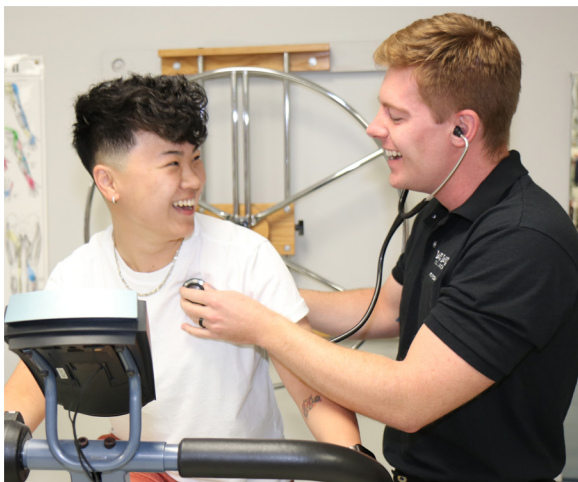


LAKE LAND
COLLEGE

CATALOG ADDENDUM

2024-2026



Page 2

Make the following changes to the phone directory:

Delete Auxiliary Services

Honors Experience is now 217-234-5044

Humanities and Communications Division is now 217-234-5035

Technology Division is now 217-234-5348

Delete Pathways and Workforce Investment Act (WIOA)

Page 3

Board of Trustees

Replace Mike Sullivan, Trustee
with

Larry D. Lilly, Trustee, Mattoon, 2024-2025

Student Trustee

Replace

Katherine Greuel, Student Trustee

With

Abbie Kelly, Student Trustee, Windsor, 2024-2025

Page 6

Replace the Accreditations with:

Accredited by:

The Higher Learning Commission

230 South LaSalle Street, Suite 7-500

Chicago IL 60604, hlcommission.org

Accreditation Commission for Education in Nursing

Commission on Accreditation in Physical Therapy

Education

Commission on Accreditation of Allied Health Education

Programs

Illinois Department of Public Health's Education and

Training Section

American Dental Association's Commission on Dental

Accreditation

Replace Affirmative Action/Equal Opportunity information with

Equal Opportunity Notice of Non-Discrimination

Lake Land College is committed to maintaining a working and learning environment that promotes equal opportunity and that is free from unlawful discrimination and harassment. It is the policy of Lake Land College not to engage in discrimination or harassment against any person because of race, traits of race, color, sex, age, religion, national origin, ancestry, physical or mental disability, association with a person with a disability, marital status, military status, sexual orientation, gender identity, gender-related identity and expression, sex stereotypes, sex characteristics, pregnancy or related conditions, parental status, order of protection status, unfavorable discharge from military service, work authorization status, citizenship status, or to engage in discrimination on any basis precluded by

applicable federal and state statutes. This policy applies to admission and access to and participation, treatment and employment in the College's programs, activities and services.

The following campus office is assigned the responsibility for ensuring compliance with this policy as well as federal and state statutes and regulations concerning equal opportunity and access:
Director of Human Resources/Title IX Coordinator
Human Resources Office, Lensink Hall, Office #2,
(217) 234-5210; humanresources@lakelandcollege.edu
Inquiries about the application of *Title IX of the Education Amendments of 1972* ("Title IX") may be addressed to the Director of Human Resources/Title IX Coordinator, the Office for Civil Rights, or both.
Procedures for reporting or filing complaints regarding conduct that may constitute discrimination or harassment, including sex-based misconduct under Title IX, can be obtained through Counseling Services or Human Resources. In addition, these offices will maintain current copies of appropriate laws, regulations, and policies.

Page 191 Replace the Admission Policy second paragraph with this:

Lake Land College does not deny admission to a person on the basis of race, traits of race, color, sex, age, religion, national origin, ancestry, physical or mental disability, association with a person with a disability, marital status, military status, sexual orientation, gender identity, gender-related identity and expression, sex stereotypes, sex characteristics, pregnancy or related conditions, parental status, order of protection status, unfavorable discharge from military service, work authorization status, citizenship status, family responsibilities, actual or perceived decisions regarding reproductive health, or on any other basis protected by applicable federal and state law.

Page 203

Change the contact information for WIOA to 217-342-2193.

Page 206 Add:

The Perkins Program

The Perkins Program provides services to help students enrolled in Workforce Ready programs successfully complete an associate in applied science (AAS) degree or certificate, with the goal to enter the workforce in the chosen field immediately after completion. Students may be able to receive direct assistance through the

Perkins Program if they are enrolled in a *Workforce Ready Major* and are a member of a *Special Population*.

The Perkins Program student support is intended for students who are academically or economically disadvantaged. This includes students who are a member of a *Special Population*, such as:

- An individual with disabilities
 - An individual from an economically disadvantaged family
 - An individual preparing for non-traditional fields for their gender
 - An individual who is a single parent (including single, pregnant women)
 - An individual who is out-of-workforce
 - An English learner
 - An individual who is homeless
 - An individual who is in (or has recently aged out of) the foster care system
 - An individual with a parent who is a member of the armed forces and is on active duty
- Perkins student support can assist with:
- Focused Tutoring Opportunities
 - Tool Loan/Rental
 - Assistance with Uniforms & name badges
 - Workbooks & Textbooks
 - Assistance with Learning Supplies
 - Access to additional resources as needed

Students who feel they may qualify for the Perkins Program should contact the Perkins Specialist. Qualification can usually be determined within a few minutes. To schedule an appointment to apply or for additional information:

- Call 217-234-5032
- Email perkins@lakelandcollege.edu
- Stop by Workforce Development, office 010

Page 210: Revise text under POLICY heading as follows:

In compliance with state and federal laws, Lake Land College has the following policies:

**Page 210: Replace AFFIRMATIVE ACTION/EQUAL OPPORTUNITY with
EQUAL OPPORTUNITY NOTICE OF NON-DISCRIMINATION**

Lake Land College is committed to maintaining a working and learning environment that promotes equal opportunity and that is free from unlawful discrimination and harassment. It is the policy of Lake Land College not to engage in discrimination or harassment against any person because of race, traits of race, color, sex, age, religion, national origin, ancestry, physical or mental disability, association with a person with a

disability, marital status, military status, sexual orientation, gender identity, gender-related identity and expression, sex stereotypes, sex characteristics, pregnancy or related conditions, parental status, order of protection status, unfavorable discharge from military service, work authorization status, citizenship status, or to engage in discrimination on any basis precluded by applicable federal and state statutes. This policy applies to admission and access to and participation, treatment and employment in the College's programs, activities and services.

The following campus office is assigned the responsibility for ensuring compliance with this policy as well as federal and state statutes and regulations concerning equal opportunity and access: Director of Human Resources/Title IX Coordinator Human Resources Office, Lensink Hall, Office #2, (217) 234-5210; humanresources@lakelandcollege.edu Inquiries about the application of *Title IX of the Education Amendments of 1972* ("Title IX") may be addressed to the Director of Human Resources/Title IX Coordinator, the Office for Civil Rights, or both. Procedures for reporting or filing complaints regarding conduct that may constitute discrimination or harassment, including sex-based misconduct under Title IX, can be obtained through Counseling Services or Human Resources. In addition, these offices will maintain current copies of appropriate laws, regulations, and policies.

Page 210: Replace ANTI-HARASSMENT POLICY heading with:

DISCRIMINATION AND HARASSMENT

Lake Land College is committed to maintaining a working and learning environment in which all individuals are treated with respect and dignity. Faculty, staff and students have a right to work and learn in an atmosphere that promotes equal opportunity and prohibits discriminatory practices.

Harassment, a form of discrimination, is defined as unwelcome conduct on the basis of a person's actual or perceived race, traits of race (including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists), color, sex, age, religion, national origin, ancestry, physical or mental disability, association with a person with a disability, marital status, military status, sexual orientation, gender identity, gender-related identity and expression, sex stereotypes, sex characteristics, pregnancy or related conditions, parental status, order of protection status, unfavorable discharge from military service, work authorization status, citizenship status, family responsibilities, decisions regarding reproductive health, or any other category protected by law. In accordance with Board Policy 11.04, and its implementing procedures,

Discrimination and Harassment, any such conduct which (1) has the purpose or effect of substantially interfering with educational or work performance; or (2) has the purpose or effect of creating an intimidating, hostile, or offensive educational or work environment could lead to disciplinary action. Students who believe they are being harassed by a student, employee or third party at the College should immediately report such concerns and seek support from the Director of Human Resources/Title IX Coordinator or the Vice President for Student Services.

Page 210: Replace Sexual Discrimination, Harassment and Misconduct heading with

PROHIBITING SEX-BASED MISCONDUCT and revise the text that follows as noted:

Lake Land College is committed to maintaining a safe and healthy educational and employment environment that is free from harassment and other forms of discrimination based on sex, sexual orientation, gender-related identity and expression, pregnancy, and other protected characteristics related to sex under federal, state, or local law. The College prohibits all forms of sex-based misconduct including, but not limited to sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence and stalking. In accordance with Board Policy 11.04.01, Prohibiting Sex-Based Misconduct, and its implementing procedures, the College has an affirmative duty to act promptly and effectively once it has knowledge of an act of sex-based discrimination, sexual harassment, or other sex-based misconduct in any of its educational or employment programs or activities.

The College encourages individuals who have experienced sex-based misconduct to talk with someone about what happened so that they can get the support they need and so that the College can respond appropriately. Different employees on campus have different notification obligations when they receive information about conduct that may reasonably constitute sex based-misconduct. Students are encouraged to seek assistance and support from Counselors in Counseling Services, the Student Wellness Center Manager, or the College Nurse. These individuals can serve as Confidential Advisors, can assist students in receiving the necessary protection and support, and assist students in filing a report for further investigation. Students can also report online and choose to either provide their identity or report anonymously. Where a reporting party chooses to provide their identity and contact information through the online system, the College will respond to the reporting party with a concise notification of rights and options. The online reporting system should not be used in emergency situations. In an emergency situation, victims should call 911 and/or the Prevail

Illinois toll-free 24-hour crisis response service at 1-888-345-2846.

Additional information regarding student rights and college policy and procedures for addressing discrimination and harassment and sex-based misconduct is provided for students in the Student Handbook & Right to Know section of the College's website, through the Laker Hub and is emailed to current students each semester.

Page 217

Audit a Course

Add: A grade of "U" will be assigned.

Page 217

Importance of Attending Class

ADD: Students who are seeking attendance accommodations in accordance with Title IX, the Americans with Disabilities Act, and Section 504 of the Rehabilitation Act, may be required to submit medical certification in order for the absence to be excused. Procedures can be found on the website under "Student Conduct" at lakelandcollege.edu/student-handbook/student-code/.

Page 230

Under Community Learning

Change the url to: learn.lakelandcollege.edu

Add:

Powered Industrial Truck Program

The Center for Business and Industry offers a variety of training programs for powered industrial trucks/forklifts. The 8-hour Basic Forklift Course is designed for students seeking a career in entry level powered industrial truck operation. The 8-hour Advanced Forklift Course is designed to take basic operators to the next level of Powered Industrial Truck operation and focuses on attachments and loading/unloading semi-trailers. There is also a 4-hour refresher course available for students who have expired licenses, who have remedial needs or who are recommended for additional training.

Page 244:**Replace the Gen Ed Goals with the Laker Learning****Competencies:**

Communication
Creative Thinking and Problem Solving
Critical Thinking
Global and Cultural Literacy
Information and Technology Literacy
Professional Skills and Ethics
Quantitative Literacy
Scientific Literacy

The Following Course Descriptions should be replaced:**BUS 077 Payroll Accounting**

Prerequisite: Take BUS-095;

Focuses on fundamental skills and basic knowledge in the area of business payroll. Includes calculation of gross pay and payroll taxes. Covers journalizing and posting of payroll-related journal entries and completion of payroll tax forms. Course Level Fee 1 (3 credits, 3 Lecture)

BUS 221 Financial Accounting (formerly BUS-151)

Prerequisite: High school accounting, BUS 085, BUS 095 or consent of instructor.

