performed, and engineering revisions specific to the project. Lastly, they will learn theories about posting code and machine control definitions.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

CNC 302: Multi-Axis/Indexing

This course will enable students to be exposed to and create basic macro programs, sub programs, sub-routine programs and 3 + 12 axis programming. In this course, students will learn multi-axis CAM tool paths for mills and lathes and indexing. They will be able to create CNC code, verify CNC code, and develop set-up documentation for more advanced machines and projects. In this course, the students will understand the importance of verification and run through basic programs. This course will be more advanced and largely project based where students will be setting up their own program and checking for issues, and conforming to client specifications.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

CNC 303: Advanced CNC Programming Techniques

This course provides students with instruction and exposure in the setup and function of various advanced CNC machines and complex programming techniques used in industry. Students will be taught how to choose the specific tooling for the job based on the complex material being used, and create tool list documentation procedures. They will calculate cycle times and record cycle times, to understand job scope. Students will proof-read code manually, and learn how to avoid crashing and collisions. They will learn how to find mistakes and edit the code, if the output is incorrect. Students will identify engineering traceability and then build and describe all the manufacturing operations that need to be performed to create a part. Lastly, students will understand high speed machining concepts and get current information on industry standards (e.g. ISO standards, NIST Standards).

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Downtown
Area of Study	Apprenticeship

CNCM 113: CNC Programming

This course introduces the student to programming using standard EIA code (G and M codes). The student will produce new programs and edit existing programs manually (without CAD/CAM).

Outcomes

- Explain how CNC machines interpret programming to produce parts
- Develop and test macro and sub-programs for CNC machines
- Manually edit existing CNC programs for milling and turning operations
- Interpret and explain EIA (G and M code) used in CNC machine control
- Load program into memory and edit all pertinent data
- Select and apply appropriate G and M codes for a given machining task.

Credits	4
Quarter Offered	2
Distribution	Career Training

CNCM 114: CNC Troubleshooting

This course presents program and hardware problems to the student. Included are ATC (Automatic Tool Changer) problems program errors, coordinate system setting errors, power system failures, and how to recover from them.

Outcomes

- Correct common lathe program errors to ensure accurate part production.
- Correct common mill program errors to ensure accurate part production.
- Analyze and correct coordinate system and setting errors in CNC machining operations.

Credits	3
Quarter Offered	3
Prerequisites	CNCM113
Distribution	Career Training

CNCM 126: CNC Mill & Lathe Operations & Set-Up

This class will be a combination and replacement of the former CNCM 110 CNC Mill 1 and CNCM 119 Lathe 1 classes. It will introduce students to use of CNC machines in manual mode. The class will introduce students to set up including tooling, fixturing and work coordinate systems. Students will learn to maintain, set up and operate CNC Machines safely. Continued introduction and exploration of the industry and employment opportunities.

Outcomes

- Identify key components and explain the functional role of CNC machining center systems.
- Demonstrate safe handling of machining fluids, setup materials, and routine maintenance tasks.
- Operate a CNC mill in manual and automatic modes to produce parts to specification.
- Operate a CNC lathe in manual and automatic modes to produce parts to specification.

Credits	5
Quarter Offered	5
Distribution	Career Training

CNCM 127: Blueprint Reading & GD&T

This class is deigned to introduce students to the interpretation of engineering drawings and Geometric Dimensioning and Tolerancing.

Outcomes

- Interpret engineering drawings
- Apply blueprint reading skills to identify common GD& T symbols and drawing practices
- Calculate dimensions using GD&T principles including MMC, LMC, and tolerance zones

Credits	5
Quarter Offered	5
Distribution	Career Training

CNCM 203: CNC Mill II

Students set up and run the CNC Mill rom power on to shut down using programs they have written and tooling they have selected.

Outcomes

- Develop a comprehensive process plan for a machined part from given blueprint.
- Set up and operate CNC milling machines to produce a machined part within specific tolerances.
- Monitor the machinng process and make necessary adjustments to maintain part quality.

Credits	5
Quarter Offered	5
Prerequisites	CNCM113
Distribution	Career Training

CNCM 211: CNC Lathe II

Students set up and run the CNC Lathe from power on to shut down using programs they have written and tooling they have selected.

Outcomes

- Create and modify CNC programs for lathe operations.
- Select, install, and optimize cutting tools and workholding devices for lathe operations.
- Perform CNC lathe operations to produce parts within specific tolerances.

Credits	5
Quarter Offered	3
Prerequisites	CNCM 113
Distribution	Career Training
Campus	Downtown
Area of Study	Career Education

CNCM 215: Computer-Aided Manufacturing

Students use CAM (Computer Aided Manufacturing) software to draw and toolpath provided assignments starting with step by step instruction leading to application of learned concepts to complex programming challenges of their own.

Outcomes

- Use CAM software to program parts from engineering drawings .
- Develop a CNC Machining project from concept to post-processing using CAM software.
- Interpret engineering drawings for CAM programming.
- Create a detailed manufacturing plan.

Credits	5
Quarter Offered	4
Distribution	Career Training

CNCM 218: Industry Technology

This class will explore the various types of technology in industry that are used in Machining, and Manufacturing. Students will share information through discussions in class, and in Canvas. The information will be derived from several sources including the library. A written report will accompany the final presentation.

Outcomes

- Apply research techniques for evaluating credibility and relevance of information related to manufacturing technologies.
- Synthesize and organize research findings into a professional written report.
- Present research findings clearly and effectively.
- Compare the applications, benefits, and limitations of selected machining and manufacturing technologies.

Credits	5
Clinical	0
Lab Hours	80
Lecture Hours	10
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Corequisites	none
Crosslisted Courses	none none Corequisite none Fall, Spring
Campus	Downtown

MACH 112: Industrial Safety I

This course is an introduction to the occupational safety practices common to the machining/manufacturing industry. Emphasis is placed on the application of OSHA and WISHA standards within the lab setting.

Credits	3
Lecture Hours	30
Quarter Offered	1
Instructional Mode	In-person
Distribution	Mult-Occupational Trades
Campus	Off-site
Area of Study	Continuing Education Apprenticeship

MACH 116: Introduction to Machining Technology

Students will learn the syllabus, schedule, rules of the shop, Tooling U, emergency procedures, machine safety, and housekeeping.

Credits	3
Lecture Hours	30
Quarter Offered	1
Instructional Mode	In-person
Distribution	Multi-Occupational Trades
Campus	Off-site
Area of Study	Continuing Education Apprenticeship

MACH 117: Measurement Applications

Students use precision measuring tools such as micrometers, height gages, calipers, gage blocks, and indicators.

Outcomes

- Use common measuring tools such as the micrometer and gages to .0001 inch accuracy
- Operate specialized tools such as the depth micrometer telescoping/small hole gates and height gages to .001 inch accuracy
- Perform measurement-related calculations including sine bar setups, thread wire measurements, and locating hole center heights
- Align and true-up manual machines and workpieces to establish machining reference surfaces

Credits	5
Quarter Offered	1
Distribution	Career Training

MACH 119: Blueprint Reading II and SPC

This course provides the student with the knowledge and skills to apply advanced dimensioning, tolerancing, practices, and multiple views.

Outcomes

- Interpret blueprints views and orthographic projections
- Identify common blueprint symbology and drawing practices used in manufacturing
- Calculate omitted dimensions on part details of engineering drawings
- Interpret thread specifications found on engineering drawings

Credits	5
Quarter Offered	1
Distribution	Career Training

MACH 120: Machine Shop Math

Students study elementary geometry, trigonometry, adn Algebra as they apply to the machine shop.

Outcomes

- Solve Algebraic equations as applied to machining principles
- Identify geometric shapes and their properties commonly found in engineering drawings
- Identify right triangles within engineering drawings
- Solve for unknown elements in the right triangle using trigonometric functions

Credits	5
Quarter Offered	2
Distribution	Career Training

MACH 142: Advanced Machine Shop Applications

Students plan and produce an advanced project of their own design with permission of teh instructor. This course may only be used as a substitution WBAS 101 for students who are unable to attend WBAS101

Outcomes

- Plan and produce an advanced project of their own design.

Credits	8
Quarter Offered	4
Distribution	Career Training

MACH 150: Measurement, Materials, & Safety

This course is an introduction to the fundamental knowledge of standard steel classification, reading of precision measuring devices, heat treating metals, general shop practices, and inspection techniques in the machine trades. This course is taken concurrently with MACH 155 and MACH 160

Outcomes

- Demonstrate professionalism and communication skills
- Follow established safety procedures in machining operations
- Use of precision and semi precision measuring tools to perform entry-level measurement tasks
- Apply math concepts to machining scenarios for setup and verification
- Demonstrate common heat treatment processes for steels and other metals

Credits	5
Distribution	Career Training

MACH 155: Job Planning, Bench-work, and Layout

This class is an introduction to develop the skills for process planning, hand operations such as layout, drilling, reaming, sawing, and machine operations such as bandsaw, drill press, and safety standards. Students who complete this coursework are eligible to earn the NIMS credential: Job Planning, Bench-work, and Layout. This course is taken concurrently with MACH 150 and MACH 160 .

Outcomes

- Recall basic symbols and notations used in engineer drawings
- Perform basic layout procedures
- Describe basic hand-tool safety and precautions per OSHA Standards
- Operate band-saw safely with 100% proficiency
- Demonstrate safe offhand grinding procedures
- Demonstrate the use of drilling, countersinking, spotfacing, counterboring, within +- 1/64"
- Define cutting speed and perform speed/feed calculations for hole making operations.
- Demonstrate respectful team member skills in a diverse classroom / lab environment

Credits	5
Distribution	Career Training

MACH 160: Conventional Machining

This class is an introduction to conventional machining the majority of this course will occur in the machining lab practicing the basics of chucking applications, milling and lathe setup, operations, and safety standards. Students who complete this coursework are eligible to earn the NIMS credential: Drill Press. This course is taken concurrently with MACH 150 and MACH 155 .

Outcomes

- Set up and operate manual lathe equipment to perform basic turning operations using appropriate work-holding and tool-holding devices.
- Set up and operate a vertical milling machine to accurately square a workpiece using appropriate tools, fixturing, and techniques.
- Demonstrate understanding of various cutting tools, tool-holding, and work-holding devises on a milling machine
- Demonstrate respectful team member skills in a diverse classroom/ lab environment

Credits	5
Distribution	Career Training

MACH 166: Conventional Turning

This course is a hands on approach to the knowledge of machining operations on the lathe. Students who complete this coursework are eligible to earn the NIMS credential: Turning; Chucking. Prerequisites MACH 150, MACH 155, MACH 160 are required before taking MACH 166

Outcomes

- Demonstrate setup technique on a manual lathe.
- Create features on a part by turning.

Credits	3
Quarter Offered	2
Prerequisites	MACH150,MACH155,MACH160
Distribution	Career Training

MACH 167: Conventional Milling

This course is a hands on approach to the knowledge of machining operations on the vertical milling machine. Students who complete this coursework are eligible to earn the NIMS credential: Milling. Prerequisites MACH 150, MACH 155, MACH 160 are required before taking MACH 167 .

Outcomes

- Demonstrate setup technique on a manual Mill.
- Create features on a part by milling.

Credits	3
Quarter Offered	2
Prerequisites	MACH150,MACH155,MACH161
Distribution	Career Training

MACH 168: Surface Grinding

This course is a hands on approach to the knowledge of machining operations on the surface grinder. Prerequisites MACH 150, MACH 155, MACH 160 are required before taking MACH 168 .

Outcomes

- Demonstrate set up technique on a surface grinder.
- Create features on a part by grinding.

Credits	3
Quarter Offered	2
Prerequisites	MACH150,MACH155,MACH162
Distribution	Career Training

MACH 224: CAM II

Students will perform geometry creation (CAD) and 2.5D toolpath creation (CAM).

Outcomes

- Create wire frame and solids using lines, arcs and solid primitives in CAD
- Create and simulate 2.5D CNC toolpaths using CAM software.

Credits	5
Quarter Offered	5
Prerequisites	CNCM 215
Distribution	Career Training
Campus	Downtown
Area of Study	Career Education

MACH 232: Advanced CNC Machining

This course is a continuation of concepts introduced in MACH 224 . Students will work on both manual, and CNC machines to complete their project.

Outcomes

- Create CAD geometry using lines and arcs
- Create multi-axis CNC toolpaths in CAM software.
- Setup and run a multi-axis CNC programs on a 4th-axis CNC milling machine.

Credits	5
Quarter Offered	6
Distribution	Career Training

MACH 292: Independent Project

This course offers students an opportunity to work idependently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen. This project may be completed in a work-based enviroment. PREREQUISITE: Instructor permission is required to enroll in this course.

Outcomes

- Setup and execute a 4th axis program on the CNC milling machine.

Credits	1-5
Distribution	Career Training

MACH 293: Independent Project

This course offers students an opportunity to work idependently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen. This project may be completed in a work-based enviroment. PREREQUISITE: Instructor permission is required to enroll in this course.

Outcomes

- Setup and execute a 4th axis program on the CNC milling machine.

Credits	1-5
Distribution	Career Training

Magnetic Resonance Imaging

MRI 101: Medical Terminology for Imaging Professionals

This course introduces students to the essential medical terminology used in imaging settings. Building on prior knowledge of anatomy and physiology, students will learn the medical terms specific to imaging procedures, MRI safety, and patient care. The focus will be on understanding the root words, prefixes, and suffixes commonly used in clinical practice, as well as terms related to anatomy, pathology, and medical conditions encountered in the imaging process. Students will also be introduced to imaging terminology related to positioning, and technical protocols specific to MRI. The course will emphasize proper pronunciation, spelling, and application of terms in a clinical setting.

Outcomes

- Define and correctly spell key terms related to imaging practice, including anatomical structures, medical conditions, and MR imaging techniques.
- Identify common prefixes, suffixes, and root words used in MRI-related terms.
- Recognize and interpret terms related to MRI procedures, safety, and patient care.
- Apply medical terminology in context, specifically in relation to MRI imaging, patient preparation, and communication with healthcare teams.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced Hybrid
Prerequisites	Admission to MRI Technology program.
Crosslisted Courses	N/A Admission to MRI Technology program. Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 103: MRI Safety

This course provides an in-depth exploration of patient care principles and MRI safety, preparing students to maintain a safe environment for patients, staff, and equipment. Topics include MRI zone management, identifying and mitigating safety hazards, screening for implants and medical contraindications, proper patient setup to prevent Specific Absorption Rate (SAR) injuries, and evaluating other medical equipment for MRI compatibility. Students will also explore the use of gadolinium-based contrast agents (GBCAs), including their risks, benefits, and associated safety protocols. Emphasis is placed on applying theoretical knowledge to real-world scenarios and adhering to professional standards of care and safety in the MRI environment. Includes certification in the American Heart Association’s Basic Life Support (BLS) for healthcare providers.

Outcomes

- Identify and manage MRI safety zones, ensuring adherence to established protocols for patient, visitor, and staff safety.
- Evaluate and document patient implants or devices for MRI compatibility and implement appropriate safety precautions.
- Monitor the environment for potential MRI safety hazards, including ferromagnetic risks and incompatible equipment.
- Set up patients for MRI procedures to prevent SAR injuries and thermal risks.
- Explain the principles, applications, and safety considerations of gadolinium-based contrast agents (GBCAs), including managing risks, and identifying contraindications.
- Demonstrate emergency protocols specific to MRI environments, addressing scenarios such as equipment malfunctions or medical emergencies.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Prerequisites	Admission to MRI Technology program.
Crosslisted Courses	N/A Admission to MRI Technology program. Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 104: Cross-Sectional Anatomy I: Head, Neck, and Spine

This course builds on students’ knowledge of human anatomy and physiology, in the context needed for medical imaging, through a detailed study of the cross-sectional anatomy of the head, neck, and spine, with an emphasis on identifying key anatomical structures and their appearance in MRI. Students will learn how different imaging planes (axial, coronal, and sagittal) are used to visualize these regions and understand their clinical correlation with common pathologies. The course integrates knowledge of normal and abnormal findings with clinical applications. Students will also explore how modifications in imaging protocols may be required to better visualize pathological conditions in these areas.

Outcomes

- Identify and describe the anatomical structures of the head, neck, and spine in cross-sectional MRI images.
- Differentiate between normal anatomical structures and common pathologies seen in the head, neck, and spine.
- Apply knowledge of imaging planes (axial, coronal, sagittal) to locate anatomical features in MRI scans.
- Recognize common pathologies in the head, neck, and spine, and understand how imaging protocols may be adjusted to optimize visualization of abnormalities.
- Discuss clinical applications, including how this anatomical knowledge assists in sequence selection toward diagnosing and understanding pathology.

Credits	5
Lab Hours	20
Lecture Hours	40
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Admission to the Magnetic Resonance Imaging AAS Program
Crosslisted Courses	N/A Admission to the Magnetic Resonance Imaging AAS Program Winter, Summer
Campus	Downtown
Area of Study	Career Education

MRI 105: Principles of Magnetic Resonance Imaging Physics

This course provides a comprehensive study of the fundamental principles of magnetic resonance (MR) physics and safety. Students will explore the atomic and molecular structures that form the basis of MR, including nuclear magnetic resonance (NMR) and the alignment of magnetic fields. Key topics include magnetism, resonance theory, spatial encoding, and the interaction between magnetic fields and radiofrequency (RF) pulses, which are critical for MR image formation. The curriculum introduces contrast weighting concepts, including T1, T2, and proton density weighting, and their roles in distinguishing tissue characteristics and enhancing diagnostic value. Factors affecting image quality, such as signal-to-noise ratios, resolution, and contrast optimization, are also discussed. Students will examine imaging techniques and their biological effects, with an emphasis on safety considerations for patients and staff. Additionally, the course compares MRI with other imaging modalities, highlighting distinct functional mechanisms, diagnostic applications, and the advantages and limitations of each in medical imaging.

Outcomes

- Explain the principles of magnetic resonance, including magnetic field alignment, resonance, and proton behavior in magnetic fields.
- Identify safety hazards working in imaging environments, emphasizing bioeffects, risks, and emergency procedures.
- Compare MRI to other imaging modalities, focusing on the functional mechanisms, image generation processes, and diagnostic advantages.
- Explain factors affecting image quality, including spatial encoding, signal-to-noise ratio, and resolution, and relate them to practical imaging techniques.
- Describe the biological effects of MRI on the human body and understand the importance of safety precautions to mitigate risks associated with magnetic fields and RF energy.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to MRI Technology program.
Crosslisted Courses	N/A Admission to MRI Technology program. Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 107: Foundations of Patient Care and MRI Safety

A combined lecture and lab course that introduces students to the essential principles of patient care in medical imaging, emphasizing professionalism and preparation for clinical environments. Topics include effective patient communication, clinic workflow, obtaining basic medical histories, vital sign monitoring, infection prevention, and an introduction to responding to medical or other emergencies such as fires. Additionally, the course provides an overview of MRI safety, including the basics of magnetic field environments, ferromagnetic hazards, and introductory MR safety protocols, preparing students to operate in MRI settings responsibly.

Outcomes

- Demonstrate effective communication and patient interaction techniques tailored to medical imaging settings.
- Perform foundational patient care tasks, including obtaining basic medical histories and vital sign monitoring, with a focus on safety and professionalism.
- Explain infection prevention and control protocols, including hand hygiene and relevant sterile techniques.
- Identify potential emergencies in clinical settings and apply basic response techniques.
- Describe fundamental MRI safety principles, including ferromagnetic safety precautions and the significance of MR safety zones.

Credits	4
Lab Hours	20
Lecture Hours	20
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to MRI Technology program.
Crosslisted Courses	N/A Admission to MRI Technology program. Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 115: Advanced Emergency Response for Imaging Professionals

This lecture and lab course provides specialized training on emergency response strategies for arrhythmias, cardiac arrest, and other critical cardiovascular events in the context of the MRI environment. The course focuses on advanced emergency techniques, including defibrillation, airway management, and the use of emergency medications, while addressing the unique challenges of MRI-specific constraints such as magnetic fields, equipment, and patient positioning. Students will participate in hands-on simulations to develop practical skills and confidence in managing emergencies within an imaging suite. Emphasis is placed on teamwork, communication, and leadership in high-stress scenarios.

Outcomes

- Develop and apply emergency response strategies for cardiovascular events in MRI settings, considering unique environmental constraints.
- Safely use emergency equipment and perform interventions, including defibrillation, airway management, and administering medications, in MRI-compatible environments.
- Collaborate effectively in simulated emergency scenarios, emphasizing teamwork, communication, and adherence to MRI safety protocols.
- Lead emergency response exercises, demonstrating clear communication, role delegation, and procedural confidence.

Credits	1
Lab Hours	20
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	MRI100, MRI102
Corequisites	MRI121 or instructor permission
Crosslisted Courses	N/A MRI100, MRI102 Corequisite MRI121 or instructor permission Winter, Summer
Campus	Downtown
Area of Study	Career Education

MRI 121: Venipuncture and Intravenous Contrast for Imaging Professionals

This course provides comprehensive lectures and hands-on laboratory training on the safe and effective use of intravenous (IV) contrast agents in MRI procedures. Students will learn about contrast agent fundamentals, including types, indications, contraindications, and potential risks. The curriculum emphasizes reading orders, calculating dosages, timing, and determining injection rates to meet diverse patient needs. Students will also gain practical skills in venipuncture, patient preparation, infection prevention, and the proper use of personal protective equipment (PPE). Key topics include monitoring patients for adverse reactions, managing contrast-related emergencies, and adhering to clinical guidelines for the safe administration of contrast. Additionally, students will be trained in the safe handling and disposal of specimens and hazardous materials associated with contrast administration. By the end of the course, students will be well-equipped to safely administer contrast agents and ensure patient safety throughout the imaging process.

Outcomes

- Identify and differentiate between types of IV contrast agents used in MRI, including their indications, benefits, and potential risks.
- Calculate and administer appropriate dosages of contrast agents based on patient factors and exam requirements, ensuring proper timing and injection rates.
- Perform IV injections using proper techniques, ensuring patient safety and maximal comfort during the administration of contrast agents.
- Monitor patients for potential adverse reactions to contrast agents, including side effects and rare but serious reactions.
- Recognize and manage contrast-related emergencies, including symptoms of allergic reactions, and take appropriate steps to mitigate risks and respond to any emergencies.
- Implement infection control and safety protocols, including proper hand hygiene, the use of PPE, and the prevention of cross-contamination during contrast administration.
- Follow guidelines for the safe handling and disposal of hazardous waste materials, including contrast agent containers, needles, and other contaminated items.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	MRI100, MRI102
Crosslisted Courses	N/A MRI100, MRI102 Winter, Summer

Campus	Downtown
Area of Study	Career Education

MRI 122: MRI Hardware and Instrumentation

Exploration of the operational principles and physical components of MRI systems, emphasizing how MRI hardware contributes to image generation and optimization. Students will gain a thorough understanding of the roles and functions of magnets, gradient coils, RF coils, and magnetic field shimming in producing high-quality images. The course also examines how these components influence tissue contrast, image resolution, and signal-to-noise ratios. Practical applications include how to evaluate and troubleshoot MRI system performance in clinical settings. By the end of the course, students will be able to assess MRI hardware configurations and optimize basic settings to meet safety protocols and maximize imaging quality.

Outcomes

- Identify and differentiate types of MRI magnets, including permanent, resistive, and superconducting, and explain their clinical applications and impact on image quality.
- Explain the functions of gradient and RF coils in spatial encoding, image generation, and signal detection, and evaluate their influence on tissue contrast and resolution.
- Analyze the role of magnetic field shimming in maintaining uniformity and optimizing image quality across the scanning volume.
- Assess the relationship between MRI hardware components and factors like tissue contrast, image resolution, and signal-to-noise ratio, applying this knowledge to troubleshoot and optimize image quality.
- Ensure compliance with MRI safety protocols, evaluating hardware configuration and setup to minimize risks and enhance safety for patients and staff.

Credits	3
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	Admission to the Magnetic Resonance Imaging AAS Program
Crosslisted Courses	N/A Admission to the Magnetic Resonance Imaging AAS Program Winter, Summer
Campus	Downtown
Area of Study	Career Education

MRI 123: Clinical Techniques Lab

This dedicated lab-based course builds on MRI100 and MRI110, and compliments MRI122 by providing students with practical, hands-on experience in the basics of patient care within the MRI environment. Students will build on foundational patient care skills such as detailed interviewing, medical history-taking, screening for MRI suitability, and positioning. Emphasis is placed on professional behavior, effective patient communication, HIPAA compliance, and safe patient handling techniques. Additionally, students will gain experience integrating MRI safety protocols, including the identification of implants and equipment compatibility, while practicing basic infection prevention techniques and patient transfers.

Outcomes

- Conduct patient interviews and obtain medical histories to assess MRI suitability.
- Screen patients for safety concerns, including identifying implants and conditions that may require special attention.
- Safely handle and position patients for MRI procedures, following standard protocols.
- Demonstrate professionalism and HIPAA compliance when interacting with patients and staff.
- Apply basic infection prevention and hygiene techniques in a clinical setting.
- Practice and reinforce safe patient transfer techniques and the use of appropriate equipment.

Credits	3
Lab Hours	20
Lecture Hours	20
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	MRI110
Crosslisted Courses	N/A MRI110 Winter, summer
Campus	Downtown
Area of Study	Career Education

MRI 130: Cross-Sectional Anatomy II: Thorax, Abdomen, and Pelvis

This course continues the study of cross-sectional anatomy with an in-depth focus on the thorax, abdomen, and pelvis as visualized in MRI imaging. Students will examine the anatomical structures of the cardiovascular and respiratory systems within the chest, all major abdominal organs, and pelvic structures, with detailed attention to their MRI signal characteristics and appearances. Emphasis will be placed on recognizing normal anatomy and distinguishing pathological conditions in these regions. The course integrates the study of imaging planes and sequence adjustments to optimize visualization of anatomy and pathology. Advanced imaging protocols for specific clinical scenarios, such as dynamic contrast studies or diffusion-weighted imaging, are introduced to help students develop skills for adapting imaging techniques in complex cases.

