MAKE YOUR CAREER A REALITY

Western Nevada College offers academic degrees and programs to meet a variety of educational goals. You may wish to learn technical skills or work toward a career, or you may be preparing for transfer to a four-year college or university. A number of one-year certificates are also offered in technical areas. Inside you will find specific information about each degree or certificate. WNC is here to help you make important decisions about your future, and to prepare for success!
Counseling
Counselors are available weekdays and some evenings at campus locations to help students plan their academic schedules and ensure understanding of major/graduation requirements and transfer guidelines. Counselors can also assist students with career exploration, interest testing and job search techniques, and provide current information about labor markets and educational training requirements.
Information . . . 445-3267
www.wnc.edu/counseling/

TESTING - Every student planning to register for English or math courses must either take placement tests, submit ACT/SAT scores (no more than two years old), or provide a transcript showing completion of prerequisite courses. Testing assesses a student’s current skills in reading, writing and math, and helps students select the appropriate courses.

TRANSFER CENTER/CAREER CENTER - The center provides a variety of services designed to assist transfer from WNC to another college or university as well as provide information on career descriptions, job outlook, work settings and preparation necessary to enter specific career fields.
www.wnc.edu/counseling/transfer-information/

Disability Support Services (DSS)
Support services for WNC students with disabilities are provided through Counseling Services on the Carson City campus. For effective and timely services, students should submit their requests for assistance at least four weeks in advance.

CAREER CONNECT - Students with disabilities who are attending at least one WNC class at any campus/center or web-based class, and have an open case with DETR-VR can apply for assistance and will be referred to Career Connect. Staff will work closely with a DETR-VR Counselor throughout the referral, eligibility, planning, and follow-up processes to ensure coordinated service provision will lead to successful employment outcomes.
Disability Services/Career Connect
Carson City campus, Cedar Bldg., Rm. 212
445-4459 • TTY: 445-4489 • susan.trist@wnc.edu
445-3248 • skylar.depedro@wnc.edu

Financial Assistance
All students are eligible for some type of financial assistance which includes grants, scholarships, loans and part-time employment to assist them in meeting educational expenses. Deadlines are posted on the application.
Information . . . 445-3264
www.wnc.edu/financial/

VETERANS SERVICES - The college maintains a Veterans Resource Center on the Carson City & Fallon campuses. Information concerning veterans services is also available through Counseling Services, Financial Assistance or WNC’s outlying campuses. Those who are eligible for veterans benefits include: honorably discharged veterans, children of 100 percent service-connected disabled veterans, and the widowers and children of veterans who died in service or from service-connected disabilities.
Information . . . 445-3263
www.wnc.edu/financial/veterans-education-benefits/

Veterans Resource Center . . . 445-3302
www.wnc.edu/veterans/

INFORMATION
775-445-3000 • www.wnc.edu
OCCUPATIONAL PROGRAMS & EMPHASES
WNC offers two-year career preparation programs in many areas. Students learn technical skills that lead to jobs and earn a two-year Associate of Applied Science degree. Choose from many career areas.

A four-year Bachelor of Applied Science degree in Construction Management is also available to help students climb a career ladder from learning basic construction skills, to becoming a construction manager.

Bachelor of Applied Science Degree
• Construction Management

Associate of Applied Science Degree
• Business - Accounting
• Business - General
• Business - Management
• Criminal Justice - General
• Deaf Studies
• Graphic Communications
• Nursing
• Technology - Automated Systems
• Technology - Automotive Mechanics
• Technology - Computer Information Technology
• Technology - Construction
• Technology - General Industrial
• Technology - Machine Tool
• Technology - Welding
SKILL DEVELOPMENT

Associate of General Studies Degree
This general degree fits a wide variety of needs. See a counselor for details.

Certificate of Achievement
One-year academic programs that provide specific career skills.

- American Sign Language
- Automotive Mechanics
- Bookkeeping
- Business
- Computer Technology, Network Support Technician
- Computer Technology, System Administration Technician
- Criminal Justice - General
- Early Childhood Education
- General Industrial Technology
- Graphic Communications
- Industrial Electronics Technology
- Machine Tool Technology
- Welding Technology

Workforce Certifications
- Automotive Service Excellence
- Bookkeeping
- Business
- Certified Inspector of Structures
- Certified Nursing Assistant
- Cisco Certified Networking Associate
- CompTIA Security+
- Construction Craft Laborer
- Deaf Studies - Interpreting
- Emergency Medical Services
- Industrial Electronics Technician
- Machine Tool Technology
- Manufacturing Technician
- Mechatronics System Assistant
- Microsoft Certified Technology Specialist
- Microsoft Certified IT Specialist
- Phlebotomy/Venipuncture
- Ramsdell Construction Academy
- Real Estate
- Teacher Education
- Welding Certification