A study of the financial statements, the accounting process and the principles and procedures underlying items on the financial statements. (3 credits, 3 Lecture)

BUS 222 Managerial Accounting (formerly BUS-152)

Prerequisite: BUS 151.

Examines managerial accounting concepts including cost classification, job order and process cost systems, cost-volume-profit analysis, absorption and variable costing, budgeting, standard costs, variance analysis, relevant costs for decision-making, activity-based costing, and capital budgeting. (3 credits, 3 Lecture)

CDL 043 Dual Credit CDL Theory

Prerequisite: See Instructor.

Designed for students interested in a career course covers the required classroom training under the Entry Level Driver Training (ELDT) rule. (3.5 credits, 3.5 Lecture)

CDL 090 Careers in CDL

Designed for students interested in a career requiring a Commercial Driver's License. This course covers topics in job searching, career readiness, practical living, personal values and the impact of behaviors. (3 credits, 3 Lecture)

CJS 089 Police Operations

This course focuses on the duties and responsibilities of the patrol officer. Topics covered will include routine

patrol, traffic enforcement and officer survival. (3 credits, 3 Lecture)

CJS 104 Criminal Justice Internship I

Prerequisite: Sophomore standing; 12 credit hours of CJS classes.

Students will complete an orientation, interview and resume and be assigned to an off-campus criminal justice agency to observe the field. Open to criminal justice majors only. Subject to internship coordinator and agency approval, including background check. Course Level Fee 3 (1 credits, 6 Lab/Lab-Discussion)

CJS 105 Criminal Justice Internship II

Prerequisite: Sophomore standing; 12 credit hours of CJS classes.

Students will complete an orientation, interview and resume and be assigned to an off-campus criminal justice agency to observe the field. Open to criminal justice majors only. Subject to internship coordinator and agency approval, including background check. Course Level Fee 2 (2 credits, 11 Lab/Lab-Discussion)

CJS 106 Criminal Justice Internship III

Prerequisite: Sophomore standing; 12 credit hours of CJS classes.

Students will complete an orientation, interview and resume and be assigned to an off-campus criminal justice agency to observe the field. Open to criminal justice majors only. Subject to internship coordinator and agency approval, including background check. Course Level Fee 3 (3 credits, 16 Lab/Lab-Discussion)

CJS 151 Intro to Policing

This course provides an introduction to the police profession by examining the history of policing, the mental and physical requirements for police officer and police operational issues. Consideration is also given to current policing trends. (3 credits, 3 Lecture)

CJS 210 Community Policing

This course examines the relationship between police and the community and provides information on how to strengthen that relationship. Strategies for effective community policing are examined. (3 credits, 3 Lecture)

CJS 245 Ethics in Criminal Justice

This course analyzes various aspects of ethics in the criminal justice system, including the police, the court system, and the correctional system. (3 credits, 3 Lecture)

EMS 061 Fundamentals of Paramedicine I

Prerequisite: EMS 050 or EMT Basic License and BIO 050 or BIO 225. Corequisite: Concurrently enrolled in EMS 064 and EMS 068.

This course provides the beginning paramedic student with the knowledge to integrate the principles of kinetics, pathophysiology and assessment findings to formulate a field impression and implement a treatment plan for the cardiac patient. Course Level Fee 3 (5 credits, 5 Lecture)

EMS 064 Paramedic Care Skills I

Prerequisite: EMS 050 or EMT Basic License and BIO 050 or BIO 225 Corequisite: Concurrently enrolled in EMS 061 and EMS 068

This course provides the paramedic student with the skills needed to manage a trauma patient, including immobilization and splinting techniques, airway management, extrication techniques and bleeding control. Course Level Fee 3 (4 credits, 1.5 Lecture, 5 Lab/Lab-Discussion)

EMS 071 Fundamentals Paramedicine II

Prerequisite: EMS 061 and EMS 064 and EMS 068
Corequisite: Concurrently enrolled in EMS 074 and EMS 078

This course provides students with the knowledge to integrate pathophysiological principles and assessment findings, formulate a field impression, and implement a treatment plan for patients experiencing cardiovascular emergency situations. Course Level Fee 3 (4 credits, 4 Lecture)

EMS 074 Paramedical Care Skills II

Prerequisite: EMS 061 and EMS 064 and EMS 068
Corequisite: EMS 071 and EMS-078

This course provides a paramedic student with advanced skills needed to manage patients with special considerations experiencing life-threatening conditions across the lifespan. Course Level Fee 3 (1 credits, 1 Lecture, 1 Lab/Lab-Discussion)

EMS 084 Paramedical Care Skills III

Prerequisite: EMS 061 and EMS 064 and EMS 068 and EMS 071 and EMS 074 and EMS 078 Corequisite: EMS 062 and EMS 086 and EMS 088

This course provides the paramedic student with the skills needed to manage a medical patient, including all of the body systems. Course Level Fee 3 (3 credits, 1 Lecture, 4 Lab/Lab-Discussion)

EMS 086 Fundamentals Paramedicine III

Prerequisites: EMS 061 and EMS 064 and EMS 068 and EMS 071 and EMS 074 and EMS 078 Corequisite: EMS 062, EMS 084 and EMS 088

This course provides the beginning paramedic student with the knowledge to integrate pathophysiological

principles and assessment findings to formulate a field impression and implement a treatment plan for the medical patient. Observation time is required. Course Level Fee 3 (4 credits, 4 Lecture)

HRT 067 Indoor Plants-Growth & Care

Discover the history, benefits and ideal conditions of growing houseplants. Learn about light, water and soil requirements. Troubleshoot common pests and diseases. Choose the right plants for your location for a thriving green space. (2 credits, 2 Lecture)

HSP 165 Intro to Substance Disorders

This course encompasses social, psychological and medical views of drug use, including the historical evolution of drug use and regulation as well as the differences between drug use, misuse and abuse and their consequences. (3 credits, 3 Lecture)

HSP 166 Diversity in Addiction

This course will address women, adolescents and other diverse populations (including LGBTQ) in substance use treatment. Topics include addiction, engagement strategies and treatment planning. Client and community education strategies and methods to gain cultural competence will be addressed. (3 credits, 3 Lecture)

HSP 167 Substance Use Treatment

Prerequisite: HSP-065

This course introduces students to the ASAM criteria for evidence-based treatments of various types of addiction. Practicing a variety of treatment theories and approaches, the course discusses disease concepts; differences between evidence, screening, and assessment; and use of assessment instruments. (3 credits, 2.5 Lecture, 1 Lab/Lab-Discussion)

HSP 169 Pharmacology and Substance Use

This course covers substances of use, including physiological and behavioral effects. It explores the neurobiological basis of addiction and how substances produce neurochemical changes in the brain's reward pathway. Substance-use related transmission of disease(s) will also be discussed. (3 credits, 3 Lecture)

LIB 120 Introduction to Generative AI

This course introduces generative artificial intelligence (AI), its foundation in machine learning, and workplace applications. Students will use current tools and critically examine ethical and legal implications. Course Level Fee 2 (3 credits, 3 Lecture)

MAT 160 Computer Science I

Prerequisite: Placement by Assessment or either MAT-115 or MAT-124 with a grade of "C" or higher or STEM Transitional Math (TM001) and one year of high school geometry or MAT-009.

Introduction to an object-oriented programming language using a disciplined approach to problem-solving, algorithm development as well as procedural and data abstraction. Covers selection, repetition, sequence control structures, program design, records and files, testing and documentation. Course Level Fee 2 (3 credits, 2 Lecture, 2 Lab/Lab-Discussion)

MCS 042 HIT Applications I

Foundational course designed to equip students with essential skills needed to navigate and utilize practice management and electronic health record software. Using MOSS 4.0 software, students will gain hands-on experience in a simulated medical office environment. (3 credits, 3 Lecture)

MCS 043 HIT Applications II

Prerequisite: MCS-050, MCS-055 or MCS-070

Corequisite: MCS-098

This course is designed to equip students with essential technological skills for a successful career in medical coding. Utilizing the AHIMA Vlab software, students will gain hands-on experience with the coding systems and tools used in real-world healthcare settings. (2 credits, 2 Lecture)

MCS 051 Math for Medical Coders

This course equips students with essential mathematical skills needed to code medical procedures and diagnoses accurately. This course will cover a range of mathematical concepts, from basic arithmetic to more complex calculations, specifically tailored to the needs of medical coders. (2 credits, 2 Lecture)

MCS 057 Quality Improvement in Healthcare

This course is designed to focus on quality improvement, information integrity, information governance and clinical documentation improvement in a variety of healthcare settings. (3 credits, 3 Lecture)

MCS 071 Inpatient Coding

This is a comprehensive course designed to equip students with the knowledge and skills necessary to accurately code inpatient hospital services. Topics include reimbursement, coding and processed related to inpatient services. (3 credits, 3 Lecture)

MCS 093 Medical Record Documentation

This course is designed to provide healthcare professionals with a comprehensive understanding of medical record documentation principles and practices. Participants will learn about the legal, ethical and clinical

implications of accurate and complete documentation. (3 credits, 3 Lecture)

MET 076 Mechanical Electrical SOE I

Prerequisite: Must have completed 16 semester hours of MET AAS degree and approval of the instructor.

Designed to promote on the job experience in mechanical electrical technology while applying skills and knowledge learned in the program. The employers and supervising instructors work closely with the student in an off campus job site (75 hours). (1 credits, 1 Work Based Learning)

MET 077 Mechanical Electrical SOE II

Prerequisite: Must have completed 16 semester hours of MET AAS degree and approval of the instructor.

Designed to promote on the job experience in mechanical electrical technology while applying skills and knowledge learned in the program. The employers and supervising instructors work closely with the student in an off campus job site (150 hours). (Repeatable 3 times). (2 credits, 2 Work Based Learning)

MET 078 Mechanical Electrical SOE III

Prerequisite: Must have completed 16 semester hours of MET AAS degree and approval of the instructor.

Designed to promote on the job experience in mechanical electrical technology while applying skills and knowledge learned in the program. The employers and supervising instructors work closely with the student in an off campus job site (225 hours). (Repeatable 3 times). (3 credits, 3 Work Based Learning)

WLD 040 Welding Fundamentals

Course will cover basic welding processes, including: Oxy-Acetylene welding, Arc welding, Cutting and Brazing. Course Level Fee 4 (2.5 credits, 1 Lecture, 3 Lab/Lab-Discussion)

WLD 041 Metal Cutting and Fabrication

This course is designed to provide an understanding of metal cutting and fabricating processes and weld joint design. Course Level Fee 4 (2 credits, 1 Lecture, 2 Lab/Lab-Discussion)

WLD 051 Shielded Metal Arc Welding I

Prerequisite: WLD-040 and WLD-041

This course provides an introduction to shielded metal arc welding. Students learn to set up equipment, identify electrodes, and strike and run beads in the flat position. Course Level Fee 4 (2.5 credits, 1 Lecture, 3 Lab/Lab-Discussion)

WLD 052 Shielded Metal Arc Welding II

Prerequisite: WLD-040, WLD-041 and WLD-051

In this course, students learn to perform single and multiple pass welds with shielded metal arc welding

equipment in all positions. Course Level Fee 4 (2.5 credits, 0.5 Lecture, 4 Lab/Lab-Discussion)

WLD 053 Shielded Metal Arc Welding III

Prerequisite: WLD-040, WLD-041 and WLD-052

In this course students are required to weld in all positions using shielded metal arc welding equipment in all positions. These welds must pass a guided bend test. Course Level Fee 4 (2.5 credits, 0.5 Lecture, 4 Lab/Lab-Discussion)

