WESTERN NEVADA COLLEGE
ACADEMIC PROGRAM GUIDE
2009-2010
How to use the ACADEMIC PROGRAM GUIDE

Western Nevada College is pleased to provide this booklet to help you determine your college program of study. You will find detailed information about the college’s academic degrees and programs. The WNC 2009-2010 Catalog is online:

www.wnc.edu/catalog
including detailed information about:
- College Calendars
- Course Descriptions
- Enrollment and Records
- Faculty and Administration
- Fees & Costs
- Financial Assistance
- Policies & Procedures
- Rules & Sanctions
- Student Activities
- Student Services

INFORMATION
Contact WNC campuses or teaching centers:
- Carson City – 775-445-3000
- Douglas – 775-782-2413
- Fallon – 775-423-7565
- Fernley – 775-461-3348
- Hawthorne – 775-945-2405
- Lovelock – 775-273-4994
- Smith Valley – 775-465-2332
- Yerington – 775-463-2412

Go to College & Skip the Commute!
WNC Offers Six Online Degrees/Certificates


For many students, earning a college degree online is the best solution. Western Nevada College offers five associate degrees and one certificate of achievement online, providing affordable access to higher education for students of all ages, no matter where they live or work. Some students choose to complete a degree using a variety of learning modes, including on-campus, interactive video and online classes. See a WNC counselor to choose the schedule that works best.

ONLINE DEGREES/CERTIFICATES
- Associate of Applied Science in Accounting
- Associate of Applied Science in General Business
- Associate of Applied Science in Management
- Associate of Arts (general)
- Associate of General Studies
- Certificate of Achievement in Bookkeeping

ACADEMIC PROGRAMS/DEGREES

General Education Mission & Learning Outcomes
List of Programs and Degrees
Transfer Degrees
Bachelor of Technology Degree-Construction Management
Associate of Arts Degree
Associate of Science Degree
Associate of Applied Science Degree
Associate of General Studies Degree
Certificate of Achievement

ACADEMIC PROGRAMS - ALPHABETICAL LISTING

Accounting
Automotive Mechanics
Biological Sciences
Bookkeeping
Business Program
Business-General
Chemistry
Computer and Office Technology
Computer Science
Computer Technology Programs
Computer Technology-Computer Applications
Computer Technology-Networking Technology
Computer Technology-Information Technology
Computer Technology-Network Support Technician
Computer Technology-System Administration Technician
Construction Technology Program
Construction Technology-Project Management
Construction Technology-Construction Management
Criminal Justice Program
Criminal Justice-Law Enforcement/Academy
Criminal Justice-9-1-1 Dispatch Telecommunications
Customer Service
Deaf Studies/American Sign Language
Desktop Publishing
Drafting Technology-Architectural
Drafting Technology-Civil
Drafting Technology-Mechanical
Early Childhood Education
Engineering Science
Fine Arts
Geographic Information Systems
Geosciences
Graphic Communications
Machine Tool Technology
Management
Mathematics
Musical Theatre
Nursing
Physics
Real Estate
Retail Management
Surgical Technology
Surgical Technology

SPECIAL ACADEMIC PROGRAMS

FRONT COVER- TOP: (l-r) Steve Ott & Wes Dietlein in geology class. MID: (l-r) Student employee awardees Sergio Arteaga and Marlene Purcell. BOTTOM: Grads: (l-r) Tabitha Grasso, Marlyn Sexton, Shanna & Cory Daggett and Lindsay Dugas; Softball player Devin Steelman slides into home base.

BACK COVER- TOP: Anatomy and Physiology students Vanessa McGregor and Jeanette McGinley. MID: (l-r) Student employee awardees Justin McMenomy and Roslyn Dolco (l). BOTTOM: (l-r) Baseball team at flag salute; Rosette Moltz (l) with Rosalba Cadena de Armas.
Western Nevada College offers academic degrees and academic programs to meet a variety of educational goals. Some students wish to learn occupational skills or work toward career advancement. Others seek credits which will transfer to a four-year college or university.

A number of one-year certificates are also offered in occupational areas. Students are encouraged to read the specific information about each degree or certificate before making their decisions. Counselors and faculty advisors are also available to provide information on the programs available. See web site: www.wnc.edu/academics/

The college now offers a bachelor's degree in the following area:

- Bachelor of Technology in Construction Management

Western offers four types of associate degrees in dozens of diverse academic areas. They include:

- Associate of Applied Science
- Associate of Arts
- Associate of General Studies
- Associate of Science

OCCUPATIONAL PROGRAMS AND EMPHASES

WNC offers two-year occupational programs in many areas, allowing students to gain job training and earn an Associate of Applied Science degree.

A new Bachelor of Technology degree in Construction Management helps students can climb a career ladder from learning basic construction skills all the way to becoming a construction manager.

One-year occupational programs are also offered in a number of areas, allowing students to achieve a Certificate of Achievement.

Students enrolled in any of these programs will benefit from “hands-on” laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

TRANSFER PROGRAMS AND EMPHASES

WNC attracts a large number of students who plan to earn a baccalaureate degree from another four-year college or university. They elect to begin their college education at the community college for many reasons, including lower tuition costs, small class sizes, flexible class times and a comfortable learning environment.

Students who plan to transfer can earn the Associate of Arts, Associate of Science, or Associate of General Studies degree. These programs of study can provide the first one or two years of their four-year degrees.

WNC students have transferred to many four-year schools. Students who plan to transfer should work closely with a WNC counselor and also keep in contact with the intended transfer institution.

General Education

Mission & Student Learning Outcomes

The general education program is an essential element of all degree programs and certificates of achievement offered at WNC. Faculty completed a review of the purpose of the general education program and developed a list of the ten student learning outcomes that are critical to the success of WNC graduates. All courses used to fulfill general education requirements should specify the specific general education student learning outcomes that are relevant to the course.

**GENERAL EDUCATION - Mission & Outcomes**

**Mission:** The mission of general education at WNC is to provide students who complete degrees and certificates of achievement with critical life skills that will benefit them in their personal and professional endeavors.

**Student Learning Outcomes:** Students who complete a degree at WNC are expected to demonstrate they:

- have college-level skills in reading, writing, and oral communication appropriate to their degree and/or emphasis.
- can use appropriate college-level mathematical skills.
- have problem solving, creative, and critical thinking skills.
- have effective and efficient learning skills, including the location and evaluation of information.
- have appropriate technological skills, including computer skills.
- know the basic principles and processes of government at the local, state, national and international levels.
- understand the methods of science and the role of science and technology in the modern world.
- understand and apply social science principles, including an appreciation of participation in civic affairs.
- have an understanding of fine arts or performing arts.
- understand the importance of cultural traditions, diversity, and ethics in the modern world.

Students completing a certificate of achievement at WNC are expected to demonstrate they:

- have the appropriate communication, computational, and human relations skills.
<table>
<thead>
<tr>
<th>Academic Program</th>
<th>Online Degree</th>
<th>Bachelor of Technology Degree</th>
<th>Associate of Applied Science Degree</th>
<th>Associate of Arts Degree</th>
<th>Associate of Science Degree</th>
<th>Certificate of Achievement</th>
<th>Transfer Program Course</th>
<th>Certification Preparation</th>
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* Students may take courses in many other academic areas for transfer; see transfer degree section of this catalog and/or a WNC counselor.

★ Degree/certificate available online
WNC students may select a course of study which enables them to complete some or all of the lower division requirements for a four-year degree from the list of transfer programs at UNR, UNLV, NSC or other schools. Recent surveys of WNC students show they have transferred to colleges throughout the country including: UNR; UNLV; Nevada State College; Southern Utah University; University of New Mexico; Arizona State University; California State University, Sacramento; University of California at Berkeley; Truckee Meadows Community College; University of Phoenix; Cosumnes River College-Los Rios; Lake Tahoe Community College; Great Basin College and Salt Lake Community College.

COMMUNITY COLLEGE STUDENTS WHO PLAN TO TRANSFER TO THE UNIVERSITY OF NEVADA, RENO, UNIVERSITY OF NEVADA, LAS VEGAS OR NEVADA STATE COLLEGE AND WHO DID NOT COMPLETE THE UNIVERSITY ENTRANCE REQUIREMENTS IN HIGH SCHOOL, MUST COMPLETE A MINIMUM OF 24 TRANSFERABLE CREDITS WITH A MINIMUM 2.3 GRADE POINT AVERAGE. EFFECTIVE FALL 2010, THE MINIMUM GRADE POINT AVERAGE WILL INCREASE TO 2.5. STUDENTS WHO EARN AN ASSOCIATE OF ARTS OR ASSOCIATE OF SCIENCE DEGREE WILL BE ADMITTED TO AN NSHE UNIVERSITY OR STATE COLLEGE REGARDLESS OF THEIR GRADE POINT AVERAGE.

ASSOCIATE OF ARTS & ASSOCIATE OF SCIENCE DEGREE - Mission & Outcomes

MISSION - The purpose of the Associate of Arts and Associate of Science degrees is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.

STUDENT LEARNING OUTCOMES - Students who complete either an Associate of Arts or an Associate of Science degree at WNC are expected to demonstrate that they:
- have met the general education student learning outcomes.
- know the subject matter appropriate to the emphasis of the degree.
- can succeed at their transfer institutions.

The Associate of Arts and Associate of Science degrees are primarily for the student who plans to transfer from WNC to a four-year college or university to pursue a baccalaureate degree in liberal arts, sciences, humanities, math or related areas. Every year, large numbers of WNC students successfully transfer to other schools. Each school has its own specific requirements and recommended electives for its various emphases.

TRANSFER PROGRAMS

WNC students may select a course of study which enables them to complete some or all of the lower division requirements for a four-year degree from the list of transfer programs at UNR, UNLV, NSC or other schools.

Recent surveys of WNC students show they have transferred to colleges throughout the country including: UNR; UNLV; Nevada State College; Southern Utah University; University of New Mexico; Arizona State University; California State University, Sacramento; University of California at Berkeley; Truckee Meadows Community College; University of Phoenix; Cosumnes River College-Los Rios; Lake Tahoe Community College; Great Basin College and Salt Lake Community College.

Programs and areas of study offered at WNC include:
- Nevada State College Teacher Education Partnership

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

The Bachelor of Technology degree in Construction Management offers students advanced technical and occupational skills in a formal educational route that will help them progress to supervisory positions within their field. It provides an opportunity for those who have completed an associate degree in an applied technology field to progress academically and earn a bachelor’s degree. It also provides an avenue for those already working in a technical field to enroll in an applicable baccalaureate degree program that will enhance their core and business management skills and offer career advancement opportunities. To learn more about the Bachelor of Technology degree program, please see a WNC counselor. Courses with a number under 100 (such as ENG 95) are not applicable toward a Bachelor of Technology degree at WNC.

Programs and areas of study offered at WNC include:
- Construction Management

**BACHELOR OF TECHNOLOGY IN CONSTRUCTION MANAGEMENT DEGREE REQUIREMENTS**

**REQUIREMENTS** A minimum of 128 total credits chosen from the following categories:

**CAPSTONE** - 9 credits.
- Choose from:
  - Communication: 412
  - Construction Management: 456
  - Economics: 334, 365
  - Management: 462, 469

**ENGLISH/COMMUNICATIONS REQUIREMENTS** - 9–11 credits.
- Choose from:
  - Business: 107, or
  - Communication: 113 or 213 or 215
  - English: 100 or 101
  - English: 102

**FINE ARTS REQUIREMENT** - 3 credits.
- Choose from:
  - Art: 100, 101, 124, 160, 224, 260, 261
  - Dance: 101
  - Humanities: 101
  - Music: 121, 125
  - Music: Ensemble: 101*
  - Theatre: 100, 105, 180

**HUMANITIES REQUIREMENT** - 3 credits.
- Choose from:
  - Core Humanities: 201, 202
  - History: 105, 106, 207, 247
  - Philosophy (except for PHIL 102, 105, 114

**MATHEMATICS AND SCIENCE REQUIREMENTS** - 15 credits.
- A minimum of 5 credits in mathematics and 7 credits in science.
- Choose from:
  - Mathematics
    - Mathematics: 126 & 127, 128*
    - Statistics: 152
  - Science
    - Chemistry: 100, 121
    - Environmental Studies: 100
    - Geology: 100, 101, 103
    - Physics: 100, 151, 180
    - * or higher

**SOCIAL SCIENCES REQUIREMENT** - 6 credits.
- 3 credits must be an upper division course (300-400 level, see a counselor).
- Choose from:
  - Anthropology: 101, 201, 202, 210, 212
  - Core Humanities: 203
  - Criminal Justice: 101, 102, 220, 230, 270
  - History: 101, 102, 211, 217, 295
  - Political Science: 103, 105, 108, 208, 231, 295, 299
  - Psychology (except for PSY 210)
  - Social Work: 220
  - Sociology (except for SOC 210)

**U.S. & NEVADA CONSTITUTION REQUIREMENTS** - 3 or 6 credits.
- Choose from:
  - Core Humanities: 203
  - History: 111
  - History: 101 & 217
  - History: 101 & 102
  - Political Science: 103
  - History and Political Science Combination (History 101 and Political Science 208)

**CORE AND DEGREE REQUIREMENTS**
- Number of credits required vary by degree.
The Associate of Arts degree is primarily for students planning to transfer with junior standing to a four-year college or university for a baccalaureate degree. If the University of Nevada, Reno is the intended transfer school, choose ONLY those courses marked with a caret "^" from the list below. Satisfactory completion of an AA degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school. Courses with a "B" after the course number (such as MATH 100B) and courses with a number under 100 (such as ENG 95) are not applicable toward the Associate of Arts degree. All courses to be counted toward this degree must be university transferable.

A maximum of six credits of special topics classes in one subject area may apply toward any WNC degree.

Note: Information on transfer to UNR is based on UNR requirements for the 2008-2009 school year. These requirements may change in subsequent years. See a WNC counselor for the most up-to-date information.

Programs and areas of study offered at WNC include:

- Criminal Justice
- Fine Arts
- Musical Theatre

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

**Requirements**: A minimum of 60 credits

**English/Communications Requirements**: 6-8 credits.
WNC and UNR
English: 100^ or 101^, 102^
^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

**Fine Arts Requirement**: 3 credits.
WNC and UNR
Art: 100^, 101*, 124, 160^, 224, 260^, 261^
Dance: 101^
Humanities: 101^
Music: 121^, 125
Music: Ensemble: 101*
Theatre: 100^, 105^, 180^
* Course may not meet the fine arts requirement at all universities. Please see a counselor.
^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

**Humanities Requirement**: 6 credits.
UNR transfer students: choose one course from each UNR group.
UNR: Group A
Core Humanities: 201^
English: 231^*
History: 105^*
Philosophy: 200**
UNR: Group B
Core Humanities: 202^
English: 232^*
History: 106^*
Philosophy: 207**
WNC
Core Humanities: 201^, 202^
English: 200, 223, 231^, 232^, 250, 261, 266, 267, 271, 275
History: 105^, 106^, 207, 247
Philosophy (except for PHIL 102, 114)
* These courses will not fulfill UNR’s CH 201 and/or CH 202 requirement, if taken after the student has been admitted and enrolled at UNR.
^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

**Mathematics Requirement**: 3 credits.
Statistics: 152^
^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

**Science Requirement**: 6 credits.
WNC: Choose from Group A and/or Group B. At least one lab science course recommended. UNR: Choose UNR transfer courses and at least one course from Group A.
Group A
Biology: 100^, 113, 190, 190L^, 191, 191L, 191+191L^, 223, 224, 251
Chemistry: 100^, 121^, 122^, 220
Geology: 100^, 101, 102, 103, 101+103^, 105, 127, 132, 201

Physics: 100^, 151^, 152^, 180, 180+180L^, 181, 181+181L^, 182, 182+182L^
Group B
Anthropology: 102, 102 & 110L^, 110L
Astronomy: 109^, 110^, 120
Atmospheric Sciences: 117^
Environmental Studies: 100^*
Geography: 103, 103 & 104^, 104
Nutrition: 121^, 223
^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

**Social Sciences Requirement**: 9 credits.
* WNC: Choose from the following list. Must include work in two or more subject areas. UNR:
Anthropology: 101^, 201^, 202^, 210, 212
Core Humanities: 203
Criminal Justice: 101, 102, 220, 230, 270
Economics: 100^, 102^, 103^
Geography: 106^, 200^*
History: 101, 102, 111, 217, 295
Journalism: 101
Political Science: 103, 105, 108, 208, 231^, 295, 299
Psychology (except for PSY 210), 101^*
Social Work: 220
Sociology (except for SOC 210), 101^*
* Number of credits required may vary according to specific emphasis. See a counselor.
^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

**U.S. & Nevada Constitution Requirements**: 3 or 6 credits.
Must meet both requirements. Choose from:
Core Humanities: 203^
History: 111^*
History: 101^ & 102^*
History: 101^ & 217^*
Political Science: 103^*
History and Political Science Combination (History 101 *, and Political Science 208 *)
* These courses will not fulfill UNR’s CH203 requirement if taken after the student has been admitted and enrolled at UNR.
^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

**Emphasis Requirements, Program Requirements, or General Electives**: 21–24 credits.

Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.
The Associate of Science degree is designed to help students use the methods of observation, special analysis and logic by which we understand the mathematical, physical and biological nature of the world. The AS degree allows early choices for those planning a professional life in mathematics, science, engineering, medicine or agriculture.

The AS degree is primarily for the student who plans to transfer with junior standing to a four-year college or university for a baccalaureate degree. If the University of Nevada, Reno is the intended transfer school, choose ONLY those courses that are marked with a caret “^” from the list below. Satisfactory completion of an AS degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

Courses with a “B” after the course number (such as MATH 100B) and courses with a number under 100 (such as ENG 95) are not applicable toward this degree. All courses counted toward this degree must be university transferable.

A maximum of six credits of special topics classes in one subject area may apply toward any WNC degree.

* These courses will not fulfill UNR’s CH 201 and/or CH 202 requirement, if taken after the student has been admitted and enrolled at UNR.

**These courses will not fulfill UNR’s CH 203 requirement, if taken after the student has been admitted and enrolled at UNR.

Note: UNR transfer information is based on requirements for the 2008-2009 school year. These requirements may change in subsequent years. See a counselor for the most up-to-date information.

ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

ENGLISH/COMMUNICATIONS REQUIREMENTS-6–8 credits.

WNC and UNR

English: 100^ or 101^, 102^

^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

FINE ARTS REQUIREMENTS-3 credits.

WNC and UNR

Art: 100^, 101^, 124, 160^, 224, 260^, 261^ 

Dance: 101^ 

Humanities: 101^ 

Music: 121^, 125 

Music: Ensemble: 101^ 

Theatre: 100^, 105^, 180^ 

^ Course may not meet the Fine Arts requirement at all universities. Please see a counselor.

^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

HUMANITIES REQUIREMENTS-6 credits.

WNC: Choose one course from each UNR group:

UNR Group A 

Core Humanities: 201^ 

English: 231^ 

History: 105^ 

Philosophy: 200^ 

UNR Group B 

Core Humanities: 202^ 

English: 232^ 

History: 106^ 

Philosophy: 207^ 

WNC: Choose From: 

Core Humanities: 201^, 202^ 

English: 200, 223, 231^, 232^, 250, 261, 266, 267, 271, 275 

History: 105^, 106^, 207, 247 

Philosophy (except for PHIL 102, 114) 

* These courses will not fulfill UNR’s CH 201 and/or CH 202 requirement, if taken after the student has been admitted and enrolled at UNR.

^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

MATHEMATICS REQUIREMENTS-6 credits.

WNC: Choose only for geosciences emphasis. Math requirement already fulfilled for other emphases.


Statistics: 152^ 

^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

SCIENCE REQUIREMENTS-6 or 12 credits.

WNC: Choose 12 credits for math emphasis. Science requirements are already fulfilled for other emphases. UNR: Choose 6 credits, with at least one course from Group A.

Group A: 

Biology: 100^, 190, 190-190L^, 191, 191-191L^, 200 

Chemistry: 100^, 121^, 122^ 

Geology: 100^, 101, 103, 101-103^, 105 

Physics: 100^, 151^, 152^, 180-180L, 181+181L, 182+182L 

Group B: 

Anthropology: 102, 102 & 110L^, 110L 

Astronomy: 109^, 110^, 120 

Atmospheric Sciences: 117^ 

Environmental Studies: 100^ 

Geography: 103, 104, 103+104^ 

^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

SOCIAL SCIENCES REQUIREMENTS-6 credits.

Anthropology: 101^, 201^, 202^, 210, 212 

Core Humanities: 203 

Criminal Justice: 101, 102, 220, 230, 270 

Economics: 100^, 102^, 103^ 

Geography: 106^, 110^ 

History: 101, 102, 111, 217, 295 

Journalism: 101 

Political Science: 103, 105, 108, 208, 231^, 295, 299 

Psychology: 101^, 102, 130, 233, 234, 240, 241, 261, 290, 299 

Social Work: 220 

Sociology: 101^, 102, 202, 205, 261, 275 

^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

U.S. & NEVADA CONSTITUTION REQUIREMENTS-3 or 6 credits.

Must meet both requirements. Choose from: 

Core Humanities: 203^ 

History: 111^ 

History: 101^ & 102^ 

History: 101^ & 217^ 

Political Science: 103^ 

History and Political Science Combination (History 101 *, and Political Science 208 *) 

* These courses will not fulfill UNR’s CH 203 requirement, if taken after the student has been admitted and enrolled at UNR.

^ UNR core curriculum transfer courses to choose if intending to transfer to UNR.

EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, AND ELECTIVES

Number of credits varies according to emphasis. Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.
Students enrolled in any of these programs will benefit from "hands-on" laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

The Associate of Applied Science degree is designed for those students who desire a two-year course of study and training in an occupational and/or technological career field. Although the AAS degree is not designed to be a transfer program, some of the courses will transfer to four-year colleges or universities. Those students who wish to transfer to a four-year school should consult a WNC counselor. Coursework must total at least 60 credits.

Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of Applied Science degree at WNC.

Courses with a "B" designator after the number (such as MATH 100B) are college level courses which may apply toward a WNC degree but which may not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to other colleges and universities. See a WNC counselor for the latest transfer information.

A maximum of six credits of special topics classes in one subject area may apply toward any WNC degree.

To make decisions about specific emphases under the Associate of Applied Science degree, please refer to the academic programs pages or see a WNC counselor.

Note: All Associate of Applied Science degree and certificate programs require completion of appropriate courses in computation, communication and human relations. Additionally, introductory courses in all applied science and technology as well as all allied health programs include instruction in safety, industrial safety and environmental awareness, as appropriate.

Students with previous occupational or practical experience may challenge certain course requirements and prerequisites. In some cases, required courses may be waived, allowing the student to proceed to coursework at the appropriate level. In other cases, challenge examinations may be arranged for which the student can receive academic credit and a "pass" grade for the course.