Outcomes

- Identify and describe the anatomical structures of the thorax, abdomen, and pelvis in cross-sectional MRI images, focusing on organ systems and vascular structures.
- Differentiate between normal anatomical features and pathological findings within the thoracic, abdominal, and pelvic regions using MRI imaging.
- Evaluate the role of imaging planes and sequence selection in enhancing visualization of specific structures and pathologies.
- Correlate common and complex pathologies in the thorax, abdomen, and pelvis with their MRI presentations, including the use of advanced imaging protocols.
- Develop strategies for adapting imaging techniques to optimize diagnostic accuracy in clinical scenarios, incorporating considerations like contrast enhancement and diffusion-weighted imaging.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	MRI120
Crosslisted Courses	N/A MRI120 Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 131: Advanced Patient Care, Monitoring, and Management

Focused on advanced patient care and management in MRI, this lecture course emphasizes the importance of effective communication, patient monitoring, and the handling of special populations. Students will learn how to address communication barriers, including those related to dementia, anxiety, and language differences. Emphasis is placed on adhering to facility guidelines when performing procedures such as verifying physician orders, ensuring informed consent, and addressing contraindications. Topics include special considerations for minors, pregnant patients, geriatric patients, and those with implanted devices. Students will also build on their understanding of the management of contrast reactions, monitoring physiological devices, and providing post-exam instructions. The course prepares students to handle complex patient interactions with professionalism, empathy, and compliance with MRI protocols, ensuring patient safety and comfort throughout the imaging process.

Outcomes

- Assess and manage patient care needs in MRI settings, including identifying and addressing communication barriers and modifying explanations for diverse patient populations.
- Verify and clarify physician orders, ensuring the required elements are complete, and assess patient contraindications (e.g., pregnancy, implanted devices, allergies).
- Monitor and document patients during MRI procedures, including using physiological monitoring devices per physician orders and managing contrast media reactions.
- Provide appropriate care to special populations, including minors, geriatric patients, and those with high anxiety or claustrophobia, ensuring patient comfort and safety.
- Implement effective post-exam procedures, including providing instructions, documenting key information, and observing patients for signs of duress or other adverse reactions.

Credits	3
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	MRI123
Crosslisted Courses	N/A MRI123 Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 132: Advanced Patient Care and Clinical Techniques Lab

This is a dedicated lab course to complement MRI 131 and provides students with hands-on practice in MRI patient care, safety, and monitoring techniques. Students will engage in realistic simulations, practicing communication techniques, managing patients with special needs (such as dementia or claustrophobia), and working with physiological monitoring devices. Lab sessions will include the preparation and verification of physician orders, identification of contraindications, and the handling of contrast reactions. Students will also practice patient release procedures, providing post-exam instructions, and observing patients for signs of physical and emotional distress. Emphasis is placed on creating a safe and supportive environment for patients throughout their MRI experience.

Outcomes

- Demonstrate patient communication skills by addressing barriers such as language differences, cognitive impairments (e.g., dementia), and anxiety in clinical scenarios.
- Practice verifying physician orders, ensuring accurate protocol application, and assessing for contraindications.
- Apply monitoring techniques, including the use of physiological devices, monitoring patients during MRI procedures, and managing contrast reactions in a controlled lab environment.
- Manage high-risk patient populations (e.g., minors, pregnant patients, patients with implanted devices) by following safety protocols and modifying care approaches.
- Simulate patient release and post-exam care, including providing appropriate instructions, observing patients for signs of duress, and ensuring proper documentation.

Credits	3
Lab Hours	60
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	MRI123
Corequisites	MRI131 or instructor permission.
Crosslisted Courses	N/A MRI123 Corequisite MRI131 or instructor permission. Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 134: MRI Ethics, Professionalism, and Legal Considerations

An exploration of the ethical and legal responsibilities of imaging and medical professionals. Students learn to navigate ethical dilemmas, legal concepts and scenarios, and interpersonal challenges while maintaining professionalism in healthcare settings in general, as well as those specific to patient interactions in medical imaging. Topics include patient autonomy, informed consent, confidentiality, cultural competency, HIPAA compliance, the patient’s bill of rights, conflict resolution, and effective teamwork. Students will also explore strategies for fostering collaborative relationships and handling conflicts in the healthcare environment to ensure high standards of care and patient satisfaction.

Outcomes

- Evaluate ethical dilemmas in healthcare and justify decisions based on medicolegal principles.
- Apply HIPAA guidelines to protect patient confidentiality in clinical scenarios.
- Demonstrate knowledge of professional behavior standards, including scope of practice and incident reporting.
- Analyze patient interactions for cultural and ethical appropriateness.
- Apply conflict resolution strategies in healthcare settings to maintain professionalism and promote positive patient outcomes.
- Collaborate effectively with healthcare team members, demonstrating respect, communication, and shared decision-making in patient care.

Credits	4
Lecture Hours	40
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	MRI100
Crosslisted Courses	N/A MRI100 Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 135: MRI Imaging Informatics

An introduction to the field of MRI imaging informatics, focusing on the management and transmission of medical imaging data in clinical environments. Students will explore the use of Digital Imaging and Communications in Medicine (DICOM) and Picture Archiving and Communication Systems (PACS) for storing, sending, and interpreting MRI data. Students will explore the integration of advanced technologies, such as artificial intelligence (AI) and 3D printing, and how these innovations impact diagnostic imaging. The course will also cover troubleshooting techniques for resolving system conflicts and ensuring smooth operation within imaging departments. Students will develop a strong understanding of how to manage and interpret imaging data, preparing them to work effectively in a technologically evolving healthcare landscape.

Outcomes

- Utilize DICOM/PACS systems to efficiently manage, store, send, and retrieve MRI data, ensuring smooth workflow in the clinical environment.
- Develop troubleshooting strategies for resolving imaging system conflicts, ensuring the integrity and accessibility of MRI data.
- Interpret imaging data effectively, utilizing the capabilities of informatics systems to support clinical decision-making and patient care.
- Understand data security and privacy protocols, ensuring compliance with HIPAA and safeguarding patient information within imaging systems.
- Analyze the role of emerging technologies and their potential applications and benefits in MRI diagnostics and patient care.

Credits	2
Lecture Hours	20
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	MRI100
Crosslisted Courses	N/A MRI100 Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 140: Cross-Sectional Anatomy III: Musculoskeletal System and Extremities

In-depth exploration of the cross-sectional anatomy of the musculoskeletal system and extremities, focusing on identifying bone, joint, and soft tissue structures in MRI images. Students will learn to interpret the anatomy of the upper and lower extremities, including the shoulder, elbow, wrist, hand, fingers, hip, knee, ankle, foot and toes, as well as related musculature, tendons, and ligaments. The course also covers pathologies affecting the musculoskeletal system and the role of MRI in evaluating these conditions, with an emphasis on the need to adjust imaging sequences for specific pathologies, such as trauma, tumors, or degenerative diseases. Emerging technologies, diffusion-weighted imaging (DWI) or functional MRI (fMRI) will be explored for their role in pathophysiology and their specific applications in musculoskeletal imaging.

Outcomes

- Identify and describe the anatomical structures of the musculoskeletal system and extremities in cross-sectional MRI images.
- Distinguish between normal and abnormal anatomical features in the musculoskeletal system and extremities.
- Apply knowledge of imaging planes and MRI technology to evaluate bone, joint, and soft tissue structures in the extremities.
- Correlate musculoskeletal pathologies, including fractures, degenerative changes, and soft tissue injuries, with MRI findings.
- Understand when imaging protocols should be adjusted for specific pathologies and apply this knowledge in clinical practice.
- Identify and explore the use of emerging MRI technologies such as DWI and fMRI in musculoskeletal imaging.

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	MRI120
Crosslisted Courses	N/A MRI120 Winter, Summer
Campus	Downtown
Area of Study	Career Education

MRI 201: Advanced MRI Physics and Imaging Techniques

Building on the principles introduced in MRI 105, this course delves into advanced concepts in MRI physics and imaging techniques. Students will explore expanded imaging sequences and their clinical applications, including spin echo, gradient echo, diffusion-weighted imaging, and an introduction to functional MRI techniques. An emphasis is placed on k-space theory, including different k-space filling techniques such as Cartesian, radial, and spiral, and their effects on image quality, contrast, and resolution. Students will analyze how these techniques influence scan efficiency, artifact reduction, and diagnostic accuracy. Practical applications of parameter adjustments will be discussed to optimize imaging outcomes and troubleshoot challenges in a clinical setting.

Outcomes

- Explain the principles behind advanced MRI techniques, including spin echo and gradient echo sequences, and their clinical relevance.
- Describe k-space theory and evaluate how different k-space filling techniques impact image acquisition, quality, and resolution.
- Identify and discuss the uses of specialized techniques, including diffusion-weighted and functional imaging, and their applications in clinical diagnostics.
- Analyze the effects of imaging parameter adjustments on resolution, contrast, and signal-to-noise ratios, applying these principles to optimize clinical imaging outcomes.

Credits	4
Lecture Hours	40
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	MRI105 and MRI132
Crosslisted Courses	N/A MRI105 and MRI132 Winter, Summer
Campus	Downtown
Area of Study	Career Education

MRI 202: Expanded MRI Equipment Operation and Clinical Protocols

An advanced lecture and lab course focused on the practical application of a wide array of MRI protocols and operational techniques in a simulated clinical lab setting. Students will hone their skills in operating MRI scanners, performing complex positioning techniques, and optimizing imaging sequences. The course emphasizes the synthesis of earlier coursework, including preparation of the MRI environment, including ensuring patient safety, proper positioning, and equipment setup. Students will gain hands-on experience in selecting and adjusting imaging parameters to produce high-quality diagnostic images while adhering to established protocols and troubleshooting imaging issues, including artifacts and patient movement. Students will also explore advanced imaging techniques such as subtraction, maximum intensity projections, multiplanar reconstruction, and region of interest analysis. Emphasis will be placed on preparing to work competently in a clinical setting, adhering to facility guidelines, accurate documentation, and other clinical responsibilities in diverse imaging settings.

Outcomes

- Operate MRI scanners to adjust imaging parameters for complex and specialized procedures, ensuring optimized imaging sequences for diagnostic clarity.
- Perform advanced MRI positioning techniques, using positioning devices and ensuring proper table setup for optimal patient positioning during imaging.
- Apply standardized protocols for common and specialized MRI procedures, adapting as necessary to meet the needs of diverse patient populations and clinical requirements.
- Troubleshoot imaging issues, including correcting artifacts caused by patient movement or other technical challenges, ensuring diagnostic quality images.
- Monitor the MRI environment for safety hazards, ensuring compliance with safety standards and proper use of equipment to minimize risks to patients and staff.
- Understand and apply imaging processing techniques, including subtraction, maximum intensity projections (MIP), multiplanar reconstruction (MPR), and region of interest (ROI) analysis to enhance image interpretation and diagnostic utility.
- Document clinical procedures accurately, following facility guidelines and using appropriate codes and special procedure documentation and record-keeping.

Prerequisites	MRI131 and MRI132
Crosslisted Courses	N/A MRI131 and MRI132 Winter, Summer
Campus	Downtown
Area of Study	Career Education

Credits	4
Lab Hours	20
Lecture Hours	30
Quarter Offered	Winter Summer
Instructional Mode	In-person

MRI 210: MRI Clinical I

This introductory clinical experience provides students their first rotation in an MRI facility, where 120 hours will be completed, though a portion of these hours may be substituted with simulation. Students will be oriented to the MRI department's workflow, equipment, and patient care protocols. They will begin applying foundational knowledge from their coursework, observing and assisting in basic tasks such as patient preparation, equipment setup, and safety procedures. Students will have the opportunity to work alongside experienced MRI technologists, engage in imaging procedures, and develop their understanding of the clinical environment. This course serves as a foundation for more advanced clinical rotations, focusing on familiarizing students with daily operations and the integration of theoretical knowledge into clinical practice.

Outcomes

- Describe the workflow and operations of an MRI facility, including patient intake, imaging preparation, and post-exam procedures.
- Identify and observe key MRI equipment and patient safety protocols.
- Assist with basic tasks such as patient positioning, preparation, and scanning procedures under the supervision of a clinical instructor.
- Apply foundational knowledge of MRI techniques, safety, and patient care while interacting with patients and assisting technologists.
- Observe and participate in maintaining a safe and clean clinical environment, including infection control and adherence to OSHA and MRI-specific safety guidelines.
- Develop initial communication skills by interacting with patients, explaining basic procedures, and clarifying any questions under supervision.

Credits	5
Clinical	120
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	MRI132 and MRI134
Crosslisted Courses	N/A MRI132 and MRI134 Winter, Summer
Campus	Downtown
Area of Study	Career Education

MRI 220: MRI Clinical II

An advanced clinical practicum prepares students for real-world environments by incorporating both in-clinic experience and simulation, totaling 450 hours, with students earning no more than 250 total hours via simulation from MRI 210 or 220. Students will work collaboratively to apply patient screening, safety, positioning and communication techniques learned throughout the program. Students gain experience working in an imaging setting, learn to execute patient orders, identify risk factors, select advanced MRI techniques, and optimize imaging sequences. They will begin to manage complex patient cases, with an emphasis on patient care, artifact reduction and troubleshooting. The simulation component can reinforce and expand clinical skills by providing exposure to rare or difficult imaging scenarios, patient management issues, or technical challenges that may not arise in clinical rotations.

Outcomes

- Perform advanced MRI procedures including specialized protocols, in simulation and/or clinical environments.
- Optimize image quality through parameter adjustments, minimizing artifacts, and applying troubleshooting techniques in both clinical and simulated settings.
- Work effectively with diverse patient cases, including pediatric, geriatric, and high-risk patients, in both clinical and simulation scenarios.
- Adhere to ethical and clinical standards, maintaining safety and patient care practices in both clinical and simulated settings.

Credits	15
Clinical	360
Lecture Hours	30
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	MRI 210
Crosslisted Courses	N/A MRI 210 Fall, Spring
Campus	Downtown
Area of Study	Career Education

MRI 230: MRI Clinical III

This capstone practicum provides students with the remaining 450 hours (out of a total of 1000 clinical hours, with up to 250 hours through simulation) to refine their MRI skills in a clinical setting. Under supervision, students will work semi-independently, applying their full range of competencies while enhancing their technical abilities, critical thinking, and decision-making. The course emphasizes becoming skilled, compassionate clinicians who can work safely and collaboratively with radiologists and clinic staff. Students will develop the ability to manage complex imaging challenges, advocate for patients, and ensure quality care. By the end of the practicum, students should be prepared for certification exams and ready to begin their careers as competent, effective, patient-centered MRI technologists

Outcomes

- Independently perform a wide range of MRI procedures, including routine and advanced imaging techniques.
- Assess and adjust image quality to meet diagnostic requirements, utilizing advanced techniques such as multiplanar reconstructions, contrast enhancements, and post-processing methods.
- Safely manage a variety of patient cases, including pediatric, geriatric, high-risk patients, and those with implanted devices, recognizing and managing associated risks to provide safe and effective patient care.
- Demonstrate effective communication with patients, family members, and healthcare teams, ensuring clear and compassionate explanations of procedures and addressing concerns.
- Work effectively in a fast-paced clinical setting, demonstrating the ability to prioritize tasks, manage time, and adapt to the needs of the facility.
- Evaluate and integrate feedback from colleagues and clinical preceptors to refine imaging skills, troubleshoot challenges, and continuously improve performance.

Credits	13
Clinical	360
Lecture Hours	10
Quarter Offered	Winter Summer
Instructional Mode	In-person
Prerequisites	MRI220
Crosslisted Courses	N/A MRI220 Winter, Summer
Campus	Downtown
Area of Study	Career Education

MRI 231: MRI Registry Review

This course is designed to provide a comprehensive overview of the essential topics covered on the MRI certification examinations. This course will prepare students for required exams such as that administered by the American Registry of Radiologic Technologists (ARRT), allowing student to become employed. Students will engage in structured review sessions, participate in mock exams, and receive targeted feedback to assess and strengthen their knowledge. Emphasis will be placed on core topics such as patient care, MRI safety, image production, and MRI procedures. Students will also review case studies, interpret MRI images, and identify key concepts toward success on the registry exams. This course helps ensure students are prepared to sit for the national certification exam around the time of graduation.

Outcomes

- Identify key topics on the target MRI registry exam, including patient care, MRI safety, image production, and MRI procedures.
- Analyze mock exam results to evaluate individual strengths and weaknesses in overall MRI knowledge, focusing on the four core areas required by certification bodies.
- Demonstrate mastery of exam content by consistently performing well on mock exams and achieving high accuracy on questions related to MRI principles, safety, patient management, and imaging techniques.
- Apply critical thinking skills to analyze clinical case scenarios, correlating MRI procedures, patient care protocols, and safety guidelines to real-world clinical practice.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	MRI220
Crosslisted Courses	N/A MRI220 Winter, Summer
Campus	Downtown
Area of Study	Career Education

Meat Cutters Apprenticeship UEMJA

MEAT 101: Introduction to Meat

Quarter 1 is an introduction to meat cutting. Students will examine safety and regulations around the industry as well as tools and equipment commonly used on the work site.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

MEAT 102: Forequarter Cuts

This course dives deeper into various cuts, breaking apart the front primal section of the cow and cross contamination of the workflow.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

MEAT 103: Seafood Sustainability and Merchandising

This course looks at the history of seafood, our local seafood industry and how it affects our local and state economy. It is an examination of seafood sustainability, wild and farm raised.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

MEAT 104: Hindquarter Cuts

This course is about identifying and processing hindquarter cuts and how to merchandise these cuts. It will also look at the use of cuts in popular cultural dishes.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

MEAT 201: Pork & Further Processed Meats

This course will cover identification and processing of pork retail cuts and byproducts; the HACCP (Hazard Analysis Critical Control Point System) standards and how it pertains to the industry; and merchandising of pork byproducts and ingredient cuts.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

MEAT 202: Veal, Lamb, Buffalo and Imports

This course involves learning about various types of meats and how culture affects processing. It will also go over identifying and understanding the Australian, Canadian and Mexican labeling systems and grading.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

MEAT 203: Industry and Leadership

This course takes a deep dive into the industry looking at innovations and the management of the meat shop. It will also focus on interpersonal communication and understanding industry trends.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

MEAT 204: Poultry, Holiday and Merchandising

This course pertains to how and when to order various special holiday items and best practices for keeping meat safe for consumers.

Credits	4
Lecture Hours	40
Area of Study	Apprenticeship

Mechanical Engineering Technology

MET 105: Orthographic Projections

Working with the "glass box" concept of orthogonally projecting an object to the six planes of view, students discuss the necessity of strict adherence to the American Standard Arrangement of views. First angle projection, used primarily in Europe and Asia, are also discussed

Outcomes

- Identify the six basic views
- Construct orthographic projections using the miter-line method
- Apply run-outs to intersection surfaces
- Draw different hole processes, counter-bore, counter-sink, and spot-face

Credits	7
Quarter Offered	2
Distribution	Career Training

MET 108: Principles of Dimensioning

Students study the standards set for dimensioning set by the American National Standards Institute (ANSI) and the American Society of Mechanical Engineers (ASME) in order to understand the principals of proper dimensioning practices. They will then apply those practices to the dimensioning of drawing previously created

Outcomes

- Determine dimensions of a part in a blueprint
- Determine vertical distances
- Apply proper dimensioning techniques
- Apply the principles of geometric dimensioning and telebanking to machine part detail drawings

Credits	4
Quarter Offered	3
Distribution	Career Training

MET 111: Geometric Dimensioning and Tolerancing

Tolerance dimensions allow the specification of a range of accuracy for the shape, size and/or position of features of a product. Students apply tolerances as they consider fit between mated parts, how features will be inspected, and how to place tolerance symbols on a drawing using CAD software

Outcomes

- Dimension circles, arcs, cylinders, and cones
- Describe contour dimensions and geometric breakdowns
- Apply the proper rules and procedures that are used by drafters to produce usable working drawings with size and location information
- Apply geometric principles to technical drawings
- Select proper view for each dimensional features

Credits	5
Quarter Offered	Winter
Instructional Mode	Online
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Online

MET 130: Manufacturing Methods

This course focuses on the introduction to mechanical manufacturing methods by which materials are economically processed into different shapes. The overall goal is to develop an understanding of how the functionality, shape, materials and cost of a product influence manufacturing process design.

Outcomes

- Recognize features of a design and manufacturing process used to create these features.
- Describe a component in an engineering drawing and explain processes used to manufacture the component.
- Execute the manufacturing of a component.
- Analyze a manufactured part and differentiate the part from the engineering drawing.
- Select manufacturing processes given a component.
- Design a component and develop a plan for manufacturing of the component.

Credits	5
Quarter Offered	Spring
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

MET 140: Mechanical Measurements

This course is designed to introduce students to the function, operation, and application of common mechanical engineering instruments, measurement principles, and statistical analysis. Major elements of measurement systems, including transduction, signal conditioning, and data recording. Function and operation of digital data acquisition systems.

Outcomes

- Analyze measurement data based on industry standards.
- Evaluate measurement data results and decide on the validity of the data.
- Develop a measurement plan that would make recommendation on the measurement, sensors used and data analysis methods.
- Explain the fundamentals of mechanical measurements and an overview of the process of measurement.
- Remember the types of sensors used for mechanical measurements and what the sensors measure.
- Demonstrate the ability to use sensors to collect measurement data.

Credits	5
Quarter Offered	Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

MET 202: Threads, Fasteners and Springs

Students draw detailed, schematic and simplified threads for all thread forms common to industry. Thread specifications are examined thoroughly as are standard and specialized screw/bolt head types. Helical springs (compression, extension and torsion) are also examined

Outcomes

- Calculate tolerances
- Interpret revision notes and specific notes on annotated production drawings
- Apply the principles of geometric dimensioning and tolerancing to machine part detail drawings
- Create symbol libraries with attributes

Credits	3
Distribution	Career Training

MET 210: Duct Fitting Symbols

Students study common sheet metal duct fittings and develop computer-aided-drafting (CAD) symbols appropriate for industry applications

Outcomes

- develop detailed drawings of ventilation systems
- Identify duct system characteristics for airflow requirements
- Identify common transitions

Credits	3
Distribution	Career Training

MET 214: Engineering Projects I

This course is an independent study in special projects to give students additional training in a specific area selected by the instructor. Emphasis is on individual student needs to improve or expand skills in a variety of areas

Outcomes

- Create special engineering projects

Credits	7
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid Online
Distribution	Career Training
Notes	Hybrid or Online

MET 216: Engineering Projects II

This course is an independent study in special projects to give students additional training in a specific area selected by the instructor. Emphasis is on individual student needs to improve or expand skills in a variety of areas

Outcomes

- Create special engineering projects

Credits	7
Quarter Offered	Fall Winter Spring Summer
Distribution	Career Training

MET 218: Introduction to 3D Modeling

This course is an introduction to creating 3D CAD models using feature-based, parametric solid-modeling design; base, boss and cut features using extruded, revolved, simple swept and lofted shapes; capturing design intent using automatic or user-defined geometric and dimensional constraints; detail and assembly drawings.

Outcomes

- Gain basic concepts and understanding of tools related to 3D modeling and design
- Apply beginner skills in 3D modeling as it relates to engineering design
- Identify the fundamentals of strong 3D design in a digital environment.
- Define basic concepts utilizing industry terminology as explained in educational resources
- Create 3D solid models of mechanical components using CAD software
- Demonstrates evidence of adjustment in own attitudes and beliefs because of working within and learning from diversity of communities and cultures.

Credits	5
Quarter Offered	Winter
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

MET 260: Advanced CAD Operations

This is an advanced CAD systems course, including 3D concepts, are used to produce engineering drawings using layers, masks, and groups. symbols and x-references are applied.Â

Outcomes

- Read and create drawings using industry standard dimensioning techniques, from design concept through completed drawings
- Draw, edit, and manipulate drawings using CAD
- Use advanced tools to create complex and sophisticated CAD drawings
- Plot and publish scaled, fully annotated and dimensioned CAD drawings
- Demonstrates evidence of adjustment in own attitudes and beliefs because of working within and learning from diversity of communities and cultures.

Credits	5
Quarter Offered	Spring
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Notes	Hybrid

MET 291: Practical Applications

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen. *Instructor Approval Required

Outcomes

- Create special engineering projects

Credits	1-13
Prerequisites	INSTR APP REQ
Distribution	Career Training

MET 292: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.*Instructor Approval Required

Outcomes

- Create special engineering projects

Credits	1-13
Prerequisites	INSTR APP REQ
Distribution	Career Training

MET 293: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.*Instructor Approval Required

Outcomes

- Create special engineering projects

Credits	1-5
Prerequisites	INSTR APP REQ
Distribution	Career Training

MET 294: Independent Projects

This course offers students an opportunity to work independently on a project that is determined by both the instructor and the student. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.*Instructor Approval Required

Outcomes

- Create special engineering projects

Credits	1-5
Prerequisites	INSTR APP REQ
Distribution	Career Training

MET 296: Work-based Learning Experience

Work-based learning (WBL) allows students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of businesses/industries in the area. The learning activity is based on a written agreement with the participating training provider.

Credits	1-13
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	AMATH 170, ENGR& 111, ENGR& 112
Distribution	Career Training
Field-Based Experience	30-390
Notes	Hybrid Field Based Experience 30-390

MET 297: Work-based Learning Seminar

Students enroll in the work-based learning seminar in order to receive an orientation to the work-based learning experience. Faculty meet with the students to provide support and assistance during the experience.

Credits	1-2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Hybrid Field Based Experience 0

Motorcycle and Marine Technology

POW 101: Introduction to Power Sports

This course provides students with training in workplace human relations, communications, shop safety environmental awareness, tools and equipment, measuring, fasteners, and mechanical and mathematical principles required within the occupation.

Outcomes

- Demonstrate an understanding of career opportunities in the various power sports and equipment fields
- Demonstrate an understanding of salary ranges for entry level employees in the various power sports and equipment fields
- Perform a job shadow or job interview for possible employment in a power sports and/or equipment field.

Credits	3
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 102: Power Sports Maintenance

This course provides students with training in perform maintenance for a variety of Power Sports vehicles. The skills covered will include checking fluids, adjustments and determining serviceability life of the vehicle

Outcomes

- Demonstrate knowledge of basic hand tools used in Power Sports mechanics
- Perform fluid changing on a variety of equipment including oil, coolant and transmission.
- Perform replacement of filters including oil, air and fuel filters.
- Perform tune up maintenance including fuel system service, carburetor service, spark plug inspection and replacement.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 105: Brakes Service and Repair

This course provides training for the student to learn to service and repair disc and drum brake systems in the Power Sports world. Students will learn a variety of systems and will learn how to make a decision on serviceability of wear items and how to make the proper repair to the brake system. This course provides the theory and service procedures for ABS based systems found on Power Sports vehicles.