WLD 061 Gas Metal Arc Welding I

Prerequisite: WLD-040 and WLD-041

This course introduces gas metal arc welding procedures and equipment. Students learn to perform single and multiple pass welds in the flat position with gas metal arc welding equipment. Course Level Fee 4 (2.5 credits, 1 Lecture, 3 Lab/Lab-Discussion)

WLD 062 Gas Metal Arc Welding II

Prerequisite: WLD-040, WLD-041 and WLD-061

This course teaches students to perform gas metal arc welds in the horizontal, vertical and overhead positions using single and multiple pass welds. Course Level Fee 4 (2.5 credits, 0.5 Lecture, 4 Lab/Lab-Discussion)

WLD 063 Gas Metal Arc Welding III

Prerequisite: WLD-040, WLD-041 and WLD-062

Students in this course must prepare gas metal arc and flux core welds which pass guided bend tests. Course Level Fee 4 (3 credits, 0.5 Lecture, 5 Lab/Lab-Discussion)

WLD 070 Gas Tungsten Arc Welding

Prerequisite: WLD-040 and WLD-041

This course introduces students to the gas tungsten arc welding equipment and procedures. Welds are prepared in flat, horizontal and vertical positions on both ferrous and non-ferrous metals. Course Level Fee 4 (2.5 credits, 0.5 Lecture, 4 Lab/Lab-Discussion)

WLD 071 GTAW/Aluminum

Prerequisite: WLD-040, WLD-041 and WLD-070

This course introduces students to the gas tungsten arc welding process of aluminum. Course Level Fee 4 (3 credits, 1 Lecture, 4 Lab/Lab-Discussion)

WLD 072 GTAW/Stainless Steel

Prerequisite: WLD-040, WLD-041 and WLD-071

This course introduces students to the gas tungsten arc welding equipment and procedures that are required for welding stainless steel. Course Level Fee 4 (3 credits, 1.5 Lecture, 3 Lab/Lab-Discussion)

WLD 080 Pipe Welding

Prerequisite: WLD-053 and WLD-070

This is a basic course in pipe welding. Topics include

fabrication of industrial piping systems and welding techniques/applications. Course Level Fee 4 (3 credits, 1 Lecture, 4 Lab/Lab-Discussion)

WLD 082 Advanced Welding Projects Lab

Prerequisite: WLD-053, WLD-063, WLD-071 and WLD-072

This course is designed to promote on-the-job training skills in the welding program by applying skills and knowledge gained from classes the student has already completed. It helps individuals gain confidence and build skills needed to pass pre-employment welding test. Course Level Fee 4 (4 credits, 8 Lab/Lab-Discussion)

WLD 084 Welding SOE

Prerequisite: WLD-040 and WLD-041 Welding supervised occupational experience in a welding shop or work-related manufacturing company position. Course Level Fee 4 (4 credits, 20 Lab/Lab-Discussion)

Accounting (AAS.ACC)

The Accounting program provides a solid foundation in accounting skills for students who choose to enter the workforce at the end of two academic years of study. Typical job responsibilities include gathering information used for financial reports and payroll, using accounting software to maintain and update accounting records, and documenting and recording financial data such as cash receipts, expenditures, accounts receivable, and accounts payable.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
BUS-095	Fundamentals of Accounting	3.0	BUS-098	Intermediate Accounting *	3.0
BUS-142	Introduction to Business	3.0	BUS-222	Managerial Accounting *	3.0
CIS-160	Practical Software Applications	3.0	BUS-141	Business Communications	3.0
BUS-094	Business Math OR		BUS-086	Statistics for Business +	3.0
MAT 1--	Math Elective *	3.0	CIS-094	Excel	2.0
ENG-095	Business English OR		--- ---	BUS or CIS Elective	2.0
ENG-120	Composition I *	3.0			
Semester Totals		15.0	Semester Totals		16.0
Second Semester			Second Semester		
BUS-221	Financial Accounting *	3.0	BUS-099	Computerized Accounting *	3.0
ECO-130	The American Economy OR		BUS-096	Federal Tax Accounting	3.0
ECO-231	Principles of Economics I (Macro)	3.0	BUS-097	Principles of Cost Accounting *	3.0
BUS-251	Principles of Management	3.0	BUS-060	Automated Ofc Procedures *	3.0
BUS-200	Legal Environ/Business	3.0	BUS-087	Accounting Internship * OR	
CIS-093	Access	2.0	--- ---	CIS or BUS Elective	3.0
Semester Totals		14.0	Semester Totals		15.0
			Total Program Hours		60.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Cindy Phipps

Faculty Email: cphipps@lakelandcollege.edu

Faculty Phone: 217-234-5350

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester +

Course offered in summer term only ++

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^

Consult Academic Advisor for appropriate course ^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^

ECE 120 and ECE 125 must be taken the same semester ^^^^

Accounting (CRT.ACC)

The certificate in Accounting program prepares students to provide technical administrative support to professional accountants and other financial management personnel. All courses satisfactorily completed in this certificate program will apply to the associate in applied science degree with a major in accounting.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR

First Semester		Hours
BUS-095	Fundamentals of Accounting	3.0
BUS-094	Business Math OR	
MAT 1--	Math Elective *	3.0
BUS-142	Introduction to Business	3.0
CIS-160	Practical Software Applications	3.0
Semester Totals		12.0

Second Semester

BUS-221	Financial Accounting *	3.0
BUS-200	Legal Environ/Business OR	
BUS-251	Principles of Management	3.0
ECO-130	The American Economy OR	
ECO-231	Principles of Economics I (Macro)	3.0
BUS-096	Federal Tax Accounting OR	
BUS-097	Principles of Cost Accounting * OR	
BUS-098	Intermediate Accounting * OR	
BUS-099	Computerized Accounting * OR	
BUS-222	Managerial Accounting *	3.0
--- ---	BUS or CIS Elective	3.0
Semester Totals		15.0

Summer Term

BUS-096	Federal Tax Accounting OR	
BUS-097	Principles of Cost Accounting * OR	
BUS-098	Intermediate Accounting * OR	
BUS-099	Computerized Accounting * OR	
BUS-222	Managerial Accounting *	3.0
Semester Totals		3.0

Total Program Hours **30.0**

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Cindy Phipps

Faculty Email: cphippis@lakelandcollege.edu

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

+

Associate In Engineering Science (AES.ENGR)

This curriculum is designed for students wanting to pursue a bachelor's degree in engineering at the University of Illinois Urbana-Champaign. The University of Illinois requires specific minimum GPAs for entry into the various majors of engineering. Consult an academic advisor at the University of Illinois for important program-specific information.

The associate in engineering science degree requires the completion of 63 credit hours. The sample course sequence below includes the required 63 credit hours plus additional courses recommended for this major. Upon completion of this course sequence, engineering science students will receive an associate in engineering science degree.

Only courses with a course number of 100 or higher meet graduation requirements for the AES degree.

The Illinois Articulation Initiative recommends that transfer students take two humanities/fine arts courses from the same course sequence. Those courses are not planned into the curriculum below but can be taken. The University of Illinois allows you to take those courses at the university or the community college.

This program follows Math Pathway #4. Math requirements for a specific major may vary from one institution to another. Please consult with an academic counselor or academic advisor to confirm the pathway that is applicable to your major and transfer institution.

FIRST YEAR

First Semester	Hours
ENG-119 Composition I Pathway * OR	
ENG-120 Composition I *	3.0
MAT-160 Computer Science I *	3.0
MAT-241 Analytical Geometry and Calculus I *	5.0
--- --- Elective	3.0
CHM-150 General Chemistry I *	4.0

Semester Totals 18.0

Second Semester

ENG-121 Composition II *	3.0
MAT-242 Analytical Geometry and Calculus II *	4.0
PHY-140 University Physics I * +++	4.0
CHM-151 General Chemistry II *	4.0

Semester Totals 15.0

SECOND YEAR

First Semester	Hours
PHY-141 University Physics II * +	4.0
ECO-231 Principles of Economics I (Macro) * +	3.0
MAT-243 Analytical Geometry and Calculus III * +++	4.0
--- --- Elective	6.0

Semester Totals 17.0

Second Semester

PHY-142 University Physics III * +++	4.0
ECO-232 Principles of Economics II (Micro) * OR	
--- --- IAI Social/Behavioral Science	3.0
MAT-245 Differential Equations * +++	3.0
--- --- Elective	3.0

Semester Totals 13.0

Total Program Hours 63.0

Suggested Electives

CIS-164 Object-Oriented Programming II * +	3.0
MAT-255 Linear Algebra * +	3.0
PHY-239 Mechanics I * +	3.0
PHY-240 Mechanics II * +++	3.0
PHY-245 Solid Mechanics * +++	3.0
TEC-103 Engineering Graphics *	3.0

This is a sample list of major requirements. University requirements vary by institution.

Consult a counselor or academic advisor before registering. Specific graduation requirements are identified through degree audit. Additional courses in reading, English and mathematics may be required based on placement information.

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

+

Course only offered spring semester ++

++

Course offered in summer term only ^

Basic Welding (NDP.BWEL)

This program provides an introduction to basic welding practices and skills including metal layout and cutting, SMAW, GMAW, and GTAW welding processes. Industrial safety and other skills such as blueprint reading are covered. This certificate is directly applicable to a more advanced welding certificate and a welding associate's degree.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR		
First Semester		Hours
APT-041	Applied Mathematics I	3.0
TEC-040	Print Reading for Industry	2.0
TEC-043	Industrial Safety	1.0
WLD-040	Welding Fundamentals	2.5
WLD-041	Metal Cutting and Fabrication	2.0
Semester Totals		10.5
Total Program Hours		10.5

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: James Crowder

Faculty Email: jcrowder@lakelandcollege.edu

Faculty Phone: 217-234-5065

* There are prerequisites, course requisites, or minimum placement test scores for this course.	**
Electives must be approved by the Program Coordinator	+
Course only offered fall semester	++
Course only offered spring and summer semester	++
	+
Course only offered spring semester	++
	++
Course offered in summer term only	^
SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective	^^
Consult Academic Advisor for appropriate course	^^^
Course requires a 30-hour practicum experience in addition to classroom lecture hours	^^^^
ECE 120 and ECE 125 must be taken the same semester	

Building Construction Technology (AAS.BCT)

Building Construction Technology provides a versatile learning environment consisting of a blend of hands-on learning and classroom activities. The combination of hands-on learning and classroom activities provides a broad understanding of the topics covered, and teaches critical skills that encourage progression in the building construction industry. Graduates are qualified to be building construction technicians, construction manager assistants, construction estimators, computer drafters, carpenters, construction inspectors and building manufacturing representatives. Potential employers include building contractors, architectural/engineering firms, testing laboratories, construction management firms, and manufacturers of building assemblies and products. With additional experience graduates may fill the positions of construction manager or self-employed building contractor.

Consult an advisor for transfer options. Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
APT-041	Applied Mathematics I	3.0	BCT-089	Construction Estimating *	3.0
BCT-045	Plans and Specifications *	3.0	EET-069	Residential Wiring I	3.0
CAD-056	CAD I *	2.0	HED-179	Advanced 1st Aid and CPR OR	
BCT-054	Basic Carpentry I *	4.0	SOS-052	Workplace Communication/Safety	3.0
CET-060	Surveying I	3.0	CIS-068	Computer Appl-Special Topics	2.0
Semester Totals		15.0	--- ---	Career Elective	4.0
Second Semester			Semester Totals		15.0
APT-042	Applied Mathematics II	2.0	Second Semester		
APT-043	Applied Mathematics III	2.0	CET-056	PCC Theory and Design	2.0
BCT-062	Architectural Drafting II *	4.0	BCT-076	Architectural Design *	4.0
BCT-055	Basic Carpentry II *	4.0	BUS-251	Principles of Management * OR	
ENG-050	Writing for Industry OR		BCT-070	Construction Management	3.0
ENG-119	Composition I Pathway OR		CAD-059	Special Applications of CAD	3.0
ENG-120	Composition I	3.0	--- ---	Social Science Elective	3.0
Semester Totals		15.0	Semester Totals		15.0
			Total Program Hours		60.0
			Suggested Electives		
			ECO-231	Principles of Economics I (Macro)	3.0
			BUS-221	Financial Accounting	3.0
			ESC-100	Physical Geology	4.0
			BUS-089	Small Business Management	3.0
			CAD-057	CAD II	3.0
			TEC-043	Industrial Safety	1.0
			CET-054	Soils + Aggregates	4.0
			BCT-078	Architectural S.O.E.	5.0
			TEC-060	Analytical Mechanic	4.0
Call Counseling Services: 217-234-5232			* There are prerequisites, course requisites, or minimum placement test scores for this course. **		
Email: counsel@lakelandcollege.edu			Electives must be approved by the Program Coordinator +		
Faculty Contact: Kurt Hoene			Course only offered fall semester ++		
Faculty Email: khoene2@lakelandcollege.edu			Course only offered spring and summer semester ++		
			+		
			++		

Business (AA.BA)

This degree is also available online. This curriculum is for students interested in business administration (accounting, finance, management, marketing, computer information systems) planning to transfer to a university. Course requirements are modified to meet demands of individual universities.

