# ACADEMIC CALENDAR

## 2005-2006

### FALL SEMESTER, 2005

<table>
<thead>
<tr>
<th>August</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>17</td>
<td>Wednesday</td>
<td>ESL Registration</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>Wednesday</td>
<td>SAT Test</td>
</tr>
<tr>
<td>25-28</td>
<td>Thursday-Sunday</td>
<td>Freshman Orientation</td>
<td></td>
</tr>
<tr>
<td>28-29</td>
<td>Sunday-Monday</td>
<td>Registration</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Tuesday</td>
<td>Instruction Begins, Late Registration Begins</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Wednesday</td>
<td>International New Student Orientation</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>September</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>5</td>
<td>Monday</td>
<td>Last Day to Register or Add a Class</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>Friday</td>
<td>Last Day to Drop from a Class without receiving a &quot;W&quot;</td>
</tr>
<tr>
<td>October</td>
<td>7</td>
<td>Friday</td>
<td>Fall Holiday ( Begins at Midnight on Thursday)</td>
</tr>
<tr>
<td></td>
<td>20</td>
<td>Thursday</td>
<td>Mid-Semester</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>Sunday</td>
<td>Senior College Base Test</td>
</tr>
<tr>
<td></td>
<td>26</td>
<td>Wednesday</td>
<td>Senior College Base Test</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>November</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>15</td>
<td>Tuesday</td>
<td>Last Day to Withdraw from a Class</td>
</tr>
<tr>
<td></td>
<td>17</td>
<td>Thursday</td>
<td>Spring 2006 Pre-registration Begins</td>
</tr>
<tr>
<td></td>
<td>22</td>
<td>Tuesday</td>
<td>Thanksgiving Break Begins at 5:00 pm</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>Monday</td>
<td>Instruction Resumes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>December</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>11</td>
<td>Sunday</td>
<td>Senior Major Exit Test</td>
</tr>
<tr>
<td>12-15</td>
<td>Mon-Thurs</td>
<td>Examinations</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Tuesday</td>
<td>ESL Completion</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Thursday</td>
<td>Christmas Vacation begins at 11:30 am</td>
<td></td>
</tr>
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### SPRING SEMESTER, 2006

<table>
<thead>
<tr>
<th>January</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Sunday</td>
<td>SAT Test</td>
<td></td>
</tr>
<tr>
<td>8-9</td>
<td>Sun-Mon</td>
<td>Registration</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Monday</td>
<td>ESL Begins</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Tuesday</td>
<td>Instruction Begins, Late Registration Begins</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Wednesday</td>
<td>International New Student Orientation</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Monday</td>
<td>Last Day to Register or Add a Class</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Friday</td>
<td>Last Day to Drop a Class without receiving a &quot;W&quot;</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>March</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Wednesday</td>
<td>Mid-Semester</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Thursday</td>
<td>Spring Break begins at 5:00 pm</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Monday</td>
<td>Instruction Resumes</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Monday</td>
<td>Summer Registration Begins</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Friday</td>
<td>Last Day to Withdraw from a Class</td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>Monday</td>
<td>Fall 2006 Pre-registration Begins</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>April</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>5</td>
<td>Wednesday</td>
<td>Awards Convocation</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Sunday</td>
<td>Major Field Achievement Test</td>
<td></td>
</tr>
<tr>
<td>28-May 3</td>
<td>Friday</td>
<td>Examinations</td>
<td></td>
</tr>
<tr>
<td>May 5</td>
<td>Friday</td>
<td>Senior Consecration</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Saturday</td>
<td>Baccalaureate</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Sunday</td>
<td>Commencement</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Thursday</td>
<td>ESL Graduation</td>
<td></td>
</tr>
</tbody>
</table>

### SUMMER MODULES 2006

#### FIRST MODULE

| May 8-June 2 | 4 Weeks | Final Exam June 2 |
| May 8-June 9 | 5 Weeks | Final Exam June 9 |

#### SECOND MODULE

| June 12-July 14 | 5 Weeks | Final Exam July 14 |

#### THIRD MODULE

| July 17-August 18 | 5 Weeks | Final Exam August 18 |

#### NURSING

| May 10-June 16 | 6 Weeks | Child Health Nursing |
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# Mission, Purpose, and Goals

## Mission Statement

The mission of Southwestern Adventist University is to offer quality higher education in a Christ-centered environment.

## Core Values

1. God is the ultimate source of knowledge and meaning
2. Committed to the Seventh-day Adventist value system
3. Commitment to the continual growth of the whole person
4. Committed to a heritage of diversity, tolerance, concern and compassion for others
5. Commitment to the personalized development of students
6. Academic excellence

## Brief History

Southwestern Adventist University was founded in 1893 as Keene Industrial Academy. Junior college level work was first offered in 1916 and the name was changed to Southwestern Junior College. In anticipation of offering baccalaureate work, the name was changed to Southwestern Union College in 1963. The first bachelor level classes were offered in 1967. In 1977, the college was renamed Southwestern Adventist College, reflecting its denominational affiliation. Graduate level work was begun in 1987; nine years later the institution changed its name to Southwestern Adventist University. The University has been accredited by the Southern Association of Colleges and Schools since 1958; first as a Level I institution (associate degrees), then in 1970 as a Level II institution (baccalaureate degrees), and since 1989 as a Level III institution (graduate degrees).

## Pertinent Descriptive Information

The University is a coeducational institution of higher learning. It was established and is operated by the Seventh-day Adventist Church and is essential to the fulfillment of the teaching ministry of the church.

## Essential Beliefs

The institution is committed to Christian teachings and values as understood by the Seventh-day Adventist Church. God is perceived as the Creator and ultimate source of knowledge and meaning. True education is defined as the harmonious development of the intellectual, spiritual, social, and physical aspects of human nature.

## Geographical Region, Type of Students and Faculty

The University serves primarily the needs of the Seventh-day Adventist membership in the five states of Arkansas, Louisiana, New Mexico, Oklahoma, and Texas. The University welcomes students from all religions and geographical areas, as well as from diverse ethnic, social, and cultural backgrounds.

To achieve its purpose effectively, the University recruits and retains well-qualified teachers, who are dedicated to teaching and advising and who are willing to spend time with students both in and out of the classroom. The University encourages research and scholarly endeavors on the part of its faculty.

## Major Institutional Functions

The University provides a challenging environment conducive to the total development of the student, thus contributing to the realization of each individual's potential. The administrative departments of the University provide the infrastructure needed for the institution to fulfill its educational purposes.

The University's undergraduate curriculum consists of programs in the liberal arts and sciences, with a number of professional and preprofessional curricula. The general education component brings balance to the academic and professional programs, enriching the intellectual and cultural experiences of the student beyond the limits set by the specific major. The graduate curriculum includes master's degrees in business and education.

## Attitudes and Ideals

The University broadens the student's intellect, strengthens the spiritual dimension, contributes to social growth, fosters attitudes and practices of healthful living, develops a wholesome respect for the dignity of labor, and instills a sense of selfless service.
Institutional Goals

The University has the following goals:

1. Strengthen the student’s relationship with Jesus Christ
2. Provide an environment conducive to learning
3. Provide the infrastructure to fulfill our educational purpose
4. Focus on quality curricular programs in undergraduate education
5. Provide a general education component that brings enrichment and balance to all academic and professional programs
6. Provide quality graduate education at the master’s level
7. Provide quality distance-learning
8. Provide administrative support services
9. Provide educational support services
10. Operate in a fiscally responsible manner

Student Outcomes

The SWAU graduate will:

1. Have knowledge in the humanities/fine arts, social/behavioral sciences, natural sciences and mathematics.
2. Be able to communicate effectively through the spoken word, the written word, and the use of other abstract symbol systems.
3. Be able to think critically and solve problems.
4. Possess the attributes of growth: ability, tolerance, self-reliance, compassion, and a love of learning.
5. Have a commitment to high moral and ethical standards.
6. Have knowledge of Seventh-day Adventist values and beliefs.
7. Possess leadership skills and a commitment to service.
8. Possess the knowledge, skills, and personal attributes to function effectively in the workplace.
9. Possess cultural sensitivity and a global perspective.

Accreditation and Non-Discrimination Policy

Southwestern Adventist University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number is 404-679-4501) to award: Associate, Bachelor’s, and Master’s degrees.

In addition, the University is currently accredited by the following accrediting bodies:

- Council on Social Work Education
- General Conference Accrediting Association of SDA Schools, Colleges, and Universities
- International Assembly for Collegiate Business Education
- Texas Education Agency
- Texas Board of Nurse Examiners
- National League for Nursing

The University is a member of the following:

- National Association of Independent Colleges and Universities
- Independent Colleges and Universities of Texas
- Texas Independent College Fund
- Association of Texas Colleges and Universities

Southwestern Adventist University does not discriminate on the basis of gender, religion, disability, race or ethnic origin. Dr. Donald Sahly, president, is responsible for compliance. The University believes the interpretation and implementation of all government laws and regulations are subject to constitutional guarantees against unreasonable entanglement with or infringement on the religious teachings and practices of the Seventh-day Adventist Church. Any regulation or change in regulation adopted by the Board of Trustees or the faculty at any time shall have equal authority as the regulations printed in this bulletin or the student handbook. Each student is responsible for knowing and observing the regulations of the University and is responsible for fulfilling the requirements for his or her degree as defined by the University bulletin.
Admissions

Visiting SWAU

Southwestern Adventist University is happy to have prospective students and parents visit the campus. It is best to visit during the week as offices are open Monday to Friday noon. To arrange a visit call 888-SDA-SWAU or see our web site.

General Admission

Southwestern Adventist University admits qualified applicants without regard to race, color, gender, handicap, or national origin. While the Seventh-day Adventist Church sponsors and financially underwrites the University and while the majority of its students are Seventh-day Adventists, the University requires no specific religious affiliation for admission. The University will admit persons of other or no religious persuasion who meet its academic standards and who express their willingness to respect its religious, social, and cultural characteristics.

The Director of Admissions, in consultation with the Admissions Committee, reviews all applications and makes the decisions regarding admission to the University. Those who desire information regarding admission may e-mail, write, or phone:

inquire@swau.edu

SWAU Admissions
P. O. Box 567
Keene, TX 76059
U.S.A.

817-645-3921 (local and international callers)
800-433-2240 or 888-SDA-SWAU toll-free within the United States

Students wishing to graduate with an Education, Nursing, or Social Work major must apply for general undergraduate admission and also submit a separate application to those departments. Additional requirements must be met for acceptance into these programs. See those sections of the bulletin for details.

The Director of Admissions should be contacted regarding admissions policies not published in the Bulletin.

New Freshman Admission

SWAU requires first-time freshmen to have graduated from high school or have a GED or state issued equivalency diploma and acceptable ACT or SAT scores. Students attending a college or university for the first time are classified as first-time, first-year freshmen. This includes students with advanced standing (college credits earned before graduation from high school) and students enrolling in the fall who attended college for the first time in the prior summer. The following are the admission procedures for first-time freshmen:

1. Complete and return an application to the Admissions Office.

2. Submit an official high school transcript, showing graduation date, to SWAU’s Admissions Office. If the applicant has enrolled at any college, an official transcript of that academic record must also be submitted. Any applicant who has not graduated from high school must submit an official GED or state issued equivalency diploma, and an official transcript from the last high school attended. Home schooled applicants must submit an official GED or state issued high school equivalency certificate.

3. Submit an ACT or SAT score report. Applicants who have passed a college-level English composition course and a college-level math course are exempt from having to submit SAT or ACT scores. Southwestern’s Counseling and Testing Center offers the SAT for applicants who have not taken either exam or who wish to take the SAT again. SAT results from an on-campus exam cannot be transferred to other institutions. First-time freshmen must have a minimum SAT Verbal score of 400 and a minimum SAT Math score of 400 or an ACT composite score of 17 to enroll in any undergraduate program. First-time freshmen who have an SAT Verbal and Math composite score between 600 and 790, or an ACT composite between 13 and 16, will be enrolled in the General Studies Program (see Special Program Policies in the Bulletin for details). First-time freshmen applicants whose highest composite SAT Verbal and Math scores are below 600 or whose highest ACT composite is below 13 will not be accepted.

4. Submit an explanation if involved in any incident of suspension, probation, dismissal, criminal conduct, or substance use as indicated on the application. The explanation will be reviewed to determine the applicant’s eligibility for admission.

The Admissions Office will notify applicants by letter regarding acceptance status after application and transcripts have been received. An applicant will be accepted in good standing as a regular student in a degree program when all requirements have been met. Acceptance allows the financial aid and pre-registration process to begin. Enrollments are limited to a maximum of three semesters when a first-time Freshman student has submitted acceptable ACT or SAT scores but all required documents have not been submitted (see Transcript Policies for details).

First-time Freshmen must take a Math Aptitude Profile (MAP) before registering in order to determine specific math class options. English scores on the SAT or ACT determine English class options. See the English and Mathematics sections of the Bulletin for details.

Transfer Student Admission

A transfer student is one who has attended another college or university in a fall, winter, or spring term after graduating from high school or passing a GED or state high school equivalency test. Technical courses do not transfer to SWAU and are not used to determine student classification at SWAU. Transfer students may be admitted in any semester. The following are admission procedures for transfer students:

1. Complete and return an application to the Admissions Office. To receive Federal financial aid transfer students must indicate on the application when they graduated from high school or passed a GED or state high school equivalency test.

2. Submit an official undergraduate transcript from each college or university the student has attended. All official college transcripts must be submitted in the same semester that the student begins classes so that a degree audit may be completed before registration the next semester. Transfer students with credit from outside the U.S. which is applicable to a degree must submit an official transcript of that academic work before an acceptance can be granted. Students
who have completed less than 12 semester hours of transferable college credit (refer to Transfer Credit in Academics section of Bulletin for details) must submit an official high school transcript showing graduation. Transfer students with less than 12 transferable semester hours who were home schooled or did not graduate from high school must submit an official passing GED or other state issued high school equivalency diploma. Transfer students who were home schooled at the high school level and have not completed a college program of at least two years in length must have passed a state recognized high school equivalency program or GED to receive Federal financial aid.

3. Submit an explanation if involved in any incident of suspension, probation, dismissal, criminal conduct, or substance use as indicated on the application. The explanation will be reviewed to determine the applicant's eligibility for admission.

If a college level math course has not been passed, a transfer student must take SWAU’s Math Aptitude Profile (MAP) to determine math class options. Any student who has not completed their math requirement before beginning studies at SWAU will take a Math Aptitude Profile. (See page 84.) Students scoring below a 4 will be required to enroll in math their first semester at SWAU and remain enrolled in a math course each semester until they have passed either MATH 101 or 110 (including any needed prerequisites). For all students, satisfactory completion of MATH 101 or higher is prerequisite to registration after 56 semester hours have been completed.

If no English Composition course has been passed, a transfer student must submit an ACT English score or SAT Verbal score or take SWAU’s English Composition test to determine English class options. Math and English class options must be determined before a transfer student can register for classes.

Applicants receive notification of acceptance status from the admissions office. A transfer student will be accepted in good standing as a regular student in a degree program when all requirements are met. A transfer student who has completed 12 or more hours with a cumulative GPA of less than 2.0 from previous college work will be accepted on academic probation (refer to Academic Probation in the Bulletin for details). Enrollment will be limited to one semester when a transfer student meets minimum admission requirements but has not submitted all requirements (see Transcript Policies in Bulletin for details).

International Student (F-1) Admission

Southwestern Adventist University classifies as an international student all applicants not a citizen or permanent resident of the United States. SWAU is approved by the U.S. government for the admission of non-immigrant students (F-1 status). International students should not leave their country with the intention of enrolling at Southwestern Adventist University without a letter of acceptance, an I-20 form issued by SWAU, and a student visa. International students must meet the following requirements to obtain an academic acceptance:

1. Submit an SWAU Application and Personal Data Form to the Admissions Office.
2. Students without post secondary academic credit must submit an official academic transcript or Examination Certificate to show completion of the secondary level of education. Students who have completed post-secondary level academic credit for a degree must submit an official transcript of all credit earned before an acceptance will be granted.
3. Submit documentation of English language proficiency. Any one of the following will meet this requirement:
   a) the Test of English as a Foreign Language (TOEFL) with a minimum proficiency level of 190 on the computer-based test, or 520 on the paper-based test or 68 on the internet-based test
   b) the Michigan English Language Assessment Battery with an average score of 80 in each section*
   c) an SAT I Verbal score of 400 or higher**
   d) an ACT English score of 17 or higher
   e) transfer of at least 24 semester credit hours to SWAU with the last three years of education at a school or schools where English is the language of instruction
   f) transcripted university level credit for an English composition course if English is the national language of a student's country of citizenship, is the student's first language, and the last three years of education have been completed in English.

   *SWAU's English as a Second Language Department gives the Michigan test free of charge.

   **SWAU’s Counseling and Testing Center gives the SAT I test for a fee.

   All acceptable documentation must be current (within the last six months). Students who do not have documentation of English language proficiency will be tested upon arrival at SWAU. Students who do not meet minimum requirements will be required to take ESL courses, developmental courses, or a combination of these classes in the first semester of enrollment at Southwestern.

4. Submit an explanation if involved in any incident of suspension, probation, dismissal, criminal conduct, or substance use as indicated on the application. The explanation will be reviewed to determine the applicant's eligibility for admission.

Application Deadlines

SWAU will give priority to international applicants who meet all financial and academic requirements for admission before July 1 for the Fall semester and before November 1 for Spring semester. International applicants who have not submitted all academic and financial requirements by these deadlines may be deferred to the next semester. After deadlines have passed SWAU gives priority to ESL applicants.

Acceptance Notification

The Admissions Office will notify applicants by letter regarding acceptance status after an application and official transcript(s) have been received. Acceptance will not be granted without official academic certificate(s) and/or transcript(s).

Academic Credentials Evaluation

Degree-seeking students with previous college work from outside the U.S. must submit an official independent credentials evaluation before a degree audit can be prepared or transfer credit granted. (An academic credentials evaluation costs approximately $125.)

Academic ESL Student Progression

Students who successfully complete 12 hours of ESL, passing each class with a grade of C or better, and who pass the Michigan Test of English, are not required to submit ACT or SAT scores to continue in another academic area.
Admissions

International Student (F-1) Requirements for SWAU I-20

After academic acceptance is granted, an international student must meet the following requirements to obtain I-20 and I-901 forms necessary for issuance of a student visa for entry into the U.S. and enrollment at SWAU:

1. Submit a Certificate of Finance form and documentation to prove financial ability to meet the costs of tuition, lodging, food, fees, medical insurance, and personal expenses while studying at SWAU.

2. Submit a deposit of $1,000 and a pre-payment of $5,900 (a combined total of $6,900) if the applicant is not a citizen of U.S. Territories or Canada. The $5,900 pre-payment will be applied to the student’s first semester expenses at SWAU (including books) and the $1,000 deposit will cover dormitory room reservation/damage deposit and I-901 SEVIS fee. The remaining $800 of the deposit will be retained in a reserve fund. The reserve fund will become available to the student upon graduation or permanent withdrawal from school if the student’s account balance is zero. No interest is paid on the deposit held in reserve. The deposit and pre-payment will be returned to applicants who do not enter the U.S. to enroll, minus a processing fee of $200 and the $100 SEVIS fee.

3. Submit a legible copy of a current passport, showing legal name.

General Information & Policies for International Students

Arrival on Campus

When international students arrive at SWAU they should take their Passport, Visa, I-20, and I-94 card to the Admissions Office so copies can be made to go into their admissions file.

Concurrent Enrollment

International Students on SWAU’s I-20 must complete a minimum of two semesters of full-time enrollment before SWAU will grant concurrent enrollment with another school. A student granted concurrent enrollment will be allowed to take only one class at another school unless on Economic Hardship and then a maximum of two classes will be allowed.

Financial Aid

International students on F-1 visas do not qualify for Federal and State loans or grants as detailed in the financial section of the SWAU Bulletin although campus employment is available. The student is expected to have sufficient funding (either sponsorship or personal funds) to cover tuition, food, lodging, books, fees, insurance, and personal expenses. International students are expected to meet required payments at registration and throughout the semester.

I-20 Transfer to Another School

International students must be enrolled full-time for a minimum of one semester before SWAU will transfer a student’s I-20 to another school. The student must see SWAU’s Foreign Admissions Counselor to have their I-20 transferred to another school.

Immigration Reporting

As required by U.S. law, SWAU notifies the U.S. government through the Student & Exchange Visitor Information System (SEVIS) when an I-20 is issued, when an international student enrolls or does not enroll at SWAU and if an international student drops out or falls below a full load of classes. Change of addresses are also reported to the U.S. government through this system. It is imperative that all international students on an I-20 notify the International Student Advisor or SWAU’s Foreign Admissions Counselor in advance if they move to a new residence or plan to transfer to another school or if they plan to drop below the 12 minimum required hours of classes.

Medical Insurance

SWAU requires all international students to purchase major medical insurance coverage at registration if not already insured through the SDA system.

Nursing Students

All International students in SWAU’s nursing program must be on SWAU’s I-20.

Other Visa Enrollment

SWAU will allow F-2, B-1, or B-2 visa holders to enroll for a maximum of 1 class of up to 4 hours per semester. These students are not allowed to enroll in nursing classes or to work on campus. Immigrants with an R-1 or R-2 visa can enroll full-time but are not allowed to work on campus. These visa holders must apply and meet academic requirements for acceptance before they can register for classes.

Orientation Program

An International Student Orientation is conducted before each semester’s registration. Attendance is required for all non-ESL non-immigrants who are new to SWAU, including international transfer students. Students are notified of this orientation program in acceptance letters. New international students who do not attend this orientation will be required to attend a makeup session. All international students are given an International Student Handbook at orientation or can pick up a handbook at the Admissions Office.

Residence Halls

After being accepted, international students who plan to live in one of SWAU’s residence halls should immediately submit a housing information form. The room reservation/damage deposit required by SWAU residence halls is included in the international student deposit.

Work

According to current U.S. immigration laws, international students with student visas may work on-campus provided the student is enrolled in a full course of study and is making progress toward the completion of a degree. On-campus employment is limited to a maximum of 20 hours per week when school is in session but may go up to 40 hours per week during school vacations. International students in F-1 status are required by law to secure permission from the International Student Advisor before accepting any off-campus employment.
International students with F-1 status are not able to do Curricular Practical Training until they have completed at least 12 months of regular schooling. This means that international students who have completed just one semester of regular classes or two semesters of ESL are not eligible to work in an off-campus Literature Evangelism program or at a summer camp. These students are only allowed to work on campus.

**SPECIAL ADMISSION**

**Adult Degree Program (ADP)**

SWAU has a plan for those who cannot attend classes on campus on a regular basis. It is the Adult Degree Program (ADP). Students who are at least 22 years old, have been out of college for more than one year, and find it difficult to attend college full-time because of family responsibilities or other obligations, are eligible for this program. Requests for exceptions should be directed to the ADP Committee. For an application or to talk with the department, please call (800) 433-2240, ext. 6204.

For admission to the Adult Degree Program, students must:

1. Complete the ADP application form and data sheet in the ADP brochure or on the SWAU web site.

2. Submit one of the following:
   a. an SAT report with a verbal score of 400 or higher and a math score of 400 or higher
   b. an ACT composite score of 17 or higher
   c. college transcript with passing grades in English and math classes
   d. college transcript with grades of C or better in developmental English and math classes
   e. official transcript(s) with 24 or more semester hours with a cumulative GPA of 2.0 or better
   f. a Texas Higher Education Assessment (THEA) with a Reading score of 230+, a Mathematics score of 230+ or an Algebra score of 270+, and a Writing score of 220+

3. Submit official transcripts according to applicable criteria:
   a. Applicants with less than 12 hours of college credit
      1) an official high school transcript showing graduation or an official certificate from a state recognized high school equivalency test
      2) official transcripts from each college attended
   b. Applicants with 12 or more credit hours must submit official transcripts of all undergraduate college work from each college attended

Developmental/remedial classes cannot be taken through the Adult Degree Program.

A student transferring experiential credit through a portfolio must submit the portfolio for review by SWAU faculty. If SWAU faculty agree that documentation is sufficient for credit, up to 32 credits may transfer in this manner. Courses and the number of credits must be identified on the transcript. Credit will be awarded only in the areas offered within the current curriculum of the institution. No letter grade is given or transferred for experiential credit.

Southwestern Adventist University does not issue I-20’s for international applicants to the Adult Degree Program.

**Auditing Students**

Students who plan only to audit classes must submit an application. No academic transcripts are required.

**High School Students**

High school students currently enrolled in their Junior or Senior year may take a maximum of two classes per semester at SWAU. They must submit an application and provide a letter from their principal or registrar giving permission to take these classes.

**Returning Students**

Former SWAU students wishing to return to SWAU must reapply for admission. Students must reapply if they have not been in attendance for one or more semesters.

**Teacher Certification Students**

All teacher certification students must submit a graduate non-degree application and an official transcript showing graduation from either an undergraduate or graduate institution before registering. Other transcripts may be submitted at the discretion of the student for credits they would like to have applied to the SWAU transcript. Students who have not earned an undergraduate degree must meet general admission requirements.

**Transient Students**

SWAU will accept a transient student, a student registering for not more than one semester, with either written recommendation from the student’s college registrar or an official transcript of college work already completed. A transient student planning to take a course with a prerequisite must provide evidence that he/she has the necessary background to take that course. Transient students are not eligible for Federal or state financial aid.

**Transcript Policies**

1. An applicant accepted with an incomplete admissions file may be admitted pending the receipt of all required official transcripts. Students lacking an official high school transcript, GED, or state high school equivalency diploma can enroll for a maximum of three (3) semesters. Students lacking official college or university transcripts can enroll for one (1) semester only. Official college transcripts must be submitted in the same semester that the student begins classes so that a degree audit may be completed before registration the next semester.

2. Acceptance will be withdrawn if SWAU does not receive all missing transcripts by the end of the last semester allowed for enrollment with an incomplete admissions file.

3. As long as an admissions file is incomplete, SWAU will not issue a transcript or grade reports, even if the student’s account is paid in full.

4. Dismissal will follow if SWAU finds that a first-time freshman has registered without having graduated from high school or without having passed the GED exam or a state high school equivalency test.
**Finances**

**TUITION, ROOM & BOARD COSTS**

**Full-Time Student Package**

<table>
<thead>
<tr>
<th></th>
<th>Semester</th>
<th>Year</th>
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</thead>
<tbody>
<tr>
<td>Tuition (12-17 credit hours)</td>
<td>$6,072</td>
<td>$12,144</td>
</tr>
<tr>
<td>SA Fee</td>
<td>70</td>
<td>140</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>100</td>
<td>200</td>
</tr>
<tr>
<td>Total Tuition and Fees</td>
<td>$6,242</td>
<td>$12,484</td>
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Residence hall room

Required meal plan choices for resident hall student:

<table>
<thead>
<tr>
<th>Meal Plan</th>
<th>Meals per week</th>
<th>Rusty Bucket</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>19</td>
<td>$50</td>
</tr>
<tr>
<td>A(R)</td>
<td>15</td>
<td>$408</td>
</tr>
<tr>
<td>Total</td>
<td>$9,145</td>
<td>$18,290</td>
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</table>

B

<table>
<thead>
<tr>
<th>Meal Plan</th>
<th>Meals per week</th>
<th>Rusty Bucket</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>15</td>
<td>$224</td>
</tr>
<tr>
<td>B(R)</td>
<td>12</td>
<td>$209</td>
</tr>
<tr>
<td>Total</td>
<td>$9,019</td>
<td>$18,038</td>
</tr>
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</table>

C

<table>
<thead>
<tr>
<th>Meal Plan</th>
<th>Meals per week</th>
<th>Rusty Bucket</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>10</td>
<td>$209</td>
</tr>
<tr>
<td>C(R)</td>
<td>07</td>
<td>$209</td>
</tr>
<tr>
<td>Total</td>
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</tbody>
</table>

The Rusty Bucket is a snack shop within the cafeteria that is open Monday-Thursday 8:30-7:00 pm and Friday 8:30-4:00 pm.

Please note these guidelines before choosing a meal plan:

1. No decrease in chosen meal plans after registration week.
2. Refunds are on pro-rata basis only when withdrawing from school or moving from residence hall.
3. Meals do not accrue from week to week.
4. Meals over the chosen plan are cash only, posted cash rate.

**Student Package includes:**

- Tuition for a 12-17 hour class load
- Cap and gown for graduation
- Diploma
- *A room in one of the residence halls beginning the Friday before registration
- Meals at the cafeteria
- Fall Semester - Friday before registration through the last day of exams
- Spring Semester - Friday before registration through graduation
- Reduced hours during Thanksgiving and Spring break
- *Local telephone service

Use of the following:

1. Library
2. PC Laboratory
3. Science Laboratory
4. Gymnasium
5. Student Center
6. Nurse’s Health Service on campus
7. Band Instrument

* These items are included in the Residence Hall Student Package only.

**Summer School**

Residence halls charge a weekly rate and the cafeteria charges for each meal.

**RESIDENCE HALL REQUISITES**

All unmarried students under 21 years of age, taking six or more credit hours, are required to live in one of the university’s residence halls. Residents are also required to select from one of three meal plans offered through the cafeteria. Students who officially withdraw from SWAU will not be permitted to live in the residence hall after their official withdrawal date.

Off-Campus Living: Must meet the following requirements and be approved by the Dean of Students

- Must be 21 years of age, a senior (90+ earned credits), taking five or less credit hours, or live with immediate family.
- Must be in good and regular standing.
- Single students must live with the same gender, unless living with immediate family members.

**Residence Hall Deposit**

To reserve a room, students are required to pay a general deposit of $100 to the respective residence hall. The deposit will be held until the student graduates, moves out of the residence hall, or withdraws from the university. The deposit is refundable on condition that the checkout procedure of the residence hall is followed (see Residence Hall Handbook). Should a student cancel an application for admission before August 22, the deposit will be refunded.

**Private Room Fees**

Private room fees are an additional $595 per semester subject to space availability, dean approval, and financial clearance.

**OTHER TUITION AND ACADEMIC FEES**

**Adult Degree Program**

Adult Degree Program tuition must be covered at registration. There are no payment plans for this program. For further information contact the ADP Office.

**Audit Tuition**

Audit tuition is $20 per credit hour, which is in addition to any package plan. For students taking less than a full load some courses may be audited only at the full tuition rate. ADP, ESL, graduate or certain classes specified by the Records Office may not be audited.

**Credit Hour Charge**

Courses taken above or below the 12-17 hour package will be charged at $506 per credit hour.

**Freshman Orientation Fee**

Attendance of Freshman Orientation is required of all freshmen students. This is scheduled to begin Wednesday evening before the Sunday of fall registration and continue through the weekend. A fee of $95 will be assessed for this orientation.

**Graduate Program**

Graduate Program tuition is $506 per semester hour. Graduate hours are charged separately from the undergraduate tuition package. For further information about the Graduate Program and available scholarships, please refer to the Graduate Bulletin.
Laboratory/Supply Fees
- Fees are non-refundable after close of registration.
- Anatomy & Physiology fee $40.00
- Biology lab fee $40.00
- Genetics lab fee $40.00
- Photography lab fee $150.00
- Photojournalism supply fee $50.00
- Mammology lab fee $40.00
- Microbiology lab fee $40.00

Medical Technology Student
- Medical Technology students will be charged an administrative fee of $100 per semester during their clinical year. Check with the advisor regarding tuition and fees at the affiliated hospital.

Music Lessons
- Music lessons are $200 per semester above the cost of tuition (based on a minimum of ten half-hour lessons). No refunds after the second week of the semester.

Nursing Tuition Surcharge/Program Admission Fee
- Nursing students' tuition surcharge is $150 for each AS nursing class. A $300 surcharge is assessed baccalaureate nursing students when enrolled in courses NRSB 350 or 375.
- A $100 non-refundable fee is required upon acceptance to the Nursing Program.

Senior Citizens
- The tuition rate for senior citizens (65+) is $20 per semester hour. This does not apply to the Adult Degree Program, nursing classes or discounted programs.

Study Abroad Program
- Study abroad students (other than ACA) will be charged an administrative fee of $100.00 per semester of study abroad.

Student Missionary/Task Force Program Charges
- Students who are spending one year of their education as a student missionary or task force worker may earn:
  - Six credit hours of UNIV 211 each semester, for up to two semesters, charged at 1/2 of the regular hourly tuition rate.

OTHER EXPENSES
Books
- Books and class supplies will cost approximately $396 per semester. Students must pay cash for books.

Cafeteria
- Off-campus students and guests pay cash at the door. Guest meals are not included in student meal plans.

Checks
- Returned checks not honored by the bank carry a $25 charge.

Examinations
- AP examinations — recording fee is $25 per exam.
- Career, Aptitude, and Personality Tests — $5-$12.
- CLEP examinations — $55. The recording fee is $25 per exam.
- Proficiency examinations — $75 each.
- SAT examinations — approximately $30.
- Special examinations, such as GRE, TASP, MCAT, and LSAT, carry a fee.

Fees
- A Student Association fee of $70 and a technology fee of $100 per semester is required of all students. These fees are nonrefundable.
- A late registration fee of $100 cash is required for requests to hold classes beyond registration day. This fee is non-refundable.

Field Trip Costs
- Students will pay for their own food and lodging on class trips.

Fines
- An assembly fine of $10 will be assessed for each absence beyond the one allowed.
- The cafeteria will assess fines for infractions of cafeteria policy.
- The library will assess fines for overdue library materials and lost items.
- Residence halls will assess fines for improper checkouts, lost keys, and infractions of residence hall policies.
- Miscellaneous fines may be assessed as deemed appropriate by the administration.

Identification Card
- An I.D. card is provided to the student for cafeteria, library, and gym use. The first card is provided free of charge and is valid as long as the student is enrolled. There will be a $5 cash replacement charge for a lost, stolen, or damaged card.

Insurance
- Automobile insurance is the responsibility of the student. The University does not carry insurance covering theft, loss, or damage of any kind.
- Medical insurance is required for all students registered for 6 or more credit hours. Medical insurance can be purchased at registration for approximately $170 per academic year if the student is not covered by another plan. No refunds will be made after the second week of classes.
- Medical insurance coverage for International students will be charged at approximately the following rate: Fall semester $290, Spring semester $406. (This is the INS required twelve-month coverage.)
- Personal property insurance is the responsibility of the student. The University is not responsible for the loss of personal property by fire, theft, or other causes. It is recommended that students arrange for insurance coverage of their personal belongings with an insurance agency of their choice. Residence hall students are advised not to keep money in their rooms. Students may deposit money in the student bank at the Business Office. Students may withdraw this money any time during the regular office hours.

Low Balance Write-Offs
- Credits or debits of less than $5 will be written off at the end of the semester.
Senior Class Dues

Senior class dues are a mandatory fee voted by the Senior class each year to cover expenses such as class gift, announcements, flowers, and miscellaneous class activities. If graduation dues were paid as a two-year graduate, only half of the dues will be required of the four-year graduate.

Transcripts

Requests for expedited delivery of transcripts will be assessed the following charge: $20 for express mail service, $5 for same day office service, and $5 for fax service. A transcript is collateral for any unpaid student account balance and/or Payment Plan II FSB short-term loan. Transcripts and diplomas are not released if a student's account and/or FSB note is not paid in full, if government loans are not current in repayment, or if the academic file is incomplete. If a check to pay off a student account or First State Bank balance accompanies a transcript request, the transcript will be held until the check is cleared. Requests accompanied by a money order or a bank draft are processed more quickly. Accounts may be paid by credit card. (See Transcripts, Requesting on page 24.)

PAYMENT PLANS

SWAU offers three payment plans for fall and spring semesters to help students manage their university expenses. Classes taken during the summer require full payment at the time of registration for each module.

Plan I — Cash

When the total charges for a semester are paid on registration day, a discount of 3% is given on the cash paid for tuition, room, and board. (Before this discount is figured, all scholarships, loans, grants, awards, other discounts, and university aid funds are subtracted.) Students using this plan must bring with them at registration time the full amount of the package plan, plus miscellaneous charges such as music lessons and private room fee. A cash discount is not given on ESL, PBS, or other discounted programs. This discount does not apply to payments made by credit card.

Plan II — Bank Financing

Students choosing Plan II will be required to have a minimum of 50% of the semester's charges covered at registration. The 50% can include aid the student is receiving. The balance will be financed through First State Bank of Keene with a short-term loan. When the bank note (and any amount due the University) is paid by the maturity date, the University will give the student a 3% rebate on cash paid during the semester. This rebate is not given on fees, scholarships, loans, grants, awards, discounts, university aid funds, educational subsidy, or credit card payments. Rebates will be applied to the student's account after the semester has ended.

Bank notes paid after the maturity date (December 1 for fall semester, April 18 for spring semester) will not qualify for the rebate. If an unpaid balance remains after the due date, arrangements for payment must be made with Student Financial Services. The bank balance must be paid in full before a student can receive a diploma or academic transcript.

This is a short-term loan payment plan, and is due in full on the date specified. When making payments on this loan please note that any balance owed at SWAU is deducted from the payment first. Any remaining credit will then be sent to FSB (around the 10th and 23rd of each month). Payments you specifically want paid on a FSB loan should be sent directly to First State Bank of Keene, P.O. Box 676, Keene, TX 76059. Always include the student's full name and social security number with the payment.

Plan III — Contract with SWAU

This plan is a two-payment contract with the University. One payment, half the semester charges, is due at registration and one payment is due six weeks after registration. No rebate or cash discount will be given under this plan.

The second payment is due:
- Fall semester ... October 11
- Spring semester ... February 21

Wiring Money

Contact the Admissions Office, Business Office, or Student Financial Services for instructions on wiring money to a student's account.

REFUNDS

Tuition, Room & Board

Institutional Refund

Tuition charges for students dropping classes will continue until the drop voucher is filed at the Records Office. Room and board charges will continue until the student's personal belongings have been removed from the residence hall and clearance has been filed with the residence hall dean.

Refunds to students dropping all, or some, classes will be prorated on a weekly basis as shown in the chart below. The same is true for room and board refunds.

Return of Federal/State Funds

When a student receives federal student aid funds and subsequently withdraws from the university, a portion of these funds may have to be returned to the Federal Government. The return amount is based upon the percentage of assistance earned up to the date of withdrawal within the enrollment period. No return is required after the 60% point in time. Repayment to federal student aid funds will be made in the following
STUDENT FINANCIAL AID

Federal Grant Programs

Eligibility for the following programs is based upon receipt and evaluation of the Institutional Student Information Record (ISIR), which is the results of the Free Application for Federal Student Aid (FAFSA). To be considered for all federal/state grants for the next academic year, the priority deadline for filing this application is April 1. Students are automatically considered for all grants for which they may be eligible.

Federal Pell Grant. This is a federally funded grant available to undergraduate students enrolled in a program leading to a degree. The actual award for each student is determined by the U.S. Department of Education through evaluation of the FAFSA application. The annual award ranges from $400 to $4,050.

Federal Supplemental Educational Opportunity Grant (FSEOG). This grant is funded through a combination of federal and university funds and is dependent on funding levels approved by the federal government. Annual awards at SWAU range from $100 to $2,000.

State Grant Programs

Information about grants available through your state of residence may be viewed at www.ed.gov/index.jhtml.

Eligibility for the following programs is based on the results of the Free Application for Federal Student Aid (FAFSA). Some individuals who are not U.S. Citizens or U.S. Resident Aliens may have established residency in the state of Texas and may be eligible for Texas grants.

Contact Student Financial Services for more information.

Tuition Equalization Grant (TEG). The State of Texas has established a program to help equalize tuition between state-sponsored institutions and independent universities. To qualify for this program, a student must establish eligibility through the FAFSA, be a Texas resident, not be a recipient of an athletic scholarship, and not be enrolled in a theological or religious degree program. Annual awards at SWAU range from $200 to $3,444.

Leveraging Educational Assistance Partnership (LEAP). These federal funds match TEG awards and have the same eligibility requirements as for TEG. Annual awards range from $100 to $1300.

SLEAP Grant Program. SLEAP funds are federal funds that match state TEG. Eligibility requirements are the same as for TEG. Awards cannot exceed $1786.

TEXAS Grant Program. The State of Texas has established a program for students who graduate from a Texas public or private accredited high school (NOT students who Home School or get their GED) and are bona fide Texas residents. Students must have completed the Recommended or Advanced Curriculum while in high school, established eligibility through the FAFSA, and enroll in college within 16 months of high school graduation. An Associate Degree recipient from an eligible institution in May 2002 or later may be eligible to enter the TEXAS Grant Program. You must be a bonafide Texas resident, establish eligibility through the FAFSA, and enroll in an associate's degree program no later than 12 months after receiving your Associate Degree.

Students may receive the TEXAS Grant in succeeding years of college provided they continue to meet Satisfactory Academic Progress standards, continue to be a bonafide Texas resident, establish eligibility through the FAFSA, enroll at least on a 3/4 time basis, and have NOT received a baccalaureate degree. The annual award for the TEXAS Grant is $3,590.

B-On Time Loan Program. The Texas B-On-Time Loan Program provides eligible Texas students no-interest loans to attend colleges and universities in Texas. Eligibility requirements are as follows: 1) Texas resident, 2) Graduated 2002-2003 academic year or later, under the recommended high school program from public or accredited private high school in Texas or received an associate's degree from an eligible institution no earlier than May 1, 2005, 3) Has not earned a bachelor's degree, 4) Enrolled full time in an undergraduate degree program, and, 5) Has completed a FAFSA and is eligible to receive federal financial aid. A Texas B-On-Time Loan shall be forgiven if the student meets certain academic requirements. Contact Student Financial Services for additional information.

Federal/State Employment Programs

Eligibility for the following programs is based on the results of the FAFSA. These programs are designed to give students work opportunities to help with university expenses and obtain experience that will compliment each recipient's educational program or career goals. The student applies for these programs on the SWAU Financial Aid Application.

Federal Work-Study Program (FWS). This is a federal program. Students work on campus, or in a community service job, and are paid at least minimum wage. Students receive paychecks monthly through the Business Office.

Texas Work-Study Program (TWS). This is a state-sponsored program. Students receive monthly paychecks through the Business Office for their on-campus jobs.

Student Loan Programs

Eligibility for the following programs is based on the results of the FAFSA. Loan programs require completion of an initial master promissory note. Students receiving any of the following loans (except the PLUS Loan) must complete entrance counseling before receiving the first disbursement of their loan and must have exit counseling before graduating or withdrawing from the University. Loans normally have a ten-year repayment period.

Federal Stafford Loan. This is a federally regulated loan program. A student may take this loan with any participating bank, savings and loan, or credit union. Student Financial Services provides a list of lenders to help the student locate a lender. For new borrowers, the interest rate is variable and caps at 8.25%. Undergraduate students may borrow up to $2,625 at the freshman level, $3,500 at the sophomore level, and $5,500 at the junior and senior levels, up to a maximum of $23,000. Repayment begins six months after the student is no longer enrolled or at least half-time basis. The lender deducts up to a 3% origination fee from the proceeds at the time of disbursement.
Unsubsidized Federal Stafford Loan. Students who have limited or no eligibility for the Federal Stafford Loan may apply for the unsubsidized Federal Stafford Loan. In combination with the Stafford Loan maximums, independent students may borrow $6,625 at the freshman level, $7,500 at the sophomore level, and $10,500 at the junior and senior levels with a maximum of $46,000. The terms for this loan program are identical to the Subsidized Stafford Loan Program with the exception that the interest payments must be made during the in-school period or interest will accrue and be added to the loan principal when repayment begins.

Federal Perkins Loan Program. SWAU is the lender for this federal program. Freshmen and Sophomores may borrow up to $1,500; Juniors and Seniors up to $2,250. Interest on this loan is 5% and repayment does not begin until nine months after the student ceases to be enrolled on at least a half-time basis. SWAU requires that a student be awarded a Stafford Loan before being considered for a Federal Perkins Loan. Students must sign a master promissory note at the time of their initial Perkins loan.

Federal PLUS Loan. Parents of dependent students may borrow under this loan program. The parent may choose to make this loan with any participating lender, savings and loan, or credit union. A parent may borrow up to the cost of attendance minus any other aid the student is receiving. Repayment begins on the date of the last disbursement for that loan period. Interest is variable not to exceed 9%.

Applying for Federal/State Aid
(Priority Deadline: April 1)
1. Complete Free Application for Federal Student Aid (FAFSA)
Request paper application from Student Financial Services or Access new application on the Internet at: www.fafsa.ed.gov or Access renewal application by using your PIN # at: www.fafsa.ed.gov
PIN #s for new or renewing applicants may be requested at www.pin.ed.gov
2. The following forms are required to complete your file:
Results of your FAFSA
SWAU Financial Aid Application
The Federal Processing Center flags some aid applications for additional verification. Copies of ’04 tax returns and other documentation will be requested.

Determining Financial Need
Financial need is calculated by subtracting the student’s financial resources from the cost of attending the University:

\[
\text{Cost of Education} - \text{Family Contribution} = \text{Financial Need}
\]

Cost of Education includes tuition, fees, books, supplies, room, board, transportation, and personal expenses.

Family Contribution is the amount a family can be expected to contribute to educational costs. The federal processing center arrives at this figure by evaluating the answers given by parents and students on the Free Application for Federal Student Aid (FAFSA).

Financial Need is the maximum amount of aid a student may receive from all sources when the student accepts any federal or state aid.

Aid that is considered a part of the student’s aid package includes: Federal loans, grants, and work-study; state loans, grants, and work-study; private scholarships, educational subsidy, and cash discounts. PLUS Loans and Unsubsidized Stafford Loans can be considered a part of the Family Contribution.

Financial Aid Availability
Federal Pell Grants, Federal Stafford Loans and Federal PLUS Loans are available to all students who have been determined eligible for these programs through the federal application process. SWAU receives limited allocations for the following programs:
- TEG (Tuition Equalization Grant), LEAP/SLEAP Grants
- TEXAS Grant
- TCWS (Texas College Work-Study Program)
- Texas B-On Time Loan Program
- FSEOG (Federal Supplemental Educational Opportunity Grant)
- FWS (Federal Work-Study Program)
- Federal Perkins Loan

Some students who qualify for these programs may not receive the award or may receive a minimal award because they have not completed their financial aid file by the priority date. Students are encouraged to submit all required forms early to receive the maximum in available grant money.

Financial aid commitments are made only after the student is accepted for admission to the University and the financial aid file is complete.

Contractual Studies and Financial Aid

Criminal Justice Program - Criminal Justice majors who are taking courses at SWAU and Hill College in the same semester may be awarded aid through SWAU based on the total number of hours for which the student is enrolled. (A student may receive Federal/State aid through only one institution.) The student should provide a copy of the Hill College class schedule to SWAU Student Financial Services. Payment for the invoiced Hill College classes will be charged to the student’s SWAU account.

Medical Technology Program - Students who attend one of our affiliated colleges for their final year of study in the Medical Technology Program should contact Student Financial Services to determine which institution will award financial aid.

Study Abroad (Adventist Colleges Abroad) - Enrollment in ACA is approved for credit by Southwestern Adventist University and may be considered as enrollment at SWAU for purposes of applying for federal student financial assistance.

Study Abroad (Individualized Contract) - A student may solicit a contractual agreement between SWAU and a foreign university for a year of study abroad. The Contractual Agreement form may be obtained from Student Financial Services. A limited number of applicants will be approved each year. A fee of $100 will be assessed by SWAU each semester of study abroad through this program.

Financial Aid Disbursement
Federal Pell Grant/FSEOG — award is divided over two semesters.

TEG/LEAP/SLEAP/TEXAS Grant — award is divided over two semesters.

Texas B-On Time Loan Program

FWS (Federal Work-Study Program)

Federal Perkins Loan

Unsubsidized Federal Stafford Loan

Federal Stafford Loan, Unsubsidized Stafford Loan — two disbursements for each loan period. The Business Office transfers funds directly to the student’s account.
Federal PLUS — two disbursements for each loan period. Funds from the lender are electronically transferred to the student's account or a check is mailed to the parent for endorsement. Federal Perkins Loan — two disbursements for each loan period. The Business Office transfers funds directly to the student account. Federal and State Work Study — student receives a monthly paycheck through the Business Office.

Financial Aid Academic Progress Standards

SWAU's Satisfactory Academic Progress (SAP) policy specifies the standards a student must maintain to be considered making progress in his/her course of study. The policy also establishes the criteria by which a student who has failed to maintain satisfactory progress may reestablish his/her eligibility for federal/state financial assistance.

SWAU's satisfactory progress policy for undergraduate students contains a qualitative component which requires a cumulative grade point average of 2.0 at the end of each semester for undergraduate work. The quantitative satisfactory progress policy specifies a maximum time frame in which a student must complete his or her educational program measured in academic semesters. Education, Nursing, and Social Work majors have other GPA requirements. Certain criteria must be met for acceptance to the Nursing, Social Work, and Teacher Education Programs. A student can receive federal and state aid for up to three years of pre-Social Work or pre-Teacher Education coursework and for two years of pre-Nursing coursework. Once a student is accepted to one of these programs, (s)he may receive financial aid while (s)he remains in the program according to departmental guidelines.

<table>
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<tr>
<th>Semester Number</th>
<th>Associate Degree Minimum Cumulative Credits Required</th>
<th>Bachelor's Degree Minimum Cumulative Credits Required</th>
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For purposes of SAP, credit hours taken during the summer sessions are counted as one semester.

Transfer hours are considered in the qualitative and quantitative standards after the student has completed 12 credit hours at SWAU. Progress will be reviewed at the end of each semester. Freshman students who do not meet these standards during their first semester will be given a probationary semester. All other students who do not meet the progress standards will be placed on financial aid suspension. This suspension will result in loss of federal and state aid until the student again attains the required standard according to the schedule.

A student who has not previously received aid must be making satisfactory progress to be considered for federal or state funds.

Financial Aid Appeal Process

A student may submit a written appeal to the Student Finance Committee describing the circumstances which attributed to his/her failure to make academic progress. A Financial Aid Suspension Appeal Form may be obtained at Student Financial Services. Appeal may be made under these conditions:

1. The student has experienced serious illness (chronic, long-term, hospitalization, etc.).
2. The student has a degree plan change; individual schedule will be considered.
3. The student, out of financial necessity, carried an extremely heavy full-time workload over an extended period of time.
4. Upon recommendation of the Academic Vice President.
5. At the discretion of the Assistant Financial Vice President for Student Finance.
VETERAN’S BENEFITS

Students with previous military experience may be eligible for certain benefits. Contact the Department of Veterans Affairs (VA) records center and obtain a certificate of eligibility before school begins. Bring the certification to the SWAU Records Office. After registration, notification of enrollment will be sent to the VA.

STUDENT EMPLOYMENT

SWAU is committed to providing a campus job to any student desiring work. Students apply for a job by going directly to the department for which they wish to work, or by contacting the Student Employment Office. Many campus jobs will require that the student arrange a class schedule that will allow them to work all morning or all afternoon each weekday. Departments that hire students include:

- Academic Departments
- Administrative offices
- Bookstore
- Building maintenance
- Cafeteria
- Custodial
- Grounds
- KJCR/KGSW Channel 31
- Laboratories
- Library
- Media services
- Residence Halls
- Security
- Student Activity Center
- Switchboard

The Student Employment Office is located next to the University Bookstore. You may also reach this office by calling (817) 645-3921, ext. 6240, during office hours.

Students who work for the University may pick up their earnings checks at the cashier’s window on the first day of each month. Students who have any unpaid charges on their school bill will have their institutional earnings (not federal/state work-study) automatically applied to their accounts. Students may only receive up to 20% of their earnings if a balance is owed at SWAU or on Payment Plan II FSB loan.

DISCOUNTED PROGRAMS

English as a Second Language (ESL)

English as a Second Language is designed to assimilate the student into an English-speaking environment which includes not only classroom instruction, but also living in the residence hall and eating in the cafeteria. The ESL package ($9,532) includes tuition, room, board, SA fee, and technology fee. With a room/board discount of $3,036, the cost for this program is $6,496. When a married student chooses to enroll in this program and not stay in the residence hall, (s)he will be charged the regular tuition package amount of $6,072 plus $70 SA fee and $100 technology fee. Students who take ESL courses outside of the ESL package will be charged the regular tuition rate. ESL courses cannot be audited. International students should refer to International Student Admissions for required deposit and pre-payment information. Only upon completion of this program may the student apply for SWAU Scholarships.

TUITION DISCOUNTS

Post-baccalaureate Student (PBS)

Post-baccalaureate students receive a 50% tuition discount for undergraduate courses. This does not include classes in nursing, student teaching, ESL, Criminal Justice, or independent study. See page 32 for definition of PBS student. Students receiving the PBS discount do not qualify for other SWAU Scholarships.

Summer

A discount of 25% is applied to summer tuition. This does not apply to independent study, graduate classes, or the summer biology trip.

Family Discounts

When parents are supporting three or more students from the same family at SWAU, each of these students may receive a 10% discount on tuition, provided each student of this family is taking at least 12 hours of class work. When students marry, they are no longer eligible for this special discount, even if they had been entitled to it while members of their parents' household. This discount does not apply to discounted programs.