Outcomes

- Demonstrate knowledge of and perform a Used Vehicle or Equipment Inspection.
- Inspect, Service and replace disc brake components
- Inspect, Service and replace drum brake components

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 106: Tire Service and Repair

This course will provide training in servicing and repairing tires in the power sports industry. This course will train students to determine the serviceability of the tire, determine and make the proper repair to a tire, remove and replace tires and to balance tires. This course will provide students with training on identifying and correcting problems with wheels and wheel bearings.

Outcomes

- Remove, replace and balance a tire and wheel assembly
- Remove and Replace a spoke rim tire assembly
- Inspect and true a spoke rim assembly

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 120: Engines - Failure Analysis

Students are introduced to the theory of internal combustion engines and learn how to diagnosis problematic engines and analyze failed engines

Outcomes

- perform compression tests
- diagnose engine leaks
- make proper valve adjustments

Credits	5
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 121: Engine Repair Methods

Students learn to correctly disassemble, inspect, and machine engines to return to service. Special emphasis is placed upon the utilization of service manuals and manufacturers' guidelines

Outcomes

- remove and install an engine properly.
- make proper measurements of internal engine parts.
- re-assemble an engine to industry standards

Credits	5
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 122: Engine Installation Methods

This course will train students in the methods of reassembling internal combustion engines. Students will be taught industry standard methods of lubricating, sealing, torqueing internal combustion engines. Students will be taught proper methods of engine break in once engines are put back into service.

Outcomes

- Assemble and lubricate internal combustion engines to industry standard.
- Seal and torque internal combustion engines to industry standard.

Credits	5
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 123: Carburetor Service and Repair

This course provides training in identifying, cleaning, servicing and tuning carburetors. Specific attention will be paid in this class to classifying carburetor driven faults and to properly balancing and tuning carburetors.

Outcomes

- service and repair fuel supply systems
- service and repair carburetors

Credits	5
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 140: Fundamentals of Electricity

This course is an introduction to electrical systems. Students receive electrical and electronic theory, learn to use electrical test equipment, and provide basic electrical systems inspections and service. Students will receive training in the theory and application of the Diagnostic Electrical Rules

Outcomes

- test electrical circuits and make proper determinations by applying the Electrical Rules
- trace current paths of a circuit using an electrical Wiring Diagram

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 141: Electrical Charging and Starting Systems

Students are introduced to the charging and starting systems encountered in various types of motorized vehicles. Special emphasis is placed upon the utilization of service manuals and electrical schematics. Students will be exposed to a variety of troubleshooting techniques including 6 step troubleshooting in both charging and starting systems.

Outcomes

- identify and service a variety of charging systems
- identify and service a variety of starter systems

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 142: Ignition Systems

Students receive training and practice in servicing and repairing the electrical ignition systems of various types of motorized vehicles. This includes problem identification, diagnostic testing, repair, and rising and collapsing field ignition systems. This course will cover Magneto, CDI and Transistorized ignition systems found on a variety of Power Sports vehicles.

Outcomes

- identify and service a variety of ignition systems
- service and repair electronic ignition systems

Credits	5
Quarter Offered	Winter
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 150: Transmission Service and Repair

Students are introduced to transmission theory, service and repair. A wide variety of applications are presented and studied. The students will use practical application to learn to service transmissions.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Career Training
Notes	Face-to-face Field Based Experience 0

POW 151: Drive Train Service and Repair

Students receive training in the servicing and repairing of the various modes of transmitting engine power. This includes clutches, gear drive, belt/chain drive systems, and manual starters. Students will receive training in final drive ratios including bevel drive gear sets and differentials.

Outcomes

- service and repair clutch related systems and components.
- service and repair transmissions.

Credits	5
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 154: Computerized System Basics

Students receive training computer logic, power and ground circuits. Students will receive training in how a microprocessor works, how scan tools communicate with vehicles and diagnostic strategies for testing computer power and ground circuits.

Outcomes

- Test for computer power and ground
- Test for the 5 volt Voltage Control circuit
- Trace current and power flow on a wiring diagram

Credits	3
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 155: Electronic Fuel Injection

This course will cover in depth study of electronic fuel injection in the power sports industry. Students will study sensor operation and diagnosis; fuel delivery and injector operation and diagnosis; and oxygen sensor operation and diagnosis.

Outcomes

- Service and repair fuelinjectors
- Retrieve codes, perform active tests and manipulate a scan tool.
- Diagnose sensor related failures.
- Perform fuel pressure tests.

Credits	5
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 156: Exhaust Gas Analysis

Students are introduced to exhaust gas and combustion theory and analysis. Students will be exposed to exhaust gases, their function in combustion and fault diagnosis. Students will receive training in use of an Exhaust Gas Analyzer for tuning and troubleshooting engine run ability issues on Power Sports vehicles

Outcomes

- Classify misfires for fuel, ignition or mechanical.
- Record and interpret an exhaust gas analyzer.

Credits	5
Quarter Offered	2
Distribution	Career Training

POW 161: Chassis Service

Service/technician students receive shop experience in maintaining or repairing frame and suspension systems including steering systems, wheels/tire assemblies, and suspension systems.

Outcomes

- service steering bearings and make proper adjustments
- service fork type suspensions and make proper adjustments
- service shock absorbers and make proper adjustments.

Credits	5
Quarter Offered	Fall
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 162: Advanced Projects

This course offers students an opportunity to work on a lab-based project instead of a work-based learning component. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen.

Outcomes

- service a variety of customer concerns.
- use all inspection sheets and fill out all proper paperwork.
- communicate with the customers during vehicle intake, parts ordering and vehicle delivery.
- perform a live demonstration of vehicle performance to the customer at vehicle delivery.

Credits	1-15
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced

POW 296: Work Based Learning

Work Based Learning (WBL) allows the students to participate in on-the-job training in the field in which they are studying. They apply the skills they have learned in the classroom to specific areas of employment in a variety of business/industries. The learning activity is based on the written agreement with the participating training provider.

Credits	1-15
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced Field Based Experience 0

Nursing Assistant Certified

CTNA 105: Certified Nursing Assistant Program

In this DOH approved course, the emphasis is on safety. Students learn patient care techniques, measures of well-being and how to work as part of a healthcare team. Students are tested on their understanding of skills and safety by written examination and skill demonstrations before their clinical experience with geriatric and medically fragile clients.

Outcomes

- Demonstrate accurate verbal and written communication in a long-term care facility setting
- Understand and explain Maslow's Hierarchy of Needs as it applies to planning and providing patient care
- Understand the role and scope of a nursing assistant on a team within a healthcare setting
- Understand the legal and ethical principals that guide nursing practice and maintain patient privacy and confidentiality in compliance with HIPAA laws
- Provide emotional support and comfort patients and their families and understand the psychological and social aspects of patient care.
- Collaborate effectively with other healthcare workers to ensure continuity of care and achieve positive patient outcomes
- Demonstrate professional behaviors in the classroom as preparation for on the job professionalism and Identify how to find a job and be a great employee.
- Compare and contrast rehabilitative and restorative care: exercise, devices & equipment, positioning & ROM, bowel & bladder retraining
- Effectively assist clients with personal care in a long-term care facility setting
- Explain why promoting patient rights, independence and self-care is important
- Identify and demonstrate guidelines for assisting clients with activities of daily living (ADLs)
- Have successfully completed training in First Aid/CPR, mental health, developmental disabilities, and dementia for Health Care Providers
- Demonstrate mastery of the 22 skills tested by the Washington State Department of Health in the certification testing for Nursing Assistants
- Explain and demonstrate basic nursing skills, including monitoring vital signs, use and non-use of restraints, bed-making techniques, reporting nutritional intake and output, feeding patients with various needs
- Demonstrate knowledge of safety in regards to blood borne pathogens, HIV/AIDS, different types of isolation, PPE, standard precautions and medical asepsis
- Recognize and report changes in patients' conditions to healthcare professionals and document patient care activities.
- Demonstrate an understanding of individual patient needs based on their place in the human lifespan

- Demonstrate safe, effective care of clients in a long-term care facility setting, including infection control and emergency procedures
- Understand the major body systems, common diseases and disorders, and how these affect patient care
- Describe common diseases and disorders of systems: musculoskeletal, nervous, circulatory, respiratory, urinary, gastrointestinal, endocrine, reproductive, immune/lymphatic
- Discuss and demonstrate the importance self-care for employees

Credits	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person Web-enhanced
Prerequisites	80 Level Reading, proof of completed MMR vaccine series OR positive titer, proof of completed Hepatitis B vaccine series OR positive titer OR started the series, 2 step TB test OR quantiferon gold test OR xray report indicating that lungs are free of disease. Proof of completed Varicella (chicken pox) vaccine series OR positive titer, Tdap vaccine in the last 10 years, Seasonal flu shot (fall and winter quarters only)
Campus	Downtown
Area of Study	Career Education

Nutrition

NUTR& 101: Introduction to Nutrition

Study of human nutrition and health. Topics include digestion, absorption and processing nutrients in the body; chemistry and functions of the major nutrients: carbohydrates, fat, protein; vitamin and mineral functions; food, culture and diet, energy balance, diet and metabolism; fitness and health; nutrition of the life cycle, food safety and local and world hunger issues

Credits	5
Distribution	General Education

Occupational Therapy Assistant

OTA 102: Health and Wellness and the OTA

Principles and strategies for managing health and promoting wellness are practiced. Importance of balancing areas of occupation for success in occupational roles are examined and applied

Outcomes

- Demonstrate use of principles and strategies for self management, time management, stress management that promote personal health and wellness.
- Identify learning style and effective learning strategies and study skills
- Identify common health conditions, symptoms and etiologies related to OT.
- Demonstrate knowledge of global social issues and prevailing health and welfare needs of populations with or at risk for disabilities and chronic health conditions.
- Articulate the importance of balancing areas of occupation with the achievement of health and wellness for the clients.
- Explain the role occupation in the promotion of health and the prevention of disease and disability for the individual, family and society.
- Demonstrate an understanding of support for the quality of life, well-being, and occupation of the individual, group or population to promote physical and mental health and prevention of injury and disease considering the context and environment.

Credits	3
Quarter Offered	Fall
Instructional Mode	Hybrid
Notes	Hybrid

OTA 103: Functional Movement

This course covers basic principles of kinesiology, biomechanics, and associated biological systems related to daily living activities. Techniques for body mechanics, safety and mobility, energy conservation, task simplification are covered. Upper extremity functions for everyday tasks are emphasized

Outcomes

- Describe functions of bones, joints, ligaments and muscles and planes of motion.
- Locate and palpate key bones, joints, tendons, ligaments and muscles with emphasis on the upper body.
- Describe types of muscular actions and planes of motion.
- Analyze human motion involved in daily living activities- dressing, grooming, eating, and housekeeping tasks.
- Perform ROM evaluation using a goniometer according to established procedure.
- Perform functional manual muscle testing according to established procedure with emphasis on upper extremities.
- Demonstrate the ability to safely position, support, and transfer clients by means of the teaching-learning process.
- Relate normal vs. impaired movement to its effect on daily activities.
- Demonstrate the ability to train others on how to safely position and transfer clients to promote functional mobility while highlighting the unique nature of OT to assist with these tasks

Credits	5
Clinical	0
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	Hybrid
Prerequisites	OTA program prerequisites
Crosslisted Courses	n/a OTA program prerequisites Fall
Campus	Downtown

OTA 104: Therapeutic Use of Self

The focus of this course is to explore personal values and cultural attitudes that relate to individual performance, group interactions and therapeutic use of self for the establishment of therapeutic relationships. Group roles, learning styles, leadership, and communication styles will be examined in a variety of ways. Students develop basic skills for observation, interviewing, communicating with their cohort but also with the population we serve. Personality, insights, perceptions and judgments as part of the therapeutic process are covered and addressed to ensure success as occupational therapy practitioners.

Outcomes

- Identify strategies for decision-making and conflict resolution.
- Identify and demonstrate effective communication and interpersonal skills.
- Use basic observation skills and interviewing techniques.
- Identify personal and professional leadership abilities and competencies as they relate to job responsibilities.
- Use sound judgment in regards to safety of self and others in the classroom and outside.
- Demonstrate a basic understanding of the therapeutic use of oneself, including one’s personality, insights, perceptions and judgments, as part of the therapeutic process in both individual and group interaction and how it is used as a tool for therapy.
- Develop awareness of and sensitivity to different cultures, values, ethnicity and abilities.
- Demonstrate knowledge and appreciation of the role of sociocultural, socioeconomic, and diversity factors and lifestyle choices in contemporary society. Identify the potential impact of current policy issues and these factors on the practice of OT.

Credits	5
Quarter Offered	Fall
Instructional Mode	Hybrid
Notes	Hybrid

OTA 105: Nervous System Function

Basic principles of neurology and associated sensory and cognitive systems related to daily living activities. Deficits in sensory, perceptual and cognitive functioning and effects on occupational performance are examined

Outcomes

- Demonstrate knowledge and understanding of the basic structural, physiological and organizational elements of both the central and peripheral nervous systems.
- Demonstrate knowledge and understanding of the basic functions of the nervous system, brain and sensory-perceptual systems.
- Identify common pathologies associated with the CNS and PNS and how it relates to a client’s physical and mental health and ability to participate in occupations.
- Utilize literature and research review to articulate the importance of scholarly activities to the development of occupational therapy profession, including seeking quality source information

Credits	4
Quarter Offered	Winter
Instructional Mode	Hybrid
Notes	Hybrid

OTA 108: Applied Experience I - A

Students participate in observations and guided practice opportunities for applying OT principles in traditional and nontraditional settings

Outcomes

- Gather and share data for screening and evaluation using tools such as assessments, observations, checklists, histories, professional consultations, and interviews with the client and others.
- Develop skill and ability in observation, asking questions, effective interpersonal relationships, communication skills, and retrieving client information.
- Cultivate professional responsibility in appropriate dress, appropriate behavior, confidentiality of information, and responsibility to client, facility/environment and self.
- Develop understanding of the therapeutic environment, occupational therapy's role in the evaluation and treatment, ethical considerations, and the responsibilities of team members.
- Cultivate therapeutic use of self, as identified by developing empathy, developing an appreciation of sociocultural, socioeconomic and diversity of others, and adjusting feelings and behavior for therapeutic gain

Credits	1
Quarter Offered	Winter
Notes	Clinic time

OTA 110: Documentation Skills

Students learn about record keeping, progress note writing, and assisting the OT with functional goals and objectives for various OT settings. Overview of terminology of assessment results and treatment plans covered.

Outcomes

- Document occupational therapy services to ensure accountability of service provision and to meet standards for reimbursement of services, adhering to applicable facility, local, state, federal, and reimbursement agencies.
- Documentation must effectively communicate the need and rationale for occupational therapy services and must be appropriate to the context in which the service is delivered
- Demonstrate knowledge of various reimbursement systems (e.g., federal, state, third-party, private-payer) and documentation requirements that affect the practice of occupational therapy.
- Understand the documentation of ongoing processes for quality improvement and implementation of program changes as needed to ensure quality of services.
- Demonstrate the ability to utilize basic components of electronic documentation systems to include locating information and documenting within the system

Credits	3
Clinical	0
Lab Hours	20
Lecture Hours	20
Quarter Offered	Winter
Instructional Mode	Hybrid
Prerequisites	All first quarter OTA classes
Crosslisted Courses	N/A All first quarter OTA classes Winter
Campus	Downtown

OTA 111: Introduction to Occupational Therapy

This course provides an overview of the OTA program and the profession and the roles and responsibilities of OT practitioners in health care, community-based settings and school systems. Basic terminology, principles, philosophies and ethics are introduced for a better understanding of occupational therapy, the clients served, and other health care professionals working in the settings. Students gain computer literacy skills and library skills for accessing information about professional issues

Outcomes

- Articulate understanding of the Occupational Therapy Practice Framework, 4th Edition and its application to clinical reasoning within the occupational therapy process.
- Describe the profession of occupational therapy.
- Describe the meaning of occupation and activity and how these relate to the profession.
- Articulate and describe the importance of the foundation, history and philosophical base of the profession.
- Describe how occupational therapy history and occupational therapy theory and the sociopolitical climate influence practice.
- Define the basic features of theories that underlie the practice of OT.
- Describe the value of occupation and the unique nature of OT to audiences
- Understand and articulate the occupational profile, including participation in activities that are meaningful and necessary for the client to carry out roles in home, work, and community environments.
- Apply knowledge of the American Occupational Therapy Association Occupational Therapy Code of Ethics and AOTA Standards of Practice to guide ethical decision making in practice.
- Explain and give examples of how the role of a professional is enhanced by knowledge of and involvement in international, national, state, and local occupational therapy associations and related professional associations

Credits	5
Clinical	0
Lab Hours	20
Lecture Hours	40
Quarter Offered	Fall
Instructional Mode	Hybrid
Prerequisites	OTA program prerequisites
Crosslisted Courses	N/A OTA program prerequisites Fall

Campus	Downtown

OTA 112: Therapeutic Activities I

This course covers areas of human occupation through analysis of activities of daily living- work, leisure, play and self-care. Students develop an understanding of the nature and value of occupation to support client participation and performance through therapeutic activities.

Outcomes

- Articulate the influence of social conditions and the ethical context in which humans choose and engage in occupations.
- Express support for the quality of life, well-being, and occupation of the individual, group or population to promote health and prevention of injury and disease considering context and environment
- Provide therapeutic use of occupation and activities (e.g., occupation-based activity, practice skills, preparatory methods).
- Demonstrate task analysis relative to areas of occupation, performance skills, performance patterns, activity demands, context(s) and client factors to implement the intervention plan.
- Demonstrate a variety of activities that can be utilized and graded within the therapeutic environment.

Credits	4
Quarter Offered	Winter
Instructional Mode	Hybrid
Notes	Hybrid

OTA 113: Therapeutic Activities II

This course is the second of two courses with the same focus. It is an advanced course to develop creative problem-solving, clinical reasoning, and documentation skills through exposure to barriers for safety and independence. Grading and adaptation of activities are explored more in depth. Models and theories of occupation are applied and the effects on performance are examined.

Outcomes

- Apply clinical reasoning to analyze and select appropriate therapeutic activities to support client-centered goals.
- Demonstrate the ability to grade and adapt therapeutic activities to address client factors, performance skills, and contexts.
- Use the teaching-learning process to facilitate individual and group-based therapeutic interventions.
- Apply activity analysis to plan and implement occupation-based interventions that promote participation, safety of self and others, in ADLs, IADLs, and other areas of occupation.
- Demonstrate effective clinical documentation and professional communication related to the intervention process.

Credits	4
Quarter Offered	Spring
Instructional Mode	Hybrid
Notes	Hybrid

OTA 202: Psychosocial Dysfunctions: Treatment and Applications

This course focuses on the further development of observation, assessment skills, task analysis and interventions for individuals with psychosocial challenges. Quality of life and meaningful occupations are emphasized. Conditions that lead to psychiatric and social-emotional challenges are examined. Clinical features, medical management and issues impacting OT are covered.

Outcomes

- Demonstrate knowledge and understanding of the concepts of human behavior to include the behavioral and social sciences (e.g., principles of psychology, sociology, abnormal psychology) and occupational science.
- Understand the effects of physical and mental health, heritable diseases and predisposing genetic conditions, disability, disease processes, and traumatic injury to the individual within the cultural context of family and society on occupational performance.
- Apply theories and models of occupational performance, to guide and inform OT mental health interventions
- Gather and share data for the purpose of screening and evaluation methods including learning to administer selected assessments using appropriate procedures and protocols (including standardized formats), skilled observations, occupational histories, consultations with other professionals, interviews with clients, families and significant others, and use occupation for the purpose of assessment.
- Demonstrate the ability to assist with the development of occupation-based intervention plans (including goals and methods to achieve them) through clinical reasoning based on the stated needs of the client as well as data gathered during the evaluation process in collaboration with the client and others.
- Identify methods and strategies for providing development, remediation, and compensation for functional cognitive, psychosocial, and behavioral health deficits affecting occupational performance
- Select and provide direct occupational therapy interventions and procedures to enhance safety, health and wellness, and performance in ADLs, IADLs and other areas of occupation
- Identify intervention strategies or settings that take into consideration sociocultural, socioeconomic and lifestyle choices to meet the needs of clients.
- Explain the distinct nature of occupation and the evidence that occupation supports performance, participation, health and well-being

Credits	8
Clinical	0
Lab Hours	80

Lecture Hours	40
Quarter Offered	Summer
Instructional Mode	Hybrid
Prerequisites	All first, second, and third quarter OTA classes
Crosslisted Courses	n/a All first, second, and third quarter OTA classes Summer
Campus	Downtown

OTA 203: Applied Experience I - B

Students participate in observations and guided practice opportunities for applying OT principles in traditional and nontraditional settings

Outcomes

- Gather and share data for screening and evaluation using tools such as assessments, observations, checklists, histories, professional consultations, and interviews with the client and others.
- Develop skill and ability in observation, asking questions, effective interpersonal relationships, communication skills, and retrieving client information.
- Cultivate professional responsibility in appropriate dress, appropriate behavior, confidentiality of information, and responsibility to client, facility/environment and self.
- Develop understanding of the therapeutic environment, occupational therapy's role in the evaluation and treatment, ethical considerations, and the responsibilities of team members.
- Cultivate therapeutic use of self, as identified by developing empathy, developing an appreciation of sociocultural, socioeconomic and diversity of others, and adjusting feelings and behavior for therapeutic gain.
- Provide therapeutic use of self, including one's personality, insights, perceptions, and judgments as part of the therapeutic process in both individual and group interaction

Credits	1
Quarter Offered	Spring
Instructional Mode	Clinic
Notes	Clinic

OTA 204: Seminar - Applied Mental Health

This course focuses on the applied mental health in fieldwork experiences, by articulating the physical components of individual/group function within the context of occupational therapy practice, based on skilled observations. Reflection on the ethical considerations within occupational therapy practice, including use of the AOTA Code of Ethics and Standards of Practice to make informed clinical and employment decision, including strategies for analyzing issues and making decisions to resolve personal and organizational ethical conflicts.

Outcomes

- Articulate the role of the occupational therapy assistant and occupational therapist in screening and evaluation process along with the importance of the rationale for supervision and collaborative work between the occupational therapy assistant and occupational therapist in that process.
- Identify principles of effective interprofessional team dynamics to plan, deliver, and evaluate care, programs, and policies that are safe, timely, efficient, effective and equitable.
- Recognize and communicate the need to the OT for referral to specialists
- Determine ways to promote policy development as they relate to occupational therapy by exploring factors and issues that affect delivery of OT services
- Explain the implications and effects of the systems and structures that create federal and state legislation and regulations have on persons, groups and populations as well as practice.
- Describe how the role of an OT practitioner is enhanced by participating and engaging in local, national and international leadership positions in organizations or agencies.
- Describe how the role of an OT practitioner is enhanced by participating and engaging in local, national and international leadership positions in organizations or agencies.

Credits	1
Clinical	0
Lab Hours	20
Lecture Hours	0
Quarter Offered	Spring
Instructional Mode	Web-enhanced
Prerequisites	All first and second quarter OTA classes
Crosslisted Courses	n/a All first and second quarter OTA classes Spring
Campus	Downtown

OTA 205: Adaptive Technologies

Adaptive and assistive technology explores the use of technology used in occupational therapy to assist those with disabilities. Concentration of these technologies will have a compensatory focus. A variety of adaptive and assistive technologies ranging from low to high tech will be discussed and utilized. Students will apply clinical and professional reasoning for the selection of appropriate tools to meet individual client needs.

Outcomes

- Demonstrate an understanding of the use of technology to support performance, participation, health and well-being.
- Explain the need for and use of compensatory strategies when desired life tasks cannot be performed.
- Select and provide direct occupational therapy interventions and procedures, including considerations of current technology in the field, to enhance safety, health and wellness and performance in areas of occupation.
- Provide basic training in self-care, self-management, home management, and community and work integration to clients with varying abilities.
- Provide compensatory strategies for physical, cognitive, perceptual, neuromuscular, behavioral skills, and sensory functions
- Adapt environments (eg. work, home, school, community) and processes, including application of ergonomic principles.
- Articulate principles of and demonstrate strategies with assistive technologies and devices including functional mobility aids used to enhance occupational performance.
- Provide fabrication, application, fitting, and training in orthotic devices used to enhance occupational performance and training in the use of prosthetic devices
- Provide training in techniques to enhance community mobility, including public transportation, community access, and issues related to driver rehabilitation.
- Teach compensatory strategies, such as use of technology, adaptations to the environment, and involvement of humans and nonhumans in the completion of tasks.
- Describe the safe, effective and ethical application of physical agent modalities as a preparatory measure to improve occupational performance.

Prerequisites	All first and second quarter OTA classes
Crosslisted Courses	n/a All first and second quarter OTA classes Spring
Campus	Downtown

Credits	4
Clinical	0
Lab Hours	40
Lecture Hours	20
Quarter Offered	Spring
Instructional Mode	Hybrid

OTA 206: Developmental Disabilities - Treatment and Applications

This course focuses on students learning about the functional implications of various pediatric diagnoses on areas of occupation: self-care, play, education, and social participation while considering sociocultural and ethical issues when working with children and adolescents and their families. These experiences promote essential critical thinking and clinical reasoning abilities in students as they learn to apply theoretical frames of reference in pediatric occupational therapy and develop assessment skills and intervention plans for children and adolescents with various diagnoses. Lab experiences will be part of the class, and allow students to practice specific occupational therapy assessment measures and intervention techniques for infants, children and adolescents.