This program follows Math Pathway #3. Math requirements for a specific major may vary from one institution to another. Please consult with an academic counselor or academic advisor to confirm the pathway that is applicable to your major and transfer institution.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
ENG-119	Composition I Pathway * OR		BUS-221	Financial Accounting *	3.0
ENG-120	Composition I *	3.0	BUS-200	Legal Environ/Business	3.0
--- ---	Business Elective	3.0	--- ---	Business Elective	3.0
--- ---	IAI Physical/Life Science	3.0	ECO-231	Principles of Economics I (Macro)	3.0
PHI-290	Intro to Logic	3.0	--- ---	IAI Humanities/Fine Arts	3.0
BUS-142	Introduction to Business	3.0	BUS-120	Business Career Development	3.0
Semester Totals		15.0	Semester Totals		18.0
Second Semester		Hours	Second Semester		Hours
ENG-121	Composition II *	3.0	BUS-222	Managerial Accounting *	3.0
CIS-160	Practical Software Applications	3.0	BUS-281	Business Statistics *	3.0
MAT-211	Math Analysis * OR		ECO-232	Principles of Economics II (Micro) *	3.0
MAT-210	Finite Mathematics *	3.0	--- ---	IAI Humanities/Fine Arts	3.0
COM-111	Intro to Speech Communication	3.0	--- ---	IAI Social/Behavioral Science	3.0
--- ---	IAI Physical/Life Science	4.0	Semester Totals		15.0
Semester Totals		16.0	Total Program Hours		64.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Cindy Phipps

Faculty Email: cphipps@lakelandcollege.edu

Faculty Phone: 217-234-5350

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester +

Course offered in summer term only ++

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^

Consult Academic Advisor for appropriate course ^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^

ECE 120 and ECE 125 must be taken the same semester

Business Development (CRT.BUSDEV)

The Business Development program is designed to provide students with the background to successfully launch and then effectively manage a growing business enterprise. Courses have been carefully selected to provide students with a comprehensive level of exposure to the key areas associated with running a successful 21st century business including management, marketing, accounting, communication, and information technology. All of the courses satisfactorily completed in this certificate program will apply to the Associate in Applied Science degree with a major in Management.

FIRST YEAR

First Semester	Hours
BUS-142 Introduction to Business	3.0
CIS-160 Practical Software Applications	3.0
BUS-095 Fundamentals of Accounting OR	
BUS-221 Financial Accounting *	3.0
BUS-141 Business Communications OR	
BUS-120 Business Career Development	3.0

Semester Totals 12.0

Second Semester

BUS-251 Principles of Management	3.0
BUS-247 Principles of Marketing	3.0
--- --- Marketing Elective **	3.0
--- --- Management Elective **	3.0
CIS-099 Introduction to Web Technology OR	
--- --- IT Elective **	3.0

Semester Totals 15.0

Total Program Hours 27.0

Suggested Electives

BUS-134	Principles of E-Marketing	3.0
BUS-090	Prin of Retailing	3.0
BUS-092	Principles of Selling	3.0
BUS-290	Human Resource Management	3.0
BUS-200	Legal Environ/Business	3.0
BUS-089	Small Business Management	3.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: John W. Carpenter, III

Faculty Email: jcarpent@lakelandcollege.edu

Faculty Phone: 217-234-5347

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester ++

Course offered in summer term only ^

SOS 050 Human Relations and PSY 271 Introduction to Psychology ^^ cannot be used as a social science elective

Consult Academic Advisor for appropriate course ^^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^^

ECE 120 and ECE 125 must be taken the same semester

Business Education (AA.BE)

This curriculum is for students interested in business education who plan to transfer to a university. Course requirements are modified to meet demands of individual universities. Upon completion of this program, students may transfer as juniors to universities.

This program follows Math Pathway #1. Math requirements for a specific major may vary from one institution to another. Please consult with an academic counselor or academic advisor to confirm the pathway that is applicable to your major and transfer institution.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
ENG-119	Composition I Pathway * OR		BUS-221	Financial Accounting *	3.0
ENG-120	Composition I *	3.0	BUS-200	Legal Environ/Business	3.0
BUS-142	Introduction to Business	3.0	ECO-231	Principles of Economics I (Macro)	3.0
--- ---	IAI Physical/Life Sciences	4.0	HIS-153	History/Culture of Non-Western Civ.	3.0
--- ---	IAI Humanities/Fine Arts	3.0	BUS-120	Business Career Development	3.0
--- ---	IAI Humanities/Fine Arts	3.0	--- ---	Business Elective	3.0
Semester Totals		16.0	Semester Totals		18.0
Second Semester			Second Semester		
ENG-121	Composition II *	3.0	BUS-222	Managerial Accounting *	3.0
CIS-160	Practical Software Applications	3.0	ECO-232	Principles of Economics II (Micro) *	3.0
--- ---	IAI Physical/Life Sciences	3.0	POS-160	American National Government	3.0
COM-111	Intro to Speech Communication	3.0	MAT-124	Statistics Pathway OR	
EDU-210	Diversity in Schools and Societies	3.0	MAT-125	Statistics *	3.0
Semester Totals		15.0	EDU-100	Introduction to Education	3.0
			Semester Totals		15.0
			Total Program Hours		64.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Sarah M. Wright

Faculty Email: swright2756@lakelandcollege.edu

Faculty Phone: 217-234-5355

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester ++

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^

Consult Academic Advisor for appropriate course ^^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^^

ECE 120 and ECE 125 must be taken the same semester

Commercial Truck Driver Training (NDP.CTDT)

Designed for the person with little to no commercial driving experience, this certificate program is Entry Level Driver Training (ELDT) rule compliant and provides everything a student needs to obtain an entry level driving position in the transportation industry.

The Lake Land Commercial Truck Driver Training Program works with many trucking companies that will pre-hire students. Truck driving is one of the few occupations where students who complete training are almost certain to go to work immediately. Most students receive job offers prior to completion of their training.

Training is conducted at the Lake Land College Workforce Development Center, 5001 Lake Land Blvd., Mattoon, Illinois or the Lake Land College Eastern Region Center, 224 S. 6th St, Marshall, IL. For more information about the program, job opportunities and payment options, contact the Transportation Training Coordinator at 1-800-789-1282 or visit the website at lakelandcollege.edu/cdl.

Commercial Driver's License Requirements

1. Applicants must have a valid regular (non-commercial) Illinois or Indiana driver's license and be at least 18 years old (Intrastate); Must be at least 21 years old to drive a commercial motor vehicle across state lines (interstate).
2. An applicant "must provide to the State proof of citizenship or lawful permanent residency" per 49 CFR 383.71.
3. Applicants must pass all applicable background screens.
4. Applicants must have no active driver's license suspensions or revocations in any state
5. Applicants must certify that he/she is not "subject to any disqualification under FMCSA 383.51 (complete list of disqualifications), or any license disqualification under State law, and that he/she does not have a driver's license from more than one state or jurisdiction".
6. Applicants must be able to read and speak the English language sufficiently to converse with the general public, to understand highway traffic signs and signals in the English language, to respond to official inquiries, and to make entries on reports and records.
7. An applicant must be physically qualified to drive a commercial motor vehicle and has passed a Department of Transportation Physical and Drug Screen.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR

First Semester	Hours
CDL-040 Commercial Truck Driver Trning	7.0
Semester Totals	7.0
Total Program Hours	7.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Justin A. Onigkeit

Faculty Email: jonigkeit@lakelandcollege.edu

Faculty Phone: 217-238-8239

* There are prerequisites, course requisites, or minimum placement test scores for this course.	**
Electives must be approved by the Program Coordinator	+
Course only offered fall semester	++
Course only offered spring and summer semester	++
	+
Course only offered spring semester	++
	++
Course offered in summer term only	^
SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective	^^
Consult Academic Advisor for appropriate course	^^^
Course requires a 30-hour practicum experience in addition to classroom lecture hours	^^^^
ECE 120 and ECE 125 must be taken the same semester	

Human Services (AAS.HSP)

The Human Services degree is for students interested in helping people in need. Graduates can work at agencies that provide services such as substance abuse, mental health, developmental disabilities, child welfare, domestic violence, residential, sexual assault, financial assistance, homelessness, schools, prisons, food assistance, and aging services, etc. Classroom training and field experience prepare graduates of the Human Service program to provide greatly needed services to people who require assistance. Upon completion of this program, students can go either go directly to work or transfer to a 4-year University.

The Human Services student has the opportunity to choose from seven areas of concentration: business, criminal justice, dietetics, education, health, psychology, and sociology. Fifteen semester hours are required from one of the seven areas to complete the program.

To be eligible for internships (work experience and seminar) the following must be completed: 30 semester hours of the required curriculum, Foundations of Human Services (HSP-103) and Social Welfare (HSP-122), and have a 2.0 GPA.

This program of study can lead to a bachelor's degree in human services, sociology, psychology, health studies, and social work. Students should consult with an advisor during their first year regarding specific transfer curricula and elective course work to facilitate a transfer.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR

First Semester	Hours
ENG-119 Composition I Pathway * OR	
ENG-120 Composition I *	3.0
PSY-271 Intr/Psychology	3.0
HSP-103 Foundations of Human Services	3.0
HSP-122 Social Welfare	3.0
CIS-160 Practical Software Applications	3.0
Semester Totals	15.0

Second Semester

ENG-121 Composition II * OR	
COM-111 Intro to Speech Communication *	3.0
--- --- Any IAI Math * OR	
--- --- IAI Physical or Life Science	3.0
--- --- IAI Physical or Life Science	3.0
--- --- Area of Concentration	3.0
HED-178 Responding to Emergencies	2.0
--- --- IAI Humanities OR	
--- --- IAI Fine Arts	3.0
--- --- Electives	1.0
Semester Totals	18.0

SECOND YEAR

First Semester	Hours
--- --- Area of Concentration	6.0
HSP-053 Work Experience Seminar I *	1.0
HSP-054 Field Experience I *	2.0
--- --- Electives	6.0
Semester Totals	15.0

Second Semester

--- --- Area of Concentration	6.0
HSP-055 Work Experience Seminar II *	1.0
HSP-056 Field Experience II *	2.0
--- --- Electives	6.0
Semester Totals	15.0