Programs and areas of study offered at WNC include:
- Accounting
- Automotive Mechanics
- Business, General Business Emphasis
- Computer Technology - Computer & Office Technology
- Computer Technology - Information Technology
- Computer Technology - Computer Networking Technology
- Construction Technology, Construction Project Management
- Criminal Justice
- Criminal Justice, Law Enforcement/Academy
- Drafting Technology - Architectural
- Drafting Technology - Civil
- Drafting Technology - Mechanical
- Early Childhood Education
- Geographic Information Systems (GIS)
- Graphic Communications
- Machine Tool Technology
- Management
- Nursing
- Real Estate
- Welding Technology
ASSOCIATE OF APPLIED SCIENCE DEGREE REQUIREMENTS

**REQUIREMENTS:** A minimum of 60 credits

**ENGLISH/COMMUNICATIONS REQUIREMENT** - 6 credits.
*Must include a writing course.*
- Business: 107, 108
- Communication: 113, 215
- Criminal Justice: 103
- English
- Journalism: 201
- Reading
- Writing Course (Business 108, English 100, 101, 102 or any other 200 level English class except ENG 258)

**HUMAN RELATIONS REQUIREMENT** - 3 credits.
- Anthropology: 101, 201
- Business: 110B, 287B
- Counseling and Personal Development: 117, 129B
- Criminal Justice: 270
- Early Childhood Education: 121
- Human Development & Family Studies: 201, 202
- Law: 263
- Management: 201, 212, 283
- Psychology (except for PSY 210)
- Sociology (except for SOC 210)

**HUMANITIES/SOCIAL SCIENCE REQUIREMENTS** - 3 credits.
*Choose from either humanities or social science areas:*

**Humanities Area:**
- Art: 100, 101*, 124, 160, 224, 260, 261
- Core Humanities: 201, 202
- Dance: 101
- English: 200, 221, 223, 231, 232, 250, 261, 266, 267, 271, 275
- History: 105, 106, 207, 247
- Humanities: 101
- Music: 111*, 121
- Philosophy (except for PHIL 102, 114)
- Theatre: 100, 105, 180

**Social Sciences Area:**
- Anthropology: 101, 201, 202, 210, 212
- Core Humanities: 203
- Criminal Justice: 101, 102, 120, 215, 220, 225, 226, 230, 270
- Economics: 100, 102, 103
- Geography: 106, 200
- History: 101, 102, 111, 217, 295
- Journalism: 101
- Political Science
- Psychology (except for PSY 210)
- Social Work: 220
- Sociology (except for SOC 210)

*Course may not meet the fine arts requirement at all universities. Please see a counselor.*

**MATHEMATICS REQUIREMENT** - 3 credits.
- Business: 109B
- Economics: 261, 262
- Mathematics
- Psychology: 210
- Real Estate: 102B
- Sociology: 210
- Statistics: 152

**SCIENCE REQUIREMENT** - 6 credits.
- Anthropology: 102, 110L
- Astronomy: 109, 110, 120
- Atmospheric Sciences: 117
- Biology (except for BIOL 208)
- Chemistry (except for CHEM 241, 241L, 242, 242L)
- Environmental Studies
- Geology: 103, 104
- Geology: 105 (except for GEOL 111B, 112B, 113B, 299B)
- Natural Resources: 101
- Nutrition: 121, 223
- Physics (except for PHYS 293)

**U.S. & NEVADA CONSTITUTION REQUIREMENTS** - 3 or 6 credits.
*Must meet both requirements. Choose from the following:*
- Core Humanities: 203
- History: 101 & 217
- History: 101 & 102
- History: 111
- Political Science: 103
- History and Political Science Combination (History 101 and Political Science 208)

**EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, AND GENERAL ELECTIVES**

Number of credits required may vary by emphasis.
Some credits earned in non-traditional courses may be considered for elective credit and may require review in order to be applied to the AAS degree.
ASSOCIATE OF GENERAL STUDIES - Mission and Outcomes

Mission: The purpose of the Associate of General Studies degree is to provide academic knowledge and skills for personal growth, professional advancement, and/or successful transfer.

Student Learning Outcomes: Students who complete an Associate of General Studies degree at WNC are expected to demonstrate that they

- have met the general education student learning outcomes.
- know the subject matter appropriate to their fields of study.

The Associate of General Studies has increasingly been utilized by students who intend to transfer to four-year colleges and universities. Although it was not designed for transfer, it can be used for this purpose if courses are selected carefully. The majority of the courses chosen should transfer to fulfill core and major requirements.

It is recommended that anyone planning to attend the University of Nevada, Reno complete ENG 101 and 102, MATH 120 or a higher level math, and science/social science courses that fulfill UNR’s core curriculum requirements. Any “B” course credits will need to be made up upon transfer.

Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of General Studies degree. Courses with a “B” designator after the number (such as MATH 100B) are college level courses which may apply toward a WNC degree but will not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or other colleges and universities. See a WNC counselor for the latest transfer information.

A maximum of six credits of special topics classes in one subject area may apply toward any WNC degree.

ASSOCIATE OF GENERAL STUDIES DEGREE REQUIREMENTS

REQUIREMENTS: A minimum of 60 credits

ENGLISH/COMMUNICATIONS REQUIREMENT-6 credits.
Must include a three-credit writing course.
Business: 107, 108
Communication: 113, 215
Criminal Justice: 103
English
Journalism: 201
Reading
Writing Course (Business 108, English 100, 101, 102 or any other 200 level English class except ENG 258)

FINE ARTS AND HUMANITIES REQUIREMENTS-3 credits.
American Sign Language
Art (except for ART 107)
Core Humanities: 201, 202
Crafts
Dance: 101
English: 190, 200, 223, 231, 232, 243, 250, 252, 267, 271, 282, 297
Foreign Languages
Graphic Communications (except for GRC 107)
History: 105, 106, 207, 247
Humanities: 101
Music: 125
Philosophy (except for PHIL 102, 114)
Theatre: 100, 105, 180

MATHEMATICS REQUIREMENT-3 credits.
Business: 109B
Economics: 261, 262
Mathematics
Psychology: 210
Real Estate: 102B
Sociology: 210
Statistics: 152

SCIENCE REQUIREMENT-3 credits.
Anthropology: 102, 110L
Astronomy: 109, 110, 120
Atmospheric Sciences: 117
Biology (except for BIOL 208)
Chemistry (except for CHEM 241, 241L, 242, 242L)
Environmental Studies
Geography: 103, 104
Geology: any Geology (except for GEOL 111B, 112B, 113B, 229B)
Natural Resources: 101
Nutrition: 121, 223
Physics (except for PHYS 293)

SOCIAL SCIENCES REQUIREMENT-3 credits.
Anthropology: 101, 201, 202, 210, 212
Core Humanities: 203
Economics: 100, 102, 103
Geography: 106, 200
History: 101, 102, 111, 217, 295
Journalism: 101
Political Science
Psychology (except for PSY 210)
Social Work: 220
Sociology (except for SOC 210)

U.S. & NEVADA CONSTITUTION REQUIREMENTS-3 or 6 credits.
Must meet both requirements. Choose from:
Core Humanities: 203
History: 111
History: 101 & 102
History: 101 & 217
Political Science: 103
History and Political Science Combination (History 101 and Political Science 208)

GENERAL ELECTIVES-36 or 39 credits.
Students may choose from any occupational or general education courses to be used as electives for this degree. Some non-traditional credit approved by Admissions and Records may be applicable to satisfy course requirements for occupational degrees, while other such credits may be used as electives for the AGS and AAS degrees only. Students planning to transfer to the University of Nevada, Reno should use the UNR core curriculum guide to satisfy general education requirements.
Certificate of Achievement

For those desiring a shorter course of study, WNC offers certificates of achievement in many occupational areas. Students enrolled in any of these programs will benefit from "hands-on" laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement. A minimum of 30 credits is required for any certificate of achievement, although the exact number of credits required may differ with particular subject matter.

Programs and areas of study offered at WNC include:
• American Sign Language
• Automotive Mechanics
• Bookkeeping
• Business
• Computer Applications
• Computer Technology, Network Support Technician
• Computer Technology, System Administration Technician
• Criminal Justice, Law Enforcement/Academy
• Criminal Justice, 9-1-1 Dispatch Telecommunications
• Customer Service
• Desktop Publishing
• Drafting Technology - Architectural
• Drafting Technology - Mechanical
• Early Childhood Education
• Geographic Information Systems (GIS)
• Graphic Communications
• Machine Tool Technology
• Retail Management
• Surgical Technology
• Welding Technology

All certificates include general education requirements which can be fulfilled from the following list of courses. Courses with a number under 100 (such as ENG 95) are not applicable toward a certificate of achievement at WNC. Courses with a "B" designator after the number (such as MATH 100B) are college level courses which may apply toward a WNC degree but which may not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to other colleges and universities. See a WNC counselor for the latest transfer information.

REQUIREMENTS: A minimum of 30 total credits chosen from the following categories:

ENGLISH/COMMUNICATIONS REQUIREMENTS-3-6 credits.
Must include a writing course
Business: 107, 108
Communication: 113, 215
Criminal Justice: 103
English
Journalism: 201
Reading
Writing Course (Business 108, English 100, 101, 102 or any other 200 level English class except ENG 258)

HUMAN RELATIONS REQUIREMENT-1–3 credits.
Anthropology: 101, 201
Business: 110B, 287B
Counseling and Personal Development: 117, 129B
Criminal Justice: 270
Early Childhood Education: 121
Human Development & Family Studies: 201, 202
Law: 263
Management: 201, 212, 283
Psychology (except for PSY 210)
Sociology (except for SOC 210)

MATHEMATICS REQUIREMENT-3 credits.
Business: 109B
Economics: 261, 262
Mathematics
Psychology: 210
Real Estate: 102B
Sociology: 210
Statistics: 152

SUBJECT REQUIREMENTS-Varies by subject.
A minimum of 30 credits is required for any certificate of achievement, although the exact number of credits required may differ with particular subject matter.

CERTIFICATE OF ACHIEVEMENT - Mission and Outcomes

Mission: The purpose of the Certificate of Achievement is to provide employment-related knowledge and skills.

Student Learning Outcomes: Students who complete a Certificate of Achievement are expected to demonstrate that they
1. know the subject matter appropriate to the emphasis of the certificate.
2. are able to do the following:
   a. acquire the skills necessary for employment or career enhancement.
   b. successfully represent themselves to a potential employer.
   c. demonstrate effective communication and computational skills appropriate to the certificate area.
   d. utilize appropriate resources for remaining current in the certificate area.
3. have developed an appreciation of the importance of social, ethical, legal and diversity issues.
ACCOUNTING
Associate of Applied Science in Business

The Accounting emphasis has been designed to enable students to establish, maintain and manage both manual and automated accounting systems. Students can also develop the necessary competencies to create and analyze information for managerial decision-making situations. In addition to this degree program, students who intend to become full-charge bookkeepers will also need experience in the field.

Salary: $42,272–$66,186 / year (Nevada)
Career Outlook: Faster than average growth through 2014
Good To Know: Four major accounting fields - public, management, government and internal auditing
WNC Academic Division: Business and Computer Technology

Total Requirements: 60 credits

Business Core Requirements 27 Credits
ACC 201* Financial Accounting 3
ACC 202 Managerial Accounting 3
BUS 101 Introduction to Business 3
or MGT 103 Small Business Management 3
BUS 110B Human Relations For Employment 3
or MGT 201 Principles of Management 3
or MGT 212 Leadership & Human Relations 3
or MGT 283 Introduction to Human Resources Management 3
BUS 273 Business Law I 3
ECON 102 Principles of Microeconomics 3
ECON 103 Principles of Macroeconomics 3
IS 101 Introduction to Information Systems 3
IS 201 Computer Applications 3
* ACC 135B recommended prior to ACC 201

Emphasis Requirements* 15 Credits
ACC 203 Intermediate Accounting I 3
ACC 220 Microcomputer Accounting Systems 3

Choose 9 credits from the following:
ACC 105 Taxation For Individuals 3
ACC 180B Payroll & Employee Benefit Accounting 3
ACC 198B Special Topics in Accounting 3
ACC 204 Intermediate Accounting II 3
ACC 223B Introduction to QuickBooks 3
ACC 251 Introduction to Auditing 3
ACC 261 Governmental Accounting 3
ACC 290B Certified Bookkeeper Course 6
ACC 295B Work Experience I 3
ACC 299B Advanced Special Topics in Accounting 3
COT 262 Intermediate Spreadsheets Concepts 3
* Students should consult a counselor or instructor for information regarding sequence of accounting courses.

General Education Requirements 18 Credits
English/Communications Requirement: Recommended: BUS 107, BUS 108; Must include a writing course 6
Mathematics Requirement: BUS 109B or higher level mathematics course 3
Science Requirement 3
U.S. and Nevada Constitution Requirements 3
General Electives 3
A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

ACCOUNTING - Mission

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

Salary: $27,265–$49,948 / year (Nevada)
Career Outlook: Average growth through 2014
Good To Know: Mechanics can be certified in as many as eight service areas
Most jobs are at repair shops and auto dealerships
WNC Academic Division: Technology

Total Requirements: 61 credits
Program Requirements 37 Credits
AUTO 101B Introduction to General Mechanics 3
AUTO 115B Auto Electricity & Electronics I 4
AUTO 117B Advanced Auto Electronics 4
AUTO 130B Engine Reconditioning 3
AUTO 145B Automotive Brakes 4
AUTO 155B Steering & Suspension 4
AUTO 160B Auto Air Conditioning 3
AUTO 225B Engine Performance I/Fuel & Ignition 4
AUTO 227B Engine Performance II/Emission Control 4
AUTO 235B Engine Performance III/Diagnostics 4

General Education Requirements 24 Credits
English/Communications Requirement: Recommended: BUS 107&108; Must include a writing course 6
Human Relations Requirement: Recommended: BUS 110B 3
Humanities/Social Science Requirements 3
Mathematics Requirement 3
Science Requirement 6
U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

WNC Academic Division: Technology

Total Requirements: 31 credits
Subject Requirements 19 Credits
AUTO 101B Introduction to General Mechanics 3
AUTO 115B Auto Electricity & Electronics I 4
AUTO 145B Automotive Brakes 4
AUTO 155B Steering & Suspension 4
AUTO 225B Engine Performance I/Fuel & Ignition 4

General Education Requirements 12 Credits
English/Communications Requirements (Must include a writing course) 6
Human Relations Requirement (Recommended: BUS 110B) 1
Mathematics Requirement 3
General Electives 2

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

AUTO 101B 3
AUTO 115B 4
AUTO 130B 3
BUS 107 3
Mathematics Course 3
Second Semester Completed
AUTO 117B 4
AUTO 155B 4
AUTO 160B 3
BUS 108 3
Humanities/Social Science Course 3
Fourth Semester Completed
AUTO 235B 3
U.S./Nevada Constitutions 3

Mission: The mission of the Associate of Applied Science in Automotive Mechanics is to provide employment-related knowledge and skills necessary to succeed in automotive field.

Student Learning Outcomes: Students who complete an Associate of Applied Science in Automotive Mechanics are expected to:
- Know the subject matter appropriate to the emphasis of the automotive field,
- Acquire skills and perform tasks necessary for employment or career enhancement,
- Present themselves effectively to a potential employer,
- Utilize appropriate resources to remain current in the automotive field.

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

ASSOCIATE OF APPLIED SCIENCE - AUTOMOTIVE MECHANICS
Mission & Outcomes
Mission: The mission of the Associate of Applied Science in Automotive Mechanics is to provide employment-related knowledge and skills necessary to succeed in automotive field.

Student Learning Outcomes: Students who complete an Associate of Applied Science in Automotive Mechanics are expected to:
- Know the subject matter appropriate to the emphasis of the automotive field,
- Acquire skills and perform tasks necessary for employment or career enhancement,
- Present themselves effectively to a potential employer,
- Utilize appropriate resources to remain current in the automotive field.
BIOLOGICAL SCIENCES
Associate of Science

The Biological Sciences emphasis is designed to equip students with basic and applied knowledge in general biology with an emphasis in critical thinking, bioethical issues, a basic understanding of science and its methods, and laboratory and analytical skills related to the field of biology. Students are prepared to pursue studies in the fields of, but not limited to, biology, environmental studies, pre-health care, biochemistry, biotechnology, or as preparation for a teaching career.

Salary: $53,235–$72,120 / year (Nevada)
Career Outlook: Average growth through 2014. Biochemists and biophysicists are expected to grow faster than average
Good To Know: For advancement, some fields require graduate degrees

WNC Academic Division: Science, Mathematics & Engineering

Total Requirements: 63 credits

Emphasis Requirements 39 Credits
BIOL 190 Introduction to Cell and Molecular Biology 3
BIOL 190L Introduction to Cell and Molecular Biology Lab 1
BIOL 191 Introduction to Organismal Biology 3
CHEM 121 General Chemistry I 4
CHEM 122 General Chemistry II 4
MATH 128 Precalculus and Trigonometry 5
MATH 181 Calculus I 4
PHYS 151 General Physics I 4
PHYS 152 General Physics II 4
* Can substitute Math 126/127 for Math 128

Emphasis Electives
Choose 6 credits from the following list:
BIOL 208 Human Genetics 3
BIOL 223 Human Anatomy and Physiology I 4
BIOL 224 Human Anatomy and Physiology II 4
BIOL 251 General Microbiology 4
MATH 182 Calculus II 4
NUTR 223 Principles of Nutrition 3
STAT 152 Introduction to Statistics 3

General Education Requirement 24 Credits
English/Communications Requirements: Recommended: ENG 101, ENG 102 6
Fine Arts Requirements 3
Humanities Requirements: Recommended: CH 201, CH 202 6
Social Sciences Requirements 6
U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science page.

Note: EPY 150 is strongly recommended but not required for graduation. PHYS 180/180L and 181/181L are acceptable in lieu of PHYS 151 & 152. MATH 152 is required for a bachelor's degree in biology at University of Nevada, Reno. It is recommended that students pursuing other areas in science take MATH 182.

ASSOCIATE OF APPLIED SCIENCE - BIOLOGICAL SCIENCES

Mission & Outcomes

Mission: The mission of the Associate of Science Degree is “to provide academic knowledge and skills for successful transfer to meet higher educational goals”. Additionally the mission for the biological sciences emphasis is to “equip students with basic and applied knowledge in general biology with an emphasis in critical thinking, bioethical issues, a basic understanding of science and its methods, and laboratory and analytical skills related to the field of biology” and to prepare students for transfer into many disciplines including but not limited to, biology, environmental studies, pre-health care, biochemistry, biotechnology, or as preparation for a teaching career.

Student Learning Outcomes: The student learning outcomes, pertinent to this degree, are as follows:

- Demonstrate an understanding of the organization of biological systems at the molecular, cellular, and organismal levels.
- Recognize the great diversity of living forms and understand the biological basis of their common evolutionary origin.
- Demonstrate a knowledge of the basic methods, instruments, and analytic skills used to conduct scientific research in biology.
- Develop an understanding of the history and philosophy of science as well as its relationship to society and the daily lives of students.
- Develop the critical thinking skills and scientific literacy necessary to critically review the scientific literature in biology, analyze problems, and interpret results using the scientific method. Once acquired, these skills will provide a foundation for lifelong learning and career development.
BOOKKEEPING
Certificate of Achievement
This course of study is for working professionals and students who wish to advance their career in the bookkeeping profession. Upon successful completion, students will be able to sit for a nationally administered exam given by the American Institute of Professional Bookkeepers. Once a student passes this exam and obtains two years of bookkeeping experience, individuals earn the right to call themselves "Certified Bookkeepers." To maintain certification, individuals are required to obtain 60 hours of continuing education over a three-year period.

Salary: $25,000–$37,000 / year (Nevada)
Career Outlook: Slower than average growth through 2014
Good To Know: The majority of new jobs will be created in small, rapidly growing organizations

WNC Academic Division: Business and Computer Technology

Total Requirements: 30-33 credits
Subject Requirements

ACC 135B Bookkeeping I 3
& ACC 201 Financial Accounting 3
or ACC 201 Financial Accounting
& ACC 202 Managerial Accounting
ACC 220 Microcomputer Accounting Systems 3
or BUS 110B Human Relations For Employment 3
or BUS 201 Principles of Management
or BUS 212 Leadership & Human Relations
or BUS 283 Introduction to Human Resources Management
IS 101 Introduction to Information Systems 3
IS 201 Computer Applications 3

Choose 3-6 credits from the following:

ACC 105 Taxation For Individuals 3
ACC 180B Payroll & Employee Benefit Accounting 3
ACC 188B Special Topics in Accounting 3
ACC 203 Intermediate Accounting I 3
ACC 223B Introduction to QuickBooks 3
ACC 251 Introduction to Auditing 3
ACC 261 Governmental Accounting 3
ACC 290B Certified Bookkeeper Course 6
ACC 299B Advanced Special Topics in Accounting 3

General Education Requirements

English/Communications Requirements: Recommended: BUS 107, BUS 108; Must include a writing course 6
Mathematics Requirement: BUS 109B or higher level mathematics course 3
A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

BOOKKEEPING - Suggested Course Sequence

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Completed</th>
<th>Second Semester</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 135B or ACC 210</td>
<td>3</td>
<td>ACC 202</td>
<td>3</td>
</tr>
<tr>
<td>BUS 108 or Eng/Comm</td>
<td>3</td>
<td>ACC 220</td>
<td>3</td>
</tr>
<tr>
<td>BUS 109B or higher math</td>
<td>3</td>
<td>Accounting Elective</td>
<td>3-6</td>
</tr>
<tr>
<td>BUS 110B, MGT 201</td>
<td>3</td>
<td>BUS 107 or Eng/Comm</td>
<td>3</td>
</tr>
<tr>
<td>MGT 212 or MGT 283</td>
<td>3</td>
<td>IS 201</td>
<td>3</td>
</tr>
<tr>
<td>IS 101 or IS 201</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

Salary: $25,000–$37,000 / year (Nevada)
Career Outlook: Slower than average growth through 2014
Good To Know: The majority of new jobs will be created in small, rapidly growing organizations

Total Requirements: 6 credits
ACC 290B Certified Bookkeeper Course 6

BOOKKEEPER CERTIFICATION - Mission & Outcomes
Mission: The purpose of the Bookkeeper Certification Program is to provide students with the knowledge and skills in the bookkeeping field and to prepare students to take the Certified Bookkeeper Examination.
Student Learning Outcomes
At completion of this program, students will have mastered the following areas:
• Adjusting Entries
• Correction of accounting errors
• Payroll
• Depreciation
• Inventory
• Internal controls

www.wnc.edu
**BUSINESS PROGRAM**

The Business Division offers Associate of Applied Science degrees, certificates of achievement, and certification and licensing preparation. The mission of the division is to prepare students for transfer to four-year colleges and/or to provide the knowledge they need for their careers.

**Programs of study offered at WNC include:**
- Accounting
- Business
- Computer & Office Technology
- Real Estate

**Certificates offered at WNC include:**
- Bookkeeping
- Business
- Customer Service
- Desktop Publishing
- Retail Management

**BUSINESS**

**Certificate of Achievement**

**WNC Academic Division: Business and Computer Technology**

**Total Requirements:** 30 credits

**Subject Requirements** 21 Credits

- ACC 135B Bookkeeping I 3
- or ACC 201 Financial Accounting 3
- or MGT 103 Small Business Management 3
- BUS 101 Introduction to Business 3
- BUS 107* Business Speech Communications 3
- BUS 110B Human Relations For Employment 3
- or MGT 212 Leadership & Human Relations 3
- or MKT 261 Introduction to Public Relations 3
- or MKT 210 Marketing Principles 3
- IS 101 Introduction to Information Systems 3
- or IS 201 Computer Applications 3
- MGT 201 Principles of Management 3
- or MGT 235 Organizational Behavior 3

* BUS 107 is strongly recommended; COM 113 is acceptable in lieu of BUS 107

**General Education Requirements** 9 Credits

- English/Communications Requirement: Recommended: BUS 107, BUS 108; Must be a writing course 3
- Mathematics Requirement: BUS 109B or higher level mathematics course 3
- General Electives 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

**BUSINESS - Suggested Course Sequence**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Completed</th>
<th>Second Semester</th>
<th>Completed</th>
<th>Third Semester</th>
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<tr>
<td>ACC 135B or ACC 201</td>
<td>3</td>
<td>BUS 108</td>
<td>3</td>
<td>ACC 135B or ACC 201</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101 or MGT 103</td>
<td>3</td>
<td>BUS 109B</td>
<td>3</td>
<td>BUS 110B, MGT 201,</td>
<td>3</td>
</tr>
<tr>
<td>BUS 107</td>
<td>3</td>
<td>BUS 112B, MKT 261</td>
<td>3</td>
<td>BUS 110B, MGT 212, or MKT 283</td>
<td>3</td>
</tr>
<tr>
<td>BUS 109B or MGT 212</td>
<td>3</td>
<td>or MKT 210</td>
<td>3</td>
<td>BUS 110B, MGT 212, or MKT 283</td>
<td>3</td>
</tr>
<tr>
<td>IS 101 or IS 201</td>
<td>3</td>
<td>Elective</td>
<td>3</td>
<td>ECON 103</td>
<td>3</td>
</tr>
<tr>
<td>MGT 201 or MGT 235</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Emphasis Requirements** 15 Credits

Choose from the following areas: Accounting, Business, Economics, Finance, Insurance, Management, Marketing or Real Estate. Must take at least 3 credits in three different subject areas.