The spouse of a full-time student is eligible for free tuition up to $500 per semester. All admission procedures still apply. When both students are full-time, the couple may choose which one will receive the $500 scholarship. This scholarship does not apply to the PBS, or other discounted programs.

Lab School Graduate Students

Students who teach for one of the University's lab schools (areas schools that contract with the Education Department for student teachers) will receive a 50% tuition discount for graduate classes.

SWAU MERIT AWARDS

Freshman Awards

A freshman student may qualify for one award from this category. To receive this award, a student must be enrolled for 12 or more credit hours each semester.

- Trustee: $4,000 + $1,000 Residence Hall Scholarship = $5,000
- Presidential: $3,000 + $1,000 Residence Hall Scholarship = $4,000
- Achievement: $2,000 + $1,000 Residence Hall Scholarship = $3,000
- Recognition: $500 + $1,000 Residence Hall Scholarship = $1,500

These awards are determined through a combination of the senior mid-year high school cumulative GPA + SAT/ACT scores.

- GPA multiplied by 12.5 plus [ACT multiplied by 1.4 or SAT divided by 32] Trustee Award 85-100; Presidential Award 70-84.9; Achievement Award 60-69.9; Recognition Award 50-59.9.

This scholarship is renewable for three or more years for students who are in good scholastic standing, who maintain a commendable citizenship record.

Endowed Awards and Scholarships

To give formal and public recognition for outstanding scholastic achievement, loyalty to University standards, and exemplary citizenship, the University conducts an Awards Convocation each spring. Some of the awards and scholarships given to students during the convocation are described on pages 18-20.

Gold or Silver Award

Students who have completed 75+ hours of college credit at the end of the fall semester with a GPA of 3.90+ will receive Gold Award of $600. Students who have completed 75+ hours of college credit with GPA of 3.70 to 3.89 will receive Silver Award of $400.00. Recipients of these awards must be currently enrolled in at least 12 hours for the spring semester and must have earned (in residence) a minimum of 12 hours of credit in the fall. Students who have been under citizenship probation any time during the school year automatically forfeit all eligibility for this award. This award is given to returning students during the following academic year.
Southwestern Scholars
The Southwestern Scholars Award is given to students who achieve the level of Finalist, Semi-finalist, or Commended Scholar in the National Merit Qualifying Test. Students must take the Pre-SAT test their junior year and the SAT test their senior year to qualify. Selection is determined by SAT officials.

- Finalist: 100% tuition (renewable 3 years)
- Semi-Finalist: 50% tuition (renewable 3 years)
- Commended: 25% tuition (renewable 2 years)

Students may also qualify by scoring at or above the 99.5 percentile on the ACT or SAT (a sum of the ACT skill area scores totaling 132 or greater or a composite SAT verbal and math score of 1550). Test scores must be from a single national test date.

This scholarship is renewable if the student maintains a 3.5 cumulative GPA and enrolls for 12 or more hours each semester. Transfer students who were recognized by the National Merit organization as a Finalist or Semi-Finalist and who have at least a 3.5 cumulative GPA are also eligible for this award. These awards are determined after all grant money and/or assistance is applied for and received. Students who qualify for both the Freshman Award and the Southwestern Scholars Awards, receive the higher of the two.

Transfer Scholarship
A transfer student with at least 24 cumulative college credits from other colleges may qualify for one of the following scholarships:

- $4,000 if cumulative GPA from prior colleges is 3.75+
- $3,000 if cumulative GPA from prior colleges is 3.50-3.74
- $1,500 if cumulative GPA from prior colleges is 3.00-3.49

All official transcripts from previously attended colleges must be on file with SWAU before the scholarship will be awarded. To receive this scholarship, a student must be enrolled for 12 or more credit hours each semester. This scholarship is renewable for students who are in a good scholastic standing, who maintain a commendable citizenship record.

3-Way Match Scholarship
A 3-Way Scholarship allows a student's family, church or a concerned person, and Southwestern Adventist University scholarship funds to assist with payment of the SWAU student account. It is the responsibility of the student to obtain a commitment from two different sources. Thus, two contributions of $500 may be matched by $500 from SWAU awards, and the scholarship will not be awarded to create a credit on the student's account. The following criteria must be met to receive SWAU's match:

- a) application for federal/state grants and loans, or foreign student aid application
- b) contribution of student's work earnings to school account
- c) unmet need by the federal aid calculation
- d) unmet expenses after all other aid

Students may also qualify by scoring at or above the 99.5 percentile on the ACT or SAT (a sum of the ACT skill area scores totaling 132 or greater or a composite SAT verbal and math score of 1550). Test scores must be from a single national test date.

This scholarship is renewable if the student maintains a 3.5 cumulative GPA and enrolls for 12 or more hours each semester. Transfer students who were recognized by the National Merit organization as a Finalist or Semi-Finalist and who have at least a 3.5 cumulative GPA are also eligible for this award. These awards are determined after all grant money and/or assistance is applied for and received. Students who qualify for both the Freshman Award and the Southwestern Scholars Awards, receive the higher of the two.

NEED-BASED SCHOLARSHIPS

3-Way Match Scholarship
A 3-Way Scholarship allows a student's family, church or a concerned person, and Southwestern Adventist University scholarship funds to assist with payment of the SWAU student account. It is the responsibility of the student to obtain a commitment from two different sources. Thus, two contributions of $500 may be matched by $500 from SWAU awards, and the scholarship will not be awarded to create a credit on the student's account. The following criteria must be met to receive SWAU's match:

- a) application for federal/state grants and loans, or foreign student aid application
- b) contribution of student's work earnings to school account
- c) unmet need by the federal aid calculation
- d) unmet expenses after all other aid

Students may also qualify by scoring at or above the 99.5 percentile on the ACT or SAT (a sum of the ACT skill area scores totaling 132 or greater or a composite SAT verbal and math score of 1550). Test scores must be from a single national test date.

This scholarship is renewable if the student maintains a 3.5 cumulative GPA and enrolls for 12 or more hours each semester. Transfer students who were recognized by the National Merit organization as a Finalist or Semi-Finalist and who have at least a 3.5 cumulative GPA are also eligible for this award. These awards are determined after all grant money and/or assistance is applied for and received. Students who qualify for both the Freshman Award and the Southwestern Scholars Awards, receive the higher of the two.

Ruben and Norma Pechero Scholarship
The Pechero scholarship is need-based, and offered to residents of the following Texas counties: Bexar, Bexar, Calhoun, Cameron, Galveston, Harris, Hidalgo, Jackson, Nueces and Willacy. A limited number of these scholarships are available, and applicants will be individually evaluated as to eligibility. The evaluation takes into consideration application for and acceptance of federal/state grants and loans, expected student earnings and academic standing. Applications may be obtained by contacting Student Financial Services. All awards for an academic year will be determined before the beginning of each fall semester. Students may receive this award for up to four years. A application is required each year.

Callicott Scholarship
The Callicott Scholarship is available to students who may need assistance after federal, state, and institutional aid. Applicants must be working, placing earnings on their accounts, have applied for federal grants and loans for which they are eligible, and have a minimum GPA of 2.0. This scholarship is awarded late in the semester.

SWAU Need-based Scholarship Credit Policy
If after being awarded an SWAU need-based scholarship the student receives additional aid or resources that cause a credit on the student's account, the SWAU portion of the scholarship may be forfeited. SWAU does not pay its scholarships in cash to the student.

GENERAL SCHOLARSHIPS

Student Missionary & Task Force Worker Scholarships
SWAU awards scholarships to students who successfully complete a full term of service no shorter than 8 months in an approved student missionary or task force program. These awards are evenly divided over the two semesters of the school year immediately following the return of the student missionary or task force worker.

- Student Missionary: $1,200
- Task Force: $1,200

Summer Work Scholarship
Students who pay rent for campus housing during the summer and work a certain number of hours at a campus job, may be eligible for a scholarship the following year. Applications are available at Student Financial Services.

Summer Ministries Scholarships
SWAU students who work between school years in a summer ministries program such as a summer camp or a literature evangelist will receive a scholarship worth 100% of whatever portion of their net earnings they apply to their account, up to $2,000. The student's earnings are applied to the fall semester and the SWAU match is applied to the spring semester. If the student does not return for the second semester, this scholarship is forfeited. This scholarship does not include PBS students. To receive the full scholarship, a student must be enrolled for 12 or more credit hours in the semester. This scholarship will be awarded only in the academic year immediately following the summer work.
ENDOWED AWARDS & SCHOLARSHIPS

Southwestern Adventist University is grateful to the donors who have made endowed scholarship funds possible. The funds have an accumulated principal greater than two years' annual tuition at the time the scholarship was established. Anyone interested in establishing a named scholarship may contact the Advancement Vice President.

Students do not apply for these scholarships and awards, unless otherwise noted. The scholarships and awards are given to returning students and are awarded at a convocation in the spring for the following academic year. The recipients are chosen by department chairs, faculty, and administrative committees, based on one or more of the following criteria: academic achievement, citizenship, contribution to campus life, and financial need.

Students do not apply for these scholarships and awards, unless otherwise noted.

Frank H. Abel Student Aid Fund
This scholarship is given at the discretion of the administration to a student who faces the possibility of being unable to continue his studies without financial help, owing to a change in his financial situation.

Adventist Health System Healthcare Management Scholarship
This scholarship is given to graduate or undergraduate students pursuing careers in healthcare management, financial management or related academic disciplines supportive of healthcare-related professions. Department chairs in these disciplines make recommendations to the administration.

Alumni Homecoming Honoree Scholarship
Recipients of this award are chosen by the chairs in honor of each year's Homecoming honorees.

Isaac Baker Scholarship
This scholarship fund is established specifically for ministerial students. The recipient is chosen by the Religion Department.

Norma Bartolome Scholarship
This scholarship is awarded to a nursing student selected by the Bartolome family.

Nathan L. Beebe Scholarship
Based on academic achievement and financial need, this scholarship is given at the discretion of the administration.

Thelma Beem Scholarship
This fund is established specifically for education students. Recipients of this award are chosen by the Education Department.

Jessie Casey Belz Scholarship
This scholarship fund is established specifically for senior ministerial students. Recipients are chosen by the Religion Department.

Irene Black Scholarship
This scholarship will be given at the discretion of the administration and is based on academic achievement and/or financial need.

Board of Trustees Scholarship
This scholarship will be awarded to a currently enrolled student or to an incoming freshman. The administration will select the recipient(s) based on academic achievement and leadership experiences.

Frances Draper Brennan Nursing Scholarship
This scholarship is awarded on the basis of academic achievement and financial need. Priority is given to single parents who are studying for the A.S. degree in nursing. Recipients are recommended to the donor by the Nursing Department.

Edward and Sylvia Brickman Scholarship
This scholarship is given to students with academic achievement and financial need. The recipients are recommended by the Executive Advisory Committee.

Raleigh and Edith Burchfield Scholarship
This scholarship fund is given at the discretion of the administration on the basis of financial need and/or scholastic achievement.

Frances I. Clark Scholarship
This scholarship is given to an education major. Recipients are chosen by the donor and the education department faculty, based on an application form detailing academic achievement, financial need, and future plans for teaching.

Jimmie C. Culpepper Scholarship
This fund is based upon financial need and awarded to a student minister or church worker. The recipient of the award is chosen by the Religion Department.

John and Joan Curnow Student Missionary Scholarship
This scholarship is given, at the discretion of the administration in consultation with the donors, to a student missionary returning from an assignment overseas.

Clarence Dortch Memorial Scholarship
This scholarship is given at the discretion of the administration to a musically talented student. Criteria also include academic achievement and financial need.

Edwards-Wiest Scholarship
This scholarship is based upon financial need and/or scholastic achievement. The scholarship is given at the discretion of the administration.

El Jean Scholarship
This scholarship fund is established to aid nursing students. Awards are based on character, academic achievement, leadership, and financial need. Recipients are chosen by the Nursing Department.

Entrepreneurship Scholarship
This award is given to promising students who have been members of the Profiles of Entrepreneurship class. It is given on the recommendation of the Business Administration Department.

R. T. and Grace Hadley Scholarship
This scholarship fund is established specifically for ministerial students and nursing students. It is based upon character, leadership, and academic achievement. Recipients are chosen by the Nursing and Religion Departments in cooperation with the donors.
Lessie Culpepper Hagen Scholarship
This scholarship is given to women pursuing degrees in English or business. Recipients are chosen by the English and Business Administration Departments.

Orville Lee and Laura Judge Hayes Scholarship
This scholarship is given to students from East Texas at the discretion of the administration and the donor.

Alvin C. Heinrich Memorial Scholarship
This scholarship is awarded to an elementary education major who is planning to teach in a Seventh-day Adventist school. It is given at the recommendation of the Education Department faculty.

Dale Heinrich Music Scholarship
This scholarship fund is established for musically talented students who share their talents with the University and community. The recipient is chosen by the Music Department in cooperation with the donors.

Victorine Zaidan Kafrouni Scholarship
This scholarship is awarded to a nursing student with the potential of being compassionate and altruistic in providing nursing care. The student must excel in meeting the patient's physical and spiritual needs. The Nursing Department faculty will select the recipient based on academic achievement (evidenced by a GPA of 3.25 or above) and financial need.

George R. Leffler Theology Scholarship
This scholarship is awarded to theology majors entering their junior or senior year. The Religion Department will select the recipient based on academic achievement and financial need.

George Mathews Scholarship
This scholarship fund is established for education students. The recipient is chosen by the Education Department.

Daniel A. and Ruth M. McAdams Scholarship
This scholarship is given to a student planning a career in denominational work for the Seventh-day Adventist Church. The administration will select the recipient based on academic achievement and financial need.

Jason Mickley Scholarship
This scholarship fund is established specifically for nursing or premedical students. It is based upon financial need and/or academic achievement. Recipients of this award will be required to write a paper on cystic fibrosis from personal research at a CF center or hospital. The Nursing Department and premed advisor make recommendations to the administration.

Fred B. and Blanche Gilbert Moore Scholarship
This scholarship fund is given at the discretion of the administration on the basis of financial need and academic achievement.

Sheree Parris Nudd Communication Scholarship
This scholarship is awarded to a student who has "star" quality and outstanding potential for serving the church and impacting his/her community and the world. It is given on recommendation of the Communication Department.

Odyssey Harbor Scholarship
This scholarship is given to a social work major; the recipient is selected by the Social Work Department faculty.

Charles Popejoy Scholarship
This scholarship is awarded by recommendation of the Religion Department to ministerial students based on academic achievement and/or financial need.

Bruce Prindle Scholarship
This scholarship is given to an education major, based on academic achievement and financial need. The administration chooses the recipient.

The Reifsnyder Family Scholarship
This scholarship is given to a student who has real financial need, who have demonstrated their commitment to academic success, and are making valuable contributions to campus life.

Vincent L. and Alga Bland Roberts Scholarship
Recipients of this scholarship will be selected by the Executive Advisory Committee, based on academic achievement and financial need.

Herbert and Irene Roth Scholarship
This scholarship will be awarded to a student entering the junior or senior year with a major or minor in English, based on academic achievement and/or financial need. The recipient will be recommended by the English department faculty and will be chosen by the donors in consultation with the Administration.

Alma Saylor Sandefur Business Scholarship
This is a scholarship for worthy business students based on financial need and/or academic achievement. It is awarded on the basis of an application form reviewed by the administration and the donor.
Finances

Cree and Mildred Sandefur Scholarship
This scholarship is awarded to theology majors based on academic achievement, financial need, and the recommendation of the Religion Department faculty.

School of the Prophets Scholarship
This scholarship is awarded to students who are service-oriented for ministry to the world church. It is given on the recommendation of the Religion Department faculty.

E. Frank and Joy Hargrove Sherrill Scholarship
This scholarship is given to theology majors, based on academic achievement and financial need. It is given on the recommendation of the Religion Department faculty.

Villa Gillis Sierk Scholarship
This scholarship is given to Johnson County residents based on academic achievement and financial need. The recipient is chosen by the administration.

Marc Simpson Memorial Scholarship
This scholarship is given to returning student missionaries and is based on academic achievement and financial need. The Simpson family has final say on recipient.

Spells Family Scholarship
This scholarship is awarded to a science major and is based on academic achievement, employment, and the recommendations of the science department.

Wes Stoops Memorial Scholarship
The departments of mathematics and physical sciences and computer science nominate candidates for this scholarship -- well-rounded students with a love of learning and an imagination and innovation that extends into the areas of work, problem-solving and human relations. A committee of donors, in cooperation with the administration, chooses the recipient.

Student Association Presidents’ Scholarship for Leadership
The recipient of this scholarship is selected by a committee of administrators, current S.A. officers and former S.A. presidents, who consider the demonstration of leadership, as well as the participation in campus life, of the scholarship nominees.

Eugene V. Thomsen Memorial Scholarship
This scholarship will be given to students with junior class standing who have demonstrated academic excellence in the classroom, broad interests in the arts, humanities, and sciences, and a commitment to serving with their talents. Recipients will be chosen by the administration in consultation with the donor.

Trixie Pearl Memorial Scholarship
This scholarship is given to computer science or computer information systems majors or minors. It is given at the discretion of the computer center director and a selection committee, based on academic achievement and/or financial need.

Weis Heritage Scholarship
This scholarship goes to a Weis family member. If there is no Weis family member attending SWAU, the family will appoint the recipient of their choice.

William V. Wiist Scholarship
This scholarship is awarded to a business major and based on academic achievement and financial need. The recipient is selected by the business department.

Brandon Michael Williams Scholarship
This scholarship is given to a nursing student and to a pre-occupational therapy student. These awards are given on the recommendations of the nursing faculty and the pre-occupational therapy advisor.

Paul Harlan and Jean Heinbaugh Wilson Scholarship
The administration will select the recipient of this scholarship based on financial need, employment, and academic potential.

Paul L. and Dorothea Wilson Scholarship
This scholarship is given on the recommendation of the administration and is given on the basis of academic achievement and financial need.

George Washington and Mary Alice Winn Scholarship
This scholarship is given based upon financial need and/or scholastic achievement. The recipient is chosen by the administration.

Wisdom Nursing Scholarship
This scholarship is awarded to a nursing student based on the recommendation of the nursing faculty and on academic achievement and/or financial need.

Ernest and Vera Wolfe Scholarship
This scholarship is given to theology majors, based on academic achievement and financial need. It is given on the recommendation of the Religion Department faculty.

Perfil and Pauline Zapara Scholarship
This scholarship is awarded to a communication major and is based on financial need and/or scholastic achievement. The recipient will be chosen by the Communication Department.

The following scholarships are awarded on the basis of an application form reviewed by the administration and the donor.

Marvin and Dee Anderson Scholarship
This scholarship is given to a student who has completed 36 semester hours, has a GPA of at least 2.75, works at least 10 hours a week, and is a full-time student in a four-year program. It is awarded on the basis of an application form reviewed by the administration and the donor.

John and Remy Cabansag Scholarship
This scholarship is given in alternate years to premed and accounting majors. The recipient is chosen by the premed advisor or the Business Administration Department chair, in cooperation with the donors and the administration. The recipient will be chosen based on academic achievement (evidenced by a GPA of 3.25 or above) and financial need.

Kim and Jim Hopps Scholarship
Recipients of this scholarship are selected by the donors from candidates recommended by the departments and the administration, based on academic achievement, financial need, and potential for leadership and ministry. The recipient will have completed the freshman year.
ACADEMIC PROGRAM INFORMATION AND COURSES OF STUDY

Academic Policies

The rules and regulations by which a university operates its program are called academic policies. At Southwestern Adventist University these policies are continually under review by the faculty to assure consistency with the curriculum and fairness to students. The Academic Policies Committee oversees the implementation of these policies.

DEFINITIONS

Academic Integrity

Students are expected to follow academic ethical standards in harmony with Christian concepts of honesty. Students who attempt to manipulate or disturb the academic evaluation process by cheating, plagiarizing or any other form of academic dishonesty will place their status as students in jeopardy. (See Academic Integrity Policy on page 35.)

Academic Semesters

The academic year is divided into semesters and modules:

- Fall Semester
- Spring Semester
- Summer Modules

The academic calendar is printed inside the front cover of the bulletin. It shows the registration dates and other deadlines for the fall, spring and summer sessions.

Attendance

The university attendance policy is that regular and punctual class attendance is essential. No assigned work is excused because of absence, no matter what the cause. Records of class attendance are kept by faculty. Students who miss an instructional experience are expected to meet with faculty to discuss their absences as soon as possible. Except for emergencies, the student should make arrangements with his/her teachers prior to any absence. When an accumulation of absences reaches the point of endangering a student's academic status, the faculty member should report this situation to the student and the Student Services Vice President. An instructor should not assume that continued absence from class indicates an official withdrawal until notified by the Registrar.

Official university absences may be granted by the Academic Policies Committee or the Academic Vice President for either academic or activity reasons. Academic Absences include class and major field trips while Activity Absences include music, mission, gymnastics, and recruitment trips. Faculty/Staff who wish to have an event sanctioned for official university absence status must submit the names of all students, including date and hours absent from campus, to the Academic Vice President's Office no later than one week prior to the date of the activity. The Academic Policies Committee, when possible, or the Academic Vice President will review and approve/deny the request as appropriate and forward the names for publication and distribution to all faculty through the departmental/university offices. Students may miss classes because of approved Academic Absences and may miss up to one class hour for each credit hour of the class for approved Activity Absences. Arrangements for additional absences must be worked out by the student and the teacher involved. Faculty will report to the full faculty the names of students who actually attended that activity. When an official university absence occurs, faculty members must either average work missed or allow the student to make it up at the faculty member's discretion.

Serious illness or family emergencies may be verified by the Student Services Vice President but are not considered official absences. Illnesses that will be verified are those involving hospitalization or serious injury. When a serious illness or emergency has been verified, each instructor should assist the student in making up missed work, or the instructor may average missed work into the student's grade. Faculty members should specify the appropriate time frame for making up missed work.

Unapproved absences should not exceed one class hour for each credit hour of the class. Unapproved absences beyond this number may subject the student to a lower grade, or failure, in the course. Classes missed when a student registers late will count as unapproved absences.

Class Schedule

Class schedules are available on-line at www.swau.edu. Although every effort is made to be accurate in listing course offerings, the University reserves the right to make essential course changes, to discontinue any course for which an insufficient number of students register, or to change the semester in which a course is offered.

Cognate

A required course from a discipline other than one's major.

Corequisite

A requirement which must be met during enrollment in a course.

Course Load

The total hours of all classes being taken, whether on campus, off campus, or through correspondence.

| Part-time | 1-5 credit hours |
| Full-time | 6-11 credit hours |
| Overload* | 12-17 credit hours |
| Overload* | 18 or more credit hours |

In order to graduate in 4 years a student's class load must average 16 hours per semester. Should a student wish to register for more than 17 hours in one semester, including any outside courses, he/she must have a minimum cumulative GPA of 3.0 and file a petition requesting an overload at the Records Office. A course load of 12 semester hours meets the minimum requirements for international students, financial aid and veterans. The number of hours the student works should be taken into consideration when planning the class load.

*If enrollment in an honors class creates an overload of one hour, tuition will be waived for the one hour.

Electives

Those courses selected by the student to complete the total hours needed for graduation but not required by general education, the major or the minor. These are important options which the student may use to pursue interests beyond the major or minor.
General Education
The courses required for every student, regardless of major. These courses provide a background of knowledge which allows students to place their chosen major in the context of the entire world.

Hour/Course Credit
A unit of credit for a course based on the number of clock hours a course meets each week.

Major
A group of courses clustered in an area of intellectual inquiry. Students in a major study a particular field of knowledge based on the student's career objectives. A composite major is one that is made up of at least 48 credit hours and which does not require a minor.

Minor
A series of linked courses and learning opportunities that allow students to explore a secondary field of study.

Prerequisite
Any requirement which must be met before enrollment in a course.

Severe Weather Protocol
In the rare event of severe weather, an announcement will be made between 9:00 and 10:30 p.m. indicating that classes will be delayed or cancelled, or that the university will be open as usual on the following day. If it is not determined until early morning that classes must be delayed or cancelled, an announcement will be made by 6:00 a.m. You may check the following for official delay or closing announcements: 88.3 FM KJCR, NBC 5 KXAS TV, www.nbc5i.com, www.swau.edu or the University switchboard operator at (817) 645-3921.

Transcript
An official document from the Records Office listing all academic work completed or attempted, and the official grades and grade point averages.

GENERAL ENROLLMENT POLICIES
Registration Process
Academic registration begins by meeting with the advisor, who will help a student decide on a class schedule. A student who does not know who his/her advisor is, or has any questions concerning the registration process, should contact the Records Office. Dates are very important in the registration process. Please consult the Academic Calendar found on the front inside cover of the bulletin. Registration will not be finalized until all academic, financial, and student service blocks have been removed. Any class work missed during late registration days must be made up to the instructor's satisfaction.

Pre-registration
Students may reserve classes during the time periods indicated in the Academic Calendar found on the front inside cover of the bulletin.

Registration
Registration must be completed by the date indicated in the Academic Calendar. Registering by this date will secure enrollment in preregistered classes, whereas failure to do so will cause the student to be dropped from preregistered classes. Students should complete registration in time to be ready to attend classes on the first day of instruction.

Late Registration
Late registration begins the day after registration and continues for 5 school days. Specific dates are listed in the Academic Calendar. During this time students may begin and finalize registration, add classes, change classes to audit, and withdraw from classes without receiving a W. Registration for a class may not occur after the allowed number of unapproved absences has been exceeded. Students may not register for closed classes or courses where the professor has determined the student has missed too much course content.

Upper and Lower Division
All courses are either lower division (100-299 numbered courses) or upper division (300-499 numbered courses). A lower division course is freshman/sophomore level and an upper division course is junior/senior level. Students must complete at least 30 semester hours of lower division courses, including ENGL 121 and 220, before they can register for upper division work. Exceptions may be made at the discretion of the instructor and Exceptions Committee.

No courses transferred from a two-year college may be used to satisfy the SWAU upper division requirement.

Selected Topics
Most departments of the University list selected topics courses in the bulletin. These courses offer opportunities for the departments to schedule directed reading and research for credit. Students desiring to enroll in a selected topics course must have written approval of the instructor, department chair, and academic vice president. (This form is available in the Records Office.)

Generally, students in selected topics take the course individually and are required to read widely, follow approved research methods, and present a paper or project showing competence in the area of study. Three clock hours of coursework per week are required for one semester hour credit. When the number of students wishing to study in the same area is sufficient to have a class, then the selected topics course will be conducted as a one time class offering. Questions regarding selected topics studies in a particular area should be directed to the department chair.

Academic Advising
The office of the Academic Vice President is the central source of educational information and guidance for the University. The Records Office retains information on students, advisors, degree audits, requirements, and course credits. Academic advisors assist individual students and help them understand and meet academic requirements for a degree, but the students themselves are responsible for understanding and fulfilling them. If requirements are not satisfied, the degree will be withheld pending adequate fulfillment. Thus, it is essential that students become familiar with all requirements and remain currently informed throughout their college career.

Dropping and Adding Classes
During the registration period, students who want to add a class, change from credit to audit, or withdraw from a class without receiving a W must obtain a form from the Records Office, have it signed by their academic advisor and return it to the Records Office. The deadline for adding or withdrawing from a course is listed in the academic calendar.
Course Registration

Students may not attend a class unless they are properly enrolled and registered in accordance with the procedure set by the Records Office. Students are not officially dropped from a course until they have completed and returned a drop form to the Records Office, unless administratively withdrawn by the instructor. If a student should drop out of a class without following this procedure, an F will be recorded in that class and tuition will be charged.

Withdrawal from a Course

To officially withdraw from a course, students must obtain a form from the Records Office, and have it signed by their academic advisor and the course professor. The signed form will be effective as of the date returned to the Records Office. In order for the withdrawal to be "official" this process must be completed by the last day to withdraw from a class. Grades for "unofficial" course withdrawals will be recorded as an F on the academic transcripts. Please consult the Academic Calendar to determine the last day to withdraw from a course.

Withdrawal from the University

To officially withdraw from Southwestern Adventist University, students must obtain a withdrawal form from the Records Office. The withdrawal form must be signed by a Student Finance Advisor and one of the following university personnel: the Academic Vice President, Dean of Students, or Director of Counseling. The form should be returned to the Records Office after all signatures have been obtained, and the withdrawal will be effective as of the date returned. Refunds will be made where applicable. If a student follows this procedure, W's will be recorded on the student's transcript. Otherwise, F's will be recorded on the student's transcript.

Students who officially withdraw from SWAU will not be permitted to charge for expenses on campus or live in the residence halls after their official withdrawal date.

Concurrent Enrollment

Any course taken at another institution while a student is enrolled at SWAU (correspondence or summer school, as examples) must have prior approval of the Registrar to ensure appropriate application to a SWAU degree program and retain residency.

Auditing

In some instances, a student may want to audit a course. If space is available, the student may attend the class and listen to lectures and discussions for a fee of $20 per credit hour, which is in addition to any package plan. No exams, quizzes, papers or projects will be required of an auditing student except at the discretion of the teacher. No credit is given. No change from credit to audit may be made after the last day to drop a course. Audited courses cannot be dropped.

For students taking less than a full load, some courses may be audited only at the full tuition rate. These include, but are not limited to computer, physical activity, speech, art, lab science, and remedial classes, as well as English as a Second Language and Adult Degree courses. The Records Office has a list of courses under this stipulation. Where a course has enrollment limits, students taking the course for credit will be given priority. Auditing students must understand the instructor is under no obligation to evaluate their work and/or performance. Audits will be recorded on transcripts. Proficiency exams may not be taken after a course is audited. Students desiring to audit courses must first be admitted to the University to establish an academic record. Students who only audit classes will not receive an I.D. card to use campus facilities.

Repeating a Course

A course in which a student has earned a C may be repeated only with permission of that department chair and the Exceptions Committee. A student who has earned a grade of D in a major or minor must repeat the course, or, with the consent of the major advisor, take another course in the same area. If a student takes a course and then repeats it, only the last grade earned will be used in calculating the GPA. Students may not receive credit for a course more than once with the exception of music performance and selected topics, unless specified in the course description. A course may not be repeated for credit by independent study, but may be taken at another school.

Study Load

One semester hour equals one 50-minute class period per week (or three clock hours a week in supervised laboratory work). For each semester hour of academic work earned, a student is expected to spend two clock hours a week in outside preparation.

Independent Study

In extraordinary circumstances which jeopardize a student's academic program, permission for Independent Study will be considered by the Exceptions Committee following these guidelines: (1) only required courses will be considered for Independent Study and only after every consideration has been given to substituting courses of equivalent merit; (2) the student has a minimum cumulative GPA of 3.0; (3) the student must progress in parallel if the course is being taught in the classroom, including meeting all exam dates; and (4) the course may be taught on a pass/no pass or letter grade basis. A course may not be repeated for credit by independent study.

Internship

An internship is an on-the-job, career-oriented course for training in the student's major field. The student must make arrangements with his or her major department prior to starting the internship. The student must sign a contract outlining the number of hours they are expected to complete, the written and oral assignments involved, evaluations required, etc. Registration must be completed during the regular fall, spring, or summer registration period that occurs during the internship or within one academic year of the completion of the internship. The course may be taught on a pass/no pass or letter grade basis.

GRADING, RECORDING & QUALIFYING POLICIES

Grade Point

The number value assigned to the grade a student earns in each course.

Grade Point Average

Two grade point averages are maintained by SWAU: (1) a semester average based on courses taken during a particular term, and (2) a cumulative average based on all college level work recorded on the transcript.
Academics

A student's grade point average (GPA) is computed by dividing the number of grade points (grade points are earned per semester hour for the successful completion of academic work) by the number of hours (total credit hours attempted, excluding those attempted on a pass/no credit basis).

Grade Reports
Grade reports are given to students and advisors at mid-term, at the end of each semester, and at the end of each summer module. Students should check their grade reports carefully. If a student believes any part of the report is incorrect, the corrections must be taken care of within 3 months, unless subject to the Academic Appeals Procedure (see page 30). Only the end-of-semester grades are recorded on the permanent grade transcript. Semester grade reports will only be released to students who have regular admission status. The system of grading used is:

<table>
<thead>
<tr>
<th>Grade Points per hour</th>
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<tbody>
<tr>
<td>A (Superior)</td>
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<tr>
<td>B (Above Average)</td>
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<tr>
<td>C (Average)</td>
</tr>
<tr>
<td>D (Below Average)</td>
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<tr>
<td>F (Failure)</td>
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<tr>
<td>P (Pass)</td>
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<tr>
<td>NP (No Pass)</td>
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<tr>
<td>I (Incomplete)</td>
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<tr>
<td>W (Withdraw)</td>
</tr>
<tr>
<td>AU (Audit)</td>
</tr>
<tr>
<td>IP (In progress)</td>
</tr>
<tr>
<td>NC (No credit)</td>
</tr>
<tr>
<td>CR (Credit by examination)</td>
</tr>
</tbody>
</table>

Incomplete Grades
An incomplete grade indicates the student was unable to complete class work because of illness or other unavoidable circumstances. Grades of I are not given because the class work was below passing or because the student neglected to complete scheduled assignments. When an I is received, the work necessary to complete the class must be finished within nine weeks of the end of the semester or module. If the makeup work is of such a nature that it may require additional time, the student must seek approval of the instructor and request permission from the Academic Exceptions Committee. (Forms for this request may be obtained in the Records Office.) An incomplete grade will become an F if the class work is not finished in the prescribed time.

Grade Changes
A grade may be changed only by the faculty member administering the course. Changes in a grade are permitted only when a computational error has been made. A student who feels that an improper grade has been received must notify the faculty member immediately upon receipt of the grade. All grades are final three months after they are posted.

Transcript, Requesting
To request your current SWAU transcript, a written and signed request must be submitted to the Records Office preferably one week in advance of desired mailing. A faxable transcript request form is available on the swau web-site. There is no charge for transcripts, except when requesting express mail ($20), same day office service ($5), or fax service ($5). Payment for all services is required in advance. Transcripts and diplomas are not released if a student's account and/or First State Bank balance accompanies a transcript request, the transcript will be held until the check is cleared. Requests accompanied by a money order or a bank draft are processed more quickly. Accounts may be paid by credit card.

Classification of Students
Class standing is determined at the beginning of each semester as follows:
- Freshman have completed 0-23 hours
- Sophomores have completed 24-55 hours
- Juniors have completed 56-89 hours
- Seniors have completed 90+ hours

Residency Requirement
A student in residence is someone who is regularly and continuously enrolled for classes at SWAU. One breaks residence by withdrawing from classes for two or more semesters, or by taking classes off campus without permission of the Exceptions Committee. A student who breaks residence must meet current Bulletin requirements.

A bachelor's degree student is required to take at least 32 of the last 38 semester hours in residence. (Criminal Justice and Security Management majors may take six additional hours off campus if these courses are taken at Hill College and are Criminal Justice or Security Management courses applicable to their graduation requirements.) At least one-half of the upper division hours in the major and six of the upper division hours in the minor must be taken in residence. For the associate degree at least 24 semester hours must be taken in residence. Proficiency and experiential credits do not count towards residency.

Residency Required for BBA, MBA Concurrent Degree
Transfer students with a BBA degree from a foreign country who wish to receive a BBA from the U.S. must take a minimum of 52 hours in residence. Sixteen upper division business hours including BUAD 472 must be taken from BBA courses. When a student completes the requirements for the MBA degree, he/she will also receive a BBA degree.

Double Major
Although students are encouraged to seek a broad educational experience at SWAU, the approval to earn a double major is not automatic. In some cases, receiving a double major may require actually earning two degrees. (See Concurrent Bachelor's Degree below.) Because the requirements of double majors are complex, students wishing to pursue more than one major should investigate major and degree requirements early in their career at SWAU. To pursue a double major, written application must be filed with the Records Office. Classes fulfilling the requirements of one major may not be used to meet the requirements of another major and the requirements for each major must be fulfilled.

Concurrent Bachelor's Degrees
A SWAU student who wishes to pursue two bachelor's degrees concurrently must (1) file a written application and all degree plans prior to completing the last 15 hours of the first degree; (2) fulfill all specific major, minor, and University degree requirements in force at the time of his/her initial enrollment; and (3) successfully complete 30 hours on each bachelor's degree that did not apply to the other bachelor's degree. A minimum of 158 cumulative semester hours is
required to earn two bachelor's degrees.

Additional Bachelor's Degree

An applicant holding a bachelor's degree from an accredited institution must successfully fulfill all specific major, minor, and University degree requirements in force at the time of enrollment at SWAU to earn an additional bachelor's degree. Courses from a previously earned bachelor's degree will be evaluated on an individual basis to determine their applicability to University degree requirements. Additionally, a returning SWAU student must complete a minimum of 158 cumulative semester hours to earn an additional bachelor's degree. A non-SWAU graduate must successfully complete a minimum of 32 semester hours in residence. Students with a bachelor's degree from a United States regionally accredited post-secondary institution will be considered to have fulfilled, with the exception of the religious requirements, SWAU's general education requirements. The religious requirement must be explicitly fulfilled.

ACADEMIC SANCTION POLICIES

Students must have a minimum cumulative GPA of 2.00 in order to graduate. The University will notify students when their performance is not reaching that minimum level.

The status of every student, whether full or part-time, is determined after each semester grading period. Any student who is not making satisfactory progress will have their enrollment rights suspended. During the suspended semester, the student may petition the Academic Vice President for reinstatement by raising the cumulative GPA to 2.00. The student may then enroll only in classes in which grades of D or F were received. The Academic Vice President will monitor the student's progress during the probationary period. The student will be required to earn a semester GPA of at least 2.00 until reaching a minimum cumulative GPA of 2.00. Students on academic probation should be aware that their academic careers are in serious jeopardy and that some programs and activities, including financial aid, may not be available. Students on academic probation will not be allowed to enroll for more than 13 credit hours.

Academic Suspension

Should a student not earn a semester GPA of at least 2.00 during any semester of academic probation, that student will be suspended for one or more semesters. In special circumstances, the academically suspended student may petition the Academic Vice President for a restricted enrollment. During the suspended semester, the student may enroll only in classes in which grades of D or F were received. The suspended student is allowed to enroll in summer classes and may be reinstated by raising the cumulative GPA to 2.00.

Academic Dismissal

Suspended students who are readmitted and who fail to raise their cumulative GPA, have a deficiency which makes it unreasonable to anticipate eventual completion of degree requirements, will be permanently dismissed.

ACADEMIC HONORS POLICIES

Dean's List/Dean's Distinguished List

Special recognition is given at the end of each semester to students having high GPAs. Two lists of these names are posted. One is the Dean's Distinguished List, for which a student must have a semester GPA of 3.65 to 4.00 on at least 15 hours of completed college level class work. The other is the Dean's List, for which a student must have a semester GPA of 3.30 to 3.64 on at least 15 hours of completed college level class work. (On both lists, at least 12 of the 15 hour class load must be graded courses, not pass, credit, or other such designations).

Gold Award

Students who have completed 75+ hours of college credit at the end of the fall semester with a GPA of 3.90+ will receive Gold Awards of $600. Recipients of this award must be currently enrolled in at least 12 hours for the spring semester and must have earned (in residence) a minimum of 12 hours of credit in the fall. Students who have been on academic probation any time during the school year automatically forfeit all eligibility for this award. This award is given to returning students during the following academic year.

Silver Award

Students who have completed 75+ hours of college credit at the end of the fall semester with a GPA of 3.70 to 3.89 will receive Silver Awards of $400. The same enrollment, residency, and citizenship stipulations apply to the Silver Award as stated under the Gold Award. This award is given to returning students during the following academic year.

An eligible student will receive either a Gold or a Silver Award one time.

Graduation Honors

Honors status will be calculated for Spring bachelor's degree graduates after the semester grades are issued. The following designations are given to graduates who have maintained high GPAs.

- GPA of 3.50 to 3.74 may graduate cum laude
- GPA of 3.75 to 3.89 may graduate magna cum laude
- GPA of 3.90 to 4.00 may graduate summa cum laude

The associate degree candidate who has maintained a cumulative GPA of at least 3.60 may graduate with distinction. Upon recommendation of the major department, bachelor's degree candidates may be given departmental recognition if the GPA in the major area is at least 3.50 and the cumulative GPA is at least 3.00. The candidate must also have earned 64 hours in residence to qualify for this departmental recognition.

Honors students may graduate with the designation of Honors Program Graduate by meeting the requirements outlined under Honors Program.

EXAMINATION/CREDIT POLICIES

Final Examinations

In order to complete the semester, each student must take final examinations as scheduled. The final examination is considered to be such an important part of each class that every class has its own final examination period. The final examination schedule is part of the class schedule which is published before the beginning of the Fall semester. It is the student's responsibility to arrange travel in a manner that will not interfere with the examination schedule. Requests for modification of a student's final examination schedule because of unforeseen circumstances will be considered on a case-by-case basis. Students who are absent for examinations without sufficient reason will be administratively removed from the class and will receive a grade of F.
seen emergencies must be arranged through the Exceptions Committee. A form may be obtained from the Records Office.

Multiple Exams

Students having three or more final exams on the same day may make arrangements with the instructor and the Academic Vice President two weeks in advance to reschedule one exam at another time during exam week. Forms may be obtained in the Academic Vice President's Office or on the internet under Academic Vice President.

Proficiency Exams

Qualified students who wish to challenge a course offered on campus may apply to take a proficiency examination. Forms for this purpose are available at the Records Office. A proficiency exam is given to evaluate learning from significant life experiences, not to measure textbook cramming skills. (If a CLEP exam exists for the subject in which the student desires a proficiency exam then the CLEP exam must be used.) Students must be currently enrolled to be eligible to take a proficiency exam. The University will grant credit on the following basis:

1. If the student passes the examination with a grade of C or better, then he/she will be allowed to receive course credit or have the requirement of the course waived.
2. Proficiency credit will be recorded as CR, and only after 12 hours of current SWAU course work is on the transcript.
3. In addition to a fee for the proficiency exam, there is a recording fee of $25.
4. All proficiency examinations must be taken before the last semester of the senior year.
5. Proficiency examinations may not be retaken and students who have audited a course may not take a proficiency exam for that course.

CLEP Exams

The University will grant credit for the College Level Examination Program of the College Entrance Examination Board (CLEP), on the following basis:

1. The passing level for all examinations is a score of 50, with additional levels for intermediate foreign languages.
2. The transcript will indicate that credits accepted have been completed by examination and will be recorded as CR. CLEP credit will be recorded only after 12 hours of current SWAU course work.
3. In addition to the fee payable to the Educational Testing Service, the University charges a $25 recording fee per exam for credit earned on CLEP examinations. (See page 25.)
4. CLEP examinations must be taken, and the recording fees paid, before the last semester of the senior year in order for a student to be considered as a May graduate.
5. CLEP examinations may not be repeated.

<table>
<thead>
<tr>
<th>Subject</th>
<th>CLEP Exam</th>
<th>Credit Awarded for</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ACCT</td>
<td>Principles of Accounting</td>
<td>ACCT 211 &amp; 212</td>
<td>8</td>
</tr>
<tr>
<td>BIOLOGY</td>
<td>Biology</td>
<td>BIOL 111 &amp; 112</td>
<td>8</td>
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<tr>
<td></td>
<td>Natural Science****</td>
<td>BIOL 291***</td>
<td>8</td>
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<tr>
<td>CHEMISTRY</td>
<td>Chemistry</td>
<td>CHEM 111 &amp; 112</td>
<td>8</td>
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<tr>
<td>COMPUTER</td>
<td>Information Systems &amp; Computer</td>
<td>CSIS 105</td>
<td>3</td>
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<td>SCIENCE</td>
<td>Principles of Macroeconomics</td>
<td>ECON 211</td>
<td>3</td>
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<td></td>
<td>Principles of Microeconomics</td>
<td>ECON 212</td>
<td>3</td>
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<td>ENGLISH</td>
<td>English Composition or Freshman</td>
<td>ENGL 121*</td>
<td>3</td>
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<td></td>
<td>Composition</td>
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<td>FRENCH</td>
<td>French Language</td>
<td>FREN 111 &amp; 112</td>
<td>8</td>
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<td></td>
<td>French Language w/score of 62 or above</td>
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<td>GRMN 111 &amp; 112</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>German Language w/score of 63 or above</td>
<td>GRMN 111, 112, 211 &amp; 212</td>
<td>12</td>
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<td>HISTORY</td>
<td>History of the United States I</td>
<td>HIST 111**</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>History of the United States II</td>
<td>HIST 112**</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Western Civilization I</td>
<td>HIST 211**</td>
<td>3</td>
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<tr>
<td></td>
<td>Western Civilization II</td>
<td>HIST 212**</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Social Sciences &amp; History</td>
<td>HIST 291***</td>
<td>3</td>
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<tr>
<td>MATH</td>
<td>College Mathematics</td>
<td>MATH 101</td>
<td>3</td>
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<td></td>
<td>College Algebra</td>
<td>MATH 110</td>
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<td></td>
<td>College Algebra- Trigonometry</td>
<td>MATH 121</td>
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<td>Calculus</td>
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<td>POLITICAL</td>
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<td>Intro to Educational Psychology</td>
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<td>PSYCHOLOGY</td>
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<td>Spanish Language</td>
<td>SPAN 111 &amp; 112</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Spanish Language w/score of 66 or above</td>
<td>SPAN 111, 112, 211 &amp; 212</td>
<td>12</td>
</tr>
</tbody>
</table>

* If the student takes the essay section, it will either be included with the grade or sent to SWAU for grading. If the student does not take the essay section, he/she must take and pass an essay examination administered by the SWAU English Department.

** Maximum of 6 hours of CLEP history credit will be applied toward a history or social science major or minor.

*** Does not apply to a major or minor.

**** This is a non-lab science credit and does not apply to the lab science general education requirement.
Advanced Placement Exams

The university will grant credit for successful completion of Advanced Placement courses and examinations taken during high school on the following basis:

1. The passing level for all examinations is a score of 3, 4, or 5.
2. The transcript will indicate that credits accepted have been completed by examination and will be recorded as CR. AP credit will be recorded only after 12 hours of current SWAU course work.
3. There will be a $25 recording fee per exam.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Placement Exam</th>
<th>Credit Awarded for</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART</td>
<td>Studio Art: Drawing, 2D or 3D History of Art</td>
<td>ARTS 111 &amp; 112</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ARTS 221</td>
<td>3</td>
</tr>
<tr>
<td>BIOLOGY</td>
<td>Biology</td>
<td>BIOL 104 &amp; 105</td>
<td>6</td>
</tr>
<tr>
<td>CHEMISTRY</td>
<td>Chemistry</td>
<td>CHEM 111 &amp; 112</td>
<td>8</td>
</tr>
<tr>
<td>COMPUTER SCIENCE</td>
<td>Computer Science A &amp; AB</td>
<td>CSIS 105</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSIS 110 &amp; 111</td>
<td>6</td>
</tr>
<tr>
<td>ECONOMICS</td>
<td>Macroeconomics</td>
<td>ECON 211</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Microeconomics</td>
<td>ECON 212</td>
<td>3</td>
</tr>
<tr>
<td>ENGLISH</td>
<td>Eng Language &amp; Comp or Eng Literature &amp; Comp</td>
<td>ENGL 121</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH</td>
<td>French Language</td>
<td>FREN 211 &amp; 212</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>French Literature</td>
<td>FREN 291</td>
<td>6</td>
</tr>
<tr>
<td>GERMAN</td>
<td>German Language</td>
<td>GRMN 211 &amp; 212</td>
<td>6</td>
</tr>
<tr>
<td>HISTORY</td>
<td>United States History</td>
<td>HIST 111 &amp; 112</td>
<td>6*</td>
</tr>
<tr>
<td></td>
<td>European History</td>
<td>HIST 212</td>
<td>3*</td>
</tr>
<tr>
<td></td>
<td>World History</td>
<td>HIST 291</td>
<td>3*</td>
</tr>
<tr>
<td>MATH</td>
<td>Mathematics/Calculus AB</td>
<td>MATH 181</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Statistics</td>
<td>MATH 241</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC</td>
<td>Music Theory</td>
<td>MUCT 111 &amp; 151</td>
<td>6</td>
</tr>
<tr>
<td>PHYSICS</td>
<td>Physics B</td>
<td>PHYS 101</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Physics C - Mechanics</td>
<td>PHYS 121 &amp; 221</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Physics C - Electricity &amp; Magnetism</td>
<td>PHYS 122 &amp; 222</td>
<td>5</td>
</tr>
<tr>
<td>POLITICAL SCIENCE</td>
<td>Government &amp; Politics - US</td>
<td>POLS 291</td>
<td>3*</td>
</tr>
<tr>
<td></td>
<td>Gov &amp; Politics - Comparative</td>
<td>POLS 291</td>
<td>3*</td>
</tr>
<tr>
<td>PSYCHOLOGY</td>
<td>Psychology</td>
<td>PSYC 212</td>
<td>3</td>
</tr>
<tr>
<td>SPANISH</td>
<td>Spanish Language</td>
<td>SPAN 211 &amp; 212</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Spanish Literature</td>
<td>SPAN 291</td>
<td>6</td>
</tr>
</tbody>
</table>

* Maximum of 6 hours of AP history and government credit will be applied toward a history or social science major or minor.

Transfer Credit

Students who want to register for off campus classes while earning their degrees at SWAU must request permission from the Exceptions Committee. Special petition forms for this purpose are available at the Records Office and must include the course specifics and intended substitutions. Classes taken without written permission are not guaranteed to be transferred.

Most credit taken at regionally accredited colleges will be accepted as transfer credit with the exception of vocational credit. Because of differences in degree requirements and course content, all credits may not apply toward specific graduation requirements at SWAU. English as a Second Language (ESL) courses will not be accepted for transfer credit. When the institutional GPA is at least 2.0, grades of D or higher will transfer. When the institutional GPA is less than 2.0, only C grades or better will be transferred. Grades of F will not transfer. All transfer credit will be recorded only after the successful completion of 12 semester hours at SWAU.

Credit may be accepted from certain unaccredited institutions. Students transferring credit from an unaccredited post secondary institution must have an institutional grade point average of at least 2.0. Validating examinations may be required for such transfer credits at the discretion of the Academic Vice President. No credit will be transferred until at least 6 semester credits are earned at SWAU.

A student transferring experiential credit through a portfolio, must submit the portfolio for review by the SWAU Adult Degree Committee. If SWAU faculty agree that documentation is sufficient for credit, up to 32 credit hours may transfer in this manner. Credit received through experiential learning will be identified as such on the transcript. Credit will be awarded only in the areas offered within the current curriculum of SWAU. No letter grade is given or transferred for experiential credit.

College credit earned by Proficiency Exams may be transferred provided such credit meets the guidelines used by SWAU for granting credit. No courses transferred from a two-year college may be used to satisfy the SWAU upper division requirement.

Transfer students from non-SDA schools must have three hours of religion credit per 30 credits taken in residence at SWAU, with a minimum of six hours. Though religion classes taken prior to enrollment at SWAU will be considered for transfer, at least three hours must be from an SDA school, and no SDA religion classes taken after enrollment here will not be transferred.

Credit for Military Service Schools

The university follows, with limitations, the recommendations of the American Council of Education as published in the Guide to the Evaluation of Educational Experiences in the Armed Forces in granting credit for military service schools. At a minimum, the following limitation applies.

Courses must be in the baccalaureate/associate degree category as defined by the ACE Guide. This precludes acceptance of vocational, technical or certificate category courses, or military occupational specialties or job experience.

For consideration of credit from military service schools, the applicant may submit the following military records:

1. A certified original of the DD Form 295, or
2. A copy of the DD Form 214, or
3. Course completion certificates.

The Assistant Registrar will assist persons eligible for veterans educational assistance benefits.
Outcome Assessment
In keeping with the University’s commitment to program improvement, and in accordance with the criteria regarding institutional effectiveness established by the University’s accrediting agencies, the University has established several measures to assess effectiveness in meeting its stated educational goals. Students will take tests or complete surveys designed to measure achievement in general education and/or selected major areas, academic support services, student and spiritual life, and administrative areas for the purpose of evaluating institutional effectiveness.

GRADUATION REQUIREMENT POLICIES
Baccalaureate Degree
Students must meet the following requirements:
1. Be recommended by the faculty and approved by the Board of Trustees.
2. Complete at least 128 semester hours, including 40 hours of upper division credit.
3. Satisfactorily complete specific requirements for prescribed classes in the major, minor, and general education and meet the residency requirements.
4. Earn a minimum cumulative GPA of 2.00*.
5. Earn a minimum GPA of 2.25 in upper division major or emphasis course work. No course with a grade below C may apply toward a major, minor, or emphasis. Only courses required for the student’s major or emphasis will be included in computing the major GPA.
6. Nursing majors must have a minimum cumulative GPA of 2.5 in all nursing courses.
7. Take at least 12 hours in the major and 6 hours in the minor of upper division courses, except for the BS in General Studies.
8. Take a Major Field Achievement Test as designated by the major department. This comprehensive examination will cover material the student is expected to know as a graduating senior in his/her major. (See the Academic Calendar inside the front cover for scheduled date.)
9. Take the College Base General Education Assessment. A senior who does not achieve a minimum score of 200 in any section must retake that section or sections. The retake cost is $30.00 for one section and $40.00 for more than one section. Students missing the two scheduled testing times will have to pay $40.00 to take the test individually at the Counseling Center. (See Academic Calendar for the scheduled date.) All payments must be made in cash.