Tip
SUCCEED WITH ONLINE CLASSES …
Are you ready for an online class? Online and hybrid classes are delivered using the internet. These courses are not faster or easier than in-person classes, nor are they self-paced. Answer these questions truthfully…
- Are you self-motivated?
- Is your reading comprehension good?
- Do you have strong computer skills?
- Do you feel OK about missing the social elements in the classroom?
- Do you own a computer?
- Do you have high speed internet service?
TRANSFER PROGRAMS & EMPHASES
WNC attracts a large number of students who plan to earn a baccalaureate degree from a four-year college or university. They choose to begin their college education at WNC for many reasons, including lower tuition cost, smaller class sizes, flexible class times, and a personalized learning environment.

Associate of Arts • Associate of Business • Associate of Science
These 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 business, humanities, liberal arts, math sciences or related areas. These programs of study can provide the first one or two years of a four-year degree.

WNC enables you to prepare for these areas of study

ASSOCIATE OF ARTS DEGREE
- Agriculture Science
- Anthropology
- Art
- Art History
- Communication Studies
- Community Health Sciences
- Criminal Justice
- Criminal Justice (PreLaw)
- Economics
- English
- Environmental Science
- Forest Management & Ecology
- French
- General Studies
- Geography
- History
- Human Development & Family Studies
- Integrated Elementary Teaching
- International Affairs
- Journalism
- Music
- Music Education
- Music: Applied
- Nursing
- Philosophy
- Philosophy (Ethics, Law & Politics)
- Political Science
- Psychology
- Rangeland Ecology & Management
- Secondary Education
- Social Work
- Sociology
- Spanish
- Speech Pathology
- Theatre
- Veterinary Science
- Women’s Studies

ASSOCIATE OF SCIENCE DEGREE
- Atmospheric Science
- Biochemistry
- & Molecular Biology
- Biology
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science & Engineering
- Ecological Engineering
- Electrical Engineering
- Engineering Physics
- Environmental Engineering
- Environmental Science
- Geological Engineering
- Geology
- Geophysics
- Hydrogeology
- Materials Science & Engineering
- Mathematics
- Mechanical Engineering
- Metallurgical Engineering
- Mining Engineering
- Molecular Biology/Immunology
- Neuroscience
- Nutrition
- Physics
- Wildlife Ecology & Conservation

ASSOCIATE OF BUSINESS DEGREE
- Accounting
- Accounting Information Systems
- Finance
- General Business
- Information Systems
- International Business
- Management
- Marketing

Teacher Education Bachelor Degree Partnership
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Tip
LEARN HOW COURSES TRANSFER...
Students who plan to transfer should work closely with a WNC counselor and keep in contact with their intended transfer institution: wnc.edu/counseling/transfer-information
Find What You Need

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COLLEGE MISSION
Western Nevada College inspires success in our community through opportunities that cultivate creativity, intellectual growth and technological excellence, in an environment that nurtures individual potential and respects differences.

COLLEGE GOALS
1. Student Success
   • WNC students graduate with a degree or certificate
   • WNC students engage in the college experience

2. Institutional Excellence
   • WNC is the educational institution of choice in western Nevada
   • All academic programming is of the highest quality
   • All support programs and services meet the needs of the WNC community
   • WNC has an exemplary system of governance and management
   • WNC strives for institutional sustainability

3. One College Serving Many Communities
   • WNC promotes access to higher education in western Nevada
   • WNC serves as a catalyst for personal and community enrichment
   • WNC promotes community connections

NON-DISCRIMINATION STATEMENT
WNC is guided by the principle that there shall be no difference in the treatment of persons because of race, religion, color, age, gender, including a pregnancy-related condition, sexual-orientation, military status or military obligations, disability, including veterans with service-connected disabilities, or national origin, and that equal opportunity and access to facilities shall be available to all. Similarly, there shall be no difference in the treatment of persons who file charges of discrimination, participate in a discrimination proceeding, or otherwise oppose discrimination. It is our policy to comply fully with the non-discrimination provision of all state and federal regulations with regard to recruitment, admission, financial aid, activities, hiring, promotions, training, terminations, benefits and compensation.

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WESTERN NEVADA COLLEGE ACADEMIC PROGRAM GUIDE • FALL 2016 - SUMMER 2017 • wwwwnc.edu
### INSTITUTIONAL STUDENT LEARNING OUTCOMES

Student learning is the core of WNC's mission and the college celebrates this importance with institution-wide learning outcomes. The Institutional Student Learning Outcomes guide all courses, programs, and degrees offered by WNC.