Outcomes

- Demonstrate knowledge and understanding of common developmental disabilities and their potential impact on participation and performance in typical daily activities.
- Demonstrate knowledge and understanding of normal and atypical human development throughout the life span (infants, children, adolescents, adults, and elderly persons).
- Articulate the importance of using statistics, tests, and measurements during the evaluation process, specifically for assessment of pediatric diagnoses, needs, and outcome measures
- Identify specific pediatric OT practice models and their intervention characteristics as necessary for organization and development of evidence-based intervention for pediatric clients.
- Demonstrate knowledge of the Occupational Therapy Practice Framework by applying the domain and process to the pediatric population
- Identify the role of an OTA when working in a variety of settings and with interprofessional personnel as part of the consultative process in school systems, outpatient clinics and transitional programs to identify occupational needs
- Demonstrate knowledge and understanding of AOTA’s Occupational Therapy Code of Ethics and Standards of Practice and use them as a guide for ethical decision making in professional interactions, client interventions and employment settings of early intervention, schools, outpatient clinics, inpatient.
- Design intervention strategies for remediation and/or compensation for functional deficits affecting occupational performance that are age/developmentally appropriate and give evidence of clinical reasoning

Credits	8
Clinical	0
Lab Hours	80
Lecture Hours	40

Quarter Offered	Winter
Instructional Mode	Hybrid
Prerequisites	All first quarter OTA classes
Crosslisted Courses	n/a All first quarter OTA classes Winter
Campus	Downtown

OTA 210: Physical Disabilities - Treatment and Applications

Trauma, illness, and other conditions that lead to physical dysfunction are examined. Therapy modalities to maximize independence, safety and participation in meaningful occupation are practiced. This course focuses on the further development of the student's skills in clinical reasoning carrying out the treatment plan.

Outcomes

- Administer selected assessments using appropriate procedures and protocols (including standardized formats) and report on results to be communicated to the OT.
- Assist with the development of occupation-based intervention plans and strategies to address performance skills and client factors utilizing clinical reasoning and based on the stated needs of the client as well as data gathered during the evaluation process in collaboration with the client and others.
- Demonstrate the ability to develop interventions for remediation and compensation for physical, cognitive, perceptual, sensory, and neuromuscular deficits through preparatory and occupation-based methods.
- Demonstrate techniques that enhance participation in meaningful daily activities by promoting safe movement, use of adaptive equipment, and implementation of remediation and adaptation strategies.
- Apply theories and models of occupational performance, frames of reference, and scientific evidence to inform evidence-based interventions.
- Use the teaching-learning process with the client, family, significant others, colleagues, and other health providers to provide clinical training and education at the level of the audience
- Demonstrate skills of intraprofessional collaboration with occupational therapists by explaining the roles of OTs and OTAs to develop and carry out therapeutic interventions.
- Demonstrate the ability to assess and monitor vital signs to ensure that a client is stable for intervention
- Document on interventions provided to include the need and rationale for OT services and knowledge of CPT codes for billing purposes.

Credits	8
Clinical	0
Lab Hours	80
Lecture Hours	40
Quarter Offered	Spring
Instructional Mode	Hybrid
Prerequisites	All first and second quarter OTA classes

Crosslisted Courses	n/a All first and second quarter OTA classes Spring
Campus	Downtown

OTA 212: Applied Experience - I - C

Students participate in observations and guided practice opportunities for applying OT principles in traditional and nontraditional settings

Outcomes

- Gather and share data for screening and evaluation using tools such as assessments, observations, checklists, histories, professional consultations, and interviews with the client and others.
- Develop skill and ability in observation, asking questions, effective interpersonal relationships, communication skills, and retrieving client information.
- Cultivate professional responsibility in appropriate dress, appropriate behavior, confidentiality of information, and responsibility to client, facility/environment and self.
- Develop understanding of the therapeutic environment, occupational therapy's role in the evaluation and treatment, ethical considerations, and the responsibilities of team members.
- Cultivate therapeutic use of self, as identified by developing empathy, developing an appreciation of sociocultural, socioeconomic and diversity of others, and adjusting feelings and behavior for therapeutic gain.
- Provide therapeutic use of self, including one's personality, insights, perceptions, and judgments as part of the therapeutic process in both individual and group interaction.
- Apply training strategies in self-care, self-management, home management, and community and work integration.
- Apply development, remediation, and compensation for physical, cognitive, perceptual, sensory, neuromuscular, and behavioral skills

Credits	1
Quarter Offered	Summer
Instructional Mode	Clinic
Notes	Clinic

OTA 213: Seminar - Applied Physical Rehabilitation

This course focuses on the applied physical rehabilitation in fieldwork experiences, by articulating the physical components of individual/group function within the context of occupational therapy practice, based on skilled observations. Reflection on the ethical considerations within occupational therapy practice, including use of the AOTA Code of Ethics and Standards of Practice to make informed clinical and employment decision, including strategies for analyzing issues and making decisions to resolve personal and organizational ethical conflicts.

Outcomes

- Articulate care coordination, case management and transition services in traditional and emerging practice environments
- Understand and articulate the physical components of individual/group function within the context of occupational therapy practice, based on skilled observations within fieldwork experience
- Explain the role and responsibility of the OTA to advocate for changes in service delivery policies, effect changes in the system, recognize opportunities in emerging practice areas, and advocate for opportunities to expand the occupational therapy assistant's role.
- Identify issues related to business aspects of practice.
- Identify national requirements for credentialing and requirements for licensure and certification consistent with federal and state laws.
- Identify and develop strategies for ongoing professional development to ensure that practice is consistent with current and accepted standards.
- Identify liability issues under current models of services provision
- Discuss the varied roles of the OTA providing services on a contractual basis

Credits	1
Clinical	0
Lab Hours	20
Lecture Hours	0
Quarter Offered	Summer
Instructional Mode	Web-enhanced
Prerequisites	All first, second and third quarter OTA classes
Crosslisted Courses	n/a All first, second and third quarter OTA classes Summer
Campus	Downtown

OTA 220: Clinical Fieldwork Level II - Rotation A

The first of two eight-week off-campus work experiences in a clinical setting under the supervision of a licensed occupational therapist or a certified occupational therapy assistant. This forty-hour per week rotation is to further develop and practice the skills of an entry-level OTA and must be successfully completed before student is eligible for the national certification examination

Outcomes

- Develop entry level competencies for the Level II fieldwork by the end of the experience (entry level competence is defined as achieving the minimum passing score or above on the AOTA Level II Fieldwork Performance Evaluation).
- Assume full client caseload, as defined by fieldwork site, by end of experience.
- Collect, use and appropriately apply assessment data to intervention development and treatment.
- Submit correct and complete documentation in a timely manner, according to policies and procedures of fieldwork site.
- Be familiar with and utilize treatment/intervention approaches that demonstrate in depth knowledge of the various frames of reference and evidence based interventions in occupational therapy practice.
- Establish and maintain an effective relationship with clients, families, co-workers and others involved in the OT intervention process.
- Demonstrate an understanding of the use and purpose of "occupation" when assisting in the development of treatment plans, and when working with clients

Credits	11
Quarter Offered	Fall
Field-Based Experience	330
Notes	Clinic time

OTA 221: Clinical Fieldwork Level II - Seminar A

Discussion and problem-solving of fieldwork experiences and preparation for the national board exam are emphasized

Outcomes

- Communicate the unique nature of occupations and value of OT and its role in supporting client participation to various audiences across settings.
- Articulate the importance of professional research and literature and the continued development of the profession.
- Understand and apply AOTA's Code of Ethics, Core Values, and Attitudes of Practice to guide ethical decision making in all professional settings and interactions.

Credits	1
Quarter Offered	Fall
Instructional Mode	Online
Notes	Online

OTA 222: Clinical Fieldwork Level II - Rotation B

The second of two eight-week career experiences working in a clinical setting under the supervision of a licensed occupational therapist or a certified occupational therapy assistant. This forty-hour per week rotation is to further develop and practice the skills of an entry-level OTA and must be successfully completed before student is eligible for the national certification examination

Outcomes

- Develop entry level competencies for the Level II fieldwork by the end of the experience (entry level competence is defined as achieving the minimum passing score or above on the AOTA Level II Fieldwork Performance Evaluation).
- Assume full client caseload, as defined by fieldwork site, by end of experience.
- Collect, use and appropriately apply assessment data to intervention development and treatment.
- Submit correct and complete documentation in a timely manner, according to policies and procedures of fieldwork site.
- Be familiar with and utilize treatment/intervention approaches that demonstrate in depth knowledge of the various frames of reference and evidence based interventions in occupational therapy practice.
- Establish and maintain an effective relationship with clients, families, co-workers and others involved in the OT intervention process.
- Demonstrate an understanding of the use and purpose of "occupation" when assisting in the development of treatment plans, and when working with clients

Credits	11
Quarter Offered	Winter
Instructional Mode	Clinic
Field-Based Experience	330
Notes	Clinic

OTA 223: Clinical Fieldwork Level II - Seminar B

Discussion and problem-solving of fieldwork experiences and preparation for the national board exam are emphasized

Outcomes

- Communicate the unique nature of occupations and value of OT and its role in supporting client participation to various audiences across settings.
- Articulate the importance of professional research and literature and the continued development of the profession.
- Understand and apply AOTA's Code of Ethics, Core Values, and Attitudes of Practice to guide ethical decision making in all professional settings and interactions.

Credits	1
Quarter Offered	Winter
Instructional Mode	Online
Notes	Online

OTA 231: OTA and Special Settings

Introduces specialized and emerging practice areas in occupational therapy. Emphasizes OTA roles in diverse settings.

Outcomes

- Promote quality of life, well-being, and occupational engagement for individuals, groups, and populations by considering cultural, physical, social, and contextual factors.
- Contribute to the evaluation process by assisting with the occupational profile and administering assessments as delegated by the occupational therapist.
- Demonstrate safe and effective training in the use of prosthetic devices to enhance occupational performance and participation.
- Explain the collaborative roles and responsibilities between occupational therapy practitioners when providing care in specialized or emerging practice settings.
- Demonstrate knowledge of telehealth, virtual environments, and electronic documentation systems in the delivery of occupational therapy services.
- Assist in the implementation of interventions that support participation, health, wellness, and chronic condition management through remediation and adaptation strategies.
- Demonstrate support of the occupational therapist in the discharge planning process by collaborating with members of the interprofessional team by identifying client and caregiver needs, available resources, and the discharge environment.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Summer
Instructional Mode	Hybrid
Prerequisites	All first, second and third quarter OTA classes
Crosslisted Courses	n/a All first, second and third quarter OTA classes Summer
Campus	Downtown

OTA 232: Professional Issues for the OTA

Preparation for fieldwork, certification and employment of the OTA, as well as, workplace issues and job-related responsibilities of OTA are covered. The OTA as a manager, contractor, private practitioner and advocate of occupational therapy services are presented.

Outcomes

- Identify the role and responsibility of the practitioner to address changes in service delivery policies, to effect changes in the system, and to recognize opportunities in emerging practice areas.
- Describe the role of the occupational therapy assistant in care coordination, case management, and transition services in traditional and emerging practice environments.
- Identify strategies for effective, competency-based legal and ethical supervision of non-professional personnel.
- Discuss strategies for ongoing professional development to ensure that practice is consistent with current and accepted standards.
- Demonstrate the ability to participate in the development, marketing, and management of service delivery options
- Determine the need for continued or modified intervention through monitoring, reassessment and collaboration.
- Identify and communicate the need to develop community and primary care programs to support occupational performance
- Explain how scholarly activities and literature contribute to the development of the profession

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Summer
Instructional Mode	Hybrid
Prerequisites	All first, second and third quarter OTA classes OTA 112 Therapeutic Activities I 4 OTA 206 Developmental Disabilities 8 OTA 205 Adaptive Technologies 4 OTA 113 Therapeutic Activities II 4
Crosslisted Courses	n/a All first, second and third quarter OTA classes OTA 112 Therapeutic Activities I 4 OTA 206 Developmental Disabilities 8 OTA 205 Adaptive Technologies 4 OTA 113 Therapeutic Activities II 4 Summer
Campus	Downtown

Operations Specialist Apprenticeship

OS 102: Advanced Communications

Apprentices are introduced to basic communication concepts relating to the workplace. Concepts include theory and skills practice related to interpersonal, intercultural, and production team communications, technical writing and business communications, phone and email etiquette, and conflict management. Students will create a professional portfolio that includes a resume, examples of skills, accomplishments, and samples of work.

Credits	5
Lab Hours	15
Lecture Hours	35
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

OS 103: LEAN and 6 Sigma Foundations

In this course, students will be able to relate Lean Six Sigma concepts to production objectives. They will identify waste within the value stream and demonstrate the ability to effectively analyze and present data to co-workers and stakeholders. They will define and apply team leadership tools to aid in process improvement. Students will collect and process customer or internal stakeholder input/requirements and identify key metrics for measuring success. Students will define the DMAIC process and effectively use tools and concepts associated with each phase of the DMAIC process. Finally, they'll employ Lean Six Sigma skills in process improvement projects.

Credits	5
Lab Hours	15
Lecture Hours	35
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

OS 104: Manufacturing Leadership Development

Students will develop tools to identify and communicate the evolving purpose of their organization. They will be able to provide guidelines to develop team unity towards that purpose. Students will adopt skills to empower team members and lead them to personal and professional growth. They will use planning tools to help manage change and work toward continued positive results. Students will explain and practice leadership best practices, including mentorship, creating specific and evolving goals, creating a work culture aligned for success, motivation techniques, and conflict resolution. This course introduces interpersonal communication skills critical to leaders, including running effective and productive meetings, developing active listening skills, contributing to group decision making, and strategies for presenting to a hostile audience.

Credits	5
Lab Hours	15
Lecture Hours	35
Instructional Mode	Hybrid
Distribution	Career Training
Campus	Off-site
Area of Study	Apprenticeship

Philosophy

PHIL 305: Professional Ethics

Examines ethical questions that can arise for individuals working in business and other professions. Assists students with identifying the values that inform various professions and with skillfully resolving conflicts that arise between core value concepts.

Outcomes

- Ethical Inquiry: Develop the ability to critically examine and pose ethical questions that commonly arise in business and various professional contexts.
- Values Identification: Identify and analyze the values that underpin different professions, recognizing the diversity of ethical frameworks within various fields.
- Conflicts Resolution Skills: Acquire and apply skills to skillfully resolve conflicts that may emerge between core values in professional settings.
- Professional Code of Ethics Understanding: Understand and interpret professional codes of ethics relevant to different fields, recognizing their role in guiding ethical behavior.
- Ethical Decision-Making Models: Explore and apply ethical decision-making models to analyze and address complex ethical dilemmas faced in professional practice.
- Cultural Sensitivity in Ethics: Develop cultural sensitivity in ethical considerations, recognizing the impact of cultural diversity on professional values and ethical perspectives.
- Stakeholder Analysis: Conduct stakeholder analysis to understand the ethical implications of decisions on various stakeholders within a professional context.
- Case Studies Application: Apply ethical principles and values to real-world case studies, fostering the ability to translate theoretical knowledge into practical ethical decision-making.
- Ethical Leadership Skills: Cultivate ethical leadership skills, emphasizing the importance of leading with integrity and promoting ethical behavior within professional organizations.
- Effective Communication of Ethical Decisions: Enhance communication skills to effectively articulate and justify ethical decisions to diverse audiences within a professional setting.

Credits	5
Lecture Hours	50
Quarter Offered	Fall
Instructional Mode	In-person Web-enhanced
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall

Campus	South
Area of Study	General Education

Phlebotomy

PNURS 292: Basic Phlebotomy

Students learn to draw and process blood for analysis.

Outcomes

- Students learn to draw and process blood specimens for analysis.
- Provide for the specific needs of patients.
- Provide excellent customer care.

Credits	3
Lab Hours	40
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Campus	Downtown
Area of Study	Career Education

PNURS 293: Advanced Phlebotomy

Students learn how to take patient vital signs, perform EKGs and participate in 120 hours of externship

Outcomes

- Take vital signs.
- Perform EKGs.
- Participate in 120 hours of externship.

Credits	7
Clinical	90
Lab Hours	40
Lecture Hours	20
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Prerequisites	PNUR 292 Basic Phlebotomy
Campus	Downtown
Area of Study	Career Education

Physics, Natural Sciences

PHYS& 114: Introductory Physics I (Algebra based Physics)

Students in this course study the physics of classical systems in terms of Newton's Law of Motion. Topics include motion in on-an multiple dimensions, kinetic energy, momentum, conservation properties of simple systems, rotational dynamics, and friction. The course is designed for students with little to no background in physics. Laboratory activities will be conducted through both online simulations and experiments to be conducted by students.

Credits	5
Lab Hours	40
Lecture Hours	30
Prerequisites	MATH 98 or AMATH 170

PHYS& 221: Engineering Physics I w/ Lab

Physics for people with an interest in becoming scientists or engineers. Topics covered will be kinematics, dynamics, momentum, and energy. Four hours of lecture and two hours of lab weekly.

Credits	5
Prerequisites	ENGL&101, MATH&151
Distribution	Gen-Ed

PHYS& 222: Engineering Physics II w/ Lab

Topics covered will include electromagnetism, oscillations, and gravitation. Four hours of lecture and two hours of lab weekly.

Credits	5
Prerequisites	PHYS&221, ENGL&101, MATH&152
Distribution	Gen-Ed

PHYS& 223: Engineering Physics III w/ Lab

Topics covered will include waves, fluids, optics, and modern physics.

Credits	5
Prerequisites	PHYS&222, ENGL&101, MATH&152
Distribution	Gen-Ed

Plastic Process Technology Apprenticeship AJAC

PPT 101: Math for Industrial Maintenance

Geometry, and Trigonometry to help students apply formulas and common technical application problems. Basic math skills will be reviewed including decimals, fractions and conversions between them. This course also includes the use and application of formulas required in industry. Students will learn properties of angles and common geometric shapes and relevant trigonometric functions, and they will be introduced to graphs and statistics.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

PPT 102: Technical Drawings

In this course, apprentices will learn to read and interpret technical drawings and schematics, as well as practice basic drafting. Apprentices will begin by learning to interpret the basic elements of a drawing, line types, principles of orthographic projection, and normal, sectional, and auxiliary views. Apprentices will learn to interpret dimensioning and tolerancing on prints, including geometric dimensioning and tolerancing. Drawings studied in this class will come both from the text and from industry, and will include machining, fabrication, assemblies, and fluid power systems. Apprentices will also learn about various types of fasteners, cams, and gears. Hands-on activities in this course include creating various types of shop sketches, and applying print-reading knowledge to inspect a part.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

PPT 103: Inspection

Delivering quality efficiently is the key to strong manufacturing. To be competitive, today's Plastic Process Technician must be able to effectively inspect parts in the shop with a variety of methods and instruments. This course focuses on the science and skill of measuring and inspection. They will learn to verify dimensions of size and position, surface finish, material hardness, threads, and other important elements. Apprentices will have hands-on practice using a variety of measuring instruments such as micrometers, calipers, precision gages and coordinate measuring machines (CMMs). Apprentices will also learn techniques for inspection planning, first article inspection, in process inspection, and statistical process control. Instructors will reinforce the theory and technique of accuracy, precision and repeatability to help students develop an uncompromising attitude towards good inspection technique.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

PPT 121: Precision Machining

The apprentices will explore theory, application, and hands-on experience with precision machining practices for plastic processing. Apprentices will explore topics related to manual machine tool setup and operation, for saws, drill presses, engine lathes, milling machines, and grinders. Apprentices will also gain bench work experience, including hole-making and part finishing operation using hand tools. An emphasis will be placed on preventative maintenance and safety in the shop while operating machines and handling tools and materials. Apprentices will plan, machine, and inspect two projects: a C-clamp and a plumb bob.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	In-person
Campus	Downtown
Area of Study	Apprenticeship

PPT 122: Geometric Dimensioning and Tolerancing and Precision

This course introduces apprentice machinists to principles of geometric dimensioning and tolerancing (GD&T) governed by the ASME Y14.5 standard. Apprentices will learn to identify and interpret each of the GD&T controls for form, profile, orientation, location, and runout. Apprentices will learn to interpret symbols, datums, basic dimensions, material condition modifiers, and other GD&T concepts that are essential for the machinist. Hands-on activities will emphasize interpreting GD&T found on engineering drawings, as well as the setup, measuring, and inspection of a part or features with geometric tolerancing.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

PPT 123: Electrical Systems

In this course, apprentices will learn about industrial electrical theory, components, and equipment necessary to troubleshoot electrical problems. Apprentices will begin by learning to interpret electrical symbols, diagrams, and terminology. They will explore topics such as electric power, circuits, wiring, and transformers. This course will also cover AC theory, motors, control circuits, industrial electronics, line diagrams, circuit logic and programming, as well troubleshooting techniques. Apprentices will gain hands-on experience with electrical components, circuits, and electrical test equipment used in industry.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

PPT 201: Mechanical Systems

The apprentices will learn to maintain all of the elements of a mechanical system. Apprentices will begin by exploring mechanical fundamentals such energy, mechanical forces, and simple machines. Apprentices will learn to troubleshoot, assemble, and maintain systems and components such as couplings, bearings, belt and chain drives, gear drives, seals and packing, and clutches and brakes. Apprentices will also learn principles of lubrication and machine vibration. Hands-on activities will involve inspecting and making repair recommendations for mechanical systems found in industry such as gearboxes, worm drives, standard transmissions, and differential drives. Apprentices will also practice coupling alignment skills using a simulation station.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

PPT 202: Fluid Power Systems

This course explores the fundamental theories and practical application of fluid power systems with a focus on system setup and maintenance. Apprentices will explore the fundamentals of hydraulic and pneumatic systems, including operation, maintenance, and safety, as well as interpreting related standards, symbols, and diagrams. Components of fluid power systems will be covered in detail, such as compressors, motors, piping and hoses, pumps, actuators, and valves. Apprentices will practice their skills in the troubleshooting and repair of hydraulic and pneumatic systems with simulator software and hands-on activities.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	In-person
Campus	Downtown
Area of Study	Apprenticeship

PPT 203: Maintenance Systems

The apprentices will explore intermediate-level theory, application, and hands-on experience with machining practices for plastics processing. Apprentices will learn about CNC machines, drives, positioning systems, feedback methods, and sensors, as well as maintenance and safety topics. Apprentices will learn advanced techniques for operating lathes, milling machines, and other machine tools in order to create their culminating project, a gear puller, which they can use maintenance work. Apprentices will explore additional machining topics important for industrial maintenance, such as key seats and keyways, restoring and removing threads and bolts, and fastening and assembly techniques.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Spring Summer Fall
Instructional Mode	Hybrid
Campus	Off-site
Area of Study	Apprenticeship

Plumber Apprenticeship SAPHP

PLMB 111: Plumber Year 1 Week 1

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 112: Plumber Year 1 Week 2

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 113: Plumber Year 1 Week 3

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 114: Plumber Year 1 Week 4

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 115: Plumber Year 1 Week 5

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 121: Plumber Year 2 Week 1

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 122: Plumber Year 2 Week 2

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 123: Plumber Year 2 Week 3

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 124: Plumber Year 2 Week 4

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 125: Plumber Year 2 Week 5

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 131: Plumber Year 3 Week 1

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 132: Plumber Year 3 Week 2

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 133: Plumber Year 3 Week 3

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 134: Plumber Year 3 Week 4

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 135: Plumber Year 3 Week 5

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 141: Plumber Year 4 Week 1

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 142: Plumber Year 4 Week 2

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 143: Plumber Year 4 Week 3

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

Practical Nurse

PLMB 144: Plumber Year 4 Week 4

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 145: Plumber Year 4 Week 5

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PLMB 150: Plumber Year 5

Credits	5
Instructional Mode	In-person
Campus	Off-site
Area of Study	Apprenticeship

PNUR 151: Foundations of Nursing Practice

This course provides the framework and principles of the foundation of nursing practice. This course will include information about topics and theories related to nursing judgement model data collection and the legal and ethical principles of nursing. The scope of practice and the role of the practical nurse in health care, in healthcare delivery systems and as a part of a multidisciplinary team is also a focus of this course. Students will learn principles related to assessment and data collection and the provision of culturally sensitive care to diverse populations across the lifespan.

Outcomes

- Explain the components of the clinical judgement model as it applies to nursing practice.
- Describe the significance of client teaching in Health Promotion for a patient and the communities they live across the lifespan.
- Utilize clinical judgement to describe the principles of inflammation, infection control, isolation, nutrition, elimination and oxygenation in clients across the lifespan as it relates to basic nursing skills.
- Demonstrate the role of a nurse in maintaining and promoting the safety and wellbeing of patients using assessment, critical thinking skills, pain management tools, in a variety of health care settings.
- Identify and discuss ethical and legal considerations in caring for culturally diverse community across the lifespan.
- Discuss the variety of health care models and the LPN's role in delivering evidence-based, culturally appropriate care to clients across the lifespan.
- Define and describe the role of informatics and technology in health care setting as it applies to communication and documentation.

Credits	5
Lecture Hours	50
Instructional Mode	Online Hybrid Web-enhanced In-person
Prerequisites	Admission into the nursing program following successful completion of all required prerequisites.
Crosslisted Courses	This is offered in our full time and our part time program. Admission into the nursing program following successful completion of all required prerequisites.
Campus	Downtown

Area of Study	Career Education

PNUR 152: Foundations of Nursing Practice Lab I

In this course, students will learn basic nursing skills related to the foundations of nursing course, including assessment, data collection, safety and isolation, safe medication administration, pain and comfort. Students will learn to apply ethical and legal principles to the care of diverse populations of patients across the lifespan.

Outcomes

- Demonstrate clinical judgement using basic nursing skills such as data collection, wound care, medication administration, the principles of nutrition, oxygenation, elimination and hemodynamics.
- Apply principles of asepsis and isolation when providing care to diverse patients across the lifespan.
- Effectively communicate and document in order to provide consistent, equitable and culturally sensitive care to patients across the lifespan.
- Perform basic data collection as it applies to assessments in a variety of settings and across the lifespan.
- Identify legal and ethical principles and apply them to nursing care, documentation and communication.

Credits	2
Lab Hours	40
Instructional Mode	Web-enhanced In-person
Prerequisites	All required pre-requisites for entry into the PN program.
Crosslisted Courses	This course will be offered for both the full time and part time pathways. All required pre-requisites for entry into the PN program.
Campus	Downtown
Area of Study	Career Education

PNUR 153: Mental Health in Nursing Practice

This course introduces and explores the role of the practical nurse in caring for patients and their families affected by mental health disorders across the lifespan. Students will learn about the importance of therapeutic relationships and safe environments. The psychopathology and treatment modalities utilized to treat mental illness will also be discussed and applied. Students will engage in clinical judgement, critical thinking skills and the application of the nursing process through didactic lecture and active learning.