*Social Work majors must have a minimum cumulative GPA of 2.50, while Elementary Education majors must have a minimum cumulative GPA of 2.75. See Nursing and Education sections for special graduation requirements for these majors.

Associate Degree
Students must meet the following requirements:
1. Be recommended by the faculty and approved by the Board of Trustees.
2. Complete at least 64 hours of credit.
3. Satisfactorily complete specific requirements for prescribed classes in the major and general education (see General Education requirement distribution of general education courses), and meet residency requirements.
4. Earn a minimum cumulative GPA of 2.00.
5. A General Studies major completes all general education requirements for the Bachelor's degree with the following exception: 6 hours of religion instead of 12 will be required.
6. Earn a minimum overall GPA in their major courses of 2.00 (C)*. No course with a grade below C may apply toward the major.
7. Take a Major Field Achievement Test as designated by the major department. This comprehensive examination will cover material the student is expected to know as a graduating senior in his or her major. (See the Academic Calendar inside the front cover for scheduled date.)

*Nursing majors must have a minimum cumulative GPA of 2.50 in all nursing courses.

A graduating student will fulfill all requirements published in the University Bulletin. The student may complete the major and minor requirements published in the Bulletin at the time of enrollment or any Bulletin issued during continuous enrollment, unless changes by a licensing or certifying body require otherwise. A student not in regular attendance for two or more consecutive semesters must meet the requirements of the current Bulletin upon resuming attendance. All general requirements for graduation must be fulfilled as published in the current Bulletin.

An application for graduation should be completed and filed in the Records Office three semesters before the student expects to graduate.

A Graduation Contract must be completed and returned to the Records Office no later than one week after the start of the senior year.

Any transfer work must be completed and the official transcript of this work must be in the Records Office by March 1 for May graduates, July 15 for August graduates, and November 15 for December graduates. Seniors registering for any off-campus courses during their last semester will delay their graduation. All CLEP and Proficiency examinations must be taken, and the recording fees paid, before the last semester of the senior year.

The student must satisfactorily meet all financial obligations to the University, including payment of graduation dues. (The amount of dues is determined by the class with the approval of the president.) If graduation dues were paid as a two-year graduate, only half of the dues will be required of the four-year graduate.

All graduates are expected to participate in the commencement exercises unless given permission by the Academic Vice President to graduate in absentia.

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Graduation Ceremonies

The annual baccalaureate and commencement ceremonies are held at the end of the spring semester each year. Students who completed their work during the previous summer or fall semester may participate in this ceremony with the spring graduates. Students eligible to participate in graduation must complete all arrangements with the Records Office prior to March 1 in order to be included in the ceremony. The program for each commencement ceremony lists the names of all students who have completed the requirements for December and May graduation and also the names of candidates for August graduation.

Transcripts showing graduation may be obtained in August, December, and May, depending on when work is completed.

Deferred Graduation

Seniors in their last semester, who are registered at SWAU for all remaining hours and who fulfill their graduation requirements by the end of the semester, may participate in the graduation exercises. An exception will be made for students whose requirements are incomplete because of D's, F's, or I's in no more than two of these final SWAU classes. They may still participate in the graduation exercises if documented evidence is provided that any remaining requirements can reasonably be completed prior to the August graduation deadlines. The student will be listed as a Candidate for August graduation in the graduation program. After April 15 of the following year, students will be expected to meet the graduation requirements of the new Bulletin.

SPECIAL PROGRAM POLICIES

General Studies Program

1. Freshmen will be enrolled in the program if:
   a. Their high school GPA is below 3.0 and their SAT verbal and Math composite score is between 600 and 790 (or their ACT composite score is between 13 and 16); or
   b. Their high school GPA is above 3.0 and their SAT verbal and Math composite score is between 600 and 750 (or their ACT composite score is between 13 and 15).

   Students wishing to transfer into a four-year degree program may do so when they have completed a minimum of 32 semester hours, including completion of ENGL 121, 220 and a college level math, with a minimum cumulative GPA of 2.0.

2. Enrollment must be initiated on registration day. Late registration will not be allowed.

3. The courses for Fall semester are: Composition Review, Introductory Algebra or Intermediate Algebra (as determined by the Math Aptitude Profile), University Success, and two three-hour classes chosen in consultation with your General Studies Program advisor. Additionally, a one-hour music or physical education class may be taken. Students are limited to 14 hours their first semester in the General Studies Program. During the following semesters their course load will be determined by the previous semester's GPA: below 3.3 GPA may take up to 14 hours, 3.3-3.49 may take 15, and 3.5 or above may take 16.

4. Students may not withdraw from the following classes: ENGL 011, MATH 011, or MATH 012.

5. Attendance at a General Studies Program orientation is required during the first week of the semester.

6. No off-campus activities that require classes to be missed will be allowed. These activities include club sports, music trips, recruitment trips, etc.

7. Students must live in the dormitory unless living with immediate family.

8. Students must enroll in a math class each semester of attendance until the college math requirement is completed, which means receiving a grade of at least a C in MATH 011 and/or MATH 012 before enrolling in MATH 101 or 110 the following semester.

9. Students must enroll in an English class each semester of attendance until the college English requirement is completed, which means receiving a grade of at least a C in ENGL 021 before enrolling in ENGL 121 the following semester.

10. Students will not be allowed to enroll for their sophomore year unless they complete both Composition Review and Introduction to Algebra with a grade of C or higher. If Introduction to Algebra is not completed at SWAU during the freshman year, then it must be completed during the following summer in order for enrollment to continue.

Adult Degree Program

The Adult Degree Program (ADP) meets the needs of those who cannot attend classes on campus on a regular basis. Students who are at least 22 years old, have been out of college for more than one year, and find it difficult to attend classes full-time because of family responsibilities or other obligations are eligible for this program. Requests for exceptions should be directed to the ADP Committee. For an application or to talk with the department, please call (800) 433-2240, ext. 6204.

For admission to the Adult Degree Program, students must:

1. Complete the ADP application form and data sheet contained in the ADP brochure.

2. Submit an official report/transcript of one of the following:
   a. an SAT report with a verbal score of 400 or higher and a math score of 400 or higher.
   b. an ACT composite score of 17 or higher.
   c. college transcript with passing grades in English and math classes.
   d. college transcript with grades of C or better in developmental English and math classes.
   e. official transcript(s) with 24 or more semester hours with a cumulative GPA of 2.0 or better.
   f. a Texas Higher Education Assessment (THEA) with a Reading score of 230+, a Mathematics score of 230+ or an Algebra score of 270+, and a writing score of 220+.

3. Submit official transcripts according to applicable criteria:
   a. Applicants with less than 12 hours of college credit
      1. an official high school transcript showing graduation or an official certificate from a state recognized high school equivalency test.
   b. official transcripts from each college attended.

   b. Applicants with 12 or more credit hours must submit official transcripts of all undergraduate college work from each college attended.

Developmental/remedial classes cannot be taken through the Adult Degree Program. If needed by the student, these classes must be taken prior to admission to the program.

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Academics

Graduate Programs

SWAU provides graduate programs in Education and Business. Call for a Graduate Bulletin at (800) 433-2240 ext. 6724 or stop by the Graduate Office.

Adventist Colleges Abroad

Through Adventist Colleges Abroad (ACA), qualifying students may elect to take a year out of their curriculum to become immersed in a foreign culture and learn a foreign language. Applicants for this program need not be language majors. The colleges affiliated with ACA are Collegio Adventista de Sagunto, Sagunto, Spain; Centre Universitaire et Pédagogique du Saleve, Collonges-sous-Saleve, France; Seminar Schloss Bogenhofen, St. Peter am Hart, Austria; Universidad Adventista del Plata, Entre Ríos, Argentina; University of Eastern Africa, Baraton, Eldoret, Kenya; and Instituto Adventista Villa Aurora, Firenze, Italy. Following are the requirements for a year of study abroad:

1. Admission to SWAU.
2. Complete and return the ACA application form, which is available at the SWAU Records Office. An application fee of $100 is also required. Financial application agreement forms need to be completed at the Student Finance Office before the ACA application is mailed. See Financial section for application procedures and types of aid available.
3. Be competent in the language. (The minimum requirement is one year of foreign language study in college or two years in high school.)
4. Have a grade point average of 3.00 in the foreign language and 2.50 overall.
5. Have a good citizenship record.
6. Meet the financial requirements. (These costs, including transportation, are comparable to those at Adventist colleges in the United States.)

A year of study is usually taken during the sophomore or junior year; however, freshmen who have competence in the language are not excluded.

Summer Abroad Language Program

Adventist Colleges Abroad operates summer language programs. These are primarily for students with no previous language instruction. This program is designed to provide students with elementary or intermediate language proficiency, therefore allowing them to enroll in the Year Abroad Program, should they be interested. Contact the Records Office for more information.

Student Missionary Program

Following the call of Matthew 28 to go into all the world, the Student Missionaries Program is a chance for students to experience being a missionary for 9-12 months.

Student Missionaries teach English and Bible in Asia, Russia, Eastern Europe, Central and South America. There are positions to teach in elementary and secondary classrooms in Micronesia and the Marshall Islands. Pre-med and nursing students can receive experience in their fields working in many different countries as medical assistants or nurses. Religion majors can get experience in Australia and New Zealand as youth pastors and Bible workers. Assistant dean positions are available in Europe, Australia, and Africa. Students who prefer to stay in the United States may choose to serve as Taskforce for 9-12 months. Taskforce workers are assistant deans at academies, student chaplains, church youth pastors, kindergarten teachers, cooks, Bible and literature evangelists who serve in the United States and Canada.

These are just a few of the hundreds of calls available to students each year for places far and near. The benefits of going as a Student Missionary include improving your Christian walk, travel, learning about a new culture and language, new friends, scholarships, and strengthening personal resumes. Check out sm.swau.edu or chaplain.swau.edu for more information.

STUDENT RIGHTS & APPEALS POLICIES

Student Academic Appeals Process

A student who feels that he or she has been treated unfairly or unjustly by a faculty member of the university with regard to an academic process has the right to appeal according to approved procedures. These grounds for an appeal include one or more of the following occurrences:

1. That computational/recording, or other technical error has been made but has not been acknowledged by the instructor;
2. That the grade has been assigned in an arbitrary, capricious, or vindictive manner, or in a manner intended to inappropriately manipulate or control the student;
3. That published department policies have not been followed.

Initial Appeals Procedure

1. To initiate the appeals procedure, the student must talk with the course instructor for explanation/review of the decision within three (3) University days of the occurrence. (University days are defined as time during the fall, spring or summer semester that the academic program is in session from registration through final exams).
2. If the problem is not resolved within two (2) University days of talking with the course instructor, the student must obtain an Academic Appeals Review Form from the course instructor's department chair. Within two (2) University days, the student must submit the form with a written summary and talk to the instructor's department chair. The chair has two (2) University days to respond to the student. This completes STEP I on the Academic Appeals Review Form.
3. If the problem is not resolved, the student has two (2) University days from receipt of the chair's decision to contact the Academic Vice President, providing the written summary of the complaint and the academic appeals review form. Within two (2) University days the Academic Vice President will provide a written decision. This completes STEP II on the Academic Appeals Review Form.
Formal Appeals Procedure

If the problem is not resolved with the decision of the Academic Vice President, the student may file a formal grievance. A formal grievance is a serious matter and should be done with careful consideration.

Within two (2) days of the Academic Vice President's decision, the student must request in writing to the Academic Vice President a formal hearing before the Grievance Committee, an ad hoc subcommittee of the Academic Policies Committee. The Grievance Committee will meet within three (3) days of the request to hear the student's case and will issue a decision which will constitute final action by the University. This completes STEP III on the Appeals Review Form.

Withdrawal of Grievance

At any time during the grievance procedure, the student may withdraw the complaint. Additionally, missing a deadline or failure by the student to appear for any scheduled hearing without prior notification or evidence of extenuating circumstances, shall constitute final action by the University.

Matters not Grievable

University policies, regulations or procedures adopted by the University and/or the Board of Trustees are not subject to the grievance process. Students may request discussion and recommend changes to such policies, but this dialogue is advisory and not grievable.

For academic policy and procedure appeals:
1. Registrar
2. Academic Vice President
3. Academic Policies Committee

Student Records

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They have:

1. The right to inspect and review their education records within 45 days of the day the University receives a request for access. Students should submit to the registrar, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. If the University decides not to amend the records as requested by the student, the University will notify the student of the decision and advise the student of his/her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate education interests. A school official is a person employed by the University in an administrative, supervisory, academic research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility. Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning the alleged failures by Southwestern Adventist University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:
   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-4605

   The University may, at its discretion, publish or release the following information without prior consent unless the student requests in writing that certain information be withheld: Student name, address, telephone listing, enrollment status, class, major field of study, most recent previous school attended, photographs, date and place of birth, participation in officially recognized activities, e-mail address, dates of attendance, anticipated date of graduation, degrees, awards and honors. The Records Office is responsible for compliance with the provision of this Act. Questions concerning the Family Education Rights and Privacy Act may be referred to the Records Office.
ACADEMIC SUPPORT SERVICES

Information Services Center

The Office of Information Services is responsible for providing computer resources, campus network infrastructure, digital and voice telecommunications, standard software licensing, and institutional research to support the academic and administrative functions of the university. The staff installs and maintains servers, off-campus connectivity, administrative computer systems, as well as providing help for faculty, staff, and administrators in addressing their computer-related problems. There is a continual program to upgrade connectivity, external access, hardware, and software, and digital resources for classroom use.

The MicroGarden, located in the Chan Shun Library, contains computers for the use of SWAU students during library hours. The Computer Teaching Lab, located in Scales Hall, houses a number of computers that are available for general use when classes are not scheduled in that facility. Other clusters of systems include the English Writing Lab and the Evans Hall Lab.

Library Instruction Program

The Chan Shun Library staff aim to serve the information needs of the SWAU community through acquiring, organizing and preserving books and serials, non-print and electronic resources, and providing guidance, consultation and instruction to assist users in effectively obtaining, evaluating and applying needed information.

The library contains a growing collection of books, periodicals, audiosvisual and multimedia resources selected to support student learning. Print and electronic reference tools point to a wealth of information resources that can be delivered to students through interlibrary loan or printed as full-text. Computer workstations provide network access to the on-line catalog, bibliographic databases, and the Internet. Through cooperative agreements, faculty and students have easy access to the resources of the Chan Shun Library.

Librarians participate with classroom instructors in helping students to develop information literacy, skills and concepts essential for functioning effectively in an information society. Information literacy includes the ability to locate, evaluate and use needed resources in a variety of formats. SWAU’s on-line card catalogue can be accessed at http://slc.swau.edu/. The library homepage can be accessed at http://library.swau.edu/.

Student Services

Students with personal and campus concerns and questions should contact the Dean of Students, whose office is located in the Findley Administration Building. The Vice President for Student Services/Dean of Students’ staff practices a student-centered, student-first philosophy of service. The student code of conduct, which is in place for the safety and well being of our university campus community, is enforced by the Vice President for Student Services. The Student Services staff is further involved in student life by sponsoring numerous programs and activities, planning and coordinating new student orientation, providing leadership training and opportunities for student involvement in campus governance.

Counseling and Testing Center

The Counseling and Testing Center provides services which focus on helping students cope with personal concerns as they engage in their spiritual, academic, social and personal activities. Typical student needs and concerns include learning how to study more effectively, resolving interpersonal conflicts, managing stress reactions, coping with loneliness, and handling feelings of depression, anxiety and other emotional crises.

Career Planning: Several career and interest inventories are given by the Counseling Center to help students learn more about their aptitudes, achievements, interests, values, and personality. The College-Level Examination Program (CLEP), correspondence tests, and national tests for admission to graduate schools are administered by the Counseling Center.

Special Needs: The Counseling Center strives to assist students with qualifying disabilities which can include vision and hearing, medical conditions, and learning disabilities which substantially limit one or more of a person’s major life activities and may necessitate modifications to the facilities, programs, or services of the University. Information provided by the student will be used only in the coordination and facilitation of service accommodations required to make programs accessible to the student. The University reserves the right to request current documentation of physical and/or mental disabilities prior to the determination and facilitation of appropriate accommodations; documentation requirements are discussed in more detail in the ADA Policy found in the Counseling and Testing Center.

Health Services

Health Services provides assistance to students or staff who are ill or have minor injuries, without cost. The clinic is located in Harmon Hall and is open from 8:00 P.M. - 10:00 P.M. Sunday - Thursday. If you should have a health care need during weekends or nights, call the dean on duty.

ADA Support

SWAU is committed to policies which provide an equal opportunity for full participation of all qualified individuals with disabilities. The university prohibits discrimination on the basis of disability in admission or access to its educational programs and associated activities.

Appropriate aids and services to accommodate the needs of individuals with disabilities are coordinated through the Disability Services Office in the Counseling and Testing Center. Students with disabilities who require accommodations should contact the office as soon as possible. Students seeking accommodation are responsible for providing the university with documentation of this disability.

Post-baccalaureate Student

SWAU offers four-year graduates of any accredited college/university, including SWAU, the opportunity to take additional undergraduate classes or to complete another undergraduate degree at half the current tuition rate. Discounts do not apply to classes in nursing, student teaching, Adult Degree Program, ESL Program, Criminal Justice Program, independent study, private lesson fees or laboratory charges.
COURSE CODES

Course Numbering System

All courses are prefixed with the subject, such as ENGL, MATH, CHEM, etc. This abbreviation is followed by a three-position number. Course numbers are intended to guide students and advisors in appropriate course selection.

000-099 Developmental classes. Do not meet graduation requirement and cannot be transferred.

100-199 Courses primarily for first-year students and General Education.

200-299 Courses primarily for sophomores and juniors.

300-499 Courses primarily for juniors and seniors.

500+ Graduate level courses.

Courses separated by a comma mean that course content is covered sequentially and that normally the courses are taken in sequence, but that they can be taken out of sequence.

First Digit

0 is reserved for college preparatory (non-college level) courses.
The numeral 1 is reserved for freshman level courses, with 2, 3, and 4 reserved for sophomore, junior, and senior level courses respectively.

Second Digit

The numerals 1-8 are used at the discretion of the department.
The numeral 9 is reserved for independent study type courses.

Third Digit

Numerals 0-9 are to be used at the discretion of the department.

Explanation of Abbreviations

Lec - the number of 50-minute lecture periods per week.
Lab - the number of clock hours in laboratory per week.
u.d. - upper division. i.e., courses numbered in the 300 and 400 range.

Semester Course is Taught

Following the course description will be the code indicating when the course is generally taught. This is provided as a guide only and is subject to change.
(Fall) - taught every fall semester
(Spring) - taught every spring semester.
(Fall, odd years) - taught fall 2007, 2009, etc.
(Fall, even years) - taught fall 2006, 2008, etc.
(Spring, odd years) - taught spring 2007, 2009, etc.
(Spring, even years) - taught spring 2006, 2008, etc.
(Fall, Spring) - taught every semester.
(Summer)
( Offered periodically)

DEGREE REQUIREMENTS

A four-year degree is called a bachelor or baccalaureate degree. A two-year degree is called an associate degree.

Generally, degrees granted by SWAU follow these guidelines:

<table>
<thead>
<tr>
<th>Bachelor of Arts</th>
<th>Bachelor of Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 hour major</td>
<td>33 hour major*</td>
</tr>
<tr>
<td>18 hour minor</td>
<td>18 hour minor</td>
</tr>
<tr>
<td>53 general ed. hours</td>
<td>53 general ed. hours</td>
</tr>
<tr>
<td>21 elective hours</td>
<td>24 elective hours</td>
</tr>
<tr>
<td>6 hours intermediate level foreign language</td>
<td>128 hours (including 40 upper division hours)</td>
</tr>
<tr>
<td>128 hours (including 40 upper division hours)</td>
<td></td>
</tr>
</tbody>
</table>

Associate of Science

major courses
-general ed. hours
-elective hours
64 total hours

*Some Bachelor of Science majors are composite. (The major will include at least 48 semester hours and a minor is not required.)
Academics

Southwestern Adventist University offers the following academic programs:

Master of Business Administration (MBA)
Master of Education in Elementary Education (MEd)
with concentration in: Curriculum and Instruction
Educational Leadership

Bachelor of Arts (BA)
Biology
Chemistry
English
French - Interdisciplinary Studies
German - Interdisciplinary Studies
History
International Affairs
Italian - Interdisciplinary Studies
Journalism
Life Science (Secondary Certification only)
Mathematics
Music
PR and Advertising
Public History and Management
Radio-TV-Film
Religion
Social Science
Spanish - Interdisciplinary Studies
Theology

Bachelor of Business Administration (BBA)
Accounting (concentration)
Business Administration (concentration)
International Business (concentration)
Management (concentration)
Marketing (concentration)

Bachelor of Science (BS)
Biology
Business (Secondary Certification only)
Business Administration/Computer Info Systems (Double Major)
Chemistry
Computer Information Systems (Secondary Certification only)
Computer Science
Criminal Justice
Elementary Education
Exercise Science
General Studies
Interdisciplinary Studies
Journalism
Life Science (Secondary Certification only)
Management
Mathematical Physics
Mathematics
Medical Technology
Music
Nursing
Physical Science
Physical Education
Physics
PR and Advertising
Psychology

Radio-TV-Film
Security Management
Social Science
Social Studies (Secondary Certification only)
Wellness

Bachelor of Social Work (BSW)

Associate of Science (AS)
Computer Information Systems
General Studies
Nursing
Office Technology
Wellness

Minors are available in the following areas:
Accounting
Biblical Languages
Biology
Broadcasting
Business Administration
Chemistry
Computer Science
Coaching
Corporate Communication
Criminal Justice
English
History
Journalism
Mathematics
Music
Office Systems Administration
Physical Education
Physics
Political Science
Psychology
Religion
Social Science
Sociology
Spanish
Speech
Wellness

Teaching Certification
North American Division of Seventh-day Adventists:
Elementary Endorsement for Grades 1-9, Speciality Endorsement in
Kindergarten, and Secondary Content Area Endorsement for Grades 7-
12. Content areas available for Grades 7-12 are Business, Computer
Information Systems, English, History, Journalism, Life Science, Math-
ematics, Music, Physical Education, Social Studies, and Speech.

State of Texas:
K-4, GR 4-8, GR 8-12, and All Level Physical Education and MusicK-12.
Content areas available for Grades 8-12 are: Business, Computer Infor-
mation Systems, English, History, Journalism, Life Science, Mathemat-
ics, Physical Science, Social Studies and Speech.

Federal Title II Rating
S.W.A.U. is currently ranked in the first quartile nationally for its
Title II rating. This reflects an 99% pass rate by students taking the
state certification exams during the 2002-2003 school year.
Preprofessional Programs

Members of the faculty serve as counselors in the following professional areas for which SWAU does not offer a degree:

- **Anesthesiology** Dr. Art Chadwick
- **Chiropractic** Mr. Hoyet Taylor
- **Dentistry** Dr. Richard McCluskey
- **Dental Assisting** Dr. Richard McCluskey
- **Dental Hygiene** Dr. Richard McCluskey
- **Diabetes & Nutrition** Dr. Art Chadwick
- **Engineering** Dr. Bill Atkins
- **Law** Dr. Randy Butler
- **Medicine** Dr. Art Chadwick
- **Occupational Therapy** Dr. Karl Konrad
- **Optometry** Dr. Bill Atkins
- **Osteopathy** Dr. Art Chadwick
- **Pharmacy** Dr. Karl Konrad
- **Physical Therapy** Dr. Karl Konrad
- **Podiatry** Mr. Hoyet Taylor
- **Public Health** Dr. Karl Konrad
- **Respiratory Therapy** Dr. Karl Konrad
- **Speech Pathology** Dr. Karl Konrad
- **Veterinary Medicine** Mr. Hoyet Taylor
- **X-Ray Technology** Dr. Richard McCluskey

Major Studies Advisors

In the back pages of this bulletin is a list of the faculty members in departments. The chair of the department is the main advisor for that department.

Undeclared Major Advisors

- Bill Atkins
- Watson Chin
- Murray Cox
- Judy Miles
- Ingo Sorke

**ACADEMIC INTEGRITY**

Southwestern Adventist University was founded by the Seventh-day Adventist Church in order to educate its students academically and spiritually for Christian service. The ethical training of students is as important as their academic competence. Academic integrity rests on honesty, the first principle of the Christian life. Students must be honest in their dealings inside and outside the classroom.

- Students must maintain a high ethical standard in their academic work. When a student turns in work for credit in the classroom, that work must be the student's own. Students have access to some forms of authorized assistance. Authorized assistance may come in the form of tutoring by official university tutors, help from the professor, or the legitimate use of outside sources which are cited according to standard form. Other forms of outside assistance are unauthorized, for example, having another person complete all or part of an assignment, taking material from the Internet or other sources without citing it, or bringing unauthorized materials into an examination. Unauthorized help, in these and other forms, constitutes academic dishonesty.

**General responsibilities of students:**

1. Students must produce their work independently, except when the professor has assigned the work as a group project.
2. Students must not represent work as their own which is not their own.
3. Students must not aid others in academic dishonesty.

**Examples of violations:**

- **Misusing Sources of Information (Plagiarism)**
  - When using outside sources in a paper, students must cite the source plainly in the text of the paper and on a references page, using the style which their professor requests. Failure to cite sources properly may result in failure on the paper or in the class. Students must cite the source when quoting, paraphrasing, or even when using an idea which is unique to that source. A student who fails to do so, he or she may be subject to failure in the class. Fabricating a quotation, a paraphrase, or any part of a bibliographic reference also constitutes academic dishonesty.
  - Students may not turn in written work as their own which was produced wholly or partly by others. If a student will receive credit for the work, the student must have, in fact, done the work. Students may not turn in material taken from the Internet as their own work, whether the material was taken from a free website or a pay service. Repeated acts of plagiarism may result in expulsion from the university.

- **Misrepresenting One's Work**
  - Work that is assigned to the student must be done by the student. Homework assignments in any subject area must be the work of the student getting the grade and must not reflect unauthorized help from others.

- **Using Unauthorized Materials During an Examination**
  - Unless the professor indicates otherwise, students should assume that the use of notes, textbooks, the Internet, databases, calculators, or any other outside sources of help during an examination will constitute academic dishonesty.

- **Exchanging Information During an Examination**
  - Students may not share information with each other in any form or by any means during an examination. Talking or signaling in any manner during an examination may result in failure on the examination. Obtaining information from another student's paper by any means during an examination is a violation of academic integrity.

- **Tampering with Computers**
  - Students may not access faculty computers by any means in order to obtain advance copies of tests or quizzes, alter grades on an online grade book, or for any other purpose.

- **Forging a Signature**
  - Students may not sign anyone's name but their own on any advisement form, registration form, exceptions form, or any other document for any purpose whatsoever.

- **Aiding Others in Academic Dishonesty**
  - Students who enable others to misrepresent their work are also guilty of academic dishonesty and may be penalized as if they had misrepresented their own work. No student may do the class work for which another student will get credit, except in those cases when the professor has assigned work to be done in a group.

**Procedure to be Followed in Cases of Academic Dishonesty**

Professors have discretion in the classroom when academic integrity has been violated. The class syllabus should contain a statement on how violations of academic integrity will be treated. A first case of academic dishonesty may be handled by the professor, but will be reported to the Vice-President for Academic Administration. A second offense may be handled by the Vice-President for Academic Administration in conjunction with the professor. Students may appeal a decision made by either the professor or the Vice-President for Academic Administration by following the student academic appeals process as outlined in this bulletin under “Student Rights and Appeals Policies.” (See page 30.)
**General Education Purpose**

It is the purpose of the General Education Program at Southwestern Adventist University to bring balance to all the academic and professional programs, and to enrich the intellectual and cultural experiences of the student beyond the limits set by the specific major.

The General Education Program requirements are derived from this statement of purpose and thus contribute to its fulfillment. The courses designated by the requirements are drawn from the humanities/fine arts, the social/behavioral sciences, the natural and computer sciences/mathematics, and the health/physical education areas.

**General Education Objectives**

1. To expose the student to broad areas of knowledge.
2. To foster the continuing development of academic skills.
3. To strengthen the student’s spiritual dimension.
4. To encourage attitudes and practices of healthful living.

**General Education Requirements**

In addition to major and minor requirements, all students will need to complete the general education courses listed here. These courses have been chosen so that students successfully completing them will meet the objectives and will have the basic skills in oral and written communication, mathematics, computer science, and at least one physical activity.

Students with a bachelor’s degree from a United States regionally accredited post-secondary institution will be considered to have fulfilled, with the exception of the religion requirements, SWAU’s general education requirements. The religion requirement must be explicitly fulfilled.

**General Education — Bachelor’s Degree*** Hours

A. University Success** ................................. 1

B. English ........................................................................ 12

1. Speech (COMM 111, 113, or 115) .................... 3
2. Freshman Composition ........................................ 3
3. Research and Professional Writing ................ 3
   (to be taken the freshman year)
4. Literature (taught in English) ....................... 3
   (to be taken the sophomore year)
5. 4. Literature (taught in English) ....................... 3
   (Satisfactory completion of ENGL 121 and 220, or the equivalent, is prerequisite to registration for courses numbered 300 or higher.)
6. 4. Literature (taught in English) ....................... 3
   (to be taken the senior year)

C. Health and Physical Education .................... 4-5

Choose one of these options:
1. Health & Wellness & P.E. Activity Course
2. PSYC 244, PEAC 111, & P.E. Activity Course
3. HLED 216, PEAC 111, & P.E. Activity Course
4. PEAC 111 & three different P.E. Activity Courses

D. Math/Natural and Computer Sciences .......... 12-14

1. Mathematics ........................................... 3
2. History .................................................... 12
4. Literature (taught in English) ....... ........... 3
5. Literature (taught in English) ....... ........... 3
6. Literature (taught in English) ....... ........... 3
7. Literature (taught in English) ....... ........... 3
8. Literature (taught in English) ....... ........... 3
9. Literature (taught in English) ....... ........... 3
10. Literature (taught in English) ....... ........... 3
11. Literature (taught in English) ....... ........... 3
12. Literature (taught in English) ....... ........... 3
13. Literature (taught in English) ....... ........... 3
14. Literature (taught in English) ....... ........... 3

**E. Religion** .................................................. 12

It is strongly recommended that students enroll for a minimum of one course each school year. Applied religion is not to exceed three credits; three of the religion credits must be upper division. Transfer students from non-SDA schools must have three hours of religion credit per 30 credits taken in residence at SWAU, with a minimum of six hours. Though religion classes taken prior to enrollment at SWAU will be considered for transfer, at least three hours must be from an SDA school, and non-SDA religion classes taken after enrollment here will not be transferred.

F. Social/Behavioral Sciences ............................ 6-12

1. History .................................................... 6-12
2. Choose from these ......................................... 0-6

G. Foreign Language ........................................ 0-6

The Bachelor of Arts degree, and some other degrees, require six hours of an intermediate-level foreign language. (6 hours of Hebrew or 12 hours of Greek will count as meeting the intermediate language level requirement.)

**Notes:**

* Students seeking a degree in Elementary Education must see the Education section of the bulletin for specific general education requirements.

** All freshmen who have taken less than twelve previous college hours must enroll in the University Success course.

+ Students involved in off-campus programs affiliated with SWAU must meet the 12 hour requirement. Education majors should see Religion requirements under the Education program.
### COURSES OF INSTRUCTION

**UNIV 011 University Strategies**

1 hour  
A review of strategies necessary to have a successful university experience. Required of all students on Academic Probation or Academic Suspension. Students may not withdraw from this course, and it does not apply towards graduation requirements. Pass/no pass course.

**UNIV 101 University Success**

1 hour  
An orientation guide to campus, academic, social and devotional life; required of all first-time freshmen during their first semester at SWAU. Entering freshmen with 12 college hours or more are exempt.

**STUDENT MISSIONARY PROGRAM**

**UNIV 103 Experiential Program**

1 hour  
This course is designed to allow the summer colporter to serve in the field and maintain enrollment. By this the University recognizes the legitimate educational value of this experience. Credit does not apply towards graduation requirements.

**UNIV 211 Field Experience**

6 hours  
Through this course, the student missionary or taskforce worker will earn 6 hours of credit per semester while serving in the field. A maximum of 12 hours of credit may be earned, and will be applied as elective credit toward graduation. This course is monitored by the campus chaplain, and students must make arrangements for their course before leaving campus. Pass/no pass course.

**ADULT DEGREE PROGRAM**

**ADPS 130 Portfolio Development**

3 hours  
Prerequisite: Admission to ADP and attendance at a seminar.  
An intensive study of portfolio development and orientation to re-entering college level study. This includes an autobiography, competency statements, and goals. The most important section is a documentation of experiential learning.

### General Education — Associate Degree

**Hours**

<table>
<thead>
<tr>
<th>A. University Success*</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. English</td>
<td>6</td>
</tr>
<tr>
<td>1. Freshman Composition (ENGL 121)</td>
<td>3</td>
</tr>
<tr>
<td>2. Research and Professional Writing (ENGL 220)** or a Speech elective (COMM 111, 113, or 115)</td>
<td>3</td>
</tr>
<tr>
<td>C. Health/Physical Education</td>
<td>2-3</td>
</tr>
<tr>
<td>D. Math/Natural and Computer Sciences</td>
<td>6-7</td>
</tr>
<tr>
<td>1. Mathematics/Lab Science</td>
<td>3-4</td>
</tr>
<tr>
<td>2. Computer Science</td>
<td>3</td>
</tr>
<tr>
<td>E. Religion</td>
<td>6</td>
</tr>
<tr>
<td>F. Social and Behavioral Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

*All freshmen who have taken less than twelve previous college hours must enroll in the University Success course.

** ENGL 220 is required by some departments.

* General Education — Associate Degree Hours

A. University Success* ................................................................. 1
B. English ...................................................................................... 6
1. Freshman Composition (ENGL 121) ...................... 3
2. Research and Professional Writing (ENGL 220)** or a Speech elective (COMM 111, 113, or 115) ........ 3
C. Health/Physical Education .................................................... 2-3
Choose one of these options:
1. Health & Wellness (HLED 111) ................................. 3
2. Nutrition (HLED 216) and PEAC 111 ............................. 3
3. PEAC 111 and one PE Activity course ................. 2
D. Math/Natural and Computer Sciences ....................... 6-7
1. Mathematics/Lab Science ........................................... 3-4
2. Computer Science .................................................. 3
E. Religion .................................................................................. 6
It is strongly recommended that students enroll for a minimum of one course each school year. Applied religion is not to exceed three credits. Though religion classes taken prior to enrollment at SWAU will be considered for transfer, at least three hours must be from an SDA school, and non-SDA religion classes taken after enrollment here will not be transferred.
F. Social and Behavioral Sciences ................................. 3

** All freshmen who have taken less than twelve previous college hours must enroll in the University Success course.

** ENGL 220 is required by some departments.
**Biology**

Arthur V. Chadwick, Chair; Richard L. McCluskey, Hoyet Taylor

**AIMS OF THE DEPARTMENT**
The objectives of the department are:
- to encourage the study of living organisms,
- to prepare biology majors in basic and advanced courses that provide a foundation for graduate study, teaching, and research in biology,
- to prepare pre-professional students in courses that satisfy entrance requirements for medical, dental, and veterinary medical school, and other professional programs,
- to prepare students anticipating careers in nursing and allied health fields,
- to prepare students seeking to fulfill general education lab science requirements, and
- to prepare students to respond intelligently to Creation/Evolution issues.

The department offers a Bachelor of Arts and a Bachelor of Science degree in biology. The B.A. degree requires 36 semester hours in biology and includes a foreign language component. The B.S. degree requires 44 semester hours in biology and emphasizes coursework in biology and the sciences. Required cognate courses are specified for each degree. The program has flexibility to allow students the choice of elective biology courses of special interest beyond the basic requirements listed below.

**PROGRAMS**

**Biology, B.A.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111, 112</td>
<td>General Biology</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 230</td>
<td>General Ecology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 320</td>
<td>Genetics</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 419</td>
<td>Philosophy of Science</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 470</td>
<td>Field Natural History</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 380</td>
<td>Research Methods</td>
<td>2</td>
</tr>
<tr>
<td>BIOL 340</td>
<td>Cell &amp; Molecular Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 480**</td>
<td>Elective from Group I or II</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL 481**</td>
<td>Elective from Group I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 480**</td>
<td>Research in Biology</td>
<td>2-3</td>
</tr>
<tr>
<td>BIOL 481</td>
<td>Senior Thesis</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>36</td>
</tr>
</tbody>
</table>

Required Cognates: CHEM 111, 112; MATH 121.

**Biology, B.S.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111, 112</td>
<td>General Biology*</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 230</td>
<td>General Ecology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 320</td>
<td>Genetics</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 340</td>
<td>Cell &amp; Molecular Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 380</td>
<td>Research Methods</td>
<td>2</td>
</tr>
<tr>
<td>BIOL 419</td>
<td>Philosophy of Science</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 470</td>
<td>Field Natural History</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 480*</td>
<td>Elective from Group I or II</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 481*</td>
<td>Elective from Group II</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL 481*</td>
<td>Elective from Group III</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 480*</td>
<td>Research in Biology</td>
<td>2-3</td>
</tr>
<tr>
<td>BIOL 481</td>
<td>Senior Thesis</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>44</td>
</tr>
</tbody>
</table>

Required Cognates: CHEM 111*, 112*, 331*, 332*; PHYS121*, 122*; MATH 121*.

* The standard courses required for MCAT (Medical College Admission Test) & DAT (Dental Admission Test) preparation and for medical, dental and veterinary medical school entrance requirements.

**GROUP I  Biology of Plants**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 314</td>
<td>Systematic Botany</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 360</td>
<td>Plant Dynamics</td>
<td>4</td>
</tr>
</tbody>
</table>

**GROUP II  Biology of a Taxon**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 310</td>
<td>Invertebrate Zoology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 312</td>
<td>Field Ornithology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 430</td>
<td>Entomology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 440</td>
<td>Mammalogy</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 112</td>
<td>Paleobiology</td>
<td>2</td>
</tr>
</tbody>
</table>

**GROUP III  Organismic Biology**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 220</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 350</td>
<td>Developmental Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 420</td>
<td>Animal Behavior</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 443</td>
<td>Comparative Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 450</td>
<td>Histology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 460</td>
<td>Animal Physiology</td>
<td>4</td>
</tr>
</tbody>
</table>

**PRE-PROFESSIONAL REQUIREMENTS**
The entrance requirements for most medical, dental and veterinary medical schools are satisfied by the Biology B.S. degree and its cognate requirements of Chemistry, Physics and Math. Medical schools may require additional math and schools of veterinary medicine often have unique entrance requirements. The pre-professional student must choose a major from the list on page 34 and should consult with his/her pre-professional advisor to develop the best degree plan to satisfy specific pre-professional requirements.

**TEACHING CERTIFICATION PROGRAM**
The following Life Science major and minor are for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

**Life Science B.A. or B.S. - Secondary Teaching Area**
The student must meet the requirements for a B.A. or B.S. degree in Biology.

**Life Science Minor - Secondary Teaching Area**

<table>
<thead>
<tr>
<th>Option II</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111, 112</td>
<td>General Biology</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>BIOL 230</td>
<td>General Ecology</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>BIOL 320</td>
<td>Genetics</td>
<td>4</td>
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</tr>
<tr>
<td>BIOL 419</td>
<td>Philosophy of Science</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BIOL 470</td>
<td>Field Natural History</td>
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<tr>
<td>BIOL 480*</td>
<td>Elective from Group I or II</td>
<td>4</td>
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<tr>
<td>BIOL 481*</td>
<td>Elective from Group II</td>
<td>3-4</td>
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<tr>
<td>BIOL 481*</td>
<td>Elective from Group III</td>
<td>4</td>
<td></td>
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<tr>
<td>BIOL 480*</td>
<td>Research in Biology</td>
<td>2-3</td>
<td></td>
</tr>
<tr>
<td>BIOL 481</td>
<td>Senior Thesis</td>
<td>1</td>
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</tbody>
</table>

**TOTAL** 24

Required Cognates: CHEM 111*, 112*, 331*, 332*; PHYS121*, 122*; MATH 121*.
Biology

BIOLOGY COURSES

BIOL 101, 102  Anatomy & Physiology I, II  4, 4 hours
   An integrated two-semester study of the anatomy and physiology of human organ systems as well as cellular biology and fluid, electrolyte and acid-base balance. 3 Lec 3 Lab. Does not apply toward a Biology major or minor. (BIOL 101 Fall, BIOL 102 Spring)

BIOL 104, 105  Human Biology I, II  4, 4 hours
   A two-semester survey study of the human body including structure and function, life-span from conception to death, impact of disease processes and injury on the human body, and the interactions of humans with each other and with the environment. Discussion of the impact of healthful living on human physiology is a very important part of this course. This course is designed to meet the General Education Science requirement and does not apply toward a Biology major or minor. 3 Lec 3 Lab. (BIOL 104 Fall, BIOL 105 Spring)

BIOL 111, 112  General Biology I, II  4, 4 hours
   A two-semester course covering the basic disciplines of life science. General concepts in genetics, taxonomy, behavior, ecology, morphology, physiology and speciation of living organisms are taught. High school chemistry highly recommended. 3 Lec 3 Lab. (BIOL 111 Fall, BIOL 112 Spring)

BIOL 200  Microbiology  4 hours
   Prerequisite: BIOL 111, 112 or BIOL 101, 102
   Introduction to the structure, function and control of microorganisms in the environment with special emphasis on those organisms of medical importance. Introduction to immune responses and mechanisms including antibody and host-antigen interactions, bursal and thymic influences on the lymphoid system, and humoral and cellular immunological response mechanisms. 3 Lec 3 Lab. Lab fee. (Fall)

BIOL 230  General Ecology  4 hours
   Prerequisite: BIOL 111, 112
   A general course including study of plant and animal distribution, ecological interrelationships, and observations of the delicate balance in nature. The laboratory includes a four-day field trip. 3 Lec 3 Lab. Field trip fee. (Fall)

BIOL 291  Selected Topics  1-3 hours
   Prerequisite: BIOL 111, 112, and approval of instructor
   A study in an area of student interest under the direction of a staff member. This study may involve data collection, or library work and will involve a written report. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

BIOL 310  Invertebrate Zoology  4 hours
   Prerequisite: BIOL 111, 112
   A taxonomic and ecological study of invertebrates from marine, freshwater, and terrestrial environments. Considerable attention is focused on the direct role of invertebrates on human life. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Field trip fee. (Offered periodically)

BIOL 312  Field Ornithology  3 hours
   Prerequisite: BIOL 111, 112 or permission of instructor
   A field study of native American birds, with emphasis on avian identification, geographical distribution, migration, habits and conservation. Laboratory includes a four-day field trip. 2 Lec 3 Lab. Field trip fee. (Spring)

BIOL 314  Systematic Botany  4 hours
   Prerequisite: BIOL 111, 112
   A taxonomic study of the flowering plants of Texas. Includes methods for identification and preservation of plant specimens. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Field trip fee. (Spring, odd years)

BIOL 320  Genetics  4 hours
   Prerequisite: BIOL 111, 112
   The study of inheritance as it relates to man, animals and plants, including a detailed study of molecular genetics. Experimenal work in laboratory involves both lower and higher organisms. 3 Lec 3 Lab. (Spring)

BIOL 340  Cellular and Molecular Biology  4 hours
   Prerequisite: BIOL 111, 112; CHEM 112
   A study of the internal workings of the cell. The molecular basis of various cell activities is emphasized. Particular attention is paid to energetics, replication and synthesis, molecular transport, and excitability of cells. Methods of molecular biology, including biomolecular engineering will be studied in the laboratory. 3 Lec 3 Lab. (Fall)

BIOL 350  Developmental Biology  4 hours
   Prerequisite: BIOL 111, 112
   A study of vertebrate embryonic development from the formation of germ cells to the development of major organs and parturition. Reference is made to human developmental anatomy throughout the course. Laboratory includes microscopic study and experiments with sea urchin, frog, and chick embryos. 3 Lec 3 Lab. (Spring, even years)

BIOL 360  Plant Dynamics  4 hours
   Prerequisite: BIOL 111, 112 or permission of instructor
   A broad course emphasizing the biological importance of plants in the world ecosystem as well as their direct vital role in human life. This is an applied botany course in which plant physiology, plant structure, ecology, and systematics are studied. Methods in experimental horticulture are examined. Laboratory includes a four-day field trip. 3 Lec 3 Lab. Field trip fee. (Spring, even years)

BIOL 380  Research Methods  2 hours
   Prerequisite: BIOL 111, 112, or any entry level science sequence
   A general introduction to the techniques and methodologies of scientific literature and presentations based upon library and on-line research. Each student will select a specific topic for research, prepare a paper, and make an oral presentation based on that work. The student will learn scientific methodology, basic statistical skills, and critical data analysis. (Fall)

BIOL 419  Philosophy of Science  3 hours
   A study of the philosophies and methodologies of science. Includes a review of the history of scientific and religious thought and the role each has played in the development of modern theories of origin. (Also taught as RLGN 419.) This course meets the upper division writing component for senior year English. (Spring)
BIOL 430  Entomology  4 hours
A study of the basic morphology, physiology, ethology and classification of insects and related arthropods. The topics include a discussion of development and insect metamorphosis, insect ecology, a treatment of applied entomology, and introduction to insects of medical and veterinary significance. Laboratory includes collecting techniques, preparatory techniques of museum specimens, and insect microscopy. 3 Lec 3 Lab.  (Spring, odd years)

BIOL 440  Mammalogy  4 hours
Prerequisite: BIOL 111, 112
A systematic study of mammals with emphasis on natural history and ecology. 3 Lec 3 Lab.  (Fall, odd years)

BIOL 450  Histology  4 hours
Prerequisite: BIOL 111, 112
An investigation of the structure and function of the tissues of the human body. The course is lab intensive and is intended to acquaint the student with the microscopic characteristics of tissues. 2 Lec 6 Lab.  (Spring, even years)

BIOL 460  Animal Physiology  4 hours
Prerequisite: BIOL 111, 112; CHEM 111, 112
Emphasis will be placed on mammalian organ systems, but comparative aspects of each system and the interaction of environment and physiology will be discussed. 3 Lec 3 Lab.  (Fall, even years)

BIOL 470  Field Natural History  4 hours
Prerequisite: BIOL 111, 112
An intensive advanced level course for students majoring in biology providing the opportunity for first-hand study of life forms in their natural setting. Includes field work in a region of high biological interest. Subjects covered may include ornithology, mammalogy, entomology, systematic botany, herpetology, paleontology, ecology, and marine biology. A student may also take up to two units of BIOL 491 with emphasis on a chosen taxon.

Student may apply to repeat for credit one time with approved research proposal.  (Summer) Travel fee.

BIOL 480  Research in Biology  1-3 hours
Prerequisite: BIOL 380 and approval of instructor
A supervised research experience involving the development of a research proposal, data collection, and a written paper. Research proposal may be developed in BIOL 380. May be repeated for a total of 5 credits.  (Offered periodically)

BIOL 481  Senior Thesis  1 hour
Prerequisite: BIOL 480
This course is designed to permit the student to develop a publishable-quality research paper. Instruction consists of writing techniques and guidance in the completion of the project. Students will give several oral progress-reports, a final presentation at the Biology Research Symposium, and a completed Senior Thesis.  This course meets the upper division writing component for senior year English.  (Spring)
MISSION

Through its undergraduate and graduate programs, the Department of Business Administration prepares students for the challenge of Christian service in for-profit or not-for-profit organizations, recognizing that academic excellence is best pursued through the development of the whole person, and is built on a solid foundation of ethics and cross-cultural respect.

AIMS OF THE UNDERGRADUATE BUSINESS PROGRAMS

AU1. Maintain a curriculum that provides students with the necessary knowledge for successful work experience in today’s business environment and graduate studies.

AU2. Promote student’s awareness of free enterprise with an international orientation within a framework of moral and ethical guidelines.

AU3. Enrich the learning-teaching experience by fostering access to and utilization of appropriate learning resources.

AU4. Promote faculty and student’s involvement in community activities.

DEGREE REQUIREMENTS

Business Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ACCT 211, 212</td>
<td>Accounting Principles I, II</td>
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<tr>
<td>BUAD 211</td>
<td>Profiles of Entrepreneurship</td>
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<tr>
<td>BUAD 301</td>
<td>Principles of Management</td>
<td>3</td>
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<tr>
<td>BUAD 302</td>
<td>Advanced Software Applications</td>
<td>3</td>
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<tr>
<td>BUAD 311, 312</td>
<td>Business Law I, II</td>
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<tr>
<td>BUAD 321</td>
<td>Business Finance</td>
<td>3</td>
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<tr>
<td>BUAD 350</td>
<td>Ethics and Business Social Responsibility</td>
<td>3</td>
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<tr>
<td>BUAD 472</td>
<td>Business Policies and Strategies</td>
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<td>BUAD 496</td>
<td>Senior Business Seminar</td>
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<td>ECON 211</td>
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<td>MKTG 343</td>
<td>Principles of Marketing</td>
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BBA Cognate Requirements

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<td>MATH 236*</td>
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</table>

*MATH 110 is a prerequisite for MATH 236 and MATH 241.

**Students who took keyboarding in high school or who can otherwise present documentation attesting that they possess required skills will be exempted.

Portfolio

Each senior student will develop a portfolio of the work that they have done. The portfolio needs to include examples of the student’s work, covering the following areas: writing skills, group projects, quantitative analysis, problem solving, and community projects and or service.

Two professors according to the following scale will evaluate the portfolio: extremely good, very good, good, average, below average, poor.

Area of Concentration or Major

See following pages.
REQUIREMENT BY CONCENTRATION

ACCOUNTING, B.B.A.
Numerous career choices are available to accounting graduates, including working in not-for-profit accounting (for the Seventh-day Adventist denomination or other not-for-profit entities), public accounting, industry (ranging from small businesses to large corporations), and governmental accounting. To accommodate the different requirements of these and other possible accounting careers, the accounting curriculum has two separate tracks.

Four-Year Track
The four-year track is designed for students who do not intend to take the national Certified Public Accounting (CPA) examination for CPA certification. Students graduating with this degree would have the ability to pursue different accounting careers, except public accounting. National certifications include Certified Managerial Accountant (CMA), Certified Internal Auditor (CIA), and Certified Fraud Examiner (CFA).

Program requirements include the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ACCT 315</td>
<td>Intermediate Accounting</td>
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<td>ACCT 316</td>
<td>Intermediate Accounting</td>
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<tr>
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</table>

Electives to be selected from the following courses:

- ACCT 317 Cost Accounting
- ACCT 318 Federal Income Taxes
- ACCT 319 Fund Accounting
- ACCT 412 Auditing
- ACCT 415 Advanced Accounting
- ACCT 417 Accounting Information Systems
- ACCT 492 Accounting Internship

Five-Year Track
The five-year track is designed for students who intend to take the national Certified Public Accounting (CPA) examination for CPA certification. Students graduating with this degree would have the ability to pursue different accounting careers, except public accounting. National certifications include Certified Managerial Accountant (CMA), Certified Internal Auditor (CIA), and Certified Fraud Examiner (CFA).

Program requirements include the following:

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<thead>
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<tr>
<td>ACCT 316</td>
<td>Intermediate Accounting</td>
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</tr>
<tr>
<td>ACCT 317</td>
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<td>ACCT 318</td>
<td>Federal Income Taxes</td>
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</tr>
<tr>
<td>ACCT 319</td>
<td>Fund Accounting</td>
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<tr>
<td>ACCT 412</td>
<td>Auditing</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 415</td>
<td>Advanced Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 417</td>
<td>Accounting Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 492</td>
<td>Accounting Internship</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL</td>
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</tr>
</tbody>
</table>

BUSINESS ADMINISTRATION, B.B.A.
The business administration degree assists the individual needing a college degree for continual personal growth and professional promotions. Basic business skills are mastered and additional courses are selected to assist with career growth, development, and advancement.

BUSINESS ADMINISTRATION Concentration:

- ACCT, BUAD, or MKTG electives
- ACCT, BUAD, or MKTG upper division electives
- TOTAL

INTERNATIONAL BUSINESS, B.B.A.
International business is the current growth area for most organizations: large and small firms, not-for-profit organizations, and the public sector. Students wishing to maximize both their career options and their promotional opportunities in management, marketing, and finance while enjoying the opportunities of travel and cross-cultural activities will find that the more familiar they are with the international arena of business the more likely they will find career satisfaction.

INTERNATIONAL BUSINESS Concentration:

- BUAD 451 International Business
- BUAD 452 International Finance
- BUAD 453 Cross-Cultural Studies and Communication
- BUAD 492 Business Internship or Intermediate-Level Language
- HIST/GEOG 312 Historical and Political Geography
- Elective
- TOTAL

Elective to be selected from the following courses:

- BUAD 372 Human Resource Management
- BUAD 381 Small Business Management
- BUAD 423 Organizational Behavior
MANAGEMENT, B.B.A.

This concentration provides education and training in theoretical and applied management principles and functions for students desiring a management career in for-profit, not-for-profit, and governmental entities.