Total Program Hours

63.0

Area of Concentration

BUS-221 Financial Accounting *3.0 CJS-152 Criminal Investigation I Course Outline 3.0 HED-046 Food Service Sanitation Course Outline 2.0 EDU-100 Introduction to Education Course Outline 3.0 AHE-040 Basic Nurse Assisting Course Outline 8.0 ECE-110 Child Behavior Management Course Outline 3.0 ANT-200 General Anthropology Course Outline 3.0 HSP-166 Diversity in Addiction Course Outline 3.0 HED-102 Nutrition Course Outline 3.0 CJS-160 Criminal Evidence and Procedure Course Outline 3.0 BUS-222 Managerial Accounting Course Outline 3.0 HSP-167 Substance Use Treatment Course Outline 3.0 CJS-150 Intro/Criminal Justice Course Outline 3.0 SOS-235 Death and Dying Course Outline 3.0 AHE-041 Medical Terminology Course Outline 3.0 EDU-190 Introduction/Special Education Course Outline 3.0 BUS-200 Legal Environ/Business Course Outline 3.0 CJS-166 Corrections Course Outline 3.0 ECO-231 Principles of Economics I (Macro) Course Outline 3.0 ECE-083

Instructional MethodsCourse Outline 3.0 HED-270
 Community HealthCourse Outline 3.0 PSY-275
 The Psychology of Maturity and Old AgeCourse Outline *3.0
 SOC-280 Introduction to SociologyCourse Outline 3.0 HSP-169
 Pharmacology and Substance UseCourse Outline 3.0 HSP-120
 Introduction to Social WorkCourse Outline 3.0 SOC-282
 Social ProblemsCourse Outline 3.0 PSY-274
 Child DevelopmentCourse Outline *3.0 HED-102
 NutritionCourse Outline 3.0 ECE-110
 Child Behavior ManagementCourse Outline 3.0 CHM-151
 General Chemistry IICourse Outline *4.0 CJS-158
 Juvenile JusticeCourse Outline 3.0 ECO-231
 Principles of Economics I (Macro)Course Outline 3.0 PSY-279
 Human Dev/Life SpanCourse Outline 3.0 CJS-150
 Intro/Criminal JusticeCourse Outline 3.0 PSY-279
 Human Dev/Life SpanCourse Outline 3.0 ECE-095
 Creative Activities for ChildrenCourse Outline 4.0 AHE-042
 Advanced Medical TerminologyCourse Outline *3.0 PSY-279
 Human Dev/Life SpanCourse Outline 3.0 SOC-284
 Sociology/Deviant BehaviorCourse Outline 3.0 HSP-165
 Intro to Substance DisordersCourse Outline 3.0 CJS-156
 Criminal LawCourse Outline 3.0 SOC-286
 Racial and Ethnic GroupsCourse Outline 3.0 PSY-272
 Intimate & Family RelationshipsCourse Outline 3.0 HED-290
 Disease ProcessesCourse Outline *2.0 PED-172
 Bsc Act Elem/Sec ChildCourse Outline 2.0 PSY-274
 Child DevelopmentCourse Outline 3.0 ECE-102
 Health/Safety/Nutri/Yng ChildCourse Outline 3.0 PSY-277
 Social PsychologyCourse Outline *3.0 HSP-120
 Introduction to Social WorkCourse Outline 3.0 HSP-120
 Introduction to Social WorkCourse Outline 3.0 PSY-273
 Abnormal PsychologyCourse Outline *3.0 PED-285
 Fitness for LifeCourse Outline 3.0 EDU-103
 Teaching/Learning W/TechnologyCourse Outline 3.0 EDU-200
 Educational PsychologyCourse Outline 3.0 EMS-050
 Emergency Medical Tech-BasicCourse Outline 7.5 HSP-101
 Dynamics of Domestic ViolenceCourse Outline 3.0 HSP-120
 Introduction to Social WorkCourse Outline 3.0 HSP-120
 Introduction to Social WorkCourse Outline 3.0 EDU-210
 Diversity in Schools and SocietiesCourse Outline 3.0 HSP-120
 Introduction to Social WorkCourse Outline 3.0 HED-200
 Principles of HealthCourse Outline 3.0

* There are prerequisites, course requisites, or minimum placement
 test scores for this course. **
 Electives must be approved by the Program Coordinator +
 Course only offered fall semester ++
 Course only offered spring and summer semester ++
 +
 Course only offered spring semester ++
 ++
 Course offered in summer term only ^
 SOS 050 Human Relations and PSY 271 Introduction to Psychology ^^
 cannot be used as a social science elective
 Consult Academic Advisor for appropriate course ^^

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Madison E. Dailey

Faculty Email: mdailey@lakelandcollege.edu

Faculty Phone: 217-234-5361

Management (AAS.MGT)

The Management degree is designed for (1) those who plan to own and operate their own business and (2) those who plan to work as technicians, supervisors, or managers in for-profit or not-for-profit organizations. Using career electives, a specialized management curriculum can be designed to meet the needs of students in such diverse areas as marketing, retailing, sales, manufacturing, construction, transportation, technology and the trades.

Total credit hours for graduation in this program must equal or exceed 60.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
BUS-142	Introduction to Business	3.0	BUS-290	Human Resource Management	3.0
ECO-231	Principles of Economics I (Macro)	3.0	BUS-221	Financial Accounting *	3.0
ENG-095	Business English OR		COM-111	Intro to Speech Communication	3.0
ENG-119	Composition I Pathway OR		BUS-200	Legal Environ/Business OR	
ENG-120	Composition I *	3.0	--- ---	Business Elective	3.0
BUS-085	Accounting Process OR		BUS-092	Principles of Selling	3.0
--- ---	Business Elective	1.0			
BUS-094	Business Math OR			Semester Totals	15.0
--- ---	Math Elective	3.0			
	Semester Totals	13.0			
Second Semester			Second Semester		
CIS-160	Practical Software Applications	3.0	BUS-285	Labor Relations +++	3.0
BUS-251	Principles of Management	3.0	BUS-074	Management Seminar OR	
BUS-247	Principles of Marketing	3.0	--- ---	Business Elective	1.0
ECO-232	Principles of Economics II (Micro) * OR		BUS-076	Management Internship OR	
POS-162	State/Local Govern	3.0	--- ---	Business Elective	4.0
	Semester Totals	12.0	BUS-096	Federal Tax Accounting OR	
			BUS-222	Managerial Accounting *	3.0
			BUS-141	Business Communications OR	
			--- ---	Business Elective	3.0
				Semester Totals	14.0
Summer Term					
BUS-091	Prin of Advertising +++++	3.0		Total Program Hours	60.0
BUS-090	Prin of Retailing +++++ OR				
BUS-089	Small Business Management	3.0			
	Semester Totals	6.0			

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: John W. Carpenter, III

Faculty Email: jcarpent@lakelandcollege.edu

Faculty Phone: 217-234-5347

* There are prerequisites, course requisites, or minimum placement test scores for this course.

**

Electives must be approved by the Program Coordinator

+

Course only offered fall semester

++

Course only offered spring and summer semester

++

+

Course only offered spring semester

++

++

Course offered in summer term only

^

SOS 050 Human Relations and PSY 271 Introduction to Psychology

^^

cannot be used as a social science elective

Consult Academic Advisor for appropriate course

^^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours

^^^^

Marketing (AAS.MKTG)

The Marketing program prepares students for employment positions in sales, retailing, marketing and other related business areas. It can also be used to upgrade skills and knowledge of presently employed personnel to allow them to advance their careers. This program provides the broad background necessary to succeed in modern marketing with special emphasis placed on pricing, promotion, distribution and product conception within both the profit and not-for-profit sectors.

Total credit hours for graduation in this program must equal or exceed 60.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
BUS-142	Introduction to Business	3.0	BUS-221	Financial Accounting *	3.0
BUS-094	Business Math OR		BUS-141	Business Communications	3.0
--- ---	Math Elective	3.0	ECO-231	Principles of Economics I (Macro)	3.0
ENG-119	Composition I Pathway OR		BUS-200	Legal Environ/Business	3.0
ENG-120	Composition I *	3.0	BUS-092	Principles of Selling	3.0
COM-111	Intro to Speech Communication	3.0			
--- ---	Business Elective	2.0			
	Semester Totals	14.0		Semester Totals	15.0
Second Semester			Second Semester		
BUS-251	Principles of Management	3.0	PSY-271	Intr/Psychology	3.0
BUS-247	Principles of Marketing	3.0	ECO-232	Principles of Economics II (Micro) * OR	
CIS-160	Practical Software Applications	3.0	POS-162	State/Local Govern	3.0
ENG-121	Composition II *	3.0	BUS-134	Principles of E-Marketing OR	
			--- ---	Business Elective	2.0
			BUS-057	Marketing Internship OR	
			--- ---	Business Elective	4.0
	Semester Totals	12.0	BUS-056	Marketing Seminar OR	
			-- ---	Business Elective	1.0
				Semester Totals	13.0
Summer Term			Total Program Hours		
BUS-091	Prin of Advertising +++++	3.0			60.0
BUS-090	Prin of Retailing +++++	3.0			
	Semester Totals	6.0			

Call Counseling Services: 217-234-5232

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Faculty Contact: John W. Carpenter, III

Faculty Email: jcarpent@lakelandcollege.edu

Faculty Phone: 217-234-5347

* There are prerequisites, course requisites, or minimum placement test scores for this course.

★★

Electives must be approved by the Program Coordinator

+

Course only offered fall semester

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Course only offered spring and summer semester

++

+

Course only offered spring semester

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Course offered in summer term only

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SOS 050 Human Relations and PSY 271 Introduction to Psychology ^^
cannot be used as a social science elective

Consult Academic Advisor for appropriate course

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Course requires a 30-hour practicum experience in addition to classroom lecture hours

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ECE 120 and ECE 125 must be taken the same semester

Mathematics (AA.MATH)

Upon completion of this course sequence, mathematics students will receive an associate in science degree. Additional credit hours may be required for successful transfer depending upon transfer institution of choice. Please speak to your advisor for guidance.

This program follows Math Pathway #4. Math requirements for a specific major may vary from one institution to another. Please consult with an academic counselor or academic advisor to confirm the pathway that is applicable to your major and transfer institution.

FIRST YEAR

First Semester	Hours
ENG-119 Composition I Pathway * OR	
ENG-120 Composition I *	3.0
MAT-241 Analytical Geometry and Calculus I *	5.0
COM-111 Intro to Speech Communication	3.0
ECO-231 Principles of Economics I (Macro) OR	
--- --- IAI Social/Behavioral Science	3.0
HIS-153 History/Culture of Non-Western Civ. OR	
--- --- IAI Humanities	3.0
Semester Totals	17.0

Second Semester

ENG-121 Composition II *	3.0
MAT-242 Analytical Geometry and Calculus II *	4.0
PHY-140 University Physics I * OR	
--- --- IAI Physical Science	4.0
ECO-232 Principles of Economics II (Micro) OR	
--- --- IAI Social/Behavioral Science	3.0
--- --- IAI Fine Arts	3.0
Semester Totals	17.0

SECOND YEAR

First Semester	Hours
MAT-160 Computer Science I *	3.0
MAT-255 Linear Algebra * +	3.0
--- --- IAI Humanities/Fine Arts	3.0
POS-160 American National Government OR	
--- --- IAI Social Science	3.0
--- --- Transfer Elective	3.0
Semester Totals	15.0

Second Semester

MAT-243 Analytical Geometry and Calculus III * +++	4.0
MAT-245 Differential Equations * +++	3.0
--- --- Transfer Elective	3.0
--- --- IAI Life Science	3.0
--- --- Transfer Elective	3.0
Semester Totals	16.0

Total Program Hours

65.0

Suggested Electives

MAT-125 Statistics	3.0
MAT-124 Statistics Pathway	4.0
MAT-210 Finite Mathematics	3.0
BUS-221 Financial Accounting	3.0
BUS-222 Managerial Accounting	3.0
CIS-156 Computer Logic *	3.0
EDU-100 Introduction to Education	3.0
ANT-200 General Anthropology	3.0
GEO-140 World Geography	3.0

This is a sample list of major requirements. University requirements vary by institution.

Consult a counselor or academic advisor before registering. Specific graduation requirements are identified through degree audit. Additional courses in reading, English and mathematics may be required based on placement information.