**General Education Requirements** 18 Credits

- English/Communications Requirement: Recommended: BUS 107, BUS 108; Must include a writing course 6
- Mathematics Requirement: BUS 109B or higher level mathematics course 3
- Science Requirement 3
- U.S. and Nevada Constitution Requirements 3
- General Electives 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Associate of Applied Science page.

**ASSOCIATE OF APPLIED SCIENCE BUSINESS - Mission & Outcomes**

**Mission:** The purpose of the Associate of Applied Science degree in business is to provide the knowledge and skills necessary to succeed in the current business environment.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science degree at WNC are expected to demonstrate that they:
- know the subject matter appropriate to the emphasis of the degree.
- have developed managerial and personal skills essential to the current business environment.
CHEMISTRY
Associate of Science

The Chemistry emphasis is designed to prepare students to transfer to baccalaureate programs in the science, health, teaching, and engineering fields, or the work force in chemistry-related industries.

Salary: $53,876–$86,866 / year (Nevada)

Career Outlook: Slower than average growth through 2014

Good To Know: For advancement, some fields require graduate degrees. Much of growth will be in drug manufacturing companies and research testing services

WNC Academic Division: Science, Mathematics & Engineering

Total Requirements: 60 credits

Emphasis Requirements 36 Credits

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BIOL 190</td>
<td>Introduction to Cell and Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 190L</td>
<td>Introduction to Cell and Molecular Biology Lab</td>
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</tr>
<tr>
<td>CHEM 121</td>
<td>General Chemistry I</td>
<td>4</td>
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<tr>
<td>CHEM 122</td>
<td>General Chemistry II</td>
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<tr>
<td>CHEM 241</td>
<td>Organic Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 241L</td>
<td>Organic Chemistry for Life Sciences Laboratory I</td>
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<td>CHEM 242</td>
<td>Organic Chemistry II</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 242L</td>
<td>Organic Chemistry for Life Sciences Laboratory II</td>
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<td>MATH 181</td>
<td>Calculus I</td>
<td>4</td>
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<tr>
<td>MATH 182</td>
<td>Calculus II</td>
<td>4</td>
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<tr>
<td>PHYS 180</td>
<td>Engineering Physics I</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 180L</td>
<td>Engineering Physics I Lab</td>
<td>1</td>
</tr>
<tr>
<td>PHYS 181</td>
<td>Engineering Physics II</td>
<td>3</td>
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<tr>
<td>PHYS 181L</td>
<td>Engineering Physics II Lab</td>
<td>1</td>
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General Education Requirements 24 Credits

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
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<tbody>
<tr>
<td>English/Communications Requirements: Recommended: ENG 101, ENG 102</td>
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<tr>
<td>Fine Arts Requirements</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Requirements: Recommended: CH 201, CH 202</td>
<td>6</td>
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<tr>
<td>Social Sciences Requirements</td>
<td>6</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirements</td>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

NOTE: EPY 150 is strongly recommended but not required for graduation. PHYS 151 & 152 are acceptable in lieu of PHYS 180 & 181. GEOL 101/103 recommended in addition to the above for those pursuing a bachelor’s degree in geochemistry.

ASSOCIATE OF SCIENCE CHEMISTRY - Suggested Course Sequence

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>Completed</th>
<th>General Education Courses</th>
<th>Completed</th>
<th>Program Elective</th>
<th>Completed</th>
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</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>BIOL 190</td>
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<td>General Education Courses</td>
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<tr>
<td></td>
<td>BIOL 190L</td>
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<td></td>
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<tr>
<td></td>
<td>CHEM 121</td>
<td>4</td>
<td>PHYS 181</td>
<td>3</td>
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</tr>
<tr>
<td></td>
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<td>PHYS 181L</td>
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<td>MATH 181</td>
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<td>Fourth Semester Completed</td>
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<td></td>
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<tr>
<td>Second Semester</td>
<td>CHEM 122</td>
<td>4</td>
<td>General Education Courses</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>MATH 182</td>
<td>4</td>
<td></td>
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<tr>
<td></td>
<td>PHYS 180</td>
<td>3</td>
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<tr>
<td></td>
<td>PHYS 180L</td>
<td>1</td>
<td></td>
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</tbody>
</table>

ASSOCIATE OF SCIENCE CHEMISTRY - Mission & Outcomes

Mission: To prepare students for baccalaureate programs in the science, health, teaching, and engineering fields, or the work force in chemistry-related industries.

Student Learning Outcomes:
• Have the ability to design and conduct laboratory experiments, as well as analyze and interpret data.
• Be able to demonstrate an introductory level of knowledge in:
  - principles of general & organic chemistry with applications to biological systems
  - general and organic chemistry with applications to biological systems.
• Be able to use mathematics and computers to solve chemistry problems.
• Be able to demonstrate an understanding of the scientific method.
• Be capable of applying safety standards when using laboratory chemicals, equipment, and instruments.
COMPUTER AND OFFICE TECHNOLOGY

Associate of Applied Science

The Computer and Office Technology emphasis is designed for those seeking specific career skills in office environments. The program will prepare students with the necessary skills for entry level employment in a professional business office environment using current software applications. Some courses can transfer to baccalaureate programs.

Salary: $29,331–$52,157 / year (Nevada)
Career Outlook: Variable; rapid growth in temporary worker agencies
Good To Know: Good communication skills critical; use computers heavily; may supervise office staff

WNC Academic Division: Business and Computer Technology

Total Requirements: 60 credits
Degree Requirements 21 Credits

Strongly recommend 40 wpm typing skills for successful degree completion.
ACC 135B Bookkeeping I 3
or ACC 201 Financial Accounting
BUS 110B Human Relations For Employment 3
or MGT 212 Leadership & Human Relations
or MGT 201 Principles of Management
COT 200 Beginning Word Processing 3
or COT 216 Intermediate Word Processing
COT 204 Using Windows 3
COT 262 Intermediate Spreadsheets Concepts 3
IS 101 Introduction to Information Systems 3
IS 201 Computer Applications 3

Program Requirements 18 Credits

Choose a total of 18 credits from any of the following courses:
ACC 223B Introduction to QuickBooks 3
BUS 112B Customer Service 3
CIT 151 Beginning Web Development 3
or GRC 175 Web Design and Publishing I
CIT 152 Web Script Language Programming 3
COT 101 Computer Keyboarding I 3
or COT 102 Computer Keyboarding II
COT 222 Desktop Publishing With Word Processing 3
COT 223 Advanced Desktop Publishing 3
COT 266 Intermediate Database Concepts 3
GRC 118 Computer Graphics - Print Media 3
GRC 119 Computer Graphics - Digital Media 3
GRC 183 Electronic Imaging 3
or ART 243 Digital Imaging I 3
GRC 283B Electronic Imaging 3
or ART 244 Digital Imaging II 3
MKT 210 Marketing Principles 3

Students interested in Desktop Publishing skills should include in their choices:
COT 222, COT 223, GRC 118, GRC 183 OR ART 243, GRC 283B OR ART 243, & MKT 210

Students interested in Web Design skills should include in their choices:
CIT 151 OR GRC 175, CIT 152 & GRC 119

Students interested in Computer Applications skills should include in their choices:
COT 266, BUS 112B, ACC 223B, COT 101 OR COT 102

General Education Requirements 21 Credits

English/Communications Requirement: Recommended: BUS 107, BUS 108;
Must include a writing course 6
Humanities/Social Science Requirements 3
Mathematics Requirement: Recommended: BUS 109B 3
Science Requirement 3
U.S. and Nevada Constitution Requirements 3
General Electives 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.
COMPUTER SCIENCE
Associate of Science

The Associate of Science degree in Computer Science will prepare students for transfer to a university, particularly the University of Nevada, Reno. It will provide students with a breadth of knowledge commonly accepted as necessary for a degree in the field of Computer Science. In addition, the degree core requirements also provide a depth of knowledge in several key areas of the computer science field, for students seeking entry-level employment in the growing field of computing and information sciences.

Salary: $45,000–$69,600 / year (Nevada)
Career Outlook: Much faster than average growth through 2014
Good To Know: Bachelor’s degree required for most systems analysts

WNC Academic Division: Science, Mathematics & Engineering

Total Requirements: 64 credits
Emphasis Requirements 40 Credits
CHEM 121 General Chemistry I 4
CIT 130 Beginning Java 3
CIT 260 Systems Analysis and Design I 3
CPE 201 Introduction to Computer Engineering 4
CS 135 Computer Science I 3
CS 202 Computer Science II 3
MATH 181 Calculus I 4
MATH 182 Calculus II 4
MATH 283 Calculus III 4
PHYS 180 Engineering Physics I 3
PHYS 180L Engineering Physics I Lab 1
PHYS 181 Engineering Physics II 3
PHYS 181L Engineering Physics II Lab 1

General Education Requirements 24 Credits
English/Communications Requirements: Recommended: ENG 101, ENG 102 6
Fine Arts Requirements 3
Humanities Requirements 6
Social Sciences Requirements 6
U.S. and Nevada Constitution Requirements 3

A list of all courses fulfilling general education requirements for the Associate of Science can be found on the Associate of Science page.

ASSOCIATE OF SCIENCE - COMPUTER SCIENCE
Mission & Outcomes

Mission: The purpose of the Associate of Science in Computer Science degree is to prepare students with the necessary skills for transfer to a four-year university, in particular, University of Nevada, Reno. The degree is designed in such a manner as to provide students who do not have plans to continue on to a four-year university, the ability to obtain entry-level employment in the growing field of computing and information science.

Student Learning Outcomes: Students who complete programs in this academic area are expected to demonstrate that they
Know:
• practices and procedures required for transfer to a four-year institution
• entry-level skill set
• theoretical principles relevant to their field of study
Are able to:
• test successfully on competencies required to pass rigorous academic examinations of their skill level
• communicate effectively and appropriately, in oral and written form,
• locate, evaluate and properly utilize the tools and resources appropriate to a computer science professional
• acquire skills and perform tasks necessary for academic advancement
• demonstrate effective communication and computation skills appropriate to the chosen academic discipline
• demonstrate the ability to obtain requirements, design, implement, test, debug and maintain computer programs in at least two computer programming languages

Appreciate and Value:
• appropriate and effective presentation of themselves to potential employers
• standards of social, ethical, legal, accessibility and diversity issues of their work environment

COMPUTER SCIENCE - Suggested Course Sequence

<table>
<thead>
<tr>
<th>Semester</th>
<th>Completed</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>General Education</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>CHEM 121</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>CIT 130</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MATH 181</td>
<td>4</td>
</tr>
<tr>
<td>Second Semester</td>
<td>General Education</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>CIT 260</td>
<td>3</td>
</tr>
<tr>
<td>Third Semester</td>
<td>General Education</td>
<td>3</td>
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<tr>
<td></td>
<td>CS 135</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Courses</td>
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</tr>
<tr>
<td></td>
<td>MATH 283</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PHYS 181</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PHYS 181L</td>
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</tr>
<tr>
<td>Fourth Semester</td>
<td>General Education</td>
<td>9</td>
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<td></td>
<td>Courses</td>
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</tr>
<tr>
<td></td>
<td>MATH 182</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PHYS 180</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PHYS 180L</td>
<td>3</td>
</tr>
</tbody>
</table>
COMPUTER TECHNOLOGY PROGRAMS

WNC’s Computer Technology programs are designed to offer students access to the rapidly changing and growing opportunities in the computer and information technology career field.

The college offers Associate of Applied Science degrees:
• Computer Networking Technology
• Information Technology

The college offers Certificates of Achievement:
• Computer Applications
• Network Support Technician
• System Administration Technician

Students also have the opportunity to achieve industry certification through nationally available testing programs.

COMPUTER TECHNOLOGY

Computer Applications Certificate of Achievement

The Computer Applications Certificate is designed for students seeking training and careers in the field of administrative/executive assistant, office employee, or data entry.

WNC Academic Division: Business and Computer Technology

Total Requirements: 30 credits

<table>
<thead>
<tr>
<th>Subject Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 135B  Bookkeeping I  3</td>
</tr>
<tr>
<td>or ACC 201  Financial Accounting  3</td>
</tr>
<tr>
<td>COT 101  Computer Keyboarding I  3</td>
</tr>
<tr>
<td>or COT 102  Computer Keyboarding II  3</td>
</tr>
<tr>
<td>or COT 200  Beginning Word Processing  3</td>
</tr>
<tr>
<td>or COT 216  Intermediate Word Processing  3</td>
</tr>
<tr>
<td>COT 204  Using Windows  3</td>
</tr>
<tr>
<td>IS 101  Introduction to Information Systems  3</td>
</tr>
<tr>
<td>IS 201  Computer Applications  3</td>
</tr>
</tbody>
</table>

Choose six credits from the following classes:

ACC 223B  Introduction to QuickBooks  3
BUS 112B  Customer Service  3
CIT 151  Beginning Web Development  3
or GRC 175  Web Design and Publishing I  3
COT 200  Beginning Word Processing  3
or COT 216  Intermediate Word Processing  3
COT 222  Desktop Publishing With Word Processing  3
COT 223  Advanced Desktop Publishing  3
COT 262  Intermediate Spreadsheets Concepts  3
COT 266  Intermediate Database Concepts  3

General Education Requirements: 9 Credits

- English/Communications Requirements: Recommended: BUS 108; Must include a writing course 3
- Human Relations Requirement: Recommended: BUS 110B 3
- Mathematics Requirement: Recommended: BUS 109B 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

COMPUTER APPLICATIONS - Suggested Course Sequence

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Completed</th>
<th>Second Semester</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Course</td>
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<td>Mathematics Course</td>
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</tr>
<tr>
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<td>General Education Course</td>
<td>3 □</td>
</tr>
<tr>
<td>COT 101</td>
<td>3 □</td>
<td>COT 204</td>
<td>3 □</td>
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<td>Program Elective</td>
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<td>Program Elective</td>
<td>3 □</td>
</tr>
</tbody>
</table>

CERTIFICATE OF ACHIEVEMENT - COMPUTER TECHNOLOGY

COMPUTER APPLICATIONS - Mission & Outcomes

Mission: The purpose of the Certificate in Computer Applications in business is to provide the knowledge and skills necessary to succeed in the current business environment.

Student Learning Outcomes:
• Provide employment related knowledge and skills.
• Know subject matter appropriate to emphasis of certificate.
• Understanding of software applications and its importance to the business environment.
• Demonstrate oral, written, and computational skills.
• Develop, create, and modify general computer applications software or specialized utility programs.
• Apply project management principles to software projects.
COMPUTER TECHNOLOGY - COMPUTER NETWORKING TECHNOLOGY

**Mission & Outcomes**

**Mission:** The purpose of the Associate of Applied Science degree in Computer Networking Technology is to provide graduates with up-to-date training in the management of information resources, including computer and networking operations, infrastructure and information security.

**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they know:

- practices and procedures required for entry level employment
- entry level skill set
- theoretical principles relevant to their emphasis

Are able to:

- test successfully on competencies required to pass industry standard certification exams
- communicate effectively and appropriately, in oral and written form
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional
- acquire skills and perform tasks necessary for employment or career enhancement
- demonstrate effective communication and computation skills appropriate to the chosen occupational field

Appreciate and value:

- appropriate and effective presentation of themselves to potential employers
- standards of social, ethical, legal, accessibility, and diversity issues of their work environment

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**Total Requirements:** 60-61 credits

**Program Requirements:**

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<th>Credits</th>
</tr>
</thead>
<tbody>
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<td>CIT 161B</td>
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<td>CIT 211</td>
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<td>CIT 212</td>
<td>4</td>
</tr>
<tr>
<td>CIT 263B</td>
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<td>CSCO 120B</td>
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<td>CSCO 121B</td>
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<td>CSCO 130B</td>
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<td>MGT 201 or MGT 212</td>
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<tr>
<td>MGT 283</td>
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Choose two courses from the following:

<table>
<thead>
<tr>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 173</td>
<td>3</td>
</tr>
<tr>
<td>CIT 174</td>
<td>3</td>
</tr>
<tr>
<td>CIT 213</td>
<td>4</td>
</tr>
<tr>
<td>CIT 214</td>
<td>4</td>
</tr>
<tr>
<td>CIT 215</td>
<td>4</td>
</tr>
<tr>
<td>CSCO 220B</td>
<td>4</td>
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<tr>
<td>CSCO 221B</td>
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</table>

**General Education Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement: Recommended: BUS 107&amp;108;</td>
<td>6</td>
</tr>
<tr>
<td>Must include a writing course</td>
<td>6</td>
</tr>
<tr>
<td>Human Relations Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Social Science Requirements</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement: Recommended: MATH 126 or higher</td>
<td>3</td>
</tr>
<tr>
<td>Science Requirement</td>
<td>6</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirements</td>
<td>3</td>
</tr>
<tr>
<td>General Electives</td>
<td>0–1</td>
</tr>
</tbody>
</table>

*A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.*

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**Suggested Course Sequence**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>Credits</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>English Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Math Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CIT 211 or CSCO 120B</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CIT 212 or CSCO 121B</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Second Semester</td>
<td>Networking Electives</td>
<td>6–8</td>
<td></td>
</tr>
<tr>
<td></td>
<td>English Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CIT 165B</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Third Semester</td>
<td>Science Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Humanities Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CIT 211 or CSCO 120B</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CIT 212 or CSCO 121B</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CIT 263B</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Fourth Semester</td>
<td>General Elective</td>
<td>0–1</td>
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<tr>
<td></td>
<td>US/Nev. Constitution</td>
<td>3</td>
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</tr>
<tr>
<td></td>
<td>Science Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CSCO 130B</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Human Relations Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MGT 201, MGT 212, or MGT 283</td>
<td>3</td>
<td></td>
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</table>
COMPUTER TECHNOLOGY

Information Technology Associate of Applied Science

When computer and communications technologies are combined, the result is Information Technology! The Information Technology degree is designed to prepare students to perform a variety of duties ranging from installing applications to designing complex computer networks and maintaining information systems. Systems administrators can work in a variety of environments including manufacturing, health care, education, or state and local government agencies. Every business has some kind of IT needs, and a graduate of this program will have a broad base of theory in and hands-on practice with many aspects of technology, especially the use of electronic devices and computer software to convert, store, protect, process, transmit, and retrieve information.

Salary: $27,363–$83,890 / year (U.S.)

Career Outlook: Much faster than average growth through 2014

Good To Know: Offers broad career opportunities & room for advancement

WNC Academic Division: Business and Computer Technology

Total Requirements: 60 credits

Core Requirements 39 Credits

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 161B</td>
<td>Essentials of Information Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 165B</td>
<td>Introduction to Convergence</td>
<td>3</td>
</tr>
<tr>
<td>CIT 211</td>
<td>Microsoft Networking I</td>
<td>4</td>
</tr>
<tr>
<td>CIT 212</td>
<td>Microsoft Networking II</td>
<td>4</td>
</tr>
<tr>
<td>CSCO 120B</td>
<td>CISCO Internetworking Academies I</td>
<td>4</td>
</tr>
<tr>
<td>CSCO 121B</td>
<td>CISCO Internetworking Academies II</td>
<td>4</td>
</tr>
<tr>
<td>ET 131B</td>
<td>Electronics I</td>
<td>4</td>
</tr>
<tr>
<td>ET 155B</td>
<td>Home Technology Convergence</td>
<td>4</td>
</tr>
<tr>
<td>ET 265B</td>
<td>Fundamentals of Telecommunications</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose at least 6 credits from the following convergence electives:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 213</td>
<td>Microsoft Networking III</td>
<td>4</td>
</tr>
<tr>
<td>CIT 214</td>
<td>Microsoft Networking IV</td>
<td>3-6</td>
</tr>
<tr>
<td>CIT 215</td>
<td>Microsoft Networking V</td>
<td>3-6</td>
</tr>
<tr>
<td>CIT 263B</td>
<td>Introduction To IT Project Management</td>
<td>3</td>
</tr>
<tr>
<td>CIT 269B</td>
<td>Advanced Convergence</td>
<td>4</td>
</tr>
<tr>
<td>CSCO 220B</td>
<td>CISCO Internetworking Academies III</td>
<td>4</td>
</tr>
<tr>
<td>CSCO 221B</td>
<td>CISCO Internetworking Academies IV</td>
<td>4</td>
</tr>
<tr>
<td>CSCO 130B</td>
<td>Fundamentals of Wireless LANs</td>
<td>3</td>
</tr>
<tr>
<td>ET 132B</td>
<td>Electronics II</td>
<td>3</td>
</tr>
<tr>
<td>ET 198B</td>
<td>Special Topics in Electronics</td>
<td>4</td>
</tr>
<tr>
<td>ET 200B</td>
<td>Electronics Projects</td>
<td>4</td>
</tr>
</tbody>
</table>

General Education Requirements 21 Credits

English/Communications Requirement: Recommended: BUS 107 & 108;
Must include a writing course 6

Human Relations Requirement 3

Humanities/Social Science Requirements 3

Mathematics Requirement 3

Science Requirement 3

U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.
COMPUTER TECHNOLOGY
Network Support Technician Certificate of Achievement

Salary: $50,923–$83,890/ year (Nevada)
Career Outlook: Growth will be much faster than average through 2014
Good To Know: WNC is a CISCO Regional Academy. Companies will continue to invest heavily in their computer systems because of productivity gains and investment returns.
WNC Academic Division: Business and Computer Technology

Total Requirements: 33 – 35 credits
Subject Requirements 26 Credits
CIT 161B Essentials of Information Security 3
CIT 263B Introduction To IT Project Management 3
CSCO 120B CISCO Internetworking Academies I 4
CSCO 121B CISCO Internetworking Academies II 4
CSCO 130B Fundamentals of Wireless LANs 4
CSCO 220B CISCO Internetworking Academies III 4
CSCO 221B CISCO Internetworking Academies IV 4

General Education Requirements 7–9 Credits
English/Communications Requirements: Must include a writing course 3
Human Relations Requirement 1–3
Mathematics Requirement 3
A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

First Semester Completed
English Course 3
Mathematics Course 3
CIT 263B 3
CSCO 120B 4
CSCO 121B 4

Second Semester Completed
Human Relation Course 1-3
CIT 161B 3
CSCO 130B 4
CSCO 220B 4
CSCO 221B 4

CERTIFICATE OF ACHIEVEMENT - COMPUTER TECHNOLOGY
NETWORK TECHNICIAN - Mission & Outcomes
Mission: The purpose of the Network Support Technician certificate is to provide students with the knowledge and skills needed to succeed in their chosen careers.
Student Learning Outcomes: Students in the Computer Technologies Certificate programs are expected to:
Know:
• the competencies required to successfully pass information technology certification exams.
Are able to:
• demonstrate the skills and competencies required of professionals in the information technology industry in real-world practice.
• communicate effectively and appropriately, in oral and written form, with employees, colleagues and lay people.
• locate, evaluate and properly utilize the tools and resources appropriate to an information technology professional.
Appreciate:
• the need for continuing education and life long learning.