Management Concentration:
- BUAD 317 Business Communications .................................................. 3
- BUAD 372 Human Resource Management ............................................. 3
- BUAD 423 Organizational Behavior .......................................................... 3
- BUAD 466 Project Management ............................................................... 3
- Electives* .................................................................................................... 9
- TOTAL ......................................................................................................... 21

*Electives to be selected from the following courses:
- ACCT 317 Cost Accounting.......................................................................... 3
- ACCT 318 Federal Income Taxes................................................................. 4
- ACCT 417 Accounting Information Systems ............................................. 3
- BUAD 381 Small Business Management .................................................. 3
- BUAD 450 Project Management ................................................................ 3
- BUAD 451 International Business .............................................................. 3
- BUAD 452 International Finance ............................................................... 3
- BUAD 453 Cross-Cultural Studies and Communication ............................ 3
- BUAD 492 Business Internship .................................................................. 3
- MKTG 303 E-Commerce and Web Site Design .......................................... 3

MARKETING, B.B.A.

The marketing concentration within the BBA prepares students for the marketing challenges of the new millennium. Computer technology is revolutionizing traditional strategies used by organizations to market and sell their products and services. Students completing this academic option will be prepared for job opportunities in sales, retailing, advertising, and marketing with organizations integrating electronic technology to serve their customers.

Marketing:
- MKTG 303 E-Commerce & Web Site Design ............................................ 3
- MKTG 350 Consumer Behavior ................................................................. 3
- MKTG 351 Advertising ............................................................................. 3
- MKTG 402 E-Commerce Environment .................................................. 3
- MKTG 443 Marketing Research ................................................................. 3
- BUAD 450 Project Management ............................................................... 3
- Electives* .................................................................................................... 2
- TOTAL ......................................................................................................... 21

*Electives to be selected from the following courses:
- BUAD 372 Human Resource Management ............................................. 3
- BUAD 451 International Business .............................................................. 3
- BUAD 453 Cross-Cultural Studies and Communication ............................ 3
- MKTG 241 Public Relations ....................................................................... 3
- MKTG 492 Marketing Internship ............................................................... 3

MANAGEMENT, B.S.

This degree provides students some flexibility for enriching their managerial training. It prepares graduates for managerial careers in for-profit, not-for-profit, and governmental entities, as well as for entrepreneurial endeavors.

Major Courses:
- BUAD 317 Business Communications .................................................. 3
- BUAD 372 Human Resource Management ............................................. 3
- BUAD 423 Organizational Behavior .......................................................... 3
- ACCT or BUAD Elective ........................................................................... 2
- TOTAL ......................................................................................................... 12

Cognate Courses:
- MATH 241* Intro to Prob. and Statistics .................................................. 3
- OFIS 100** MicroKeyboarding ................................................................. 1
- COMM 115 Discussion Techniques ......................................................... 3
- CSIS 102 Microcomputer Literacy ............................................................ 3

* MATH 110 or a MAP score of 4 or 5 is prerequisite for MATH 241.
**Students who took keyboarding in high school or who can otherwise present documentation attesting that they possess required skills will be exempted.

TEACHING CERTIFICATION PROGRAM

The following business major is for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

Business, B.S. - Secondary Teaching Area

Option III

The student must meet the requirement for B.S. degree in Business.

- ACCT 211 Principles of Accounting I ............................................. 4
- ACCT 212 Principles of Accounting II ............................................. 4
- BUAD 201 Personal Finance ................................................................. 3
- BUAD 301 Principles of Management .................................................. 3
- BUAD 302 Advanced Business Applications ........................................ 3
- BUAD 311 Business Law ................................................................. 3
- BUAD 317 Business Communications .................................................. 3
- BUAD 496 Senior Business Seminar ..................................................... 1
- CSIS 102 Microcomputer Literacy and Application ............................... 3
- ECON 211 Macroeconomics ............................................................... 3
- MATH 236* Applied Mathematics for Business ...................................... 3
- MKTG 303 E-Commerce and Web Site Design ...................................... 3
- MKTG 343 Principles of Marketing ....................................................... 3
- OFIS 123 Document Production ............................................................ 4
- OFIS 272 Administrative Records and Procedures .................................. 4
- OFIS 385 Office Systems Technology .................................................. 4
- OFIS 388 Office Systems Training and Management ............................. 4
- TOTAL ......................................................................................................... 55

* MATH 110 is prerequisite for MATH 236.
Business Administration

DOUBLE MAJOR IN BUSINESS ADMINISTRATION AND COMPUTER INFORMATION SYSTEMS, B.S.

This program is open only to students seeking a double major in Business Administration and Computer Information Systems. Students who wish to pursue this program must make formal application both to the Department of Business Administration and the Department of Computer Science.

Business Administration Courses:
ACCT 211, 212 Accounting Principles I, II .................................................. 8
BUAD 211 Profiles of Entrepreneurship .................................................. 3
BUAD 301 Principles of Management .................................................. 3
BUAD 311, 312 Business Law I, II .................................................. 6
BUAD 321 Business Finance .................................................. 3
BUAD 350 Ethics and Business Social Responsibility ......................... 3
BUAD 496 Senior Business Seminar .................................................. 1
ECON 211 Macroeconomics .................................................. 3
MKTG 343 Principles of Marketing .................................................. 3
MKTG 402 E-Commerce Environment .................................................. 3
TOTAL 36

Computer Information Systems Courses:
CSIS 110, 111 Principles of Computer Programming I, II .................. 6
CSIS 125 Discrete Structures .................................................. 3
CSIS 215 Object-Oriented Programming C++ ........................................... 3
CSIS 245 Introduction to LAN Technology .................................................. 4
CSIS 303 E-Commerce and Web Site Design ........................................... 3
CSIS 310 Assembler Programming and Machine Organization .................. 3
CSIS 315 Application Development for Event-Driven GUI Applications .................. 3
CSIS 320 Data Structures & Algorithms .................................................. 3
CSIS 360 Operating Systems .................................................. 3
CSIS 445 Internetwork Architectures .................................................. 3
CSIS 450 Principles of Database Design .................................................. 3
CSIS 490 Software Engineering .................................................. 3
TOTAL 40

Required Cognates:
MATH 241 Statistics .................................................. 3
MATH 236 Applied Mathematics for Business .................................................. 3
COMM 115 Discussion Techniques .................................................. 2
TOTAL 9

General Education and Elective Courses: .................................................. 44

GRAND TOTAL 129

OFFICE TECHNOLOGY, A.S.

This degree prepares the student with an in-depth background in the software aspect of computer and office systems and an understanding of how to apply this knowledge in the automated office environment.

Core Courses:
BUAD 302 Advanced Software Applications .................................................. 3
BUAD 317 Business Communication .................................................. 3
BUAD 496 Senior Business Seminar .................................................. 1
CSIS 102 Microcomputer Literacy and Application .................................................. 3
CSIS 303 E-Commerce and Web Site Design .................................................. 3
OFIS 100 MicroKeyboarding .................................................. 1
OFIS 385 Office Systems Technology .................................................. 4
OFIS 123 Document Production .................................................. 4
OFIS 272 Administrative Records and Procedures .................................................. 4
OFIS 388 Office Systems Training and Management .................................................. 4
OFIS Electives .................................................. 2
TOTAL 32

Recommended Electives:
ACCT 211 Accounting Principles .................................................. 3
BUAD 201 Personal Finance .................................................. 3
BUAD 211 Profiles of Entrepreneurship .................................................. 3
OFIS 291 Selected Topics (Digital Imaging/Paint Shop/Front Page) .................................................. 2

COURSE REQUIREMENTS BY MINOR

Minor: Accounting
ACCT 211, 212 Accounting Principles I, II .................................................. 8
ACCT 315, 316 Intermediate Accounting I, II .................................................. 8
ACCT Electives (upper division) .................................................. 4
TOTAL 20

Minor: Business Administration
ACCT 211, 212 Accounting Principles I, II .................................................. 8
ECON 211 Macroeconomics .................................................. 3
BUAD 301 Principles of Management .................................................. 3
BUAD Electives (upper division) .................................................. 6
TOTAL 20

Minor: Office Systems Administration
BUAD 302 Advanced Software Applications .................................................. 3
CSIS 102 Microcomputer Literacy and Application .................................................. 3
MKTG 303 E-Commerce and Web Site Design .................................................. 3
OFIS 100 MicroKeyboarding .................................................. 1
OFIS 272 Administrative Records and Procedures .................................................. 4
OFIS 385 Office Systems Technology .................................................. 4
OFIS Electives .................................................. 2
TOTAL 20
ACCOUNTING COURSES

ACCT 211 Accounting Principles I  4 hours  
Nature of accounting data and its use in business, fundamental procedures and records, operating cycle, preparation of financial statements, measurement of income and assets. 4 Lec 1 Lab (Fall)

ACCT 212 Accounting Principles II  4 hours  
Prerequisite: ACCT 211  
Accounting procedures and practices in partnerships and corporations, development of accounting data for use in management decisions, financial statement analysis, cash flow, income tax. 4 Lec 1 Lab (Spring)

ACCT 315 Intermediate Accounting I  4 hours  
Prerequisite: ACCT 212  
An in-depth study of the theory and techniques of financial accounting, including an accounting conceptual framework, a review of the accounting process and financial statement presentation, liabilities, and accounting concerns and standards relating to both current and noncurrent assets. (Fall)

ACCT 316 Intermediate Accounting II  4 hours  
Prerequisite: ACCT 315  
A continuation of ACCT 315 emphasizing the application of accounting theory and standards to liabilities, equity, revenue recognition, leases, post-retirement benefits, income taxes, financial analysis, and changing prices. (Spring)

ACCT 317 Cost Accounting  3 hours  
Prerequisite: ACCT 212  
An in-depth study of the technical aspects of cost accounting systems including cost allocations; joint product and by-product accounting; actual, standard, and direct cost methods. Process cost is emphasized. (Fall)

ACCT 318 Federal Income Taxes  4 hours  
Prerequisite: ACCT 212  
A study of the provisions of federal income tax laws as they apply to individuals, corporations, and other taxpayers. Emphasis on personal income taxes, the various types of income, and the deductibility of costs and expenses in the determination of tax liability. (Spring)

ACCT 319 Fund Accounting  3 hours  
Prerequisite: ACCT 212  
Special accounting procedures for units of government and other not-for-profit organizations. (Fall, even years)

ACCT 412 Auditing  3 hours  
Prerequisite: ACCT 212; MATH 241  
A study of the theory and practice of auditing, with an emphasis on auditor compliance with governmental and professional regulations as well as ethical standards and on the detection of fraud. (Fall)

ACCT 415 Advanced Accounting  3 hours  
Prerequisite: ACCT 316  
A study of advanced accounting and financial reporting topics including business combinations and consolidated financial statements, partnerships and branches, bankruptcy, multinational enterprises, and segments. (Spring)

ACCT 417 Accounting Information Systems  3 hours  
Prerequisite: ACCT 212  
Conceptual foundation of accounting information systems in computerized and manual settings; contrast between file-based and database approaches to data processing with emphasis on database; system development and documentation techniques; system controls and security; information systems for business cycles. (Spring)

ACCT 491 Selected Topics  1-3 hours  
Prerequisite: Permission of department chair  
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

ACCT 492 Accounting Internship  3-8 hours  
This course is an on-the-job, career-oriented internship program for training in accounting. Variable credit of 3-8 semester hours is available. Admission to internship is limited to students who have completed 40 semester hours in the business core and concentration and have maintained a GPA of at least 2.50 in the major. Prior approval of the business internship coordinator and department chair are required before the internship is started. The internship may count as one three-hour elective course in the accounting major. Note: A student may not exceed a total of 8 hours for ACCT 492, BUAD 492, and MKTG 492 combined.
BUSINESS COURSES

BUAD 201 Personal Finance 3 hours
A course in consumer finance that is concerned with the earnings of individuals and the many ways in which these funds are allocated in day-to-day living: earning, spending, and saving. Topics include financial planning, establishing credit, purchase of a house, and insurance. Taught on an as-needed basis. (Fall, even years)

BUAD 211 Profiles of Entrepreneurship 3 hours
A business course offering a survey of major topics and issues in the contemporary business world and in business career planning. A team-teaching approach utilizing faculty and practicing professionals will be used to acquaint the students with both the theoretical concepts and the practical applications of these concepts in the real world. (Spring)

BUAD 250 Project Management and Leadership 1 hour
Course open to business and nonbusiness students who desire to learn and practice the intricacies of project management and leadership. Subjects include project planning, budgeting, scheduling, implementing, evaluating, and reporting. Students will work as part of entrepreneurial teams to design, develop, and implement projects. Each team will work independently, with the guidance of industry mentors and faculty coaches, to develop and implement specific projects. Students in Free Enterprise (SIFE) may be used as a means for accomplishing the practical aspects of the course. Lec & Lab. (Fall)

BUAD 301 Principles of Management 3 hours
Overview of work performed by management. Emphasis is placed on the functions of planning, organizing, directing, and controlling. (Spring)

BUAD 302 Advanced Software Applications 3 hours
Prerequisite: CSIS 102
Information systems, components of the Office suite, and integration of the individual software packages with one another and the Internet. Projects will challenge students to apply advanced software functions to real-life business scenarios. (Fall, Spring)

BUAD 311 Business Law I 3 hours
A study of the legal issues confronted in business operations. A general overview of the legal environment is presented, followed by an in-depth examination of contract law and the law of agency. (Fall)

BUAD 312 Business Law II 3 hours
A continuation of BUAD 311 giving consideration to the provisions of the Uniform Commercial Code, laws relating to business organizations, and other selected legal topics pertaining to business operations. (Spring)

BUAD 317 Business Communications 3 hours
Prerequisite: ENGL 121
This course is designed to survey the principles and forms of communication frequently found in business and the professions. Emphasis on oral and written communication theory and practice. (Spring)

BUAD 321 Business Finance 3 hours
Prerequisite: ACCT 212; ECON 212
A survey of the field of finance, both private and public. Emphasis is placed on current problems in the field. Financial institutions are discussed, and loans and investment practices are analyzed. (Fall, Spring)

BUAD 350 Ethics and Business Social Responsibility 3 hours
A study of the ethical, social, and legal responsibilities of business to its stakeholders, in relation to a dynamic macro-environment. (Fall)

BUAD 372 Human Resources Management 3 hours
A course designed to provide a working knowledge of personnel functions, with emphasis on recruitment, selection, placement, and wage/salary administration. (Fall)

BUAD 381 Small Business Management 3 hours
An in-depth analysis of entrepreneurship and the function of the entrepreneur in new venture creation. A framework is developed which incorporates marketing feasibility studies and financial analysis into a comprehensive business plan. The business venture is examined with respect to financial planning, marketing, management, and tax decisions at the various stages of the business cycle. (Spring, odd years)

BUAD 423 Organizational Behavior 3 hours
Prerequisite: BUAD 301
A study of the understanding, prediction, and control of human behavior within organizations. Topics include motivation, learning, leadership, diversity, communication, interpersonal behavior, group dynamics, decision-making, and change. (Spring)

BUAD 450 Project Management 3 hours
Prerequisite: BUAD 250 or permission of department chair
Course open to business majors to practice the intricacies of project management and leadership. Under the direction of a faculty member, a student will identify, plan, and implement a project that is congruent with his/her professional training and goals. Students will be active members of Students in Free Enterprise (SIFE) team. (Spring)

BUAD 451 International Business 3 hours
Prerequisites: BUAD 301, MKTG 343
An analysis of how culture and social values influence management and marketing practices throughout the world. Problems and perspectives encountered in operating business across boundaries are considered. (Fall)

BUAD 452 International Finance 3 hours
Prerequisites: BUAD 321; ECON 211, 212
Financial management and economic theory in the international environment. The impact of regulation, taxation, capital and money markets, working capital management, capital budgeting, risk, and exchange rates on decision-making are considered. Consideration is also given to the development and application of economic principles within the world economy. (Fall)

BUAD 453 Cross-Cultural Studies and Communication 3 hours
Variables and effects of both verbal and nonverbal communication in international business. Practical applications are made for cultural differences, management expectations, and marketing practices. (Spring)
BUAD 492 Business Internship 3-8 hours
A study and analysis of the planning, design, direction, and control of physical and human resources used in the production of goods and services. Emphasis is placed on solutions to operational problems in the physical, locational, storage, and general services subsystems. (Fall, even years)

BUAD 472 Business Policies & Strategies 3 hours
Prerequisite: Open only to seniors majoring in the department. Subject to prior permission of department chair.
An integrative capstone course that explains what policies are, how they relate to strategies, and how a manager builds a strategic dimension into his or her actions. Any problem or opportunity … accounting, management, marketing, finance, production, organizational, personnel or other organizational dimensions … if it materially affects a firm’s performance, is of strategic concern. (Spring)

BUAD 491 Selected Topics 1-3 hours
Prerequisite: Permission of department chair
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

BUAD 492 Business Internship 3-8 hours
An on-the-job, career-oriented internship program for training in business management. Variable credit of 3-8 semester hours is available. Admission to internship is limited to students who have completed 40 semester hours in the business core and concentration and have maintained a GPA of at least 2.50 in the major. Prior approval of the business internship coordinator and department chair are required before the internship is started. The internship may count as one three-hour elective course in the management major. Note: A student may not exceed a total of 8 hours for BUAD 492, ACCT 492, and MKTG 492 combined.

BUAD 496 Senior Business Seminar 1 hour
Preparation for meeting the demands of the work and academic worlds after graduation. Topics include current trends, issues, challenges, and opportunities in business and in graduate education. This course meets the upper division writing component for senior year English. (Fall)

ECON 211 Macroeconomics 3 hours
A basic study of macroeconomics which includes national problems such as supply and demand, growth, output and productivity, inflation, employment, interest rates, trade balance, and fiscal and monetary policies. (Fall)

ECON 212 Microeconomics 3 hours
A basic study of microeconomics which includes supply and demand theory, production and operation cost theory, consumer theory, price theory, competition, market structures, economics of the firm, and the role of government. (Fall, Spring)

MKTG 241 Public Relations 3 hours
A course dealing with definitions, basic objectives, and concepts of public relations. Attention is given to the role of public relations, research for public relations, publics and target audiences, communication concepts and channels, campaigns, and the legal and ethical environment of public relations. (Fall)

MKTG 303 E-Commerce and Web Site Design 3 hours
An examination of the ground rules for competitive survival in the new market space of electronic commerce, including the electronic channels or well-designed Web sites and their impact on small and large business entities. Emphasis will be placed on analyzing information and applying graphic design techniques to develop effective Web pages for on-line business. Topics include e-commerce, navigation, security issues, networks, business models, and an overview of Web design and development tools. (Fall)

MKTG 343 Principles of Marketing 3 hours
An introductory course dealing with basic marketing concepts. Emphasis is placed on managerial decisions in the areas of price, promotion, product design and distribution. (Fall)

MKTG 350 Consumer Behavior 3 hours
Prerequisite: MKTG 343
An integration of marketing theory and the behavioral sciences in order to understand choices and influences in consumer decision behavior. (Spring, odd years)

MKTG 351 Advertising 3 hours
This course studies the role of advertising in society, its impact on the economy, its function in business and marketing, and its communication aspects, including media applications. Attention is given to social, legal, and ethical considerations, the business of advertising, consumer behavior, and creative strategies and processes. (Spring)

MKTG 402 E-Commerce Environment 3 hours
Social, legal, marketing and economic aspects of e-commerce. Internet technologies and methodologies needed for business usage in e-commerce, advertising and marketing. Topics include trust and security, intellectual property, and legal & ethical issues of e-commerce. (Spring)

MKTG 443 Marketing Research 3 hours
Prerequisite: MKTG 343
An overview of research theories, concepts, and methodologies as applied to marketing problems. Attention is directed toward the application of sampling, sample design, data analysis of marketing problems, and how findings are used in formulating marketing policies. (Spring, even years)

MKTG 492 Marketing Internship 3-8 hours
This course is an on-the-job, career-oriented internship program for training in marketing and e-commerce. Variable credit of 3-8 hours is available. Admission to internship is limited to students who have completed 40 semester hours in the business core and concentration and have maintained a GPA of at least 2.50 in the major. Prior approval of both the business internship coordinator and department chair is required before the internship is started. The internship may count as one three-hour elective course in the marketing concentration. Note: A student may not exceed a total of 8 hours for MKTG 492, ACCT 492 and BUAD 492 combined.
OFFICE SYSTEMS ADMINISTRATION COURSES

OFIS 100 Micro Keyboarding 1 hour
A course designed to introduce students to the microcomputer keyboard and 10-key pad. Emphasis is on developing basic keyboarding skills, and formatting of basic documents. Not open to challenge examination. (Fall)

OFIS 123 Document Production 4 hours
A lecture/laboratory class providing advanced skill development and mastery of word processing, computer 10-key pad, and machine transcription. Includes a review of punctuation, spelling, editing, and proofreading skills. Emphasis is placed on speed, accuracy, and formatting skills used in most softwares. 3 Lec 3 Lab (Spring, even years)

OFIS 272 Administrative Records and Procedures 4 hours
A study of records procedures and theories used in present systems of filing. Includes practice in alphabetic, geographic, numeric and subject filing systems. Additional emphasis placed on the study of administrative procedures with study in organizing, prioritizing, ethical decision-making and problem-solving in the office environment. Lab activities include projects directed toward the medical, legal, corporate and international offices. 3 Lec 3 Lab (Fall, even years)

OFIS 291 Selected Topics 1-3 hours
Prerequisite: Permission by department chair
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

OFIS 385 Office Systems Technology 4 hours
Prerequisite: CSIS 102 or permission of instructor
A study of office systems — technology, people, and procedures within an organizational and environmental context. Technologies that support improved productivity through information creation, storage, retrieval, manipulation, and distribution are discussed. Emphasis is placed on the evaluation of office systems concepts through the utilization of problem-solving skills and critical thinking cases. (Spring, odd years)

OFIS 388 Office Systems Training and Management 4 hours
A study of management and learning theories used to supervise and train employees in an office systems setting. Topics include supervisory styles; leadership techniques; instructional design; and implementation, evaluation, and management of a training program. Attention given to training professionals who work in environments with automated information systems. (Spring, odd years)
Aims of the Chemistry Program

The aim of the chemistry program is to develop in students the ability to think critically and creatively. The chemistry curriculum is designed to provide the student with a strong background in the areas of organic, analytical, and physical chemistry. The major will serve as a solid foundation upon which the candidate can build a professional career or a more specialized graduate program.

Programs

B.A. Chemistry
B.S. Chemistry
B.S. Physical Science -- Secondary Certification
Minor in Chemistry

Chemistry, B.A.

The chemistry B.A. major includes the following courses or their equivalents.

- CHEM 111, 112 General Chemistry 8
- CHEM 221 Modern Analytical Chemistry 4
- CHEM 331, 332 Organic Chemistry 8
- CHEM 341 Physical Chemistry 4
- CHEM 451 Biochemistry 3
- CHEM 462 Inorganic Chemistry 3
- CHEM 491 Selected Topics 1

Optional: CHEM 421 Seminar in Chemistry 2

Electives

- BIO 380 Research Methods 2

Required Cognates: MATH 181; PHYS 121, 122.
Recommended Cognates: MATH 282, 283; CSIS 110.

Chemistry, B.S.

The chemistry B.S. major includes the following courses or their equivalents.

- CHEM 111, 112 General Chemistry 8
- CHEM 221 Modern Analytical Chemistry 4
- CHEM 331, 332 Organic Chemistry 8
- CHEM 341 Physical Chemistry 4
- CHEM 451 Biochemistry 3
- CHEM 462 Inorganic Chemistry 3
- CHEM 491 Selected Topics 1

Optional: CHEM 421 Seminar in Chemistry 2

Electives

- BIO 380 Research Methods 2

Required Cognates: CSIS 110; MATH 181, 282, 283; PHYS 121, 122.
Recommended Cognates: MATH 321; an intermediate foreign language.

Chemistry Minor

18 hours including CHEM 111, 112 and 10 hours chosen from courses listed for the major (6 hours u.d.).

Teaching Certification Program

The following Physical Science major is for teaching certification only. Requirements for certification are listed in the Education section of this bulletin. You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

Physical Science with Chemistry Emphasis, B.S.

Secondary Teaching Area

CHEM 111, 112 General Chemistry 8
CHEM 331, 332 Organic Chemistry 8
CHEM 341 Physical Chemistry 4
CHEM 451 Biochemistry 3
CHEM 462 Inorganic Chemistry 4
CHEM 471, 472 Seminar in Chemistry 2
PHYS 112 Introductory Astronomy 3
PHYS 121, 122 General Physics 8
PHYS 221, 222 General Physics with Calculus 2
PHYS 311 Modern Physics 3

Total (27 u.d.) 48

Courses

CHEM 101 Introductory Chemistry: General Chemistry 3 hours

Prerequisite: MAP score of 5*, or Corequisite: MATH 110.

The course is designed as an introduction to the fundamental principles of chemistry. In addition to a wide range of topics from inorganic chemistry, nuclear chemistry and the chemistry of carbohydrates and proteins are also addressed. Not applicable to major, minor or teaching sequence. 3 Lec. (Fall, Spring)

CHEM 102 Introductory Chemistry Laboratory 1 hour

Prerequisite: MAP score of 5*, or Corequisite: MATH 110.

A laboratory course to accompany CHEM 101. Experiments cover topics from inorganic chemistry, organic, and biochemistry. Not applicable to major, minor or teaching sequence. 3 Lab. (Fall)

CHEM 103 Introductory Chemistry: Organic and Biochemistry 3 hours

Prerequisite: CHEM 101 with grade of C or above.

Additional introductory topics from organic and biochemistry with emphasis on human metabolism. Not applicable to major, minor or teaching sequence. 3 Lec. (Spring)

CHEM 104 Introductory Chemistry Laboratory 1 hour

Prerequisite or corequisite: CHEM 103.

A laboratory course to accompany CHEM 103. Experiments cover basic concepts from organic and biochemistry. Not applicable to major, minor or teaching sequence. 3 Lab. (Spring)

* See Math Aptitude Profile on page 84.
Chemistry

CHEM 111 General Chemistry I 4 hours
Prerequisite: MATH 110 or MAP score of 5*, and Corequisite: MATH 121.
This course develops basic topics such as atomic structure, periodicity, chemical equations, chemical bonding, and structure and states of matter. 3 Lec 3 Lab. (Fall)

CHEM 112 General Chemistry II 4 hours
Prerequisite: CHEM 111 with a grade of C or above.
A continuation of CHEM 111. Included are discussions of solutions, acids and bases, equilibrium, and electrochemistry. 3 Lec 3 Lab. (Spring)

CHEM 221 Modern Analytical Chemistry 4 hours
Prerequisite: CHEM 112 with a grade of C or above.
A course in which quantitative and instrumental techniques of chemical analysis are combined. Emphasis will be on developing analytical skills. 3 Lec 3 Lab. (Fall, even years)

CHEM 291 Selected Topics 1 hour
Prerequisite: Permission of the department chair.
This course offers the lower division student opportunity for independent study under the direction of a staff member. This study may involve research, laboratory, or library work. Content and methods of study must be arranged prior to registration. May be repeated for a total of 2 credits.

CHEM 310 Environmental & Geological Chemistry 4 hours
Prerequisite: CHEM 112 or equivalent with a grade of C or above; MATH 181 or permission of instructor.
Chemistry of how geological processes and anthropogenic activities impact Earth’s hydrosphere and atmosphere. Application of computer modeling to solve problems will be employed. 3 Lec, 3 Lab (Spring, even years)

CHEM 331 Organic Chemistry 4 hours
Prerequisite: CHEM 112 with grade of C or above.
The course deals with the theory and applications of basic organic chemistry. Included is the study of alkanes, alkenes, alkynes, simple aromatics, alkyl halides, alcohols, ethers and spectroscopic methods. 3 Lec 3 Lab. (Fall)

CHEM 332 Organic Chemistry 4 hours
Prerequisite: CHEM 331 with a grade of C or above.
A continuation of the study of basic organic chemistry. Includes carboxylic acids, aldehydes, ketones, amines, heterocyclics, unsaturated carbonyl compounds, carbohydrates, phenols, glycols and epoxides. 3 Lec 3 Lab. (Spring)

CHEM 341 Physical Chemistry 4 hours
Prerequisite: CHEM 112 or equivalent with a grade of C or above; MATH 181.
Concepts chosen from elementary quantum mechanics, classical and molecular thermodynamics. 3 Lec 3 Lab. (Fall, odd years)

CHEM 342 Physical Chemistry 4 hours
Prerequisite: CHEM 112 with a grade of C or above, MATH 181.
Further development of the quantum and statistical molecular concepts introduced in CHEM 341. Rates and mechanisms of chemical reactions also considered. 3 Lec, 3 Lab. (Spring, even years)

CHEM 421 Modern Analytical Instrumentation 4 hours
Prerequisite: CHEM 221 with a grade of C or above, or CHEM 112 and permission of instructor.
A course in modern analytical instrumentation, including electroanalytical, spectroscopic, separations, and kinetic methods. Application of spreadsheet and computer simulation software. Laboratory emphasis. (Offered alternate years)

CHEM 451 Biochemistry 3 hours
Prerequisite: CHEM 332 with a grade of C or above. (CHEM 221 recommended)
The course is designed to expose the students to the fundamental aspects of biochemistry, including protein and nucleic acid chemistry, lipids, carbohydrates, and an introduction to enzymatic and metabolic processes. Quantitative understanding will be emphasized. 3 Lec. (Fall)

CHEM 462 Inorganic Chemistry 3 hours
Prerequisite: CHEM 341 or CHEM 112 and permission of instructor.
A survey course including a study of the elements and their periodic relationships, acid-base theories, current bonding theories, coordination compounds, and other selected topics. 3 Lec. (Fall)

CHEM 471 Seminar in Chemistry 1 hour
An introduction to the use of the chemical literature as a source of information. While focusing on the reading and study of selected scientific papers, the course can include oral and written reports, attendance at local scientific meetings and guest lecturers. Can be started in junior year. (Offered periodically)

CHEM 472 Seminar in Chemistry 1 hour
A continuation of CHEM 471. Includes a thorough literature search and bibliography with a comprehensive report on an agreed-upon topic. This course meets the upper division writing component for senior year English. (Offered periodically)

CHEM 491 Selected Topics 1-3 hours
Prerequisite: Permission of chemistry faculty.
The subject of study is selected by conference between the student and the chemistry faculty, and will consist mainly of independent study and/or laboratory work summarized by a comprehensive report. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

* See Math Aptitude Profile on page 84.
AIMS OF THE DEPARTMENT

There is great demand both in the United States and around the world for men and women skilled in creating and managing the elements of communication. It is the aim of this department to strengthen students' personal, public, and professional communication skills.

Communication students at Southwestern Adventist University choose one of the department's four major areas of study: Journalism, PR and Advertising, Radio-TV-Film, or Rhetoric. Many communication students acquire valuable training and experience at one or more of the following facilities on or adjoining the campus:

- 88.3 KJCR, the University's FM station
- KGSW, Channel 31, the University's TV station
- The Studios at Southwestern, our digital audio and video production facility
- Cable TV Channel 49 at the Keene Seventh-day Church

This department encourages students to complete an off-campus internship in their major field. Even before graduation, and sometimes as a direct result of internship positions, many of our majors are hired by these communication firms, and communication alumni from Southwestern who have continued their education through graduate school have done so very successfully.

The department encourages all upper division communication majors and minors to complete an internship. This is due to required course duplication and because career preparation in two academic fields is preferable to preparation in one field.

Multiple Communication Majors/Minors

A student cannot earn either two communication majors or both a communication major and minor. This is due to required course duplication and because career preparation in two academic fields is preferable to preparation in one field.

Communication Competencies

Competence in both oral and written communication is required for progress in each of the majors offered by the department (Journalism, PR and Advertising, Radio-TV-Film and Rhetoric). Competence in oral communication is considered to be the completion of speech performance courses required in the major or minor with a grade of C or above.

Writing is a major component of upper division communication courses. The university requires all students to have passed ENGL 220 Research and Professional Writing or its equivalent before enrolling in any upper division course.

PROGRAMS

|------------------------|------------------------------------|---------------------------------------------|---------------------------------------|------------------------------------|-------------------------------------|-------------------------------------------|-----------------------------------------|-------------------------------------|

Minors in Journalism, PR and Advertising, Radio-TV-Film, and Rhetoric.

Journalism, B.A.

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<th>Course Title</th>
<th>Major</th>
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<td>Mass Communication</td>
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<td>COMM 111</td>
<td>Fundamentals of Speech</td>
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<td>Radio/TV Announcing</td>
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<tr>
<td>COMM 451</td>
<td>Communication Theory</td>
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TOTAL 36 18

Journalism, B.S. (This major does not require a minor.)

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TOTAL 48 18

PR and Advertising, B.A.

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TOTAL 51
## Communication

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<td>Media Writing</td>
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<tr>
<td>COMM 112</td>
<td>Radio/TV Announcing</td>
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<tr>
<td>COMM 226</td>
<td>Digital Audio Production</td>
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<td>COMM 230</td>
<td>Broadcast Journalism</td>
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<tr>
<td>COMM 337</td>
<td>Documentary Production</td>
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<td>COMM 437</td>
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<tr>
<td>COMM 451</td>
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### Total Hours

- Major: 48
- Minor: 18

## Radio-TV-Film, B.A.

<table>
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</tr>
<tr>
<td>COMM 111</td>
<td>Fundamentals of Speech</td>
<td>3</td>
</tr>
<tr>
<td>COMM 115</td>
<td>Discussion Techniques</td>
<td>3</td>
</tr>
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<td>COMM 163</td>
<td>Photography</td>
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<tr>
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<td>Media Writing</td>
<td>3</td>
</tr>
<tr>
<td>COMM 233</td>
<td>Interpersonal Communication</td>
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</tr>
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<td>COMM 241</td>
<td>Public Relations</td>
<td>3</td>
</tr>
<tr>
<td>COMM 263</td>
<td>Photojournalism</td>
<td>3</td>
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<tr>
<td>COMM 322</td>
<td>News Writing and Reporting</td>
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<td>COMM 335</td>
<td>Persuasion</td>
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<tr>
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<td>COMM 431</td>
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<td>COMM 442</td>
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### Total Hours

- Major: 36
- Minor: 18

## Radio-TV-Film, B.S. (This major does not require a minor.)

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### Total Hours

- Major: 48
- Minor: 18

### TEACHING CERTIFICATION PROGRAM

The student must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

### Journalism B.A. or B.S. - Secondary Teaching Area

- The student must meet the requirements for a B.A. or B.S. degree in Journalism.

### Rhetoric B.A. or B.S. - Secondary Teaching Area

- The student must meet the requirements for a B.A. or B.S. degree in Rhetoric.

### COURSES

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### Total Hours

- Major: 36
- Minor: 18

### Rhetoric, B.A. or B.S.

- An historical and critical survey of the role played by mass communication in shaping culture. Individual media institutions are examined in terms of the information they distribute, the entertainment they provide, and the influence they bring. Attention is given to the audience/medium relationship and to improving students' media literacy. (Fall)

- Theoretical and practical instruction in the principles of effective oral communication, with concern for its importance in democratic society. Emphasis is placed on content, organization, speaker attitudes, critical listening, audience analysis, and delivery. (Fall, Spring)

- Introduces the student to current radio and television announcing techniques. Emphasis is given to interpretation of copy, audio and video performance, voice analysis and improvement, interviewing techniques, pronunciation and articulation, and general speech improvement. Some attention is also given to ad-lib announcing, narration, and techniques of news, music, and sports announcing. (Spring)

- Introduction to and experience in discovering the meaning in literature and effectively sharing this meaning through oral presentations. A variety of readings will be selected from scripture, poetry, prose, and drama. (Fall, Spring)

- An historical and critical survey of the foundations of rhetoric as a situational contingent epistemic art that encompasses both written and oral communication. Emphasis is given to the main components, language, and purpose of rhetoric in the communication arts. (Spring)
COMM 115 Discussion Techniques 3 hours
A study of the democratic methods used to solve problems and conduct business in various kinds of group organizations. Includes a number of traditional face-to-face group activities as well as individual presentations. (Fall, Spring)

COMM 163 Photography 3 hours
Prerequisite: Permission of instructor
Introduces the basic tools, materials, and techniques of black-and-white photography. Assignments are designed to develop skill in camera operation, darkroom processes, and finishing the photograph. Student must furnish 35mm single-lens reflex (SLR) camera. Supplies fee. 2 Lec 3 Lab. (Fall)

COMM 170 Media Production Practicum 1 hour
Prerequisite: Permission of instructor and department chair.
Supervised work in an off-campus media production environment. A minimum of 50 clock hours of work experience is required. Pass/fail course. May be repeated for a total of 3 credits. (Fall, Spring)

COMM 211 TV News Production 1 hour
A laboratory course providing practical training in the production of television news. Emphasis is placed on equipment operation in both studio and location environments. (Fall, Spring)

COMM 222 Media Writing 3 hours
Prerequisite: ENGL 121.
An introduction to news, public relations, advertising, and other writing styles for communicating effectively. This course examines the writing process, including appropriate use of grammar, spelling, and punctuation, and shows students how to accomplish a variety of writing tasks in a media context. Extensive practice in writing. (Fall, Spring)

COMM 226 Digital Audio Production 3 hours
Prerequisite: ENGL 121.
In this course the student receives practical hands-on experience with digital audio equipment. Attention is given to mixing, recording, and editing. Includes segments on news, music, and commercial production. Supplies fee. 2 Lec 3 Lab. (Fall)

COMM 230 Broadcast Journalism 3 hours
Prerequisite: ENGL 121.
This broadcast news course emphasizes the importance of clear, concise, and engaging writing, as well as accurate, thorough, and fair reporting. Other elements include writing to audio, producing newscasts and public affairs programs, writing to visuals, news on the Web, and ethics and law. (Fall, even years)

COMM 233 Interpersonal Communication 3 hours
Cognitive and experiential learning about interpersonal relationships. Students acquire insights about themselves and how they relate to others. Attention is given to online communities. (Spring, odd years)

COMM 237 Video Production 3 hours
This course includes segments on lighting, the video camera, the production switcher, equipment interconnection, digital nonlinear editing, and program production for television. Emphasis is given to multiple cameratechniques for both studio and location productions. Supplies fee. 2 Lec 3 Lab. (Fall)

COMM 241 Public Relations 3 hours
Prerequisite: COMM 163 or permission of instructor
A study of the visual image as it is used to document social conditions. Emphasis is given to the news photograph, the feature photograph, assignment and selection of photographs, cropping, and legal and ethical considerations. Student must furnish 35mm single-lens reflex (SLR) camera. Attention is given to digital photo editing skills. Supplies fee. (Spring, odd years)

COMM 291 Selected Topics 1 hour
Prerequisite: Permission of department chair.
This course offers the lower-division student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated for a total of 2 credits. (Spring)

COMM 311 TV News Editing 1 hour
Prerequisite: COMM 211 or permission of instructor.
A laboratory course providing practical training in the editing of television news. Emphasis is placed on equipment operation and working with news reporters and directors to create news packages for broadcast. (Fall, Spring)

COMM 313 Broadcasting in America 3 hours
An advanced study of broadcasting in the United States, this course includes elements on the origins and growth of broadcasting and cable; the physical bases of radio, television, and cable; programming, ratings, and effects; regulatory and constitutional matters; and current issues, including an international perspective. (Fall, odd years)

COMM 322 News Writing and Reporting 3 hours
Prerequisites: COMM 222 or permission of instructor
A continuation of COMM 222, with emphasis on the principles, practices, and ethics of news reporting, interviewing, and writing. Extensive writing. (Fall, even years)

COMM 332 Broadcast Management 3 hours
Prerequisite: Permission of department chair.
A laboratory course providing practical training in the management of broadcast facilities. Emphasis is placed on computer operations, engineering, and marketing. (Fall, Spring)

COMM 335 Persuasion 3 hours
Prerequisite: Permission of department chair.
A study and practice of the principles and techniques involved in persuasion and persuasive speaking. Elements include the psychology of persuasion; the role of persuasion in advertising; and the role of persuasion in a free society. (Spring, odd years)

COMM 337 Documentary Production 3 hours
Prerequisite: COMM 237 or permission of instructor
Advanced study in the production of informational, educational, and social commentary films. Emphasis is placed on the historical
development of the documentary and the application of current video technology. Video projects required. Supplies fee. (Spring, odd years)

COMM 343 Visual Communication 3 hours
A study of visual rhetoric, specifically the relationship between images and the messages they convey. The course will survey images in all areas of modern mass communication, including advertising, public relations, journalism, graphic design, photography, motion pictures, television and video, and the World Wide Web. Includes segments on publication software. (Fall)

COMM 351 Advertising 3 hours
This course studies the role of advertising in society, its impact on the economy, its function in business and marketing, and its communication aspects, including media applications. Attention is given to social, legal, and ethical considerations; the business of advertising; consumer behavior; and creative strategies and processes. (Spring)

COMM 355 Understanding Film 3 hours
A study of film, including the medium’s history and the development of cinematic structure within social and cultural contexts. Elements include photography, mise en scene, movement, editing, sound, acting, drama, story, writing, ideology, and film theory. Viewing and analysis of significant films in cinema history. 2 Lec 3 Lab. (Spring, even years)

COMM 381 Development 3 hours
A study of fundraising and the philanthropic tradition and its role in the successful operation of nonprofit organizations. Attention is given to the techniques of producing fundraising proposals and campaigns directed to individuals, foundations, corporations, and other philanthropic organizations. (Spring, even years)

COMM 383 Editorial Techniques 3 hours
Prerequisite: COMM 222
This course emphasizes the principles and practices of copy preparation and editorial decision making. Elements include working with writers, a production staff, and deadlines, as well as headline writing, picture editing, writing photo captions, and editing copy for accuracy, newsworthiness, language effectiveness, legality, and good taste. (Spring, even years)

COMM 411 TV News Reporting 1 hour
Prerequisite: COMM 311 or permission of instructor.
A laboratory course in television news reporting. Emphasis is placed on story selection and development for a local audience, studio and field production techniques, and reporter and anchor delivery skills. (Fall, Spring)

COMM 422 Feature Writing 3 hours
Prerequisites: COMM 222 or permission of instructor
A course dealing with newspaper and magazine features. Emphasis is placed on publishing articles in on- and off-campus publications. Extensive practice in writing various types of feature stories and in dealing with editors and deadlines. (Fall, odd years)

COMM 431 Media Law and Ethics 3 hours
A study of the major principles of media law and media-related ethical concerns. Emphasis is given to the most important court decisions and statutory enactments in communication law, including prior restraint, libel and slander, fair trial/free press conflicts, and the First Amendment. Attention is given to building a personal approach to ethics within the context of the individual’s relationships with supervisors and with the public. This course meets the upper division writing component for senior year English. (Fall, odd years)

COMM 437 Television Field Production and Reporting 3 hours
Prerequisite: COMM 237 or permission of instructor.
Advanced study in television news reporting, photography, and editing. Emphasis is given to writing for television, using the camera and microphone, and video editing for broadcast-quality storytelling. Supplies fee. (Spring, even years)

COMM 438 Rhetorical Theory 3 hours
An intensive investigation of selected major rhetoricians and schools of rhetorical thought within the history and development of rhetoric, this course is an exploration of the foundations of classical, medieval, renaissance, and seventeenth-century rhetoric, as well as an examination of rhetoric from the enlightenment to the present. Focus is on the theoretical analysis of rhetorical situations and speech genres, as well as the function of rhetoric in communication. (Fall, odd years)

COMM 442 Applied Public Relations and Advertising 3 hours
This course visits team projects to teach the tools and techniques necessary to work in the fields of public relations and advertising. Public relations assignments include crisis management, special events, media relations, publications, and internal communications. Advertising assignments include image and identity, political advertising, jingles and slogans, campaigns for large and small companies, and demographic and psychographic research. (Fall, odd years)

COMM 451 Communication Theory 3 hours
This course presents the theoretical bases of interpersonal communication, group and public communication, mass communication, and communication in cultural contexts. Attention is given to the nature of inquiry and theory as well as several topics in communication theory, including interpersonal messages, cognitive processing, relationship development and maintenance, influence, group decision making, organizational communication, public rhetoric, media and culture, media effects, and intercultural and gender communication. There are ethical reflections throughout the course and an attempt to integrate and relate the various communication theories covered. This course meets the upper division writing component for senior year English. (Fall, odd years)

COMM 471 Radio Internship 1-3 hours
COMM 472 Television Internship 1-3 hours
COMM 473 Journalism Internship 1-3 hours
COMM 474 Public Relations Internship 1-3 hours
COMM 475 Advertising Internship 1-3 hours
Prerequisite: Permission of department chair and instructor.
These courses offer the advanced student university credit for on-the-job, off-campus work in radio, television, journalism, public relations, or advertising under the joint direction of the departmental staff and a supervisor at the medium or business selected.

COMM 491 Selected Topics 1 hour
Prerequisite: Permission of department chair.
This course offers the advanced student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated for a total of 2 credits.
Daryl D. Thomas, Chair; Ed R. Connell, Judith F. Miles

AIMS OF THE PROGRAM

The primary mission of the Department of Computer Science is to prepare students for professional work in the field of computer science, within a Christian context. A secondary mission of the Department is to provide service courses in computer science to the University community at-large.

The Department of Computer Science offers three bachelor of science degree programs. The first, the Bachelor of Science in Computer Science, is intended for students who wish to pursue careers in computer science, either in industry or in academia. The second program, offered in collaboration with the Department of Business Administration, is a double major leading to a Bachelor of Science in Business Administration and Computer Information Systems. This program is intended for students who wish to apply the tools of computer science in a management context. The third program, offered in collaboration with the Education Department, leads to a Bachelor of Science in Computer Information Systems with a secondary teaching area education certification. This program is intended for those who wish to teach computer science at the secondary school level.

In addition to the above programs, the Department offers an Associate of Science degree in Computer Information Systems and a minor in Computer Science.

Computer Science, B.S.

CSIS 110, 111 Principles of Computer Programming I, II ........ 6
CSIS 125 Discrete Structures I .................................... 3
CSIS 211 Data Structures & Algorithms ...................... 3
CSIS 215 Object-Oriented Programming in C++ ................ 3
CSIS 225 Discrete Structures II ................................ 3
CSIS 245 Introduction to LAN Technology .................... 4
CSIS 310 Assembler Programming & Machine Organization .......... 3
CSIS 315 Application Development for Event-Driven GUI Applications .......... 3
CSIS 360 Operating Systems .................................. 3
CSIS 405 Formal Languages and Automata ..................... 3
CSIS 445 Internetwork Architectures ............................. 3
CSIS 450 Principles of Database Design ....................... 3
CSIS 490 Software Engineering .................................. 3
PHYS 305 Digital Electronics .................................... 4
C.S. Electives (upper division) .................................. 6
TOTAL 53

Required Cognates:

PHYS 121 General Physics I ...................................... 4
PHYS 122 General Physics II ...................................... 4
MATH 121 Precalculus ............................................. 3
MATH 181 Calculus I .............................................. 4
MATH 241 Intro to Probability & Statistics .................... 3
COMM 115 Discussion Techniques ................................ 3
TOTAL 24

General Education and Elective Courses: 54
GRAND TOTAL 128

The Bachelor of Science in Computer Science is a composite major. It therefore does not require a minor.

We strongly suggest that students seeking a Bachelor of Science in Computer Science plan to take their major courses in the following sequence:

Freshman - Fall Semester CSIS 110
Spring Semester CSIS 111, CSIS 125

Sophomore - Fall Semester CSIS 211, CSIS 225
Spring Semester CSIS 215, CSIS 245

Junior - Fall Semester CSIS 310, PHYS 305, CSIS upper div. elec.
Spring Semester CSIS 315, CSIS 360

Senior - Fall Semester CSIS 405, CSIS 445, CSIS 450
Spring Semester CSIS 490, CSIS upper division elective

All students pursuing majors or minors in this department should plan on enrolling in MATH 110 no later than the spring semester of their freshman year.

Double Major in Business Administration and Computer Information Systems, B.S.

This program is open only to students seeking a double major in Business Administration and Computer Information Systems. Students who wish to pursue this program must make formal application both to the Department of Business Administration and the Department of Computer Science.

Business Administration Courses:

ACCT 211, 212 Accounting Principles I, II ........................ 8
BUAD 211 Profiles of Entrepreneurship ........................... 3
BUAD 301 Principles of Management ............................ 3
BUAD 311, 312 Business Law I, II ............................... 6
BUAD 321 Business Finance ........................................ 3
BUAD 350 Business Ethics and Social Responsibility .......... 3
BUAD 496 Senior Business Seminar ............................. 1
ECON 211 Macroeconomics.......................................... 3
MKTG 343 Principles of Marketing .............................. 3
MKTG 402 E-Commerce Environment ............................ 3
TOTAL 36

Computer Information Systems Courses:

CSIS 110, 111 Principles of Computer Programming I, II ........ 6
CSIS 125 Discrete Structures I .................................... 3
CSIS 211 Data Structures & Algorithms ...................... 3
CSIS 215 Object-Oriented Programming C++ ................ 3
CSIS 245 Introduction to LAN Technology .................... 4
CSIS 303 E-Commerce and Web Site Design .................... 3
CSIS 310 Assembler Programming & Machine Organization .......... 3
CSIS 315 Application Development for Event-Driven GUI Applications .......... 3
CSIS 360 Operating Systems .................................. 3
CSIS 445 Internetwork Architectures .................................. 3
CSIS 450 Principles of Database Design ....................... 3
CSIS 490 Software Engineering .................................. 3
TOTAL 40

Required Cognates:

MATH 241 Statistics .............................................. 3
MATH 236 Applied Mathematics for Business .................. 3
COMM 115 Discussion Techniques ................................ 3
TOTAL 9

*MATH 110 is a prerequisite for these classes.

General Education and Elective Courses: 43-46
GRAND TOTAL 128-131
Computer Science

Computer Information Systems, A.S.

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Required Cognate: MATH 110.

Computer Science Minor

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TEACHING CERTIFICATION PROGRAM

This program of study is for secondary teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

Computer Information Systems, B.S. - Secondary Teaching Area

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<tr>
<td>CSIS 360 Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 445 Internetwork Architectures</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 450 Principles of Database Design</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 490 Software Engineering</td>
<td>3</td>
</tr>
<tr>
<td>C.S. Electives (upper division)</td>
<td>6</td>
</tr>
<tr>
<td>TOTAL</td>
<td>43</td>
</tr>
</tbody>
</table>

Required Cognate: MATH 241*.

*MATH 110 or a MAP score of 4 or 5 is prerequisite for this class.

CSIS 102 Microcomputer Literacy and Applications 3 hours

Prerequisite: OFIS 100 or equivalent

An introduction to the use of microcomputers, oriented toward future microcomputer users, not computer specialists. Topics include hardware, software, operating systems, the Internet, and information systems. Students will work with popular applications for business and personal use, including web browsers, word processors, spreadsheets, and databases. (Fall, Spring)

CSIS 105 Introduction to Computing 3 hours

An overview of computing as a human activity emphasizing the use of computers as tools to meet the needs of individuals and groups. Topics for study and discussion will include the history and development of computers, the impact of computers on the quality of life, information processing using computers, and ethical issues with respect to the use of information. Students will be introduced to the use of the Internet. (Fall, Spring)

CSIS 110 Principles of Computer Programming I 3 hours

Introduction to problem solving using computers. Topics include top-down design, algorithm development, information representation, and programming using the Java language. Assumes a basic knowledge of PC operation. (Fall, Spring)

CSIS 111 Principles of Computer Programming II 3 hours

Prerequisite: CSIS 110

A continuation of CSIS 110 with emphasis on elementary data structures and advanced techniques. Students will be introduced to C++. (Fall)

CSIS 125 Discrete Structures I 3 hours

Prerequisite: MAP score of 5, or Corequisite: MATH 110

An introduction to the basics of discrete mathematics as applied in computer science. Topics include elementary logic, propositional logic, predicate logic, proof techniques, sets, relations, functions, counting, elementary number theory, Boolean algebra, and digital logic. (Spring)

CSIS 211 Data Structures and Algorithms 3 hours

Prerequisite: CSIS 111, CSIS 125

A continuation of CSIS 111's study of data structures, and a study of the time-complexity of algorithms. There will be an emphasis on choosing the appropriate storage arrangement and the appropriate algorithms to manipulate data, both in high-speed memory, on mass storage devices, or using a combination of the two. (Fall)

CSIS 215 Object-Oriented Programming in C++ 3 hours

Prerequisite: CSIS 211 or Instructor's approval

A development of a strategic object-oriented approach to problem solving — analysis, design and coding — using the C++ language. There will be a focus on the use of classes to implement abstract datatypes, thus supporting the modern approach to loosely linked, modular code. The overloading of functions and operators, inheritance, and polymorphism will be studied as abstraction tools. (Spring)
CSIS 225 Discrete Structures II 3 hours
Prerequisite: CSIS 125
A continuation of the study of discrete structures begun in CSIS 125. Topics include recurrence relations, graphs and trees, matrices, discrete probability, computational complexity, and elementary computability. (Fall)

CSIS 245 Introduction to Local Area Network Technology 4 hours
Prerequisite: CSIS 111, CSIS 125
A practical introduction to current LAN network technologies, with emphasis on Ethernet. Topics include: signal encoding, channel access/utilization, integration/configuration/operation of hardware, cabling, and LAN operating systems. (Spring)

CSIS 291 Selected Topics 1-3 hours
Prerequisite: Permission of Department Chair
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 6 credits.