Students completing degrees at WNC need to demonstrate a combination of intellectual skills, personal and social responsibility, and the ability to integrate knowledge and skills to understand and solve contemporary and enduring problems.

Upon completing a degree at WNC, students must demonstrate:

1. **Working Knowledge** - Identify, describe, and apply information, theories, methodologies and approaches from the sciences, social sciences, and humanities/arts.
2. **Written Communication** - Write effective projects, papers, and reports.
3. **Quantitative Reasoning** - Present accurate calculations and symbolic operations, and explain how such calculations and operations are used in either the specific field of study or in interpreting information in other fields.
4. **Information Competency** - Locate, evaluate, and appropriately use information from multiple resources to complete projects, activities, and papers.
5. **Diversity & Society** - Describe diverse historical and/or contemporary positions on selected democratic values or practices.
6. **Critical Thinking** - Integrate knowledge and skills from the study of sciences, mathematics, social sciences, and the humanities/arts to think critically about and develop solutions to contemporary and/or enduring problems.
7. **Career Preparation** - Identify, describe, and apply information in the discipline or career area of their choice sufficient for further study and/or demonstrate competencies required to succeed in the workplace.

### GENERAL EDUCATION STUDENT LEARNING OUTCOMES

General education provides the opportunity to further many of the institutional student learning outcomes by providing specific objectives that students are expected to demonstrate upon the completion of degrees.

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

1. Demonstrate working knowledge of key concepts, principles, themes, and major content areas needed to explain and solve discipline-specific problems.
2. Present substantially error-free prose suitable in style and content to the purpose of the document and the audience.
3. Present accurate calculations and symbolic operations, and explain how such calculations and operations are used in either the specific field of study or in interpreting information in other fields.
4. Locate, evaluate, and appropriately use information from multiple resources to complete projects, activities, and papers.
5. Describe diverse historical and/or contemporary positions on selected democratic values or practices.
6. Use critical thinking and appropriate problem solving methods to address significant or enduring problems.
WNC students may select a course of study that enables them to complete some or all of the lower division requirements for a four-year degree from the list of transfer programs at the University of Nevada, Reno, University of Nevada, Las Vegas, Nevada State College 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; University of Kentucky; University of Southern California; Truckee Meadows Community College; University of Phoenix; Cosumnes River College-Los Rios; Lake Tahoe Community College; Great Basin College, Salt Lake Community College, and many more.

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 degrees. 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 units with a minimum 2.5 grade point average. Students who earn an Associate of Arts, Associate of Business or Associate of Science degree will be admitted to an NSHE university or state college regardless of their grade point average.

NEW BUSINESS DEGREE
Offers Direct Track for Transfer

Western Nevada College students can be all business when they start the 2016 fall semester. WNC will offer an Associate of Business degree, meaning students can use the two-year degree to transfer to a four-year university.

“WNC is pleased to offer this new track for our Business students,” said Robert Wynegar, Academic and Student Affairs Vice President. “The impetus for this track came from our Business Advisory Committee; completing the steps required to offer the Associate of Business degree demonstrates our continued commitment to serving regional Business needs and supporting our students. For Business students pursuing a four-year degree, this track will offer a smoother transition to the university level.”

In the past, students could earn an Associate of Applied Science degree in Business with an emphasis in accounting, general business and management.

“It is ideal for those students who wish to enter the workforce immediately,” said WNC Professor of Accounting Richard Kloes. “Adding an Associate of Business transfer degree to our curriculum it will give students two different degree options in the field of business: one for immediate employment and one for those students who wish to transfer to a four-year institution.”

Kloes said students who complete the AB degree can continue their education in business with a junior standing at a four-year college.

“Unlike the AA and AS degrees, which are more general in nature, this degree is specifically designed with the business student in mind,” Kloes said.

Whether they transfer with their AB degree or enter the workforce, students can expect a better chance of employment upon graduation.

Kloes said, “The great thing about this degree is that, as well as directly transferring to a four-year institution, it also tells a prospective employer that the student’s main emphasis of study is in the business field and, after obtaining this degree they are interested in immediate employment.”

INFORMATION: richard.kloes@wnc.edu.

"Students graduating with business degrees are some of the most sought-after graduates today." - Kloes
**Associate of Arts**

*A Transfer 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. It can be used to transfer into a wide variety of majors depending on the courses selected. Satisfactory completion of an AA degree guarantees completion of the lower division general education requirements at University of Nevada Reno, University of Nevada Las Vegas or Nevada State College.

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.

Courses that are not transferable to an NSHE institution do not apply towards an Associate of Arts degree and are indicated with a nontransferable course attribute in the myWNC course catalog.