Outcomes

- Describe the effects of stress, trauma and maladaptation and the PN's role in using evidenced based practice to support mental health.
- Distinguish between mental health therapies and treatments that maintain legal, ethical and safe evidenced based care appropriate to the patient.
- Use critical thinking and clinical judgement to demonstrate an understanding of action, indication, side effects and contraindications of medications used to manage varying mental disorders.
- Utilize the components of therapeutic communication to deliver safe, patient centered care in a variety of mental health settings.
- Recognize the continuum of care for mental health disorders and the PN's role in collecting and analyzing data to improve evidenced based care.

Credits	3
Lecture Hours	30
Instructional Mode	Online Hybrid Web-enhanced In-person
Prerequisites	All required program pre-requisites have been completed.
Crosslisted Courses	This course will be offered in both the full time and the part time program. All required program pre-requisites have been completed.
Campus	Downtown
Area of Study	Career Education

PNUR 154: Medical Surgical Nursing I

In this course students will learn about medical and surgical conditions of the musculoskeletal and renal system including fluid and electrolyte disorders. Students will integrate the knowledge of basic sciences to the understanding of disease processes, clinical manifestations, diagnostic tests and pharmacological and nonpharmacological treatments of the discussed disorders.

Outcomes

- Using critical thinking and clinical judgement, describe the pathophysiology/ physiology, etiology, normal and abnormal findings while caring for a client with variety of medical and surgical conditions.
- Demonstrate an understanding of the PN role in creating a healing environment for patients receiving care in a variety of health care settings and across the lifespan.
- Describe principles of safety, patient-centered care and health promotion while caring for patients with medical surgical disorders in various clinical settings.
- Describe the effects of culture, socioeconomics, race and religion on health across the lifespan.
- Describe ethical and legal considerations when caring for clients with varies medical and surgical conditions across the lifespan.

Credits	3
Lecture Hours	30
Instructional Mode	Online Hybrid Web-enhanced In-person
Prerequisites	Entrance requirements for the nursing program pre-requisites have been met.
Crosslisted Courses	This course will be offered in the full time and part time programs. Entrance requirements for the nursing program pre-requisites have been met.
Campus	Downtown
Area of Study	Career Education

PNUR 155: Nursing Simulation I

In this course students will learn to apply topics and skills learned in didactic classes as well as nursing laboratory to provide culturally sensitive care in variety of clinical situations. Students will work with high fidelity simulators to begin applying critical thinking skills and developing nursing clinical judgement.

Outcomes

- Using critical thinking and clinical judgement, identify priorities of care for patients with variety of medical and surgical conditions.
- Effectively communicate and collaborate with health care team members to achieve the best outcomes for a variety of patients
- Demonstrate accuracy and competency with dosage calculation as it applies to nursing practice and medication administration.
- Demonstrate an ability to safely perform basic nursing skills with consideration for cultural, socioeconomic, gender, racial, ethnic, and religious diversity when caring for patients
- Demonstrate proficiency with EMR and written communication.

Credits	1
Clinical	30
Instructional Mode	Web-enhanced In-person
Prerequisites	All prerequisite course required to enter the nursing program
Crosslisted Courses	This course will be offered in both full time and part time PN options. All prerequisite course required to enter the nursing program
Campus	Downtown
Area of Study	Career Education

PNUR 156: Clinical I

Within a variety of clinical settings, students begin to utilize the nursing process to provide comprehensive care to a diverse population of clients. Clinical experience is integrated with theory under the guidance of faculty and enables the student to implement skills learned in lab and apply theory learned in the classroom.

Outcomes

- Utilizing critical thinking and clinical judgement, demonstrate an ability to provide basic care to patients with diverse medical and psycho-social needs.
- Demonstrate an understanding of basic physiology and pathophysiology and be able to apply that knowledge to data collection.
- Demonstrate an ability to effectively communicate with patients from diverse cultural and social backgrounds.
- Utilizing legal and ethical principles, document care provided to the patients and maintain confidentiality.
- Demonstrate safe, patient-centered care in a variety of clinical settings.
- Safely perform nursing skills in the clinical setting, including the administration of injections.
- Identify members of multidisciplinary team and their roles in providing patient centered care.
- Identify and apply basic scientific principles to patient care.

Credits	1
Clinical	30
Instructional Mode	Web-enhanced In-person
Prerequisites	All pre-requisite requirements for entrance into the nursing program.
Crosslisted Courses	This course will be offered in both the full time and part time program options. All pre-requisite requirements for entrance into the nursing program.
Campus	Off-site Downtown
Area of Study	Career Education

PNUR 157: Foundations of Pharmacology

This course focuses on the practical nurse's role in medication administration to people of all ages. There is a strong emphasis on dosage calculation and drug classifications. Basic concepts of pathophysiology and nursing implications are presented for medications of the various body systems. Utilizing the nursing process and clinical reasoning to provide safe medication administration with a focus on preventing medication errors is also included.

Outcomes

- Describe the basic principles of pharmacology and its application in managing common medical disorders.
- Describe action, contraindications, and side effects of common medication classifications utilized to treat common medical disorders across the lifespan.
- Implement appropriate and individualized patient teaching related to medication administration.
- Describe safe, evidenced based medication practices and the PN's role in the prevention and reporting of medication errors.

Credits	2
Lecture Hours	20
Instructional Mode	Online Hybrid Web-enhanced In-person
Prerequisites	Successful completion of full time or part time previous quarter courses.
Crosslisted Courses	This course will be offered in both the full time and part time program options. Successful completion of full time or part time previous quarter courses.
Campus	Downtown
Area of Study	Career Education

PNUR 158: Medical Surgical Nursing II

In this course, students will learn various topics related to medical and surgical conditions of the cardio-pulmonary and endocrine systems. Students will integrate the knowledge of basic sciences to the understanding of disease processes, clinical manifestations, diagnostic tests and pharmacological and nonpharmacological treatments of the discussed disorders.

Outcomes

- Using critical thinking skills and clinical judgement, describe the physiology, pathophysiology etiology, normal and abnormal findings while caring for clients with a variety of medical and surgical conditions.
- Utilizing clinical judgement, describe the diagnostic tools, symptoms and signs of common medical and surgical disorders.
- Demonstrate an understanding of the PN role in creating a healing environment for patients receiving care in a variety of health care settings.
- Describe principles of safety, patient-centered care, health promotion while caring for patients with medical surgical disorders in a variety of clinical settings.
- Describe the effects of culture, socioeconomics, race and religion on health across the lifespan.
- Describe ethical and legal considerations when caring for clients with various medical and surgical conditions across the lifespan.
- Demonstrate an ability to contribute to the plan of care for patients with medical and surgical disorders in a variety of health care settings.

Credits	5
Lecture Hours	50
Instructional Mode	Online Hybrid Web-enhanced In-person
Prerequisites	Successful completion of all courses in First Quarter (fall) of Full time PN Program and all courses in first and second quarter (summer and fall) of Part time PN Program.
Crosslisted Courses	This course will be offered in both full time and part time program. Successful completion of all courses in First Quarter (fall) of Full time PN Program and all courses in first and second quarter (summer and fall) of Part time PN Program.

Campus	Downtown
Area of Study	Career Education

PNUR 161: Maternal Health and Care of Children

In this class students will learn the role of the practical nurse in meeting the physiological, psychosocial, cultural, and developmental needs of the maternal, child and adolescent client. Students will engage in clinical judgement and critical thinking skills through didactic lecture and active learning.

Outcomes

- Utilizing the critical thinking and clinical judgement, examine and identify the stages of growth and development from infancy to adolescence.
- Using critical thinking and clinical judgement, describe the pathophysiology/ physiology, etiology, normal and abnormal findings while caring for a pediatric client with a variety of medical and surgical conditions.
- Demonstrate an understanding of the PN role in creating a healing environment for maternal, newborn and pediatric patients receiving care in a variety of health care settings.
- Describe principles of safety, patient-centered care, injury prevention, health promotion while caring for maternal, newborn and pediatric patients with medical surgical disorders in a variety of clinical settings.
- Applying scientific methods, identify the role of nutrition, safety, physiological and psychological integrity in maternal, newborn and pediatric patients.
- Identify pediatric developmental theories, milestones, growth and development processes and how they relate to patient centered care.
- Using clinical judgement, identify communication strategies appropriate for pediatric patients.
- Correlate the impact of economic, social, cultural, spiritual, and demographic forces to the role of the practical nurse in the delivery of health care during the various stages of human life span.

Credits	3
Lecture Hours	30
Instructional Mode	Online Hybrid Web-enhanced In-person
Prerequisites	Passing grades in courses from previous quarter of nursing courses.
Crosslisted Courses	Offered in both part time and full time PN options. Passing grades in courses from previous quarter of nursing courses.
Campus	Downtown

Area of Study	Career Education

PNUR 162: Nursing Simulation II

In this course students will learn to apply topics and skills learned in didactic classes as well as nursing laboratory to provide culturally sensitive care in variety of clinical situations. Students will work with high fidelity simulators to begin applying nursing process skills and developing nursing clinical judgement skills.

Outcomes

- Utilizing clinical judgement, develop priorities of care for diverse patients.
- Using scientific methods, implement basic nursing skills to provide safe and effective care.
- Appraise the impact of legal and ethical principles on health care and nursing practice.
- Effectively communicate and collaborate with health care team members to achieve the best outcomes for a variety of patients.
- Demonstrate accuracy and competency with dosage calculation as it applies to nursing practice and medication administration.
- Develop proficiency with EMR and written communication and documentation.
- Apply the principles of safety, patient-centered care, health promotion and collaboration while caring for patients in a variety of clinical settings.
- Develop a teaching plan for a client with a variety of conditions across the lifespan.

Credits	1
Clinical	30
Instructional Mode	Web-enhanced In-person
Prerequisites	Successful completion of first quarter full time courses or first and second quarter part time courses.
Crosslisted Courses	This course will be offered in both the full time and part time program options. Successful completion of first quarter full time courses or first and second quarter part time courses.
Campus	Downtown
Area of Study	Career Education

PNUR 164: Medical Surgical Nursing III

In this course students will learn about medical and surgical conditions related to the neurological and gastrointestinal systems; immunology, hematology and cancer. Students will integrate the knowledge of basic sciences to the understanding of disease processes, clinical manifestations, diagnostic tests and pharmacological and nonpharmacological treatments of the discussed disorders.

Outcomes

- Using clinical judgement, apply the understanding of pathophysiology/physiology to the care of clients with a variety of medical and surgical conditions.
- Using an understanding of the PN scope of practice and current health care trends, create a healing environment for patients receiving care in a variety of health care settings
- Utilizing the principles of safety, patient-centered care and disease prevention, develop a health promotion plan for patients with medical surgical disorders in a variety of clinical settings.
- Correlate the effects of culture, socioeconomics, race and religion on health and disease prevention across the lifespan.

Credits	6
Lecture Hours	60
Instructional Mode	Online Hybrid Web-enhanced In-person
Prerequisites	Successful completion of first two quarters of full time program courses and first 4 quarters of part time program courses.
Crosslisted Courses	This course will be offered in both the full time and part time tracks. Successful completion of first two quarters of full time program courses and first 4 quarters of part time program courses.
Campus	Downtown
Area of Study	Career Education

PNUR 167: Nursing Simulation III

In this course students will learn to apply topics and skills learned in didactic classes as well as clinical practice to provide culturally sensitive care in a variety of clinical situations. Students will work with high fidelity simulators to begin applying nursing process skills and developing nursing clinical judgement skills.

Outcomes

- Utilizing the clinical judgement model, collaborate to develop priorities of care for diverse patients.
- Applying scientific methods and clinical judgement, implement advanced practical nursing skills to provide safe and effective care.
- Appraise the impact of legal and ethical principles on health care and nursing practice.
- Effectively communicate and collaborate with health care team members to achieve the best outcomes for a variety of patients.
- Demonstrate accuracy and competency with dosage calculation as it applies to nursing practice and medication administration.
- Author professional written communication as necessary and proficiently use the EMR for documentation.
- Apply the principles of safety, patient-centered care, health promotion and collaboration while caring for patients in a variety of clinical settings.
- Design and deliver patient education plans for clients with a variety of conditions across the lifespan.

Credits	1
Clinical	30
Instructional Mode	Web-enhanced In-person
Prerequisites	Successful completion of the first two quarters of full time or first three quarters of part time program courses.
Crosslisted Courses	This course will be offered in both the full time and part time program tracks. Successful completion of the first two quarters of full time or first three quarters of part time program courses.
Campus	Downtown
Area of Study	Career Education

PNUR 169: Clinical II

Within a variety of clinical settings students will provide comprehensive patient centered care to a diverse population of clients. Clinical experience is integrated with theory under the guidance of faculty and enables the student to implement skills learned in lab and apply theory learned in the classroom.

Outcomes

- Deliver culturally sensitive, quality nursing care to clients from diverse racial, gender, socio-economic, social and religious backgrounds.
- Apply the principles of safety, patient-centered care, health promotion and collaboration while caring for patients in various clinical settings.
- Demonstrate an ability to accurately and effectively communicate with clients, staff and classmates.
- Document care while maintaining principles of HIPAA.
- Demonstrate an ability to safely perform basic nursing skills including the administration of medications.
- Able to identify and apply scientific principles to patient care.

Credits	2
Clinical	60
Instructional Mode	Web-enhanced In-person
Prerequisites	Successful completion of first quarter of full time program courses and first three quarters of part time program .
Crosslisted Courses	N/A Successful completion of first quarter of full time program courses and first three quarters of part time program .
Campus	Downtown
Area of Study	Career Education

PNUR 170: Foundations of Nursing Lab II

In this course students will continue to learn nursing skills such as NasoGastric tube placement and care, specimen collection, IV care and removal, written and verbal communication Students will continue to practice ethical and legal principles to care for a diverse population of patients across the lifespan.

Outcomes

- Demonstrate and apply the principles of sterility, asepsis, and infection control as it applies to wound care and isolation precautions.
- Demonstrate an understanding and competence in performing skills learned and practiced in Nursing Lab.
- Demonstrate accuracy and competency with dosage calculation as it applies to nursing practice.
- Using critical thinking and nursing judgement, identify principles of mobility and ergonomics to promote safety and decrease the risk of injury.
- Demonstrate competence in utilizing the EMR to research, understand, provide and communicate care to patients in a variety of health care settings.
- Demonstrate an ability to deliver quality nursing care to clients from diverse racial, gender, socio-economic, social and religious backgrounds.

Credits	2
Lab Hours	40
Instructional Mode	Web-enhanced In-person
Prerequisites	Successful completion of first quarter courses for full time or part time program.
Crosslisted Courses	This course will be offered in both the full time and part time programs. Successful completion of first quarter courses for full time or part time program.
Campus	Downtown
Area of Study	Career Education

PNUR 171: Clinical III

Within a variety of clinical settings students will provide comprehensive, patient centered care to a diverse population of clients. Clinical experience is integrated with theory under the guidance of faculty and enables the student to implement skills learned in lab and apply theory learned in the classroom.

Outcomes

- Develop and deliver culturally sensitive, safe, quality nursing care to diverse clients.
- Demonstrate an ability to effectively communicate with members of the healthcare team.
- Formulate an understanding of pathophysiology and disease processes and investigate how they relate to medications, treatments and data collection.
- Collaborate with health care team and contribute to the plan of care for variety of patients in the clinical setting.
- Develop and health promotion plan and educate clients regarding medication and health conditions in a variety of settings across the lifespan.
- Develop proficiency with EMR and written communication and documentation.

Credits	4
Clinical	120
Instructional Mode	Web-enhanced In-person
Prerequisites	Successful completion of courses from first 2 quarters of full time program or first 3 of part time program.
Crosslisted Courses	This course will be offered in both the full time and part time program. Successful completion of courses from first 2 quarters of full time program or first 3 of part time program.
Campus	Downtown
Area of Study	Career Education

PNUR 172: Transition to Professional Nursing Practice

Students will focus on preparing for professional practice by learning the licensure process in Washington State including preparation for NCLEX as well as writing resumes and interviewing for a job. This course will provide students with an opportunity to discuss and apply the legal and ethical framework of nursing practice. Students will discuss nurse's role as a leader and review delegation process.

Outcomes

- Describe the Nurse Practice Act and its relation to the LPN scope of practice and the role of the LPN in the health care environment.
- Develop a plan for maintaining licensure through professional development activities and membership in professional organizations.
- Discuss criminal vs civil law, competence, malpractice and whistle blowing and how they apply to the LPN in the health care environment and practice.
- Describe the requirements for obtaining an LPN license in the state of Washington and develop an NCLEX success plan.
- Describe principles of delegation and professional communication and collaboration in the variety of health care settings.

Credits	4
Lecture Hours	40
Instructional Mode	Web-enhanced In-person
Prerequisites	Successful completion of the first two quarters of the full time program courses and the first 5 quarters of the part time program courses.
Crosslisted Courses	This course will be offered for both the part time and full time options in PN program. Successful completion of the first two quarters of the full time program courses and the first 5 quarters of the part time program courses.
Campus	Downtown
Area of Study	Career Education

Public Safety Administration

PSAD 310: Foundations in Public Safety

An introduction to public safety organizations and the functions of administrators within these organizations. Identifies key functions of public safety administration and describes the history and current forces and trends facing public safety administrators. The history, development, growth, and future of various interdependent public safety entities is examined from an interdisciplinary perspective. Topics include key responsibilities of administrators in public safety administration.

Outcomes

- Students will understand the National Response Framework and how it applies at the state level.
- Students will illustrate the relationship between local, State, and Federal response to disasters.
- Students will demonstrate the creation of a whole community response plan for their jurisdiction based upon a specific incident.
- Students will evaluate their own Incident Management System and how it interacts with cooperating agencies in a unified approach.
- Students will articulate an awareness and understanding of the varied roles, relationships, and responsibilities comprising professions in public safety.
- Students will evaluate the interactions of public safety organizations and the communities they serve.
- Students will identify the Core Capabilities of their community and specifically, their own organization.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 311: Public Safety Policy and Legal Issues

Reviews the U.S and Washington State legal systems and analyzes the applicable laws related to the administration of public safety organizations. Principles of legal obligations, limitations, liabilities, and immunities are examined and discussed, both in general terms and, where applicable, in terms of how they differ in the treatment of public employers and employees. Assists students in developing an appreciation of the legal responsibilities of public safety administrators to their employees and the public at large.

Outcomes

- Students will compare the unexpected consequences of policy drift.
- Students will analyze how public policy can impact civil rights.
- Students will demonstrate how public policy becomes law.
- Students will examine the influence of political factors on the initiation, formulation, and implementation of public policy.
- Students will evaluate ethical and legal decision making in the management of public safety organizations.
- Students will apply public policy, laws, values, and ethics to operational dilemmas.
- Students will demonstrate skills related to policy analysis, risk management, and research.
- Students will examine the role of courts in the public policy process.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 312: Public Safety Leadership

Presents and analyzes leadership theories, skills, and techniques used in public safety administration. Defines and explains basic concepts of leadership; analyzes personal leadership knowledge, skills, and abilities; and evaluates leadership performance in the current public safety environment. Topics include leadership, leadership theories and styles, leadership roles, leadership performance, individual leadership skills and plans, effective leadership, and future trends.

Outcomes

- Students will demonstrate an understanding of theory and application in the management of organizational culture with an emphasis on leadership and public service.
- Students will understand the importance of collaborative leadership in successful public safety organizations.
- Students will evaluate leadership situations involving conflict resolution and decision making including how effective coaching in a team environment could lead to higher job satisfaction for employees.
- Students will demonstrate the concepts of strategic planning and emergency response to public safety issues.
- Students will recognize ethical issues in public safety and apply a framework to address them.
- Students will analyze effective and ineffective leadership examples in public and private industry.
- Students will create an organizational philosophy for a pre-determined public safety agency. This philosophy will analyze current industry trends, understand the differing views of the generational workforce, and apply principles to foster a cohesive leadership approach to the agency.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 313: Human Resources and Personnel Management

Focuses on personnel management and human resources as implemented within public safety agencies and in accordance with local, state, and federal laws. Areas of concentration include employment law, recruitment, training and development, supervision, discipline, labor relations, benefits, and compensation. Discusses the importance of strategically planning future staffing needs in the context of an agency’s budget environment.

Outcomes

- Students will compare personnel management vs. human resource management.
- Students will demonstrate an understanding of a diverse workplace and multicultural society.
- Students will discuss employment law to include Health Insurance Portability and Accountability Act (HIPPA), Family Medical Leave Act (FMLA), and the Americans with Disabilities Act (ADA), including how to apply these laws to persons, departments, occupations, and organizations.
- Students will summarize the collective bargaining process to include contract negotiations and creating collective bargaining agreements.
- Case studies will be used to explore potential problems and solutions to human resource issues.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 314: Government and Non-profit Budget and Finance

Discusses fundamental budgeting, accounting, and financial management concepts and techniques necessary for planning, analysis, and decision making in government and nonprofit organizations. Students also examine the competing values and politics that underlie and impact the budget process and financial decisions.

Outcomes

- Students will gain a knowledge of the financial issues confronting administrators and policy makers in state and local government.
- Students will describe the fundamentals of the budget cycle in government and non-profit organizations.
- Students will evaluate quantitative data to form sound financial, accounting, and economic decisions to sustain the financial well-being of a public safety organization.
- Students will develop skills to successfully procure and manage grant funds for resource development.
- Students will understand the entire budgeting process, including budget formulation and execution, variance analysis, budget strategies, revenue forecasting, and capital budgeting.
- Students will demonstrate practical budgeting skills including break-even analysis, time value, calculating fixed and variable costs, adjusting for inflation, and developing budget scenarios.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 315: Public Safety and Community Health

Students examine the intersection of emergency management, public health, and community resilience. This course explores how public safety administrators can effectively integrate health considerations into disaster preparedness, response, and recovery efforts. Students will study the impacts of various emergencies on community health and develop strategies for promoting public well-being during crises.

Outcomes

- Analyze the relationship between public safety, emergency management, and community health.
- Evaluate the health impacts of various types of disasters on communities and assess related vulnerabilities.
- Apply current best practices to develop effective public health emergency response plans.
- Demonstrate the ability to coordinate between public safety and health agencies during emergencies.
- Develop strategies for addressing health disparities and promoting community resilience in emergency management.

Credits	5
Lecture Hours	50
Quarter Offered	Fall
Instructional Mode	Web-enhanced In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall
Campus	South
Area of Study	Career Education

PSAD 410: Critical Infrastructure: Security and Resilience

Provides the learner with an overview and understanding of what constitutes the critical infrastructure that supports the essential health and safety of a community. Topics include enhancing critical infrastructure resilience; critical infrastructure partners across numerous sectors (i.e., food, finance, information and communication technology, energy and utilities, etc.); and new threat vectors (e.g., drones, cyberwarfare).

Outcomes

- Students will analyze and discuss threats and hazards to determine their potential impacts on infrastructure and how likely they are to occur.
- Students will understand that a strong critical infrastructure security and resilience program is based on collaboration and information sharing.
- Students will develop a risk management plan to reduce the threat risks of their community.
- Students will examine vulnerabilities of critical infrastructure from natural disasters, terrorist threats, cyber-attacks, and system failures.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 411: Public Safety Research and Technology

This course is designed to provide the learner with an overview and understanding of the fundamentals of data analysis and Geographic Information Systems (GIS) and emerging technologies, and their respective contributions to evidence-based decision making in the public safety sector. Introduces and evaluates standard social science research methodologies and delivers the information required to aggregate and analyze data. Includes the contributions of GIS to crime mapping, spatial interpretation, data analysis, municipal planning, policy development, health care systems, business intelligence, paramedic deployment and planning, fire response management systems, border security planning and deployment, and military applications.

Outcomes

- Fundamentals of Data Analysis: Demonstrate a comprehensive understanding of the fundamentals of data analysis, including the evaluation of standard social science research methodologies.
- GIS Applications: Explore and assess the contributions of Geographic Information Systems (GIS) to various aspects of public safety, including crime mapping, spatial interpretation, and municipal planning.
- Data Aggregation and Analysis: Acquire skills in aggregating and analyzing data relevant to public safety, using appropriate techniques and methodologies.
- Application in Public Safety: Apply data analysis and GIS techniques to diverse public safety domains, including policy development, health care systems, business intelligence, paramedic deployment and planning, fire response management systems, border security planning, and military applications.
- Emerging Technologies Evaluation: Evaluate emerging technologies in the context of public safety, recognizing their potential contributions and challenges.
- Evidence-Based Decision Making: Demonstrate the application of data analysis and GIS in evidence-based decision-making processes within the public safety sector.
- Practical Application: Implement data analysis and GIS tools in real-world scenarios, addressing specific challenges and opportunities in public safety administration.
- Ethical Considerations: Consider and apply ethical considerations in the use of data analysis, GIS, and emerging technologies, ensuring responsible and transparent practices.

Credits	5
Lecture Hours	50
Quarter Offered	Winter
Instructional Mode	Web-enhanced In-person

Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Winter
Campus	South
Area of Study	Career Education

PSAD 412: Cybersecurity and System Threats

This course examines the fundamentals of information security as well as the risks to the confidentiality, integrity, and availability of confidential or sensitive data. Introduces effective organizational policies on confidentiality, authentication, integrity, nonrepudiation, access control, and availability and mechanisms to implement those services. Covers different types of security including telecommunications security, computer security, and network security and discusses current and evolving threats to information systems, including accidental damage, identity thefts, malicious software, “spam” and defensive measures. Reviews the evolution from legacy information security into cybersecurity policy and the development of proper cybersecurity posture by aligning with the NICE Framework.

Outcomes

- Students will discuss and analyze the legal and regulatory requirements for internal networks and internet security.
- Students will understand vulnerabilities of both the organization and individual will be reviewed as well as the processes and controls for mitigating cybersecurity threats.
- Students will explore the need for IT audits and controls as a way to reduce the vulnerability to systems and the need for development of an organizations-wide cyber security policy.
- Students will identify cost-effective ways of leveraging open-source and community threat intelligence tools, along with familiarity with some of the most impactful commercial tools available.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 413: Project Management and Planning in Public Safety Administration

Students focus on the principles and practices of effective project management within the context of public safety organizations. This course explores how public safety administrators can successfully plan, execute, and evaluate projects to enhance community safety and organizational effectiveness. Students will learn to apply project management methodologies to address complex public safety challenges, allocate resources efficiently, and achieve strategic objectives.