CSIS 301 Issues and Practices in Information Security 3 hours
Prerequisite: CSIS 105 or permission of Instructor.
An examination of the issues to be considered and practiced typically employed when implementing security measures to protect computing resources and data. Topics to be considered include basics of computation and networking, as well as securing communications channels, computer systems, and information resources. (Spring)

CSIS 303 E-Commerce & Web Site Design 3 hours
An examination of the ground rules for competitive survival in the new market space of electronic commerce, including the electronic channels of well-designed Web sites and their impact on small and large business entities. Emphasis will be placed on analyzing information and applying graphic design techniques to develop effective Web pages for online business. Topics include e-commerce, navigation, security issues, networks, business models, and an overview of Web design and development tools. (Fall)

CSIS 310 Assembler Programming and Machine Organization 3 hours
Prerequisite: CSIS 215
An introduction to assembler language programming and computer organization and architecture. (Fall)

CSIS 315 Application Development for Event-Driven GUI Applications 3 hours
Prerequisite: CSIS 215
An introduction to the event-driven programming model using a windowed graphical user interface. Emphasis will be placed on using available tools and libraries to speed the development of significant applications. (Spring)

CSIS 360 Operating Systems 3 hours
Prerequisite: CSIS 310
A study of operating system organization, job control, I/O, and resource management. Emphasis will be placed on features of the UNIX O/S. (Spring)

CSIS 370 Programming Languages 3 hours
Prerequisite: CSIS 215
Comparative study of programming languages with emphasis on formal language specification and analysis, run-time behavior, and implementation. (Fall)

CSIS 405 Formal Languages and Automata 3 hours
Prerequisite: CSIS 225
An introduction to formal language theory, with emphasis on regular and context-free grammars. Topics include language properties, the Chomsky Hierarchy, Finite State Machines, Pushdown Automata, Turing Machines, uncomputability, and computational complexity. (Fall)

CSIS 445 Internetwork Architectures 3 hours
Prerequisite: CSIS 245, 360
An in-depth study of internetwork architectures. Topics include: protocols, switching, WAN routing, interconnectivity, virtual circuits, Client/Server based distributed applications, and distributed processing. (Fall)

CSIS 450 Principles of Database Design 3 hours
Prerequisite: CSIS 211
Course covers design and implementation of databases with emphasis on structures and schemas, information retrieval, SQL, security, and integrity. (Fall)

CSIS 490 Software Engineering 3 hours
Prerequisite: CSIS 315
A study of the management and implementation of programming projects. Topics include project management, scheduling and control, programming assignments and specifications, testing and documentation, system implementation, and evaluation. Students will be required to complete a significant team project involving both design and implementation. This course meets the upper division writing component for senior year English. (Spring)

CSIS 491 Selected Topics 1-3 hours
Prerequisite: Approval by Department Chair
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 6 credits.

CSIS 492 Computer Internship 1-3 hours
Prerequisite: Approval by Department Chair
On-the-job supervised experience in systems development and programming. Limited to senior majors. May be repeated for a total of 6 credits.

CSIS 495 Special Topics Seminar 1-3 hours
Prerequisite: Approval by Department Chair
Covers topics of special interest such as new developments in the field of computer science, as well as occasional specialized topics such as artificial intelligence, computer graphics, etc. May be repeated for a total of 6 credits.
AIMS OF THE PROGRAM

The Education Department of Southwestern Adventist University directly addresses the mission to which the University is committed by preparing individuals for effective service in this world. The program incorporates a broad liberal arts education as a basis for their more in-depth focus on academic teaching specializations, field based experience and the pedagogy associated with the teaching and learning process. The program prepares individuals for a profession in which they can affect the lives of others in a Christian paradigm.

PROGRAM OBJECTIVES FOR TEACHER EDUCATION

Southwestern Adventist University's goal is to provide each student with outcome driven educational competencies. Upon completion of this program, the student will demonstrate:

1. Subject Matter Proficiency
2. Instructional Planning Using Broad Based Media
3. A Variety of Presentation Skills to meet the needs of a diverse population
4. Assessment and Screening Procedures to ensure competency
5. Supervision and Management Skills
6. Record Keeping as a Process of Accountability
7. Christian Professional and Interpersonal Responsibilities for service in their local church

THE TEACHER EDUCATION PROGRAM

The Teacher Education Program at Southwestern Adventist University provides teacher training in elementary education, including the intermediate school, and at the secondary level. Through the School of Graduate Studies one can obtain a masters degree in Education.

The Education program is designed to prepare students for certification with the State of Texas, and thus be qualified to teach in either the public or private sector. This preparation is accomplished through a combination of campus and field-based delivery systems.

Degrees are awarded by Southwestern Adventist University, while certification is awarded by the State of Texas. Therefore, a student may seek certification upon completion of any degree, the completion of a state-approved teacher certification program, and the receipt of a satisfactory score on the TExES examinations. To be recommended for certification by Southwestern Adventist University, a minimum of 12 successful semester hours in residence is required.

The State Board of Educator Certification (SBEC) establishes the teacher certification standards. Any change in these standards must be reflected in Southwestern Adventist University's certification requirements; therefore, any modification in the state law affecting our certification requirements takes precedence over statements in the Bulletin.

Seven-day Adventist teacher certification may be acquired simultaneously by meeting the requirements as outlined in the North American Division Office of Education, "Certification Requirements, K-12", as revised in 2001.

ADMISSION TO THE TEACHER EDUCATION PROGRAM

Admission to the University and admission to the Teacher Education Program are two separate entities. Students pursuing teacher certification or Teacher's Professional Development courses will be required to take and pass the Texas Higher Education Assessment (THEA) exam. Registration bulletins for taking the THEA are available in the Teacher Education Department. The THEA is offered six times each year. Persons who fail the test may retake it after a four month interval for as many times as needed to pass.

Professional education course work is reserved for students who have met admissions requirements, made application and have been approved by the Teacher Education Committee. The requirements for admission to teacher education at Southwestern Adventist University are as follows:

1. Take the THEA exam and meet a minimum score of 260 in reading, 230 in math, and 220 in writing. Passing standards are subject to change, as the State Board of Education changes minimum standards.
2. Have completed a minimum of 60 semester hours, or be enrolled in the semester that will complete 60 hours.
3. Have a minimum cumulative grade point average (GPA) of 2.75.
4. Have completed with a "C" or higher College Algebra, Fundamentals of Speech, Freshman Composition and Research and Professional Writing or equivalent courses.
5. Secondary Education certification candidates must have a minimum cumulative GPA of 2.5 in their major courses.
6. Meet all other requirements implemented by the Education Department faculty.

The candidate is responsible for initiating the application, which is available in the Office of Teacher Certification. All applications will be accompanied by:

1. A statement of purpose - a one page, typed essay describing reasons for desiring a profession in the teaching field.
2. Two letters of recommendation from individuals other than relatives. Preferably, these recommendations will come from SWAU faculty members not in the Education Department, or other work experience supervisors.

DEGREE PLAN

After the student has been admitted to the Teacher Education Program, they should develop a degree plan with their major advisor and the Department of Education. The plan will show the declared major or teaching fields, the work completed and the remaining requirements for the degree. Copies of the degree plan will be filed with the registrar's office, Teacher Education Department and the major advisor.

RETENTION IN THE TEACHER EDUCATION PROGRAM

To be retained in the Teacher Education Program, students must:

1. Maintain a cumulative 2.75 grade point average in all coursework.
2. Secondary Education certification candidates must have a minimum cumulative GPA of 2.5 in their major courses.
4. Show promising development in field experiences.
5. Demonstrate behavior that is ethically and morally responsible.
At the end of the junior year, the teacher education staff will review each student's progress and advise each according to the findings. A student found in violation of any of the above criteria will be placed on probation. Probationary procedures may be obtained from the Education Department.

STUDENT TEACHING

Student Teaching is a privilege granted to the student through the courtesy of the school and/or district to which the student teacher is assigned. Prompt and regular attendance is required. Students are advised to become familiar with the Student Teaching Handbook prior to student teaching.

Student teaching normally will be taken during the last semester. Student teaching requires full days in the schools for a minimum of 12 consecutive weeks in accordance with the calendar of the school district. Students may not take classes at the university during the hours they are scheduled to student teach, and are limited to 12 credit hours.

Students who do not graduate within six months of student teaching may lose credit for the course and would then need to repeat student teaching. The Teacher Education Committee, prior to consideration for an additional student teaching assignment, must review candidates who withdraw or are withdrawn from a student teaching assignment.

ADMISSION TO STUDENT TEACHING

To be eligible for student teaching, students must:

1. Be unconditionally admitted to the Teacher Education Program.
2. Maintain an overall grade point average of not less than 2.75.
3. Maintain a grade of 'C' or better in courses in the teaching field(s), or academic specialization area, with an overall grade point average of not less than 2.75.
4. Maintain a grade of 'C' or better in the courses in professional education, with an overall grade point average of not less than 2.75.
5. Secondary Education certification candidates must have a minimum cumulative GPA of 2.5 in their major courses.
6. Complete a minimum of 45 clock hours of satisfactory work in the field experience component of the professional education courses.
7. Have senior status.
8. Have a commitment to high moral and ethical standards, as defined by the SWAU bulletin.
9. File an application for student teaching by April 1 for a fall student teaching assignment, and by October 1 for a spring assignment.

The Teacher Education Committee will review all applications to determine eligibility for student teaching. Admission to the Teacher Education Program does not necessarily ensure acceptance into Student Teaching. Appeals to any decision must be made in writing to the Teacher Education Council and if needed to the Vice President for Academic Affairs.

RECOMMENDATION TO THE STATE BOARD FOR EDUCATOR CERTIFICATION

To be recommended to the State Board for Educator Certification (SBEC) for teacher certification, a student must have successfully met the following criteria:

1. All specified course work must be completed on the degree plan or certification plan in which certificate is sought.
2. Acceptable scores on the appropriate professional development and content specialization portions of the TExES exam.
3. In accordance with Article 6252-13c, Texas Civil Statutes, the Texas Commissioner of Education may suspend or revoke a teaching certificate, or refuse to issue a teaching certificate, for a person who has been convicted of a felony or misdemeanor for a crime which directly relates to the duties and responsibilities of the teaching profession. All applicants for Texas certificates will be screened for a record of felony or misdemeanor conviction through the Texas Department of Public Safety. Students must make application through the SBEC website and enclose the appropriate fee required for the certificate sought. The Teacher Certification Officer will make recommendations based upon satisfactory completion of all requirements pertaining to certification.

STATE CERTIFICATION

Certification levels for teaching certificates will be Early Childhood-Grade 4 (EC-4), Grades 4-8 (GR 4-8) and Grades 8-12 (GR 8-12) with specialization in English, History, Journalism, Life Science, Physical Science, Mathematics, Speech, Social Studies or Computer Information Systems, or All Level Physical Education or Music for Early Childhood-Grade 12 (EC-12).

PROGRAMS

Southwestern Adventist University offers a major in Elementary Education. A major in Secondary Education is not available. A person interested in Secondary Education must complete a major and a minor in another discipline in addition to the course work required for teaching certification. The Teacher Education Program consists of three major components: academic foundations (general education), professional development and academic specialization.
## General Education Curricula Minimum Requirements

### A. ACADEMIC FOUNDATIONS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 121+ Freshman Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 220+ Research and Professional Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 231 or</td>
<td></td>
</tr>
<tr>
<td>ENGL 232 American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 464 Advanced Grammar</td>
<td>3</td>
</tr>
<tr>
<td>MATH 110+ Math (College Algebra or above)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 111 American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 111 American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 112 American History</td>
<td>3</td>
</tr>
<tr>
<td>POLS 211 Texas &amp; National Constitutions</td>
<td>3</td>
</tr>
<tr>
<td>MUHL 221 Survey of Music</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 212 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 101 Christian Beliefs</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 230 History of the SDA Church</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 211 Life and Teachings</td>
<td>3</td>
</tr>
<tr>
<td>Upper Div. Old Testament, New Testament, or other Bible content class</td>
<td>3</td>
</tr>
</tbody>
</table>

### B. UNIVERSITY SUCCESS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 111+ Fundamentals of Speech</td>
<td>3</td>
</tr>
<tr>
<td>HLED 111 Health &amp; Wellness</td>
<td>3</td>
</tr>
<tr>
<td>HIST 111 American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 122 American History</td>
<td>3</td>
</tr>
<tr>
<td>POLS 211 Texas &amp; National Constitutions</td>
<td>3</td>
</tr>
<tr>
<td>MATH/NATURAL AND COMPUTER SCIENCE</td>
<td>12-14</td>
</tr>
<tr>
<td>MATH 110+ Math (College Algebra or above)</td>
<td>3</td>
</tr>
<tr>
<td>Two classes of lab Science</td>
<td>6-8</td>
</tr>
<tr>
<td>It is recommended that you take one semester of life science and one semester of physical science.</td>
<td></td>
</tr>
<tr>
<td>CSIS 102 Computer Literacy</td>
<td>3</td>
</tr>
</tbody>
</table>

### C. ORAL/WRITTEN COMMUNICATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUHL 221 Survey of Music</td>
<td>3</td>
</tr>
<tr>
<td>SOC 111 Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 212 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 101 Christian Beliefs</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 211 Life and Teachings</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 230 History of the SDA Church</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 211 Life and Teachings</td>
<td>3</td>
</tr>
<tr>
<td>Upper Div. Old Testament, New Testament, or other Bible content class</td>
<td>3</td>
</tr>
</tbody>
</table>

### D. SOCIAL SCIENCE

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 232 American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 220+ Research and Professional Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 464 Advanced Grammar</td>
<td>3</td>
</tr>
<tr>
<td>MATH 110+ Math (College Algebra or above)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 111 American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 111 American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 112 American History</td>
<td>3</td>
</tr>
<tr>
<td>POLS 211 Texas &amp; National Constitutions</td>
<td>3</td>
</tr>
<tr>
<td>HIST 111 American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 122 American History</td>
<td>3</td>
</tr>
<tr>
<td>POLS 211 Texas &amp; National Constitutions</td>
<td>3</td>
</tr>
<tr>
<td>MUHL 221 Survey of Music</td>
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</tr>
<tr>
<td>PSYC 212 General Psychology</td>
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<tr>
<td>RLGN 211 Life and Teachings</td>
<td>3</td>
</tr>
<tr>
<td>Upper Div. Old Testament, New Testament, or other Bible content class</td>
<td>3</td>
</tr>
</tbody>
</table>

** Students who qualify for honors classes may substitute where appropriate.

** These specific classes are required for SDA certification only. For those seeking only state certification, it is strongly recommended that students enroll for a minimum of one course each school year. Applied religion is not to exceed three credits; three of the religion credits must be upper division. Transfer students from non-SDA schools must have three hours of religion credit per 30 credits taken in residence at SWAU, with a minimum of six hours. Though religion classes taken prior to enrollment at SWAU will be considered for transfer, at least three hours must be from an SDA school, and non-SDA religion classes taken after enrollment here will not be transferred.

* All freshmen who have taken less than 12 previous college hours must enroll in the University Success course.

+ Must earn a "C" or better.

## B. PROFESSIONAL DEVELOPMENT

### ELEMENTARY EDUCATION MAJORS

#### Option I (Early Childhood - Grade 4)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PETH 243 P.E./Health in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>MUE D 253 Music in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 364 Kindergarten Materials &amp; Methods</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 366 Educational Programs for Young People</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 375 Children's Literature and the Teaching of Reading</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 382 Reading and Language Arts in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 386 Mathematics in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 413 Science in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 419 Social Studies in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 424 Language Arts Essential Skills in the Elementary School</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Option II (Grade 4 - Grade 8)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 223 Arts &amp; Crafts</td>
<td>3</td>
</tr>
<tr>
<td>PETH 243 P.E./Health in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>MUE D 253 Music in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 311 Geography</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 382 Reading and Language Arts in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 386 Mathematics in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 413 Science in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 419 Social Studies in the Elementary School</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 424 Language Arts Essential Skills in the Elementary School</td>
<td>3</td>
</tr>
</tbody>
</table>

** for SDA certification only

## TOTAL

- **62-64**
- **30**
- **36**
- **30**
SECONDARY EDUCATION CERTIFICATION

Option I
Option one shall prepare the individual to teach in one area of grades 8-12 and shall require completion of a major in one of the following teaching areas:

- Computer Information Systems
- English
- History
- Journalism
- Life Science
- Mathematics
- Physical Science
- Speech

With the exception of Journalism and Physical Science, these areas are not composite majors and would therefore also require a minor to be completed.

Option II
Option two shall prepare the individual to teach in two areas of grades 8-12 and shall require completion of a major, plus a minor which includes 24 hours with a minimum of 12 semester hours of upper division courses. The major and minor must both be chosen from the following teaching areas:

- Computer Information Systems
- English
- History
- Journalism
- Life Science
- Mathematics
- Physical Science
- Speech

Option III
Option III shall prepare the individual to teach in grades 8-12 and shall require the completion of a broad teaching field with 24 semester hours of upper division courses. May include the following area:

- Social Studies

Business

Option IV
Option IV shall prepare the individual to teach in grades 8-12 and shall require completion of a composite teaching field with 24 semester hours in one area, 12 semester hours of which must be upper division, and a minimum of 6 semester hours in each additional area. May include the following composite field:

- Social Studies

Option V - All Level Certification for Physical Education
(Grades EC-12)
Option five leads to an all level certificate and shall prepare the individual to teach Physical Education in Early Childhood through grade twelve and shall require completion of a major in Physical Education.

Option VI - All Level Certification for Music
(Grades EC-12)
Option six leads to an all level certificate and shall prepare the individual to teach Music in Early Childhood through grade twelve and shall require completion of a major in Music.

NOTE: IT IS RECOMMENDED THAT YOU OBTAIN A MATRIX OUTLINING THE COURSE OF STUDY FOR THE CERTIFICATION PLAN YOU HAVE CHOSEN. These may be obtained from the Department of Education or on-line at http://ed.swau.edu

EDUCATION COURSES

EDUC 254 Introduction to the Teaching Profession 3 hours
An analysis of implications for teachers and teaching as education moves into the 21st century. Focus is on preparing beginning teachers to understand different aspects of diversity and how they can address these differences in their teaching. This course should be the first one taken in the teacher education program. (Spring)

EDUC 263 Religion in the SDA School 3 hours
A study of a variety of strategies in teaching the Bible creatively. Students will discover an approach to learning that Jesus perfected—totally involving people through active experiences, creating learning environments, adjusting emphasis from teaching to learning, and developing lessons using a model of teaching repertoire. (This course does not apply to religion requirements but is required for Seventh-day Adventist Denominational Certification.) Includes field experience. (Fall)

EDUC 291 Selected Topics 1-2 hours
Prerequisite: Admission to teacher education program, and approval of department chair
A study in an area of interest under the direction of a staff member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits. (Fall, Spring)

EDUC 312 Educational Psychology 3 hours
Prerequisite: PSYC 212
A study of psychology as it relates to the learning processes and teaching methods. Principles and theories of learning are reviewed and individual differences and psychological concepts examined. Attention is given to exceptional learners. Includes field experience. This course meets the upper division writing component for senior year English. (Fall)

EDUC 316 Legal and Philosophical Foundations of Education 3 hours
Prerequisite: Admission to teacher education program. A study of the legal aspects of education, with emphasis on the responsibilities, duties, and existing constitutional statutory rights of agencies and individuals, including the handicapped, and those from minority groups. This course also surveys the philosophic enterprise, from the Christian viewpoint, as it relates to the understanding and evaluation of contemporary movements in educational thinking. (Spring)

EDUC 322 Adolescent Psychology 3 hours
An overview of the physical, mental and emotional phases of human development during the adolescent years. A study of the environmental and educational problems of the teenager. (Also taught as PSYC 322.) (Spring)

EDUC 326 Exceptional Children 3 hours
Prerequisite: Admission to teacher education program. A study in understanding educational and psychological problems in all areas of exceptionality. Study will include the characteristics, assessment, admission, review, and dismissal processes for special students requiring individualized or specialized programs. Includes field experience option. (Also taught as PSYC 326.) (Spring)
EDUC 350  Educational Technology 3 hours
Prerequisite: Admission to teacher education program
Examination of both soft and hard technology. Emphasis is on multiple intelligences, learning styles, informational processing habits, and motivational factors that are integrated into multi-media planning using software to develop units of instruction. A working knowledge of Microsoft Office is needed before enrolling in this class. (Fall)

EDUC 364  Kindergarten Materials and Methods 3 hours
Prerequisite: Admission to teacher education program and EDUC 366
A course designed to acquaint the student with developmentally appropriate kindergarten curriculum, with emphasis on addressing each child's individual needs, abilities, interests, and cultural diversity. Includes topics such as language and literacy, puppets, dramatic play, art, sensory centers, music and movement, math, science, and social studies. Includes field experience. (Fall)

EDUC 365  Educational Programs for Young Children 3 hours
Prerequisite: Admission to teacher education program
A course designed to acquaint the student with the what, who, why, where, and how of early childhood education, ranging from the history of early childhood education to the implementation of developmentally appropriate practice. Includes field experience. (Spring)

EDUC 375  Children's Literature and the Teaching of Reading 3 hours
Prerequisite: Admission to teacher education program
A course designed to acquaint the student with the strategies to bring children together with books productively and pleasurably. (Fall)

EDUC 382  Reading and Language Arts in the Elementary School 3 hours
Prerequisite: Admission to teacher education program
A course designed to acquaint the student with the strategies to help ALL children become better readers through systematic, multmethod, multilevel instruction. The focus will be on essential components of a balanced literacy program (Guided Reading, Self-Selected Reading, and Working With Words), steps for implementation and management, and a variety of classroom activities. Includes field experience. (Fall)

EDUC 384  Reading in the Content Areas 3 hours
Prerequisite: Admission to teacher education program
A study of the basic principles of teaching reading in the content areas and in the secondary school. Study will include concepts, methods, materials, and organizational skills for reading instruction. Includes field experience. (Fall)

EDUC 386  Mathematics in the Elementary School 3 hours
Prerequisite: Admission to teacher education program
A course designed to acquaint the student with developmentally appropriate kindergarten curriculum, with emphasis on addressing each child's individual needs, abilities, interests, and cultural diversity. Includes topics such as language and literacy, puppets, dramatic play, art, sensory centers, music and movement, math, science, and social studies. Includes field experience. (Fall)

EDUC 388  Teaching of Reading 3 hours
Prerequisite: Admission to teacher education program
A course designed to acquaint the student with developmentally appropriate kindergarten curriculum, with emphasis on addressing each child's individual needs, abilities, interests, and cultural diversity. Includes topics such as language and literacy, puppets, dramatic play, art, sensory centers, music and movement, math, science, and social studies. Includes field experience. (Spring)

EDUC 413  Science in the Elementary School 3 hours
Prerequisite: Admission to teacher education program
A course designed to prepare students with practical classroom-tested activities and ideas that are presented on planning, organizing, managing, and assessing an effective guided discovery science program. Students will have opportunities to develop teaching lessons and instruct local area elementary students in a laboratory setting. (This course does not apply to science requirements.) (Spring)

EDUC 419  Social Studies in the Elementary School 3 hours
Prerequisite: Admission to teacher education program
An overview of the multicultural elementary school social studies program which incorporates proven teaching strategies such as models of teaching, cooperative learning, learning styles, and dimensions of learning. Students will have opportunities to develop thematic lesson plans in an active-learning environment. (This course does not apply to social studies requirements.) Includes field experience. (Spring)

EDUC 424  Language Arts Essential Skills in the Elementary School 3 hours
Prerequisite: Admission to teacher education program and EDUC 382
A course designed to acquaint the student with the strategies to help ALL children become better readers through systematic, multmethod, multilevel instruction. The focus will be on essential components of a balanced literacy program (Guided Reading, Self-Selected Reading, and Working With Words), steps for implementation and management, and a variety of classroom activities. Includes field experience. (Fall)

EDUC 434  Classroom Assessment 3 hours
Prerequisite: Admission to teacher education program and senior class status.
This class prepares prospective teachers to have a better understanding of classroom learning and assessment. Attention will be given to test construction and evaluation of test results. (Spring)

EDUC 436  Classroom Management 3 hours
Prerequisite: Admission to teacher education program and senior class status.
The purpose of this course is to help teachers develop systematic strategies and techniques for organizing and managing classroom activities and students. Research and practitioner-based models for classroom management will be reviewed and explored. Emphasis will be based on real-world solutions that prepare teachers to be effective managers of their classrooms so that student learning is maximized. (Fall)
EDUC 450  Teaching in the Secondary School  3 hours  
Prerequisite: Admission to student teaching  
A study of the teacher's role, teaching techniques, classroom management and evaluation of learning experiences in the secondary school as these affect all students, including the those with special needs and minorities. Includes field experience. (Fall)

EDUC 465  Directed Teaching in Kindergarten  3 hours  
Prerequisite: Two-thirds of the professional education classes, academic specialization(s) and academic foundations, senior standing, and admission to student teaching  
This course is open only to students seeking Kindergarten Endorsement. Requires full-day observations and student teaching in an approved kindergarten for six weeks under the direction of supervising teachers. Pass/no pass course. (Fall, Spring)

EDUC 475  Directed Teaching in Elementary School  3-6 hours*  
Prerequisite: Two-thirds of the professional education classes, academic specialization(s) and academic foundations, senior standing, and admission to student teaching  
This course is open only to students seeking certification in Elementary Education. It requires full-day observations and student teaching in an approved elementary school for twelve weeks under the direction of supervising teachers. Pass/no pass course.  
*Depends on certification emphasis. (Fall, Spring)

EDUC 485  Directed Teaching in Secondary School  6 hours  
Prerequisite: Two-thirds of the professional education classes, academic specialization(s) and academic foundations, senior standing, and admission to student teaching  
This course is open only to students seeking certification in Secondary Education. It requires full-day observations and student teaching in an approved secondary school for twelve weeks under the direction of supervising teachers. Pass/no pass course. (Fall, Spring)

EDUC 491  Selected Topics  1-2 hours  
Prerequisite: Admission to teacher education program, and approval of department chair  
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits. (Fall, Spring)

OTHER COURSES REQUIRED
ARTS 223  Arts and Crafts  3 hours  
A course of exploratory activities in a variety of two- and three-dimensional arts and crafts media and methods of Discipline-Based Art Education for children. (Spring)

PETH 243  Physical Education/Health in the Elementary School  3 hours  
Prerequisite: Admission to teacher education program  
The course provides the teacher with an extensive repertoire of teaching techniques in the elementary physical education program. Emphasis is placed on health-related fitness, skill development, special events, and game development. One-half of the course involves a teaching lab where local area elementary students come to SWAU Gym and are instructed by class members. (Fall)

MUED 253  Music in the Elementary School  3 hours  
A course designed to prepare teachers to direct the music activities of children. The contents include fundamentals, appreciation, singing and rhythm activities. (Fall)
Southwestern Adventist University, in conjunction with Walla Walla College, offers an engineering program with major emphasis in mechanical, civil, or electrical engineering and bioengineering.

English (3 units), history (1 unit), chemistry (1 unit), physics (1 unit), mathematics (3 units: Algebra I, geometry and trigonometry) on the secondary level are required for entrance into the engineering program. The freshman year is taken on the campus of Southwestern Adventist University, while the sophomore, junior, and senior years are taken on the campus of Walla Walla College.

**FRESHMAN YEAR**

**Fall**
- ENGL 121 Freshman Composition ............................... 3
- CHEM 111 General Chemistry ................................. 4
- RLGN  Elective .................................................. 3
- MATH 121 Precalculus ........................................... 3
- COLL 101 Freshman Success .................................... 1
- Humanities or Social Studies elective .................... 3
  **TOTAL** 17

**Spring**
- CSIS 110 Principles of Computer Programming .......... 3
- CHEM 112 General Chemistry .................................. 4
- MATH 181 Calculus I ............................................. 4
- PEAC  Elective .................................................. 1
- RLGN  Elective .................................................. 3
- Humanities or Social Studies elective .................... 3
  **TOTAL** 18
Judy Myers Laue, Chair; Renard K. Doneskey, Andrew Woolley III
Adjunct: Donna Guerrero, Herbert Roth

AIMS OF THE DEPARTMENT

The English Department provides classes and support for English majors, English minors, and general studies students. In Freshman Composition and Research and Professional Writing all students at the university learn how to write coherent, well-organized essays. In the junior year students take a literature class which requires writing on literary topics. The department helps English majors and minors understand and appreciate American, English, and world literature, as well as linguistics and advanced composition.

Students may elect courses which prepare them for careers as secondary English teachers or for graduate study in English. A major in English is also an important asset to any student who wishes to specialize in several professional areas: law, medicine, business, public relations, or federal service.

General Information
ENGL 121 and 220 must be completed in sequence during the freshman and sophomore years before any other course in English can be taken.

English, B.A.

ENGL 221 World Masterpieces I or
ENGL 222 World Masterpieces II ............................................ 3
ENGL 224 Survey of English Literature .................................. 3
ENGL 231 American Literature I ............................................. 3
ENGL 232 American Literature II .......................................... 3
ENGL 414 History of the English Language ......................... 3
ENGL 415 Advanced Composition ......................................... 3
ENGL 458 Literary Analysis ............................................... 3
ENGL 464 Advanced Grammar* ............................................. 3

And a minimum of 12 hours from: ................................................. 12
ENGL 451 Studies in Renaissance Literature (3)
ENGL 452 Studies in 17th Century Literature (3)
ENGL 453 Studies in 18th Century Literature (3)
ENGL 455 Studies in Romantic Literature (3)
ENGL 456 Studies in Victorian Literature (3)
ENGL 457 Studies in 20th Century Literature (3)

TOTAL                                                                   36

*ENGL 464 is prerequisite to EDUC 485.

English Minor
ENGL 221 World Masterpieces I or
ENGL 222 World Masterpieces II ............................................ 3
ENGL 224 Survey of English Literature .................................. 3
ENGL 231 American Literature I ............................................. 3
ENGL 232 American Literature II .......................................... 3
ENGL 414 History of the English Language ......................... 3
ENGL 415 Advanced Composition ......................................... 3
ENGL 464 Advanced Grammar* ............................................. 3

And a minimum of 6 hours from: ................................................ 6
ENGL 451 Studies in Renaissance Literature (3)
ENGL 452 Studies in 17th Century Literature (3)
ENGL 453 Studies in 18th Century Literature (3)
ENGL 455 Studies in Romantic Literature (3)
ENGL 456 Studies in Victorian Literature (3)
ENGL 457 Studies in 20th Century Literature (3)

TOTAL                                                                   18

TEACHING CERTIFICATION PROGRAM

The following English major and minors are for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

English, B.A. - Secondary Teaching Area
The student must meet the requirements for a B.A. degree in English.

English Minor - Secondary Teaching Area
Option II
ENGL 221 World Masterpieces I or
ENGL 222 World Masterpieces II ............................................ 3
ENGL 224 Survey of English Literature .................................. 3
ENGL 231 American Literature I ............................................. 3
ENGL 464 Advanced Grammar* ............................................. 3

And a minimum of 12 hours from: ................................................. 12
ENGL 451 Studies in Renaissance Literature (3)
ENGL 452 Studies in 17th Century Literature (3)
ENGL 453 Studies in 18th Century Literature (3)
ENGL 455 Studies in Romantic Literature (3)
ENGL 456 Studies in Victorian Literature (3)
ENGL 457 Studies in 20th Century Literature (3)

TOTAL                                                                   24
### COMPOSITION COURSES

**ENGL 021** Composition Review  
3 hours  
This class is required of students whose SAT verbal score is below 400 or whose ACT composite score is below 17. Those students who enroll in ENGL 121 and demonstrate in their introductory essay that they need reinforcement in basic mechanics, usage, and structure will be advised to enroll in this class. Credit will not apply toward graduation.  
A basic review of spelling, punctuation, and grammar. Special emphasis will be given to the construction of a coherent paragraph. Students may not withdraw from this course. (Fall, Spring)

**ENGL 121** Freshman Composition  
3 hours  
Prerequisite: Minimum SAT verbal score of 400, a minimum ACT composite of 17, a minimum grade of C in ENGL 021, or successful completion of the ESL program with a score of 80 on the Michigan Test of Language Proficiency.  
The course will cover the principles and practice of expository and argumentative writing. (Fall, Spring)

**ENGL 220** Research and Professional Writing  
3 hours  
Prerequisite: ENGL 121 and sophomore status  
This course is designed to teach students the basic principles behind all on-the-job research and professional writing. Structured for students from a variety of academic disciplines, the course emphasizes three fundamental principles: writing in terms of audience and purpose, writing to emphasize important information, and writing clearly and concisely. This course requires the construction of a research paper in which students are given the opportunity to choose topics from their major areas of specialization and demonstrate their ability to evaluate scholarship critically and synthesize it. (Fall, Spring)

**ENGL 415** Advanced Composition  
3 hours  
Prerequisite: ENGL 121, 220  
An advanced course in the art of rhetoric. Students will study the components of the rhetorical context in which all communication exists. The writing process will be reviewed in detail. Special attention will be devoted to style. Students will develop the ability to make appropriate rhetorical choices. (Spring, odd years)

### LITERATURE COURSES

**ENGL 221** World Masterpieces: Ancient to Enlightenment  
3 hours  
Prerequisite: ENGL 121, 220  
A basic course with emphasis on an understanding of and an appreciation for the various types of literature including poetry, drama, and prose. Selections will be chosen from English and World literature. (Fall)

**ENGL 222** World Masterpieces: Enlightenment to Contemporary  
3 hours  
Prerequisite: ENGL 121, 220  
A continuation of the study of world masterpieces from the Enlightenment to modern literature. (Spring)

**ENGL 224** Survey of English Literature  
3 hours  
Prerequisite: ENGL 121, 220  
A survey of major figures and trends in British literature from the Anglo-Saxon period into the 20th century. (Spring)

**ENGL 231** American Literature I  
3 hours  
Prerequisite: ENGL 121, 220  
A comprehensive study of the major writers and literary movements from 1609-1860 with emphasis on Franklin, Hawthorne, Whitman, and Dickinson. The class focuses on the establishment of a distinctly American literature in both content and style. (Spring)

**ENGL 232** American Literature II  
3 hours  
Prerequisite: ENGL 121, 220  
A continuation of the study of American literature from 1860-present with emphasis on Twain and Chopin. Deals with the genres of the novel, poetry, the short story, and the essay with focus on the way Americans prefer individual freedom to society's accepted norms. (Fall)

**ENGL 241** Literary Seminar  
3 hours  
Prerequisite: ENGL 121, 220  
A study of literature in an approach other than by literary period, for example, by genre, by theme, or by author. Content will change depending on the year in which it is taught. May apply toward the general education requirement. May be repeated once for credit with a different topic. (Fall, even years)

**ENGL 451** Studies in Renaissance Literature  
3 hours  
Prerequisite: ENGL 121, 220  
The historical and literary background of the English Renaissance from 1485-1616 with emphasis on the most significant writers of the period, including Shakespeare. (Spring, even years)

**ENGL 452** Studies in 17th Century Literature  
3 hours  
Prerequisite: ENGL 121, 220  
English prose and poetry from 1603-1660 with particular attention to the poetry of Jonson, Donne, and Herbert; a more detailed study of John Milton and his major poems. (Fall, odd years)

**ENGL 453** Studies in 18th Century Literature  
3 hours  
Prerequisite: ENGL 121, 220  
English poetry and prose from 1660-1800 with special attention to the major works of Dryden, Swift, and Pope. (Fall, even years)

**ENGL 454** Studies in Romantic Literature  
3 hours  
Prerequisite: ENGL 121, 220  
Representative English Romantic poetry and prose with special emphasis on Wordsworth, Coleridge, Shelley, Keats, and Byron. (Spring, odd years)

**ENGL 455** Studies in Victorian Literature  
3 hours  
Prerequisite: ENGL 121, 220  
A study of British poetry, novels, essays, and plays from 1830-1900. Emphasis on Dickens, R. Browning, Hardy, and E. Bronte. (Fall, odd years)
ENGL 457  Studies in 20th Century Literature  3 hours
Prerequisite: ENGL 121, 220
A study of the major trends and writers in English and American literature since 1900. (Spring, even years)

ENGL 458  Literary Analysis  3 hours
Prerequisite: Completion of all lower-division English requirements.
An examination of literary theories and genres and their application to selected works of literature. Designed as a capstone to the English major, this class will be taken during the student's senior year and serves as the fourth-year writing class. (Spring)

OTHER COURSES
ENGL 272  Introduction to Drama  3 hours
Prerequisite: Permission of instructor
A study of representative plays written in English, considering their literary history and dramatic staging. Students will help to produce a play for the university, cultivating voice control, stage presence, character creation, and stage management. May be repeated. (Elective credit only; does not apply toward the general education requirement.) (Spring)

ENGL 291  Selected Topics  1-3 hours
Prerequisite: Approval by department chair
This course offers the student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

ENGL 414  History of the English Language  3 hours
Prerequisite: ENGL 121, 220
A linguistic study of the history of the English language through modern English. Also, study will be given to American English and how it relates to our present culture. (Fall, even years)

ENGL 464  Advanced Grammar  3 hours
Prerequisite: ENGL 121, 220
This course is primarily designed for prospective elementary and secondary teachers who will need the knowledge and methods for teaching basic English grammar. Also, study will be given to current theories and rules of grammar. (Fall)

ENGL 491  Selected Topics  1-3 hours
Prerequisite: Approval by department chair
This course offers the advanced student opportunity to pursue investigations in fields of special interest under the direction of the departmental staff. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.
ENGLISH AS A SECOND LANGUAGE

Intensive English Language courses are designed to immerse limited English proficient (LEP) students in the English language. These remedial ESL classes will help the student develop the language and language-related skills necessary to progress in the university program. These classes cover phonetics, syntax, aural comprehension, and speech, reading, and writing skills. Classes and laboratories are taught in English for five to eight hours a day, according to the individual student's needs. Formal classes will be supplemented by informal discussion groups, modern language lab, interactions with native-English speaking tutors, role-playing and field trips. Twelve hours of 100 level ESL classes may apply to a Bachelor's Degree and six hours may apply to an Associate Degree.

ADMISSION

Students must meet all admission requirements for enrollment at Southwestern Adventist University.

Students taking ESL classes will take the Michigan Placement Test to determine the level of ESL classes best suited to their level of English proficiency. Students will then be advised on the courses they should take: Level 1, 2, or 3. Students may also take university courses along with Level 3 ESL courses if they have taken the Michigan Test of English Language Proficiency and the results show they have the proficiency necessary to succeed in selected courses.

For academic advising, the results of the ESL course work will be evaluated along with the Michigan Test of English Language Proficiency.

ESOL 010 Oral Composition 3 hours
A basic course that introduces language used in everyday life on the university campus and in society. Emphasis is placed on the development of vocabulary, phrases necessary to function in all social interactions, clear pronunciation, and fluent speech. The class meets five times a week and four hours of lab are required. (Fall, Spring)

ESOL 012 Advanced Oral Composition 3 hours
This course includes an introduction to the phonology of the English language. Specific listening skills are developed. Class time is given to practical exercises developing extemporaneous and prepared speech. Fluency and accuracy are encouraged. This class meets five times a week and four hours of lab are required. (Fall, Spring)

ESOL 020 Grammar 3 hours
Introduction to the basics of English spelling, handwriting, parts of speech, punctuation, and sentence patterns. The class meets five times a week. (Fall, Spring)

ESOL 025 Advanced Grammar 3 hours
Study of the structure of English sentence patterns, parts of speech, all verb tenses and forms, idioms, and spelling. The class meets five times a week. (Fall, Spring)

ESOL 030 Reading I 3 hours
An introduction to reading in the English language with emphasis on developing vocabulary, and phonetic and comprehension skills. This course meets five days a week. (Fall, Spring)

ESOL 035 Reading II 3 hours
This course is designed to develop phonetic skills as well as emphasize understanding of vocabulary in context, reading for the main idea, reading for facts and details, and making inferences and judgments. This course meets five days a week. (Fall, Spring)

ESOL 040 Writing 3 hours
This course is designed to develop the creation of original sentences and paragraphs using the four rhetorical modes. The class meets five times a week. (Fall, Spring)

ESOL 045 Advanced Writing 3 hours
Development of the five paragraph essay in the four rhetorical patterns. Emphasis is on fluency and speed of production. This class meets five times a week. (Fall, Spring)

ESOL 111 English Composition Skills 3 hours
This course is designed to aid those students for whom English is a second language, and whose writing skills are not yet up to college entrance standards to develop the writing skills necessary for college entrance. The course includes intensive writing practice and vocabulary development. (Fall, Spring)

ESOL 116 Speech Composition and Comprehension 3 hours
A study of the phonology of the English language, with in-class practice of the sounds, stress, intonation, and inflection of words, phrases, and sentences. This class emphasizes listening skills necessary for taking notes in mainstream classes. Emphasis is given to correct pronunciation and fluent speech. This class meets five times a week and three hours of lab are required. (Fall, Spring)

ESOL 121 Reading III 3 hours
This course is designed to bring the reading skills of LEP students up to college entrance standards. This course includes intensive exercises in reading: comprehension, vocabulary, and reading rate. (Fall, Spring)

ESOL 131 English Structure and Usage 3 hours
Review of all English grammar structures with concentration on preparation for the university entrance tests. Emphasis is given to the understanding and use of structural patterns. (Fall, Spring)
AIMS OF THE ART PROGRAM

The aim of the art program is to cultivate an appreciation of the various forms of visual experience and to provide opportunity for self-expression. (The following classes may be taught with sufficient student demand.)

COURSES

ARTS 111 Drawing 3 hours
An introduction to the media and techniques of drawing. Development of perceptual skills and application of the elements and principles of two-dimensional design. (Fall, even years)

ARTS 212 Introduction to Painting 3 hours
A course in the basics of painting with transparent water color including color mixing, manipulative skills, observational skills, design and composition. (Fall, odd years)

ARTS 223 Arts and Crafts 3 hours
A course of exploratory activities in a variety of two- and three-dimensional arts and crafts media and methods of Discipline-Based Art Education for children. (Spring)

ARTS 312 Advanced Painting 3 hours
Prerequisite: ARTS 212
Application of "Introduction to Painting" skills as students develop their personal expressive style with their preferred subject matter. (Spring, even years)

ARTS 221 History of Western Art 3 hours
A survey of the fine arts and how they have related to the various cultures throughout western civilization. The class will deal with the arts from the Renaissance to the present time. (Spring, odd years)

ARTS 291 Selected Topics 1-3 hours
Prerequisite: Approval by department chair
Designed for the student who wishes to do independent study or research. Content and methods of study must be arranged prior to registration. May be repeated for a total of 3 credits.

ARTS 491 Selected Topics 1-3 hours
Prerequisite: Approval by department chair
Designed for the advanced student who wishes to do independent study or research. Content and methods of study must be arranged prior to registration. May be repeated for a total of 3 credits.
AIM OF THE DEPARTMENT

The General Studies program at Southwestern Adventist University is designed for students whose main goal is to earn a college degree without specializing in a major or minor field of emphasis. Students will be able to choose from a wide selection of classes and yet meet the requirements of the General Education Program within a liberal arts curriculum.

The Interdisciplinary Studies program allows students, with planning, to enhance their education program by including an area of emphasis not offered on campus.

PROGRAMS
A.S. General Studies
B.S. General Studies
B.S. Interdisciplinary Studies

A.S. in General Studies
The A.S. in General Studies requires completion of 64 hours and a minimum GPA of 2.0, with at least 24 hours taken in residence. The last 12 hours before graduation must be taken in residence at SWAU. This degree includes all General Education courses required for a Bachelor's degree, with the following exception: 6 hours of religion instead of 12 will be required.

The Associate of Science degree is considered a terminal degree and is available only for students who do not plan to pursue a Bachelor's degree at Southwestern Adventist University.

B.S. in General Studies
The B.S. in General Studies requires the following:
   a. Meet the general education, residency and upper division requirements.
   b. Complete one area of emphasis of 30 hours (12 hours upper division in residence) or two areas of emphasis with 18 hours each (6 hours upper division in residence in each emphasis). Areas of emphasis will typically be determined by course prefix, and will include only classes that would be applicable to a major.
   c. After earning a Bachelor of Science in General Studies, a student may return to earn a second Bachelor's degree. However, an area of emphasis may only be used as a major in the second degree if there are 30 additional hours available in the major. A minimum of 158 cumulative semester hours is required to earn the second degree.

B.A./B.S. in Interdisciplinary Studies
A student who has a specific career goal not included in the list of majors and minors may counsel with the Academic Vice President about a Bachelor of Science degree in Interdisciplinary Studies. Since this is a planned course of study, which may include courses not offered on our campus, approval must be sought and granted before completion of 64 semester hours. The development of this plan is done in consultation with a selected faculty advisor and with one or more selected faculty members from separate academic disciplines who then comprise the faculty committee for the program. A degree proposal must be submitted to the Records Office which includes the following:
   a. A short essay which explains the proposed course of study.
   b. An abstract which can be included with the student's transcript.
   c. Two areas of emphasis which include a minimum of 24 hours each (9 hours upper division from each emphasis) or three areas of emphasis which include a minimum of 18 hours each (6 hours upper division from each emphasis). Areas of emphasis will typically be determined by course prefix, and require a minimum grade of C in all classes.
   d. Courses must be grouped by general education, areas of emphasis, and electives under the headings of Courses Completed, Courses In-progress and Proposed Courses.
   e. Upper division courses should be identified with an asterisk (*) and must total a minimum of 40 hours.
   f. All courses taken or planned to be taken off-campus must be identified as such.
   g. Signatures by each faculty member of the committee.

The approved program will become the student's major, and the Registrar will determine the student's readiness for graduation by checking compliance with all components of the degree.
AIMS OF THE GEOLOGY PROGRAM
Southwestern Adventist University, in conjunction with Loma Linda University, offers a geology program with major emphasis in sedimentology, stratigraphy and paleontology. The freshman and sophomore years are taken on the campus of Southwestern Adventist University, while the junior and senior years are taken on the campus of Loma Linda University.

FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>GEOL 111</td>
<td>Physical Geology</td>
<td>4</td>
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<tr>
<td>BIOL 111, 112</td>
<td>General Biology</td>
<td>8</td>
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<td>CHEM 111, 112</td>
<td>General Chemistry</td>
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<td>RLGN</td>
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<td>Precalculus</td>
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<td>ENGL 121</td>
<td>Freshman Composition</td>
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SUMMER

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SOPHOMORE YEAR

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<td>General Physics</td>
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<td>ENGL 220</td>
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<tr>
<td>TOTAL</td>
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<td>32</td>
</tr>
</tbody>
</table>

GEOL 320 Stratigraphy and Sedimentary Petrology and Petrography 4 hours
Summer Prerequisite: GEOL 111 and 112.
An introduction to the description, origin, and historical interpretation of stratified rocks. (Offered periodically)

GEOL 330 Summer Field Geology 4 hours
Prerequisite: GEOL 320
Stratigraphic and structural mapping of sedimentary and related igneous and metamorphic rocks and analysis of data collected in the field. Taught for four weeks in Wyoming in connection with the Dinosaur course. Field fee covering the cost of transportation, room and board. (Summer)

GEOL 380 Research Methods 2 hours
Prerequisite: GEOL 111, 112 or any entry level science sequence.
A general introduction to the techniques and methodologies of scientific literature and presentations based upon library and on-line research. Each student will select a specific topic for research, prepare a paper, and make oral presentation based on that work. The student will learn scientific methodology, basic statistical skills, and critical data analysis. (Fall)

GEOL 419 Philosophy of Science 3 hours
A study of the philosophies and methodologies of science. Includes a review of the history of scientific and religious thought and the role each has played in the development of modern theories of origin. (Also taught as RLGN 419.) This course meets the upper division writing component for senior year English. (Spring)

GEOL 480 Research in Geology 1-3 hours
Prerequisite: GEOL 380 and approval of instructor.
A supervised research experience involving the development of a research proposal, data collection, and a written paper. Research proposal may be developed in GEOL 380. May be repeated for a total of 5 credits. (Offered periodically.)

GEOL 481 Senior Thesis 1 hour
Prerequisite: GEOL 480
This course is designed to permit the student to develop a publishable-quality research paper. Instruction consists of writing techniques and guidance in the completion of this project. Students will give several oral progress-reports, a final presentation at the Honors Research Symposium, and a completed Senior Thesis. This course meets the upper division writing component for senior year English. (Spring)

GEOL 491 Selected Topics 1-3 hours
Prerequisite: GEOL 111, 112; two upper division courses, and permission of the instructor.
A study in an area of student interest under the direction of a staff member. This study may involve data collection, or library work and may involve a written report. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.
R. Steven Jones, Chair; Randall R. Butler, Erwin Sicher, Cristina M. Thomsen
Adjunct: Hal Felty, Keith Harrison, Ted Phillips, Gary Reeves, Bobby Whitmire.

MISSION STATEMENT

The mission of the History/Social Science Department is to help students acquire critical, analytical, and communicative skills through a mastery of Social Science courses, taught in a Christian context.

AIMS OF THE DEPARTMENT

The department’s offerings in history are designed to help the student to understand the present more fully by guiding him in a study of the past and by helping him to reason from cause to effect. The study of history is approached from the biblical viewpoint. “In the annals of human history, the growth of nations, the rise and fall of empires, appear as dependent on the will and prowess of man. The shaping of events seems, to a large degree, to be determined by his power, ambition, or caprice. But in the Word of God the curtain is drawn aside, and we behold, behind, above, and through all the play and counter-play of human interests and power and passions, the agencies of the all-merciful One, silently, patiently working out the counsel of His own will.” E. G. White, EDUCATION, p. 173.

In political science the student traces the development, functions, and operation of national, local, and foreign governments.

In sociology, the student is provided with a better understanding of how societies, communities, and groups are organized and maintained, and how the behavior of the individual is related to that of the group. It also seeks to introduce the student to the concepts and methods used in sociological research.

The Public History and Management degree will introduce students to the skills of applied research, archival and public records work, and historic preservation. In addition to learning the basic themes of history and requirements of historical research, students will learn the basics of business management, organization, and marketing. This package will prepare students to work in fields of applied and public history.

The Criminal Justice Program offers an interdisciplinary major leading to a B.S. degree. The Program provides an appreciation of the full complexity of American criminal justice. The core courses provide a basic understanding of the nature of crime and society’s reaction to crime, as well as an in-depth explanation of the various components within the Criminal Justice System.

Southwestern Adventist University and Hill College (a fully accredited community college) have established an agreement to facilitate concurrent enrollment of students at both institutions pursing a Bachelor of Science degree in Security Management.

The program involves a comprehensive examination of the role of private security in the United States. The student will learn the relationship between private and public protective services, and the role of private security in all aspects of American society (including hotel/motel and corporate security, security and loss prevention in business, contract security services, private investigations, executive protection, and general crime prevention). In addition, the student will receive an overview of the basic management and operational skills necessary within the private security field. The program prepares students for careers as managers and consultants.

PROGRAMS

B.A. History
B.A. History -- Secondary Certification
B.A. Public History and Management
B.A Social Science
B.S. Social Science
B.S. Social Studies -- Secondary Certification
B.S. Criminal Justice
B.S. Security Management

Minors in History, Sociology, Social Science, Political Science and Criminal Justice

History, B.A.

All B.A. majors in history are required to take 36 semester hours of history (18 hours u.d.) including HIST 111, 112, 211, 212, 305 and nine hours of European history, see note on page 74. One cognate course in political science and an intermediate year of foreign language will be required.

History Minor

All history minors are required to take 18 semester hours of history (9 hours u.d.) which must include HIST 111, 112 and 211 or 212.

International Affairs, B.A.

(See Modern Languages section for course listing.)

Public History and Management, B.A.

A major in Public History and Management will require 48 semester hours. Included are HIST 112, 211, 212, 305, 312, 380, 383, 386, 460 and 471; POLS 211 and 310; SOCI 111; BUAD 301, 423; and MKTG 343. Six hours of an intermediate language are also required for this degree.

Political Science Minor

All political science minors are required to take 18 semester hours of political science (9 hours u.d.) which must include POLS 211.

Social Science, B.S. or B.A.

A major in social science will require 48 semester hours. Included are 27 semester hours in history (with 12 hours upper division and HIST 111, 112, 211, 212 and HIST 305), 6 hours of political science, 3 hours of historical/political geography, 6 hours of economics and 6 hours of social science/history electives. This set of courses does not meet teacher certification requirements. For teacher certification in Social Studies see page 76.

An intermediate language is required for the B.A. degree; no language is required for the B.S. degree.

The B.S. in Social Science is a composite major; therefore no minor is required.

Social Science Minor

The minor in social science requires 24 semester hours (9 hours u.d.) which must include HIST 112 and 212. The remaining hours must include 3 hours of historical/political geography, 6 hours of political science, 6 hours of economics, and 3 hours of history electives.

Sociology Minor

All sociology minors are required to take 18 semester hours of sociology (9 hours u.d.) which must include SOCI 111.