COMPUTER TECHNOLOGY
System Administration Technician Certificate of Achievement

Salary: $64,945–$102,818 / year (Nevada)
Career Outlook: Faster than average growth through 2014
Good To Know: Administrators design, install & support networks. Major employers include systems design firms, business management companies, colleges/universities, and government agencies.
WNC Academic Division: Business and Computer Technology

Total Requirements: 33 – 35 credits
Subject Requirements 26 Credits
CIT 161B Essentials of Information Security 3
CIT 211 Microsoft Networking I 4
CIT 212 Microsoft Networking II 4
CIT 213 Microsoft Networking III 4
CIT 214 Microsoft Networking IV 4
CIT 215 Microsoft Networking V 4
or CIT 165B Introduction To Convergence
or ET 155B Home Technology Convergence
CIT 263B Introduction To IT Project Management 3

General Education Requirements 7–9 Credits
English/Communications Requirements: Must include a writing course 3
Human Relations Requirement 1–3
Mathematics Requirement 3
A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

First Semester Completed
English Course 3
Mathematics Course 3
CIT 211 4
CIT 212 4
CIT 263B 3

Second Semester Completed
Human Relation Course 1-3
CIT 161B 3
CIT 213 4
CIT 214 4
CIT 215 4

CERTIFICATE OF ACHIEVEMENT - COMPUTER TECHNOLOGY
SYSTEM ADMINISTRATION TECHNICIAN - Mission & Outcomes
Mission: The purpose of the System Administration Technician certificate is to provide students with the knowledge and skills needed to succeed in their chosen careers.
Student Learning Outcomes: Students in the Computer Technologies Certificate programs are expected to:
Know:
• the competencies required to successfully pass information technology certification exams
Are able to:
• demonstrate the skills and competencies required of professionals in the information technology industry in real-world practice
• communicate effectively and appropriately, in oral and written form, with employees, colleagues and lay people
• locate, evaluate and properly utilize the tools and resources appropriate to an information technology professional
Appreciate:
• the need for continuing education and life long learning
CONSTRUCTION TECHNOLOGY PROGRAM
The Construction Technology program prepares students for careers within the various construction industry disciplines. As construction technology students will possess a diversity of work experiences, skills and interests, the program accommodates a variety of study areas and competency levels to address student and industry needs.

The college offers classes toward licensure in:
• Certified Inspector of Structures

The program offers instruction which is critical to preparing skilled employees in the following areas:
• Construction Project Management
• Construction Management

Students must meet with a counselor and be admitted into the Construction Management program prior to enrolling in upper division courses.

Deborah Case, BTech Advisor: 775-445-3270 or cased3@wnc.edu

ASSOCIATE OF APPLIED SCIENCE - CONSTRUCTION TECHNOLOGY
Mission & Outcomes
Mission: The mission of the Associate of Applied Science degree in Construction Technology is to prepare students for entry level and mid-level positions within the various construction industry disciplines.

Student Learning Outcomes: Expectations for students completing the Construction Technology curriculum are as follows:

Construction Project Management
• Know the tasks, responsibilities, and industry standards of the various trades.
• Understand the responsibilities of subcontractors, general contractors, superintendents, project managers, architects and engineers.
• Demonstrate the ability to communicate with the above entities per industry standards.
• Demonstrate the ability to produce a construction schedule.
• Understand the implementation and coordination of a construction schedule.
• Demonstrate the ability to write construction contracts per industry standards.
• Demonstrate an understanding of contract law.
• Utilize the various resources available to explore new construction methods and insure quality control.
• Demonstrate the ability to favorably represent him or herself to a potential employer.

Certified Inspector of Structures
• Demonstrate an understanding of all components within a certified inspection.
• Demonstrate the ability to conduct a certified inspection per NRS 645D.
• Demonstrate the ability to produce a credible, professional report consistent with NRS 645D.
• Successfully complete the state of Nevada examination for Certified Inspector of S1 Structures-Residential.

CONSTRUCTION TECHNOLOGY
Construction Project Management Associate of Applied Science
The Construction Project Management emphasis provides management training that addresses topics of critical importance to subcontractors, general contractors, superintendents and project managers. Students will study contract administration, coordination, negotiation, quality control and the management of labor resources, equipment and materials.

Salary: $45,800–$68,200 / year (Nevada)
Career Outlook: Faster than average growth through 2014
Good To Know: About 47 percent are self-employed.

WNC Academic Division: Technology

Total Requirements: 61 credits
Core Requirements
BI 101B Introduction to Building Codes 3
CONS 108B Construction Materials and Methods 3
CONS 120B Blueprint Reading and Specification 3
CONS 121B Principles of Construction Estimating 3
CONS 205B Construction Site Safety 1

Emphasis Requirements
AC 198B Special Topics in HVAC 2
CONS 114B Soils, Sitework, Concrete and Testing 3
CONS 116B Plumbing Principles and Methods 2
CONS 118B Construction Contract Documents 3
CONS 216B Structural Layout Assembly 2
CONS 230B Electrical Distribution System 2
CONS 281B Construction Planning Scheduling And Control 3
CONS 290B Internship in Construction 3
SUR 161 Elementary Surveying 4
or SUR 265 Introduction to Construction Surveying

General Education Requirements
English/Communications Requirement: Recommended: BUS 107, BUS 108 6
Human Relations Requirement: Recommended: BUS 110B 3
Humanities/Social Science Requirements 3
Mathematics Requirement: Recommended: MATH 110B 3
Science Requirement: Recommended: PHYS 100 6
U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

CONSTRUCTION TECHNOLOGY - Suggested Course Sequence

<table>
<thead>
<tr>
<th>First Semester Completed</th>
<th>Second Semester Completed</th>
<th>Third Semester Completed</th>
<th>Fourth Semester Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 107 3</td>
<td>BUS 108 3</td>
<td>CONS 116B 2</td>
<td>AC 198B 2</td>
</tr>
<tr>
<td>CONS 108B 3</td>
<td>CONS 120B 3</td>
<td>CONS 118B 3</td>
<td>BUS 110B 3</td>
</tr>
<tr>
<td>MATH 110B 3</td>
<td>MATH 216B 2</td>
<td>CONS 216B 2</td>
<td>CONS 114B 3</td>
</tr>
<tr>
<td>U.S. /Nevada Constitution 3</td>
<td>PHYS 100 3</td>
<td>CONS 281B 3</td>
<td>CONS 230B 2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CONS 290B 3</td>
<td>CONS 205B 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CONS 262B 2</td>
<td>CON 82B 3</td>
</tr>
</tbody>
</table>

www.wnc.edu
CONSTRUCTION MANAGEMENT
Bachelor of Technology

The Bachelor of Technology degree in Construction Management provides associate degree students, new students and skilled workers an educational route toward a career as a construction manager or supervisor. The 128-credit program combines knowledge in construction methods, planning and project management with business and supervisory skills. This program allows those who have completed an associate degree in construction technology to progress academically and earn a bachelor's degree. It also allows those already working in the construction field to enroll in an applicable baccalaureate degree program and expand career advancement possibilities. Students must meet with a counselor and be admitted into the program.

Information ........................................... 775-445-3267

Salary: $65,456–$115,538 / year (Nevada)
Career Outlook: Average growth through 2014.
Good To Know: Construction managers are in charge of construction projects, such as buildings, roads or bridges. Those with a bachelor's degree have a better chance of finding jobs and earning higher pay.

WNC Academic Division: Technology

Total Requirements: 128 credits

Business Core 18 Credits
ACC 201 Financial Accounting 3
ECON 102 Principles of Microeconomics 3
ECON 103 Principles of Macroeconomics 3
ECON 261 Principles of Statistics I 3
MGT 323 Organizational Behavior and Interpersonal Behavior 3
MGT 367 Human Resource Management 3

Construction Core Requirements 62 Credits
AC 198B Special Topics in HVAC 2
BI 101B Introduction to Building Codes 3
CADD 100 Introduction to Computer Aided Drafting 3
CEE 411 Environmental Law 3
CEE 462 Construction Cost Estimating 3
CEE 463 Project Scheduling 3
CEE 464 Construction Law* 2
CEE 465 Construction Cost Accounting 2
CEE 466 Construction Management 2
CEE 495 Special Topics 3
CONS 108B Construction Materials and Methods 3
CONS 114B Soils, Sitework, Concrete and Testing 3
CONS 116B Plumbing Principles and Methods 2
CONS 118B Construction Contract Documents 3
CONS 119B Blueprint Reading and Specification 3
CONS 121B Principles of Construction Estimating 3
CONS 205B Construction Site Safety 1
CONS 216B Structural Layout Assembly 2
CONS 230B Electrical Distribution System 2
CONS 281B Construction Planning Scheduling And Control 3
CONS 351 Advanced Project Supervision 5
CONS 451 Advanced Internship in Construction 2
SUR 161 Elementary Surveying 4
or SUR 265 Introduction to Construction Surveying 2

General Education Requirements 48 Credits
Capstone Courses 9
English/Communications Requirements 9–11
Fine Arts Requirement 3
Humanities Requirement 3
Mathematics and Science Requirements 15
Social Sciences Requirement 6
U.S. and Nevada Constitution Requirements 3–6

A list of all courses filling general education requirements for the Bachelor of Technology can be found on the Bachelor of Technology page.

Bachelor of Technology in Construction Management
Admission Requirements

To be accepted into the program, a student must:

1. Complete a minimum of 45 college credits or equivalent with a minimum 2.0 GPA. Within the 45 credits:
   a. A minimum of 12 credits must be in applicable construction courses. This requirement may be waived if the student has construction experience.
   b. A minimum of 15 credits must be in applicable general education classes, including English 101.
OR:
   Have an associate degree in Construction Management from a regionally accredited institution.

2. Meet with a WNC counselor.

<table>
<thead>
<tr>
<th>CONSTRUCTION MANAGEMENT - Suggested Course Sequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester Completed</td>
</tr>
<tr>
<td>U.S./Nevada Constitution 3</td>
</tr>
<tr>
<td>CONS 108B 3</td>
</tr>
<tr>
<td>CONS 120B 3</td>
</tr>
<tr>
<td>ECON 102 3</td>
</tr>
<tr>
<td>ENG 101 3</td>
</tr>
<tr>
<td>MATH 126 3</td>
</tr>
<tr>
<td>Second Semester Completed</td>
</tr>
<tr>
<td>English/Comm Course 3</td>
</tr>
<tr>
<td>BI 101B 3</td>
</tr>
<tr>
<td>CADD 100 3</td>
</tr>
<tr>
<td>CONS 114B 3</td>
</tr>
<tr>
<td>CONS 118B 3</td>
</tr>
<tr>
<td>CONS 121B 3</td>
</tr>
<tr>
<td>MATH 127 3</td>
</tr>
<tr>
<td>Third Semester Completed</td>
</tr>
<tr>
<td>CONS 116B 2</td>
</tr>
<tr>
<td>CONS 216B 3</td>
</tr>
<tr>
<td>CONS 281B 3</td>
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<td>ECON 103 3</td>
</tr>
<tr>
<td>ECON 101 3</td>
</tr>
<tr>
<td>MATH 127 3</td>
</tr>
<tr>
<td>Fourth Semester Completed</td>
</tr>
<tr>
<td>Math/Science Course 3</td>
</tr>
<tr>
<td>SUR 161 or SUR 265 4</td>
</tr>
<tr>
<td>U.S./Nevada Constitution 2</td>
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<tr>
<td>CONS 201 3</td>
</tr>
<tr>
<td>CONS 118B 3</td>
</tr>
<tr>
<td>CONS 121B 3</td>
</tr>
<tr>
<td>CONS 205B 3</td>
</tr>
<tr>
<td>CONS 230B 2</td>
</tr>
</tbody>
</table>

* CONS 282B - Construction Law, will be accepted in lieu of CEE 464
Bachelor of Technology in Construction Management
General Education Course List

**Capstone Course** - 9 credits. Choose from:
- Communication: 412
- Construction Management: 456

**English/Communications Requirements** - 9–11 credits. Choose from:
- Business: 107, or English: 100, or 101
- Communication: 113 or 213 or 215

**Fine Arts Requirement** - 3 credits. Choose from:
- Art: 100, 101, 124, 160, 224, 260, 261
- Dance: 101
- Humanities: 101
- Theatre: 100, 105, 180

**Humanities Requirement** - 3 credits. Choose from:
- Core Humanities: 201, 202
- History: 105, 106, 207, 247
- Philosophy (except for PHIL 102, 105, 114)

**Mathematics and Science Requirements** - 15 credits. Choose from:
- a minimum of 5 credits in mathematics and 7 credits in science.
  - Mathematics: 126 & 127, 128 or higher
  - Statistics: 152
  - Chemistry: 100, 121, 201
  - Environmental Studies: 100
  - Geology: 100, 101, 103
  - Physics: 100, 151, 180

**Social Sciences Requirement** - 6 credits. Choose from:
- 3 credits must be an upper division course (300-400 level, see a counselor).
- Core Humanities: 203
- Criminal Justice: 101, 102, 220, 230, 270
- Geography: 106
- History: 101, 102, 111, 217, 295
- Journalism: 101
- Political Science: 103, 105, 108, 208, 231, 295, 299
- Psychology (except for PSY 210)
- Social Work: 220
- Sociology (except for SOC 210)

**U.S. and Nevada Constitution Requirements** - 3 or 6 credits. Choose from:
- Core Humanities: 203
- History: 111, or
- History: 101 & 217, or
- History: 101 & 102, or
- Political Science: 103, or
- History and Political Science Combination (History 101, and, PSC 208)

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**CONSTRUCTION TECHNOLOGY**

*Certified Inspector of Structures - State of Nevada*

These licensing programs fulfill the minimum course requirements needed for licensure as a certified inspector of structures-residential. For more information please contact State of Nevada, Real Estate Division, or Bill Oney at 775-445-3353

**Salary:** $46,226–$75,506 / year (Nevada)

**Career Outlook:** Inspectors rarely are laid off when the economy slows down.

**WNC Academic Division:** Technology

**Total Requirements:** 10 credits

- License Requirements 10 Credits
  - CONS 260B Certified Inspectors of Structures-Residential 3
  - CONS 261B Under-Floor Inspections-Certified Inspector 1
  - CONS 262B Above-Floor Inspections for Certified Inspector 2
  - CONS 263B Supervised Residential Inspections for Certification 4

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**BACHELOR OF TECHNOLOGY - CONSTRUCTION MANAGEMENT**

*Mission & Outcomes*

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

**Student Learning Outcomes:** Upon completing the Construction Management Bachelor of Technology program, students will be able to demonstrate:

- Knowledge in basic economic principals, business principals and construction accounting, finances, and law
- Exposure to the design theory and analysis of construction practices and systems
- Understanding of the utilization of available resources for construction planning, methods and materials
- Understanding, skill and knowledge of construction documents, communications, graphics, and surveying
- Skill and knowledge in construction accounting, estimating and bidding practices
- Ability for planning and scheduling a construction project
- Application of relevant administrative skills, ethics, safety practices, and problem solving techniques to construction management
CRIMINAL JUSTICE PROGRAM

WNC offers associate degrees and certificates of achievement in the field of criminal justice.

Two-year associate degrees include:
- Criminal Justice
- Criminal Justice Transfer Program
- Law Enforcement/Academy

One-year certificate programs are offered in the following areas for students desiring more basic skills:
- 9-1-1 Dispatch Telecommunications
- Law Enforcement/Academy

Criminal Justice programs are listed alphabetically.

Information, call . . . . . . . . 775-445-4282

ASSOCIATE OF APPLIED SCIENCE - CRIMINAL JUSTICE

Mission & Outcomes

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

Student Learning Outcomes: Students who complete Associate of Applied Science in Criminal Justice are expected to demonstrate that they
- Meet the general education requirements of WNC
- Maintain the proper attitude for law enforcement
- Articulate the legal requirements of search and seizure
- Recognize and evaluate criminal law
- Process crime scenes
- Demonstrate the difference between juvenile and adult crime
- Analyze theories for committing crime

CRIMINAL JUSTICE

Associate of Applied Science

The Criminal Justice Associate of Applied Science degree prepares students for a career in Law Enforcement, whether it be Probation and Parole, Corrections, Juvenile Justice or Law Enforcement. With this degree, students will understand the basics of criminal law and law enforcement pertaining to each of these career areas.

Total Requirements: 60 credits

Core Requirements 18 Credits

CRJ 101 Introduction to Criminal Justice I 3
CRJ 102 Introduction to Criminal Justice II 3
CRJ 164 Principles of Investigation 3
CRJ 220 Criminal Procedures 3
CRJ 230 Criminal Law 3
CRJ 270 Introduction to Criminology 3

Emphasis Requirements 18 Credits

Choose 9 credits from the following:
- CRJ 106 Introduction to Corrections 3
- CRJ 155 Juvenile Justice System 3
- CRJ 211 Police in America 3
- CRJ 225 Criminal Evidence 3
- CRJ 265 Introduction to Physical Evidence 3

Choose 9 credits from the following:
- BUS 107 Business Speech Communications 3–6
- or BUS 108 Business Letters and Reports
- COM 113 Fundamentals of Speech Communication 3
- COT 105 Computer Literacy 3
- IS 201 Computer Applications 3
- CPD 116 Substance Abuse-Fundamental Facts 3
- or CPD 117 Introduction to Counseling
- CRJ 295 Work Experience - Corrections 1–6
- or CRJ 296 Work Experience - Juvenile Justice
- or CRJ 297 Work Experience - Law Enforcement
- or CRJ 298 Work Experience - Probation and Parole
- IS 101 Introduction to Information Systems 3
- MGT 201 Principles of Management 3–6
- or MGT 212 Leadership & Human Relations
- or MGT 235 Organizational Behavior
- or MGT 283 Introduction to Human Resources Management
- SW 220 Introduction to Social Work 3–6
- or SW 230 Crisis Intervention

Any Foreign Language 3–6
Any other Criminal Justice course except CRJ 110B 1–9
Any Psychology course except PSY 210 1–6
Any Sociology course except SOC 210 1–6

General Education Requirements 24 Credits

English/Communications Requirement: Recommended: ENG 101, ENG 102; Must be a writing course 6
Humanities/Social Science Requirements: Humanities Course Required 3
Mathematics Requirement 3
Science Requirement 3
U.S. and Nevada Constitution Requirements
General Electives 6

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

Note: Students are REQUIRED to complete a POST certified course to become a law enforcement officer in Nevada. This degree does NOT replace that certification.
CRIMINAL JUSTICE

Law Enforcement/Academy Associate of Applied Science

The Law Enforcement Academy emphasis is designed to prepare students for various careers within the field of criminal justice. In Nevada, a Category I and III Post Certificate is necessary for most local and state jobs in the criminal justice field. This major, with the Western Nevada State Peace Officer Academy as the emphasis, allows a student to go right into a criminal justice career in Nevada.

Salary: $50,727–$72,560 / year (Nevada)

Career Outlook: Average growth through 2014

Good To Know: Communication skills are important; may work weekends, holidays and nights. Good salaries and benefits

WNC Academic Division: Social Science, Education, Humanities & Public Service

Total Requirements: 63.5 credits

Core Requirements 18 Credits

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101</td>
<td>Introduction to Criminal Justice I</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 102</td>
<td>Introduction to Criminal Justice II</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 164</td>
<td>Principles of Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 220</td>
<td>Criminal Procedures</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 230</td>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 270</td>
<td>Introduction to Criminology</td>
<td>3</td>
</tr>
</tbody>
</table>

Emphasis Requirements 33.5 Credits

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 103</td>
<td>Communication Within the Criminal Justice Field</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 266B*</td>
<td>Western Nevada State Peace Officer Academy</td>
<td>27</td>
</tr>
<tr>
<td>EMS 100B</td>
<td>Healthcare Provider CPR</td>
<td>0.5</td>
</tr>
<tr>
<td>EMS 113B</td>
<td>First Responder</td>
<td>3</td>
</tr>
</tbody>
</table>

* Spring and summer class that will fulfill the POST requirement

General Education Requirements 6 Credits

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirements</td>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

Note: Documentation and currency of health insurance (card) is required.

CRIMINAL JUSTICE - Suggested Course Sequence

First Semester

<table>
<thead>
<tr>
<th>General Education Courses</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 102</td>
<td>3</td>
</tr>
</tbody>
</table>

Second Semester

| CRJ 164                   | 3         |
| CRJ 220                   | 3         |
| General Education Courses | 3         |

Third Semester

| CRJ 230                   | 3         |
| CRJ 270                   | 3         |
| General Education Courses | 3         |

Fourth Semester

| CRJ 103                   | 3         |
| CRJ 266B                 | 27        |
| EMS 100B                | 0.5       |
| EMS 113B               | 3         |

CERTIFICATE OF ACHIEVEMENT - CRIMINAL JUSTICE

Law Enforcement/Academy - Mission & Outcomes

Mission: The purpose of the Certificate of Achievement in Law Enforcement is to ensure that the students have the necessary knowledge and skills to become a peace officer in the state of Nevada, take, and pass the Peace Officers Standards and Training test.

Student Learning Outcomes:

- Prepare to become law enforcement officers in the state of Nevada by getting all necessary education and skills required by the state of Nevada
- Be properly prepared to take and pass the Police Officers Standards and Training test for the state of Nevada

ASSOCIATE OF APPLIED SCIENCE - CRIMINAL JUSTICE

Law Enforcement/Academy - Mission & Outcomes

Mission: The purpose the Associate of Applied Science in Criminal Justice/Law Enforcement Academy (Western Nevada State Peace Officer Academy) is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

Student Learning Outcomes: Students who complete the Associate of Applied Science in Criminal Justice/Law Enforcement Academy are expected to demonstrate that they

- Have met the general education requirements of WNC
- Maintain proper professional attitude for law enforcement
- Articulate the legal requirements of search and seizure
- Recognize and evaluate criminal law
- Process crime scenes
- Maintain crime scenes
- Analyze theories for committing crimes
- Are prepared to take and pass the Police Officer Standards and Training test to become deputy sheriffs, police officers, juvenile probation officers, attorney general investigators, district attorney investigators, parole and probation officers, and correctional officers
CRIMINAL JUSTICE
Associate of Arts Transfer Emphasis
The Criminal Justice transfer emphasis is an Associate of Arts degree for students who are planning to transfer to the University of Nevada, Reno, the University of Nevada, Las Vegas, or any other four-year institution.

Salary: $55,178–$77,688 / year (Nevada)
Career Outlook: Depends on specialization; demand is strong for investigators & detectives in a security conscious society

Good To Know: Must enforce laws, gather facts & evidence; may also work with the public

WNC Academic Division: Social Science, Education, Humanities & Public Service

Total Requirements: 60 credits
Core Requirements 21–24 Credits
CRJ 101 Introduction to Criminal Justice I 3
CRJ 102 Introduction to Criminal Justice II 3
CRJ 106 Introduction to Corrections 3
or CRJ 211 Police in America 3
CRJ 164 Principles of Investigation 3
CRJ 222 Criminal Law and Procedure 3
or CRJ 220 Criminal Procedures & CRJ 230 Criminal Law 3
CRJ 225 Criminal Evidence 3
CRJ 270 Introduction to Criminology 3

General Education Requirements 36–39 Credits
English/Communications Requirements: ENG 101&102 Required 6
Fine Arts Requirement 3
Humanities Requirement 6
Mathematics Requirement 3
Science Requirement 6
Social Sciences Requirement 3
U.S. and Nevada Constitution Requirements 3
General Electives 6–9
Recommended: ANTH 101, CPD 116, CPD 117, PSY 101, PSY 233, PSY 234, PSY 280, SOC 101, SW 230 , up to eight credits of Spanish courses

A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts page.

CRIMINAL JUSTICE - Suggested Course Sequence
First Semester Completed
CRJ 101 3
CRJ 106 or CRJ 211 3
ENG 101 3
General Education Courses 6

Second Semester Completed
CRJ 102 3
CRJ 164 3
ENG 102 3
General Education Courses 3

Third Semester Completed
CRJ 222 3
Degree Electives 3
General Education Courses 3

Fourth Semester Completed
CRJ 270 3
Degree Electives 3
General Education Courses 3

ASSOCIATE OF ARTS - CRIMINAL JUSTICE - Mission & Outcomes
Mission: The purpose of the Associate of Arts degree is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.

Student Learning Outcomes: Students who complete their Associate of Arts degree in Criminal Justice are expected to demonstrate that they
• Meet the general education requirements of WNC
• Maintain proper professional attitude for law enforcement
• Articulate the legal requirements of search and seizure
• Recognize and evaluate criminal law
• Process crime scenes
• Analyze theories for committing crimes
• Maintain vocabulary necessary for Criminal Justice
• Have an acute awareness of cultural diversity
• Maintain crime scenes

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CUSTOMER SERVICE
Certificate of Achievement

The Customer Service Certificate of Achievement supports student opportunities in careers which focus on the service industry. It is designed to develop vital skills for success in all facets of business and industry. Emphasis focuses on effective communication, problem solving and customer satisfaction.

Salary: $24,347–$36,693 / year (Nevada)
Career Outlook: Faster than average growth through 2014
Good To Know: Positions are located throughout the country in various types of companies. Customer service representatives try to solve customer complaints.