Outcomes

- Apply project management principles and methodologies to public safety initiatives.
- Develop comprehensive project plans tailored to public safety administration needs.
- Analyze and manage risks associated with public safety projects.
- Demonstrate effective resource allocation and budgeting skills for public safety projects.
- Evaluate project outcomes and implement continuous improvement strategies in public safety contexts.

Credits	5
Lecture Hours	50
Quarter Offered	Fall
Instructional Mode	Web-enhanced In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall
Campus	South
Area of Study	Career Education

PSAD 414: Developing the Local Stakeholder Community in Public Safety Administration

Explores community relations theory and explains why positive community perception is critical to operational effectiveness during a crisis event. Presents the executive-level core competency of facilitating community risk ownership and analyzes how differing governance structures affect community response. Students will gain the skills necessary to be effective communicators and educators to the public in times of crisis and in their daily role as public safety administrators.

Outcomes

- Students will analyze that to be effective, public safety officials must engage and partner with trusted members of the community. Meaningful community engagement starts with recognizing the power and voices of the people who live in the community.
- Students will understand the importance of engaging the entire community when creating a needs assessment.
- Students will evaluate the benefits of including the complex and interconnected geographic, racial, socioeconomic, and associated identities within the population while developing a public safety model.
- Students will research how the private-sector community utilizes strategic and effective decisions regarding the recruitment and retention of personnel to guide organizational transformation.
- Students will explain how effective partnerships are essential for community-based solutions for advancing public safety equity by making it a shared vision and value, increasing the community’s capacity to shape outcomes, and fostering multi-sector collaboration.
- Students will associate how effective stakeholder engagement relies on strong leadership in selecting the right audience to participate in the group’s work.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

PSAD 415: Contemporary Issues in Public Safety Administration

Identifies and analyzes current civic efforts to reimagine public safety systems with the goal of improving both the equity outcomes and effectiveness of the system as it is currently configured. Evolving practices and technologies in information technology systems, drone technology, and security systems are discussed and analyzed, as are barriers to widespread adoption of promising practices. Additional topics such as culture dynamics, media training, drug use and treatment efforts, and environmental health and safety are explored. Students will complete an applied capstone project or internship as part of course completion.

Outcomes

- Students will demonstrate the concepts of strategic planning, policy creation, and emergency response to the organization and to public safety.
- Students will apply theories of ethics, supervision, management, administration, and leadership to public policy while evaluating operational dilemmas.
- Students will demonstrate an understanding of a multicultural society and the need for a diverse workplace.
- Students will be provided with evidence-based decision-making skills to evaluate trends and current issues facing public safety.
- Students will review current issues and management practices in public safety disciplines to include homeland security, criminal justice, fire, emergency medical services, public health, and emergency management practices.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	In-person
Prerequisites	Admission to the Public Safety Administration BAS program
Crosslisted Courses	N/A Admission to the Public Safety Administration BAS program Fall, Spring
Campus	South
Area of Study	Career Education

Quantitative and Symbolic Reasoning

MATH 133: Contextualized Math for ECE Professionals

Early educators gain skills and confidence to identify, evaluate, and navigate math concepts in their profession. They will gain an understanding of the usefulness of math concepts and be able to share their skills and knowledge in their personal and professional lives. Topics covered: arithmetic, algebra and graphing, interpreting and analyzing data, proportions, percent's, measurement and spatial sense, patterns and functions, relationship between time, distance and rate.

Outcomes

- Perform mathematical operations by solving problems using the four basic operations (addition, subtraction, multiplication, and division).
- Understand and apply number concepts by demonstrating conceptual and procedural understanding of whole numbers, fractions, and decimals and calculate and record numerical data related to class demographics.
- Work with percentages, estimation, rates, and ratios by solving contextualized problems involving percentages, estimation, rates, and ratios. Apply these concepts to real-life ECE situations such as tuition, staff salaries, classroom materials, and licensing guidelines.
- Use integers in problem solving by formulating and solving problems using integers and basic operations.
- Apply algebraic thinking through the use of models, properties, relationships, patterns, and data to create and interpret algebraic functions, including linear regression, for financial planning and budgeting in ECE settings.
- Solve real-world problems involving perimeter, area, surface area, and volume, such as designing classroom or facility layouts.
- Understand and use interest formulas by applying simple and compound interest formulas to make informed decisions when budgeting for a new school year or major purchases

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Web-enhanced
Prerequisites	Math 173 or placement
Crosslisted Courses	N/A Math 173 or placement Winter, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

MATH 171: Technical Math

Application of linear and quadratic equations, systems of equations, geometry and trigonometry and vectors and their applications in the technical workplace.

Outcomes

- Solve equations and formulas, including systems of equations and their applications
- Compute area and volume of regular and irregular shapes
- Apply mathematical principles to the real world
- Solve right and oblique triangles using trigonometry
- Solve vector problems and applications
- Solve arc length, area and velocity problems using radian measures

Credits	5
Quarter Offered	Fall Winter Spring Summer
Prerequisites	Placement or MATH092
Distribution	Gen-Ed
Area of Study	General Education

MATH 172: Business Math

Equation solving, exponents, markup, income tax, compound interest, logarithms and finding time, annuities, amortization and business statistics.

Outcomes

- Solve equations and formulas, including systems of equations
- Find markup, trade discount and net cost
- Solve all aspects of compound interest problems
- Find annuity future values and present values
- Solve all aspects of amortized loans
- Find equations of line and graph

Credits	5
Quarter Offered	Fall Winter Spring Summer
Prerequisites	Placement or MATH092
Distribution	Gen-Ed
Area of Study	General Education

MATH 173: Early Childhood Math

Mathematics for Early Childhood Educators focuses on the conceptual understanding, connections between and the application of math concepts. Concepts include number systems and computation, geometry, measurement, data analysis, probability and statistics, and problem solving. Emphasis is placed on the ability to communicate mathematical concepts in ways appropriate for young children.

Outcomes

- Develop age-appropriate mathematical activities
- Communicate mathematical concepts in written and verbal form
- Understand, compute and apply mathematical concepts to the real world

Credits	5
Quarter Offered	Fall Spring
Distribution	Gen-Ed
Area of Study	General Education

MATH 46: Co-requisite Support for Statistics

Corequisite support course to be taken concurrently with Math& 146. Topics include essential numeration and algebra skills from elementary and intermediate algebra courses to enhance student success in 100 level math. College success strategies are included to help students excel.

Outcomes

- Perform rounding approximations.
- Understand and apply the relationship between percentages, decimals and fractions.
- Evaluate expressions using the order of operations.
- Solve, graph and interpret linear equations and inequalities.
- Understand and apply function notation.
- Identify and apply college success strategies.

Credits	2
Lecture Hours	2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	Completion of MATH 92 with a minimum grade of 2.0. Placement into MATH 98 or higher.
Corequisites	Concurrent enrollment in Math& 146 required.
Crosslisted Courses	N/A Completion of MATH 92 with a minimum grade of 2.0. Placement into MATH 98 or higher. Corequisite Concurrent enrollment in Math& 146 required. Fall, Winter, Spring, Summer
Area of Study	General Education

MATH 47: Co-requisite Support for Math in Society

Corequisite support course to be taken concurrently with Math& 107. Topics include essential numeration and algebra skills from elementary and intermediate algebra courses to enhance student success in 100 level math. College success strategies are included to help students excel.

Outcomes

- Perform rounding approximations.
- Understand and apply the relationship between percentages, decimals and fractions.
- Evaluate expressions using the order of operations.
- Solve linear equations and inequalities.
- Graph linear and exponential functions.
- Identify and apply college success strategies.

Credits	2
Lecture Hours	2
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Hybrid
Prerequisites	Completion of MATH 92 with a minimum grade of 2.0. Placement into MATH 98 or higher.
Corequisites	Concurrent enrollment in Math& 107 required.
Crosslisted Courses	N/A Completion of MATH 92 with a minimum grade of 2.0. Placement into MATH 98 or higher. Corequisite Concurrent enrollment in Math& 107 required. Fall, Winter, Spring, Summer
Area of Study	General Education

MATH 86: Pre-Algebra I

This course is designed to prepare students for college-level mathematics by providing an introduction to algebra concepts involving order of operations, exponents, signed numbers, linear equations, variables, coefficients, and the application of these skills. In addition, this course will review fractions, complex fractions and decimals.

Outcomes

- Identify and simplify ratio and proportion problems
- Identify, manipulate and solve percent problems
- Graph linear equations
- Achieve basic understanding of geometry, lines, angles, and triangles
- Find the mean, median, and mode
- Perform basic calculator operations on a scientific calculator
- Evaluate exponents and variable expressions
- Follow order of operations on integers, fractions, complex fractions and decimals
- Perform operations on integers, fractions, complex fractions, and decimals
- Simplify algebraic expressions
- Solve one-step and multi-step linear equations containing integers, decimals, and fractions
- Translate word problems into equations

Credits	5
Prerequisites	Placement
Distribution	Gen-Ed

MATH 87: Pre-Algebra II

This five-credit course is designed to prepare students for college-level mathematics by providing an introduction to algebra concepts involving ratios and proportions, percents, graphing, and statistics, geometry and measurement, and exponents and polynomials.

Outcomes

- Basic understanding of geometry, lines, angles and triangles
- Introduction to exponent rules and polynomials
- Graph linear equations and intro to basic statistics
- Identify and simplify ratio and proportion problems
- Identify, manipulate, and solve percent problems.

Credits	5
Prerequisites	Placement or MATH086
Distribution	Gen-Ed

MATH 92: Elementary Algebra

Exponents and orders of operations, solving linear equations, operation of polynomials, graphing linear equations, solving systems of linear equations and solving inequalities.

Outcomes

- Identify and solve linear equations
- Perform order of operations and simplify algebraic expressions
- Graph linear equations on rectangular coordinate systems
- Identify and simplify polynomials
- Demonstrate use of scientific calculator

Credits	5
Quarter Offered	Fall Winter Spring Summer
Prerequisites	Placement or MATH087
Distribution	Gen-Ed
Area of Study	General Education

MATH 98: Intermediate Algebra

Advanced factoring, solving quadratic equations, rational expressions, operations and equations; systems of equations; radical equations and expressions

Outcomes

- Identify and solve linear equations
- Identify and solve quadratic equations
- Identify and create graph of linear and quadratic equations
- Simplify polynomials, radical and rational expressions
- Demonstrate use of scientific calculator

Credits	5
Quarter Offered	Fall Summer
Prerequisites	Placement or MATH092
Distribution	Gen-Ed

MATH& 107: Math in Society

Applies mathematics to contemporary issues. Topics include problem solving, statistics, growth models and finance. Other topics will be chosen from the following: logic, voting methods, historical mathematics, graph theory, cryptography, fractals, geometry, measurement, sets

Outcomes

- Given raw data, students will determine summary statistics, compute probabilities and analyze validity of statistical applications
- Given growth models, students will be able to find equations and calculate values for given time frames.
- Given financial applications, students will be able to choose the correct equation and perform the necessary financial calculations.
- Given real-world applications of mathematics, students will be able to define necessary processes to propose solutions for evaluating data
- Given optional math topics, student will understand mathematics as it relates to the historical and modern world.

Credits	5
Quarter Offered	Fall Winter Spring Summer
Prerequisites	MATH 98, placement, or concurrent enrollment in Math 47
Distribution	General Education

MATH& 141: Precalculus I

In this course students solve functions, function operations, rational, polynomial, exponential, logarithmic and linear functions and equation solving, function graphs, matrices and determinants, sequences and series.

Outcomes

- Perform operations and composition of functions including finding the inverse.
- Analyze the graphs of functions and determine their properties including intercept, domain and range and transformations.
- Solve application questions on linear and quadratic functions.
- Use the properties of exponents and logarithms to solve equations.
- Solve application problems which can be modeled on exponential growth or decay.
- Solve systems of linear equations in two or three variables.
- Express general terms of sequences.

Credits	5
Quarter Offered	Fall Winter
Prerequisites	Math 98 or placement
Distribution	General Education

MATH& 142: Precalculus II

Right and oblique triangle trigonometry, circular functions, graphs of trigonometric functions, identities, inverse trig functions, vectors and polar coordinates, and parametric equations

Outcomes

- Compute the values of trigonometric functions for key angles in all quadrants of the unit circle measured in both degrees and radians
- Solve right and oblique triangles
- Graph trigonometric functions and their transformations
- Verify and apply trigonometric identities
- Solve trigonometric equations
- Demonstrate an understanding of vectors and their graphical representations
- Convert rectangular equations to parametric form and polar forms, and vice versa
- Use the concepts of trigonometry to solve applications problems

Credits	5
Quarter Offered	Spring
Prerequisites	Placement or MATH&141
Distribution	General Education
Area of Study	General Education

MATH& 146: Statistics

This course is designed to teach the student counting rules, probability, mean and standard deviation, graphing, confidence intervals, hypothesis testing and regression analysis. Also applications in business, health and technology

Outcomes

- Create and read statistical graphs
- Compute measures of centrality and variation
- Calculate confidence intervals
- Perform tests of hypotheses on means
- Find and evaluate regression curves
- Compute probabilities

Credits	5
Quarter Offered	Fall Winter Spring Summer
Prerequisites	MATH 98, placement, or concurrent enrollment in Math 46
Distribution	General Education
Area of Study	General Education

MATH& 148: Business Calculus

This course is designed to introduce students to single and multivariable calculus concepts in the context of business and economics. Topics include limits, continuity, derivates, antiderivatives, integrals, and applications.

Outcomes

- Apply, solve, interpret, and communicate mathematical models in context of business and economics.
- Evaluate limits and continuity of a function.
- Evaluate first and second derivatives of several function types.
- Understand and apply features of derivatives using tangent lines, graph features, and use this information to solve applied optimization problems in business and economics.
- Evaluate and apply antiderivates and integrals to solve applied problems.
- Evaluate functions of several variables and calculate and evaluate partial derivatives.

Credits	5
Lecture Hours	50
Instructional Mode	Web-enhanced Hybrid Online
Prerequisites	MATH& 141 or equivalent with a 2.0 or higher grade
Distribution	General Education
Campus	Central

MATH& 151: Calculus I

Limits and limit laws, continuity, tangents and rates of change, derivatives using definition and differentiation rules for polynomial, exponential, trigonometric, logarithmic and transcendental functions, max/min problems, L'Hospital's rule, Newton's method and antidifferentiation.

Outcomes

- Compute limits and use limit laws, including limits involving infinity
- Find tangent lines and rates of change
- Define and evaluate Definite Integrals
- Calculate derivatives for algebraic, trigonometric and transcendental functions
- Find maximums and minimums and apply to curve sketching
- Solve problems using L'Hospital's Rule
- Solve problems using Newton's method
- Perform anti differentiation

Credits	5
Prerequisites	Placement or MATH&142
Distribution	General Education

MATH& 152: Calculus II

Course content includes the Fundamental Theorem of Calculus, definite and indefinite integrals, methods of integration, applications of integration, and improper integrals. The course also includes an introduction to first order differential equations, antiderivatives, definite and indefinite integrals, and methods of integration.

Outcomes

- Solve Applications of Integration
- Calculate antiderivatives, areas and distances, and the definite integral
- Solve and evaluate functions using The Fundamental Theorem of Calculus
- Solve and evaluate indefinite integrals
- Compute the average value of a function
- Integrate trigonometric functions
- Solve equations using numerical integration and approximation of integrals
- Evaluate improper integrals
- Integrate by parts
- Calculate the length of a curve, the area between curves, the volume of washers and shells, and center of mass
- Use problem solving skills, pattern recognition, substitution, structural rules, and quantitative modeling to solve problems involving integral calculus
- Oral interpretation of problems.
- Writing concise solution papers to mathematical exercises and problems
- Explore problems from real-world situations by developing models

Credits	5
Prerequisites	MATH& 151
Distribution	General Education

MATH& 153: Calculus III

Emphasizes the study of infinite sequences and series including power series. Topics include plane analytic geometry, graphing in polar coordinates, and an introduction to vectors.

Outcomes

- Calculate and apply derivatives and integrals in the contexts of polar coordinates and parametric equations coordinates.
- Explain the meaning of the convergence and divergence of sequences and series.
- Determine the convergence or divergence of numerical series by applying a variety of convergence tests
- Determine power series for common functions.
- Apply vector operations in two and three dimensions.
- Work in groups to solve problems to experience ways those different persons interpret and solve problems
- Write concise solution papers to mathematical problems.

Credits	5
Prerequisites	MATH& 152
Distribution	General Education

Sheet Metal Apprenticeship JATC

SHMET 211: Sheet Metal Apprenticeship 1st Year

Credits	0-30
Distribution	MOT
Area of Study	Apprenticeship

SHMET 212: Sheet Metal Apprenticeship 2nd Year

Credits	0-30
Distribution	MOT
Area of Study	Apprenticeship

SHMET 214: Sheet Metal Apprenticeship 4th Year

Credits	0-30
Distribution	MOT
Area of Study	Apprenticeship

SHMET 215: Sheet Metal Apprenticeship 5th Year

Credits	0-30
Distribution	MOT
Area of Study	Apprenticeship

SHMET 231: Sheet Metal Apprenticeship 3rd Year

Credits	0-30
Distribution	MOT
Area of Study	Apprenticeship

Sheet Metal Technology

SHME 101: Introduction to Sheet Metal Technology

Students are introduced to the history of the sheet metal industry from the 1800s to the industry of today's trade workers. Students are provided instruction and training in workplace human behaviors and interpersonal skills required within the sheet metal occupation. Attendance, punctuality, self-management skills, classroom, shop participation and employer expectations are emphasized

Outcomes

- Describe sheet metal work and types of skills related to the industry
- Identify changes to workers' rights in working conditions, safety, and health in history
- Interact in a professional manner
- Identify employer expectations

Credits	3
Quarter Offered	1
Distribution	Career Training

SHME 103: Fitting Fabrication I

Students demonstrate how to fabricate a variety of commonly used heating and air conditioning (HVAC) elbows, Y branches, and transitional fittings. Students assemble fabricated fittings to form a maze and fabricate custom fittings to complete final assembly. This area of the program begins developing students technical reading skills

Outcomes

- Fabricate basic various HVAC fittings
- Assemble basic various HVAC fittings
- Cut and form transverse connectors
- Identify available technical manuals and analytical procedures
- Analyze, interpret, and implement technical information
- Work independently as well cooperatively work with others

Credits	7
Quarter Offered	1
Distribution	Career Training

SHME 105: Materials Technology

Students are introduced to and demonstrate how to apply various elements of material handling and transporting goods used in the sheet metal industry. The subjects covered are tying knots, crane signals, creating travel plans and becoming certified for a straight mast forklift operator

Outcomes

- Tie commonly knots in the industry
- Use proper hand signals to direct cranes
- Plan a material delivery trip
- Propane safety and storage, and use

Credits	3
Quarter Offered	1
Distribution	Career Training

SHME 107: Applied Math

Students are introduced to and develop the skills to understand and solve mathematical problems that have direct application to the fabrication and cost estimation of sheet metal components. These assignments include the foundational principles of basic mathematics with equations involving fractions, decimals, percentages, practical geometry construction and trigonometry

Outcomes

- Solve problems containing fractions and decimals
- Perform ratio and proportional problems
- Solve geometric area, volume and perimeter problems
- Make metal bend allowance calculations
- Solve trigonometric design and fabrication problems

Credits	5
Quarter Offered	2
Distribution	Career Training

SHME 112: Fitting Fabrication II

Students continue to develop their layout and fabrication skills pertaining to transitional ogee offsets, drop cheek elbows, offsetting square to rounds, rectangular wyee branches and round elbows. Students exercise their critical thinking skills as well as the production techniques that they have learned to this point in the program.

Outcomes

- operate hand tools
- operate hand forming machines
- operate powered hand tools
- operate powered forming machines
- exercise critical thinking skills relating to fabrication and assembly of components
- perform well under time constraints

Credits	8
Quarter Offered	3
Distribution	Career Training

SHME 120: Introduction to Sheet Metal Technology

Introduction to basic hand tools and machines that are used within the sheet metal shop atmosphere.

Credits	3
Distribution	Career Training

SHME 124: Fitting Fabrication

Students fabricate a variety of commonly used heating and air conditioning (HVAC) elbows, "Y" branches, and transitional fittings.

Credits	4
Distribution	Career Training

SHME 125: Applied Math

Students learn how to understand and solve mathematical problems that have direct application to the fabrication and cost estimation of sheet metal components.

Credits	3
Distribution	Career Training

SHME 127: Prefabricated Components

Students learn to identify system componentsand applications

Credits	2
Distribution	Career Training

SHME 128: Materials Handling Technology

Students learn to apply various elements of material handling and transporting goods used in the sheet metal industry.

Credits	2
Distribution	Career Training

SHME 129: Wood Working Tools

Students are shown how to safely use carpentry power tools used for modifying wooden structures

Credits	1
Distribution	Career Training

SHME 130: Carpentry Installation

Students learn to measure, layout and cut wooden elements of the residential structure for installation

Credits	3
Distribution	Career Training

SHME 131: Air Properties Technology

Students are introduced to properties of air, air handling principles, and HVAC system requirements

Credits	1
Distribution	Career Training

SHME 132: Duct Installation

Students learn how to install ducting systems, to include main supply ducts, return ducts, wall stacks, and lateral ducts.

Credits	3
Distribution	Career Training

SHME 133: Residential Venting Technology

Students determine proper size for, and install a variety of venting examples for home heating and exhaust systems

Credits	2
Distribution	Career Training

SHME 134: Unit Operations

Students are introduced to HVAC systems used in residential installations. Systems include electric furnaces, heat pumps, and gas furnaces.

Credits	2
Distribution	Career Training

SHME 135: Code Principals

Students navigate through various code publications for reverent information pertaining to installation practices for sheet metal

Credits	2
Distribution	Career Training

SHME 136: Gas Piping Technology

Students select appropriate pipe size, cut pipe, and use pipe machine to thread pipe.

Credits	2
Distribution	Career Training

SHME 137: Duct Design Technology

Students learn how to use a Ductulator® to determine duct sizing.

Credits	3
Distribution	Career Training

SHME 138: Preventive Maintenance

Students are introduced to perform basic preventive maintenance procedures on a variety of furnaces and heat pumps.

Credits	2
Distribution	Career Training

SHME 150: Hand Tools and Machines

Students learn how to use various specialty hand tools in the shop atmosphere and the proper use of metal cutting shears, bending machines, forming machines, and common power tools. Students learn about circumference rules, framing squares, numerous marking tools, metal cutting shears, and joining tools. Students learn about machines to form complex seams, cleats and locks used in the fabrication and assembly of ventilation fittings.

Outcomes

- recognize layout, marking tools and how they are used in the sheet metal industry
- recognize various types of hand and power shears and how they are used in the sheet metal industry
- recognize power sheet metal seam forming machines and how they are used in the sheet metal industry
- recognize power sheet metal shearing machines and how they are used in the sheet metal industry

Credits	5
Quarter Offered	1
Distribution	Career Training

SHME 151: Safety and Health

Students are introduced to the principles of safety and health and hazardous communications as they relate to construction. An introduction to the OSHA/WISHA guidelines, occupational standards are included. Students complete written assignments on these subjects. Students apply various principles in the shop area as they proceed through the program

Outcomes

- recognize and apply Safety and Health standards
- recognize and apply HAZ COM standards
- recognize and apply OSHA/WISHA standards
- recognize and apply Occupational Health standards
- successfully complete OSHA 30 course on safety practices

Credits	4
Quarter Offered	2
Distribution	Career Training

SHME 152: Drafting I

Students are introduced to basic terminology, drafting lines, labeling and object protection. Students create hand drafted assignments that develop basic, orthographic and isometric views of shapes and sheet metal components. Students develop the skills necessary to visualize and understand common and complex sheet metal components. Students apply triangulation principles and are introduced to parallel line development techniques.

Outcomes

- recognize and list uses of basic drafting instruments
- competently arrange basic objects accurately on drafting paper
- distinguish between various basic views and drawing techniques used in the sheet metal industry
- apply principles from the basic types of layout processes used in the sheet metal industry
- apply basic layout principles separately or using a combination of these to complete assigned drafting and fabrication projects

Credits	6
Quarter Offered	2
Distribution	Career Training

SHME 153: Architectural Sheet Metal

Intermediate students are introduced to principles and applications of architectural flashings, coping, gutters, downspouts, louvers, metal siding and conductor heads. Tasks involved design, fabrication and installation of these items using SMACNA Architectural Sheet Metal Standards.

Outcomes

- design, fabricate and install a scupper and a conductor head to SMACNA Architectural Sheet Metal Standards
- design, fabricate and install gutters and downspouts to SMACNA Architectural Sheet Metal Standards
- recognize and list uses of basic architectural sheet metal components
- design and fabricate a louver to SMACNA Architectural Sheet Metal Standards
- install metal siding to SMACNA Architectural Sheet Metal Standards

Credits	5
Quarter Offered	3
Distribution	Career Training

SHME 203: Blueprint Reading Applications

Advanced students research information from numerous types of blueprints dealing with all aspects of the construction process. Students are assigned plans and answer questions pertaining to the computer aided designs of highly detailed ventilation systems that are installed in current applications

Outcomes

- Interpret advanced components of construction blueprints
- Interpret components of computer aided designs of highly detailed heating and ventilation blueprints
- Interpret detail sheets of computer aided designs.

Credits	5
Quarter Offered	4
Distribution	Career Training

SHME 206: Complex Components Fabrication

Advanced sheet metal students are challenged to apply advanced principles to design, layout and efficiently fabricate complex HVAC ducting elbows, branches, offsets, tapers, and transitions. Students will be introduced into operating the plasma burner to assist them with the pattern development of half the assigned fittings.