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**TEACHING CERTIFICATION PROGRAM**

The following history and social studies majors and minors are for teaching certification only. Requirements for certification are listed in the Education section of the bulletin.

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

### History, B.A. - Secondary Teaching Area

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 111, 112</td>
<td>American History</td>
<td>6</td>
</tr>
<tr>
<td>HIST 211, 212</td>
<td>History of Western Civilization</td>
<td>6</td>
</tr>
<tr>
<td>HIST * Electives (including 9 hrs. European History)</td>
<td>21</td>
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</table>

**TOTAL (21 hrs. must be u.d.)** 36

### History Minor - Secondary Teaching Area

**Option II**

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>HIST 111, 112</td>
<td>American History</td>
<td>6</td>
</tr>
<tr>
<td>HIST 211, 212</td>
<td>History of Western Civilization</td>
<td>6</td>
</tr>
<tr>
<td>HIST * Electives (including 9 hrs. European History)</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL (12 hrs. must be u.d.)** 24

### Social Studies, B.S. - Secondary Teaching Area

**Option IV**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>HIST 111, 112</td>
<td>American History</td>
<td>6</td>
</tr>
<tr>
<td>HIST 211, 212</td>
<td>History of Western Civilization</td>
<td>6</td>
</tr>
<tr>
<td>HIST * European History (as specified below)</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>HIST 305 Historical Methods: Research &amp; Historiography</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST 312 Historical and Political Geography</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST 415 Texas and the West</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST Electives (u.d.)</td>
<td>9</td>
<td></td>
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<tr>
<td>POLS Electives</td>
<td>6</td>
<td></td>
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<tr>
<td>ECON Electives</td>
<td>6</td>
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</table>

**TOTAL 51**

*The following are European History courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 331 History of Christianity</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST 364 Ancient Culture</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST 414 Europe from 1250-1789</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST 424 Europe from 1789 to the Present</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

### Security Management, B.S.

No minor is required.

#### Hill College Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJSA 1302</td>
<td>Private Security Officer Course</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1312</td>
<td>Crime in America</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1322</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1327</td>
<td>Fundamentals of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1342</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1348</td>
<td>Ethics in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1371</td>
<td>Introduction to Security</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1372</td>
<td>Emergency Planning</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1373</td>
<td>Personal Protection Agent Course</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 2300</td>
<td>Legal Aspects of Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 2371</td>
<td>Security Management</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 2372</td>
<td>Methods of Security</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 2373</td>
<td>Private Investigations</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 2374</td>
<td>Security of Computer Data</td>
<td>3</td>
</tr>
<tr>
<td>CJSA/ACCT Elective</td>
<td>3</td>
<td></td>
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<tr>
<td>CJSA/ACCT Elective</td>
<td>3</td>
<td></td>
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<tr>
<td>SIRT 1447</td>
<td>Industrial Fire Protection</td>
<td>4</td>
</tr>
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</table>

#### SWAU Courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJSM 332</td>
<td>Constitutional Rights of the Accused</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 336</td>
<td>Law for Security Personnel</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 350</td>
<td>Corporate and White Collar Crime</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 420</td>
<td>Security and Loss Prevention</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 430</td>
<td>Ethics in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CJSM 434</td>
<td>Criminal Justice Administration and Management</td>
<td>3</td>
</tr>
</tbody>
</table>

*These 17 courses are offered only by Hill College.*

Required cognates:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUAD 301</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 423</td>
<td>Organizational Behavior OR</td>
<td></td>
</tr>
<tr>
<td>BUAD 372</td>
<td>Human Resource Mngt</td>
<td>3</td>
</tr>
<tr>
<td>CSIS 301</td>
<td>Issues &amp; Practices in Information Security</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 445</td>
<td>Deviant Behavior</td>
<td></td>
</tr>
<tr>
<td>PSYC 340</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 331</td>
<td>Strength in Diversity</td>
<td>3</td>
</tr>
<tr>
<td>COMM 441</td>
<td>Corporate Communication</td>
<td>3</td>
</tr>
</tbody>
</table>
**History, Social Science, & Criminal Justice**

**Criminal Justice, B.S.**

No minor is required.

- **CRIJ 101** Introduction to Criminal Justice ..................................... 3
- **CRIJ 110** Courts Systems and Practices .......................................... 3
- **CRIJ 120** Crime in America ............................................................ 3
- **CRIJ 130** Fundamentals of Criminal Law ....................................... 3
- **CRIJ 201** Criminal Investigation .................................................... 3
- **CRIJ 210** Legal Aspects of Law Enforcement .................................. 3
- **CRIJ 220** Police Systems and Practices ........................................... 3
- **CRIJ 325** Criminology Theory ........................................................ 3
- **CRIJ 331** Correctional Systems and Practices ................................... 3
- **CRIJ 332** Constitutional Rights of the Accused .................................. 3
- **CRIJ 334** Criminal Law and Justice ................................................ 3
- **CRIJ 430** Ethics in Criminal Justice ............................................... 3
- **CRIJ 434** Criminal Justice Administration & Management .................. 3
- **CRIJ 436** Internship ...................................................................... 3
- **CRIJ or CJSM** upper division electives .......................................... 3
- **HIST 112** American History, 1866-present. (Spring)

This course satisfies general education requirements for history. It is required for history/social science majors. Students taking this course should not take HIST 212, History of Western Civilization. (Fall)

- **HIST 211** History of Western Civilization 3 hours

A study of Near Eastern and Western man's past from the earliest time to 1648. Special attention is given to man's evolving cultural framework, his changing ideas and beliefs, his views of human nature, the world, the universe, the deity, and the good life. The rise and fall of many of the Near Eastern and Western empires will also be considered. (Spring)

- **HIST 212** History of Western Civilization 3 hours

The course of European history from the Peace of Westphalia to the present. Examined will be the political, social, cultural, and economic history of that period, including the Age of Absolutism, the Scientific Revolution, the Enlightenment, the Age of Revolution, the Nineteenth Century "isms", world wars, cold wars, and contemporary history. (Fall)

- **HIST 221** History of Western Art 3 hours

A survey of fine arts and how they have related to the various cultures throughout western civilization. The class will deal with the arts from the Renaissance to the present time. (Offered periodically)

- **HIST 291** Selected Topics 1-3 hours

Prerequisite: Approval of department chair.

- **HIST 305** Historical Methods: Research & Historiography 3 hours

Introduction to the discipline of history, with special emphasis on writing, research, and the various schools of historical thought. This course meets the upper division writing component for senior year English. (Spring, even years)

- **HIST 311** American History, 1492-1865 3 hours

A brief account of the discoveries, colonization, and the struggles for independence; growth of federal government, expansion of territory, and the Civil War. (Fall)

- **HIST 312** Historical and Political Geography 3 hours

This course considers the interaction between world cultures, environments, and geographic regions to explain patterns of human history and political development. (Also taught as GEOG 312.) (Spring, odd years)

- **HIST 320** American International Relations 3 hours

Details American foreign policies and diplomatic relations toward Europe, Latin America, and Asia, from the revolutionary era to the Present. Will detail major foreign policy decisions and initiatives and the results of each. This course meets the upper division writing component for senior year English. (Also taught as POLS 320.) (Fall, odd years)
HIST 325 From Discovery to Revolution, 1492-1783 3 hours
A study of America from the age of European discovery and exploration through the Revolutionary War. Emphasizes the political, social and economic trends culminating in the fight for independence. (Offered periodically.)

HIST 331, 332 History of Christianity I, II 3, 3 hours
A study of the rise and impact of Christianity in the Roman world and western culture. Attention is given to theological and social movements, the influence of Islam, the crusades, expansionism, and religious adaptation to modern life. This course meets the upper division writing component for senior year English. (Also taught as RLGN 331, 332). (HIST 331 - Fall; HIST 332 - Spring)

HIST 335 Establishing a Nation, 1783-1836 3 hours
An in-depth study of United States history from the Articles of Confederation through the Constitution, War of 1812, and Jacksonian Democracy. (Spring every other odd year.)

HIST 345 Sectionalism and Civil War, 1836-1865 3 hours
American history from the Reform Era through Manifest Destiny, Sectionalism and Civil War. This course meets the upper division writing component for senior year English. (Spring, odd year)

HIST 355 American Empire and Industry, 1865-1933 3 hours
American history from Reconstruction, the Gilded Age, the spread of social movements, the rise of Imperialism, and World War I through the Roaring Twenties. (Spring, every other odd year; rotates with POLS 420.)

HIST 364 Ancient Culture 3 hours
This is a study of man from his beginning through the empires of Assyria, Babylon, Egypt, Persia, Israel, Greece, and Rome to the end of the Roman Republic. (Every third Fall; rotates with HIST 414 and 424.)

HIST 365 Global Power: America from 1939 - Present 3 hours
A study of the American rise to global power. This class will focus on World War II, the Cold War, the Era of Civil Rights, Vietnam, Watergate, and the post-Cold War era. This course satisfies the upper division writing component for senior year English. (Spring, even year)

HIST 380* Archives Administration 3 hours
Students will learn the theory and practice of archival administration, records management, and preservation administration. The curriculum includes issues associated with acquisition, organization, description, accessibility and use of materials commonly housed in archives, historical societies, museum, and libraries. (Fall, even year)

HIST 383* Preservation Management 3 hours
This class is a foundation in theoretical, managerial, analytical, and practical applications of preservation. Students will be introduced to the preservation and conservation of archive, historical society, museum, and library collections as well as the general concepts and goals of preserving cultural buildings and properties. (Spring, every other odd year; rotates with HIST 335.)

HIST 386* Public Records 3 hours
This class provides an introduction to the essentials of records and knowledge management in diverse organizational settings. Students will be introduced to the theoretical principles, methodologies, and practical administration of archives, records, and other information sources from print to oral contributing to the management of knowledge necessary for organizations and society.

HIST 414 Europe from 1250-1789: Prologue to Modernity 3 hours
A survey of the Renaissance, Reformation, counter-Reformation, Absolutism, competition for empire, the Scientific Revolution, the Enlightenment, and the coming of Revolutions. (Every third Fall; rotates with HIST 364 and 424.)

HIST 415 Texas and the West 3 hours
A study of the multi-cultural heritage of Texas and the West with special emphasis on the pre-Columbian Native American cultures; Spanish, Mexican, and Anglo-American colonization; the annexation of the region to the US; and social, political, and industrial developments up to the present. This course meets the upper division writing component for senior year English. (Fall, even year)

HIST 424 Europe from 1789 to the Present: the Age of Controversy and Conflict 3 hours
A study of the Intellectual and Industrial Revolution, the New Imperialism, the intensification of Nationalism, World War I, the Depression, the development and spread of Fascism and Communism, World War II, the Cold War, Decolonization and the emergence of a multipolar world. This course meets the upper division writing component for senior year English. (Every third Fall; rotates with HIST 364 and 414.)

HIST 460* Applied Social Research Methods I 3 hours
Prerequisite: MATH 241
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection. This course meets the upper division writing component for senior year English. (Also taught as CJLE, PETH, PSYC, SOCI or SOWK 460.) (Fall)

HIST 471* Internship 3 hours
Prerequisite: Junior or senior status, minimum cumulative GPA of 2.50 in the major, and permission of the History Department chair. This course is a supervised internship in some aspect of cultural resources administration or historic preservation, historic administration or heritage interpretation that is of mutual interest to the qualified student and the place the student will work. This experience is designed to integrate academic training with practical application. A total of 35 hours is required.

* course intended for Public History majors only.
POLITICAL SCIENCE COURSES

POLS 211 National and Texas Constitutions 3 hours
This is a comprehensive treatment of U.S. and Texas Constitutions. The course deals with the formation of these constitutions and the governments which were established as a result. This course fulfills the government requirements as established by the Texas Education Agency. (Fall)

POLS 291 Selected Topics 1-3 hours
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

POLS 310 American Political Institutions 3 hours
A study of the development, influence, and evolution of the American presidency, Congress, and Supreme Court as the three components of the United States governmental structure. (Fall, odd years)

POLS 320 American International Relations 3 hours
Details American foreign policies and diplomatic relations toward Europe, Latin America, and Asia, from the revolutionary era to the present. Will detail major foreign policy decisions and initiatives and the results of each. This course meets the upper division writing component for senior year English. (Also taught as HIST 320.) (Fall, even years)

POLS 364 American Constitutional Development 3 hours
An historical and institutional study of the origin, growth, and interpretation of the United States Constitution, with emphasis on the leading decisions of the Supreme Court. (Fall, even years)

POLS 410 American Political Process 3 hours
An examination of the organization, history, and activities of political parties and interest groups, with emphasis on the functions they serve in national, state and local politics in the United States. (Spring, even years)

POLS 420 Modern Political Theory 3 hours
Details developments in western political theory from the Renaissance to the present. Students will learn about major political philosophers, including Classical Liberalism, Democracy, and Marxism, and major political philosophers from Machiavelli to Mill. This course meets the upper division writing component for senior year English. (Spring, every other odd year; rotates with HIST 355)

POLS 491 Selected Topics 1-3 hours
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

GEOGRAPHY COURSES

GEOG 291 Selected Topics 1-3 hours
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

GEOG 312 Historical and Political Geography 3 hours
This course considers the interaction between world cultures, environments, and geographic regions to explain patterns of human history and political development. (Also taught as HIST 312.) (Spring, odd years)

SOCIOLOGY COURSES

SOCI 111 Introduction to Sociology 3 hours
A general survey of sociology and many of the areas of investigation in sociology; these areas will include the family, race and ethnic relations, social class, formal organizations, collective behavior, population problems and dynamics, culture, etc. Additionally, a brief introduction to the scientific methods and theories utilized in the study of society will be presented. (Spring)

SOCI 222 Problems of Modern Society 3 hours
Society is faced with seemingly insurmountable problems, such as poverty, crime, drugs, population problems, environmental pollution, family problems, racial discrimination, social and economic discrimination, and inequality. These problems — their causes and possible methods of dealing with them — will be the focus of this course. (Offered periodically).

SOCI 291 Selected Topics 1-3 hours
Prerequisite: Approval of department chair.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

SOCI 331 Strength in Diversity 3 hours
A study of racial and ethnic groups in American society featuring an examination of their history, cultural heritage, contributions, struggles, and hopes for the future. Emphasis will be placed on a strengths-based analysis of diverse groups. (May also be taken as SOWK 331.) (Spring)

SOCI 334 Juvenile Delinquency 3 hours
The delinquent as a person and delinquency as a social phenomenon, theories of delinquency, the law and the juvenile justice system, the methods of correctional treatment, and prevention programs. (Spring, odd years)

SOCI 410 Urban Development 3 hours
Review and analysis of recent research on urban areas, including their social organization, culture and subcultures, institution, and contemporary problems. (Offered periodically)
SOCI 440 Domestic Violence and Abuse 3 hours
An exploration of the incidence, scope, and contributing factors in domestic violence. Various perspectives (feminist, psychological, sociological, historical and legal) are examined. Topical issues include patriarchy, marital rape, domestic assault, and child sexual abuse. Coverage includes theories of violence, alternatives to violent interactions, and criminal justice systems response. (Spring, even years)

SOCI 460 Applied Social Research Methods 3 hours
Prerequisite: MATH 241.
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection. This course meets the upper division writing component for senior year English. (Also taught as CJLE, HIST, PETH, PSYC, or SOWK 460.) (Fall)

SOCI 491 Selected Topics 1-3 hours
Prerequisite: Approval of department chair.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

Randall Butler, Program Director

SECURITY MANAGEMENT COURSES

CJSM 332 Constitutional Rights of the Accused 3 hours
A study of white collar, corporate, and occupational crime from a historical, sociological, and legal perspective. An examination of the causes, cost, extent, history, law, and social impact of these crimes. (Fall)

CJSM 336 Law and Security Personnel 3 hours
A study of the law of arrest, search, and seizure applications in the private sector. Analysis of civil and criminal liability of security personnel. Regulation and licensing are also analyzed. Comparison of public and private law enforcement. (Fall)

CJSM 350 Corporate and White Collar Crime 3 hours
A study of white collar, corporate, and occupational crime from a historical, sociological, and legal perspective. An examination of the causes, cost, extent, history, law, and social impact of these crimes. (Spring, odd years)

CJSM 420 Security and Loss Prevention 3 hours
Management of asset protection and loss prevention programs in business, industry, and government. Emphasis on the methods and techniques, including risk analysis, security surveys, and audits to prevent and reduce losses due to theft and casualty. (Spring)

CJSM 430 Ethics in Criminal Justice 3 hours
Focus on ethical decisions and dilemmas with an emphasis on the application of ethical theory to problems confronting criminal justice. Critical analysis of traditional and recent theories of justice, rights, responsibilities, punishments, freedom, equality, goodness, duty, happiness, and other key concepts. (Fall, odd years)

CJSM 434 Criminal Justice Administration and Management 3 hours
Management philosophies for administration of criminal justice agencies; focus on organizational behavior, theories of management, planning and budgeting, administrative legal issues, and administrative problems unique to the criminal justice systems. (Spring)

CJSM 491 Selected Topics 1-2 hours
Prerequisite: Approval of Criminal Justice program director.
An individualized approach to guided reading and critical evaluation. Content and method of study must be arranged prior to registration. May be repeated for a total of 2 credits.
CRIJ 101 Introduction to Criminal Justice 3 hours
History and philosophy of criminal justice and ethical considerations; crime defined; its nature and impact; overview of the criminal justice system; law enforcement; the court system; prosecution and defense; trial process; corrections. (Fall, even years)

CRIJ 110 Court Systems and Practices 3 hours
The judiciary in the criminal justice system; structure of the American court system; prosecution; right to counsel; pre-trial release; grand juries; adjudication process; types and rules of evidence; sentencing. (Spring, even years)

CRIJ 120 Crime in America 3 hours
American crime problems in historical perspective; social and public policies factors affecting crime; impact and crime trends; social characteristics of specific crimes; prevention of crime. (Fall, even years)

CRIJ 130 Fundamentals of Criminal Law 3 hours
A study of the nature of criminal law; philosophical and historical development; major definitions and concepts; classification of crimes, elements of crimes and penalties using Texas statutes as illustrations; criminal responsibility. (Spring, odd years)

CRIJ 201 Criminal Investigation 3 hours
Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences, case and trial preparation. (Spring, odd years)

CRIJ 210 Legal Aspects of Law Enforcement 3 hours
Police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; police liability. (Fall, odd years)

CRIJ 220 Police Systems and Practices 3 hours
The police profession; organization of law enforcement systems; the police role; police discretion; ethics; policy-community interaction; current and future issues. (Fall, odd years)

CRIJ 325 Criminology Theory 3 hours
Prerequisite: SOCI 111 or permission of instructor.
An overview of the major causal theories of criminal behavior and examination of the social, political, economic, and intellectual milieu within which each arose. Beginning with early 18th century theories, the course focuses on the sociological constructs of criminality. (Fall)

CRIJ 331 Correctional Systems and Practices 3 hours
Prerequisite: SOCI 111 or permission of instructor.
The role of corrections in the criminal justice system. History, development and functions of correctional practices with emphasis on institutional operations, community-based corrections, rehabilitation and treatment, and the impact of incarceration on inmates. (Spring)

CRIJ 332 Constitutional Rights of the Accused 3 hours
In-depth study of processes of the criminal justice system governed by guarantees and protections of the U.S. and state constitutions, with emphasis on recent developments. (Fall)

CRIJ 334 Criminal Law and Justice 3 hours
An intensive study of the role of criminal laws in the democratic society. Inquiry is focused on the relationship between the accused and the actors in the criminal justice system. (Spring, odd years)

CRIJ 350 Corporate and White Collar Crime 3 hours
A study of white collar, corporate, and occupational crime from a historical, sociological, and legal perspective. An examination of the causes, cost, extent, history, law, and social impact of these crimes. (Spring, odd years)

CRIJ 385 Studies in Criminal Justice 3-6 hours
Examines selected topics or contemporary issues in crime and criminal justice. May be repeated once for credit when course topics differ. (Taught periodically)

CRIJ 401 Ethics in Criminal Justice 3 hours
Focus on ethical decisions and dilemmas with an emphasis on the application of ethical theory to problems confronting criminal justice. Critical analysis of traditional and recent theories of justice, rights, responsibilities, punishments, freedom, equality, goodness, duty, happiness, and other key concepts. (Fall, odd years)

CRIJ 434 Criminal Justice Administration and Management 3 hours
Management philosophies for administration of criminal justice agencies; focus on organizational behavior, theories of management, planning and budgeting, administrative legal issues, and administrative problems unique to the criminal justice system. (Spring)

CRIJ 436 Internship 3 hours
Prerequisite: Junior or Senior status, a minimum cumulative grade point average of 2.50 in the major, and permission of Criminal Justice program director.
This course is designed to provide the student with an opportunity to apply academic training in practical situations, and broaden their knowledge of work environments and criteria through course study. A total of 120 hours is required at a university approved site suitable to the student's goals, abilities, chosen discipline, and interests. Students cannot use their regular place of employment as the agency setting for their internship. In addition to supervised field placement, the internship requires regular classroom attendance. (Spring)

CRIJ 460 Applied Social Research Methods 3 hours
Prerequisite: MATH 241.
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection. This course meets the upper division writing component for senior year English. (Also taught as HIS/PSY 460.) (Fall)

CRIJ 491 Selected Topics 1-2 hours
Prerequisite: Approval of Criminal Justice program director.
An individualized approach to guided reading and critical evaluation. Content and method of study must be arranged prior to registration. May be repeated for a total of 2 credits.
The mission of Southwestern Adventist University's Honors Program is to enrich educational opportunities for high-achieving students and to increase cultural appreciation.

Admission and Retention

Entering freshmen with a cumulative high school GPA of at least 3.4 or an SAT score of at least 1050 (or an ACT score of 24 plus) are invited to apply for admission to the Honors Program. Currently enrolled SWAU students and transfer students with a GPA of at least 3.4 on all their college courses may apply for admission to the Honors Program. Upon acceptance into the Honors Program a student will be designated an Honors Student. In order to remain in the Honors Program as an Honors Student, a student must maintain an overall GPA of at least 3.4.

Requirements and Procedures

In order to earn the designation Honors Graduate upon completing a bachelor's degree, an Honors Student must fulfill the following requirements:

A. File an application form with the Honors Committee.
B. Complete 9 units from the following:
   - HNRS 104, HNRS 204 or 205, HNRS 304, HNRS 404
C. Complete 3 units of HNRS 250 and/or 450.
D. Complete 3 units of HNRS 480.
E. Complete 1 unit of HNRS 481
F. The Honors Committee will vote the student an Honors Graduate upon satisfactory completion of all requirements.

COURSES

<table>
<thead>
<tr>
<th>COURSE CODE</th>
<th>COURSE NAME</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNRS 104</td>
<td>Human Communication</td>
<td>3</td>
</tr>
<tr>
<td>HNRS 204</td>
<td>Advanced American History, 1966-Present</td>
<td>3</td>
</tr>
<tr>
<td>HNRS 205</td>
<td>Advanced Western Civilization, 1648-Present</td>
<td>3</td>
</tr>
<tr>
<td>HNRS 250</td>
<td>Honors Seminar</td>
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<tr>
<td>HNRS 250, 450</td>
<td>Honors Seminar</td>
<td>1</td>
</tr>
<tr>
<td>HNRS 304</td>
<td>Discovering the Universe</td>
<td>4</td>
</tr>
<tr>
<td>HNRS 404</td>
<td>The Bible and Human Understanding</td>
<td>3</td>
</tr>
<tr>
<td>HNRS 480</td>
<td>Honors Thesis</td>
<td>1-3</td>
</tr>
<tr>
<td>HNRS 481</td>
<td>Honors Thesis Forum</td>
<td>1</td>
</tr>
</tbody>
</table>

HNRS 205 Advanced Western Civilization, 1648-Present

This course covers the revolutionary transformation of Western Civilization from the seventeenth century to the present including the scientific, industrial and political revolutions, communism, imperialism, and world wars as well as major intellectual and cultural developments. The class satisfies general education requirements for history. It is required for history/social science majors. Students taking this course should not take HIST 112, History of Western Civilization. (Fall, odd years)

HNRS 250, 450 Honors Seminar

Prerequisite: Permission of the Honors Committee.

Courses specifically designed for the Honors Program covering a wide range of interests. Topic for the semester chosen by the faculty member in charge. (Fall, Spring)

HNRS 304 Discovering the Universe

This course presents a study of modern and historical astronomy, what we know about the universe and how we know it. Topics include planets and the solar system, stellar evolution, galaxies and cosmology. The class satisfies general education requirements for a lab science. Students taking this course should not take PHYS 112, Introductory Astronomy. 3 hours lecture, 3 hours lab. (Spring)

HNRS 404 The Bible and Human Understanding

This course explores Biblical approaches to the human search for our relationship to self, society, nature, and God. The class satisfies general education requirements for a Bible-content class. (Fall, Spring)

HNRS 480 Honors Thesis

Prerequisite: Permission of the Honors Committee and an acceptable thesis proposal.

The student will work with a faculty advisor on a scholarly work of mutual interest. This course is open to Honors Students only. The course may be repeated for a total of 5 hours; 3 hours are required for Honors graduation. (Fall, Spring)

HNRS 481 Honors Thesis Forum

Co-requisite: HNRS 480.

The student will submit the Honors thesis in publishable form and present it in an open forum. (Fall, Spring)
Mathematics

Karl Konrad, Chair; Watson L. Chin, Murray Cox

AIMS OF THE PROGRAM

First, we aim to give each student an understanding of basic mathematics and its application to solving problems expressible by algebraic equations and inequalities. Second, we aim to train students to understand the fundamental concepts of mathematics so that they can teach the subject on the elementary or secondary level. Third, we aim to give a solid foundation in the area of mathematics which will prepare students to pursue further studies in mathematics, the physical sciences, economics, and the engineering sciences. Fourth, we aim to train students with marketable skills in biostatistics for the competitive job market in our technological society.

PROGRAMS

B.A. Mathematics - 30 hours (18 u.d.)
B.S. Mathematics - 36 hours (24 u.d.)
B.S. Mathematical Physics - 52 hours (30 u.d.)
Minor in Mathematics - 18 hours (6 u.d.)
Teaching Areas - Secondary Certification

Mathematics, B.A.
MATH 181 Calculus I ........................................................... 4
MATH 282 Calculus II .......................................................... 4
MATH 283 Calculus III ......................................................... 4
MATH 321 Differential Equations ........................................ 3
MATH 341 Geometry ........................................................... 3
MATH 361 Introduction to Linear Algebra .......................... 3
MATH 471 Advanced Calculus ............................................. 3
MATH Electives (upper division) .................................. 3
TOTAL                                                                   30

Mathematics, B.S.
MATH 181 Calculus I ........................................................... 4
MATH 282 Calculus II .......................................................... 4
MATH 283 Calculus III ......................................................... 4
MATH 321 Differential Equations ........................................ 3
MATH 341 Geometry ........................................................... 3
MATH 361 Introduction to Linear Algebra .......................... 3
MATH 411 Numerical Analysis ............................................ 3
MATH 431 Modern Algebra ................................................. 3
MATH 451 Statistical Analysis .............................................. 3
MATH 471 Advanced Calculus ............................................. 3
MATH Electives (upper division) ................................ 3
TOTAL                                                                   36

Required cognate: CSIS 110 or equivalent.

Mathematics Minor
MATH 181 Calculus I ........................................................... 4
MATH 282 Calculus II .......................................................... 4
MATH 283 Calculus III ......................................................... 4
MATH Electives (upper division) ................................ 6
TOTAL                                                                   18

Mathematical Physics, B.S.
MATH 181 Calculus I ........................................................... 4
MATH 282 Calculus II .......................................................... 4
MATH 283 Calculus III ......................................................... 4
MATH 311 Differential Equations ........................................ 3
MATH 361 Introduction to Linear Algebra .......................... 3
MATH 381 Complex Variables ............................................. 3
MATH 411 Numerical Analysis ............................................ 3
MATH 431 Modern Algebra or
MATH 471 Advanced Calculus ............................................. 3
MATH 451 Statistical Analysis .............................................. 3
PHYS 121 General Physics .................................................. 4
PHYS 122 General Physics .................................................. 4
PHYS 221 General Physics with Calculus ........................... 1
PHYS 222 General Physics with Calculus ........................... 1
PHYS 311 Modern Physics .................................................. 3
PHYS 322 Classical Mechanics ........................................... 3
PHYS 351 Electromagnetic Fields ....................................... 3
PHYS 411 Quantum Mechanics ........................................... 3
TOTAL                                                                   52
Mathematics

TEACHING CERTIFICATION PROGRAM

The following mathematics major and minors are for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

Mathematics, B.S. - Secondary Teaching Area

MATH 181 Calculus I ................................................. 4
MATH 241 Intro to Probability & Statistics ......................... 3
MATH 282 Calculus II ................................................. 4
MATH 283 Calculus III .............................................. 4
MATH 321 Differential Equations ................................... 3
MATH 341 Geometry .................................................... 3
MATH 361 Introduction to Linear Algebra .......................... 3
MATH 411 Numerical Analysis ........................................ 3
MATH 431 Modern Algebra .......................................... 3
MATH 451 Statistical Analysis ....................................... 3

Choose one from the following:

MATH 381 Complex Variables (3) ................................... 3
MATH 471 Advanced Calculus (3) ................................... 3

TOTAL 36

MATHEMATICS APTITUDE PROFILE (MAP)

All students who have not completed their math requirement before beginning their studies at SWAU will take a Math Aptitude Profile to determine math class placement. The scoring system is as follows:

<table>
<thead>
<tr>
<th>Score</th>
<th>Allows entrance into</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MATH 011</td>
</tr>
<tr>
<td>2</td>
<td>MATH 012</td>
</tr>
<tr>
<td>3</td>
<td>MATH 101</td>
</tr>
<tr>
<td>4</td>
<td>MATH 101, 110, or 241</td>
</tr>
<tr>
<td>5</td>
<td>MATH 101, 110, 121, or 241</td>
</tr>
</tbody>
</table>

Students scoring below a 4 will be required to enroll in math their first semester at SWAU and remain enrolled in a math course each semester until they have passed either MATH 101 or 241 (including any needed prerequisites).

COURSES

MATH 011 Introduction to Algebra 3 hours

The course reviews algebra of the real number system, concepts of elementary set theory, rules of exponents with integer exponents, roots of real numbers, arithmetic of rational numbers and rational expressions, factoring whole numbers into prime factors, factoring polynomials in one variable with integer coefficients into irreducible factors relative to the set of integers, solve linear equations and linear inequalities, solve applied problems which can be modeled by linear equations or linear inequalities.

A student must take this course if he or she needs a review of elementary algebra, or scored a 1 on the MAP. Each class meets five times a week with the instructor. Students may not withdraw from this class. This course does not apply toward general education or graduation requirements. (Fall, Spring)

MATH 012 Intermediate Algebra 3 hours

Prerequisite: Grade of C or higher in MATH 011 or MAP score of 2.

The course reviews algebra of the real number system, rules of exponents with rational exponents, factoring polynomials in one variable with integer coefficients into irreducible factors relative to the set of integers, solve linear and quadratic equations and inequalities, graph functions, solve applied problems which can be modeled by linear or quadratic equations or linear inequalities.

A student must take this course if he or she needs a review of algebra, or scored 2 on the MAP. Each class meets five times a week with the instructor. Students may not withdraw from this class. This course does not apply toward general education or graduation requirements. (Fall, Spring)

MATH 101 Mathematics for Liberal Arts 3 hours

Prerequisite: MAP score of 3 or higher or at least a C in MATH 012.

Introduction to sets, Venn diagrams, truth tables, applications of Venn diagrams to logic, logical arguments, probability, sample spaces, permutations, combinations, statistics, averages, normal distributions, the metric system, measurement, consumer interest, and loans. (Fall, Spring)

MATH 110 College Algebra 3 hours

Prerequisite: MAP score of 4 or higher or at least a C in MATH 012.

College Algebra is a study of equations, inequalities, certain classes of functions (polynomial, rational, exponential, and logarithmic), and their graphs and systems of equations. (Fall, Spring)

MATH 121 Precalculus 3 hours

Prerequisite: MAP score of 5 or MATH 110.

A study of polynomials, rational, exponential, logarithmic, and trigonometric functions and their graphs and conic sections. (Fall)

MATH 181 Calculus I 4 hours

Prerequisite MATH 121

A study of algebraic and transcendental functions of one variable, limits, continuity, differentiation, and integration, and application of integrals. Writing assignments are an essential part of the course. (Spring)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 236</td>
<td>Applied Mathematics for Business</td>
<td>3</td>
<td>MATH 110 or 121</td>
<td>The study of mathematical tools necessary to make effective business decisions. Areas of study include: linear equations, linear programming, probabilities, optimization, and functions. (Spring)</td>
</tr>
<tr>
<td>MATH 241</td>
<td>Intro. to Probability &amp; Statistics</td>
<td>3</td>
<td>MAP score of 4 or 5, or MATH 110</td>
<td>This course introduces elementary probability, statistical inference, and applications to business and science. (Fall, Spring)</td>
</tr>
<tr>
<td>MATH 282</td>
<td>Calculus II</td>
<td>4</td>
<td>MATH 181</td>
<td>A study of transcendental functions and differential equations, techniques of integration, infinite series, and vectors in two-dimensions and polar coordinates. Writing assignments are an essential part of the course. (Fall)</td>
</tr>
<tr>
<td>MATH 283</td>
<td>Calculus III</td>
<td>4</td>
<td>MATH 282</td>
<td>A study of the calculus of several variables, vectors and motion in space, derivatives and integration of functions of several variables. Writing assignments are an essential part of the course. (Spring)</td>
</tr>
<tr>
<td>MATH 291</td>
<td>Selected Topics</td>
<td>1</td>
<td>Approval by department chair</td>
<td>Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 2 credits.</td>
</tr>
<tr>
<td>MATH 321</td>
<td>Differential Equations</td>
<td>3</td>
<td>MATH 283</td>
<td>This is a study of ordinary differential equations with emphasis on the analytic methods for solving them. (Offered periodically)</td>
</tr>
<tr>
<td>MATH 341</td>
<td>Geometry</td>
<td>3</td>
<td>MATH 282</td>
<td>This course is a study of Euclidean and non-Euclidean geometry. Two research papers are required for the course. Possible subjects for papers are: proofs of a theorem outside of the class, history of geometry, biographies of somebody who made geometry, etc. This course meets the upper division writing component for senior year English. (Offered periodically)</td>
</tr>
<tr>
<td>MATH 361</td>
<td>Introduction to Linear Algebra</td>
<td>3</td>
<td>MATH 283</td>
<td>An introduction to vector spaces and matrix theory over the field of real numbers. (Offered periodically)</td>
</tr>
<tr>
<td>MATH 381</td>
<td>Complex Variables</td>
<td>3</td>
<td>MATH 283</td>
<td>This course is a study of analytic functions, power series, calculus of residues, and conformal mappings. (Offered periodically)</td>
</tr>
</tbody>
</table>
Medical Technology

Art Chadwick, Chair

AIMS OF THE PROGRAM

The Medical Technology program prepares students to be certified clinical laboratory technologists in hospitals and other clinical laboratory settings.

PROGRAM

Southwestern Adventist University offers a Bachelor of Science degree (128-134 semester hours) in medical technology. This degree is offered in affiliation with (a) Tarleton State University in Fort Worth, Texas; (b) Andrews University in Berrien Springs, Michigan; (c) Florida Hospital, Orlando, Florida. The first three years are completed at the SWAU campus. The fourth year (12 months) of the program consists of clinical training to be completed at one of the affiliated hospital-based programs. Tarleton State University starts classes in July and January. Andrews University and Florida Hospital classes start in August. The program is accredited by the Council on Allied Health Education and Accreditation in conjunction with the National Accrediting Agency for Clinical Laboratory Sciences.

Each student must apply to the hospital training program of his/her choice, preferably early in the junior year. Acceptance into the Southwestern Adventist University program and declaration as a medical technology major does not imply that the student will be accepted for the senior clinical year by an affiliated hospital program. The student is encouraged to maintain an average of 3.0 (on a four-point scale) or higher. The criteria for student selection by an affiliated hospital institution include scholastic ability, completed application materials, letters of reference, and a personal interview. At least 32 of the last 38 semester hours of academic work taken prior to the senior clinical year must be taken in residence at Southwestern Adventist University. Sixteen of the 32 hours must be science courses. English as a Second Language courses are not applicable toward residency.

Suggested Curriculum for Medical Technology Majors

FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Fall</th>
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<tbody>
<tr>
<td>COLL</td>
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<tr>
<td>BIOL</td>
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<tr>
<td>MATH</td>
<td>121</td>
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<td>ENGL</td>
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<td>CHEM</td>
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<tr>
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<tbody>
<tr>
<td>BIOL</td>
<td>112</td>
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<td>RLGN</td>
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<td>HIST</td>
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<tr>
<td>CHEM</td>
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<th>SOPHOMORE YEAR</th>
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<tbody>
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<table>
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<tr>
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<tbody>
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<td>COMM</td>
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<td>RLGN</td>
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<th>JUNIOR YEAR</th>
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<table>
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<tr>
<th>Spring</th>
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<tbody>
<tr>
<td>BIOL</td>
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<td>CSIS</td>
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</table>

Recommended Courses for Medical Technology

<table>
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<tr>
<th>PHYS</th>
<th>121, 122</th>
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<tbody>
<tr>
<td>CHEM</td>
<td>221</td>
</tr>
</tbody>
</table>

Clinical training (see page 85) .........................................................42-48
SENIOR YEAR - Clinical training at an affiliated hospital institution.

Courses as listed by the Florida Hospital Program:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Description</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MDTC 400</td>
<td>Phlebotomy</td>
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<tr>
<td>MDTC 401</td>
<td>Principles of Education</td>
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</tr>
<tr>
<td>MDTC 402</td>
<td>Laboratory Management</td>
<td>1</td>
</tr>
<tr>
<td>MDTC 403</td>
<td>Comparative Technical Procedure</td>
<td>1</td>
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<tr>
<td>MDTC 410</td>
<td>Body Fluids</td>
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<td>MDTC 411</td>
<td>Body Fluids Practicum</td>
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<tr>
<td>MDTC 420</td>
<td>Clinical Mycology</td>
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<td>MDTC 421</td>
<td>Clinical Mycology Practicum</td>
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<td>MDTC 430</td>
<td>Clinical Parasitology</td>
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<tr>
<td>MDTC 431</td>
<td>Clinical Parasitology Practicum</td>
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<tr>
<td>MDTC 440</td>
<td>Coagulation/Hemostasis</td>
<td>2</td>
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<tr>
<td>MDTC 443</td>
<td>Coagulation/Hemostasis Practicum</td>
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<td>MDTC 450</td>
<td>Immunology and Serology</td>
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<td>MDTC 451</td>
<td>Immunology and Serology Practicum</td>
<td>1</td>
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<tr>
<td>MDTC 460</td>
<td>Clinical Chemistry</td>
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<td>MDTC 470</td>
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<td>MDTC 480</td>
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<td>Immunohematology Practicum</td>
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<tr>
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<td>Clinical Pathogenic Microbiology</td>
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</tr>
<tr>
<td>MDTC 491</td>
<td>Clin. Path. Microbiology Practicum</td>
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</tbody>
</table>

TOTAL 42

(Tarleton State University clinical year experience ................................ 48)

TOTAL hours for graduation 128-134
Modern Languages

R. Steven Jones, Chair; Luz Arauzo

AIMS OF THE DEPARTMENT

The Spanish language and Hispanic culture have rapidly gained importance and influence during the past two decades. More than 400 million people in twenty-five countries speak Spanish, and it has become the second most prevalent language in the United States.

The growing preeminence of Spanish makes it an ideal complement to any liberal arts education. Indeed, Spanish, or another modern language, is a degree component of all B.A. programs at Southwestern Adventist University. Spanish opens doors to both personal and professional development, and it is a working language of many international organizations and corporations. Professionals in many different fields - including business, theology, medicine, international relations, journalism, and education - use Spanish daily.

SWAU strongly encourages students to study a foreign language, and Spanish at Southwestern is a great investment in a promising future.

PROGRAMS

B.A. International Affairs
B.A. Interdisciplinary Studies in French
B.A. Interdisciplinary Studies in German
B.A. Interdisciplinary Studies in Italian
B.A. Interdisciplinary Studies in Spanish
Minor in Spanish

Bachelor of Arts in International Affairs

SWAU’s International Affairs major is dedicated to educating students on global issues and preparing them for service in the multicultural and international arena. The major combines perspectives from many academic fields into a multidisciplinary awareness of cross-border relations.

The major is administered by the Social Science/Modern Languages Department and draws most of its courses from different liberal arts departments. It requires students to take more social science, history, and foreign language courses than the general liberal arts graduate.

Students receive a thorough liberal arts education, not vocational training for a specific career in International Affairs. It provides students with communication and critical-thinking skills which they can apply to a wide variety of careers, including those in International Affairs.

These courses provide a basis for further studies or work-related training in many international careers, including foreign service, international law, international education, governmental and non-governmental organizations, and in international business.

International Affairs, B.A.

ECON 211 Macroeconomics .............................................. 3
ECON 212 Microeconomics .............................................. 3
HIST/GEOG 312 Historical and Political Geography............... 3
HIST 365 Global Power: America from 1933-Present ............ 3
HIST 414 Europe from 1250-1789 or
HIST 212 History of Western Civilization II ....................... 3
HIST 424 Europe from 1789 to the Present ......................... 3
POLS 211 National & Texas Constitutions .......................... 3
POLS 320 American International Relations ....................... 3
POLS 364 American Constitutional Development ................ 3
SOCI 222 Problems of Modern Society or
SOCI 111 Introduction to Sociology or
SOCI 331 Strength in Diversity ......................................... 3
SPAN 317 Spanish American Civilizations .......................... 3

TOTAL 33

Bachelor of Arts with emphasis in French

Requires college intermediate-level French proficiency prior to, one year study abroad at Collonges-Sous-Saleve, France, and enrollment in Interdisciplinary Studies (see page 73).

Bachelor of Arts with emphasis in German

Requires college intermediate-level German proficiency prior to, one year study abroad at Seminar Schloss Bogenhofen, Austria, and enrollment in Interdisciplinary Studies (see page 73).

Bachelor of Arts with emphasis in Spanish

Requires college intermediate-level Spanish proficiency or SPAN 211 and 212 prior to one year study abroad at Colegio Adventista de Sagunto, Spain or Universidad Adventista del Plata, Argentina, and enrollment in Interdisciplinary Studies (see page 73).

Spanish Minor

A minor consists of 18 hours, exclusive of the elementary course or its equivalent, 12 hours of which must be upper division and includes 3 hours of literary analysis.

ADVENTIST COLLEGES ABROAD

The Modern Languages Department offers to both the student majoring in languages and the general University student body the privilege of studying abroad without losing credit or lengthening the course of study. SWAU is a member of a consortium known as Adventist Colleges Abroad, and through this consortium the student is able to study languages in the actual homeland of that particular language.

MEETING THE INTERMEDIATE LANGUAGE REQUIREMENT

Students may meet the requirement for intermediate language by passing a CLEP test at the approved level (see page 26). There is a fee for CLEP testing and recording.

COURSES

SPAN 111 Elementary Spanish I 4 hours
SPAN 112 Elementary Spanish II 4 hours

The sound and sentence patterns of Spanish are learned through drills, dialogues, readings and models, both live and recorded. 4 Lec 1 Lab. (SPAN 111 Fall, SPAN 112 Spring)

SPAN 211 Intermediate Spanish I 3 hours
SPAN 212 Intermediate Spanish II 3 hours

Prerequisite: SPAN 112 or demonstrated proficiency.

A thorough review of Spanish grammar through oral and written composition as well as cultural and literary readings. Attention is given to the history, customs, and traditions of the Spanish-speaking people. 3 Lec 1 Lab. (SPAN 211 Fall, SPAN 212 Spring)

SPAN 291 Selected Topics 1-3 hours

Prerequisite: Approval by department chair.

Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

ALL COURSES NUMBERED ABOVE 300 are conducted in Spanish. The instructor may require a demonstrated ability in the language before granting permission to enroll.

Required minor in a foreign language: 18 hours.
Modern Languages

SPAN 311 Spanish Composition and Conversation  
Prerequisite: SPAN 212 or demonstrated proficiency.  
The development of confidence in accepted oral and written expression, based on topics of current interest and cultural significance. (Fall)

SPAN 315 Spanish Civilization and Culture  
Prerequisite: SPAN 311 or demonstrated proficiency.  
A presentation of some of the dominant themes, personalities, and creative achievements in Hispanic history, civilization, and culture. (Spring, even years)

SPAN 317 Spanish American Civilization  
Prerequisite: SPAN 311 or demonstrated proficiency.  
A presentation of some of the dominant themes, personalities, and creative achievements in Latin-American history, civilization, and culture. (Spring, odd years)

SPAN 411 Masterpieces of Spanish-American Literature I  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of the instructor.  
A presentation of the history of Spanish-American literature from the discovery of America to Romanticism. (Fall, even years)

SPAN 412 Masterpieces of Spanish-American Literature II  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of instructor.  
A presentation of the history of Spanish-American literature from Modernism to contemporary literature. (Spring, odd years)

SPAN 413 Masterpieces of Spanish Literature I  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of the instructor.  
A survey of peninsular Spanish literature with selections from the Middle Ages to Neoclassicism. (Fall, odd years)

SPAN 414 Masterpieces of Spanish Literature II  
Prerequisite: Three years of college Spanish, including SPAN 311, or permission of the instructor.  
A survey of peninsular Spanish literature with selections from the Romanticism to contemporary literature. (Spring, even years)

SPAN 491 Selected Topics  
Prerequisite: Approval of department chair.  
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

ADVENTIST COLLEGES ABROAD

COURSES TAUGHT AT SAGUNTO, SPAIN

SPAN 201, 202, 203 Spanish Folklore 2,2,2 qt hrs.  
SPAN 251, 252, 253 Intermediate Spanish Grammar 4,4,4 qt hrs.  
SPAN 261, 262, 263 Intermediate Spanish Composition 3,3,3 qt hrs.  
SPAN 271, 272, 273 Intermediate Spanish Conversation 2,2,2 qt hrs.  
SPAN 281, 282, 283 Current Events in Spain 1,1,1 qt hr.  
SPAN 301, 302, 303 History of Spain 3,3,3 qt hrs.  
SPAN 312, 313 Spain and Its Culture 2,2 qt hrs.  
SPAN 331, 332, 333 History of Spanish Literature 3,3,3 qt hrs.  
SPAN 351, 352, 353 Advanced Spanish Grammar I 4,4,4 qt hrs.  
SPAN 361, 362, 363 Advanced Spanish Composition 3,3,3 qt hrs.  
SPAN 371, 372, 373 Advanced Spanish Conversation 2,2,2 qt hrs.  
SPAN 422, 423 Translation and Interpretation 2,2 qt hrs.  
SPAN 451, 452, 453 Advanced Spanish Grammar II 4,4,4 qt hrs.  
SPAN 461, 462, 463 Advanced Spanish Composition II 3,3,3 qt hrs.  
SPAN 471, 472, 473 Advanced Spanish Conversation II 2,2,2 qt hrs.  
SPAN 495 Independent Study 1-4 qt hrs.

COURSES TAUGHT AT UNIVERSIDAD ADVENTISTA DEL PLATA, ARGENTINA

SPAN 251, 252, 253 Intermediate Spanish Grammar 4,4,4 qt hrs.  
SPAN 261, 262, 263 Intermediate Spanish Composition 2,2,2 qt hrs.  
SPAN 271, 272, 273 Intermediate Spanish Conversation 3,2,2 qt hrs.  
SPAN 351, 352, 353 Advanced Spanish Grammar 4,4,4 qt hrs.  
SPAN 361, 362, 363 Advanced Spanish Composition I 2,2,2 qt hrs.  
SPAN 451, 452, 453 Advanced Spanish Grammar II 4,4,4 qt hrs.  
SPAN 461, 462, 463 Advanced Spanish Composition II 2,2,2 qt hrs.  
SPAN 471, 472, 473 Advanced Spanish Conversation II 3,2,2 qt hrs.
# Modern Languages

## COURSES TAUGHT AT
### COLLONGES-SOUS-SALÈVE, FRANCE

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FREN 011</td>
<td>Phonetics</td>
<td>0 qt hrs.</td>
</tr>
<tr>
<td>FREN 101</td>
<td>Beginning French</td>
<td>12 qt hrs.</td>
</tr>
<tr>
<td>FREN 111</td>
<td>Phonetics</td>
<td>1 qt hr.</td>
</tr>
<tr>
<td>FREN 151, 152, 153</td>
<td>Elementary Oral Expression</td>
<td>3, 3, 3 qt hrs.</td>
</tr>
<tr>
<td>FREN 191</td>
<td>Intensive French Review I</td>
<td>12 qt hrs.</td>
</tr>
<tr>
<td>FREN 201, 202</td>
<td>Intermediate French</td>
<td>9, 5 qt hrs.</td>
</tr>
<tr>
<td>FREN 221, 222</td>
<td>Intermediate Composition</td>
<td>3, 2 qt hrs.</td>
</tr>
<tr>
<td>FREN 251, 252</td>
<td>Intermediate Oral Expression</td>
<td>3, 2 qt hrs.</td>
</tr>
<tr>
<td>FREN 291</td>
<td>Intensive French Review II</td>
<td>9 qt hrs.</td>
</tr>
<tr>
<td>FREN 321, 322</td>
<td>Advanced Composition</td>
<td>3, 2 qt hrs.</td>
</tr>
<tr>
<td>FREN 331, 332</td>
<td>Orthography</td>
<td>2, 1 qt hrs.</td>
</tr>
<tr>
<td>FREN 341</td>
<td>Advanced Grammar</td>
<td>6 qt hrs.</td>
</tr>
<tr>
<td>FREN 351, 352</td>
<td>Advanced Oral Expression</td>
<td>2, 2 qt hrs.</td>
</tr>
<tr>
<td>FREN 361, 362</td>
<td>Text Analysis</td>
<td>2, 2 qt hrs.</td>
</tr>
<tr>
<td>FREN 479</td>
<td>French Culture and Civilization</td>
<td>2 qt hrs.</td>
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<tr>
<td>FREN 499</td>
<td>Independent Study</td>
<td>1-4 qt hrs.</td>
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### Advanced Language Study (Upper Division)
- FREN 421 | French Composition                          | 3 qt hrs. |
- FREN 431 | Advanced Orthography I                      | 2 qt hrs. |
- FREN 432 | Advanced Orthography II                     | 2 qt hrs. |
- FREN 441 | Morphology/Syntax of the Simple Sentence    | 3 qt hrs. |
- FREN 442 | Morphology/Syntax of the Complex Sentence   | 3 qt hrs. |

## COURSES TAUGHT AT
### SEMINAR SCHOOLS BOGENHOFEN, AUSTRIA

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GRMN 101, 102, 103</td>
<td>Beginning German</td>
<td>6, 6, 6 qt hrs.</td>
</tr>
<tr>
<td>GRMN 111, 112, 113</td>
<td>Elementary Grammar</td>
<td>3, 3, 3 qt hrs.</td>
</tr>
<tr>
<td>GRMN 121, 122, 123</td>
<td>Elementary Phonetics</td>
<td>1, 1, 1 qt hrs.</td>
</tr>
<tr>
<td>GRMN 201, 202, 201</td>
<td>Intermediate Oral Expression</td>
<td>3, 3, 3 qt hrs.</td>
</tr>
<tr>
<td>GRMN 211, 212, 213</td>
<td>Intermediate Written Expression</td>
<td>2, 2, 2 qt hrs.</td>
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<tr>
<td>GRMN 221, 222, 223</td>
<td>Intermediate Reading Comprehension</td>
<td>3, 3, 3 qt hrs.</td>
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<tr>
<td>GRMN 231, 232, 233</td>
<td>Intermediate Listening</td>
<td>2, 2, 2 qt hrs.</td>
</tr>
<tr>
<td>GRMN 301, 302, 303</td>
<td>Advanced Oral Expression</td>
<td>3, 3, 3 qt hrs.</td>
</tr>
<tr>
<td>GRMN 311, 312, 313</td>
<td>Advanced Written Expression</td>
<td>3, 3, 3 qt hrs.</td>
</tr>
<tr>
<td>GRMN 321, 322, 323</td>
<td>Advanced Reading Comprehension</td>
<td>3, 3, 3 qt hrs.</td>
</tr>
<tr>
<td>GRMN 331, 332, 333</td>
<td>Advanced Listening Comprehension</td>
<td>3, 3, 3 qt hrs.</td>
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## COURSES TAUGHT AT
### INSTITUTO ADVENTISTA VILLA AURORA, ITALY

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<th>Course</th>
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<tr>
<td>ITLN 151</td>
<td>Elementary Grammas</td>
<td>7 qt hrs.</td>
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<tr>
<td>ITLN 171</td>
<td>Elementary Conversation</td>
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</tr>
<tr>
<td>ITLN 212</td>
<td>Italian Culture</td>
<td>2 qt hrs.</td>
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<td>ITLN 252</td>
<td>Intermediate Grammas</td>
<td>5 qt hrs.</td>
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<td>ITLN 262</td>
<td>Intermediate Composition</td>
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<tr>
<td>ITLN 272</td>
<td>Intermediate Conversation</td>
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<td>ITLN 353</td>
<td>Advanced Grammas</td>
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<td>ITLN 363</td>
<td>Advanced Composition</td>
<td>2 qt hrs.</td>
</tr>
<tr>
<td>ITLN 373</td>
<td>Advanced Conversation</td>
<td>4 qt hrs.</td>
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</table>
MISSION STATEMENT

The purpose of the Southwestern Adventist University (SWAU) Department of Nursing is to prepare a generalist in the profession of nursing with a Christian background in liberal arts, applied theology and natural, behavioral, and nursing sciences. The department seeks to provide a Christian environment which facilitates growth of the student as a whole person, as a contributing member of society, and as a member of the nursing profession. The program seeks to meet society’s need for health care leaders by providing a nursing foundation, educational and career mobility, and lifelong learning.