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Bambi C. Jones

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester +

Course only offered summer semester ++

Course offered in summer term only ^

SOS 050 Human Relations and PSY 271 Introduction to Psychology ^^

cannot be used as a social science elective

Consult Academic Advisor for appropriate course ^^^

Mechanical-Electrical Technology (AAS.MET)

Mechanical Electrical Technology (MET) program is designed to give the student a wide background in mechanical and electrical skills. These skills and knowledge include welding, hydraulics, pneumatics, CAD, CNC, HVAC, AC/DC circuits, ladder logic, motors and PLCs. Technical electives are incorporated into this degree to allow the student to focus more concentration in an area of their interest (such as CAD or PLC's). Graduates will be prepared for many different kinds of technical jobs for today and the future. Some of these employment opportunities include: CAD operator/designer, CNC operator/programmer, HVAC technician, maintenance technician, industrial electrician and service technician. A graduate with a MET degree will be prepared for high paying technical jobs that are available locally and nationwide.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR

First Semester	Hours
ENG-050 Writing for Industry OR	
ENG-119 Composition I Pathway OR	
ENG-120 Composition I	3.0
TEC-040 Print Reading for Industry	2.0
IND-044 Fluid Power	3.0
MAT-130 College Algebra OR	
APT-041 Applied Mathematics I	3.0
APT-050 Electrical Principles/Practice	4.0
Semester Totals	15.0

Second Semester

PLC-051 Variable Frequency Drive Systems	1.0
MET-043 Motors and Generators	2.5
APT-042 Applied Mathematics II	2.0
APT-043 Applied Mathematics III	2.0
EET-069 Residential and Light Commerical Wiring	3.0
MTT-050 Intro to Machining Procedures	3.0
IND-043 Refrigeration Fundamentals	3.0
Semester Totals	16.5

SECOND YEAR

First Semester	Hours
CIS-068 Computer Appl-Special Topics	2.0
CAD-056 CAD I	2.0
EET-072 Relays and Control Circuits	2.0
EET-086 Prog Logic Controllers I	2.0
ECO-231 Principles of Economics I (Macro) OR	
--- ECO Elective	3.0
WLD-040 Welding Fundamentals	2.5
Semester Totals	13.5

Second Semester

IND-054 Trouble Shooting and Preventative Maint	3.0
CIM-060 CNC Machining	3.0
MET-084 Technical Mechanisms	3.0
COM-111 Intro to Speech Communication OR	
--- IAI Social Science Elective OR	
SFS-101 Strategies for Success	2.0
--- Mechanical Electrical Elective	4.0
Semester Totals	15.0

Total Program Hours

60.0

Suggested Electives

IND-042 Pipefitting Procedures	1.0
EET-087 Prog Logic Controllers II	2.0
EET-075 HMI-Human Machine Interface	2.0
CAD-057 CAD II	3.0
CAD-059 Special Applications of CAD	3.0
CAD-058 CAD Drafting Systems	2.0
MET-076 Mechanical Electrical SOE I	1.0
MET-077 Mechanical Electrical SOE II	2.0
MET-078 Mechanical Electrical SOE III	3.0
CAD-062 Introduction to Solidworks	2.0
EET-057 Computer Systems	3.0
CIM-044 Industrial Robotics	2.0
CAD-060 3D Solid Modeling	3.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Dion L. Buzzard

Faculty Email: dbuzzard@lakelandcollege.edu

Faculty Phone: 217-234-5325

Medical Coding & Health Information (AAS.HIMC)

This program will prepare students for management positions in Health Information. Students are instructed in medical ethics, coding, information technology, statistics, management, and medical reimbursement. Upon successful completion of the program, graduates will be able to sit for medical coding exams available through national organizations such as the American Health Information Management Association (AHIMA) and the American Academy of Professional Coders (AAPC).

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
MCS-040	Health Information for Professionals OR		MCS-050	Principles of CPT Coding OR	
MCS-042	HIT Applications I	3.0	MCS-070	Principles ICD10PCS Coding	3.0
MCS-041	Medical Office Terminology	3.0	AHE-057	Pharmacology for Coders	3.0
BIO-050	Basic Anatomy & Physiology	4.0	CIS-160	Practical Software Applications	3.0
MCS-050	Principles of CPT Coding OR		MCS-040	Health Information for Professionals OR	
MCS-070	Principles ICD10PCS Coding	3.0	MCS-042	HIT Applications I	3.0
MCS-051	Math for Medical Coders	2.0	ENG-095	Business English OR	
Semester Totals		15.0	ENG-119	Composition I Pathway OR	
			ENG-120	Composition I	3.0
Second Semester			Semester Totals		
MCS-055	Principles of ICD-10-CM Coding OR		15.0		
MCS-071	Inpatient Coding	3.0	Second Semester		
AHE-044	Pathophysiology	3.0	MCS-055	Principles of ICD-10-CM Coding OR	
MCS-057	Quality Improvement in Healthcare OR		MCS-071	Inpatient Coding	3.0
MCS-060	Medical Ins Reimbursement	3.0	BUS-141	Business Communications	3.0
MCS-092	Health Information and the Law OR		MCS-057	Quality Improvement in Healthcare OR	
MCS-093	Medical Record Documentation	3.0	MCS-060	Medical Ins Reimbursement	3.0
PSY-271	Intr/Psychology	3.0	MCS-092	Health Information and the Law OR	
Semester Totals		15.0	MCS-093	Medical Record Documentation	3.0
			MCS-043	HIT Applications II	2.0
			MCS-098	Medical Coding Capstone	1.0
			Semester Totals		15.0
			Total Program Hours		60.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Sarah M. Wright

Faculty Email: swright2756@lakelandcollege.edu

Faculty Phone: 217-234-5355

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester ++

Course offered in summer term only ^

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^^

Consult Academic Advisor for appropriate course ^^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^^

ECE 120 and ECE 125 must be taken the same semester

Medical Coding Specialist (CRT.MCS)

Medical Coding Specialist Certificate presents a comprehensive study of both diagnostic and procedural medical coding using nationally recognized ICD-10-CM, CPT, and HCPCS coding. It prepares the student for employment as a coding specialist in hospitals, clinics, surgery centers, long-term and home health care facilities. Coding specialists are also employed by consulting firms, coding and billing services, insurance companies, and governmental agencies. Upon successful completion of the program, graduates will be able to pass coding exams available through national organizations such as the American Health Information Management Association (AHIMA) and the American Academy of Professional Coders (AAPC).

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			Suggested Electives		
First Semester		Hours			
MCS-041	Medical Office Terminology	3.0	MCS-057	Quality Improvement in Healthcare	3.0
BIO-050	Basic Anatomy & Physiology	4.0	MCS-060	Medical Ins Reimbursement	3.0
MCS-050	Principles of CPT Coding OR		MCS-071	Inpatient Coding	3.0
MCS-070	Principles ICD10PCS Coding	3.0	MCS-092	Health Information and the Law	3.0
			MCS-093	Medical Record Documentation	3.0
Semester Totals		10.0			
Second Semester					
BUS-141	Business Communications	3.0			
MCS ---	Medical Coding Elective	3.0			
MCS-055	Principles of ICD-10-CM Coding	3.0			
MCS-051	Math for Medical Coders	2.0			
Semester Totals		11.0			
Third Semester					
MCS-040	Health Information for Professionals OR				
MCS-042	HIT Applications I	3.0			
MCS-050	Principles of CPT Coding OR				
MCS-070	Principles ICD10PCS Coding	3.0			
MCS-043	HIT Applications II	2.0			
MCS-098	Medical Coding Capstone	1.0			
Semester Totals		9.0			
Total Program Hours		30.0			

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Sarah M. Wright

Faculty Email: swright2756@lakelandcollege.edu

Faculty Phone: 217-234-5355

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester ++

Course offered in summer term only ^

SOS 050 Human Relations and PSY 271 Introduction to Psychology ^^

cannot be used as a social science elective

Consult Academic Advisor for appropriate course ^^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^^

ECE 120 and ECE 125 must be taken the same semester

Area of Study - Business Management (MET.BS.MGT)

If you are unsure about choosing your college major, you can select an Exploratory Area of Study. This gives you the opportunity to explore academic options before deciding on a particular major. You'll also have the chance to work closely with an academic counselor to weigh the benefits of each major and develop a personalized education plan that fits your interests. Classes within each area of study have been carefully designed to allow you the chance to explore and move you forward toward your further educational and career goals.

In the Business area of study, you will have the opportunity to explore majors that prepare you to transfer or to immediately begin a successful career after graduation. Business leaders seek Lake Land College graduates because they know our students receive the advanced skills and experiences that add value to their company. This exploratory area of study includes a variety of majors that cover all aspects of business from ownership to sales and marketing, as well as the professional positions in medical and business settings that are at the center of the daily operations.

FIRST YEAR		
First Semester		Hours
ENG-119	Composition I Pathway OR	
ENG-120	Composition I	3.0
ECO-231	Principles of Economics I (Macro)	3.0
BUS-142	Introduction to Business	3.0
BUS-221	Financial Accounting	3.0
BUS-200	Legal Environ/Business	3.0
CIS-160	Practical Software Applications	3.0
Semester Totals		18.0
Total Program Hours		18.0

Call Counseling Services: 217-234-5232	* There are prerequisites, course requisites, or minimum placement test scores for this course.	**
Email: counsel@lakelandcollege.edu	Electives must be approved by the Program Coordinator	+
Faculty Contact:	Course only offered fall semester	++
Faculty Email:	Course only offered spring and summer semester	+++
Faculty Phone: 217--	Course only offered spring semester	++++
	Course offered in summer term only	^
	SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective	^^
	Consult Academic Advisor for appropriate course	^^^
	Course requires a 30-hour practicum experience in addition to classroom lecture hours	^^^^
	ECE 120 and ECE 125 must be taken the same semester	

Office Assistant-Executive (AAS.AAEXE)

Students will be highly trained to work in a variety of offices performing administrative support responsibilities. They will complete coursework in Microsoft Office software, desktop publishing, web design, document formatting, management, and accounting. Students will also develop interpersonal and communication skills. The internship provides students with a realistic work experience.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
BUS-114	Advanced Formatting *	3.0	CIS-058	Specialized Software Applications +	3.0
CIS-160	Practical Software Applications	3.0	BUS-060	Automated Ofc Procedures	3.0
BUS-141	Business Communications	3.0	CIS-056	Advanced Software Applications *	3.0
BUS-142	Introduction to Business	3.0	BUS-095	Fundamentals of Accounting OR	
--- ---	Social/Behavioral Science	3.0	BUS-221	Financial Accounting	3.0
CIS-101	Internet Systems and Applications OR		CIS-099	Introduction to Web Technology	3.0
CIS-071	Introduction to Networking +	2.0			
Semester Totals		17.0	Semester Totals		15.0
Second Semester			Second Semester		
BUS-061	Office Transcription * +++	3.0	BUS-251	Principles of Management	3.0
BUS-115	Processing Info * +++	3.0	PSY-271	Intr/Psychology	3.0
ENG-095	Business English	3.0	BUS-079	Professional Development +++	3.0
BUS-094	Business Math	3.0	BUS-081	Office Assistant Internship	3.0
CIS-093	Access	2.0			
CIS-094	Excel	2.0			
Semester Totals		16.0	Semester Totals		12.0
			Total Program Hours		60.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Lisa S. Earp

Faculty Email: learp@lakelandcollege.edu

Faculty Phone: 217-234-5356

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester +

Course only offered spring semester ++

Course offered in summer term only ++

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^^

Consult Academic Advisor for appropriate course ^^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^^

ECE 120 and ECE 125 must be taken the same semester

Office Assistant-Legal (AAS.AALEG)