Outcomes

- Design, layout, and efficiently fabricate complex HVAC ducting elbows
- Design, layout, and efficiently fabricate complex HVAC branches
- Design, layout, and efficiently fabricate complex HVAC offsets
- Design, layout, and efficiently fabricate complex HVAC tapers
- Design, layout, and efficiently fabricate complex HVAC transitions

Credits	5
Quarter Offered	4
Distribution	Career Training

SHME 213: Introduction to Blueprint Reading

Advanced students are introduced to blueprint organization, terminology, sketching techniques, symbols, and lines. Using the proper techniques, students hand sketch assignments that develop oblique, perspective, isometric and orthographic projections. Students are introduced to different scales of measurements and construction materials. Students learn to interpret various blueprint specifications relating to construction.

Outcomes

- Answer questions relating to specifications of various blueprints
- Identify basic information of construction blueprints
- Interpret and sketch various views of objects found in blueprints

Credits	4
Quarter Offered	5
Distribution	Career Training

SHME 217: Energy Codes

Intermediate students are introduced to the Washington State Energy Codes, Uniform Mechanical Codes and International Residential Codes. Open book research is conducted to answer numerous questions about items that directly apply or are associated with the installation or fabrication practices of various sheet metal applications.

Outcomes

- Students will identify WA Energy Codes pertaining to sheet metal occupation standards
- identify Uniform Mechanical Codes pertaining to sheet metal occupation standards
- identify international Residential Codes pertaining to sheet metal occupation standards

Credits	2
Quarter Offered	2
Distribution	Career Training

SHME 250: Drafting II

Advanced sheet metal students continue to develop the spatial thinking skills necessary to visualize and understand more complex sheet metal components. Advanced sheet metal students apply principles dealing with parallel line, radial line, triangulation and/or combinations of all three areas of layout.

Outcomes

- recognize and list uses of parallel line development concepts on complex sheet metal components
- recognize and list uses of radial line development concepts on complex sheet metal components
- recognize and list uses of triangulation development concepts of complex sheet metal components

Credits	7
Quarter Offered	4
Distribution	Career Training

SHME 251: Duct Design and Air Balancing Concepts

Advanced students are introduced to design and balancing terminology pertaining to this important area of the sheet metal industry. Students use mathematical formulas and computer programs to derive duct design variables such as friction loss, dynamic loss, cubic feet per minute, feet per minute, cross sectional areas, fan pulley sizes, BTUs, duct sizes and round substitutions are calculated for numerous applications.

Outcomes

- identify and select correct math functions to use as related to duct design and air balancing
- correctly use design ductulator to answer various questions pertaining to duct design and air balancing
- correctly use TRANE computer programs to design systems and answer various questions pertaining to duct design and air balancing.

Credits	5
Quarter Offered	5
Distribution	Career Training

SHME 252: Field Installation I

Students will design horizontal and vertical ductwork systems. Students will install various types of ductwork using different types of hangers in an unconfined field/shop setting. Students will use a manual duct lift in an unconfined field/shop setting.

Outcomes

- design horizontal and vertical ductwork systems
- install various types of ductwork using different types of hangers
- install various types of HVAC units
- operate a manual duct lift

Credits	6
Quarter Offered	5
Distribution	Career Training

SHME 253: Field Installation II

Students will design horizontal ductwork systems. Students will install various types of ductwork using different types of hangers in a confined field/shop setting. Students will install various types of HVAC units in a confined field/shop setting. Students design and install gas piping in a confined field/shop setting.

Outcomes

- design horizontal ductwork systems in a confined setting
- Students will install various types of ductwork using different types of hangers in a confined setting
- Students will install various types of HVAC units in a confined setting
- Students will design and install gas piping in a confined setting

Credits	6
Quarter Offered	5
Distribution	Career Training

SHME 254: Commercial Projects

During this final stage of training, advanced sheet metal students apply their acquired knowledge of design, layout and fabrication to real world, client projects when these are available. When these types of projects are not available, students will receive assignments from the instructor. This includes handing the project from the beginning working from the client's requirements. This will include but is not limited to the project estimation of materials and shop overhead costs of the finished product or assignment.

Outcomes

- Students will correctly design system/project requirements
- Students will correctly install system/project requirements
- Students will correctly fabricate system/project requirements
- Students will correctly select proper tools and machines to produce project requirements

Credits	6
Quarter Offered	6
Distribution	Career Training

Software Development

CS& 141: Computer Science 1 Java

This course introduces students to the fundamental concepts of computer science through the Java programming language. It emphasizes problem-solving, algorithm development, and object-oriented programming (OOP). Students learn how to design, write, test, and debug Java programs while gaining an understanding of core computer science topics like data structures, recursion, and software design.

Credits	5
Lab Hours	30
Lecture Hours	20
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Notes	Area of Study: Career Education Instructional Mode: Hybrid Campus: Central Lecture 20 Lab 30
Campus	Central
Area of Study	Career Education

SOFT 101: Introduction to Information Technology

This course provides an overview of basic computer concepts as they apply to MIS professionals. Emphasis is on basic machine architecture including data storage, manipulation, the human-machine interface including the basics of operating systems, algorithms and programming languages

Outcomes

- Use a variety of widely used software packages including spreadsheet, word processing and presentation software.
- Build a portfolio website.
- Explain the role of and use of the Internet and its components.
- Outline the programming process and the role of software in solving business-related problems.

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 102: Programming Fundamentals

This course covers core JavaScript language constructs to build a foundation of its syntax. Use values, variables, decision structures, functions, array, strings, HTML form manipulation, cookies, debugging and other techniques.

Outcomes

- Demonstrate the principles of creating effective web pages using W3C standards, Hypertext Markup Language (HTML5) and Cascading Style Sheets
- Create and manipulate web page content, tables, image, typography, and forms applying responsive design principles
- Demonstrate understanding to apply methodical use of Cascading Style Sheets
- Use advanced query techniques such as window functions, pivoting, and grouping sets

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 121: C-Sharp I

In this course, students will develop fundamental concepts and techniques for analysis, design, and implementation of computer programs using an object-oriented language. Includes graphical user interfaces, event driven programming and simple data structures

Outcomes

- Research, read, and write API documentation
- Summarize object-oriented programming terminology and concepts (e.g., class, instance, encapsulation, etc.)
- Design and implement a program that contains multiple programmer-defined classes using object oriented principles
- Write code to catch and handle errors and exceptions

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 123: Web Programming w/JavaScript

In this course, students will design and implement an interactive, data-driven Website. Write JavaScript programs to add useful behavior to web pages. Use and extend popular libraries such as JQuery. Use common JavaScript references to discover and use new APIs and information.

Outcomes

- Write JavaScript programs to add useful behavior to web pages
- Use and extend popular libraries like JQuery
- Use common JavaScript references to discover and use new APIs and information

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	SOFT102
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 144: Data Structures

This course develops students' knowledge in data structures and the associated algorithms. It introduces the concepts and techniques of structuring and operating on Abstract Data Types in problem solving.

Outcomes

- Show how data structures are represented in the computer
- Manipulate data structures with basic operations
- Compare different implementations of the same data structures
- Evaluate algorithms and data structures in terms of time and memory complexity of basic operations using Big O notation

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	CS&141
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 204: Open Source Programming

Introduction to computing using Python. Study and create programs that perform various tasks, including text and file manipulation, internet scripting, data structures, testing, and practical problem solving with examples. Covers object-oriented programming and the Python Standard Library

Outcomes

- Use basic python syntax for variable use and standard language constructs, such as conditionals and loops
- Describe the syntax and use of python object-oriented classes
- Use the Python built-in data structures such as lists, dictionaries, and tuples to perform increasingly complex data analysis

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 207: Web Application Development

Design and develop user interfaces to collect and present data and information. Implement measures to create secure web sites. Create back end database server to host websites. Design and develop pages for a typical web application.

Outcomes

- Design and develop user interfaces to collect and present data and information
- Implement measures to create secure web sites
- Create back end database server to host website
- Design and develop pages for a typical web application

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	SOFT123
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 210: Mobile Application Development I

This course introduces building applications for mobile devices. Covers mobile programming principles. Explores application life cycle, user interfaces, data management, memory management and web services.

Outcomes

- Create intuitive, reliable software on a mobile device platform
- Design UIs that work seamlessly with a range of phones and tablets
- Manage data with content providers and the SQLite database

Credits	5
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	CS&141
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 211: Mobile Application Development II

This course introduces building applications for mobile devices. Covers mobile programming principles. Explores application life cycle, user interfaces, data management, memory management and web services.

Outcomes

- Utilize Location and Background Services to enhance marketability of the application
- Utilize Broadcast Intents to use external APIs
- Create basic animation in mobile applications
- Publish three applications using programming specifications

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	SOFT211
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

SOFT 212: Advanced Python Programming

This advanced Python programming course is designed for students who have a solid foundation in basic Python concepts and want to deepen their understanding and proficiency in the language. The course explores advanced topics and techniques in Python programming, equipping students with the skills to tackle complex coding challenges and develop efficient, scalable, and maintainable Python applications. Through a combination of lectures, hands-on coding exercises, and real-world projects, students will gain practical experience in applying advanced Python concepts to solve problems and build sophisticated software solutions.

Outcomes

- Demonstrate a deep understanding of advanced Python features, including decorators, generators, and context managers.
- Identify and implement design patterns in Python to solve common software design problems.
- Develop an awareness of best practices for designing scalable and modular Python applications.
- Execute advanced data structures and algorithms in Python.
- Develop effective debugging strategies to identify and fix errors in complex codebases.
- Apply acquired knowledge and skills to complete real-world projects that simulate industry scenarios.
- Demonstrate mastery of Git for version control, collaborative coding, and managing project repositories.
- Explore emerging trends and tools that enhance productivity and efficiency in Python development

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	SOFT 204 or Instructor Permission
Crosslisted Courses	N/A SOFT 204 or Instructor Permission Winter, Summer
Campus	Central
Area of Study	Career Education

SOFT 213: Introduction to Machine Learning

This course serves as an introduction to the fundamental principles and techniques of machine learning, a dynamic field at the intersection of computer science and statistics. Students will explore the foundational concepts underlying machine learning algorithms, gaining hands-on experience with implementing and applying these techniques to real-world problems. The course will cover a range of topics, including supervised and unsupervised learning, regression, classification, clustering, and evaluation metrics

Outcomes

- Prepare data for machine learning tasks.
- Implement and evaluate models using popular algorithms like linear regression, decision trees, and support vector machines.
- Utilize programming languages such as Python and relevant libraries (e.g., scikit-learn) for implementing machine learning algorithms.
- Apply machine learning techniques to real-world scenarios and case studies.
- Discuss ethical considerations and potential biases in machine learning applications.
- Engage in collaborative projects and discussions to enhance critical thinking skills.
- Develop the ability to communicate machine learning concepts and results effectively.
- Create reports and presentations that convey insights and findings from machine learning projects.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	Career Education HS/Tech HS

SOFT 214: Introduction to Deep Learning Fundamentals

This course is designed to introduce students to the exciting field of deep learning, a subset of machine learning that has revolutionized artificial intelligence. Deep learning techniques, inspired by the structure and function of the human brain, have enabled computers to learn and make decisions from data with unprecedented accuracy. In this course, students will explore the foundations of deep learning, understand its applications in various domains, and gain hands-on experience implementing deep learning models.

Outcomes

- Define deep learning and understand its significance in the broader field of artificial intelligence.
- Explore the historical development and key milestones in deep learning.
- Develop a foundational understanding of neural networks, including basic architecture and functioning.
- Apply the principles of model training, including loss functions and optimization algorithms.
- Gain hands-on experience with popular deep learning libraries such as TensorFlow and PyTorch.
- Understand the practical aspects of building, training, and evaluating deep learning models.
- Understand the role of deep learning in Natural language processing (NLP) and understanding natural language.
- Implement basic reinforcement learning algorithms and understand their use cases.

Credits	5
Lecture Hours	50
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring
Campus	Central
Area of Study	Career Education HS/Tech HS

SOFT 215: Introduction to Neural Networks

This course provides an in-depth introduction to the fundamental principles, architectures, and applications of neural networks. Students will explore the theoretical foundations of neural networks, understand their mathematical underpinnings, and gain practical hands-on experience in designing and implementing neural network models. The course covers a range of topics, from basic concepts to advanced architectures such as deep neural networks and convolutional neural networks. Real-world applications, including image recognition, natural language processing, and pattern recognition, will be examined to illustrate the practical utility of neural networks. Through a combination of lectures, practical exercises, and projects, students will develop the skills needed to apply neural networks to solve complex problems.

Outcomes

- Explain the structure and function of a basic perceptron.
- Study the architecture and training of deep neural networks (DNNs).
- Investigate convolutional neural networks (CNNs) for image recognition.
- Create hands-on projects to apply neural networks to practical problems.
- Evaluate the performance of neural network models.
- Explore techniques for fine-tuning and optimizing model parameters.
- Examine ethical considerations related to the use of neural networks.
- Discuss the societal impact of neural network applications.

Credits	5
Lecture Hours	50
Quarter Offered	Winter Summer
Instructional Mode	Hybrid
Prerequisites	N/A
Crosslisted Courses	N/A N/A Winter, Summer
Campus	Central
Area of Study	Career Education

SOFT 290: Capstone Project

This course offers students an opportunity to work on a project researching and applying skills and technologies learned. The project should be based on prior course work and should result in the achievement of advanced learning in the subject area chosen

Outcomes

- Demonstrate competency on personalized outcomes agreed ahead of time between student and instructor

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Hybrid
Distribution	Career Training
Notes	Online course
Campus	Central
Area of Study	Career Education

Steamfitter Apprenticeship SAPHP

STMF 111: Steamfitter Year 1 Week 1

Apprentices will be introduced to basic scientific, trade-related steam and hydronic principles in order to control and transfer heat in a mechanical system. Additionally, they will practice basic math calculations necessary to properly use and measure density and volume of various products, mixtures and solvents used in a mechanical system. Students will learn how to safely use braze and weld shop equipment, per the school and the copper development association, and will begin using a progressive model to earn welding credentials that became increasingly complex over time.

Credits	5
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 112: Steamfitter Year 1 Week 2

Apprentices will use math formulas to calculate liquids in pipes, grades and slopes, and to complete roll grooves. They will learn the differences among architectural, engineering and metric scale rulers, and begin drawing basic shapes found in mechanical drawings using the architectural scale. Apprentices will continue learning about the components of hydronic and steam systems, focusing on pumps and low pressure boilers. They will continue brazing and welding, using a progressive model to track their skill advancement. Also, they will safely use devices, such as chainfalls and lifts, to move and measure pressure in the rolled grooves they fabricate.

Credits	5
Quarter Offered	Spring
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 113: Steamfitter Year 1 Week 3

Apprentices continue using math formulas to measure volume, capacity, proportions as they impact pipe safety, measuring, and installation, as well as calculations for expansion and contraction of pipe. They will continue drawing basic pipe shapes in an isometric design. Apprentices will learn how to safely thread a joint. They will continue learning theoretical hydronic and steam principles that impact the safety and ability to control heating/cooling systems. Finally, they will continue brazing and welding, using a progressive model to track their skill advancement.

Credits	5
Quarter Offered	Summer
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 114: Steamfitter Year 1 Week 4

Apprentices will apply math formulas, such as the pythagorum theorem, to calculate piping offsets. They will explain how water can impact piping systems. They will continue increasing complex drawings with dimensions and odd angle shapes. They will continue learning about increasing complex hydronic and steam principles, and how valves are impacted by these theories. They will continue to braze and weld increasingly complex tasks following a progressive training model.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 115: Steamfitter Year 1 Week 5

Apprentice skills will be assessed in math; hydronic and steam theories; and welding. They will use math formulas to calculate force and move, which is used to safely move materials and equipment. They will complete leak-free, threaded joints in various dimensions. They will also demonstrate safe use of various equipment used in handling and transport of tools, materials and people, including forklifts, scissor lifts, reach-alls and JLGs.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 121: Steamfitter Year 2 Week 1

Apprentices will gain increasing knowledge of hydronic and steam system components, such as system circuits, loops, VFDs and valves, and how scientific principles apply to the uses and installations of these parts. They will practice isometric drawings, and learn how to convert a three-dimensional orthographic projection into isometric representation. Apprentices will begin use of oxyacetelyne torches to cut and weld pipe, as well as complete simple repair tasks.

Credits	5
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 122: Steamfitter Year 2 Week 2

Apprentices will continue using hydronic and steam theory to understand the functions and installations of various pumps. They will continue drawing in isometric views, and apply these skills to shop-based projects. They will build increasingly complex weld skills to connect and tack pipe. These skills can be used to repair common issues found on-t he-job for a steamfitter. New materials, such as carbon steel, will be introduced.

Credits	5
Quarter Offered	Spring
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 123: Steamfitter Year 2 Week 3

Apprentices will apply hydronic and steam principles to solve specific safety issues in piping systems and their parts, particularly tanks and traps. They will also use these principles to weld air separators and chemica pot feeders into hydronic systems. They will use their drafting skills to draw tanks and offsets in isometric views from orthographic projections. They will continue practicing increasingly complex braze and weld purges, with the aim of consistently meeting the UA 50 certification standard.

Credits	5
Quarter Offered	Spring
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 124: Steamfitter Year 2 Week 4

Apprentices will use hydronic and steam theory to transfer and control system fluids, particularly in terminal units, controls, and chill beams. They will complete a variety of isometric spool sheets, to be used in mitered piping projects. They will also pipe a steam trap assembly.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 125: Steamfitter Year 2 Week 5

Apprentices will explain types, components and installation of hydronic and system coil piping. They will be assessed on cumulative skills from weeks 1-4 of year 2 training, focusing on their ability to integrate theory, math, drawing and welding skills to complete increasingly complex projects, safely and consistent accuracy.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 131: Steamfitter Year 3 Week 1

Apprentices will be introduced to the basic cycle of refrigeration, and how this concept impacts the safe and proper installation and functions of HVACR equipment. They will continue learning how steam principles apply to larger, high pressure systems, and the potential hazards or considerations with these systems. They will be introduced to bending tube and pipe. They will also consistently create leak-free piping joints, using copper and threaded steel. They will be introduced to the state administrative code, terminology, and hazardous conditions of rigging equipment and pipe.

Credits	5
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 132: Steamfitter Year 3 Week 2

Apprentice will continue studying high pressure steam boilers and their controls and pumps. They will be able to differentiate between air and water cooled chillers. They will also learn about open loop fluid coolers in hydronic systems. Apprentices will continue using their drafting skills to create mechanical drawings of various controls, piping and instrumentation. They will apply the math skills gained in year one to install condensate piping and drains. They will continue learning how to properly rig equipment by using industry accepted hand signals.

Credits	5
Quarter Offered	Spring
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 133: Steamfitter Year 3 Week 3

Apprentices will continue producing various spool sheets for booster stations, cooling towers, and steam pressure reducing station pipes. They will demonstrate the ability to read and review spool sheets to obtain and correct information about product. They will expand tube bending skills by using benders, swage tools and various hand tools, using copper to demonstrate competency. They will explain how to install, maintain and troubleshoot issues associated with steam reducing stations. Finally, they will continue practicing safe use of rigging equipment and signals in preparation for earning a Washington State Rigging Credential.

Credits	5
Quarter Offered	Spring
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 134: Steamfitter Year 3 Week 4

Apprentices will learn and apply the steps to commission steam and hydronic systems, including how to properly document the steps taken to prepare a system for operation. They will continue to apply drafting skills in the design of various spool sheets. They will learn how the principle of absorption impacts the operation of equipment. They will continue using tables, charts and software to accurately size hydronic pipe. They will be introduced to the methods and tools used to fabricate pipe at a production table. Finally, they will continue practicing safe use of rigging equipment and signals in preparation for earning a Washington State Rigging Credential.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 135: Steamfitter Year 3 Week 5

Apprentices will apply trigonometry formulas for right triangles, functions, and sine/cosine and tangent to welding and floor layout projects. They will integrate complex drafting skills into classroom projects. They will be introduced to GMAW welding processes for connecting and fitting pipe, as well as how to troubleshoot common GMAW issues. They will be assessed for cumulative skills gained over year three curricula, and earn the Washington State Rigging Credential.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 141: Steamfitter Year 4 Week 1

Apprentices will gain a broad, contextual skill set across common technologies used on job sites, including Bluebeam, Navisworks, Revit and Trimble. They will learn how to navigate and append file types in these technologies to effectively communicate site issues or changes to systems. They will complete signal person curricula for various cranes operation, regulation, and limitations, and earn a signal person credential. They will continue brazing skills gained in years 1-3 to earn a UA 50 credential.

Credits	5
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 142: Steamfitter Year 4 Week 2

Apprentices will gain insights into common supervisory and industry issues. They will learn how to complete payroll and scheduling for a company. They will also learn all aspects of job planning, from pre-job considerations through the build and commissioning/punch list process. In all of this content, they will continually apply appropriate and effective communication skills, verbally and in writing. They will understand how projects are financed and fiscally managed. Finally, they will gain skills to be an effective technical teacher as a journeyman in the field, which includes applying teaching skills of giving instruction, checking for understanding, and providing feedback/evaluation.

Credits	5
Quarter Offered	Spring
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 143: Steamfitter Year 4 Week 3

Apprentices will begin using pattern templates to layout, cut and weld various fabricated projects. They will begin the complex build of a modular mechanical system. They will continue learning about various materials and tools used to bend tube piping. They will be introduced to specialty welding techniques, such as back feeding, heavy wall pipe, large diameter downhill, and lay wire welds. Finally, they will be introduced to the international mechanical code, which provides the guidance needed to interpret city of Seattle refrigeration regulations, thus earning the city's license for this work.

Credits	5
Quarter Offered	Summer
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 144: Steamfitter Year 4 Week 4

Apprentices will continue using pattern templates to layout, cut and weld various fabricated projects. They will continue the complex build of a modular mechanical system. They will continue studying the international mechanical code, which provides the guidance needed to interpret city of Seattle refrigeration regulations, thus earning the city's license for this work. They will be introduced to specialty welding techniques, such as back feeding, heavy wall pipe, large diameter downhill, and lay wire welds. Finally, they will be demonstrate proficiency with 1/4' tube bending to specific dimensions.

Credits	5
Quarter Offered	Fall
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 145: Steamfitter Year 4 Week 5

Apprentices will be assessed on competencies gained over Year 4. They will use pattern templates to layout, cut and weld increasingly complex, fabricated projects. They will test for and earn the City of Seattle Refrigeration License. They will complete 5th year pre-assessments to determine their individual ability to complete coursework online or in person in their final program year. Finally, they will complete a pump circulator tube installation using tube bending skills.

Credits	5
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

STMF 150: Steamfitter Year 5

Apprentices will be assigned to either online or in-person preparatory coursework to study and pass the cumulative STAR exam and City of Seattle Gas License exam.

Credits	5
Quarter Offered	Winter
Instructional Mode	In-person
Distribution	Apprenticeships
Campus	Off-site
Area of Study	Career Education Apprenticeship

Web Development

WEB 102: Web Development I

In this course, students will be using a text editor, building a strong foundation in HTML, XHTML, and Cascading Style Sheets (CSS) so students can migrate to HTML editors. Students write code integrating CSS right from the start to reinforce concepts and skills learned

Credits	5
Quarter Offered	Fall Spring
Instructional Mode	Online
Distribution	Career Training
Notes	Online course Field Based Experience 0

Welding

WBAS 101: Welding Basics

This course is an introduction to industry-standard welding and cutting processes. Safety principles, equipment setup, and the use of tools and materials are presented

Credits	8
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced
Distribution	Career Training
Notes	Web-enhanced Field Based Experience 0

WELD 121: Safety and Thermal cutting

This course is both an introduction to the safety practices and procedures common to the welding industry and an introduction to thermal cutting processes.

Outcomes

- Demonstrate the ability to work safely in an industrial welding atmosphere.
- Perform safe start up and shut down of an Oxy/Fuel Cutting system.
- Demonstrate proficiency cutting using both manual and semi-automatic thermal cutting systems.
- Demonstrate and explain the safe usage of common shop equipment.

Credits	3
Clinical	0
Lab Hours	40
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South

WELD 122: Basic SMAW Techniques

This course is an introduction to the SMAW process with emphasis safety and theory. This class is the beginning of developing eye - hand coordination using fast fill and fast freeze SMAW electrodes on different groove and fillet designs in the flat and horizontal weld positions.

Outcomes

- Demonstrate safe work habits in an industrial welding environment
- Demonstrate proper set up of SMAW equipment
- Perform and identify code quality fillet and groove welds in the flat and horizontal positions.
- Identify differences in Fast Fill and Fast Freeze electrodes.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person Web-enhanced
Prerequisites	Weld 101
Crosslisted Courses	Required co-enrollment in WELD 121 Weld 101 Fall, Winter, Spring, Summer
Campus	South

WELD 123: Intermediate SMAW Techniques

This course is an extension of weld 122, using more advanced welding techniques in the horizontal and vertical positions.

Outcomes

- Demonstrate safe work habits in an industrial welding environment
- Perform and identify code quality fillet and groove welds in the horizontal and vertical positions.

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring Winter Summer
Instructional Mode	In-person Web-enhanced
Prerequisites	none
Crosslisted Courses	Required co-enrollment in WELD 121 none Fall, Spring, Winter, Summer
Campus	South

WELD 124: Advanced SMAW Techniques

This course is an extension of weld 123, using more advances welding techniques in the vertical and overhead positions.

Outcomes

- Demonstrate safe work habits in an industrial welding environment
- Perform and identify code quality fillet and groove welds in the vertical and overhead positions.

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring Winter Fall
Instructional Mode	Web-enhanced In-person
Prerequisites	none
Corequisites	Required co-enrollment in WELD 121
Crosslisted Courses	N/A none Corequisite Required co-enrollment in WELD 121 Fall, Spring, Winter, Fall
Campus	South

WELD 125: GMAW Short Arc

Students receive instruction on the GMAW process learning theory, safety, and equipment set up

Outcomes

- Set up GMAW equipment
- Perform and identify code quality groove and fillet welds in the flat, vertical and overhead positions.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring Winter Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring, Winter, Summer
Campus	South

WELD 126: Gas Metal Arc Welding -Spray and Pulse Transfer

In this course the students learn the hands-on application of spray and pulse transfer modes of GMAW on mild steel in all positions.