GOAL

The goal of the nursing program is to graduate competent, employable, safe practitioners who are prepared to participate in the delivery of evidenced-based nursing care, who have the knowledge base on which to build advanced study, and who are contributing members of society. The curriculum prepares the student for graduation with an Associate of Science (A.S.) degree. The graduate of the A.S. program is eligible for licensure as a registered nurse (RN). The graduate of the Bachelor of Science (B.S.) completion program has advanced as an RN and is also prepared for graduate school. Differentiated entry level competencies are used to ensure skilled practitioners.

ACCREDITATION

The program is fully approved by the Board of Nurse Examiners for the State of Texas (BNE), and accredited by the National League for Nursing Accrediting Commission (NLNAC). The NLNAC address is: 61 Broadway, New York, New York 10006. Phonenumber: (212) 363-5555 x 153.

APPLICATION PROCESS

1. File an application form with SWAU.
2. File a nursing application form with the nursing department. Processing of applications will begin in March. Applications should be received prior to May 31 for consideration of acceptance into the fall semester. A $100 nonrefundable fee must be paid upon acceptance into the nursing program.
3. Submit all high school and college/university transcripts.
4. Provide three letters of recommendation from employers and/or teachers, which attest to professional competence or scholastic ability, emotional stability and physical health.
5. Provide proof of CPR certification, physical examination, immunizations, and TB testing.
6. An applicant whose first language is not English must have a score of at least 550 on the Test of English as a Foreign Language (TOEFL) or 80th percentile on the University of Michigan English Language Institute Test.
7. Take preadmission assessment exam. The exam fee is $35 (nonrefundable).
8. Applicants who have taken all their academic courses at SWAU will be given preferential consideration for admission to the nursing program. GPA and date of application are considerations, and entrance exam scores.
9. B.S. students continuing from the SWAU A.S. program are required to complete an application, but are exempt from providing additional reference letters and the $100 fee.

ASSOCIATE OF SCIENCE

Admission Criteria
1. Meet all admission requirements for enrollment at SWAU.
2. Cumulative GPA of at least 2.75 on a 4.0 scale.
3. The following prerequisites are required with a grade of C or better:
   a. ENGL 121 Freshman Composition
   b. The following prerequisites must have been taken seven years prior to admission to nursing courses with a grade of C or better:
      - MATH 110 College Algebra
      - BIOL 101, 102 Anatomy and Physiology
      - CHEM 101 Introduction to Chemistry
      - PSYC 212 General Psychology
      * Demonstration of competency through placement testing can be accepted in lieu of course completion.
4. Previous nursing credits must have been earned within the past three years.
5. Proof of current immunizations as required by the State of Texas.
6. Proof of current CPR certification as a Health Care Provider. NRSA 225 requires CPR within the previous 12 months.

Licensed Vocational Nurse Applicants
The licensed vocational nurse who wishes placement with advanced standing to earn an A.S. degree in nursing must:
1. Be currently licensed as an LVN/LPN.
2. Have at least one year of work experience as an LVN/LPN.
3. Fulfill the admission criteria and prerequisites for the A.S. program.
4. LVN’s may petition the Nursing Progression Committee to waive the “within seven years” criteria in 3b above.

General education, science, and cognate requirements are met through transfer of credit or completion of courses in residence. Credits for NRSA 115 (5 hours), and NRSA 118 (4 hours) are awarded as credit by exam or by transfer of LVN course work. Upon successful completion of NRSA 110, the advanced placement student may progress into NRSA 225 with the traditional A.S. students. NRSA 110 is offered spring semester only.

BACHELOR OF SCIENCE

The RN with an A.S. degree or a diploma in nursing may enter the nursing program at SWAU at the junior level and will usually be prepared to graduate with a B.S. degree in two academic years. Students meeting all general education requirements and cognate courses designated for the nursing curriculum may be able to earn the B.S. degree in one academic year. The B.S. in Nursing is also provided through the Adult Degree Program (ADP).

Admission Criteria
1. Current unencumbered RN licensure in the state of Texas. (ADP students must hold RN licensure in their state of residence.)
2. A degree/diploma in nursing from an NLNAC accredited program. (Provisional admission may be granted to graduates from non-NLNAC accredited nursing programs.)
3. Graduates of diploma programs must take proficiency examinations to validate college credit for nursing courses. (Must attain 30th percentile on each examination.)
4. A minimum cumulative GPA of 2.5.
5. Eligibility for junior standing at SWAU.
6. Proof of current CPR certification as a Health Care Provider.
7. Proof of current immunizations as required by the State of Texas.

READMISSION POLICY

Penny Moore, Chair; Jean Alway, Meriam Fabriga, Bonnie Gnadt, Joyce Melius, Cathy Turner, Lolita Valdez, Etla Van Horne
Nursing

Readmission is possible for nursing students who left the program in good standing, and according to the nursing progression criteria. Students who have been out of the program will return under the current bulletin at a point in the program specified by the Nursing Progression Committee. All nursing courses must be completed within five years.

SPECIAL STUDENT

An applicant who wishes to enroll in nursing courses without pursuing a degree at SWAU should apply for enrollment in SWAU as a special student. Consent for enrollment as a special student is subject to fulfillment of course prerequisites, instructor's consent, and space availability.

To be admitted later as a degree-seeking student, the special student must meet all the prescribed requirements and follow the usual admission procedure.

PART-TIME STUDENTS

Any qualified student may enroll on a part-time basis. Required general education or cognate courses must be completed no later than the time specified in the full-time degree plan.

TRANSFER STUDENTS

Students wishing to transfer into the A.S. nursing program are required to have a minimum college GPA of 2.75. A minimum grade point of C (2.0) is required for any course accepted for transfer credit. Course descriptions or outlines will be required when necessary to determine the acceptability of a course or the amount of transfer credit to be granted for clinical nursing courses. Previous nursing credits must have been earned within the past three years. The department reserves the right to require the transfer applicant to pass written and/or practical examinations in any course for which transfer credit is requested. Transfer students are usually required to begin at NRSA 118. Admission as a transfer student is subject to available space. Nursing GPA is calculated on credits earned at SWAU only.

CONTINUATION AND PROGRESSION POLICIES

1. The Department of Nursing reserves the right to require withdrawal of a nursing student from the program or a nursing course who fails to demonstrate competency and/or displays inappropriate/unprofessional behavior. Additional criteria for continuation in the program are consistent with the standards of the BNE.

2. Students must maintain a cumulative GPA of 2.5 in required nursing courses to progress in nursing and to graduate. No grade lower than C will be accepted in nursing and nursing cognate courses. Students whose nursing GPA falls below 2.5 at any time during the program must raise their nursing GPA to 2.5 or better the following semester to continue in the program. If the nursing GPA remains below 2.5 for a second semester, the student will be required to repeat a nursing course specified by the Nursing Progression Committee to raise the nursing GPA to 2.5 or above. Students who repeat a nursing course to raise their nursing GPA must re-enroll in the course within one year. If the nursing GPA falls below 2.5 after the repeated nursing course, the student will be permanently dropped from the program.

3. The Associate of Science nursing GPA, for the purpose of progression, will be computed on the "Major Requirements" only:

   AS Nursing:
   - BIOL 101, 102, 220
   - CHEM 101, 103
   - HLED 216
   - MATH 110***
   - PSYC 212, 220
   - SOCI 111
   ** or Chemistry competency placement test
   *** or Math competency placement test

   BS Nursing:
   - CHEM 102 or 104 recommended.
   - (CHEM 102 or 104 recommended)

4. All nursing courses are to be completed within a five-year timeframe.

5. Students must complete their nursing courses at SWAU unless special permission is granted.

6. Students are allowed only one repeat of any nursing course during their program. Any nursing course that is dropped after mid-semester date on the academic calendar will be treated as a completed nursing course.

7. Students are required to pass dosage calculation tests periodically throughout the program. Failure to achieve a passing score will prevent continuation in nursing courses that semester.

8. Proof of Health Care Provider CPR certification and proof of current immunizations are required of all nursing students.

9. LVN and RN students must provide the nursing department with proof of current Texas unencumbered licensure throughout their program.

10. After acceptance but before the first clinical course all students must submit to and pay for a criminal background check and drug screening as arranged by the Nursing Department.

* Nursing cognate courses:

AS Nursing:
- BIOL 101, 102, 220
- CHEM 101, 103
- HLED 216
- MATH 110***
- PSYC 212, 220
- SOCI 111
** or Chemistry competency placement test
*** or Math competency placement test

BS Nursing:
- CHEM 102 or 104 recommended.
- (CHEM 102 or 104 recommended)

TERMINATION POLICY

The following situations or conditions may result in termination from the nursing program:

1. Unsafe or unethical nursing practice
2. Nursing GPA less than 2.5 following repeat of one nursing course
3. Failure to pass dosage calculation test
4. Failure to pass exit test
5. Dishonesty

GENERAL INFORMATION

TRANSPORTATION POLICIES

Students are expected to provide their own transportation to and from off-campus clinical labs. Faculty will not provide transportation. Students are advised not to transport clients in their own vehicles under any circumstances. This policy protects both the student and the client. Texas law requires proof of automobile liability insurance.

RESIDENCY REQUIREMENT

Transfer students must complete a minimum 15 semester hours of nursing courses at SWAU and must fulfill the University residence requirements as stated elsewhere in this bulletin to graduate with an A.S. degree in nursing. The candidate for a B.S. degree in nursing must take 28 semester hours of upper division nursing courses in residence at SWAU and must fulfill the University residence requirements as stated elsewhere in this bulletin.

NURSING GREECE REQUIREMENTS

NRSA 255 Adult Nursing Role Transition
NRSA 260 Nursing Seminar

Requirements as stated elsewhere in this bulletin to graduate with an A.S. degree in nursing. The candidate for a B.S. degree in nursing must take 28 semester hours of upper division nursing courses in residence at SWAU and must fulfill the University residence requirements as stated elsewhere in this bulletin.
Students must meet the requirements of the bulletin in effect at the time of acceptance into the nursing program. Prospective students and pre-nursing students, on and off SWAU campus, must work closely with the Nursing Department to ensure readiness to begin nursing classes.

GRADUATION REQUIREMENTS

APRICATE Degree

1. Satisfactory completion of a minimum of 72 semester hours to include 32 semester hours of nursing and 40 semester hours of general education and cognates for nursing.
2. A minimum nursing GPA of 2.5 on required nursing courses.
3. Upon successful completion of the exit examination, the faculty will recommend the student as a candidate to write NCLEX-RN examination. Students failing the exit examination twice must show evidence of satisfactory completion of a review course before retaking the examination the third and final time.
4. In compliance with the BNE’s policy, completion of the nursing program does not guarantee eligibility for NCLEX-RN. An individual who may be ineligible for licensure due to physical/emotional disabilities or legal encounters regardless of outcome should seek departmental and legal advising and contact the BNE prior to enrolling in any professional nursing program in Texas.

Bachelor’s Degree

1. Satisfactory completion of 130 semester hours including 65 semester hours of nursing courses and 65 semester hours of general education and cognates for nursing. Not fewer than seven hours of the electives must be upper division, of which three must be in religion.
2. Fulfillment of the general education requirements for a BS degree. (Students of nursing fulfill the writing component of the English requirements with NRSB 316, and NRSB 435, and the speech component with NRSB 455.)
3. A minimum nursing GPA of 2.5.
4. Successful completion of the exit examination. Three attempts will be allowed.
5. Recommendation by the faculty for graduation.

NURSING DEPARTMENT GRIEVANCE POLICY

Nursing students who wish to appeal an academic issue should refer to the SWAU policy on Student Academic Appeals, and should follow this departmental procedure:

1. The student should discuss his/her grievance with the instructor involved no later than 1-2 University days of the event/evaluation-dismissal in an attempt to resolve the grievance.
2. If a resolution has not been reached, the student should submit his/her grievance in writing to the instructor within 1-2 University days following discussion with the instructor. The Chair has one University day to respond.
3. If a resolution has not been reached, the student should submit his/her grievance in writing to the Nursing Progression Committee within one University day following discussion with the department chair. The Nursing Progression Committee has one University day to respond.
4. If a resolution has not been reached, the student may contact the Academic Vice President within one University day following receipt of the Nursing Progression Committee decision to continue the SWAU process for Academic Appeals. This concludes STEP I of the University appeals process.

Sample Four-Year B.S. Degree Plan with One Year of Pre-Nursing or

ASSOCIATE OF SCIENCE MAJOR REQUIREMENTS

NRSB 115 Fundamentals of Nursing ........................................ 5
NRSB 118 Nursing Across the Life Span .................................. 8
NRSB 225 Child Health Nursing ............................................ 3
NRSB 235 Mental Health Nursing .......................................... 4
NRSB 236 Parent/Infant Nursing ............................................ 4
NRSB 245 Adult Health Nursing ............................................ 4
NRSB 255 Adult Nursing Role Transition ................................ 3
NRSB 260 Nursing Seminar ................................................ 1

Required Cognate Courses:

BIOL 101 Anatomy and Physiology ..................................... 4
BIOL 102 Anatomy and Physiology ..................................... 4
BIOL 220 Microbiology .................................................... 4
HLED 216 Nutrition ....................................................... 2
PSYC 212 General Psychology ............................................ 3
PSYC 220 Human Growth and Development .......................... 3
SOCI 111 Introduction to Sociology .................................... 3
CHEM 101 (or placement exam) .......................................... 23

General Education:

ENGL 121 Freshman Composition ....................................... 3
ENGL 220 Research and Professional Writing ......................... 3
CSSS Computer Elective .................................................. 3
PEAC P.E. Elective ....................................................... 1
RLGN Religion Electives ................................................. 6
UNIV 101 University Success ............................................. 1

BACHELOR OF SCIENCE MAJOR REQUIREMENTS

In addition to the Associate of Science curriculum, the Bachelor of Science includes the following requirements:

NRSB 310 Pathophysiology .................................................. 3
NRSB 316 Issues and Trends in Health Care ............................ 2
NRSB 326 Assessment: Birth to Senescence ............................ 3
NRSB 350 Community Health Nursing I ................................ 4
NRSB 375 Critical Care Nursing .......................................... 5
NRSB 435 Management/Leadership ....................................... 3
NRSB 436 Nursing Research ................................................ 3
NRSB 450 Community Health Nursing II ................................ 4
NRSB 455 Advanced Nursing Seminar/Practicum ..................... 3
NRSB 491 Selected Topics in Professional Nursing .................. 2

Required Cognate Courses:

CHEM 101 Introduction to Chemistry .................................... 3
CHEM 103 Introduction to Chemistry .................................... 3
MATH 241* Intro. to Probability & Statistics ......................... 3

*CHEM 102 or 104 Chemistry Lab Recommended.

MATH 110 or a MAP score of 4 or 5 is requisite for this class.

General Education:

ENGL Literature Elective .................................................. 3
HIST History Electives* .................................................... 3
(3-6 hours upper division, 3 hours must be non-American) 4
PEAC P.E. Elective ....................................................... 1
RLGN Religion Electives* (3-6 hours upper division) .............. 6

* A total of 7 upper division credits is required in addition to the nursing credits.
### Nursing

#### Three-Year A.S. Degree Plan with One Year of Pre-Nursing

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>Fall</td>
<td>BIOL 101</td>
<td>Anatomy &amp; Physiology +</td>
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<tr>
<td>Fall</td>
<td>CHEM 101,102</td>
<td>Intro to Chemistry + (Or Chemistry Competency Placement Test)</td>
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<tr>
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<td>NRSA 112</td>
<td>Medical Terminology **</td>
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<tr>
<td>Fall</td>
<td>PSYC 212</td>
<td>General Psychology +</td>
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<tr>
<td>Fall</td>
<td>PEAC 101</td>
<td>PE Elective</td>
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<td>Fall</td>
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<td>Freshman Success</td>
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<td>Mental Health Nursing</td>
<td>4</td>
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<tr>
<td>Fall</td>
<td>NRSA 236</td>
<td>Parent/Infant Nursing</td>
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<tr>
<td>Fall</td>
<td>NRSA 255</td>
<td>Adult Role Trans</td>
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<td>NRSA 260</td>
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<tr>
<td>Fall</td>
<td>ENGL 121</td>
<td>Literature Elective*</td>
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<td>Fall</td>
<td>MATH 241</td>
<td>Intro to Prob &amp; Stats*</td>
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<td>PEAC 212</td>
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<tr>
<td>Fall</td>
<td>PSYC 220</td>
<td>Human Growth &amp; Development</td>
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<tr>
<td>Fall</td>
<td>BIOL 101</td>
<td>Anatomy &amp; Physiology +</td>
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<tr>
<td>Fall</td>
<td>CHEM 103</td>
<td>Intro to Chemistry *</td>
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<td>Fall</td>
<td>CHEM 104</td>
<td>Intro to Chem Lab Recommended *</td>
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<td>Fall</td>
<td>ENGL 121</td>
<td>Freshman Composition +</td>
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<tr>
<td>Fall</td>
<td>NRSA 112</td>
<td>Medical Terminology **</td>
<td>(1)</td>
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<tr>
<td>Fall</td>
<td>PSYC 220</td>
<td>Religion Elective</td>
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<tr>
<td>Fall</td>
<td>RLGN 220</td>
<td>Religion Elective</td>
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<td>CSIS 220</td>
<td>Computer Elective</td>
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<td>ENGL 220</td>
<td>Research and Professional Writing</td>
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<td>Fall</td>
<td>NRSA 113</td>
<td>Pharmacology**</td>
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<td>Fall</td>
<td>HIST 216</td>
<td>History Elective*</td>
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<td>Fall</td>
<td>HLED 216</td>
<td>Nutrition</td>
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<tr>
<td>Fall</td>
<td>NRSA 225</td>
<td>Nursing Across the Life Span</td>
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<tr>
<td>Fall</td>
<td>SOCI 211</td>
<td>Intro to Sociology</td>
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<td>Fall</td>
<td>NRSA 225</td>
<td>Child Health Nursing</td>
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<td>BIOL 220</td>
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<tr>
<td>Fall</td>
<td>NRSA 235</td>
<td>Mental Health Nursing (or)</td>
<td>4</td>
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<tr>
<td>Fall</td>
<td>NRSA 236</td>
<td>Parent/Infant Nursing</td>
<td>4</td>
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<tr>
<td>Fall</td>
<td>NRSA 245</td>
<td>Adult Health Nursing</td>
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<tr>
<td>Fall</td>
<td>RLGN 220</td>
<td>Religion Elective*</td>
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<td>Spring</td>
<td>HIST 216</td>
<td>Non-American Hist Elective</td>
<td>3</td>
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<td>Spring</td>
<td>NRSA 230</td>
<td>Pathophysiology (or)</td>
<td>3</td>
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<tr>
<td>Spring</td>
<td>NRSA 236</td>
<td>Assessment: Birth-Sens</td>
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<tr>
<td>Spring</td>
<td>NRSA 250</td>
<td>Community Health I</td>
<td>4</td>
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<tr>
<td>Spring</td>
<td>NRSA 235</td>
<td>Manage/Leadership</td>
<td>3</td>
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<td>NRSA 246</td>
<td>Nursing Research</td>
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<td>Adv Nursing Seminar</td>
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<td>NRSA 250</td>
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**Total Hours: 150**

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### A.S. Program Completed at This Point

Students may sit for NCLEX-RN.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>Summer</td>
<td>NRSA 210</td>
<td>Pathophysiology (or)</td>
<td>3</td>
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<tr>
<td>Summer</td>
<td>NRSA 236</td>
<td>Assessment: Birth-Sens</td>
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<td>Summer</td>
<td>RLGN 220</td>
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<tr>
<td>Fall</td>
<td>NRSA 246</td>
<td>Nursing Research</td>
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<td>NRSA 250</td>
<td>Health Related Topics</td>
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<td>NRSA 235</td>
<td>Critical Care</td>
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<tr>
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<td>NRSA 250</td>
<td>Community Health II</td>
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<td>Fall</td>
<td>NRSA 250</td>
<td>Adv Nursing Seminar</td>
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<tr>
<td>Fall</td>
<td>NRSA 250</td>
<td>Health Related Topics</td>
<td>2</td>
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</tbody>
</table>

**Total Hours: 72**

**Nursing Hours: 32**

**Total Hours: 130**

**Nursing Hours: 33**

**Required Upper Division Hours: 40**
NRSA 225 Child Health Nursing 3 hours
This course is designed to introduce the beginning student to the current terminology used by nurses and other health care providers. The course also contains elements of the historical development of certain medical terms including Greek and Latin word parts from the past and eponyms from modern language. (Fall, Spring)

NRSA 236 Parent/Infant Nursing 4 hours
The focus of this course is on current terminology used by nurses and other health care providers. The course also contains elements of the historical development of certain medical terms including Greek and Latin word parts from the past and eponyms from modern language. (Fall, Spring)

NRSA 235 Mental Health Nursing 4 hours
This course is designed to introduce the beginning student to the basic pharmacologic aspects of nursing. The course will focus on the basic principles and application of pharmacology, major drug classifications, and nursing considerations. (Fall, Spring)

NRSA 260 Nsg Seminar 1 hour
The course is designed to introduce the beginning student to the basic pharmacologic aspects of nursing. The course will focus on the basic principles and application of pharmacology, major drug classifications, and nursing considerations. (Fall, Spring)

NRSA 110 Nursing Life Span LVN 4 hours
Prerequisites: BIOL 101, BIOL 102, ENGL 121, PSYC 212 and acceptance into the nursing program

NRSA 115 Fundamentals of Nursing 5 hours
Prerequisites: BIOL 101, BIOL 102, ENGL 121, PSYC 212 and acceptance into the nursing program
Introduces the student to fundamental concepts of nursing and beginning skills necessary to implement the nursing process. Physical, mental, sociocultural, and spiritual needs are discussed in relation to adaptation, developmental stage, environment, and health status. Basic pharmacologic concepts are incorporated. 3 Theory 2 Clinical. (Fall, Spring)

NRSA 118 Nursing Across the Life Span 8 hours
Prerequisites: NRSA 115
Corequisites: HLED 216, PSYC 220
Expands general concepts of nursing practice introduced in NRSA 115. The student applies principles of health promotion and the nursing process as a provider of care for individuals and families across the lifespan. Common conditions of adults and aging requiring medical and surgical interventions are emphasized. Common pediatric conditions are also included. Concepts of nutrition, communication, cultural perspectives, spirituality, and pharmacology are integrated. Also included are basic principles and applications of pharmacology, dosage calculation, administration of medicines and drug classification. 4 Theory 2 Clinical. (Spring)

NRSA 225 Child Health Nursing 3 hours
Prerequisites: NRSA 118 or NRSA 110, HLED 216, PSYC 220
Builds on beginning knowledge of child health problems developed in NRSA 110 or 118. Applies the nursing process to clients with maladaptive behaviors in psychiatric settings. Emphasis is on the promotion of mental health. 2 Theory 1 Clinical. (Spring)

NRSA 235 Mental Health Nursing 4 hours
Prerequisites: NRSA 225
Involves the study of thoughts, emotions, and behavior and the application of mental health principles. The student applies the nursing process to clients with maladaptive behaviors in psychiatric settings. Emphasis is on the promotion of mental health. 2 Theory 1 Clinical. (Fall, Spring)

NRSA 236 Parent/Infant Nursing 4 hours
Prerequisite: NRSA 225
Introduces the maternity cycle as a normal process, followed by obstetrical complications. The student applies the nursing process to the care of parents and infants during prenatal, natal and postnatal periods. Attention is given to the human reproductive system as well as sexually transmitted diseases. 2 Theory 1 Clinical. (Fall, Spring)

NRSA 245 Adult Health Nursing 4 hours
Prerequisites: NRSA 225
Corequisites: BIOL 220
Builds on selected concepts introduced in first-year courses while...
NRSB 255 Adult Nursing Role Transition 3 hours 
Prerequisites: NRSB 245, BIOL 220

NRSB 260 Nursing Seminar 1 hour 
Prerequisite: All nursing courses that are not corequisites. Prerequisite or Corequisite: NRSB 255 and 235 or 236

A capstone course designed to provide structure and guidance in preparation for the NCLEX-RN. A passing grade on the final exam is required. 1 seminar credit hour. Pass/no pass course. (Spring)

NRSB 291 Selected Topics in Nursing 1-3 hours 
Subject of study is selected in conference between student and advisor and will consist mainly of guided study and/or preceptored clinical experience. Content and behavioral objectives must be approved by the A.S. Faculty/Curriculum Committee. May be repeated. (Fall, Spring)

NRSB 310 Pathophysiology 3 hours 
Prerequisite: Admission to B.S. program standing in nursing or permission of instructor. BIOL 101 and 102.

Prerequisites or corequisites: CHEM 101.

Physiological changes that result from pathological processes are examined within the framework of systems theory. Students are assisted in integrating their knowledge with professional nursing care. 3 Theory. (Fall, odd summers)

NRSB 316 Issues and Trends in Health Care 2 hours 
Prerequisite: Admission to B.S. program standing in nursing or permission of instructor.

Focus is on current trends, issues and concerns within professional nursing. The student has the opportunity to explore relevant topics related to clients, professional nursing, and the health care delivery system. 2 Theory. This course meets the upper division writing component for senior year English. (Spring)

NRSB 326 Assessment: Birth to Senescence 3 hours 
Prerequisite: Admission to B.S. program standing in nursing or permission of instructor.

Provides structured learning experiences to enable the student to perform complete nursing assessment, including systematic collection of data, history taking, physical examination and appropriate reporting of findings from infancy through senescence. The course will also include concepts of aging, chronic diseases and aspects of rehabilitation. Teaching/learning approaches include lecture, demonstration, skills/laboratory practice and performing assessments for ambulatory clients and for residents of geriatric care facilities. 3 Theory. (Fall, even summers)

NRSB 350 Community Health Nursing I 4 hours 
Prerequisites or corequisites: RN licensure.

Introduction to the practice of nursing in community settings. Emphasis is placed on care of families at risk for physical, social, mental and spiritual dysfunction. Interventions for vulnerable individuals, families and groups across the lifespan are examined and practiced in a variety of community settings. 2.5 Theory 4.5 Clinical. (Fall)

NRSB 375 Critical Care Nursing 5 hours 
Prerequisites: NRSB 310, 326; RN licensure.

Content is selected to increase breadth and depth in medical/surgical nursing with integration of mental health and community health concepts. Students apply the professional roles in the care of progressively complex conditions. 3 Theory 6 Clinical. (Spring)

NRSB 435 Management and Leadership 3 hours 
Prerequisite: RN licensure

Utilizes theoretical and research models to provide practical applications in today's health-care settings. The student examines concepts including team building, problem solving, decision making, effective communication, managing change and conflict resolution. 2 Theory. 3 Clinical. This course meets the upper division writing component for senior year English. (Fall)

NRSB 436 Nursing Research 3 hours 
Prerequisite: Admission to B.S. program standing in nursing or permission of instructor.

Prerequisite or corequisite: MATH 241. Focus is on understanding research concepts and the methodology involved in conducting needed research in nursing and health fields. Students learn how to evaluate research reports and how to utilize and participate in research. 3 Theory. (Fall)

NRSB 450 Community Health Nursing II 4 hours 
Prerequisite: NRSB 350 or permission of instructor.

Theory and application of comprehensive and complex community-based nursing services to individuals, families and high-risk groups across the lifespan. Focus is on health promotion, primary disease prevention and management of chronic health problems in home and community settings. 2.5 Theory 4.5 Clinical. (Spring)

NRSB 455 Advanced Nursing Seminar/Practicum 3 hours 
Prerequisites: RN licensure and permission of instructor.

Theory and clinical course, under the guidance of faculty and preceptors, in which the student selects an area of interest for in-depth study. Synthesis and application of the professional roles in the provision of nursing care is emphasized. This course meets the general education requirement of speech. 1.5 Theory 4.5 Clinical. (Spring)

NRSB 461 Health Related Topics 1-3 hours 
Several different topics are offered each semester. These are open to all disciplines. Content will be health issues and may include theory, clinical and/or research. May be repeated. (Fall, Spring)

NRSB 491 Selected Topics in Professional Nursing 1-3 hours 
Subject of study is selected in conference between student and advisor and will consist mainly of independent study, preceptored clinical experiences and/or research. Content and behavioral objectives must be approved by B.S. Faculty/Curriculum Committee prior to implementation. May be repeated. (Fall, Spring)
Physical Education, Wellness

Barbara R. Harsany, Chair; Rodney W. Bussey, Krystal Hauff, Michael England
Adjunct: Ernie Drapiza, Kent Tucker

AIMS OF THE DEPARTMENT
The Physical Education Department provides classes and support for Physical Education, Wellness and Exercise Science majors as well as minors in Physical Education, Wellness, and Coaching. Classes to support the general studies students in fitness, wellness and physical education are also provided. In the basic fitness and wellness classes, students are guided through a personal fitness program and encouraged to adopt a proactive wellness lifestyle, consistent with SDA teachings. Infrastructure to the University is provided by the Physical Education Department through the management of an intramural sports program and the operation of a fitness/recreation center that are available to all students and faculty 16 hours a day.

Students may elect courses which prepare them for careers as elementary or secondary physical education teachers. A major in Physical Education will also prepare the student for a career in the public or private sector of recreation. Exercise Science is an excellent pre-professional course of study for exercise physiology, physical therapy or other areas of medicine. A major in Wellness prepares the student to become a certified personal trainer and find a career in the hospital, corporate or private fitness industry. All of the majors prepare students to enter graduate school.

PROGRAMS
B.S. Exercise Science
B.S. Physical Education
B.S. Wellness
A.S. Wellness
Teaching Area - All Level Certification
Minors in Coaching, Physical Education, and Wellness

Exercise Science, B.S.
BIOL 101 Anatomy & Physiology ................................... 4
BIOL 102 Anatomy & Physiology ................................... 4
CHEM 111 General Chemistry ..................................... 4
CHEM 112 General Chemistry ..................................... 4
HLED 111 Health and Wellness .................................... 3
HLED 216 Nutrition ..................................................... 2
PEAC 115 Strength Training ......................................... 1
PETH 241 Care and Prevention of Athletics Injuries .......... 3
PETH 310 Motor Learning ............................................. 3
PETH 312 Exercise Physiology ..................................... 3
PETH 321 Exercise Physiology ..................................... 3
PETH 325 ACSM Certification* ..................................... 3
PETH 334 Certified Strength & Conditioning Specialist* .... 3
PETH 460 Applied Social Research Methods .................... 3
HNS 480 Honors Thesis ............................................... 3
PETH 480 Exercise Science Internship ............................ 6
PHYS 121 General Physics ......................................... 4
PEAC Electives ......................................................... 3
TOTAL 56

*Requires additional fee.
Required Cognates:

Required Cognates:

B.S. Exercise Science

Physical Education, B.S.
PEAC 415 Advanced Strength Training ................................ 1
PETH 110 Fundamentals of Physical Education ................. 3
PETH 131 Officiating I ................................................. 3
PETH 132 Officiating II ............................................... 3
PETH 231 Professional Activities I ................................. 3
PETH 232 Professional Activities II ................................ 3
PETH 241 Care and Prevention of Athletic Injuries ............ 3
PETH 243 Health & PE in the Elementary School ............. 3
PETH 310 Motor Learning ............................................. 3
PETH 321 Exercise Physiology ..................................... 3
PETH 331 Human Kinesiology .................................... 3
PETH 334 Lifeguard Training* .................................... 3
PETH 351 Coaching .................................................... 3
PETH 354 Certified Strength & Conditioning Specialist .... 3
PETH 420 Adaptive Physical Education .......................... 3
PETH 431 Secondary Methods in PE ............................... 3
PETH 450 Administration of PE & Athletics ..................... 3
PETH 490 Senior Seminar ............................................ 1

Choose three different hours from the following: ............. 3
PEAC 112 or 312 Aerobics or Advanced Aerobics
PEAC 131 or 133 Swimming or Intermediate Swimming
PEAC 141 Badminton
PEAC 142 or 342 Tennis or Intermediate Tennis
PEAC 143 Racquetball
PEAC 334 Golf*
PEAC 429 Gymnastics Team
PETH 321 Exercise Physiology ..................................... 3
PETH 331 Human Kinesiology .................................... 3
PETH 334 Lifeguard Training* .................................... 3
PETH 351 Coaching .................................................... 3
PETH 354 Certified Strength & Conditioning Specialist .... 3
PETH 420 Adaptive Physical Education .......................... 3
PETH 431 Secondary Methods in PE ............................... 3
PETH 450 Administration of PE & Athletics ..................... 3
PETH 490 Senior Seminar ............................................ 1

*Requires additional fee.
Required Cognates:

Physical Education Minor

Choose three different hours from the following: ............. 3
PEAC 115 Strength Training ......................................... 1
PETH 110 Fundamentals of Physical Education ................. 3
PETH 131 or 132 Officiating I or II ............................... 3
PETH 231 or 232 Professional Activities I or II ................. 3
PETH 241 Care and Prevention of Athletic Injuries ............ 3
PETH 431 Secondary Methods ...................................... 3

*Requires additional fee.
Required Cognates:

PEAC 415 Advanced Strength Training ................................ 1
PETH 110 Fundamentals of Physical Education ................. 3
PETH 131 Officiating I ................................................. 3
PETH 132 Officiating II ............................................... 3
PETH 231 Professional Activities I ................................. 3
PETH 232 Professional Activities II ................................ 3
PETH 241 Care and Prevention of Athletic Injuries ............ 3
PETH 243 Health & PE in the Elementary School ............. 3
PETH 310 Motor Learning ............................................. 3
PETH 321 Exercise Physiology ..................................... 3
PETH 331 Human Kinesiology .................................... 3
PETH 334 Lifeguard Training* .................................... 3
PETH 351 Coaching .................................................... 3
PETH 354 Certified Strength & Conditioning Specialist .... 3
PETH 420 Adaptive Physical Education .......................... 3
PETH 431 Secondary Methods in PE ............................... 3
PETH 450 Administration of PE & Athletics ..................... 3
PETH 490 Senior Seminar ............................................ 1

Choose three different hours from the following: ............. 3
PEAC 112 or 312 Aerobics or Advanced Aerobics
PEAC 131 or 133 Swimming or Intermediate Swimming
PEAC 141 Badminton
PEAC 142 or 342 Tennis or Intermediate Tennis
PEAC 143 Racquetball
PEAC 334 Golf*
PEAC 429 Gymnastics Team
PETH 321 Exercise Physiology ..................................... 3
PETH 331 Human Kinesiology .................................... 3
PETH 334 Lifeguard Training* .................................... 3
PETH 351 Coaching .................................................... 3
PETH 354 Certified Strength & Conditioning Specialist .... 3
PETH 420 Adaptive Physical Education .......................... 3
PETH 431 Secondary Methods in PE ............................... 3
PETH 450 Administration of PE & Athletics ..................... 3
PETH 490 Senior Seminar ............................................ 1

*Requires additional fee.
Required Cognates:

BIOL 101 Anatomy & Physiology ................................... 4
HLED 111 Health & Wellness ....................................... 3

The degrees in Exercise Science and Physical Education are composite majors, therefore no minors are required.

Physical Education Minor

Choose three different hours from the following: ............. 3
PEAC 115 Strength Training ......................................... 1
PETH 110 Fundamentals of Physical Education ................. 3
PETH 131 or 132 Officiating I or II ............................... 3
PETH 231 or 232 Professional Activities I or II ................. 3
PETH 241 Care and Prevention of Athletic Injuries ............ 3
PETH 431 Secondary Methods ...................................... 3

*Requires additional fee.
Required Cognates:

BIOL 101 Anatomy & Physiology ................................... 4

TOTAL 56

97
## Physical Education, Wellness

### Coaching Minor

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PEAC 111 or 132</td>
<td>Officiating I or II</td>
<td>3</td>
</tr>
<tr>
<td>PEAC 231 or 232</td>
<td>Professional Activities I or II</td>
<td>3</td>
</tr>
<tr>
<td>PETH 241</td>
<td>Care and Prevention of Athletic Injuries</td>
<td>3</td>
</tr>
<tr>
<td>PETH 351</td>
<td>Coaching</td>
<td>3</td>
</tr>
<tr>
<td>PETH 354</td>
<td>Certified Strength &amp; Conditioning Specialist*</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose two different P.E. activity courses: ................................................. 2

**TOTAL** 18

### Required cognates:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 101</td>
<td>Anatomy &amp; Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HLED 111</td>
<td>Health &amp; Wellness</td>
<td>3</td>
</tr>
</tbody>
</table>

### Wellness, B.S.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLED 111</td>
<td>Health and Wellness</td>
<td>3</td>
</tr>
<tr>
<td>HLED 151</td>
<td>Introduction to Fitness Management</td>
<td>3</td>
</tr>
<tr>
<td>HLED 216</td>
<td>Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>HLED 280</td>
<td>Health Fitness Internship</td>
<td>2-4</td>
</tr>
<tr>
<td>HLED 330</td>
<td>Healthful Living Programs</td>
<td>2-4</td>
</tr>
<tr>
<td>PEAC 111</td>
<td>Physical Fitness</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 112 or 312</td>
<td>Aerobics or Advanced Aerobics</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 115</td>
<td>Strength Training</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 116</td>
<td>Fitness Walking</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 333</td>
<td>Water Aerobics</td>
<td>1</td>
</tr>
<tr>
<td>or PEAC 334</td>
<td>Lifeguard Training</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 415</td>
<td>Advanced Strength Training</td>
<td>1</td>
</tr>
<tr>
<td>PETH 241</td>
<td>Care and Prevention of Athletic Injuries</td>
<td>3</td>
</tr>
<tr>
<td>PETH 311</td>
<td>Exercise Physiology</td>
<td>3</td>
</tr>
<tr>
<td>PETH 331</td>
<td>Human Kinesiology</td>
<td>3</td>
</tr>
<tr>
<td>PETH 352</td>
<td>ACSM Certification*</td>
<td>3</td>
</tr>
<tr>
<td>PETH 354</td>
<td>Certified Strength &amp; Conditioning Specialist*</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL** 33-37

*Certification requires additional fee.

### Required Cognates:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 101</td>
<td>Anatomy and Physiology</td>
<td>4</td>
</tr>
</tbody>
</table>

### Teaching Certification Program

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

Physical Education, B.S. - All Level K-12 Teaching Certification Option V (See Education section of Bulletin.)

The student must meet the requirements for a B.S. degree in Physical Education.

### Health Education Courses

#### Wellness Minor

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HLED 111</td>
<td>Health and Wellness</td>
<td>3</td>
</tr>
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<td>HLED 151</td>
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<td>3</td>
</tr>
<tr>
<td>HLED 216</td>
<td>Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>PEAC 111</td>
<td>Physical Fitness</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 112 or 312</td>
<td>Aerobics or Advanced Aerobics</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 115 or 415</td>
<td>Strength Training or Adv. Strength Training</td>
<td>1</td>
</tr>
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<td>PEAC 116</td>
<td>Fitness Walking</td>
<td>1</td>
</tr>
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<td>PEAC 333</td>
<td>Water Aerobics</td>
<td>1</td>
</tr>
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<td>or PEAC 334</td>
<td>Lifeguard Training</td>
<td>1</td>
</tr>
<tr>
<td>PETH 241</td>
<td>Care and Prevention of Athletic Injuries</td>
<td>3</td>
</tr>
<tr>
<td>PETH 352</td>
<td>ACSM Certification*</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL** 21-23

*Requires additional fee.

### Required Cognates:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 101</td>
<td>Anatomy &amp; Physiology</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Health Education Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 211</td>
<td>Accounting Principles I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 101</td>
<td>Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>COMM 111</td>
<td>Fundamentals of Speech</td>
<td>3</td>
</tr>
<tr>
<td>COMM 223</td>
<td>Media Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 220</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
</tbody>
</table>

### Wellness, A.S.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLED 111</td>
<td>Health &amp; Wellness</td>
<td>3</td>
</tr>
<tr>
<td>HLED 151</td>
<td>Introduction to Fitness Management</td>
<td>3</td>
</tr>
<tr>
<td>HLED 216</td>
<td>Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>HLED 280</td>
<td>Health Fitness Internship</td>
<td>2-4</td>
</tr>
<tr>
<td>PEAC 111</td>
<td>Physical Fitness</td>
<td>1</td>
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<tr>
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<td>1</td>
</tr>
<tr>
<td>PEAC 115 or 415</td>
<td>Strength Training or Adv. Strength Training</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 116</td>
<td>Fitness Walking</td>
<td>1</td>
</tr>
<tr>
<td>PEAC 333</td>
<td>Water Aerobics</td>
<td>1</td>
</tr>
<tr>
<td>or PEAC 334</td>
<td>Lifeguard Training</td>
<td>1</td>
</tr>
<tr>
<td>PETH 241</td>
<td>Care and Prevention of Athletic Injuries</td>
<td>3</td>
</tr>
<tr>
<td>PETH 352</td>
<td>ACSM Certification*</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL** 21-23

*Requires additional fee.

### Required Cognates:

<table>
<thead>
<tr>
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<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 101</td>
<td>Anatomy &amp; Physiology</td>
<td>4</td>
</tr>
</tbody>
</table>

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98
### Physical Education, Wellness

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLED 291</td>
<td>Selected Topics</td>
<td>1-3</td>
<td>Approval by department chair.</td>
<td>A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.</td>
</tr>
<tr>
<td>HLED 330</td>
<td>Healthful Living Programs</td>
<td>2-4</td>
<td>Approval by department chair.</td>
<td>There are two options available to the students in this course. Option one involves an internship with an approved wellness facility. Forty hours of work are required for each hour of earned credit. Option two involves organizing and running wellness programs for the community, under the direction of the Physical Education &amp; Wellness Department. Pass/fail course. (Summer)</td>
</tr>
<tr>
<td>HLED 491</td>
<td>Selected Topics</td>
<td>1-3</td>
<td>Approval by department chair.</td>
<td>Open to Wellness majors for research or special projects. Content and methods of study must be arranged prior to registration. May be repeated for a total of 3 credits.</td>
</tr>
</tbody>
</table>

**Physical Education Theory Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PETH 110</td>
<td>Fundamentals of Physical Education</td>
<td>3</td>
<td>BIOL 101</td>
<td>A general introduction to physical education, including historical and scientific foundations of physical education, exercise science and sports. Students will explore career opportunities and current issues in these fields. (Fall, even years)</td>
</tr>
<tr>
<td>PETH 131</td>
<td>Officiating &amp; Recreational Sports I</td>
<td>3</td>
<td></td>
<td>Theory and practice of officiating soccer, basketball and floor hockey, including rules, interpretation of rules, officiating techniques and examinations. Part of the class requirements are to officiate college intramurals and to assist in the administration of the recreational sports program. (Spring)</td>
</tr>
<tr>
<td>PETH 132</td>
<td>Officiating &amp; Recreational Sports II</td>
<td>3</td>
<td></td>
<td>Theory and practice of officiating flagball, volleyball, and softball including rules, interpretation of rules, officiating techniques and examinations. Part of the class requirements are to officiate college intramurals and to assist in the administration of the recreational sports program. (Fall)</td>
</tr>
<tr>
<td>PETH 231</td>
<td>Professional Activities I</td>
<td>3</td>
<td></td>
<td>Development of skills and teaching techniques of soccer, basketball, badminton and floor hockey. (Spring, odd years)</td>
</tr>
<tr>
<td>PETH 232</td>
<td>Professional Activities II</td>
<td>3</td>
<td></td>
<td>Development of skills and teaching techniques of flagball, volleyball, softball and tennis. (Fall, even years)</td>
</tr>
<tr>
<td>PETH 241</td>
<td>Care and Prevention of Athletic Injuries</td>
<td>3</td>
<td>BIOL 101</td>
<td>An introduction to prevention and management of injuries resulting from athletic activities. Treatment options include: support methods, conditioning exercises, and therapeutic aids. Laboratory work includes bandaging and taping various athletic injuries. (Spring)</td>
</tr>
<tr>
<td>PETH 243</td>
<td>Health and Physical Education in the Elementary School</td>
<td>3</td>
<td>BIOL 101</td>
<td>The course provides the student with an extensive repertoire of teaching techniques in the elementary physical education program. Emphasis is placed on health-related fitness, skill development, special events, and game development. Students will have the opportunity to develop lesson plans. Includes field experience. (Fall)</td>
</tr>
<tr>
<td>PETH 291</td>
<td>Selected Topics</td>
<td>1-3</td>
<td>Approval by department chair.</td>
<td>A study in an area of student interest under the direction of a faculty member. This study may involve research, laboratory, or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.</td>
</tr>
<tr>
<td>PETH 310</td>
<td>Motor Learning</td>
<td>3</td>
<td>BIOL 101</td>
<td>Students will develop the ability to analyze motor behavior in a physical education or clinical setting, create solutions to motor problems, and coach athletes and students to better performance. Class includes laboratory activities, critical readings and a research study. This course meets the upper division writing component for senior year English. (Fall, odd years)</td>
</tr>
<tr>
<td>PETH 321</td>
<td>Exercise Physiology</td>
<td>3</td>
<td>BIOL 101</td>
<td>Emphasizes physiological response and adaptation to exercise with regard to human performance limitations, training effects, and health-related benefits. Class includes laboratory activities and fitness assessments. This course meets the upper division writing component for senior year English. (Fall, even years)</td>
</tr>
<tr>
<td>PETH 331</td>
<td>Human Kinesiology</td>
<td>3</td>
<td>BIOL 101</td>
<td>This course teaches students to analyze, describe, and understand motion principles of the body that relate to sport and teaching movement skills. Class includes laboratory activities and qualitative research. This course meets the upper division writing component for senior year English. (Spring, even years)</td>
</tr>
<tr>
<td>PETH 346</td>
<td>Professional Activities/Track &amp; Field</td>
<td>3</td>
<td></td>
<td>Development of skills and teaching techniques of the triple jump, long jump, high jump, hurdles, sprints, relays, cross-country, javelin throw, discus and shot-put. (Fall, odd years)</td>
</tr>
</tbody>
</table>
Physical Education, Wellness

PETH 351 Coaching 3 hours
Prerequisite: PETH 131 or 132, 231 or 232
This course is designed to introduce the student to coaching sports. It will consist of several types of learning activities: reading, lecture, discussion, videotape, and writing. This course meets the upper division writing component for senior year English. Requires additional fee. (Spring, odd years)

PETH 352 ACSM Health & Fitness Instructor 3 hours
Prerequisite: BIOL 101
Covers an in-depth knowledge of exercise physiology, health appraisal techniques, risk factor identification, sub-maximal exercise testing and exercise prescriptions for various populations. Class includes laboratory activities. Certification requires additional fee. (Fall, odd years)

PETH 354 Certified Strength & Conditioning Specialist 3 hours
Prerequisite: PETH 321, 331.
The study of safe and effective strength training, lifting, and spotting techniques. In depth study of anatomy and kinesiology affecting muscle strength and endurance. Certification requires an additional fee. (Spring, odd years)

PETH 420 Adaptive Physical Education 3 hours
A course designed to aid the educator in identifying physical, structural, functional or neurological impairments found in school-age children. Emphasis includes a survey of source material needed to plan and conduct individual, developmental and special courses in physical education. Lecture and lab. (Fall, odd years)

PETH 431 Secondary Methods 3 hours
Prerequisite: PETH 231 and 232.
The study of methods and techniques of teaching physical education in the secondary school, includes individual as well as group activities; students are required to observe and demonstrate in class, should be taken the senior year. (Fall, even years)

PETH 450 Administration of Physical Education, Fitness & Sports 3 hours
Students develop basic skills and knowledge necessary to administer daily activities of a physical education department or athletic program. Topics include facility management, intramural activities, adapted physical education, fiscal management, leadership, and legal issues related to physical education. This course meets the upper division writing component for senior year English. (Fall, odd years)

PETH 460 Applied Social Research Methods 3 hours
Prerequisite: MATH 241, ENGL 220.
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Physical Education, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection. This course meets the upper division writing component for senior year English. (Also taught as CJLE, HIST, PSYC, SOCI or SOWK 460.) (Spring, even years) (Spring, even years)

PETH 480 Exercise Science Internship 3-6 hours
Prerequisite: Approval by department chair.
The Physical Education Department coordinates placement of students. The nature of the work depends on the student’s interest. Possibilities include medical clinic, sports team, athletic training, or physical therapy. Credit earned depends on hours of work. May be repeated for a total of 6 credits. Pass/fail course. (Fall, Spring, Summer)

PETH 490 Senior Seminar 1 hour
This is a capstone course where students will study and discuss current issues and concepts within the Physical Education profession. In addition, the students will prepare for employment in the profession. The class also prepares students for the major exit exam. (Spring)

PETH 491 Selected Topics 1-3 hours
Prerequisite: Approval by department chair.
Open to advanced physical education students for research or special project. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

PHYSICAL EDUCATION ACTIVITY COURSES

PEAC 111 Physical Fitness 1 hour
An introduction to personal fitness and application of training principles. Nutrition, weight management, and stress management are also monitored throughout the semester. This course also gives students an opportunity to explore SDA church heritage as it relates to healthful living. (Fall, Spring)

PEAC 112 Aerobics 1 hour
An introduction to basic floor movements, calisthenics, and step aerobics. Students are also introduced to choreography. (Fall, Spring)

PEAC 115 Strength Training 1 hour
An introduction to the development of muscular strength through the use of weighted resistance. Safety procedures are stressed. (Fall)

PEAC 116 Fitness Walking 1 hour
An introduction to cardiovascular fitness through walking. (Fall, Spring)

PEAC 121 Flag Football 1 hour
This course develops fundamental skills, knowledge of rules, and implementation of strategy in flag football. (Fall, even years)

PEAC 122 Soccer 1 hour
Students are taught the basic skills in kicking, passing, tackling and goal keeping. Offensive and defensive strategies are introduced. (Fall)

PEAC 125 Volleyball 1 hour
Students are taught basic skills in passing, setting, serving, and spiking. Offensive and defensive strategies are introduced. (Fall)
Physical Education, Wellness

PEAC 130 Baseball/Softball  
This course develops fundamental skills, knowledge of rules, and implementation of strategy in baseball and softball. (Spring)

PEAC 131 Beginning Swimming  
Students are introduced to basic aquatic safety, floating, freestyle, and elementary back stroke. (Fall)

PEAC 133 Intermediate Swimming  
Students are taught elementary rescue and intermediate skills in freestyle, back crawl, and sidestroke. The butterfly stroke is introduced. (Fall)

PEAC 142 Beginning Tennis  
Students develop skill in the basic strokes (forehand, backhand, serve, volley, and lob). They are also introduced to strategy of play. (Fall)

PEAC 145 Beginning Racquetball  
An introduction to five basic serves, forehand, backhand, strokes, rules, sportsmanship and strategy of the game. (Fall; Spring)

PEAC 237 Canoeing  
An introduction to basic skills and safety procedures of recreational canoeing. (Offered periodically)

PEAC 243 Snow Boarding  
An introduction to basic skills of snow boarding. Mountain trip during spring break. Requires additional fee. (Spring)

PEAC 245 Snow Skiing  
An introduction to basic skills of downhill snow skiing. Mountain trip during spring break. Requires additional fee. (Spring)

PEAC 291 Selected Topics  
Prerequisite: Introductory course or approval of instructor. 
A course designed for students who must complete a class independently.

PEAC 312 Advanced Aerobics  
High intensity aerobic class. May include step aerobics, kick boxing, or other popular routines. (Spring)

PEAC 315 Intermediate Basketball  
Development of skills in shooting, passing, executing plays and understanding offensive and defensive strategy. (Spring, odd years)

PEAC 316 Individual Conditioning  
Designed for special students who, because of physical limitations, cannot mainstream in other physical education classes.

PEAC 320 SCUBA  
Development of skills necessary for PADI scubacertification. Check-off dives at Lake Travis. Requires additional fee. (Spring)

PEAC 333 Water Aerobics  
An introduction to basic water movements for strength and flexibility. (Fall)

PEAC 334 Lifeguard Training  
Credit granted only by proficiency for those holding current Red Cross certification. Requires a recording fee.

PEAC 335 Advanced Swimming  
Prerequisite: Approval by department chair. 
Opportunity is given for students to progress to advanced levels of swimming in backstroke, freestyle, breaststroke, and butterfly stroke. (Offered periodically)

PEAC 336 Water Safety Instructor  
Prerequisite: PEAC 334 Lifeguard Training. 
Credit granted only by proficiency for those holding current Red Cross certification. Requires a recording fee.