Students will be highly trained to work in a variety of legal offices and court systems performing administrative support responsibilities. They will complete coursework in Microsoft Office software, legal justice systems, desktop publishing, document formatting, and accounting. Students will also develop interpersonal and communication skills. The internship provides students with a realistic work experience.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
BUS-114	Advanced Formatting *	3.0	CIS-058	Specialized Software Applications +	3.0
CIS-160	Practical Software Applications	3.0	BUS-060	Automated Ofc Procedures	3.0
BUS-141	Business Communications	3.0	CIS-056	Advanced Software Applications *	3.0
BUS-142	Introduction to Business	3.0	BUS-095	Fundamentals of Accounting OR	
--- ---	Social Science Elective	3.0	BUS-221	Financial Accounting	3.0
CIS-101	Internet Systems and Applications OR		CJS-150	Intro/Criminal Just	3.0
CIS-071	Introduction to Networking +	2.0			
Semester Totals		17.0	Semester Totals		15.0
Second Semester			Second Semester		
BUS-061	Office Transcription * +++	3.0	BUS-200	Legal Environ/Business	3.0
BUS-115	Processing Info * +++	3.0	PSY-271	Intr/Psychology	3.0
ENG-095	Business English	3.0	BUS-079	Professional Development +++	3.0
BUS-094	Business Math	3.0	BUS-081	Office Assistant Internship	3.0
CIS-093	Access	2.0			
CIS-094	Excel	2.0			
Semester Totals		16.0	Semester Totals		12.0
			Total Program Hours		60.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Lisa S. Earp

Faculty Email: learp@lakelandcollege.edu

Faculty Phone: 217-234-5356

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester +

Course only offered spring semester ++

Course offered in summer term only ++

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^

Consult Academic Advisor for appropriate course ^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^

ECE 120 and ECE 125 must be taken the same semester ^^^^

Office Assistant-Medical (AAS.AAMED)

Students will be highly trained to work in a variety of medical offices, hospitals, and clinics performing administrative support responsibilities. They will complete coursework in Microsoft Office software, medical terminology, medical billing and coding, medical software, desktop publishing, document formatting, and accounting. Students will also develop interpersonal and communication skills. The internship provides students with a realistic work experience.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
BUS-114	Advanced Formatting *	3.0	CIS-058	Specialized Software Applications +	3.0
CIS-160	Practical Software Applications	3.0	BUS-060	Automated Ofc Procedures	3.0
BUS-141	Business Communications	3.0	CIS-056	Advanced Software Applications *	3.0
BIO-050	Basic Anatomy & Physiology	4.0	MCS-041	Medical Office Terminology	3.0
--- ---	Social Science Elective	3.0	BUS-095	Fundamentals of Accounting OR	
Semester Totals		16.0	BUS-221	Financial Accounting	3.0
Second Semester			Semester Totals		15.0
BUS-061	Office Transcription * +++	3.0	Second Semester		
BUS-115	Processing Info * +++	3.0	BUS-059	Medical Insurance and Coding	3.0
ENG-095	Business English	3.0	PSY-271	Intr/Psychology	3.0
CIS-099	Introduction to Web Technology	3.0	BUS-079	Professional Development +++	3.0
MCS-040	Health Information for Professionals	3.0	BUS-083	Ofc Asst Internship-Med *	3.0
HED-270	Community Health	3.0	Semester Totals		12.0
Semester Totals		18.0	Total Program Hours		61.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Sarah M. Wright

Faculty Email: swright2756@lakelandcollege.edu

Faculty Phone: 217-234-5355

* There are prerequisites, course requisites, or minimum placement test scores for this course.	**
Electives must be approved by the Program Coordinator	+
Course only offered fall semester	++
Course only offered spring and summer semester	++
	+
Course only offered spring semester	++
	++
Course offered in summer term only	^
SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective	^^
Consult Academic Advisor for appropriate course	^^^
Course requires a 30-hour practicum experience in addition to classroom lecture hours	^^^^
ECE 120 and ECE 125 must be taken the same semester	

Office Manager (AAS.OFMGT)

Students will be highly trained to work in a variety of offices with managerial responsibilities, coordinating services, and supervising staff. They will complete coursework in Microsoft Office software, desktop publishing, web design, management, document formatting, and accounting. Students will also develop interpersonal and communication skills. The internship provides students with a realistic work experience.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
BUS-114	Advanced Formatting *	3.0	CIS-058	Specialized Software Applications *	3.0
CIS-160	Practical Software Applications	3.0	BUS-060	Automated Ofc Procedures	3.0
BUS-141	Business Communications	3.0	CIS-056	Advanced Software Applications *	3.0
BUS-142	Introduction to Business	3.0	BUS-095	Fundamentals of Accounting OR	
ECO-231	Principles of Economics I (Macro)	3.0	BUS-221	Financial Accounting	3.0
Semester Totals		15.0	BUS-290	Human Resource Management	3.0
Second Semester			Semester Totals		15.0
BUS-061	Office Transcription +++	3.0	Second Semester		
BUS-115	Processing Info * +++	3.0	BUS-251	Principles of Management	3.0
ENG-095	Business English	3.0	PSY-271	Intr/Psychology	3.0
CIS-099	Introduction to Web Technology	3.0	BUS-079	Professional Development +++	3.0
BUS-094	Business Math	3.0	BUS-081	Office Assistant Internship	3.0
CIS-094	Excel	2.0	CIS-093	Access	2.0
Semester Totals		17.0	Semester Totals		14.0
			Total Program Hours		61.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Lisa S. Earp

Faculty Email: learp@lakelandcollege.edu

Faculty Phone: 217-234-5356

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester +

Course offered in summer term only ++

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^

Consult Academic Advisor for appropriate course ^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^

ECE 120 and ECE 125 must be taken the same semester ^^^^

Office Receptionist (CRT.OFREC)

Students will be trained for an entry level office position. They will complete coursework in Microsoft Office software, keyboarding, document formatting, and accounting. Students will also develop interpersonal and communication skills. All courses apply toward one of the Office Assistant degrees.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR

First Semester		Hours
BUS-114	Advanced Formatting *	3.0
BUS-094	Business Math	3.0
CIS-160	Practical Software Applications	3.0
CIS-058	Specialized Software Applications +	3.0
BUS-141	Business Communications	3.0
Semester Totals		15.0

Second Semester

BUS-115	Processing Info * +++	3.0
BUS-060	Automated Ofc Procedures	3.0
BUS-079	Professional Development +++	3.0
BUS-061	Office Transcription * +++	3.0
CIS-094	Excel	2.0
BUS-095	Fundamentals of Accounting OR	
BUS-221	Financial Accounting	3.0
Semester Totals		17.0

Total Program Hours	32.0
----------------------------	-------------

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Lisa S. Earp

Faculty Email: learp@lakelandcollege.edu

Faculty Phone: 217-234-5356

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester ++

Course offered in summer term only ^

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^^

Consult Academic Advisor for appropriate course ^^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^^

ECE 120 and ECE 125 must be taken the same semester

Paramedical Services (CRT.PS)

Upon successful completion of the Paramedical Services certificate (CRT.PS), the student will be eligible to take the National Registry of Emergency Medical Technicians examination.

Application Process/Admission Criteria

The Paramedical Services program is a competitive, special admission program that uses an objective formula to rank applicants. Applicants seeking admission into either the Paramedical Services certificate or associate in applied science degree programs for the spring semester must have a completed application on file in the EMS department prior to the admissions deadline of November 1st. The program will notify applicants within six weeks of the admission deadline of tentative acceptance/denial. To have a completed application on file, students must do the following:

1. Complete an application to the college, selecting the Paramedical Services Track as a course of study. (Note: College acceptance does not guarantee admission into the program.)
2. Submit official transcripts from any other colleges attended to Admissions & Records. Request a transcript evaluation for the CRT.PS.
3. Complete the online Paramedical Services Application at <https://www.lakelandcollege.edu/emergency-medical-services>. Within two weeks of receipt of the application, the student will be notified via email of eligibility.
4. Successful completion of the prerequisite EMS-050; six months of employment experience with employment verification OR current Illinois Basic license with letter of recommendation from EMS Systems Coordinator, Fire Chief or Ambulance Manager.
5. Successful completion of BIO-050 with grade "C" or above prior to starting the program in the spring OR if accepted, during the first semester of the program.

For more information, review the Paramedical Services Application Checklist at [https:// www.lakelandcollege.edu/emergency-medical-services](https://www.lakelandcollege.edu/emergency-medical-services).

The CRT.PS has prerequisites that need to be taken prior to acceptance:

1. EMS-050 Emergency Medical Tech-Basic*
2. BIO-050 Basic Anatomy & Physiology or BIO-225 Human Anatomy & Physiology I**

The Allied Health Program guidelines and expectations align with the College's Pandemic Safety Response Guidelines. If the College updates the guidelines, the Allied Health Programs will follow the new guidelines. If clinical partners impose more restrictive guidelines, such as a vaccination mandate, the Allied Health programs will follow the clinical partner's guidelines. If a student refuses to comply with the clinical site's protocols, he/she/they will fail to meet clinical objectives and will therefore fail the course.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

SPECIAL ADMISSION REQUIREMENTS				SECOND YEAR		
			Hours	First Semester		Hours
CORE	EMS-050	Emergency Medical Tech-Basic	7.5	EMS-062	EMS Pharmacology *	2.0
GEN	BIO-050	Basic Anatomy & Physiology	4.0	EMS-084	Paramedical Care Skills III *	3.0
SEMESTER TOTALS			11.5	EMS-086	Fundamentals Paramedicine III *	4.0
				EMS-088	Clinical Experience III *	2.0
FIRST YEAR				Semester Totals		
First Semester			Hours			
EMS-061	Fundamentals of Paramedicine I *		5.0	Second Semester		
EMS-064	Paramedic Care Skills I *		4.0	EMS-092	Fundamentals Paramedicine IV *	2.0
EMS-068	Clinical Experience I *		1.5	EMS-094	Paramedical Care Skills IV *	3.0
Semester Totals			10.5	EMS-098	Paramedic Capstone Internship *	1.5
				Semester Totals		
				Total Program Hours		
Second Semester						
EMS-071	Fundamentals Paramedicine II *		4.0			
EMS-074	Paramedical Care Skills II *		1.0			
EMS-078	Clinical Experience II *		1.5			
Semester Totals			6.5			

Paramedical Services (AAS.PS)

Upon successful completion of the Paramedical Services associate in applied science degree (AAS.PS), the student will be eligible to take the National Registry of Emergency Medical Technicians examination.

Application Process/Admission Criteria

The Paramedical Services program is a competitive, special admission program that uses an objective formula to rank applicants. Applicants seeking admission into the Paramedical Services associate in applied science degree programs for the spring semester must have a completed application on **file in the EMS department prior to the admissions deadline of November 1st**. The program will notify applicants within six weeks of the admission deadline of tentative acceptance/denial.

To have a completed application on file, students must do the following:

1. Complete an application to the college, selecting the Paramedical Services Track as a course of study. (Note: College acceptance does not guarantee admission into the program.)
2. Submit official transcripts from any other colleges attended to Admissions & Records. Request a transcript evaluation for the AAS.PS.
3. Complete the online Paramedical Services Application at <https://www.lakelandcollege.edu/emergency-medical-services>. Within two weeks of receipt of the application, the student will be notified via email of eligibility.
4. Successful completion of the prerequisite EMS-050; six months of employment experience with employment verification OR current Illinois Basic license with letter of recommendation from EMS Systems Coordinator, Fire Chief or Ambulance Manager.
5. Successful completion of BIO-050 or BIO-225 with grade "C" or above prior to starting the program in the spring OR if accepted, during the first semester of the program.

For more information, review the Paramedical Services Application Checklist at <https://www.lakelandcollege.edu/emergency-medical-services>.