Outcomes

- Identify and describe key components of the spray and pulse transfer GMAW set up.
- Perform and identify code quality welds in multiple positions using both pulse and spray transfer.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring Winter Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring, Winter, Summer
Campus	South

WELD 127: Gas Metal Arc Welding - Aluminum

In this course students use hands-on application of the different transfer modes of GMAW on aluminum in all positions

Outcomes

- Set up GMAW equipment
- Use GMAW process to weld aluminum

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring Winter Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	none
Crosslisted Courses	N/A none Fall, Spring, Winter, Summer
Campus	South

WELD 128: Introduction to Flux Core Arc Welding (dual shield)

Students receive instruction on the gas shielded FCAW welding process. Learning theory, safety and equipment set up

Outcomes

- Set up FCAW equipment
- Make groove welds on mild steel
- Make fillet welds on mild steel

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	none
Crosslisted Courses	N/A none Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education

WELD 129: Flux Core Arc Welding - Self-shielded

Students learn the hands-on application skill of inner-shield FCAW-s in all positions, on mild steel.

Outcomes

- Set up self-shielded FCAW equipment
- Make groove welds on mild steel
- Make fillet welds on mild steel

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	none
Crosslisted Courses	N/A none Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education

WELD 130: Welding Blueprint Reading

Students learn to read and interpret welding blueprints, complete with symbols and abbreviations common to the welding industry.

Outcomes

- Create and interpret welding blueprints.
- Identify different weld symbols and describe their application.

Credits	4
Clinical	0
Lab Hours	20
Lecture Hours	30
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person Web-enhanced
Prerequisites	None
Corequisites	None
Crosslisted Courses	N/A None Corequisite None Fall, Winter, Spring, Summer
Campus	South

WELD 131: Oxyacetylene Welding and Brazing

This course is an introduction to the use of oxy/acetylene welding and brazing equipment.

Outcomes

- Demonstrate proper set up for oxy/fuel welding and brazing.
- Describe the difference between the difference between oxy/fuel welding, brazing and soldering.
- Perform oxy/fuel welding and brazing on joints in different positions.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South

WELD 132: SMAW Intermediate Certification Practice

Students receive instruction on passing the AWS and WABO Vertical (3G) Unlimited thickness welding certification using the SMAW process.

Outcomes

- Set up SMAW equipment
- Describe the visual acceptance criteria for groove certification tests.
- Describe and demonstrate ability to pass visual inspection.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	none
Crosslisted Courses	N/A none Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 133: Advanced Certification Testing

Students receive instruction on passing the AWS and WABO All-Positions, Unlimited thickness welding certification using the SMAW process.

Outcomes

- Set up SMAW equipment
- Describe the visual acceptance criteria for groove certification tests.
- Perform the Unlimited Thickness, All-Positions SMAW Certification test.

Credits	4
Clinical	0
Lab Hours	80
Lecture Hours	0
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South Off-site
Area of Study	Career Education

WELD 134: FCAW Intermediate Certification Practice

Students receive instruction on passing the AWS and WABO Vertical (3G) Unlimited thickness welding certification.

Outcomes

- Set up FCAW equipment
- Describe the visual acceptance criteria for groove certification tests.
- Describe and demonstrate ability to pass visual inspection.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 135: FCAW Advanced Certification Testing

Students receive instruction on passing the AWS and WABO All-Positions, Unlimited thickness welding certification.

Outcomes

- Set up FCAW equipment
- Describe the visual acceptance criteria for groove certification tests.
- Perform the Unlimited Thickness, All-Positions FCAW Certification test.

Credits	4
Clinical	0
Lab Hours	80
Lecture Hours	0
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 212: AWS D1.8 Seismic Supplement

Offering an in-depth understanding of seismic welding principles as outlined in the AWS D1.8 Seismic Supplement, this course is essential for welding in earthquake-prone regions. Students explore the critical requirements for welding structural components designed to withstand intense, repetitive stresses during seismic events. Emphasis is on understanding seismic hazards and ensuring weld integrity.

Outcomes

- Understand and apply seismic welding principles from AWS D1.8
- Design and weld structural components for earthquake resistance
- Ensure weld integrity under seismic stress conditions

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 214: D1.8 Restricted Access Welder Qualification Test Practice

Offering practical experience in preparing for the AWS D1.8 Restricted Access Welder Qualification Test, students practice welding with steel and copper backing, perform back gouging and back welding in overhead positions, and control heat input. Emphasis is on developing skills necessary for seismic structural welding applications

Outcomes

- Practice restricted access welding techniques with steel and copper backing
- Perform back gouging and back welding in overhead positions
- Control heat input for seismic structural welding applications

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 215: D1.8 Restricted Access Welder Qualification
Proctored Test

This advanced course provides a proctored AWS D1.8 Seismic Supplement welder qualification test, focusing on restricted access welding with steel, copper, and ceramic backing. Students must hold D1.1 Structural Unlimited Certifications before taking this test. Emphasis is on achieving certification to handle complex seismic welding tasks

Outcomes

- Complete advanced restricted access welding qualification tests
- Perform welding with steel, copper, and ceramic backing materials
- Perform welding with steel, copper, and ceramic backing materials

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	HS/Tech HS International Career Education

WELD 216: D18.1 Sanitary and High-Purity Welding for Food
and Medical Industries

Students learn GTAW techniques for welding stainless steel and corrosion-resistant alloys in sanitary and high-purity applications. The course covers codes and standards such as AWS D18.1 and ISO 14644 clean room, surface finishing techniques, and contamination control measures. Emphasis is on achieving cleanliness and hygiene levels required for food and medical industries.

Outcomes

- Perform GTAW on stainless steel and corrosion-resistant alloys
- Adhere to AWS D18.1 and ISO 14644 standards
- Implement contamination control measures in high-purity welding applications

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	South
Area of Study	HS/Tech HS International Career Education

WELD 217: Advanced Welding Applications - Pipe/SMAW

This course covers the knowledge and skills that apply to welding pipe. Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead application, profile, and weld discontinuities. Students perform SMAW welds to applicable codes on carbon steel pipe with prescribed electrodes in various positions

Outcomes

- Identify the different pipe positions.
- Describe and identify the different electrodes used and why.
- Identify and perform proper open-root pipe preparation.
- Demonstrate the ability to weld pipe in the 6G position using the appropriate SMAW electrodes.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Spring, Spring, Summer
Campus	South

WELD 218: Advanced Welding Applications - Pipe/GTAW

This course covers the knowledge and skills that apply to passing AWS D1.1 and/or WABO pipe welding qualification using the GTAW/SMAW process.

Outcomes

- Identify the different pipe positions.
- Describe and identify the different electrodes used and why.
- Identify and perform proper open-root pipe preparation
- Demonstrate the ability to weld pipe in the 6G position using the appropriate GTAW and SMAW electrodes and filler.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Spring Winter Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Spring, Winter, Summer
Campus	South

WELD 219: D18.3 GTAW Stainless Sanitary Welding II

Building on previous GTAW stainless sanitary welding skills, this course advances students' techniques in sanitary welding applications. Students further adhere to ISO 9692 standards, AWS D18.1/D18.2 codes, and focus on material protection and heat input control. Emphasis is on mastering contamination prevention and achieving high-quality welds in sanitary environments.

Outcomes

- Advance GTAW techniques for sanitary welding applications
- Maintain compliance with ISO 9692 and AWS D18.1/D18.2 codes
- Achieve high-quality, contamination-free welds in sanitary settings

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS International

WELD 220: Intermediate SMAW pipe cert. practice

This course provides students guided practice in welding open-root grooves in various positions in preparation for pipe applications. Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead placement, profile, and weld discontinuities.

Outcomes

- Identify the different pipe positions.
- Describe and identify the different electrodes used and why.
- Identify and perform proper open-root pipe preparation.
- Perform advanced welding processes/applications on pipe of different schedules and sizes.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	HS/Tech HS Career Education

WELD 222: Advanced SMAW Pipe Cert. Practice

This course provides students guided practice in welding open-root pipe in the horizontal fixed (5G). Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead placement, profile, and weld discontinuities.

Outcomes

- Identify the different pipe positions.
- Describe and identify the different electrodes used and why.
- Identify and perform proper open-root pipe preparation.
- Perform advanced welding processes/applications on pipe of different schedules and sizes.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 223: Intermediate GTAW/SMAW Pipe Cert. Practice

This course provides students guided practice in welding open-root grooves on plate in various positions and pipe in horizontal (2G) in preparation for pipe applications. Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead placement, profile, and weld discontinuities.

Outcomes

- Identify the different pipe positions.
- Describe and identify the different electrodes used and why.
- Identify and perform proper open-root pipe preparation
- Perform advanced welding processes/applications on pipe of different schedules and sizes.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 224: Advanced GTAW/SMAW Pipe Cert. Practice

This course provides students guided practice in welding open-root pipe in the horizontal fixed (5G). Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead placement, profile, and weld discontinuities.

Outcomes

- Identify the different pipe positions.
- Describe and identify the different electrodes used and why
- Identify and perform proper open-root pipe preparation
- Perform advanced welding processes/applications on pipe of different schedules and sizes.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 225: Welding Certification: Fracture Critical (SMAW) or Structural Seismic/Restricted Access FCAW or Pipe Welding GTAW/SMAW

This comprehensive certification program prepares welders for advanced qualifications in fracture-critical welding, structural seismic welding, restricted access welding, and high-pressure pipe welding. Students engage in practical assessments using various electrodes and backing materials, adhering to AWS, ISO, and ASME codes. Emphasis is on industry best practices, safety protocols, and specialized welding techniques

Outcomes

- Achieve advanced welding certifications in multiple specialized areas
- Perform practical welding assessments using diverse electrodes and materials
- Adhere to AWS, ISO, and ASME codes in specialized welding applications

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 226: ISO 16528 Pressurized Vessel Welding

This course covers the fundamentals and advanced techniques required for welding pressurized vessels according to ISO 16528 standards. Students will learn about the various welding processes, materials, and safety protocols essential for constructing and maintaining pressurized vessels. Practical hands-on training will emphasize weld quality, inspection methods, and compliance with international standards..

Outcomes

- Demonstrate proficiency in a variety of welding techniques used in pressurized vessel fabrication, including SMAW, GTAW, and GMAW.
- Interpret and apply ISO 16528 standards to ensure compliance in welding procedures, material selection, and quality assurance.
- Conduct non-destructive testing (NDT) and visual inspections to assess weld quality, identifying defects and implementing corrective measures.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Central
Area of Study	Career Education HS/Tech HS International

WELD 227: Advanced GTAW SS

Students receive instruction on welding thin gauge stainless steel in accordance with D17.1 (aerospace) acceptance criteria.

Outcomes

- Demonstrate proper setup of GTAW equipment
- Perform visually acceptable welds on thin gauge Stainless steel

Credits	4
Clinical	0
Lab Hours	80
Lecture Hours	0
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	This course will require prior exposure to welding stainless steel using the GTAW welding process.
Crosslisted Courses	N/A This course will require prior exposure to welding stainless steel using the GTAW welding process. Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 228: Advanced GTAW Aluminum

Students receive instruction on welding thin gauge aluminum in accordance with D17.1 (aerospace) acceptance criteria.

Outcomes

- Demonstrate proper setup of GTAW equipment
- Perform visually acceptable welds on thin gauge aluminum.

Credits	4
Clinical	0
Lab Hours	80
Lecture Hours	0
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	This course will require prior exposure to welding aluminum (Weld 234) using the GTAW welding process.
Crosslisted Courses	N/A This course will require prior exposure to welding aluminum (Weld 234) using the GTAW welding process. Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 229: Advanced GTAW tubing

Students receive instruction on welding thin gauge aluminum and stainless steel tubing in accordance with D17.1 (aerospace) acceptance criteria. This course will also cover welding with a positioner.

Outcomes

- Demonstrate proper setup of GTAW equipment.
- Perform visually acceptable welds on thin wall Stainless steel and Aluminum tubing.

Credits	4
Clinical	0
Lab Hours	80
Lecture Hours	0
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	This course will require prior exposure to welding thin gauge aluminum and stainless steel using the GTAW welding process.
Crosslisted Courses	N/A This course will require prior exposure to welding thin gauge aluminum and stainless steel using the GTAW welding process. Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 230: Mock Certification Testing - SMAW

This course gives the student certification practice time in SMAW

Outcomes

- Perform advanced welding processes/applications for practicing SMAW testing
- Follow specific standards per AWS D1.1 Structural Code

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter Summer Fall Spring
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Winter, Summer, Fall, Spring
Campus	South

WELD 231: Mock Certification Testing - FCAW-G

This course provides an opportunity for the student to work step by step through the structural welding certification test.

Outcomes

- Perform advanced welding processes/applications for testing flux cored arc welding.
- Follow specific standards per D1.1 and WABO 27-13

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South

WELD 233: Gas Tungsten Arc Welding-Steel

This course is an introduction to the gas tungsten arc welding process (GTAW) on mild steel. Topics include correct selection of tungsten, polarity, gas, and proper filler rod with emphasis placed on safety, equipment setup, and welding techniques

Outcomes

- Demonstrate proper set up of GTAW equipment.
- Identify and perform code quality welds on mild steel in different weld positions.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter Summer Fall Spring
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Winter, Summer, Fall, Spring
Campus	South

WELD 234: Gas Tungsten Arc Welding - Aluminum

Students learn to perform GTAW fillet and groove welds on aluminum

Outcomes

- Identify and demonstrate proper set up of GTAW equipment for aluminum.
- Identify and perform code quality fillet and groove welds in multiple positions.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South

WELD 235: Gas Tungsten Arc Welding -Stainless Steel

Students receive instruction on the GTAW process on stainless steel, performing fillet and groove welds in beginning to advance positions.

Outcomes

- Identify and demonstrate proper GTAW equipment set up for stainless steel
- Identify and perform proper welding technique using GTAW on stainless steel
- Perform fillet and groove welds using GTAW on stainless steel.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter Summer Fall Spring
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Winter, Summer, Fall, Spring
Campus	South

WELD 236: Fabrication 1

This course provides training on the selection and use of layout tools and equipment to assemble a beginning fabrication project from given specifications.

Outcomes

- Demonstrate safe working habits in an industrial welding setting
- Demonstrate proper use of various layout tools.
- Demonstrate the proper use of various hand tools.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South

WELD 237: Capstone

This course offers the student the ability to demonstrate readiness for welding employment through a combination of comprehensive welding projects and the successful completion of an industry-based written assessment.

Outcomes

- Demonstrate safe working habits in an industrial welding setting
- Describe and demonstrate proficiency in multiple weld processes
- Demonstrate correct use of measuring equipment.
- Complete a professional competency based resume.
- Perform either a mock or formal welding industry relevant interview.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Winter Summer Fall Spring
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Winter, Summer, Fall, Spring
Campus	South

WELD 238: Codes and NDT

This course is an overview on the different codes and standards common to the welding industry with an emphasis on AWS D1.1 and WABO 27-13. We also discuss Non-destructive testing practices, their applications as referenced in ASNT Standards and Practices.

Outcomes

- Identify the different welding codes and their applications.
- Identify the different clauses in AWS D1.1-2020
- Identify and demonstrate the proper steps to produce a WPS
- Identify the different NDT processes and their applications

Credits	4
Clinical	0
Lab Hours	0
Lecture Hours	40
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Corequisites	None
Crosslisted Courses	N/A None Corequisite None Fall, Winter, Spring, Summer
Campus	South

WELD 239: OSHA 10 & OSHA 30 Preparation Class

This intensive course prepares participants for the OSHA 10-hour and 30-hour certification exams, covering essential OSHA standards and best practices. Students learn to conduct workplace inspections, identify hazards, and implement corrective measures in compliance with OSHA, AWS, and ISO guidelines. Emphasis is on fostering a culture of safety and integrating best practices into daily operations.

Outcomes

- Prepare for and pass OSHA 10 and OSHA 30 certification exams
- Conduct comprehensive workplace safety inspections
- Identify and mitigate workplace hazards effectively

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 240: Fabrication 2

This course covers fundamentals of fabricating focusing on structural beams

Outcomes

- Identify different structural beams
- Demonstrate proper technique for laying out structural beams.
- Demonstrate proper structural beam cutting and welding technique.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 241: Fabrication 3

This course covers fundamentals of fabricating focusing on round objects.

Outcomes

- Demonstrate proper technique for laying out round objects.
- Demonstrate proper technique for cutting and welding round structures.

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	None
Crosslisted Courses	N/A None Fall, Winter, Spring, Summer
Campus	South
Area of Study	Career Education

WELD 242: Leadership and Foreman Training: Six Sigma, Lean, and Best Practices

This training program equips leaders and foremen with skills in Six Sigma methodologies, Lean principles, and industry best practices to enhance operational efficiency. Participants learn to identify and eliminate process defects, streamline operations, and implement continuous improvement strategies. Emphasis is on leadership development, team management, and data-driven decision-making.

Outcomes

- Implement Six Sigma and Lean principles to improve operational efficiency
- Develop leadership and team management skills
- Make data-driven decisions to enhance organizational processes

Credits	4
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 243: Emergent Technologies in Welding

Students explore emergent technologies in welding, including laser welding, laser cutting, laser cleaning, robotic welding, and friction stir welding (FSW). The course covers the setup and operation of advanced welding equipment, adhering to AWS and ISO standards. Emphasis is on applying these technologies in industries requiring precision and minimal thermal distortion

Outcomes

- Utilize emergent welding technologies such as laser and robotic welding
- Set up and operate advanced welding equipment in compliance with AWS and ISO standards
- Apply precision welding techniques in industries demanding minimal thermal distortion

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 244: Welding Automation and Robotics

Introducing welding automation and robotics, this course provides foundational skills in programming, setup, and operation of welding robots. Students learn about sensors, control systems, and troubleshooting in automated welding environments. Emphasis is on integrating traditional welding knowledge with advanced technology to enhance efficiency

Outcomes

- Program, set up, and operate welding robots effectively
- Utilize sensors and control systems in automated welding environments
- Troubleshoot and maintain welding automation equipment

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	South Downtown
Area of Study	Career Education HS/Tech HS International

WELD 245: Non-Destructive and Destructive Testing

Students learn non-destructive testing (NDT) techniques such as ultrasonic testing and radiographic testing, as well as destructive testing methods like tensile and bend testing. The course focuses on interpreting testing results, ensuring compliance with AWS D1.1 and ISO standards, and preparing for relevant certifications. Emphasis is on mastering testing procedures to assess weld quality and material performance.

Outcomes

- Perform and interpret NDT and destructive testing methods
- Ensure compliance with AWS D1.1 and ISO testing standards
- Assess weld quality and material performance effectively

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	HS/Tech HS International Career Education

WELD 246: Metallurgy in Welding

Students explore metallurgical principles affecting welding, including preheat, interpass, and post-weld heat treatment. The course compares welding on low-carbon versus high-carbon steels, discusses material protection during welding, and covers heat input limitations. Emphasis is on qualifying welding procedures (PQR) and understanding how metallurgy impacts weld quality.

Outcomes

- Apply metallurgical principles to enhance welding quality
- Differentiate welding techniques for low-carbon and high-carbon steels
- Implement appropriate heat treatments and material protections during welding

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	In-person Web-enhanced
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 247: Metal Fabrication and Layout and Math

This course provides comprehensive instruction in the principles and practices of metal fabrication and layout techniques. Students will gain hands-on experience in interpreting blueprints, selecting materials, and utilizing industry-standard tools and equipment to fabricate metal components. Emphasis is placed on safety protocols, precision measurement, and adherence to quality standards in metalworking projects.

Outcomes

- Demonstrate proficiency in reading and interpreting technical drawings and blueprints for metal fabrication projects; understand geometric dimensioning and tolerancing (GD&T)
- Perform accurate pipe layout and bending in metal fabrication
- Apply precise measurement techniques and quality control processes to accuracy and functionality of fabricated metal products per industry standards

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 248: General Welding and Certification Preparation

This course provides comprehensive training in Shielded Metal Arc Welding (SMAW), Gas Tungsten Arc Welding (GTAW), Flux Cored Arc Welding (FCAW), and Gas Metal Arc Welding (GMAW). Students will gain hands-on experience with each welding process, covering safety practices, equipment setup, welding techniques, metallurgy, weld quality, and preparation for certification exams. Emphasis is placed on developing proficiency in various welding positions and joint configurations commonly used in industry

Outcomes

- Demonstrate proficiency in one of SMAW, GTAW, FCAW, or GMAW techniques across multiple welding positions, ensuring they can meet industry standards
- Demonstrate rigorous safety protocols during welding operations, demonstrating knowledge of OSHA regulations and safe handling of welding equipment and materials.
- Successfully complete certification exams in one of SMAW, GTAW, FCAW, or GMAW, qualifying them for employment opportunities in welding and fabrication industries

Credits	4
Clinical	0
Lab Hours	60
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 289: Work Based Learning 1

This capstone course provides hands-on experience in the welding industry through employment in advanced welding roles. Students apply their technical knowledge to real-world projects, document progress, and receive instructor feedback through field visits. Emphasis is on bridging classroom learning with practical application and preparing for successful careers.

Outcomes

- Apply technical welding knowledge in real-world industrial settings
- Document project progress and receive constructive feedback
- Prepare for successful careers through practical industry experience

Credits	12
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Field-Based Experience	360
Campus	Downtown South
Area of Study	Career Education International HS/Tech HS

WELD 290: Work-Based Learning 2

A continuation of Work Study 2, this course further immerses students in the welding industry, enhancing skills through practical experience. Students engage in advanced welding tasks, reflect on challenges and solutions, and demonstrate proficiency in applying AWS and ISO standards. Emphasis is on professional growth and readiness for full-time employment.

Outcomes

- Perform advanced welding tasks in an industrial environment
- Reflect on and solve welding challenges effectively
- Demonstrate proficiency in AWS and ISO welding standards

Credits	4
Clinical	0
Lab Hours	0
Lecture Hours	0
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	NA
Corequisites	NA
Crosslisted Courses	NA NA Corequisite NA Fall, Winter, Spring, Summer
Field-Based Experience	120
Campus	Downtown South
Area of Study	Career Education HS/Tech HS International

WELD 295: Independent Projects

This course offers the student the opportunity to use the knowledge and skills learned in class and apply then to actual projects or in the work based learning program with no lecture

Outcomes

- Objectives will vary depending upon the projects chosen for further study
- Describe basic hand-tool safety and precautions per OSHA Standards
- Demonstrate safe off hand grinding procedures.
- Operate band-saw safely with 100% proficiency.

Credits	5
Lab Hours	80
Lecture Hours	10
Quarter Offered	Fall Winter Spring Summer
Instructional Mode	Web-enhanced In-person
Prerequisites	WELD 101
Campus	South
Area of Study	Career Education HS/Tech HS

WELD 55: Welding Basic

Oxyacetylene welding and cutting (OFW, OFC) with emphasis on safety rules. OFW covers welding in the flat, vertical and horizontal positions. Shield Metal Arc Welding (SMAW) covers bead on plate in the flat, horizontal, vertical and overhead positions. SMAW 6010 and 7018 electrodes are used.

Lab Hours	20
Lecture Hours	10
Instructional Mode	In-person
Distribution	Multi-Occupational Trades
Campus	Off-site
Area of Study	Continuing Education Apprenticeship



Personnel

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M.B.A., City University of Seattle

Vice Presidents

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M.A. TESOL, University of Washington
B.A. Linguistics, University of Washington

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Title
Instructor, Commercial Truck Driving
Credentials
Class A-B-C CDL Passenger P-1-P-2 Training
PTDI Certified CDL Trainer
Hazmat Certified Instructor
Safety & Awareness Program
Train the Trainer
Port of Seattle Fire Dept. Equipment Training
Class A-B CDL Special Programs

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Executive Director and General Manager, KBTC
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B.A., University of Washington

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Instructor, Electrical Construction
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Project Management, Evergreen State College

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Ph.D., Old Dominion University
M.Ed., Concordia University
B.A., Oregon State University

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Instructor, Child Studies
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M.S., Portland State University
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M.B.A., Columbia Southern University
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B.A., Brigham Young University

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M.Ed., Anaheim University

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Instructor, Practical Nursing
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A.S., Barclay College
A.D.N., Pratt Community College
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B.A.S., Pierce College
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M.S., University of Wisconsin
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B.A., Metropolitan State College of Denver

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AccessData Certified Examiner
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M.S., Chapman University
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B.S., Mechanical Engineering, Santa Clara University

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A.A.S.-T., Bates Technical College
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M.A., Chapman University
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M.Ed., University of Washington
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M.S., University of North Dakota
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M.S., University of Nebraska-Lincoln
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M.S., Western Governors University
B.S., University of Wisconsin
A.T., Bates Technical College

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Instructor, Biology & Nutrition
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Ph.D., University of Alabama
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B.S., Isfahan University of Technology

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Instructor, Administrative Office Assistant
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M.S., University of St. Francis
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Certifications: Master MOS Instructor, Certified Administrative Professional

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Director, ECEAP / Child Care
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M.S.E.C.S., Walden University
B.S., Montana State University-Billings

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Bachelor of Applied Science in Operations Management, Clover Park

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Credentials
B.A.S., Teaching, Pierce College
Washington State Residency Teacher Certificate

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Credentials
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Credentials

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B.S., Southern Illinois University

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Credentials

Licensed Master Barber, Bates Technical College

Licensed Barber Instructor, Bates Technical College

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Instructor, Welding

Credentials

American Welding Society (AWS) Certified Inspector

AWS Certified Welding Instructor

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Instructor, History / Social Studies

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Ph.D., University of Washington

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M.S., University of La Verne

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B.A., Pacific Lutheran University

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Graduate Certificate, Eastern Washington University

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A.T., Bates Technical College

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Credentials

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Amazon AWS Certified Cloud Practitioner

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Ph.D., Wichita State University

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Ph.D., Washington State University

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A.A.S., Electronics, Technical Institute of Alamance
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M.A., University of Washington
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Abdalkhuddus Uraiet

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M.A. Education, Goddard College
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M.A., Boise State University
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Credentials
M.S., University of Arkansas
B.S., Embry-Riddle Aeronautical University
Certified Project Manager, George Washington University
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Lean Six Sigma Black Belt, Villanova University

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B.A.S., South Seattle University
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SBE CTO Certified
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Instructor, Fire Service

Credentials
Certified Journeyman Firefighter JATC
Certified Incident Safety Officer
Certified Health and Safety Officer
Certified Blue Card Incident Commander

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M.S., University of Washington
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Ph.D., Colorado State University
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