WNC Academic Division: Business and Computer Technology

Total Requirements: 30 credits
Subject Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>or MGT 103</td>
<td>Small Business Management</td>
<td></td>
</tr>
<tr>
<td>BUS 110B</td>
<td>Human Relations For Employment</td>
<td>3</td>
</tr>
<tr>
<td>or MGT 212</td>
<td>Leadership &amp; Human Relations</td>
<td></td>
</tr>
<tr>
<td>BUS 112B</td>
<td>Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113B</td>
<td>Workplace Attitude Development</td>
<td>1</td>
</tr>
<tr>
<td>BUS 114B</td>
<td>Effective Listening and First Impressions</td>
<td>1</td>
</tr>
<tr>
<td>BUS 115B</td>
<td>Workplace Time Management &amp; Goal Setting</td>
<td>1</td>
</tr>
<tr>
<td>BUS 116B</td>
<td>Effective Telephone Techniques</td>
<td>1</td>
</tr>
<tr>
<td>BUS 118B</td>
<td>Resolving Customer Complaints</td>
<td>1</td>
</tr>
<tr>
<td>BUS 119B</td>
<td>Work Decision Making &amp; Conflict Resolution</td>
<td>1</td>
</tr>
</tbody>
</table>

Choose 6 credits from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 286B</td>
<td>Developing Your Resume</td>
<td>1</td>
</tr>
<tr>
<td>BUS 287B</td>
<td>Interviewing Techniques</td>
<td>1</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 235</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MGT 283</td>
<td>Introduction to Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>Choose from any ACC prefix</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Choose from any CIT, COT or IS prefix</td>
<td></td>
<td>0.5–1</td>
</tr>
<tr>
<td>Choose from any MKT prefix</td>
<td></td>
<td>1–6</td>
</tr>
</tbody>
</table>

General Education Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 107</td>
<td>Must include a writing course</td>
<td>6</td>
</tr>
<tr>
<td>BUS 109B</td>
<td>or higher level mathematics course</td>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

CUSTOMER SERVICE
Certificate of Completion Options

The Customer Service Certificates of Completion allow students to choose four, eight, or all 12 credits and earn certificates which document their efforts in this vital specialty area. Students also have the opportunity to expand on their experience and earn the 30-credit Certificate of Achievement.

Level One: 4-credit certificate
Level Two: 8-credit certificate
Level Three: 12-credit certificate

Salary: $25,200–$31,660 / year (Nevada)
Career Outlook: Expected to grow faster than average through the year 2014
Good To Know: Catalog and Internet retailers are expected to grow in the next ten years and expected to hire more customer service representatives.

WNC Academic Division: Business And Computer Technology

Total Requirements: 4-12 credits
Certification Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 110B</td>
<td>Human Relations For Employment</td>
<td>3</td>
</tr>
<tr>
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<tr>
<td>BUS 112B</td>
<td>Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113B</td>
<td>Workplace Attitude Development</td>
<td>1</td>
</tr>
<tr>
<td>BUS 114B</td>
<td>Effective Listening and First Impressions</td>
<td>1</td>
</tr>
<tr>
<td>BUS 115B</td>
<td>Workplace Time Management &amp; Goal Setting</td>
<td>1</td>
</tr>
<tr>
<td>BUS 116B</td>
<td>Effective Telephone Techniques</td>
<td>1</td>
</tr>
<tr>
<td>BUS 118B</td>
<td>Resolving Customer Complaints</td>
<td>1</td>
</tr>
<tr>
<td>BUS 119B</td>
<td>Work Decision Making &amp; Conflict Resolution</td>
<td>1</td>
</tr>
</tbody>
</table>

Choose 4, 8 or 12 credits from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 286B</td>
<td>Developing Your Resume</td>
<td>1</td>
</tr>
<tr>
<td>BUS 287B</td>
<td>Interviewing Techniques</td>
<td>1</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 235</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
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</tr>
<tr>
<td>Choose from any CIT, COT or IS prefix</td>
<td></td>
<td>0.5–1</td>
</tr>
<tr>
<td>Choose from any MKT prefix</td>
<td></td>
<td>1–6</td>
</tr>
</tbody>
</table>
DEAF STUDIES
Associate of Arts

The Deaf Studies degree will prepare students for transfer to a bachelor’s program/degree in Deaf Studies or a related academic field. Courses will help students develop knowledge about American Sign Language, cultural impacts related to being deaf or hard of hearing, and the state of Nevada statutory regulations which govern interpreting.

Salary: $29,519–$65,537 / year (Nevada)
Career Outlook: Faster than average growth through 2014
Good To Know: Interpreters may be paid by the day, often by the courts or schools. New laws may require more interpreters.

WNC Academic Division: Communication and Fine Arts

Total Requirements: 60 credits

Program Requirements: 24 Credits

- AM 145 American Sign Language I 4
- AM 146 American Sign Language II 4
- AM 147 American Sign Language III 4
- AM 148 American Sign Language IV 4
- AM 151 Fingerspelling I 1
- AM 152 Fingerspelling II 1
- AM 153 Deaf Culture 3
- AM 154 Deaf History 3

General Education Requirements: 36 Credits

- English/Communications Requirements: ENG 101, ENG 102 6
- Fine Arts Requirement (Recommended: THTR 105) 3
- Humanities Requirement 6
- Mathematics Requirement: MATH 120 or higher 3
- Science Requirement 6
- Social Sciences Requirement 9
- U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts page.

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AMERICAN SIGN LANGUAGE
Certificate of Achievement

WNC Academic Division: Communication and Fine Arts

Total Requirements: 30 credits

Subject Requirements: 18 Credits

- AM 145 American Sign Language I 4
- AM 146 American Sign Language II 4
- AM 147 American Sign Language III 4
- AM 148 American Sign Language IV 4
- AM 151 Fingerspelling I 1
- AM 152 Fingerspelling II 1

General Education Requirements: 12 Credits

- English/Communications Requirements (Must include a writing course) 6
- Human Relations Requirement 3
- Mathematics Requirement 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

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ASSOCIATE OF ARTS - DEAF STUDIES - Mission & Outcomes

Mission: The mission of the Western Nevada College Deaf Studies A.A. Degree Program is to provide quality education to students, thus developing their comprehensive expressive/receptive skills in American Sign Language, fingerspelling fluency and knowledge of the history and culture of people who are deaf or hard of hearing. Students are provided a strong foundation in which to enter numerous high-demand professional fields that provide services to deaf or hard of hearing people.

Student Learning Outcomes: Upon completing the Deaf Studies Associate of Arts program, students will be able to:

- Produce basic expressive/receptive sign language communicative skills
- Demonstrate appropriate ASL linguistic and grammatical structure in signing
- Demonstrate functional language aptitude in American Sign Language
- Produce basic expressive/receptive signing of personal heredity and cultural traditions
- Produce basic expressive/receptive signing of biographic and autobiographic events
- Produce basic expressive/receptive signing of number systems - functional & abstract
- Produce basic expressive/receptive signing of major life activities and special occasions
- Demonstrate basic knowledge of deaf culture
- Demonstrate basic fluency in receptive and expressive pragmatics and production of fingerspelling in ASL

---

AMERICAN SIGN LANGUAGE - Mission & Outcomes

Mission: The mission of the Western Nevada College American Sign Language Certificate of Completion Program is to provide quality education to students, thus developing their comprehensive expressive/receptive skills in American Sign Language, fingerspelling fluency and general knowledge of deafness. Students are provided a linguistic foundation in which to enter numerous high-demand professional fields that provide services to deaf or hard of hearing people.

Student Learning Outcomes: Upon completing the American Sign Language Certificate of Achievement program, students will be able to:

- Produce basic expressive/receptive sign language communicative skills
- Demonstrate appropriate ASL linguistic and grammatical structure in signing
- Demonstrate functional language aptitude in American Sign Language
- Produce basic expressive/receptive signing of personal heredity and cultural traditions
- Produce basic expressive/receptive signing of biographic and autobiographic events
- Produce basic expressive/receptive signing of number systems - functional & abstract
- Produce basic expressive/receptive signing of major life activities and special occasions
- Demonstrate basic knowledge of deaf culture
- Demonstrate basic fluency in receptive and expressive pragmatics and production of fingerspelling in ASL
DESKTOP PUBLISHING
Certificate of Achievement

WNC Academic Division: Business and Computer Technology

Total Requirements: 30 credits

Subject Requirements: 21 Credits

- COT 204 Using Windows 3
- COT 222 Desktop Publishing With Word Processing 3
- COT 223 Advanced Desktop Publishing 3
- GRC 118 Computer Graphics - Print Media 3
- IS 101 Introduction to Information Systems 3

Choose six from the following classes:

- ART 107 Design Fundamentals I (2-D) 3
- or GRC 107 Design Fundamentals
- ART 243 Digital Imaging I 3
- or GRC 183 Electronic Imaging
- ART 244 Digital Imaging II 3
- or GRC 283B Electronic Imaging
- CIT 151 Beginning Web Development 3
- or GRC 175 Web Design and Publishing I
- IS 201 Computer Applications 3
- MKT 210 Marketing Principles 3

General Education Requirements: 9 Credits

English/Communications Requirements
- Recommended: BUS 108; must include a writing course 3

Human Relations Requirement: Recommended: BUS 110B 3

Mathematics Requirement: Recommended: BUS 109B 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

First Semester Completed
- English Course 3
- COT 222 3
- GRC 118 3
- IS 101 3
- Program Elective 3

Second Semester Completed
- Mathematics Course 3
- General Education Courses 3
- COT 204 3
- COT 223 3
- Program Elective 3

DESKTOP PUBLISHING - Mission & Outcomes

Mission: The purpose of the Certificate in Desktop Publishing in business is to provide the knowledge and skills necessary to succeed in the current business environment.

Student Learning Outcomes: Upon completing the Certificate in Desktop Publishing program, students will be able to:
- Provide employment related knowledge and skills
- Know subject matter appropriate to emphasis of certificate
- Understand desktop publishing layout and its importance to the business environment
- Demonstrate oral, written, and computational skills
- Utilize appropriate resources to remain current in the field
### DRAFTING TECHNOLOGY - ARCHITECTURAL

**Associate of Applied Science**

The Drafting Technology-Architectural emphasis is designed to concentrate course work in architecturally oriented subjects. Students will be taking several courses offered through the Construction Technology Program.

**Salary:** $37,304–$53,139 / year (Nevada)

**Career Outlook:** Depends on specialty - greatest demand is for architectural & civil drafters, but slower than average through 2014

**Good To Know:** Specialize in drawing features of buildings & other structures

**WNC Academic Division:** Technology

#### General Education Requirements

**Total Requirements:** 60 credits

<table>
<thead>
<tr>
<th>Core Requirements</th>
<th>12 Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 100</td>
<td>Introduction to Computer Aided Drafting</td>
</tr>
<tr>
<td>CADD 105</td>
<td>Intermediate Computer-Aided Drafting</td>
</tr>
<tr>
<td>CADD 200</td>
<td>Advanced Computer Aided Drafting</td>
</tr>
<tr>
<td>DFT 100</td>
<td>Basic Drafting Principles</td>
</tr>
</tbody>
</table>

**Emphasis Requirements**

| 24 Credits |
| BI 101B     | Introduction to Building Codes         | 3 |
| CADD 120B   | Architectural Drafting I               | 3 |
| CADD 225B   | Architectural Computer Aided Drafting I| 3 |
| CONS 108B   | Construction Materials and Methods     | 3 |
| CONS 120B   | Blueprint Reading and Specification    | 3 |

**Choose 3 credits from the following Capstone Courses:**

- CADD 210B: CADD Project 3
- CADD 290B: Internship in CADD 3

**Choose 6 credits from the following degree electives:**

- CADD 198B: Special Topics in CADD 3
- CADD 210B: CADD Project 3
- CADD 220B: Architectural Drafting II 3
- CADD 290B*: Internship in CADD 3
- CADD 295B: Independent Study 3
- CONS 114B: Soils, Sitework, Concrete and Testing 3
- CONS 118B: Construction Contract Documents 3
- CONS 121B: Principles of Construction Estimating 3
- CONS 201B: Regulatory Agencies 1
- CONS 282B: Construction Law 2

* May be taken only if not previously used to meet degree requirements.

**General Education Requirements**

**Total Requirements:** 24 Credits

**English/Communications Requirements:** Recommended: BUS 108; Must include a writing course 6

**Human Relations Requirements:** 1

**Mathematics Requirement:** MATH 110B, MATH 127 or higher level math course, except STAT 152 3

**A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.**

#### DRAFTING TECHNOLOGY - ARCHITECTURAL - Mission & Outcomes

**Mission:** The Mission of Drafting Technology is to: Provide drafting technology courses for traditional college students and transitional employees. The course work will prepare students with the necessary skills for entry level employment in a professional drafting office setting using current Computer Aided Drafting (CAD) software and processes. Additionally, provide those currently employed in CAD/Drafting offices with courses to update their skills in using current software and processes.

**Student Learning Outcomes:** Upon completing the Drafting Technology - Architectural Certificate of Achievement program, students will be able to:

- Create and place two dimensional geometry
- Place dimensions on drawings
- Development and use of standard symbols and libraries
- Draw floor plans
- Draw Building Sections and Details
- Draw Building Elevations

**ASSOCIATE OF APPLIED SCIENCE**

**DRAFTING TECHNOLOGY - ARCHITECTURAL - Suggested Course Sequence**

<table>
<thead>
<tr>
<th>First Semester Completed</th>
<th>Second Semester Completed</th>
<th>Third Semester Completed</th>
<th>Fourth Semester Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 100</td>
<td>BUS 107</td>
<td>CADD 100</td>
<td>BUS 107</td>
</tr>
<tr>
<td>CADD 210B</td>
<td>CADD 100</td>
<td>CADD 220B</td>
<td>CADD 210B or CADD 290B</td>
</tr>
<tr>
<td>CADD 220B</td>
<td>CADD 120B</td>
<td>CONS 120B</td>
<td>CONS 108B</td>
</tr>
<tr>
<td>CADD 290B</td>
<td>CONS 120B</td>
<td>CADD 200</td>
<td>MATH 127</td>
</tr>
<tr>
<td>DFT 100</td>
<td>DFT 100</td>
<td>BUS 108</td>
<td>BI 101B</td>
</tr>
<tr>
<td>CADD 210B</td>
<td>CADD 290B</td>
<td>CONS 120B</td>
<td>(Capstone Course)</td>
</tr>
<tr>
<td>CADD 220B</td>
<td>CONS 201B</td>
<td>MATH 127</td>
<td>U.S./Nevada Constitution</td>
</tr>
<tr>
<td>CADD 290B</td>
<td>CONS 282B</td>
<td>Science Course</td>
<td></td>
</tr>
</tbody>
</table>

**Total Requirements:** 31 credits

**Subject Requirements**

| 21 Credits |
| CADD 100: Introduction to Computer Aided Drafting | 3 |
| CADD 105: Intermediate Computer-Aided Drafting | 3 |
| CADD 120B: Architectural Drafting I | 3 |
| CONS 120B: Blueprint Reading and Specification | 3 |
| DFT 100: Basic Drafting Principles | 3 |
| CADD electives | 6 |

**WNC Academic Division:** Technology

**Salary:** $37,304–$53,139 / year (Nevada)

**Career Outlook:** $37,304–$53,139 / year (Nevada)

**Course Sequence:**

**First Semester Completed**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 107</td>
<td>3</td>
</tr>
<tr>
<td>CADD 100</td>
<td>3</td>
</tr>
<tr>
<td>CADD 120B</td>
<td>3</td>
</tr>
<tr>
<td>CONS 120B</td>
<td>3</td>
</tr>
<tr>
<td>BUS 108</td>
<td>3</td>
</tr>
<tr>
<td>BI 101B</td>
<td>3</td>
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**Second Semester Completed**

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>CADD 210B</td>
<td>3</td>
</tr>
<tr>
<td>CADD 220B</td>
<td>3</td>
</tr>
<tr>
<td>CADD 290B</td>
<td>3</td>
</tr>
<tr>
<td>CONS 201B</td>
<td>3</td>
</tr>
<tr>
<td>MATH 127</td>
<td>3</td>
</tr>
<tr>
<td>CADD 290B</td>
<td>3</td>
</tr>
<tr>
<td>CADD 220B</td>
<td>3</td>
</tr>
<tr>
<td>BUS 108</td>
<td>3</td>
</tr>
<tr>
<td>CONS 282B</td>
<td>3</td>
</tr>
</tbody>
</table>

**Third Semester Completed**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 210B</td>
<td>3</td>
</tr>
<tr>
<td>CADD 220B</td>
<td>3</td>
</tr>
<tr>
<td>CADD 290B</td>
<td>3</td>
</tr>
<tr>
<td>CONS 201B</td>
<td>3</td>
</tr>
<tr>
<td>MATH 127</td>
<td>3</td>
</tr>
<tr>
<td>Science Course</td>
<td>3</td>
</tr>
</tbody>
</table>

**Fourth Semester Completed**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 210B</td>
<td>3</td>
</tr>
<tr>
<td>CADD 220B</td>
<td>3</td>
</tr>
<tr>
<td>CADD 290B</td>
<td>3</td>
</tr>
<tr>
<td>CONS 201B</td>
<td>3</td>
</tr>
<tr>
<td>MATH 127</td>
<td>3</td>
</tr>
<tr>
<td>Science Course</td>
<td>3</td>
</tr>
</tbody>
</table>

**U.S./Nevada Constitution**

3
DRAFTING TECHNOLOGY - CIVIL
Associate of Applied Science

The Drafting Technology Civil Drafting emphasis is designed to concentrate course work in civil drafting oriented subjects. Students will be take several courses offered through the Construction Technology program.

Salary: $37,304–$53,139 / year (Nevada)
Career Outlook: Depends on specialty - greatest demand is for architectural & civil drafters, but slower than average through 2014

Good To Know: Specialize in drawings & maps of highways, pipelines & water systems

WNC Academic Division: Technology

<table>
<thead>
<tr>
<th>Total Requirements: 60 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Requirements</td>
</tr>
<tr>
<td>CADD 100 Introduction to Computer Aided Drafting</td>
</tr>
<tr>
<td>CADD 105 Intermediate Computer-Aided Drafting</td>
</tr>
<tr>
<td>CADD 200 Advanced Computer Aided Drafting</td>
</tr>
<tr>
<td>DFT 100 Basic Drafting Principles</td>
</tr>
</tbody>
</table>

| Emphasis Requirements | 24 Credits |
|------------------------|
| CADD 230B Civil Drafting I | 3 |
| CEE 140 Introduction to Civil Engineering | 2 |
| CONS 114B Soils, Sitework, Concrete and Testing | 3 |
| CONS 120B Blueprint Reading and Specification | 3 |
| SUR 119B Construction Surveying | 2 |

Choose 3 credits from the following capstone courses:
- CADD 231B Civil Drafting II | 3 |
- CADD 290B Internship in CADD | 3 |

Choose 8 credits from the following degree electives:
- CADD 210B CADD Project | 3 |
- CADD 225B Architectural Computer Aided Drafting I | 3 |
- CADD 290B* Internship in CADD | 3 |
- CONS 118B Construction Contract Documents | 3 |
- CONS 121B Principles of Construction Estimating | 3 |
- CONS 201B Regulatory Agencies | 1 |
- CONS 220B Advanced Sitework Estimating | 3 |
- CONS 282B Construction Law | 1 |
* May be taken only if not previously used to meet degree requirements.

General Education Requirements | 24 Credits |
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement: Recommended: BUS 107, BUS 108; Must include a writing course</td>
</tr>
<tr>
<td>Human Relations Requirement: Recommended: BUS 110B</td>
</tr>
<tr>
<td>Humanities/Social Science Requirements</td>
</tr>
<tr>
<td>Mathematics Requirement: MATH 127 or higher</td>
</tr>
<tr>
<td>Science Requirement: Physics Recommended</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirements</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.
DRAFTING TECHNOLOGY - MECHANICAL
Associate of Applied Science

The Drafting Technology-Mechanical emphasis is designed to concentrate course work in subjects related to manufacturing and machining.

Salary: $40,056–$60,181 / year (Nevada)
Career Outlook: Slower than average growth through 2014
Good To Know: Most use computer-aided drafting (CAD) systems, but some still is done manually

WNC Academic Division: Technology

Total Requirements: 60 credits
Core Requirements: 12 Credits
CADD 100 Introduction to Computer Aided Drafting 3
CADD 105 Intermediate Computer-Aided Drafting 3
CADD 200 Advanced Computer Aided Drafting 3
DFT 100 Basic Drafting Principles 3

Emphasis Requirements: 24 Credits
CADD 140 Technical Drafting I 3
CADD 141B Technical Drafting II 3
CADD 245 Solid Modeling and Parametric Design 3
COT 204 Using Windows 3
DFT 110B Blueprint Reading For Industry 3

Choose 3 credits from the following Capstone Courses:
CADD 210B CADD Project 3
CADD 290B Internship in CADD 3

Choose 6 credits from the following degree electives:
CADD 210B CADD Project 3
CADD 242 Advanced Technical Drafting 3
CADD 260B Introduction to CAD/CAM 3
CADD 290B* Internship in CADD 3
CADD 295B Independent Study 3
MTT 105B Machine Shop I 3*

May be taken only if not previously used to meet degree requirements.

General Education Requirements: 24 Credits
English/Communications Requirement: Recommended: BUS 107, BUS 108 6
Human Relations Requirement: Recommended: BUS 110B 3
Humanities/Social Science Requirements: 6
Mathematics Requirement: MATH 110B, MATH 127 or higher level math course, except STAT152 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

Note: MATH 110B does not fulfill the requirement for the Associate of Applied Science in Drafting Technology - Mechanical Emphasis, which requires MATH 127 or higher.

ASSOCIATE OF APPLIED SCIENCE DRAFTING TECHNOLOGY - MECHANICAL
Mission & Outcomes

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

Student Learning Outcomes: Students who complete an Associate of Applied Science in Drafting Technology will be able to:
• Knowledge of the subject matter appropriate to the drafting technology.
• Acquire skills and perform tasks necessary for employment in a career.
• Present themselves effectively to a potential employer.
• Demonstrate effective communication and computer skills appropriate to the field.
• Utilize appropriate resources to remain current in the drafting field.

DRAFTING TECHNOLOGY - MECHANICAL - Mission & Outcomes

Mission: The Mission of Drafting Technology is to provide drafting technology courses for traditional college students and transitional employees. The course work will prepare students with the necessary skills for entry level employment in a professional drafting office setting using current Computer Aided Drafting (CAD) software and processes. Additionally, provide those currently employed in CAD/Drafting offices with courses to update their skills in using current software and processes.

Student Learning Outcomes: Upon completing the Drafting Technology - Mechanical Certificate of Achievement program, students will be able to:
• Create and place two dimensional geometry.
• Place dimensions on drawings.
• Development and use of standard symbols and libraries.
• Create multi-view orthographic drawings.
• Create section views.
• Place annotation on drawings.
• Create and insert blocks.
• Use Paper Space and External References.
• Create and place three dimensional geometry.
• Apply concepts and principles of CAD/Drafting to realistic situations.

DRAFTING TECHNOLOGY - MECHANICAL - Suggested Course Sequence

First Semester Completed
BUS 107 3
CADD 100 3
COT 204 3
DFT 100 3
DFT 110B 3

Second Semester Completed
BUS 110B 3
CADD 105 3
CADD 140 3
MATH 127 3
U.S./Nevada Constitution 3

Third Semester Completed
BUS 107 3
CADD 141B 3
CADD 200 3
DFT 100 3
DFT 110B 3

Fourth Semester Completed
BUS 110B 3
CADD 210B or CADD 290B (Capstone Course) 3
CADD 245 3
CADD 242 Advanced Technical Drafting 3
U.S./Nevada Constitution 3

Certificate of Achievement

Total Requirements: 31 credits
Subject Requirements: 21 Credits
CADD 100 Introduction to Computer Aided Drafting 3
CADD 105 Intermediate Computer-Aided Drafting 3
CADD 141B Technical Drafting II 3
DFT 100 Basic Drafting Principles 3
DFT 110B Blueprint Reading For Industry 3
CADD Electives 6

General Education Requirements: 10 Credits
English/Communications Requirements: Recommended: BUS 108; Must include a writing course 6
Human Relations Requirement: 1
Mathematics Requirement: MATH 110B, MATH 127 or higher level math course, except STAT152 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

Note: MATH 110B does not fulfill the requirement for the Associate of Applied Science in Drafting Technology - Mechanical Emphasis, which requires MATH 127 or higher.
EARLY CHILDHOOD EDUCATION

WNC’s Early Childhood Education program is an occupational preparation program which concentrates on the teaching skills needed to work with young children and parents. Students may earn an Early Childhood Education Certificate of Achievement or an Associate of Applied Science degree to help them gain employment in the child care or related field.