PEAC 342 Intermediate Tennis  
For the student who wants to develop advanced skills in overhead smash, full serve, drop shot, and advanced strategy for both singles and doubles plays. (Offered periodically)

PEAC 343 Intermediate Racquetball  
Students have the opportunity to develop advanced skills in overhead, kill, drive serve and advanced strategies for offensive and defensive play for both singles and doubles. (Offered periodically)

PEAC 344 Golf  
An introduction to the basic strokes in golf (driving, chipping, and putting). Scoring terminology and golf etiquette are also taught. Students play on community golf courses. Requires additional fee. (Fall, even years)

PEAC 346 Inline Hockey  
Students will learn fundamental skills of skating, stick handling, passing and shooting. They will also be introduced to offensive and defensive strategy of play. Students must have their own skates and protective equipment, including helmet/mask, gloves shin guards and elbow pads. (Spring)

PEAC 415 Advanced Strength Training  
Prerequisite: PEAC 115 or Permission by Instructor. 
Students enhance their strength training routines with advanced methods of resistance training. Students are introduced to new training techniques and sport-specific routines. (Spring, even years)

PEAC 430 Golf Team  
Prerequisite: approval of Instructor. 
Students must be prepared for match play and develop course management skills. (Offered periodically)

PEAC 436 Water Safety Instructor  
Prerequisite: PEAC 436 Water Safety Instructor.
Credit granted only by proficiency for those holding current Red Cross certification. Requires a recording fee.

PEAC 491 Selected Topics  
Prerequisite: Approval by department chair. 
A course designed for students with intermediate skill level. (Offered periodically)
Physics

Karl Konrad, Chair; Bill Atkins

AIMS OF THE PROGRAM

Majoring in physics can be a valuable part of a broad education. Students who combine mastery of the basic principles and methods of physics with the outlook and adaptability provided by a liberal Christian education will find themselves well-prepared for a variety of careers. Recent physics graduates have gone into top graduate and professional schools and have successfully entered careers in industry.

The objectives of the physics program are to prepare majors for a professional career or graduate study, provide the training required by other programs and professional schools, and support the general education program of the University by providing courses of instruction for non-science students.

PROGRAMS

B.S. Mathematical Physics - 52 hours (30 u.d.)
B.S. Physics - 36 hours (25 u.d.)
B.S. Physical Science - Secondary Certification
Physics Minor - 18 hours (6 u.d.)

Mathematical Physics, B.S.

MATH 181 Calculus I ............................................ 4
MATH 282 Calculus II ............................................ 4
MATH 283 Calculus III ............................................ 4
MATH 321 Differential Equations ................................ 3
MATH 361 Introduction to Linear Algebra .................... 3
MATH 381 Complex Variables .................................. 3
MATH 411 Numerical Analysis .................................. 3
MATH 431 Modern Algebra ...................................... 3
MATH 471 Advanced Calculus .................................. 3
MATH 451 Statistical Analysis .................................. 3
PHYS 121 General Physics ..................................... 4
PHYS 122 General Physics ..................................... 4
PHYS 221, 222 General Physics with Calculus ............... 2
PHYS 291 Selected Topics ..................................... 1
PHYS 305 Digital Electronics .................................. 4
PHYS 311 Modern Physics ..................................... 3
PHYS 322 Classical Mechanics ................................ 3
PHYS 351 Electromagnetic Fields ............................. 3
PHYS 411 Quantum Mechanics ................................ 3
TOTAL .................................................................. 52

The B.S. in Mathematical Physics is a composite major, therefore no minor is required.

Physics, B.S.

PHYS 121 General Physics ..................................... 4
PHYS 122 General Physics ..................................... 4
PHYS 221, 222 General Physics with Calculus ............... 2
PHYS 291 Selected Topics ..................................... 1
PHYS 305 Digital Electronics .................................. 4
PHYS 311 Modern Physics ..................................... 3
PHYS 322 Classical Mechanics ................................ 3
PHYS 331 Thermodynamics .................................... 3
PHYS 351 Electromagnetic Fields ............................. 3
PHYS 352 Electromagnetic Radiation ......................... 3
PHYS 411 Quantum Mechanics ................................ 3
PHYS 412 Advanced Modern Physics ......................... 3
TOTAL (25 u.d.) .................................................. 36

Required cognates:
MATH 181, 282, 283, 321; CSIS 110; CHEM 111, 112

Physics Minor

PHYS 121, 122 General Physics .................................. 8
PHYS 311 Modern Physics ....................................... 3
Electives ......................................................... 7
TOTAL (6 u.d.) .................................................. 18

TEACHING CERTIFICATION PROGRAM

The following Physical Science major is for teaching certification only. Requirements for certification are listed in the Education section of this bulletin.

You must make formal application for admittance to the Teacher Education Program. Applications are available at the Education Department office.

Physical Science with Physics Emphasis, B.S.

Secondary Teaching Area

PHYS 112 Introductory Astronomy ................................ 3
PHYS 121, 122 General Physics .................................. 8
PHYS 221, 222 General Physics with Calculus ............... 2
PHYS 311 Modern Physics ....................................... 3
PHYS 322 Classical Mechanics ................................ 3
PHYS 351 Electromagnetic Fields ............................. 3
PHYS 352 Electromagnetic Radiation ......................... 3
PHYS 412 Advanced Modern Physics ......................... 3
CHEM 111, 112 General Chemistry ............................ 8
CHEM 331, 332 Organic Chemistry ............................ 8
CHEM 341 Physical Chemistry ................................ 4
TOTAL (27 u.d.) .................................................. 48
COURSES

PHYS 101 Introductory Physics 3 hours
A laboratory science course for the student with no previous background in physics. A conceptual, rather than mathematical, approach is emphasized. Topics include mechanics, heat, sound, electromagnetism, light, and modern physics. 2 Lec 3 Lab. (Fall)

PHYS 112 Introductory Astronomy 3 hours
An introductory study of the solar system; stellar structure and evolution; star clusters, galaxies, quasars, the large scale structure of the universe, and cosmology. A conceptual, rather than mathematical, approach is emphasized, though some arithmetic calculations are required. 2 Lec 3 Lab. (Spring)

PHYS 121 General Physics I 4 hours
Prerequisite: MATH 181
An introduction to motion in one dimension, vectors in 2 and 3 dimensions, the laws of motion, work and energy, momentum and collisions, uniform curricular motion, gravity, rotational equilibria and dynamics involving torque and angular momentum, solids and fluids, thermal physics and heat, thermodynamic laws, vibrations, waves, and sound. Math level is algebra and trigonometry. 3 Lec 3 Lab. (Fall)

PHYS 122 General Physics II 4 hours
Prerequisite: PHYS 121
Continuation of PHYS 121. Topics include: electric force and electric field, electric potential, capacitance, resistance, and resistivity, direct and alternating currents, Kirchhoff Laws, Ohm’s Law, magnetism and Ampere’s Law, Faraday’s Law, electromagnetic waves, reflection and refraction of light, mirrors and lenses, relativity, quantum physics, atomic and nuclear physics, particles. 3 Lec 3 Lab. (Spring)

PHYS 221 General Physics with Calculus 1 hour
Prerequisite: MATH 181
Corequisite: PHYS 121
A one hour addition to the topics of PHYS 121 where the calculus is thoroughly used. A student taking PHYS 121 and PHYS 221 will have the equivalent of a 4-hour university course in calculus-based general physics (topics as in PHYS 121). (Offered periodically)

PHYS 222 General Physics with Calculus 1 hour
Prerequisite: MATH 181
Corequisite: PHYS 121
A one hour addition to the topics of PHYS 122 where the calculus is thoroughly used. A student taking PHYS 122 and PHYS 222 will have the equivalent of a 4-hour university course in calculus-based general physics (topics as in PHYS 122). (Offered periodically)

PHYS 291 Selected Topics 1 hour
Prerequisite: Approval of department chair
Study in areas of interest beyond those listed in the bulletin. May include lectures, lab or readings under the direction of staff member. Content and method of study to be arranged prior to registration. May be repeated for a total of 2 credits.

PHYS 305 Digital Electronics 4 hours
Prerequisite: Permission of instructor
An introduction to the theory and application of digital logic circuits. Combinatorial and sequential logic design principles and practices. Microcomputer interfacing: I/O programming, system bus structures and I/O interfaces. 3 Lec 3 Lab. (Fall)

PHYS 311 Modern Physics 3 hours
Prerequisite: PHYS 122, PHYS 222
Corequisite: MATH 282
Special relativity and quantum theory applied to atoms, molecules, solids, nuclei and elementary particles. (Offered periodically)

PHYS 322 Classical Mechanics 3 hours
Prerequisite: PHYS 122, 222
Corequisite: MATH 282
The Newtonian dynamics of particles and rigid bodies; central forces, harmonic motion, many particle systems, and an introduction to the formulations of Lagrange and Hamilton. (Offered periodically)

PHYS 331 Thermodynamics 3 hours
Prerequisite: PHYS 122, 222
The laws and application of thermodynamics, kinetic theory, transport theory and statistical mechanics. (Offered periodically)

PHYS 351 Electromagnetic Fields 3 hours
Prerequisite: MATH 283
Electric and magnetic fields in the presence of matter, scalar, and vector potentials, multipole expansions, Poisson’s and Laplace’s equations, and an introduction to Maxwell’s equations. (Offered periodically)

PHYS 352 Electromagnetic Radiation 3 hours
Prerequisite: PHYS 351
Maxwell’s equations and electromagnetic waves; plane waves in infinite media, reflection and refraction, guided waves, and multipole radiation. (Offered periodically)

PHYS 411 Quantum Mechanics 3 hours
Prerequisite: PHYS 311; MATH 283
The Schrödinger equation, operators, angular momentum, perturbation theory, scattering theory, and many particle systems. Techniques from the theory of partial differential equations and linear algebra will be introduced as needed. This course meets the upper division writing component for senior year English. (Offered periodically)

PHYS 412 Advanced Modern Physics 3 hours
Prerequisite: PHYS 411
Applications of quantum mechanics to atoms, molecules, solids, nuclei, and elementary particles. (Offered periodically)

PHYS 491 Selected Topics 1-3 hours
Prerequisite: Approval of department chair
Study in areas of interest beyond those listed in the bulletin. May include lectures, lab or readings under the direction of staff member. Content and methods of study to be arranged prior to registration. May be repeated for a total of 3 credits.
AIMS OF THE DEPARTMENT

The goals of the department are to serve those who are interested in majoring in psychology and those who wish to pursue advanced degrees in the areas of psychology and counseling. This degree is designed as a basis for graduate work which provides a basic understanding of Christian psychological principles and to provide a background for a wide variety of careers that involve working with people.

PROGRAMS

Psychology, B.S.

PSYC 212 General Psychology ................................................. 3
PSYC 220 Human Growth & Development ............................ 3
PSYC 222 Ethics for Mental Health Professionals ............ ...... 3
PSYC 244 Courtship, Marriage, and Family .................................. 3
PSYC 322 Adolescent Psychology ........................................... 3
PSYC 326 Exceptional Children .............................................. 3
PSYC 340 Abnormal Psychology ............................................. 3
PSYC 360 Personality Theory & Development ............................. 3
PSYC 445 Deviant Behavior ..................................................... 3
PSYC 460 Applied Social Research Methods ................................. 3
PSYC 470 Counseling Theories & Techniques ............................. 3
PSYC Electives .................................................................. 3

Total                                                                           36

Required Cognates:

COMM 233 Interpersonal Communication ................................. 3
MATH 241 Intro to Probability and Statistics ............................. 3
Choose one of the following series: ................................................... 8
BIOL 101 & 102 Anatomy and Physiology
BIOL 104 & 105 Human Biology
BIOL 111 & 112 General Biology

Total                                                                         14

* MATH 110 or a MAP score of 4 or 5 is prerequisite for this class.

Psychology Minor

18 semester hours (9 hours upper division), which must include PSYC 212, 220, and 340.

Psychology majors are expected to be individuals who exhibit high levels of personal and professional integrity as well as academic honesty. In keeping with this expectation, psychology majors who involve themselves in unethical behaviors and/or academic dishonesty may be dismissed from the psychology program.

COURSES

PSYC 212 General Psychology 3 hours
A beginning course in the basic principles and concepts of psychology. Attention given to the concepts of Christian psychology. Recommended as a preliminary to other courses in the field. (Fall, Spring)

PSYC 220 Human Growth and Development 3 hours
A study of the basic principles of human growth and development. The environmental and psychological functions of human development are examined. Includes case studies. (Fall, Spring)

PSYC 222 Ethics for Mental Health Professionals 3 hours
An overview of ethical and legal issues related to human services professions. Topics include responsibility, competency, duty to warn, confidentiality, professional relationships, and professional licensing standards and procedures. (Also taught as SOWK 222.) (Spring)

PSYC 244 Courtship, Marriage, and Family 3 hours
Emphasis on dating, engagement, marriage, and successful family life-styles. Good communication and relationship skills are studied. (Spring)

PSYC 291 Selected Topics 1-3 hours
Prerequisite: Approval of department chair.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

PSYC 320 Parenting Skills 3 hours
A study of the care and guidance of the young child. Strategies for handling problems and behaviors are discussed. (Fall)

PSYC 322 Adolescent Psychology 3 hours
An overview of the physical, mental and emotional phases of human development during the adolescent years. A study of the environmental and educational problems of the teenager. (Also taught as EDUC 322.) (Spring)

PSYC 326 Exceptional Children 3 hours
A study in understanding educational and psychological problems in all areas of exceptionality. Study will include the characteristics, assessment, admission, review, and dismissal processes for special students requiring individualized or specialized programs. Includes field experience option. (Also taught as EDUC 326.) (Spring)

PSYC 338 Conflict Resolution 3 hours
Recommended prerequisites: PSYC 212, SOCI 111
A study of practical applications of conflict and dispute resolution. The course focuses on developing practical problem solving and decision making skills while exploring issues of self-awareness, identity, culture, power, race, gender, violence, and forgiveness. Workplace disputes are explored and addressed from a perspective emphasizing preventive models. (Also taught as SOWK 338.) (Spring, even years)
PSYC 340 Abnormal Psychology 3 hours
Prerequisite: PSYC 212.
A study of maladaptive and disorganized behavior patterns within a personal and social context, including their development, symptoms, and treatment. Focus on the various etiologies of mental illness and treatment modalities. (Spring)

PSYC 360 Personality Theory & Development 3 hours
A study of major theories and the development of personality. (Fall)

PSYC 445 Deviant Behavior 3 hours
An examination of what deviant behavior is (including specific examples of behavior which is so labeled) and social explanations for its existence. (Spring)

PSYC 450 Psychology of Adulthood and Aging 3 hours
A study of adult development covering the full range of adult years from 18 to 100 or more. Consideration is also given to death and dying. Biological, social, and psychological forces that govern the process of development are the focus of the course and how adult differences affect the process and pattern of development. (Spring, odd years)

PSYC 460 Applied Social Research Methods 3 hours
Prerequisite: MATH 241.
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Physical Education, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection. This course meets the upper division writing component for senior year English. (Also taught as CJLE, HIST, PETH, SOCI, or SOWK 460.) (Fall)

PSYC 470 Counseling Theory & Techniques 3 hours
A study of various theories and techniques used in the counseling process. Study will also include techniques for interviews, administration and interpretation of tests, questionnaires, and records used in guidance work by teachers, ministers, counselors, and psychologists. Study will include the ethics and principles involved in the counseling process as they related to the counselor, as well as the situation. (Spring)

PSYC 480 Psychology Internship 1-6 hours
Prerequisite: Senior status, cumulative GPA 3.0, and approval of department director.
This course is designed to provide the student with the opportunity for training in practical work situations and areas of interest dealing in the area of psychology. There are 45 clock hours required for each credit hour. Admission is limited to students who have completed at least 24 hours in psychology. The Psychology Internship must be student driven, but will require departmental approval on a case by case basis. Pass/fail course.

PSYC 491 Selected Topics 1-3 hours
Prerequisite: Approval of the department director.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.
Lloyd Willis, Chair; Willie Hucks, Bill Kilgore, Ingo Sorke
Adjunct: Russ Laughlin, George Reid, Theodore Stewart

AIMS OF THE DEPARTMENT
This department seeks to introduce the student to a personal, vital and living experience with Jesus Christ, and to foster the growth of that experience. By careful examination and analysis of the written Word and its implications, every effort is made to determine the purposes and will of God, as well as His universal truths and ideals. Instruction is designed to provide students with a concept of service as well as to supply the methods which will enable them to share their experience, either in the ministry, or in effective lay witnessing in the church and the world at large, with the objective of advancing the proclamation of God's final message to the world.

PROGRAMS
Besides providing courses designed to develop religious insights and skills in all students of the University, the department offers several programs to meet specific needs:
- B.A. Theology (Professional - for Pastoral Work and Seminary)
- B.A. Religion (for General Study Purposes)
- Minor in Religion
- Minor in Biblical Languages

**Religion, B.A.**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>RLGN 101</td>
<td>Christian Beliefs</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 211</td>
<td>Life and Teachings of Jesus</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 230</td>
<td>History of the SDA Church</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 313</td>
<td>Prophetic Studies</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 331, 332</td>
<td>History of Christianity</td>
<td>6</td>
</tr>
<tr>
<td>RLGN 409, 411</td>
<td>Biblical Studies Seminar</td>
<td>3</td>
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<tr>
<td></td>
<td>9 hours from the following:</td>
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<tr>
<td>RLGN 315, 316</td>
<td>Old Testament I, II</td>
<td>9</td>
</tr>
<tr>
<td>RLGN 317, 318</td>
<td>New Testament I, II</td>
<td>9</td>
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<td><strong>TOTAL</strong></td>
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**Theology, B.A.**

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<thead>
<tr>
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<tr>
<td>RLGN 101</td>
<td>Christian Beliefs</td>
<td>3</td>
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<tr>
<td>RLGN 211</td>
<td>Life and Teachings of Jesus</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 220</td>
<td>Christian Witnessing</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 230</td>
<td>History of the SDA Church</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 313</td>
<td>Prophetic Studies</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 320</td>
<td>Ellen White Writings</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 323, 324</td>
<td>Homiletics I, II</td>
<td>6</td>
</tr>
<tr>
<td>RLGN 332</td>
<td>History of Christianity II</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 405</td>
<td>Biblical Theology</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 410 or 411</td>
<td>Biblical Studies Seminar</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 423, 424</td>
<td>Intro to Pastoral Ministry I, II</td>
<td>6</td>
</tr>
<tr>
<td>RLGN 427</td>
<td>Hospital Ministry</td>
<td>1</td>
</tr>
<tr>
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<td>9 hours from the following:</td>
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</tr>
<tr>
<td>RLGN 315, 316</td>
<td>Old Testament I, II</td>
<td>9</td>
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<tr>
<td>RLGN 317, 318</td>
<td>New Testament I, II</td>
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<td><strong>TOTAL</strong></td>
<td><strong>49</strong></td>
</tr>
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</table>

Required Cognates:
- COMM 111 Fundamentals of Speech       | 3
- HIST 331 History of Christianity I    | 3
- PSYC 212 General Psychology           | 3

A Biblical Languages Minor is required to complete the Theology Program and for Seminary entrance.

**Biblical Languages Minor**

<table>
<thead>
<tr>
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<td>Christian Beliefs</td>
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<td>RLGN 211</td>
<td>Life and Teachings of Jesus</td>
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</tr>
<tr>
<td>RLGN 313</td>
<td>Electives</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td><strong>Select any two classes from:</strong></td>
<td></td>
</tr>
<tr>
<td>RLGN 313</td>
<td>Prophetic Studies</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 315, 316</td>
<td>Old Testament I, II</td>
<td>6</td>
</tr>
<tr>
<td>RLGN 317, 318</td>
<td>New Testament I, II</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

**MINISTERIAL PROGRAM**
Completion of the major in Theology meets minimal requirements for admission to the seminary or entrance into the ministry.

The department warmly welcomes persons who are moved to offer their lives in full-time service to God and humanity. The faculty is available to assist such applicants who wish to evaluate and deepen their experience as well as to explore the expanding opportunities for service. The department will not recommend to the ministry any student who has not completed the course of study as outlined or who has a GPA of less than 2.5, the minimum required for entrance to the SDA Theological Seminary. It is the student's personal responsibility to plan a course of study that includes all requirements for the degree sought.

**B.A. in Theology**

This program follows a special two-stage composite sequence, each stage approximately two years in length. During the first stage (freshman and sophomore years), attention is concentrated on fulfilling the requirements of the core curriculum of the University, together with introductory Religion classes. During the sophomore year, students begin the study of New Testament Greek.

The second stage provides for completion of requirements for the bachelor of arts degree including specific professional studies. Theology students will be guided into an increasing involvement in the practical aspects of church work. Under the direction of the department, they will begin steadily enlarging responsibilities to serve nearby congregations, institutions and evangelistic programs. This area of development is especially catered for in a student pastoral program coordinated by the SWAU Religion department in conjunction with the Texas Conference and the Southwest Region Conference.
Ministerial Profile and Progression

A call to the pastoral ministry, or any related form of ministry, is very personal. The faculty of the Religion Department recognizes that students who come to the department will either have a sense of divine calling, or will be currently wrestling with this issue. The choice of ministry implies a high level of spiritual commitment and an exemplary lifestyle.

Since graduates from the department will desire and need recommendation from the Religion Department in order to be seriously considered for ministerial work, and for admission to the Theological Seminary, a progressive procedure for guidance of prospective ministerial candidates has been set up. At the end of the first semester of the sophomore year, a personality profile inventory test is administered to all those pursuing the theology program. A small fee, in advance, is met by the student. After the test is processed, the department faculty sets up an appointment with each individual student for the purpose of analyzing the results and of providing the student with an opportunity for self-evaluation.

Continuation in the theology program is at all times contingent upon the student’s maintaining satisfactory academic progress, exemplary social and cultural development, and dedication to the principles of the Christian faith and practice as taught by the Seventh-day Adventist Church.

In fulfillment of the requirements for the classes, RLGN 423 & 424 Introduction to Pastoral Ministry, senior theology students prepare a paper describing their personal call and philosophy of ministry. Each paper is reviewed by the members of the Religion faculty, and followed by a personal exit interview with the combined Religion faculty. The composite results of this paper and interview constitute the basis for departmental recommendation for both ministerial work and the Theological Seminary. Subsequently, arrangements are made for senior theology majors to be interviewed by conference presidents on the University campus.

COURSES
BIBLICAL STUDIES AND THEOLOGY

RLGN 101 Christian Beliefs 3 hours
A study of the basic concepts of Christian faith and practice with emphasis upon fundamental doctrines held by Seventh-day Adventists. (Fall, Spring)

RLGN 201 Bible Study Methods 1 hour
This course will teach the student a variety of methods for studying the Bible in order to gain a greater understanding of its message. It will contribute to both skill and confidence in the Bible student. (Fall)

RLGN 211 Life and Teachings of Jesus 3 hours
A survey study of the life and teachings of Jesus as outlined in the Gospels. His principles, methods, and teachings are studied in light of their application to modern life. (Fall, Spring)

RLGN 212 Basic Christian Ethics 3 hours
An introduction to the theory and practice of Christian morality; its Biblical origins, norms, and sources of authority, including Christian approaches to basic issues such as decision-making, church-world relations, war and peace, morality in economics, marriage and divorce, and methods of social change. (Fall)

RLGN 291 Selected Topics 1 hour
Prerequisite: Approval of department chair.
A study in an area of interest under the direction of a staff member. This study may involve research, laboratory or library work. May be repeated for a total of 2 credits.

RLGN 313 Prophetic Studies 3 hours
An introduction to and survey of the books of Daniel and Revelation. The prophetic themes of Daniel and Revelation important to Seventh-day Adventist theology will be a major focal point. (Spring)

RLGN 314 Origin and Development of the Bible 3 hours
A careful study of the history and development of the written material and canon of Scripture, covering Old Testament, intertestamental literature and New Testament. It also reviews the development of the English Bible and seeks to assist in the evaluation of modern versions. (Fall)

RLGN 315, 316 Old Testament 3, 3 hours
An introduction to the history, literature, and thought of the Old Testament. Study is given to the contemporary objectives of each book and application to life in modern times. Fall topics: Background, Pentateuch, The Writings. Spring topics: Prophets, Historical Books. (RLGN 315 Fall, RLGN 316 Spring)

RLGN 317, 318 New Testament 3, 3 hours
The study of the New Testament: its world and literature. Study is given to the theme and purpose of each book and applications to Christian life. Fall topic: Romans to Revelation. Spring topic: Gospels and Acts. (RLGN 317 Fall, RLGN 318 Spring)
RLGN 320  Ellen White Writings  3 hours
Prerequisite: RLGN 230
A course designed to give experience and guidelines in the study
of the writings of Ellen G. White. The four major foci of the course
are the historical context of the life of Ellen White, the development of her
major literary works, the themes that tie her writings together across
time, and principles for sound interpretation and current application
of her writings. Recommended for theology majors. (Spring)

RLGN 405  Biblical Theology  3 hours
Prerequisite: RLGN 101 and a RLGN 300 level course.
This course in Biblical Theology consists of the study of several
selected topics approached from a biblical perspective. Topics for study
will be selected from the following: biblical inspiration and interpretation,
the doctrine of God, the doctrine of Christ, the doctrine of Salvation, the
documentary context, and the doctrine of Man. These studies will focus upon the contribution of several biblical writers to each
doctrinal issue. Some attention will also be given to the way in which
selected recent writers have handled the biblical material. (Spring)

RLGN 410, 411  Biblical Studies Seminar I, II  3, 3 hours
Prerequisites: 3 hours from RLGN 315, 316, 317 or 318, with
an additional prerequisite of RELL 240 for RLGN 411 only.
A seminar on a biblical topic, book, or body of literature designed
to encourage careful, responsible investigation and interpretation.
May be repeated for credit. Fall semester: O.T. topic. Spring semester:
N.T. topic. This course meets the upper division writing component
for senior year English. (RLGN 410 Fall, RLGN 411 Spring)

RLGN 419  Philosophy of Science  3 hours
A study of the philosophies and methodologies of science. Includes
a review of the history of scientific and religious thought and the role each
has played in the development of modern theories of origin. (Also
taught as BIOL 419.) (Spring)

RLGN 491  Selected Topics  1 hour
Prerequisite: Approval of department chair.
Intensive study of a single approved topic in the field of religion.
The course takes the form of a seminar, preparation of a research report,
or other guided study as arranged with the department. Content and
method of study must be arranged prior to registration. May be
repeated for a total of 2 credits.

APPLIED RELIGION
RLGN 210  Introduction to Missions  1-2 hours
Required for all student missionaries prior to service abroad. An
introduction to issues and ideas in the national and the student mission-
ary. (Spring)

RLGN 220  Christian Witnessing  3 hours
A study of the biblical principles of the art and technique of personal
evangelism. The student is taught to use the Scriptures effectively, to give
specific Bible studies, to meet objections, and to gain decisions for
Christ. (Fall, Spring)

RLGN 271  Ministries Internship  1-3 hours
This course allows the student to earn credit through professionally
directed mission, evangelistic, colporteur or youth camp programs.
Arrangements must be made with the instructor prior to starting the
internship and supervision will take place at the location of the internship.
Credit earned will be elective only and will not apply to the general
education religion requirement or toward a major or minor. Grading is
on a pass/fail basis. May be repeated for a total of 3 hours.

RLGN 323  Homiletics I  3 hours
RLGN 324  Homiletics II  3 hours
Prerequisite: COMM 111.
A study of the basic concepts of biblical preaching and sermon
preparation, including persuasion, human responses, the art of illustra-
tion and effective structure. The second semester features actual practice
in preparation and delivery. (RLGN 323 Fall, RLGN 324 Spring)

RLGN 420  Pastoral Practicum  1 hour
Prerequisite: RLGN 323, 324 completed or taken concurrently.
Supervised field work in area churches as coordinated by the
department. Designed to give practical experience in a wide variety of
pastoral situations. May be repeated once for credit upon approval of the
religion faculty. (Fall, Spring)

RLGN 355  Music and Worship  1 hour
This course will acquaint the student with the variety of worship
structures, musical styles and instruments available for the worship
service. Students will be instructed in the purpose and design of worship
services, in hymnology, in conducting and in rudimentary part-singing
and choral conducting. (Fall)

RLGN 423, 424  Introduction to Pastoral Ministry  3, 3 hours
Prerequisite: PSYC 212.
For senior ministerial students. Applied studies in church and
ministry, leadership, pastoral care, visitation, counseling, organization
and finance. The course is enriched by visits of specialists. (RLGN 423
Fall, RLGN 424 Spring)

RLGN 425  Field Evangelism  3 hours
Prerequisite: RLGN 220.
This course provides classroom instruction by a successful profes-
sional evangelist, accompanied by actual participation in a three-week
series of meetings. All facets of the course are taught in the city where
the series is conducted. Taught on an arranged basis. (Summer)

RLGN 427  Hospital Ministry  1 hour
Prerequisite: Admission to junior or senior-level standing.
This course provides opportunity for students to expand mission
foci to include ministry in specialized settings. Emphasis is given to the
advancement of communication and assessment skills. Concentration
will also be placed on the development of personal and professional
identity and their related issues. (Spring)
RELL 240  Elements of New Testament Greek I  5 hours
RELL 241  Elements of New Testament Greek II  4 hours
An introductory study of the elements of New Testament Greek.
Emphasis upon the fundamentals of grammar and vocabulary. Translation from the first epistle of John and portions of John's Gospel. One semester may be applied toward general education religion requirements. (RELL 240 Fall, RELL 241 Spring)

RELL 340  Intermediate New Testament Greek  3 hours
Continued reading in the Greek New Testament with emphasis on grammar and syntax, with interpretive translation of selected portions of the New Testament. (Summer)

RELL 343  Elements of Biblical Hebrew I  3 hours
RELL 344  Elements of Biblical Hebrew II  3 hours
An introductory course in the elements of Biblical Hebrew with emphasis on basic grammar and a working vocabulary. Translation from passages in the Old Testament. The second semester will include grammar review, but will focus upon translation from selected Old Testament passages. (RELL 343 Fall, RELL 344 Spring)

RELL 491  Selected Topics  1 hour
Prerequisite: Approval of department chair.
A study in an area of student interest under the direction of a staff member. This study may involve research, laboratory or library work. May be repeated for a total of 2 credits.
Phil Hieger, Chair; Nancy Rodriguez, Director of Field Education

SOCIAL WORK PROGRAM OBJECTIVES
The objectives of the Social Work Program are:
1. To prepare students for professional entry-level generalist social work practice on various levels with sensitivity to the needs of diverse populations;
2. To promote a foundation for future learning including graduate social work education;
3. To provide students with the basic knowledge, values, and professional skills for social work, while integrating a liberal arts base consistent with the mission of Southwestern Adventist University.

ACCREDITATION
The Social Work program is accredited by the Council on Social Work Education, a specialized accrediting body recognized by the Council on Postsecondary Accreditation.

ADMISSION
Students seeking admission into the Social Work Program must:
1. Have completed all general admission requirements and be accepted to the University.
2. Have completed SOWK 112, Introduction to the Field of Social Work, SOWK 221, History and Policy of Social Institutions, and SOWK 331, Strength in Diversity with a GPA of 2.5;
3. Submit an application to the Social Work Department. Application forms are available in the Social Work office;
4. Have an overall GPA of 2.5;
5. Submit the reference forms by employers, educators, or professional colleagues which attest to the professional competence or scholastic ability, emotional stability and physical health of the student;
6. Have successfully completed the following liberal arts courses: BIOL 104 and 105, ENGL 220, HIST 111 or 112, PSYC 212, SOCI 111, and MATH 110 (or a MAP score of 4 or 5).

For currently enrolled students, these materials must be submitted no later than April 15, the year of admission. The Social Work faculty meets during the last week in April to review all applications to the program.

Transfer students may apply to the program after their enrollment at Southwestern Adventist University during their first semester at the University.

The Admissions Committee uses the following criteria as a basis for acceptance into the Social Work program: a completed application form, transcripts indicating adherence to the GPA standards and completion of prerequisites, and three letters of reference. These forms are available in the Social Work office. Additionally, input from agency supervisors with whom students completed volunteer hours will be solicited.

Students expecting to enroll in field practicum must apply at least one semester prior to enrollment. The Social Work Program requires completion of 500 clock hours of field practicum at an approved agency. Transportation for field practicum is the responsibility of the student. Enrollment in field practicum, seminar, and methods courses are restricted to social work majors.

Further details and information regarding the social work curriculum are available from the Social Work Department.

RETENTION POLICY
Students admitted to the Southwestern Adventist University Social Work Program are retained in the major, subject to the following “Criteria for Retention.”

1. Maintaining an overall GPA of 2.5.
2. Adherence to the National Association of Social Worker’s Code of Ethics.
3. Maintenance of social functioning that allows for effective entry level professional social work practice. (Social functioning refers to the student’s ability to cope with the demands generated by their interaction with their environment including areas such as school, work, family, and personal relationships.)
4. Demonstration of effective verbal and written communication skills.
5. Continued enrollment as a student in good standing at SWAU.

Students who do not conform to the Criteria for Retention may be terminated from the program.

Social Work, B.S.W.
General Education Requirements:
See page 36 for a description of regular General Education requirements. The mathematics, one science course requirement, and two of the social science and humanities requirements are met through the cognate requirements.

Major Requirements:
Social Welfare Policies and Services:
SOWK 112 Introduction to the Field of Social Work ....................... 3
SOWK 221 Social Welfare Policy I ............................................. 3
SOWK 240 Introduction to Community Services ......................... 2
SOWK 334 Social Welfare Policy II ........................................... 3

Human Behavior and the Social Environment:
SOWK 331 Strength in Diversity ............................................... 3
SOWK 332 Human Behavior and Social Environment I ................... 3
SOWK 333 Human Behavior and Social Environment II ................ 3

Social Research:
SOWK 460 Applied Social Research Methods .............................. 3

Social Work Practice:
SOWK 336 Social Work Intervention I ....................................... 3
SOWK 337 Social Work Intervention II ....................................... 3
SOWK 339 Families and Children ............................................. 3
SOWK 438 Social Work Intervention III ..................................... 3

Social Work Ethics:
SOWK 222 Values and Ethics for the Helping Professions .............. 3

Field Practicum:
SOWK 470 Integrative Field Seminar I ...................................... 2
SOWK 474 Field Practicum I ................................................... 5
SOWK 471 Integrative Field Seminar II ...................................... 2
SOWK 475 Field Practicum II ................................................... 5

Departmentally Approved Electives ........................................... 2

TOTAL .................................................................................. 54

The BSW in Social Work is a composite major. It therefore does not require a minor.
# Social Work

**Required Cognates:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>BIOL 104</td>
<td>Human Biology I</td>
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<tr>
<td>BIOL 105</td>
<td>Human Biology II</td>
<td>4</td>
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<tr>
<td>ECON 211</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>POLS 211</td>
<td>National and Texas Constitution</td>
<td>3</td>
</tr>
<tr>
<td>HIST 111</td>
<td>American History</td>
<td>3</td>
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<tr>
<td>or HIST 112</td>
<td>American History</td>
<td>3</td>
</tr>
<tr>
<td>MATH 241</td>
<td>Intro to Probability &amp; Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 212</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 111</td>
<td>Introduction to Sociology</td>
<td>3</td>
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* MATH 110 or a MAP score of 4 is prerequisite for this class.

**Departmentally Approved Electives:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>PSYC 220</td>
<td>Human Growth and Development</td>
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<td>PSYC 244</td>
<td>Courtship, Marriage, and Family</td>
<td>3</td>
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<td>PSYC 320</td>
<td>Parenting Skills</td>
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<td>PSYC 322</td>
<td>Adolescent Psychology</td>
<td>3</td>
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<td>PSYC 326</td>
<td>Exceptional Children</td>
<td>3</td>
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<tr>
<td>SOWK 338</td>
<td>Conflict Resolution</td>
<td>3</td>
</tr>
<tr>
<td>SOWK 335</td>
<td>Health Care and Social Work</td>
<td>3</td>
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<td>PSYC 340</td>
<td>Abnormal Psychology</td>
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<td>PSYC 345</td>
<td>Deviant Behavior</td>
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<td>PSYC 360</td>
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<td>PSYC 450</td>
<td>Psychology of Adulthood and Aging</td>
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<td>PSYC 470</td>
<td>Counseling Theory and Techniques</td>
<td>3</td>
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<tr>
<td>SOCI 222</td>
<td>Problems of Modern Society</td>
<td>3</td>
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<td>SOCI 334</td>
<td>Juvenile Delinquency</td>
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<td>BUAD 301</td>
<td>Principles of Management</td>
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<td>BUAD 372</td>
<td>Human Resources Management</td>
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<td>BUAD 423</td>
<td>Organizational Behavior</td>
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<td>BUAD 453</td>
<td>Cross Cultured Studies</td>
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<td>NRSA 112</td>
<td>Medical Terminology</td>
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<tr>
<td>RLGN 212</td>
<td>Basic Christian Ethics</td>
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**CURRICULUM - SEQUENCE OF COURSES**

### First Year

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<td>*UNIV 101</td>
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<tr>
<td>MATH 110</td>
<td>College Algebra</td>
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<tr>
<td>*RLGN</td>
<td>Religion Elective</td>
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<td>*COMM</td>
<td>Speech Elective</td>
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<tr>
<td>SOWK 112</td>
<td>Intro to Social Work</td>
<td>3</td>
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<tr>
<td>#HLED 111</td>
<td>Health and Wellness</td>
<td>3</td>
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<tr>
<td>*ENGL 121</td>
<td>Freshman Composition</td>
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<td>#PSYC 212</td>
<td>General Psychology</td>
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<td>+SOI 111</td>
<td>Introduction to Sociology</td>
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<td>CS/SOFIS</td>
<td>Computer Elective</td>
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<tr>
<td>+SOWK 240</td>
<td>Intro to Community Service</td>
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<tr>
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**Second Year**

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<th>Course</th>
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<tbody>
<tr>
<td>+ECON 211</td>
<td>Economics</td>
<td>3</td>
</tr>
<tr>
<td>+GOVT 104</td>
<td>National and Texas Constitutions</td>
<td>3</td>
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<tr>
<td>+BIOL 105</td>
<td>Human Biology</td>
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<tr>
<td>+SOWK 221</td>
<td>Social Welfare Policy</td>
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<td>Electives</td>
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<tr>
<td>+ENGL 220</td>
<td>Research and Professional Writing</td>
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</tr>
<tr>
<td>*HIST</td>
<td>Non-American History</td>
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<td>+BIOL 105</td>
<td>Human Biology</td>
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<tr>
<td>+SOWK 331</td>
<td>Strength in Diversity</td>
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<tr>
<td>+SOWK 222</td>
<td>Values and Ethics</td>
<td>3</td>
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<td>RLGN</td>
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**Total Semester Hours**

16    19

### Third Year

<table>
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<tr>
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<tbody>
<tr>
<td>+SOWK 332</td>
<td>HBSE I</td>
<td>3</td>
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<tr>
<td>+SOWK 336</td>
<td>Social Work Intervention I</td>
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<tr>
<td>+MATH 241</td>
<td>Statistics</td>
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<tr>
<td>*ENGL</td>
<td>Literature Elective</td>
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<td>Religion Elective</td>
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<td>*PEAC</td>
<td>P.E. Elective</td>
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<tr>
<td>+SOWK 333</td>
<td>HBSE II</td>
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<td>+SOWK 334</td>
<td>Social Welfare Policy II</td>
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<td>+SOWK 337</td>
<td>Social Work Intervention II</td>
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<tr>
<td>+SOWK 339</td>
<td>Families and Children</td>
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**Total Semester Hours**

16    18

### Fourth Year

<table>
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<tr>
<th>Course</th>
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<tr>
<td>+SOWK 438</td>
<td>Social Work Intervention III</td>
<td>3</td>
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<tr>
<td>+SOWK 460</td>
<td>Applied Social Research Methods</td>
<td>3</td>
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<tr>
<td>+SOWK 470</td>
<td>Integrative Field Seminar I</td>
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<td>+SOWK 474</td>
<td>Field Practicum I</td>
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<tr>
<td>*RLGN</td>
<td>Religion Elective (u.d.)</td>
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<tr>
<td>+SOWK 471</td>
<td>Integrative Field Seminar II</td>
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<td>+SOWK 475</td>
<td>Field Practicum II</td>
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</table>

**Total Semester Hours**

16    16

**TOTAL HOURS**

136

* College requirement
+ Social Work requirement
# Recommended course
Bold = Sequenced course
Social Work

COURSES

SOWK 112  Introduction to the Field of Social Work  3 hours
An introduction to the development of the social work profession, intervention services and values. This course introduces the student to the field of generalist social work. Open to non-majors. (Fall)

SOWK 221  Social Welfare Policy I  3 hours
A study of the historical development of social welfare programs, practices, and policies with an emphasis upon pluralism in the American political economy and an explanation of diverse perspectives on America's response to human need. (Fall)

SOWK 222  Values and Ethics for the Helping Professions  3 hours
An overview of ethical and legal issues related to human services professions. Topics include responsibility, competency, duty to warn, confidentiality, professional relationships, and professional licensing standards and procedures. (Also taught as PSYC 222.) (Spring)

SOWK 240  Introduction to Community Services  2 hours
Prerequisite: Permission of department chair.
Designed as an introduction to community-based social services, this course provides students with the opportunity to gain exposure to the needs and issues of at-risk populations and to be evaluated prior to formal acceptance into the social work program. Students will provide six clock hours per week in a designated local social services setting. A passing grade will be determined by: 1) input from the setting supervisor, 2) completion of the required service hours, 3) and submission of a reaction paper in summary of the student's experience in the service setting. Pass/fail course. (Spring)

SOWK 291  Selected Topics  1-3 hours
Prerequisite: Approval of department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.

SOWK 331  Strength in Diversity  3 hours
A study of racial and ethnic groups in American society featuring an examination of their history, cultural heritage, contribution, struggles, and hopes for the future. Emphasis will be placed on a strengths-based analysis of diverse groups. (Also taught as SOCI 331.) (Spring)

SOWK 332  Human Behavior and Social Environment I  3 hours
Prerequisite: BIOL 104; PSYC 212; SOCI 111 & 331; SOWK 112; admission to the Social Work Program.
A study of the biological, psychological, social, cultural, and spiritual foundations of human development; their interrelatedness for normal and abnormal behavior from infancy through adolescence. The life-span is examined using a systems approach and focuses on social and family systems, groups, and communities. (Fall)

SOWK 333  Human Behavior and Social Environment II  3 hours
Prerequisite: SOWK 112; admission to the Social Work Program.
A continuation of SOWK 332. A study of biological, psychological, social, cultural, and spiritual foundations of development; their inter-relationship for normal and abnormal behavior from young adulthood through old age, and social functioning in social environments. (Spring)

SOWK 334  Social Welfare Policy II  3 hours
Prerequisite: SOWK 112, 221; HIST 111 or 112; ECON 211, POLS 211; admission to the Social Work Program.
An in-depth examination of the formation and administration of federal, state, and local social welfare policies. Emphasis will be given to the impacts of social policy on minorities and at-risk populations. Trends in social policy formation will also be analyzed including the rise of faith-based organizations and initiatives in addressing human need. (Spring)

SOWK 335  Health Care and Social Work  3 hours
Prerequisite: SOWK 112, 221; admission to the Social Work Program.
This course provides the student with an overview of the issues and challenges facing American health care in the 21st century. The role of the social worker is examined across the practice settings of acute care, long-term and restorative care, mental health care, and hospice care. Students will be introduced to the importance of developing collaborative models of practice in the multi-disciplinary setting including orientation to the roles of physicians, nurses, pastoral clergy, and ancillary therapies. (Spring, odd years)

SOWK 336  Social Work Intervention I  3 hours
Prerequisite: SOWK 112; admission to the Social Work Program. Corequisite: SOWK 332.
An introduction to generalist social work practice with emphasis on individuals and families. Social work with groups, communities and organizations will also be discussed. This is the first practicum course in the Social Work Practice Sequence. It introduces the student to beginning intervention methods of the generalist Social Worker. The student is introduced to the process engagement, data collection, assessment, intervention, evaluation and termination. Basic interviewing and communication skills are emphasized. (Fall)

SOWK 337  Social Work Intervention II  3 hours
Prerequisite: SOWK 336; admission to the Social Work Program. Corequisite: SOWK 333.
A continuation of the generalist social work intervention methods, with an in-depth study of the problem-solving directed toward groups. The group process is stressed. (Spring)

SOWK 338  Conflict Resolution: Practical Skills for Peacemaking  3 hours
Courses recommended: PSYC 212, SOCI 111
A study of practical applications of conflict and dispute resolution. The course focuses on developing practical problem solving and decision making skills while exploring issues of self-awareness, identity, culture, power, race, gender, violence, and forgiveness. Workplace disputes are explored and addressed from a perspective emphasizing preventive models. (Also taught as PSYC 338.) (Spring, even years)
SOWK 339 Families and Children 3 hours
Prerequisite: SOCI 111, PSYC 212.
This course utilizes the strength-based and person-in-environment approaches to examining the challenges faced by families and at-risk children in contemporary American society including domestic violence, addictions, and juvenile delinquency. Emphasis will be given to further developing the student’s ability to design, implement, and evaluate effective family interventions. Attention will be given to understanding nontraditional as well as culturally diverse family structures, roles, and expectations. The course is open to all majors. (Spring)

SOWK 438 Social Work Intervention III 3 hours
Prerequisite: SOWK 337; admission to the Social Work Program.
Corequisites: SOWK 470, 474.
This is the final course within the practice sequence. Intervention III assists the student in developing a more in-depth knowledge, value, and skill base when working with communities and institutions. Students will be exposed to the impact of these systems on persons most at risk of oppression as preparation for entry into generalist social work practice. Students will interface with Agency/Community/Institutional Personnel through in-class participation and assigned projects. (Fall)

SOWK 460 Applied Social Research Methods 3 hours
Prerequisite: MATH 241, ENGL 220.
An introduction to applied research methods and their applications to the disciplines of Social Work, Criminal Justice and Law Enforcement, Physical Education, Psychology, and Sociology. Emphasis is on understanding basic terminology, the use of fundamental research tools, and the integration of research and practice. Students will gain experience with single subject designs, program evaluation methods, SPSS-driven data analysis, and case studies in data collection. This course meets the upper division writing component for senior year English. (Also taught as CJLE, HIST, PETH, PSYC, or SOCI 460.) (Fall)

SOWK 470 Integrative Field Seminar I 2 hour
Prerequisites: SOWK 333, 334, 337; admission to the Social Work Program.
Corequisite: SOWK 474.
Assists students in strengthening and integrating their various field experiences. Examines the dynamics of actual practice while utilizing classroom knowledge. (Fall)

SOWK 471 Integrative Field Seminar II 2 hour
Prerequisite: SOWK 470; admission to the Social Work Program.
Corequisite: SOWK 474.
A continuation of SOWK 470 with emphasis on future professional career planning. (Spring)

SOWK 474 Field Practicum I 5 hours
Prerequisite: SOWK 333, 334, 337; admission to the Social Work Program.
Corequisite: SOWK 470.
A laboratory course designed to provide the student with supervised field practice in an approved agency selected by the University. (Fall)

SOWK 475 Field Practicum II 5 hours
Prerequisite: SOWK 474; admission to the Social Work Program.
Corequisite: SOWK 471 (seminar).
A continuation of SOWK 474, in the same agency. Students demonstrate use of the general problem-solving method with more depth and independence. (Spring)

SOWK 491 Selected Topics 1-3 hours
Prerequisite: Approval by department chair.
Designed for the student who wishes to do independent study or research. Content and method of study must be arranged prior to registration. May be repeated for a total of 3 credits.
Trustees

Max A. Treviño, Chair — 2009 ................................................................. Burleson, Texas
Deryl Knutson, Vice Chair — 2005 ........................................................... Burleson, Texas
Donald R. Sahly, Secretary — 2005 .............................................................. Keene, Texas
Mardian Blair — 2005 ........................................................................ Lake Forest, Florida
Paul Chavez — 2005 .......................................................................... Corrales, New Mexico
Harold Collum — 2005 ........................................................................ Dallas, Texas
James East — 2005 ............................................................................... Keene, Texas
Edmund Fry — 2005 ........................................................................... Pinehurst, Texas
Sam Green — 2009 .............................................................................. Burleson, Texas
Virginia Hayes — 2005 ....................................................................... Fort Worth, Texas
Leighton Holley — 2009 .......................................................................... Alvarado, Texas
B. E. Leach, Honorary Member .............................................................. Keene, Texas
Charles Leffler — 2009 ........................................................................ Scottsdale, Arizona
Juanita Hurst Manske — 2005 .............................................................. Shattuck, Oklahoma
John McKinney — 2005 ....................................................................... Albuquerque, New Mexico
John Moyer — 2005 ............................................................................ Oklahoma City, Oklahoma
Steve Orian — 2005 ........................................................................... Shreveport, Louisiana
Ruben D. Pechero — 2009 ............................................................... McAllen, Texas
Ed Reifsnyder — 2009 ........................................................................ Arlington, Texas
Barry Siebenlist — 2009 ....................................................................... Killeen, Texas
Robert Smith — 2005 .......................................................................... Cleburne, Texas
James Stevens — 2009 ......................................................................... Albuquerque, New Mexico
Arlene Tucker — 2005 .......................................................................... Keene, Texas
Douglas Walker — 2009 ....................................................................... Burleson, Texas
Pete Weber — 2005 ............................................................................. Fort Worth, Texas
Tom Werner — 2009 ........................................................................... Winter Park, Florida
Billy Wright — 2009 ........................................................................... Dallas, Texas
Dan Zacharias — 2005 ........................................................................ Keene, Texas
OFFICERS OF ADMINISTRATION
Donald R. Sahly, Ed.D. ................................................... President
Thomas G. Bunch, Ed.D. .................................................. Vice President for Academic Administration, Graduate Dean, Accreditation Liaison
Larry W. Garrett, B.S. .................................................. Vice President for Financial Administration

ADMINISTRATIVE SERVICES
Sandie Adams, A.S. .................................................. Assistant Financial Aid Director
Jeff Anderson, B.S. .................................................. Recruiter
Debbie Battin, B.S. .................................................. Director of Marketing
Tina Bottsford, B.S. .................................................. Director of Enrollment
Danna Burt, B.S. .................................................. Registrar
Cristina Thomsen, M.A. .................................................. Librarian
Lane Campbell, M.Div. .................................................. Chaplain
Fred Harder, Ph.D. .................................................. Vice President for Enrollment, Marketing and Public Relations
David Knight, M.A. .................................................. Vice President for Student Services
Charles Lewis, B.A. .................................................. Director of Technology and Information Services
Ronald Macomber, B.S. .................................................. Director of Network Services
Teresa Macomber, M.S.W. .................................................. Student Accounts Advisor
Lorena Marin, B.S. .................................................. Assistant Registrar
Beverly Mendenhall, B.S. .................................................. Alumni Relations Director
Patricia Norwood .................................................. Assistant Vice President for Financial Administration, Student Finance
Larry Philbeck, Ed.D. .................................................. Director of the Adult Degree Program
Jerry Potter, M.B.A. .................................................. Assistant Student Accounts Director
Marsha Rasmussen, A.M.L.S. .................................................. Associate Librarian
Brenda Schnell, B.S. .................................................. Director of Admissions
Steve Stafford, M.Ed. .................................................. Director of Counseling and Testing Center, Director of Retention
Gary Temple, M.A. .................................................. Vice President for University Advancement
Robert Thompson, B.S. .................................................. Systems Administrator
Lawrence Turner, Ph.D. .................................................. Director of Institutional Effectiveness
Sharon Wicker, B.B.A. .................................................. Accountant
Greg Wicklund, B.S. .................................................. Assistant Vice President for Financial Administration
Sharon Wion, M.L.S. .................................................. Associate Librarian
Edna Yanez, M.B.A. .................................................. Cashier

CAMPUS SERVICES
Randell Chastain, B.S. .................................................. Bookstore and Media Services
Dale Hainey .................................................. Physical Plant Director
Donna Morrison .................................................. Custodial Director
Robby Psencik .................................................. Director of Housing, Student Employment, Transportation, Security, Grounds
James The, B.S. .................................................. Dean of Men
Daria Sullivan .................................................. Assistant Director of Food Service
Greg Sullivan, B.S. .................................................. Director of Food Service
Janelle Williams, B.S. .................................................. Dean of Women
Faculty

EMERITI FACULTY/ADMINISTRATION

Clinton J. Anderson, M.A. .......................................................... Librarian
B.A., Andrews University; M.A.T., Andrews University.

Harold T. Burr, M.A. ................................................................. Religion
B.A., Union College; M.A., Andrews University.

Robert Cooper, M.S. ................................................................ Librarian
B.S., Columbia Union College; M.S., in Library Science, University of Southern California.

Laurice Durrant, Ed.D. .......................................................... Nursing
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For the Academic Year 2005-2006

First name listed is chair. All University officers are ex-officio members of all committees, standing and ad hoc.

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Admissions
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