The AAS.PS has prerequisites that must be taken prior to acceptance:

1. EMS-050 Emergency Medical Tech-Basic*
2. BIO-050 Basic Anatomy & Physiology or BIO-225 Human Anatomy & Physiology I**

Additionally, some courses are required for program completion and may be taken prior to acceptance:

1. ENG-119 Composition I Pathway or ENG-120 Composition I
2. PSY-271 Intr/Psychology or COM-111 Intro to Speech Communication
3. PSY-279 Human Dev/Life Span
4. HED-290 Disease Processes
5. BIO-226 Human Anatomy & Physiology II
6. AHE-041 Medical Terminology
7. AHE-055 Math for Meds

The Allied Health Program guidelines and expectations align with the College's Pandemic Safety Response Guidelines. If the College updates the guidelines, the Allied Health Programs will follow the new guidelines. If clinical partners impose more restrictive guidelines, such as a vaccination mandate, the Allied Health programs will follow the clinical partner's guidelines. If a student refuses to comply with the clinical site's protocols, he/she/they will fail to meet clinical objectives and will therefore fail the course.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.



SPECIAL ADMISSION REQUIREMENTS

			Hours
CORE	EMS-050	Emergency Medical Tech-Basic	7.5
SEMESTER TOTALS			7.5

FIRST YEAR

First Semester		Hours
BIO-225	Human Anatomy and Physiology I	4.0
	Composition I	
ENG-119	Pathway	
	OR	
ENG-120	Composition I	3.0
HED-290	Disease Processes	3.0
Semester Totals		10.0

SECOND YEAR

First Semester		Hours
EMS-062	EMS Pharmacology *	2.0
EMS-086	Fundamentals Paramedicine III *	4.0
EMS-084	Paramedical Care Skills III *	3.0
EMS-088	Clinical Experience III *	2.0
PSY-271	Intr/Psychology OR	
COM-111	Intro to Speech Communication	3.0
Semester Totals		14.0
Second Semester		
EMS-092	Fundamentals Paramedicine IV *	2.0
EMS-094	Paramedical Care Skills IV *	3.0
EMS-098	Paramedic Capstone Internship *	1.5

Second Semester		
EMS-061	Fundamentals of Paramedicine I *	5.0
EMS-064	Paramedic Care Skills I *	4.0
EMS-068	Clinical Experience I *	1.5
PSY-279	Human Dev/Life Span	3.0
Semester Totals		13.5

Summer Term		
EMS-071	Fundamentals Paramedicine II *	4.0
EMS-074	Paramedical Care Skills II *	1.0
EMS-078	Clinical Experience II *	1.5
Semester Totals		6.5

BIO-226	Human Anatomy and Physiology II	4.0
Semester Totals		10.5
Total Program Hours		62.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Jasmine L. Ballard

Faculty Email: jballard9365@lakelandcollege.edu

Faculty Phone: 217-234-5370

* There are prerequisites, course requisites, or minimum placement test scores for this course.	**
Electives must be approved by the Program Coordinator	+
Course only offered fall semester	++
Course only offered spring and summer semester	++
	+
Course only offered spring semester	++
	++
Course offered in summer term only	^
SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective	^^
Consult Academic Advisor for appropriate course	^^^
Course requires a 30-hour practicum experience in addition to classroom lecture hours	^^^^
ECE 120 and ECE 125 must be taken the same semester	

Physical Therapist Assistant (AAS.PTA)

The Physical Therapist Assistant (PTA) is a skilled health employee working under the supervision of a licensed physical therapist to provide direct care to patients in a variety of health care settings. The professional care given by the PTA focuses on patients of all ages with temporary or permanent functional limitations due to illness, disease or injury. The PTA works closely with patients to restore function, prevent or relieve pain, prevent disability and restore physical coordination, strength and mobility through therapeutic exercise and the application of modalities. Physical therapy is a physically demanding job. Students need to have good general health and the strength, stamina and flexibility necessary to carry out assignments.

Housed at the Lake Land College Kluthe Center for Higher Education and Technology in Effingham, Illinois, the PTA program is a five consecutive semester program which includes classroom, skills laboratory and clinical experience in various healthcare facilities. Once admitted to the program, the student must progress through the courses corresponding to the curriculum model. A "C" grade is required in all PTA program curriculum courses for progression/completion.

The PTA program at Lake Land College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE, 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: capteonline.org.) If needing to contact the PTA program directly, please call 217-540-3551 or email mmioux@lakelandcollege.edu.

The PTA program was initially granted accreditation in 1994, and has been granted reaccreditation in 1999, 2008 and 2018. The next reaccreditation site visit is scheduled for 2029. Students who have successfully completed the program will be eligible to sit for the National Board Examination for Physical Therapist Assistants.

The PTA program is competitive and selects 24 students for each fall class. PTA application requirements include admission to Lake Land College; completion of the PTA program application form (obtained from the PTA website); completion of the college placement assessment tests (PTA applicants are eligible to take the college placement assessment tests more than twice); and completion of the one (1) Biology prerequisite course (one year high school biology/zoology/A & P, or Lake Land College BIO 050, Basic Anatomy and Physiology; or BIO 100, Bio Science I; or BIO 225, Human Anatomy and Physiology I; or BIO 226, Human Anatomy and Physiology II; or equivalent) with a "C" or better within the past five (5) years. It is the responsibility of students to see that their application file is completed by March 1 for consideration for the fall semester. In addition to tuition and fees, costs for the PTA program include: physical examination and immunization, CPR certification, workbooks, criminal background check, drug testing, clinical attire, transportation to clinical experiences (attempts will be made to keep travel distance no greater than 75 miles one way or 1.5 hours) and the board exam/license fee.

Download the PTA Selection Process Sheet and Checklist from the College website for the complete application procedure.

Interested students should submit the Intent to Enroll form and list their major as Physical Therapist Assistant Track (AAS.PTA.TRK) when selecting a major.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

Extra Resources

[View Checklists](#)

[Clinical Instructors](#)

FIRST YEAR

First Semester	Hours
PTA-080 Fundamentals of PTA I * +	4.0
PTA-081 PTA Skills Lab * +	2.5
PTA-083 Medical Terminology for PTA * +	2.0
ENG-119 Composition I Pathway * OR	
ENG-120 Composition I *	3.0
BIO-225 Human Anatomy and Physiology I *	4.0
Semester Totals	15.5
Second Semester	
PTA-082 Fundamentals of PTA II * +++	6.0
BIO-226 Human Anatomy and Physiology II *	4.0
PED-244 Kinesiology * +++	4.0
PTA-084 PTA Pathology * +++	3.0
Semester Totals	17.0

SECOND YEAR

First Semester	Hours
PTA-094 Fundamentals of PTA III * +	6.0
PTA-095 Orthopedic Concepts & Appl * +	4.0
PTA-097 PTA Practicum IV * +	3.0
Semester Totals	13.0
Second Semester	
PTA-096 Fundamentals of PTA IV * +++	5.0
PTA-099 PTA Practicum V * +++	4.0
PTA-098 PTA Seminar * +++	2.0
PSY-279 Human Dev/Life Span	3.0
Semester Totals	14.0
Total Program Hours	63.5

Summer Term

PTA-085	PTA Practicum III * +++++	2.0
PTA-086	Neurology for the PTA * +++++	2.0
Semester Totals		4.0

Call Counseling Services: 217-234-5232

Email: counsel@lakelandcollege.edu

Faculty Contact: Martha T. Mioux

Faculty Email: mmioux@lakelandcollege.edu

Faculty Phone: 217-540-3551

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator +

Course only offered fall semester ++

Course only offered spring and summer semester ++

Course only offered spring semester +

Course offered in summer term only ++

SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective ^

Consult Academic Advisor for appropriate course ^^

Course requires a 30-hour practicum experience in addition to classroom lecture hours ^^^

ECE 120 and ECE 125 must be taken the same semester ^^^^

Welding Technology (CRT.WEL)

This program provides experiences which enable students to develop competencies necessary for employment in and/or continued education in welding. Emphasis throughout the program is placed on developing skills in the following areas: blueprint reading, industrial safety, metal identification, metal cutting processes, OAW, SMAW, GMAW, GTAW.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR

First Semester		Hours
APT-041	Applied Mathematics I	3.0
IND-062	Rigging and Hoisting	1.0
TEC-043	Industrial Safety	1.0
WLD-040	Welding Fundamentals	2.5
WLD-041	Metal Cutting and Fabrication	2.0
WLD-051	Shielded Metal Arc Welding I	2.5
WLD-061	Gas Metal Arc Welding I	2.5
Semester Totals		14.5

Second Semester

WLD-052	Shielded Metal Arc Welding II	2.5
WLD-062	Gas Metal Arc Welding II	2.5
WLD-070	Gas Tungsten Arc Welding	2.5
TEC-040	Print Reading for Industry	2.0
TEC-070	Properties of Metal	2.5
Semester Totals		12.0

Total Program Hours	26.5
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Faculty Phone: 217-234-5065

* There are prerequisites, course requisites, or minimum placement test scores for this course. **

Electives must be approved by the Program Coordinator	+
Course only offered fall semester	++
Course only offered spring and summer semester	++
	+
Course only offered spring semester	++
	++
Course offered in summer term only	^
SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective	^^
Consult Academic Advisor for appropriate course	^^^
Course requires a 30-hour practicum experience in addition to classroom lecture hours	^^^^
ECE 120 and ECE 125 must be taken the same semester	

Welding (AAS.WEL)

This program provides experiences which enable students to develop competencies necessary for employment in welding and other related occupations. Emphasis throughout the program is placed on developing skills in the following areas: safety, metal identification, metal cutting processes, machining, blueprint reading, OAW, SMAW, GMAW, GTAW (including stainless steel and aluminum). Students will gain valuable hands-on experience as they complete a minimum of 375 clock hours of Supervised Occupational Experience at an industry location.

Program requirements may change over time. Specific degree/graduation requirements are determined by a degree audit.

FIRST YEAR			SECOND YEAR		
First Semester		Hours	First Semester		Hours
MAT-130	College Algebra OR		ENG-050	Writing for Industry OR	
APT-041	Applied Mathematics I OR		ENG-119	Composition I Pathway OR	
MAT 1--	Math Elective *	3.0	ENG-120	Composition I	3.0
IND-062	Rigging and Hoisting	1.0	WLD-053	Shielded Metal Arc Welding III	2.5
TEC-043	Industrial Safety	1.0	WLD-063	Gas Metal Arc Welding III	3.0
WLD-040	Welding Fundamentals	2.5	WLD-071	GTAW/Aluminum	3.0
WLD-041	Metal Cutting and Fabrication	2.0	WLD-072	GTAW/Stainless Steel	3.0
WLD-051	Shielded Metal Arc Welding I	2.5			
WLD-061	Gas Metal Arc Welding I	2.5			
	Semester Totals	14.5		Semester Totals	14.5
Second Semester			Second Semester		
WLD-052	Shielded Metal Arc Welding II	2.5	SOS-052	Workplace Communication/Safety	3.0
WLD-062	Gas Metal Arc Welding II	2.5	COM-111	Intro to Speech Communication	3.0
WLD-070	Gas Tungsten Arc Welding	2.5	MTT-050	Intro to Machining Procedures	3.0
TEC-040	Print Reading for Industry	2.0	WLD-080	Pipe Welding	3.0
TEC-070	Properties of Metal	2.5	WLD-082	Advanced Welding Projects Lab	4.0
ECO-231	Principles of Economics I (Macro) OR				
--- ---	IAI Social Science Elective	3.0			
	Semester Totals	15.0		Semester Totals	16.0
				Total Program Hours	60.0

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* There are prerequisites, course requisites, or minimum placement test scores for this course.	**
Electives must be approved by the Program Coordinator	+
Course only offered fall semester	++
Course only offered spring and summer semester	++
	+
Course only offered spring semester	++
	++
Course offered in summer term only	^
SOS 050 Human Relations and PSY 271 Introduction to Psychology cannot be used as a social science elective	^^
Consult Academic Advisor for appropriate course	^^^
Course requires a 30-hour practicum experience in addition to classroom lecture hours	^^^^
ECE 120 and ECE 125 must be taken the same semester	

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