Some courses transfer to local colleges and universities, providing a “career ladder” opportunity for students who are seeking additional training for jobs in the care and education of infants, preschoolers and handicapped young children.

The curriculum includes experience with children to develop teaching skills; classes in human development and interpersonal relationships; and instruction on how to select, plan and present learning activities.

Successful completion of the Early Childhood Education certificate or associate degree is designed to qualify students for such employment opportunities as assistants, teachers and directors in child care centers; teachers and assistants in preschools; home day care providers and other child/family related careers.

EARLY CHILDHOOD EDUCATION
Associate of Applied Science

The Early Childhood Education Associate of Applied Science degree provides the information, knowledge and skill training for persons caring for young children in a variety of child care facilities.

Salary: $31,182–$48,735 / year (Nevada)
Career Outlook: Faster than average growth through 2014
Good To Know: Variable work hours - full-time or part-time
WNC Academic Division: Social Science, Education, Humanities & Public Service

Total Requirements: 60 credits

Program Requirements: 36 Credits

ECE 121 Parent Care Relations 1
ECE 122 Observation Skills 1
ECE 129 Environment For Infant & Toddler 1
ECE 200 The Exceptional Child 3
ECE 204 Principles of Child Guidance 3
ECE 231 Preschool Practicum: Early Childhood Lab 6
ECE 240 Administration of Preschool 3
ECE 250 Introduction to Early Childhood Education 3
ECE 251 Curriculum in Early Childhood Education 3
HDFS 201 Life Span Human Development 3

Program Electives

Choose 9 credits from the following:

- COT 105 Computer Literacy 3
- or IS 101 Introduction to Information Systems 3
- or IS 201 Computer Applications 3
- HDFS 202 Introduction to Families 3
- HDFS 232 Diversity and the Young Child - A Multicultural Perspective 3
- Other related Early Childhood Education courses (ECE 123 and ECE 168 are recommended) 1–6
- Psychology courses (except Statistical Methods) 1–3

General Education Requirements

- English/Communications Requirement: Recommended: BUS 108; Must include a writing course 6
- Humanities/Social Science Requirements 3
- Mathematics Requirement: Recommended: BUS 109B 3
- Science Requirement: Recommended: NUTR 121 6
- U.S. and Nevada Constitution Requirements 3
- General Electives 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

ASSOCIATE OF APPLIED SCIENCE DEGREE & CERTIFICATE OF ACHIEVEMENT

EARLY CHILDHOOD EDUCATION - Mission & Outcomes

Associate of Applied Science

Mission - The purpose of the Associate of Applied Science degree in Early Childhood Education is to provide academic knowledge and skill for employment in child care or pre-kindergarten programs and related family service fields. The degree will meet educational criteria for employment in publicly funded programs and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

Student Learning Outcomes - Students who complete the Associate of Applied Science degree in Early Childhood Education are expected to demonstrate that they:
- have met the general education student learning outcomes.
- know the subject matter appropriate to Early Childhood Education.
- demonstrated leadership and supervisory skills.

Certificate of Achievement

Mission - The Early Childhood Education Certificate of Achievement will provide the academic knowledge and skills for employment in a variety of child care settings.

Student Learning Outcomes - Upon completion of the Early Childhood Education certificate program, the student will be able to:
- recognize and organize a physical environment that supports age appropriate development in young children.
- plan and implement activities that meet the psychosocial, physical and cognitive needs of children in a child care setting.
- develop strategies for maintaining a safe and healthy child care environment.

EARLY CHILDHOOD EDUCATION
Certificate of Achievement

WNC Academic Division: Social Science, Education, Humanities & Public Service

Total Requirements: 30 credits

Subject Requirements 21 Credits

ECE 121 Parent Care Relations 1
ECE 122 Observation Skills 1
ECE 129 Environment For Infant & Toddler 1
ECE 204 Principles of Child Guidance 3
ECE 231 Preschool Practicum: Early Childhood Lab 3
ECE 250 Introduction to Early Childhood Education 3
ECE 251 Curriculum in Early Childhood Education 3
HDFS 201 Life Span Human Development 3

Choose 1-3 credits from related courses in any of the following subject areas:

- Early Childhood Education, Psychology, Human Development & Family Studies 3

General Education Requirements 9 Credits

English/Communications Requirements: Recommended: BUS 108;
- Must include a writing course 6
- Mathematics Requirement: Recommended: BUS 109B 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

EARLY CHILDHOOD EDUCATION - Suggested Course Sequence

First Semester Completed Third Semester Completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Course</th>
<th>Credits</th>
<th>Course</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>ECE 121</td>
<td>1</td>
<td>ECE 204</td>
<td>3</td>
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<tr>
<td>ECE 122</td>
<td>1</td>
<td>ECE 231</td>
<td>6</td>
<td></td>
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<tr>
<td>ECE 129</td>
<td>1</td>
<td>General Education Courses 6</td>
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<td></td>
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<tr>
<td>ECE 250</td>
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<td>ECE 240</td>
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<tr>
<td>English/Communications Course 3</td>
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<td>General Education Courses 3</td>
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<tr>
<td>General Elective 3</td>
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<td>General Elective 3</td>
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<td></td>
</tr>
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<td>HDFS 201</td>
<td>3</td>
<td>Program Electives 6</td>
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Second Semester Completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 200</td>
<td>3</td>
<td>ECE 251</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>3</td>
<td>General Education Courses 6</td>
<td></td>
</tr>
<tr>
<td>Program Electives 3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ENGINEERING SCIENCE
Associate of Science

The Engineering Science degree program is designed for students planning to obtain a four-year engineering degree. Engineering is the practical application of scientific theory and principles, and this program develops a strong foundation in mathematics and physical science and provides an introduction to the fundamental aspects of engineering which are developed more thoroughly in the remaining two years of the baccalaureate program. Students who complete the associate degree can transfer to other colleges or universities in many engineering disciplines including civil, chemical, computer, electrical, geological, mechanical, metallurgical, mining, computer science, and engineering physics. All courses in the Engineering Science program are approved for direct transfer to the College of Engineering and the Mackey School of Earth Sciences and Engineering at the University of Nevada, Reno, and up to 64 WNC credits may be directly applied toward a baccalaureate degree.

Salary: $64,529–$98,630 / year (Nevada)
Career Outlook: Faster than average growth through 2014 - Aerospace
Technicians growth will be slower than average
Good To Know: Work with computers; often work in teams
WNC Academic Division: Science, Mathematics & Engineering

Total Requirements: 64 credits
Emphasis Requirements: 36-38 Credits

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CHEM 121</td>
<td>General Chemistry I</td>
</tr>
<tr>
<td>CS 135</td>
<td>Computer Science I</td>
</tr>
<tr>
<td>ENGR 100</td>
<td>Introduction to Engineering Design</td>
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<tr>
<td>MATH 181</td>
<td>Calculus I</td>
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<td>MATH 182</td>
<td>Calculus II</td>
</tr>
<tr>
<td>MATH 283</td>
<td>Calculus III</td>
</tr>
<tr>
<td>ME 241</td>
<td>Statics</td>
</tr>
<tr>
<td>or CPE 201</td>
<td>Introduction to Computer Engineering</td>
</tr>
<tr>
<td>ME 242</td>
<td>Dynamics</td>
</tr>
<tr>
<td>or EE 220</td>
<td>Circuits I</td>
</tr>
<tr>
<td>&amp; EE 220L</td>
<td>Circuits I Laboratory</td>
</tr>
<tr>
<td>PHYS 180</td>
<td>Engineering Physics I</td>
</tr>
<tr>
<td>PHYS 180L</td>
<td>Engineering Physics I Lab</td>
</tr>
<tr>
<td>PHYS 181</td>
<td>Engineering Physics II</td>
</tr>
<tr>
<td>PHYS 181L</td>
<td>Engineering Physics II Lab</td>
</tr>
</tbody>
</table>

Emphasis Requirements: Program Electives: 2-4 Credits

Choose 2-4 credits from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 122</td>
<td>General Chemistry II</td>
</tr>
<tr>
<td>CS 202</td>
<td>Computer Science II</td>
</tr>
<tr>
<td>EE 291</td>
<td>Computer Methods For Electrical Engineers</td>
</tr>
<tr>
<td>EE 296</td>
<td>Internship I</td>
</tr>
<tr>
<td>MATH 285</td>
<td>Differential Equations</td>
</tr>
<tr>
<td>ME 198</td>
<td>Cooperative Training Report</td>
</tr>
<tr>
<td>ME 298</td>
<td>Cooperative Training Report</td>
</tr>
<tr>
<td>METE 250</td>
<td>Elements of Material Science</td>
</tr>
<tr>
<td>PHYS 182</td>
<td>Engineering Physics III</td>
</tr>
<tr>
<td>&amp; PHYS 182L</td>
<td>Engineering Physics III Lab</td>
</tr>
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</table>

or higher level

General Education Requirements: 24 Credits

<table>
<thead>
<tr>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirements</td>
<td>6</td>
</tr>
<tr>
<td>Fine Arts Requirements</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Requirements</td>
<td>6</td>
</tr>
<tr>
<td>Social Sciences Requirements</td>
<td>6</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirements</td>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science page.

Note: Most engineering courses are not offered every semester, so technical and non-technical electives should be scheduled to permit the student to enroll in those engineering courses which are most pertinent to his/her preferred discipline of engineering.

ASSOCIATE OF APPLIED SCIENCE - ENGINEERING SCIENCE

Mission & Outcomes

Mission: The mission of the Associate of Science with an emphasis in Engineering is to prepare students for successful transfer into civil, chemical, computer, electrical, geological, mechanical, metallurgical, or mining engineering, or computer science, or engineering physics.

Student Learning Outcomes: Students who complete an Associate of Science with an emphasis in Engineering at WNC are expected to demonstrate that they:

• have met the general education student learning outcomes
• are able to identify, formulate and solve engineering problems
• are able to design and conduct experiments as well as to analyze and interpret data
• can succeed at their transfer institution.
FINE ARTS

Associate of Arts

The Associate of Arts degree in Fine Arts is designed to provide training in the breadth of skills required for many careers in the fine arts field as well as to satisfy many of the lower division requirements for the Bachelor of Arts and Bachelor of Fine Arts degrees at most four-year institutions.

Salary: $23,982–$58,550 / year (Nevada)

Career Outlook: Average growth through 2014

Good To Know: Many fine artists are self-employed; some have graduate degrees

WNC Academic Division: Communication and Fine Arts

Total Requirements: 60 credits

Program Requirements: 21 Credits

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 100 Visual Foundations</td>
<td>3</td>
</tr>
<tr>
<td>or ART 107 Design Fundamentals I (2-D)</td>
<td></td>
</tr>
<tr>
<td>or GRC 107 Design Fundamentals</td>
<td></td>
</tr>
<tr>
<td>ART 101 Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 135 Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 141 Introduction to Digital Photography I</td>
<td></td>
</tr>
<tr>
<td>or ART 243* Digital Imaging I</td>
<td></td>
</tr>
<tr>
<td>ART 160 Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>ART 298* Portfolio Emphasis</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one 3-credit course from the following 2-D courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 231 Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 127* Watercolor I</td>
<td>3</td>
</tr>
<tr>
<td>ART 124 Beginning Printmaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one 3-credit course from the following 3-D courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 216 Sculpture I</td>
<td>3</td>
</tr>
<tr>
<td>ART 115* Beginning Clay Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 211 Ceramics I</td>
<td>3</td>
</tr>
</tbody>
</table>

* Courses satisfy WNC degree requirements but will not transfer directly to the University of Nevada, Reno as the same course. They may transfer as electives.

Program Requirements: Program Electives 6 Credits

Select 6 credits from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 102 Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 105* Color Theory</td>
<td>3</td>
</tr>
<tr>
<td>ART 111* Beginning Ceramics</td>
<td>3</td>
</tr>
<tr>
<td>ART 115* Beginning Clay Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 124 Beginning Printmaking</td>
<td>3</td>
</tr>
<tr>
<td>ART 127* Watercolor I</td>
<td>3</td>
</tr>
<tr>
<td>ART 135 Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 141 Introduction to Digital Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 142* Introduction to Digital Photography II</td>
<td>3</td>
</tr>
<tr>
<td>ART 201 Life Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 208* Fiber Arts</td>
<td>3</td>
</tr>
<tr>
<td>ART 211 Ceramics I</td>
<td>3</td>
</tr>
<tr>
<td>ART 212 Ceramics II</td>
<td>3</td>
</tr>
<tr>
<td>ART 216 Sculpture I</td>
<td>3</td>
</tr>
<tr>
<td>ART 217 Sculpture II</td>
<td>3</td>
</tr>
<tr>
<td>ART 218* Alternative Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 224 Beginning Printmaking: Relief</td>
<td>3</td>
</tr>
<tr>
<td>ART 227* Watercolor II</td>
<td>3</td>
</tr>
<tr>
<td>ART 231 Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 232 Painting II</td>
<td>3</td>
</tr>
<tr>
<td>ART 235 Photography II</td>
<td>3</td>
</tr>
<tr>
<td>ART 236 Photography III</td>
<td>3</td>
</tr>
<tr>
<td>ART 243* Digital Imaging I</td>
<td>3</td>
</tr>
<tr>
<td>ART 244* Digital Imaging II</td>
<td>3</td>
</tr>
<tr>
<td>ART 260 Survey of Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ART 261 Survey of Art History II</td>
<td>3</td>
</tr>
</tbody>
</table>

* Courses satisfy WNC degree requirements but will not transfer directly to the University of Nevada, Reno as the same course. They may transfer as electives.

General Education Requirements 33 Credits

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications</td>
<td>6</td>
</tr>
<tr>
<td>Humanities</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Science</td>
<td>6</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>9</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution</td>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts page.

General Education

Mission: The Associate of Arts degree in Fine Arts is designed to provide training in the breadth of skills required for many careers in the fine arts field as well as to satisfy many of the lower division requirements for the Bachelor of Arts and Bachelor of Fine Arts degrees at most four-year institutions.

Student Learning Outcomes: Upon completing the Fine Arts Associate of Arts program, students will be able to:

General Education

- Have an understanding of the Fine Arts
- Have developed their problem-solving, creative, and critical thinking skills

Program Mission Outcomes

- Have developed their creative capacities
- Have participated in at least one cultural activity, such as a visit to a gallery, museum, or attended a community art lecture or event
- Have developed an appreciation for the arts
**GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

**Associate of Applied Science**

WNC’s Geographic Information Systems program offers students access to rapidly growing career tracks in agencies and industries using computer software packages to store and present information about resources, water, soils, geography, land uses, development patterns, utilities and other mapping related functions of planning and management.

**Salary:** $37,641–$57,239 / year (Nevada)

**Career Outlook:** Slower than average growth through 2014

**Good To Know:** Use analytic & technical skills; heavy computer use

**WNC Academic Division:** Science, Mathematics & Engineering

**Total Requirements:** 60 credits

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>36 Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIS 109</td>
<td>Introduction to Geographic Information Systems</td>
</tr>
<tr>
<td>GIS 110</td>
<td>Principles of Cartography</td>
</tr>
<tr>
<td>GIS 111</td>
<td>Introduction to Remote Sensing</td>
</tr>
<tr>
<td>GIS 112</td>
<td>Introduction to ArcInfo</td>
</tr>
<tr>
<td>GIS 170B</td>
<td>GIS Applications on Conservation Issues</td>
</tr>
<tr>
<td>GIS 171B</td>
<td>GIS Applications in Urban &amp; Regional Planning</td>
</tr>
<tr>
<td>GIS 172B</td>
<td>Current Trends in GIS</td>
</tr>
<tr>
<td>GIS 205</td>
<td>GIS Applications</td>
</tr>
<tr>
<td>GIS 212</td>
<td>Intermediate ArcInfo</td>
</tr>
<tr>
<td>GIS 235</td>
<td>Spatial Analysis in GIS</td>
</tr>
<tr>
<td>GIS 250</td>
<td>GIS Database</td>
</tr>
<tr>
<td>GIS 270</td>
<td>GIS Extensions</td>
</tr>
<tr>
<td>GIS 280</td>
<td>Internship in GIS</td>
</tr>
<tr>
<td>GIS 290</td>
<td>GIS Careers / Portfolio</td>
</tr>
</tbody>
</table>

**General Education Requirements**

| 24 Credits |
| English/Communications Requirement | 6 |
| Human Relations Requirement | 3 |
| Humanities/Social Science Requirements: Recommended: GEOG 106 | 3 |
| Mathematics Requirement: MATH 126 or higher is required. STAT 152 is recommended | 3 |
| Science Requirement: Recommended: GEOG 103 | 6 |
| U.S. and Nevada Constitution Requirements | 3 |

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

**GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

**Certificate of Achievement**

**WNC Academic Division:** Science, Mathematics & Engineering

<p>| Total Requirements: 30 credits |</p>
<table>
<thead>
<tr>
<th>Subject Requirements</th>
<th>21 Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 103</td>
<td>Physical Geography</td>
</tr>
<tr>
<td>GIS 109</td>
<td>Introduction to Geographic Information Systems</td>
</tr>
<tr>
<td>GIS 110</td>
<td>Principles of Cartography</td>
</tr>
<tr>
<td>GIS 112</td>
<td>Introduction to ArcInfo</td>
</tr>
<tr>
<td>GIS 205</td>
<td>GIS Applications</td>
</tr>
<tr>
<td>GIS 250</td>
<td>GIS Database</td>
</tr>
<tr>
<td>GIS 270</td>
<td>GIS Extensions</td>
</tr>
</tbody>
</table>

**General Education Requirements**

| 9 Credits |
| English/Communications Requirements: Must include a writing course | 3 |
| Human Relations Requirement: PSY recommended | 1–3 |
| Mathematics Requirement: STAT 152, MATH 126 or higher | 3 |
| General Electives | 0–2 |

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

**GEOGRAPHIC INFORMATION SYSTEMS (GIS) - Suggested Course Sequence**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Completed</th>
<th>Third Semester</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Courses</td>
<td>6</td>
<td>General Education Courses</td>
<td>6</td>
</tr>
<tr>
<td>GIS 109</td>
<td>3</td>
<td>GIS 171B</td>
<td>1</td>
</tr>
<tr>
<td>GIS 110</td>
<td>3</td>
<td>GIS 212</td>
<td>3</td>
</tr>
<tr>
<td>GIS 112</td>
<td>3</td>
<td>GIS 235</td>
<td>3</td>
</tr>
<tr>
<td>GIS 205</td>
<td>3</td>
<td>GIS 280</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Second Semester</th>
<th>Completed</th>
<th>Fourth Semester</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Courses</td>
<td>9</td>
<td>General Education Courses</td>
<td>3</td>
</tr>
<tr>
<td>GIS 111</td>
<td>3</td>
<td>GIS 172B</td>
<td>1</td>
</tr>
<tr>
<td>GIS 170B</td>
<td>1</td>
<td>GIS 250</td>
<td>3</td>
</tr>
<tr>
<td>GIS 205</td>
<td>3</td>
<td>GIS 270</td>
<td>3</td>
</tr>
<tr>
<td>GIS 290</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ASSOCIATE OF APPLIED SCIENCE GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

**Mission & Outcomes**

**Mission:** The Associate of Applied Science degree in Geographic Information Systems will provide employment-related knowledge and skills necessary to succeed in the Geographic Information Systems field. The degree will meet educational criteria for employment and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

**Student Learning Outcomes:** Associate of Applied Science in Geographic Information Systems (GIS) graduates are expected to:

- identify spatial problems
- demonstrate technical skills
- implement analysis concepts
- work collaboratively and create industry based presentations
GEOSCIENCES
Associate of Science

The Geosciences emphasis is designed to provide a strong foundation in earth and physical sciences, and will prepare students for transfer into many disciplines, including geology, geography, environmental science, and science teaching. All courses in the Geosciences emphasis are approved for direct transfer to University of Nevada, Reno and up to 64 WNC credits may be directly applied toward a baccalaureate degree. Seek counseling to choose appropriate courses for a four-year major.

Salary: $63,513–$106,092 / year (Nevada)
Career Outlook: Slower growth than average through 2014
Good To Know: Often requires graduate degrees for career advancement
WNC Academic Division: Science, Mathematics & Engineering

Total Requirements: 60 – 62 credits
Emphasis Requirements 17–18 Credits
GEOG 103 Physical Geography 3
GEOG 104 Physical Geography Laboratory 1
GEOL 101 Physical Geology 3
GEOL 103 Physical Geology Laboratory 1

Choose one course:
BIOL 100 General Biology For Non-Science Majors 3
BIOL 190 Introduction to Cell and Molecular Biology 3
BIOL 191 Introduction to Organismal Biology 3

Choose one course:
CHEM 100 Molecules and Life in the Modern World 3
CHEM 121 General Chemistry I 4
CHEM 122 General Chemistry II 4

Emphasis Requirements: Program Electives 13–14 Credits
Choose 13-14 credits from the following:
ATMS 117 Meteorology 3
BIOL 190L Introduction to Cell and Molecular Biology Lab 1
BIOL 191L Introduction to Organismal Biology Lab 1
ENV 100 Humans and Environment 3
ENV 130 Fundamentals of Environmental Pollution: Concepts and Methods 3
ENV 210 Land Use Management 3
GEOL 100 Earthquakes, Volcanoes, and Natural Disasters 3
GEOL 102 Earth and Life Through Time 4
GEOL 105 Introduction to Geology of National Parks 3
GEOL 127 Prehistoric Life 3
GEOL 132 Rocks & Minerals 3
GEOL 201 Geology of Nevada 3
GIS 109 Introduction to Geographic Information Systems 3
GIS 205 GIS Applications 3
PHYS 100 Introductory Physics 3
PHYS 151 General Physics I 4
PHYS 180 Engineering Physics I
PHYS 180L Engineering Physics I Lab 3
PHYS 181 Engineering Physics II
PHYS 181L Engineering Physics II Lab 3

General Education Requirements 30 Credits
English/Communications Requirements: ENG 101, ENG 102 6
Fine Arts Requirements 3
Humanities Requirements 6
Mathematics Requirements 6
Social Sciences Requirements 3
U.S. and Nevada Constitution Requirements 3
General Electives 3

A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science page.

Note: Students planning to transfer to UNR or another university are encouraged to select courses that fulfill core and major requirements, which will vary depending on major. Please consult the current UNR or appropriate university catalog or an advisor for degree requirements.

ASSOCIATE OF SCIENCE - GEOSCIENCES
Mission & Outcomes

Mission: The mission of the Associate of Science degree, Geosciences Emphasis is to provide a strong foundation in earth and physical sciences, and prepare students for transfer into many disciplines, including geology, geography, environmental science, and science teaching.

Student Learning Outcomes: Students who complete an Associate of Science degree, Geosciences emphasis, at WNC are expected to demonstrate that they:
• have met the general education student learning outcomes
• have gained a basic understanding of:
  - physical processes operating on and within the Earth, including plate tectonics and formation of rocks and minerals
  - common rocks and minerals identification
  - map reading and interpretation
  - processes operating in the atmosphere
  - the spatial distribution of physical and human phenomena
• have gained a basic knowledge of biology and chemistry
• can succeed at their transfer institutions
GRAPHIC COMMUNICATIONS
Associate of Applied Science

WNC’s Graphic Communications program is designed for students who want quick access to career fields involving print design, web design, multimedia, digital video, and animation.

Salary: $35,119–$59,159 / year (Nevada)

Career Outlook: Average growth through 2014. The need is due to expansion of the Internet & need for web page design

Good To Know: Creativity is an important skill; more talented designers can earn more money; many graphic artists are self-employed

WNC Academic Division: Communication and Fine Arts

Total Requirements: 63 credits

Program Requirements 45 Credits

<table>
<thead>
<tr>
<th>Art Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Visual Foundations</td>
<td>3</td>
</tr>
<tr>
<td>ART 101</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>GRC 109</td>
<td>Color and Design</td>
<td>3</td>
</tr>
<tr>
<td>GRC 118</td>
<td>Computer Graphics - Print Media</td>
<td>3</td>
</tr>
<tr>
<td>GRC 119</td>
<td>Computer Graphics - Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>GRC 144B</td>
<td>Electronic Layout and Typography</td>
<td>3</td>
</tr>
<tr>
<td>GRC 156</td>
<td>Computer Illustration I</td>
<td>3</td>
</tr>
<tr>
<td>GRC 175</td>
<td>Web Design and Publishing I</td>
<td>3</td>
</tr>
<tr>
<td>GRC 181B</td>
<td>Digital Video I</td>
<td>3</td>
</tr>
<tr>
<td>GRC 183</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>GRC 188</td>
<td>Web Animation and Interactivity I</td>
<td>3</td>
</tr>
<tr>
<td>GRC 244B</td>
<td>Electronic Layout and Typography II</td>
<td>3</td>
</tr>
<tr>
<td>or GRC 275B</td>
<td>Web Design and Publishing II</td>
<td>3</td>
</tr>
<tr>
<td>GRC 283B</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>GRC 294B</td>
<td>Professional Portfolio</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 3 credits from the following:

<table>
<thead>
<tr>
<th>Art Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 115</td>
<td>Beginning Clay Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 124</td>
<td>Beginning Printmaking</td>
<td>3</td>
</tr>
<tr>
<td>ART 127</td>
<td>Watercolor I</td>
<td>3</td>
</tr>
<tr>
<td>ART 135</td>
<td>Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 141</td>
<td>Introduction to Digital Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 150</td>
<td>Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>ART 211</td>
<td>Ceramics I</td>
<td>3</td>
</tr>
<tr>
<td>ART 216</td>
<td>Sculpture I</td>
<td>3</td>
</tr>
<tr>
<td>ART 231</td>
<td>Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Survey Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Survey of Art History II</td>
<td>3</td>
</tr>
<tr>
<td>GRC 281B</td>
<td>Digital Video II</td>
<td>3</td>
</tr>
</tbody>
</table>

General Education Requirements 18 Credits

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement</td>
<td>6</td>
</tr>
<tr>
<td>Human Relations Requirement: PSY or SOC recommended</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirements</td>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

GRAPHIC COMMUNICATIONS - Suggested Course Sequence

First Semester Completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>General Ed Courses</td>
<td>3</td>
</tr>
<tr>
<td>ART 100</td>
<td>3</td>
</tr>
<tr>
<td>ART 101</td>
<td>3</td>
</tr>
<tr>
<td>GRC 118</td>
<td>3</td>
</tr>
<tr>
<td>GRC 119</td>
<td>3</td>
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</tbody>
</table>

Second Semester Completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Ed Courses</td>
<td>3</td>
</tr>
<tr>
<td>GRC 144B</td>
<td>3</td>
</tr>
<tr>
<td>GRC 188</td>
<td>3</td>
</tr>
<tr>
<td>GRC 283B</td>
<td>3</td>
</tr>
</tbody>
</table>

Third Semester Completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Ed Courses</td>
<td>3</td>
</tr>
<tr>
<td>GRC 144B</td>
<td>3</td>
</tr>
<tr>
<td>GRC 188</td>
<td>3</td>
</tr>
<tr>
<td>GRC 283B</td>
<td>3</td>
</tr>
</tbody>
</table>

Fourth Semester Completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Ed Courses</td>
<td>3</td>
</tr>
<tr>
<td>GRC 144B</td>
<td>3</td>
</tr>
<tr>
<td>GRC 188</td>
<td>3</td>
</tr>
<tr>
<td>GRC 283B</td>
<td>3</td>
</tr>
</tbody>
</table>

ASSOCIATE OF APPLIED SCIENCE
Mission & Outcomes

Mission: The Associate of Applied Science degree in Graphic Communications will provide employment-related knowledge and skills necessary to succeed in the graphic communications field. The degree will meet educational criteria for employment and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

Student Learning Outcomes: Associate of Applied Science in Graphic Communications graduates are expected to research design problems, demonstrate technical skills, implement design concepts, work collaboratively, and perform successful presentations.

CERTIFICATE OF ACHIEVEMENT
Mission & Outcomes

Mission: The purpose of the Graphic Communications Certificate of Achievement is to provide basic knowledge and skills necessary to enter the graphic communications field.

Student Learning Outcomes: Graphic Communications certificate program graduates should acquire basic skills and perform tasks necessary for employment or career enhancement.
MACHINE TOOL TECHNOLOGY
Associate of Applied Science

The Machine Tool Technology program provides training for students who plan to enter the machine trades field and upgrading for those in the field who desire additional skills. The program is competency based, allowing students to enter at their own level and progress at their own pace. Hands-on learning is stressed, allowing students to take as many laboratory hours as possible.

Salary: $32,894–$48,872 / year (Nevada)
Career Outlook: Slower than average growth, but good jobs available due to difficulty finding skilled workers
Good To Know: Often work with computerized numerical control (CNC) machines

WNC Academic Division: Technology

Total Requirements: 60 credits
Program Requirements 39 Credits
DFT 110B Blueprint Reading For Industry 3
or CONS 120B Blueprint Reading and Specification
MTT 105B Machine Shop I 3
MTT 110B Machine Shop II 3
MTT 230B Computer Numerical Control I 4
MTT 232B Computer Numerical Control II 4
MTT 250B Machine Shop III 3
MTT 260B Machine Shop IV 3
MATH Course * 3
* MATH 110B Recommended

Choose 13 credits from the following:
MTT 106B Machine Shop Practice I 2
MTT 111B Machine Shop Practice II 2
MTT 251B Machine Projects 1–6
MTT 262B Machine Shop Practice IV 2
MTT 292B Computer-Aided Manufacturing I 4
MTT 293B Computer-Aided Manufacturing II 4
MTT 295B Work Experience 1–6
Related Machine Shop Course 1–6

General Education Requirements 21 Credits
English/Communications Requirement: Must include a writing course 6
Human Relations Requirement 3
Humanities/Social Science Requirements 3
Science Requirement 6
U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

CERTIFICATE OF ACHIEVEMENT - MACHINE TOOL TECHNOLOGY
Mission & Outcomes
Mission: The mission of the Certificate of Achievement degree in Machine Tool Technology is to provide the student with the skills and knowledge to succeed in the machining industry.
Student Learning Outcomes: Students who complete a Certificate of Achievement in Machine Tool Technology are expected to:
• know the subject matter appropriate to the Certificate of Achievement in Machine Tool Technology,
• use skills and knowledge needed for acquiring employment,
• have the confidence needed for seeking employment.

ASSOCIATE OF APPLIED SCIENCE - MACHINE TOOL TECHNOLOGY
Mission & Outcomes
Mission: The mission of the Associate of Applied Science degree in Machine Tool Technology is to provide the student with the skills and knowledge to succeed in the machining industry.
Student Learning Outcomes: Students who complete an Associate of Applied Science in Machine Tool Technology are expected to:
• know the subject matter appropriate to the Associate of Applied Science in Machine Tool Technology,
• use skills and perform tasks essential for employment
• have the self-confidence needed for seeking employment in this field
• use available resources to remain current in the machine industry
MANAGEMENT
Associate of Applied Science
The Management emphasis is designed to provide a foundation for employment in a variety of business/managerial positions.

Salary: $52,608–$100,499 / year (Nevada)
Career Outlook: Faster than average through 2014; managers will be more likely to keep their jobs
Good To Know: Often requires hiring, training & supervising employees, solving problems & administrative duties
WNC Academic Division: Business and Computer Technology

Total Requirements: 60 credits

Business Core Requirements 27 Credits
ACC 201 Financial Accounting 3
& ACC 202 Managerial Accounting 3
BUS 101 Introduction to Business 3
or MGT 103 Small Business Management 3
BUS 273 Business Law I 3
ECON 102 Principles of Microeconomics 3
ECON 103 Principles of Macroeconomics 3
IS 101 Introduction to Information Systems 3
IS 201 Computer Applications 3
MGT 201 Principles of Management 3

Emphasis Requirements 18 Credits
MGT 212 Leadership & Human Relations 3
MGT 283 Introduction to Human Resources Management 3
MKT 210 Marketing Principles 3

Choose 9 credits from the following:
BUS 101 Introduction to Business 3
ECON 261 Principles of Statistics I 3
ECON 262 Principles of Statistics II 3
FIN 101 Personal Finance 3
MGT 103 Small Business Management 3
MGT 235 Organizational Behavior 3
MGT 247B Industrial Management 3
MKT 111 Introduction to Merchandising 3
MKT 127 Introduction to Retailing 3
MKT 262 Introduction to Advertising 3

General Education Requirements 15 Credits
English/Communications Requirement
Recommended: BUS 107&108; Must include a writing course 6
Mathematics Requirement: BUS 109B or higher level mathematics course 3
Science Requirement 3
U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

Note: See also Retail Management.
MATHEMATICS
Associate of Science

The Mathematics emphasis has been designed to place students on a career track toward mathematics, either as a university major or as preparation for a teaching career. An associate degree in mathematics offers a student flexibility in future academic endeavors and career opportunities.

Salary: $67,360–$113,800 / year (Nevada)
Career Outlook: Need for math teachers & professors is expected to increase faster than average.
Good To Know: Often requires graduate degrees for career advancement.
WNC Academic Division: Science, Mathematics & Engineering

Total Requirements: 60 credits
Emphasis Requirements 30 Credits
MATH 181 Calculus I 4
MATH 182 Calculus II 4
MATH 283 Calculus III 4
MATH 285 Differential Equations 3
Choose 12 credits from at least two subject areas in the courses listed under Science Requirements for the Associate of Science degree. Must include a minimum of four credits of lecture and laboratory from the same subject area. 12
Choose 3 credits from the following: Math courses numbered 120 or higher, except MATH 122 & 123. STAT 152 is also accepted. 3

General Education Requirements 30 Credits
English/Communications Requirements: Recommended: ENG 101, ENG 102 6
Fine Arts Requirements 3
Humanities Requirements 6
Social Sciences Requirements 6
U.S. and Nevada Constitution Requirements 3
General Electives 6

A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science page.

ASSOCIATE OF SCIENCE - MATHEMATICS
Mission & Outcomes

Mission: The purpose of the Associate of Science degree, emphasis Mathematics, is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.

Student Learning Outcomes: Students who complete an Associate of Science degree, Mathematics emphasis, at WNC are expected to demonstrate that they:
• have met the general education student learning outcomes
• understand the content of calculus and differential equations
• are able to apply the content of calculus and differential equations at the appropriate level in mathematics, science, and engineering courses
• can succeed at their transfer institutions
MUSICAL THEATRE
Associate of Arts

The Associate of Arts degree in Musical Theatre is designed to provide training in the breadth of skills required for musical theatre performance, as well as satisfy many of the lower division requirements for the Bachelor of Arts degree in musical theatre at most four-year institutions.

**Salary:** $42,369–$123,400 / year (Nevada)

**Career Outlook:** Average growth through 2014

**Good To Know:** Competition for performance jobs will be strong; many actors have other part-time employment or teach acting classes. Theater technicians are in high demand.

**WNC Academic Division:** Communication and Fine Arts

**Total Requirements:** 64 credits

**Program Requirements**

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 121</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>or MUS 124</td>
<td>History of The American Musical Theatre</td>
<td></td>
</tr>
<tr>
<td>or THTR 100</td>
<td>Introduction to Theater</td>
<td></td>
</tr>
<tr>
<td>MUSA 145</td>
<td>Voice-Lower Division</td>
<td>4</td>
</tr>
<tr>
<td>THTR 105</td>
<td>Introduction to Acting I</td>
<td>3</td>
</tr>
<tr>
<td>THTR 199</td>
<td>Play Structure &amp; Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>THTR 204</td>
<td>Theatre Technology I</td>
<td>3</td>
</tr>
<tr>
<td>THTR 205</td>
<td>Introduction to Acting II</td>
<td>3</td>
</tr>
</tbody>
</table>

Four semesters participation in college productions for a total of 8 credits

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 176</td>
<td>Musical Theatre Practicum</td>
</tr>
<tr>
<td>MUS 276</td>
<td>Musical Theatre Practicum</td>
</tr>
</tbody>
</table>

**Piano Proficiency**

Select 4 credits from the following:

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAN 132</td>
<td>Jazz Dance (beginning)</td>
<td>1</td>
</tr>
<tr>
<td>DAN 135</td>
<td>Beginning Ballet</td>
<td>1</td>
</tr>
<tr>
<td>DAN 144</td>
<td>Beginning Tap Dancing</td>
<td>1</td>
</tr>
<tr>
<td>DAN 232</td>
<td>Jazz Dance (intermediate)</td>
<td>1</td>
</tr>
<tr>
<td>DAN 244</td>
<td>Tap Dance (intermediate)</td>
<td>1</td>
</tr>
<tr>
<td>THTR 116</td>
<td>Musical Theatre Dance</td>
<td></td>
</tr>
</tbody>
</table>

**General Education Requirements**

<table>
<thead>
<tr>
<th>Category</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirements</td>
<td>6</td>
</tr>
<tr>
<td>Humanities Requirement</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Science Requirement</td>
<td>6</td>
</tr>
<tr>
<td>Social Sciences Requirement</td>
<td>9</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirements</td>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts page.

**ASSOCIATE OF ARTS - MUSICAL THEATRE**

**Mission:** The Associate of Arts in Musical Theatre is designed to provide training in the breadth of skills required for musical theatre performance as well as satisfy many of the lower division requirements for the Bachelor of Arts degree in musical theatre at most four-year institutions.

**Student Learning Outcomes:** Students who complete the Associate of Arts Degree in Musical Theatre are expected to have:

- An awareness of the complexities of the human experience, leading to the convincing performance of dimensional characters
- A knowledge of how to use various production elements and dramatic characterization to bring a theatrical concept to life
- A knowledge of plays that are representative of the development of musical theatre

They are expected to be able to:

- Analyze and interpret musical theater productions
- Convincingly live in imaginary circumstances, conveying to the audience a sense of emotional truth
- Engage in focused, concentrated, and active listening, and give and take from fellow performers
- Understand subtext and discover the contrasts within a character
- Function safely and effectively using contemporary theatre technology
- Dance in a variety of genres used in musical theatre
- Read music and to use proper vocal technique to sing musical theatre repertoire from multiple eras

They should demonstrate:

- A creative imagination
- A work ethic
- A collaborative attitude
- Artistic standards and judgement
- A respect for the art form

**MUSICAL THEATRE - Suggested Course Sequence**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Completed</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
<td>Dance Elective</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>General Education Courses</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUS 176 or MUS 276</td>
<td>2-3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUSA 145</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Piano Proficiency</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>THTR 105</td>
<td>3</td>
</tr>
<tr>
<td>Second Semester</td>
<td></td>
<td>Dance Elective</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>General Education Courses</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUS 176 or MUS 276</td>
<td>2-3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUSA 145</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>THTR 205</td>
<td>3</td>
</tr>
<tr>
<td>Third Semester</td>
<td></td>
<td>Dance Elective</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>General Education Courses</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUS 176 or MUS 276</td>
<td>2-3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUSA 145</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>THTR 199</td>
<td>3</td>
</tr>
<tr>
<td>Fourth Semester</td>
<td></td>
<td>Dance Elective</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>General Education Courses</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUS 176 or MUS 276</td>
<td>2-3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MUSA 145</td>
<td>1</td>
</tr>
</tbody>
</table>
WNC’s Associate Degree Nursing Program is intended for students seeking a career as a registered nurse. The curriculum is sequenced and progresses in complexity. It integrates knowledge from the bio/psycho/social sciences, humanities, and is intended to prepare graduates to pass the national licensure examination (NCLEX-RN) and to function as registered nurses in diverse care settings. Upon completion of the Associate Degree Nursing Program, students will be awarded an Associate of Applied Science degree. Graduates are eligible to sit for the NCLEX-RN.

The nursing program is approved by the Nevada State Board of Nursing and is accredited by the National League for Nursing Accrediting Commission, 61 Broadway Street, 33rd floor, New York, NY 10017, ph: 800-669-1656. Applicants are advised that eligibility for licensure may be affected by the existence of a criminal record, a history of alcohol or drug abuse, and mental or physical illness that may interfere with the practice of nursing. Applicants are encouraged to directly contact the Nevada State Board of Nursing at 1-775-687-7700 should there be a concern regarding eligibility for licensure. Applicants may also use the NSBN link found on the Nursing & Allied Health web page for information regarding how the board processes applicant information and identifies convictions/situations under which the NSBN will deny application for licensure.
**Nursing Program Application Process**

Apply for admission; Apply for admission to Western Nevada College and the WNC nursing program. Applications for the next fall are available on the WNC Nursing & Allied Health web site on or after January 2. The last date for submission of an application to Admissions and Records is April 1.

Applicants who live in rural sites, including Fallon, Fernley, Yerington and Hawthorne are eligible to apply for admission to the Fallon campus. All other applicants who live in areas such as Carson City, Reno, Gardnerville, and Lake Tahoe or elsewhere are eligible to apply for admission to the Carson City campus.

**Prerequisites:** Students must complete all prerequisite courses with a grade of "C" or better to apply for the nursing program. Students may apply for admission into the nursing program while in the process of completing a prerequisite course(s), providing the course is completed by the end of the applicable spring semester or, if taken at another institution, an official transcript showing completion of the course is provided by June 1 of the year of application. Evidence of courses in progress must be submitted by the application deadline.

**Corequisites:** Students who are accepted into the nursing program must complete all corequisite courses with a grade of "C" or better by the end of the fourth semester of the program. Any corequisite course(s) completed with a "C" or better prior to admission into the nursing program will be calculated into the grade point average under admission selection criteria.

**Test of Essential Academic Skills (TEAS):** Students must take the TEAS and receive a minimum score of 60 percent or above for each of the four sub-scores to be considered for admission into the nursing program. Note: The TEAS is not required for LPNs applying for admission into the second year of the program. The TEAS may be taken one time each semester. Consult the Nursing & Allied Health web page for dates and times of testing. Students may take practice TEAS tests which are available on the ATI web site, www.atitesting.com.

**Residency:** An applicant who is classified as a Nevada resident or Good Neighbor for tuition purposes at WNC at the time of application to the nursing program will be awarded one point in the nursing admissions/selection criteria.

**Application and Supporting Documents:** Submit the completed application with supporting documents, which include TEAS results and all required college and university transcripts, as appropriate to Admissions and Records in the time frame delineated on the nursing program application.

**Other Important Information**

- Nursing learning activities are scheduled on & off campus, days, evenings & weekends.
- Courses are Web-CT Enhanced, necessitating that students have basic computer skills.
- Clinical experiences take place at long-term health care facilities, acute care hospitals, clinics and day care centers
- A grade of C (75 percent) or better is required in all nursing courses to continue in the nursing program.
- Students not admitted to the nursing program must reapply to be considered for admission the following year.
- Nursing students are expected to meet the Nursing Student Essential Functions as discussed on the nursing web site.
- Documentation and currency of the following is required after acceptance into the nursing program and prior to the start of classes:
  1. An acceptable physical examination, and required immunizations and tests.
  2. CPR certification (card required) through the American Heart Association (Health Care Provider).
  3. Major medical health insurance (card required).
  4. An acceptable background check.

A background check is required by health care organizations. Students accepted into WNC's nursing program, emergency medical services courses and surgical technology program will be required to pass a background check in order to attend clinicals and remain in the program. Drug screening may be required by health care organizations. See the Nursing & Allied Health web page for the process and procedures to follow.

**Licensed Practical Nurse to ADN**

Practical nurses seeking admission into the nursing program are required to successfully challenge the first year of the nursing program at Western Nevada College. The challenge process is unique to the nursing program and varies from the college's general challenge policy. The process consists of three steps outlined below:

**Step 1**

Complete all prerequisite courses with a grade of C or better.* Complete NURS 147 and NURS 148 or equivalent course/s with a grade of C or better.** Hold, or be eligible to hold, a practical nursing license in the state of Nevada. Candidates with a restricted LPN license will be evaluated on an individual basis.

* College science courses have a ten-year statute of limitations.

**NURS 147/148 or equivalent must be repeated if the completed course is older than two years at the time of application.

**Step 2**

Pass the following written competency examinations with a score of 75 percent or better:

- Foundations of Nursing
- Medical/Surgical Nursing
- Psychiatric Nursing

Scores of students who pass the competency examinations will remain on file for one year from the date of the passage.

**Step 3**

Demonstrate ability to safely perform first and second semester nursing skills in the nursing laboratory. A list of the skills to be demonstrated for each semester is available in the Office of Nursing & Allied Health. Skills will be evaluated on a pass/fail (P/F) basis.

Contact the Nursing & Allied Health Office for information regarding the costs for competency examinations.

Candidates who successfully complete the above three steps are eligible to apply for admission into the nursing program by submitting an application and other required documents to Admission and Records by the required date. Information regarding the admission process may be obtained by accessing the Nursing and Allied Health web site or by contacting the Office of Nursing and Allied Health located in room 110 of the Cedar Building. The telephone number is 775-445-3294.

Candidates will be admitted into the nursing program based on a space available basis. In the event that more applications are received than space available, decisions regarding admission will be based upon the selection criteria used for first semester applicants (excluding TEAS scores).

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**NURSING ADMISSION/SELECTION CRITERIA**

<table>
<thead>
<tr>
<th>Science GPA</th>
<th>2.0-2.49</th>
<th>2.5-2.99</th>
<th>3.0-3.49</th>
<th>3.5-4.0</th>
</tr>
</thead>
<tbody>
<tr>
<td>(BIOL &amp; CHEM prerequisite courses)</td>
<td>(2)</td>
<td>(4)</td>
<td>(6)</td>
<td>(8)</td>
</tr>
</tbody>
</table>

**GPA**

<table>
<thead>
<tr>
<th>2.0-2.49</th>
<th>2.5-2.99</th>
<th>3.0-3.49</th>
<th>3.5-4.0</th>
</tr>
</thead>
<tbody>
<tr>
<td>(pre- and corequisite courses)</td>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
</tr>
</tbody>
</table>

(A grade of C or better is required for all pre and corequisite courses in the nursing program.)

**Test of Essential Academic Skills (TEAS)**

<table>
<thead>
<tr>
<th>60-69</th>
<th>70-79</th>
<th>80-89</th>
<th>90-99</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
</tr>
</tbody>
</table>

(A minimum cut score of 60% is required for each subtest. Not required for LPNs or students seeking transfer with grades of C or better in nursing.)

Completion of corequisite credits

<table>
<thead>
<tr>
<th>3-6</th>
<th>7-9</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
</tr>
</tbody>
</table>

Nevada Resident: An applicant who is classified as a Nevada resident or Good Neighbor for tuition purposes at Western Nevada College at the time of application to the nursing program will be awarded one (1) point in the nursing admissions selection criteria.

Maximum Possible Points: 19
Students Requesting Transfer & Re-Admission
Readmission Policy for the Nursing Program
1. A student who matriculated into the Western Nevada College nursing program may be readmitted one time following a withdrawal/failure. A written request for an exemption to the policy for such reasons as medical and military will be considered by the Nursing Program Readmission Committee.
2. Students are eligible to be considered for readmission or transfer into the nursing program using a point system and on a space available basis.
3. Students seeking readmission or transfer into the nursing program will be required to demonstrate currency of knowledge and skills by passing competency evaluations for selected nursing theory and nursing laboratory courses previously successfully completed. Students may choose the option to repeat those courses, or will be required to repeat those courses if the competency examinations are not successfully passed.
A score of 75% or more is required for each theory competency evaluation and a passing grade is required for selected skill competencies, including basic nursing assessment skills. Students should contact the nursing program administrative assistant to schedule competency evaluations.
4. Students who withdraw from or who failed a course or courses that are related (e.g. NURS 136, 137 and 138) will be required to repeat all courses in the sequence.
5. Nursing courses taken more than three years prior to reapplication or prior to transfer application will not be accepted and will need to be repeated.
6. The Nursing Program Readmission Committee will review applications of students who are seeking readmission into the program using a point system and on a space available basis.

Students Requesting Transfer & Re-Admission
Readmission Policy for the Nursing Program

CERTIFIED NURSING ASSISTANT
A certified nursing assistant class is offered through the Division of Nursing and Allied Health. The college offers NURS 130 - Nursing Assistant, a six-credit class that prepares students to take the Nevada licensing exam for certification as a nursing assistant.

EMERGENCY MEDICAL SERVICES
Emergency Medical Services courses are offered through the Division of Nursing and Allied Health. They include: EMS 100B - CPR, First Responder, EMS 108B - EMT Basic and EMT Refresher, EMS 112B - EMT enhanced (Intermediate), and EMT Instructor. EMS courses are offered in a sequential series to prepare individuals with the knowledge and skills to assess and care for patients in an emergency or in an out-of-hospital setting. Completion of selected courses is designed to prepare students to take the National Registry Examination for EMT-Basic and the appropriate Nevada EMS certification examination for EMT Enhanced (Intermediate).

LABORATORY TECHNICIAN-PHLEBOTOMY
A phlebotomy class is offered through the Division of Nursing and Allied Health. LTE 110 - Techniques of Venipuncture, is listed in the class schedule under the Laboratory Technician heading. The course provides students the knowledge and skills necessary to perform the collection, identification, and preservation of specimens as applied to venipuncture techniques.

PHYSICS
Associate of Science
The Physics emphasis is designed for students wishing to pursue studies in the field of physics, either as a university major or as preparation for a teaching career.

Salary: $62,066–$104,054 / year (Nevada)
Career Outlook: Slower than average growth through 2014
Good To Know: Graduate degrees required for career advancement and higher salaries

WNC Academic Division: Science, Mathematics & Engineering

Total Requirements: 60 – 62 credits

Emphasis Requirements 36–38 Credits

Chemistry
CHEM 121 General Chemistry I 4
CHEM 122 General Chemistry II 4
MATH 181 Calculus I 4
MATH 182 Calculus II 4
MATH 283 Calculus III 4
MATH 285 Differential Equations 3
PHYS 180 Engineering Physics I 3
PHYS 180L Engineering Physics I Lab 1
PHYS 181 Engineering Physics II 3
PHYS 181L Engineering Physics II Lab 1
PHYS 182 Engineering Physics III 3
PHYS 182L Engineering Physics III Lab 1
PHYS 293 Directed Study 1–3

General Education Requirements 24 Credits
English/Communications Requirements: Recommended: ENG 101, ENG 102 6
Fine Arts Requirements 3
Humanities Requirements: Recommended: CH 201, CH 202 6
Social Sciences Requirements 6
U.S. and Nevada Constitution Requirements 3
A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science page.

Note: EPY 150 is strongly recommended but not required for graduation. CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122.

ASSOCIATE OF SCIENCE - PHYSICS
Mission & Outcomes
Mission: The purpose of the Associate of Science with an emphasis in Physics is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.
Student Learning Outcomes: Students who complete an Associate of Science degree at WNC are expected to demonstrate that they:
1. have met the general education student learning outcomes.
2. know conceptual and analytical fundamentals of classical and modern physics as well as electricity and magnetism.
3. can succeed in their transfer institutions.
REAL ESTATE - Mission & Outcomes

**Mission:** The purpose of the AAS Real Estate degree is to provide the knowledge and skills necessary to succeed in the Real Estate field.

**Student Learning Outcomes:** Upon completing the AAS Real Estate program, students will be able to:

- Provide employment related knowledge and skills.
- Know subject matter.
- Understand accounting principles and their importance to the business environment.
- Demonstrate managerial and personal skills.
- Demonstrate oral, written, computational and computer skills.
- Utilize appropriate resources to remain current in their field.
- Appreciate the importance of social, ethical, legal and diversity issues.
RETAIL MANAGEMENT
Certificate of Achievement

Western Nevada College offers a 30-credit Certificate of Achievement in Retail Management to prepare students for a career in the retail business.

A retail management career incorporates buying, merchandising, promotion, management, operations, finance and computer applications.

Required classes for the Retail Management Certificate of Achievement are in business and business communications, accounting, information systems, management and marketing, and many serve as a ladder to business degrees. The WNC program provides students an opportunity to earn a relevant certificate, and the classes are also required for associate degrees. Most are also transferable to four-year colleges. The certificate may particularly benefit employees interested in moving up to supervisory and management positions.

**Salary:** $36,202–$100,870 / year (Nevada)
**Career Outlook:** Slower than average growth through 2014
**Good To Know:** Career incorporates buying, merchandising, promotion, management, operations, finance & computer applications

**WNC Academic Division:** Business and Computer Technology

<table>
<thead>
<tr>
<th>Total Requirements: 30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Requirements</strong></td>
</tr>
<tr>
<td>21 Credits</td>
</tr>
<tr>
<td>ACC 135B Bookkeeping I 3</td>
</tr>
<tr>
<td>or ACC 201 Financial Accounting</td>
</tr>
<tr>
<td>BUS 110B Human Relations For Employment 3</td>
</tr>
<tr>
<td>or BUS 112B Customer Service</td>
</tr>
<tr>
<td>IS 101 Introduction to Information Systems 3</td>
</tr>
<tr>
<td>or IS 201 Computer Applications</td>
</tr>
<tr>
<td>MGT 201 Principles of Management 3</td>
</tr>
<tr>
<td>or MGT 235 Organizational Behavior</td>
</tr>
<tr>
<td>or MGT 263 Introduction to Human Resources Management</td>
</tr>
<tr>
<td>MGT 212 Leadership &amp; Human Relations 3</td>
</tr>
<tr>
<td>MKT 127 Introduction to Retailing 3</td>
</tr>
<tr>
<td>MKT 210 Marketing Principles 3</td>
</tr>
</tbody>
</table>

**General Education Requirements**

<table>
<thead>
<tr>
<th>9 Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
</tr>
<tr>
<td>3</td>
</tr>
</tbody>
</table>

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.
SURGICAL TECHNOLOGY

Certificate of Achievement

The Surgical Technology Certificate of Achievement program is intended for the student seeking a career as a surgical technologist. It is designed to be completed over two consecutive academic semesters after admission into the program. The program is accredited by the Commission on Accreditation of Allied Health Education Programs. Upon completion of the program, students will be eligible to take the National Certification Examination for Surgical Technology.

Classroom and laboratory experiences include instruction and practice in operating room techniques, infection prevention and control, and basic care of surgical patients in the operating room. Clinical learning includes supervised, hands-on surgical experiences in scrubbing for a variety of surgical procedures.

Selective Admission Requirements

- Apply for admission to WNC and the Surgical Technology program.
- Complete all prerequisite courses prior to admission into the program. Note: science courses must have been completed within the last 10 years.
- Submit completed application with supporting documents and required transcripts, as appropriate, to Admissions and Records in the time frame delineated on the Surgical Technology program application.

A limited number of qualified students are admitted into the program utilizing specified selection criteria.

A point system is utilized to make decisions regarding admission of applicants. All applicants will be evaluated in two areas following the criteria outlined on this page. Admission will be offered to the applicants on the list with the highest points. Applicants not selected must reapply for consideration.

Questions regarding the admission process should be directed to Admissions and Records . . . . . . . 775-445-3277

Immunization Requirements

Link Only: /academics/division/nalh/immunizations.php

Surgical Technology Program Application (2009)


Admission/Selection Criteria

<table>
<thead>
<tr>
<th>Points Awarded (1) (2) (3) (4)</th>
<th>2.0-2.49</th>
<th>2.5-3.0</th>
<th>3.1-3.49</th>
<th>3.5-4.0</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPA for English, Math &amp; Human Relations courses</td>
<td>(1) (2) (3) (4)</td>
<td>2.0-2.49</td>
<td>2.5-3.0</td>
<td>3.1-3.49</td>
</tr>
</tbody>
</table>

* Students must complete all prerequisite and corequisite courses with a minimum grade of “C.”

Admission/Selection Criteria

Maximum Points Possible (in parentheses)

<table>
<thead>
<tr>
<th>Anatomy &amp; Physiology Points Awarded</th>
<th>2.0-2.49</th>
<th>2.5-3.0</th>
<th>3.1-3.49</th>
<th>3.5-4.0</th>
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<td>2.5-3.0</td>
<td>3.1-3.49</td>
</tr>
</tbody>
</table>

CERTIFICATE OF ACHIEVEMENT - SURGICAL TECHNOLOGY

Mission & Outcomes

Mission: The mission of the Surgical Technology Program at WNC is to meet the Surgical Technologist educational needs of the service area. The program prepares qualified students for function as entry Level I Surgical Technologists in a variety of operating room setting by providing learning activities to promote growth in knowledge, attitude, and psychomotor skills. To accomplish this mission, the curriculum incorporates the content of the Core Curriculum for Surgical Technology as defined by the Association of Surgical Technologists.

Student Learning Outcomes: Upon completion of the program the graduate will demonstrate the ability to:

1. Integrate and value knowledge derived from the bio/psycho/social sciences, humanities and surgical technology while providing surgical care to patients in a variety of health care settings under the direction of a registered nurse
2. Practice within the legal and ethical standards for Level I surgical technologist
3. Use communication techniques appropriate to the setting
4. Achieve the Level I competencies identified by the Association of Surgical Technologists by demonstrating
   1. Knowledge and practice of basic patient care concepts
   2. Application of the principles of asepsis in a knowledgeable manner that provides for optimal patient care in the operating room
   3. Basic surgical case preparation skills
   4. The ability to perform the role of first scrub on all basic surgical cases
   5. Responsible behavior as a health care professional

Students who are accepted into the Surgical Technology program will be required to enroll in all surgical technology courses required for each semester; students may not enroll for a portion of a semester of surgical technology courses regardless of previous completion of surgical technology courses. Students must successfully pass all surgical technology courses (grade of C or better) within each semester to continue in the program and/or graduate.

Employment opportunities for the graduate of the Surgical Technology program are excellent. Positions are available in hospitals and ambulatory surgical centers in the Reno, Carson City, Fallon and Lake Tahoe areas.
SURGICAL TECHNOLOGY
Certificate of Achievement

Salary: $38,187–$51,267 / year (Nevada)
Career Outlook: Faster than average growth through 2014
Good To Know: Technologists advance by specializing in a particular area of surgery
WNC Academic Division: Nursing and Allied Health

Total Requirements: 39 – 43 credits

Prerequisite Courses 10 Credits
BIOL 223 Human Anatomy and Physiology I 4
or BIOL 200 Elements of Human Anatomy & Physiology
& BIOL 204 Elements of Human Anatomy & Physiology Lab
ENG 101 Composition I 3
MATH 120 Fundamentals of College Mathematics 3
or MATH 126 Precalculus I

Corequisite Course Requirements 3–7 Credits
BIOL 224 Human Anatomy and Physiology II
(Only if BIOL 224 taken as a prerequisite)

Human Relations Requirement
Choose one course from the following:
ANTH 101 Introduction to Cultural Anthropology 3
BUS 110B Human Relations For Employment 3
PSY 101 General Psychology 3
PSY 102 Psychology of Personal/Social Adjustment 3
PSY 280 Understanding Men and Women 3
SOC 101 Principles of Sociology 3
SOC 102 Contemporary Social Issues 3

Subject Requirements 26 Credits
SRGT 100B Foundations of Surgical Technology 2.5
SRGT 102B Sterilization and Disinfection 2.5
SRGT 104B Operating Room Techniques 4
SRGT 110B Preparation of the Surgical Patient 2.5
SRGT 111B Surgical Procedures 5.5
SRGT 132B Surgery Clinical Practice 9

Note: BIOL 223 and 224 must be completed at the same institution if taken outside of Nevada System of Higher Education institutions.
WELDING TECHNOLOGY
Associate of Applied Science

The Welding Technology program is a preparation program which offers students competencies to prepare for code exams. This allows students with varying degrees of competencies to enter the program and progress at their own pace. Students are encouraged to obtain as many lab hours as possible to ensure their skill development.

Salary: $29,816–$48,109 / year (Nevada)
Career Outlook: Average or slightly slower growth through 2014
Good To Know: Certification required for many jobs

WNC Academic Division: Technology

Total Requirements: 63 credits

Program Requirements 39 Credits
DFT 100 Basic Drafting Principles 3
WELD 211 Welding I 3
WELD 212B Welding I Practice 2
WELD 221 Welding II 3
WELD 222B Welding II Practice 2
WELD 231B Welding III 3
WELD 232B Welding III Practice 2
WELD 241B Welding IV 3
WELD 242B Welding IV Practice 2
WELD 250B Welding Certification Preparation 1–12

Program Electives
Choose 4–11 credits from the following:
ET 131B Electronics I 4
MTT 105B Machine Shop I 3
or WELD 151B Metallurgy I
WELD 224B Welding Projects 1–6
WELD 290B Internship in Welding 1–4
WELD: Related Welding Courses 1–3

General Education Requirements 24 Credits
English/Communications Requirement
Recommended: BUS 107&108; must include a writing course 6
Human Relations Requirement
Recommended: BUS 110B 3
Mathematics Requirement 3
Science Requirement 6
U.S. and Nevada Constitution Requirements 3

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science page.

WELDING TECHNOLOGY - Suggested Course Sequence

First Semester Completed
BUS 107 3
Mathematics Course 3
MTT 105B 3
Science Course 3
WELD 211 3
WELD 212B 2
WELD 250B 3
WELD 290B 2

Second Semester Completed
BUS 110B 3
U.S./Nevada Constitutions 3
WELD 221 3
WELD 222B 2
WELD 224B 3

ASSOCIATE OF APPLIED SCIENCE - WELDING TECHNOLOGY
Mission & Outcomes

Mission: The mission of the Associate of Applied Science degree in Welding Technology is to provide employment-related knowledge and skills necessary to succeed in the welding field.

Student Learning Outcomes: Students who complete an Associate of Applied Science in Welding Technology will be able to demonstrate:
• knowledge of the subject matter appropriate to the welding technology
• acquire skills and perform tasks necessary for employment for a career enhancement in the welding field
• present themselves effectively to a potential employer
• effective communication and computation skills appropriate to the welding field
• utilize appropriate resources to remain current in the welding field

WELDING TECHNOLOGY
Certificate of Achievement

Total Requirements: 30 credits

Subject Requirements 18 Credits
WELD 211 Welding I 3
WELD 212B Welding I Practice 2
WELD 221 Welding II 3
WELD 222B Welding II Practice 2
WELD 250B Welding Certification Preparation 6
Welding Elective 2

General Education Requirements 12 Credits
English/Communications Requirements: Must include a writing course 6
Human Relations Requirement: Recommended: BUS 110B 3
Mathematics Requirement 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

First Semester Completed
BUS 107 3
Mathematics Course 3
MTT 105B 3
Science Course 3
WELD 211 3
WELD 212B 2
WELD 250B 3
WELD 290B 2

Second Semester Completed
BUS 108 3
Humanities/Social Science 3
WELD 221 3
WELD 222B 2
WELD 224B 3

ASSOCIATE OF APPLIED SCIENCE - WELDING TECHNOLOGY
Mission & Outcomes

Mission: The mission of the Associate of Applied Science degree in Welding Technology is to provide employment-related knowledge and skills necessary to succeed in the welding field.

Student Learning Outcomes: Students who complete an Associate of Applied Science in Welding Technology will be able to demonstrate:
• knowledge of the subject matter appropriate to the welding technology
• acquire skills and perform tasks necessary for employment for a career enhancement in the welding field
• present themselves effectively to a potential employer
• effective communication and computation skills appropriate to the welding field
• utilize appropriate resources to remain current in the welding field

WELDING TECHNOLOGY
Certificate of Achievement

Total Requirements: 30 credits

Subject Requirements 18 Credits
WELD 211 Welding I 3
WELD 212B Welding I Practice 2
WELD 221 Welding II 3
WELD 222B Welding II Practice 2
WELD 250B Welding Certification Preparation 6
Welding Elective 2

General Education Requirements 12 Credits
English/Communications Requirements: Must include a writing course 6
Human Relations Requirement: Recommended: BUS 110B 3
Mathematics Requirement 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

First Semester Completed
BUS 107 3
Mathematics Course 3
MTT 105B 3
Science Course 3
WELD 211 3
WELD 212B 2
WELD 250B 3
WELD 290B 2

Second Semester Completed
BUS 108 3
Humanities/Social Science 3
WELD 221 3
WELD 222B 2
WELD 224B 3

ASSOCIATE OF APPLIED SCIENCE - WELDING TECHNOLOGY
Mission & Outcomes

Mission: The mission of the Associate of Applied Science degree in Welding Technology is to provide employment-related knowledge and skills necessary to succeed in the welding field.

Student Learning Outcomes: Students who complete an Associate of Applied Science in Welding Technology will be able to demonstrate:
• knowledge of the subject matter appropriate to the welding technology
• acquire skills and perform tasks necessary for employment for a career enhancement in the welding field
• present themselves effectively to a potential employer
• effective communication and computation skills appropriate to the welding field
• utilize appropriate resources to remain current in the welding field

WELDING TECHNOLOGY
Certificate of Achievement

Total Requirements: 30 credits

Subject Requirements 18 Credits
WELD 211 Welding I 3
WELD 212B Welding I Practice 2
WELD 221 Welding II 3
WELD 222B Welding II Practice 2
WELD 250B Welding Certification Preparation 6
Welding Elective 2

General Education Requirements 12 Credits
English/Communications Requirements: Must include a writing course 6
Human Relations Requirement: Recommended: BUS 110B 3
Mathematics Requirement 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

First Semester Completed
BUS 107 3
Mathematics Course 3
MTT 105B 3
Science Course 3
WELD 211 3
WELD 212B 2
WELD 250B 3
WELD 290B 2

Second Semester Completed
BUS 108 3
Humanities/Social Science 3
WELD 221 3
WELD 222B 2
WELD 224B 3

ASSOCIATE OF APPLIED SCIENCE - WELDING TECHNOLOGY
Mission & Outcomes

Mission: The mission of the Associate of Applied Science degree in Welding Technology is to provide employment-related knowledge and skills necessary to succeed in the welding field.

Student Learning Outcomes: Students who complete an Associate of Applied Science in Welding Technology will be able to demonstrate:
• knowledge of the subject matter appropriate to the welding technology
• acquire skills and perform tasks necessary for employment for a career enhancement in the welding field
• present themselves effectively to a potential employer
• effective communication and computation skills appropriate to the welding field
• utilize appropriate resources to remain current in the welding field

WELDING TECHNOLOGY
Certificate of Achievement

Total Requirements: 30 credits

Subject Requirements 18 Credits
WELD 211 Welding I 3
WELD 212B Welding I Practice 2
WELD 221 Welding II 3
WELD 222B Welding II Practice 2
WELD 250B Welding Certification Preparation 6
Welding Elective 2

General Education Requirements 12 Credits
English/Communications Requirements: Must include a writing course 6
Human Relations Requirement: Recommended: BUS 110B 3
Mathematics Requirement 3

A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement page.

First Semester Completed
BUS 107 3
Mathematics Course 3
MTT 105B 3
Science Course 3
WELD 211 3
WELD 212B 2
WELD 250B 3
WELD 290B 2

Second Semester Completed
BUS 108 3
Humanities/Social Science 3
WELD 221 3
WELD 222B 2
WELD 224B 3

ASSOCIATE OF APPLIED SCIENCE - WELDING TECHNOLOGY
Mission & Outcomes

Mission: The mission of the Associate of Applied Science degree in Welding Technology is to provide employment-related knowledge and skills necessary to succeed in the welding field.

Student Learning Outcomes: Students who complete an Associate of Applied Science in Welding Technology will be able to demonstrate:
• knowledge of the subject matter appropriate to the welding technology
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• utilize appropriate resources to remain current in the welding field
CERTIFICATION & LICENSING PREPARATION
Certification and licensing preparation programs are designed to prepare students to take state or other certified licensing exams. Topics can include real estate licensing, building inspecting, computer networking, and more.

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

• Construction Technology, Certified Inspector of Structures
• Customer Service
• Real Estate, Broker License
• Real Estate, Sales License
• Real Estate - Residential, Appraiser Apprentice License

CONTINUING EDUCATION PROGRAMS
The college offers a number of programs and services through Continuing Education to help WNC students, graduates and employers. Services include:

COMMUNITY EDUCATION
Community Education offers non-credit, self-supporting, classes that enrich the cultural, social, and recreational life of the community. These may include special interest courses, field trips and workshops. The department also sponsors College for Kids, an educational enrichment program to challenge youth.

Carson ................................................................. 775-445-4268
Fallon & Rural Centers ........................................... 775-423-5847
Douglas ..................................................................... 775-782-2413

NEW DRIVER TRAINING
CLASSROOM COURSE
New drivers can prepare for the challenges of driving (and driver license testing) in the Western Nevada College Driver Training Program. The non-credit course meets for 30 hours of classroom training, and is open to students ages 15 and over.

Call ................................................................. 775-445-4458
www.wnc.edu/drivertraining/

WORKFORCE DEVELOPMENT CENTER
The Workforce Development of Western Nevada College provides educational opportunities and training solutions for business, industries and government or non-profit agencies within its vast service area. Assessment, instruction and evaluation are essential components of WNC’s programs topics include supervisory training, industrial safety and customer service. Education and training for credit or non-credit can be delivered on-site or at WNC campuses in Carson City, Fallon or Minden or at the instructional centers in Fernley, Hawthorne, Lovelock, Smith or Yerington.

Carson & Douglas .................................................. 775-445-4458
Fallon ........................................................................ 775-423-5847

www.wnc.edu/wdc/

CORRECTIONAL EDUCATION
WNC offers classes leading to the completion of degrees and certificate programs to incarcerated students housed in Nevada State Prison facilities within its service area. Courses leading to the Associate of General Studies degree, the Associate of Arts degree, various occupational certificates and degrees are conducted at the Nevada State Prison, Warm Springs Correctional Center, Northern Nevada Correctional Center, Lovelock Correctional Center and Silver Springs Correctional Center.

Call ................................................................. 775-445-4282

PUBLIC SAFETY TELECOMMUNICATOR
(9-1-1 Dispatch Training)
WNC offers a 12-credit, semester-long course each spring to prepare individuals to enter the rewarding field of 9-1-1 dispatching. They must be 18 years old, possess a high school diploma or equivalent, and be able to type 40 WPM corrected. Forty hours of internship in a dispatch center is also required.

Call ................................................................. 775-445-4408

TEACHER EDUCATION PREPARATION
WNC offers introductory courses in teacher education that can transfer to universities or colleges that offer a bachelor’s degree in education including the University of Nevada, Reno and/or Nevada State College. These courses offer students a chance to prepare for a career in education. Through a well-established partnership with local schools, field experiences are an integral and early part of all teacher preparation courses. These courses can also be used to gain a substitute license or by paraprofessionals needing to qualify under “No Child Left Behind” legislation.

Students can transfer to NSC and take classes at WNC campuses and online to earn a bachelor’s degree and certification in elementary education.

They may also transfer to UNR to pursue a bachelor’s degree and certification in:
• Elementary Education
• Special Education/Dual (SPED/Elem)
• Secondary Education (Middle/High School)

WESTERN NEVADA STATE
PEACE OFFICER ACADEMY
WNC offers a 30-week, 33.5 credit course of study to prepare students for careers in law enforcement. The academy begins each January and meets all Nevada and POST certification requirements.

Graduates will enhance their employability in attaining positions that require Category I, II or III peace officer certifications for police and sheriffs, investigators, parole and probation officers, bailiffs and jailers.

Call ................................................................. 775-445-4408
www.wnc.edu/post/