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

Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

### ASSOCIATE OF ARTS DEGREE REQUIREMENTS

**Mission:** The mission of the Associate of Arts degree program is to provide the academic knowledge and skills for successful transfer to meet higher education goals.

**Student Learning Outcomes:** The successful student will:
- Meet the general education student learning outcomes.
- Succeed at transfer institution.

### PROGRAM REQUIREMENTS

The Associate of Arts degree is designed so students may tailor it to meet degree requirements for a variety of majors at transfer institutions.

#### TRANSFER REQUIREMENTS OR GENERAL ELECTIVES - 25–30 units.

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.

### GENERAL EDUCATION REQUIREMENTS

A minimum of 60 units chosen from the following:

#### ENGLISH/COMMUNICATIONS REQUIREMENT - 6–8 units.

- English: 100 or 101, 102

#### FINE ARTS REQUIREMENT - 3 units.

- Art: 100, 101*, 160, 260, 261
- Dance: 101
- Humanities: 101
- Music: 121, 124, 125
- Music: Ensemble: 101*
- Theatre: 100, 105*, 180

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

#### HUMANITIES REQUIREMENT - 6 units.

- Core Humanities: 201, 202
- English: 200, 232, 266, 267, 271
- History: 105, 106, 247
- Philosophy: 101, 135, 200, 203, 204, 207, 210

UNR transfer students, choose at least one of the following courses.

- Core Humanities 201, 202
- History 105, 106
- Philosophy 200, 207

#### MATHEMATICS REQUIREMENT - 3 units.

- Mathematics: 120, 126, 127, 128, 176, 181, 182
- Statistics: 152

#### SCIENCE REQUIREMENT - 6 units.

One lab science course recommended.

- Anthropology: 102, 110L
- Astronomy: 109, 110, 120
- Atmospheric Sciences: 117
- Biology: 100, 113, 190 & 190L, 191 & 191L, 200
- Chemistry: 100, 121, 122
- Environmental Studies: 100, 101
- Geography: 103, 104
- Geology: 100, 101, 102, 103, 105, 127, 201
- Nutrition: 121
- Physics: 100, 151, 152, 180 & 180L, 181 & 181L, 182 & 182L

*Note: Completion of CHEM 121, BIOL 223 and BIOL 224, and BIOL 251 fulfills the science general education requirement.

#### SOCIAL SCIENCES REQUIREMENT - 3 units.

Choose from the following list.

- Anthropology: 101, 201, 202, 212, 215
- Core Humanities: 203
- Criminal Justice: 101, 102
- Economics: 100, 102, 103
- Geography: 106, 200
- History: 101, 102, 111, 217
- Political Science: 103, 208, 231
- Psychology: 101, 102, 233, 234, 240, 261
- Sociology: 101, 205, 261, 275

#### U.S. & NEVADA CONSTITUTION REQUIREMENT - 3 or 6 units.

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)
ASSOCIATE OF BUSINESS DEGREE REQUIREMENTS

PROGRAM REQUIREMENTS

Accounting: 201, 202
Economics: 102, 103, 261, 262
Information Systems: 101
Marketing: 210
Mathematics: 176

NOTE: If student does not meet the prerequisite for MATH 176, MATH 126 may be used as a degree elective and should be taken in the first semester.

TRANSFER REQUIREMENT OR GENERAL ELECTIVES - 9 units.

Students should take courses that meet requirements for their major at their intended transfer school. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.

Recommended: BUS 101

For UNR transfer, COM 101 or 113 and 2 courses from Anthropology 101, Political Science 231, Psychology 101, Sociology 101 are recommended.

GENERAL EDUCATION REQUIREMENTS

A minimum of 24 units chosen from the following:

ENGLISH/COMMUNICATIONS REQUIREMENT - 6 units.

English: 101, 102

FINE ARTS REQUIREMENT - 3 units.

Art: 100, 101*, 160, 260, 261
Dance: 101
Humanities: 101
Music: 121, 124, 125
Music: Ensemble: 101*
Theatre: 100, 105*, 180

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

HUMANITIES REQUIREMENT - 6 units.

Core Humanities: 201, 202
English: 200, 223, 266, 267, 271
History: 105, 106, 247
Philosophy: 101, 135, 200, 203, 204, 207, 210

UNR transfer students, choose at least one of the following courses.

Core Humanities 201, 202
History 105, 106
Philosophy 200, 207

MATHEMATICS REQUIREMENT - See Program Requirements

SCIENCE REQUIREMENT - 6 units.

One lab science course recommended.

Anthropology: 102, 110L
Astronomy: 109, 110, 120
Atmospheric Sciences: 117
Biology: 100, 113, 190 & 190L, 191 & 191L, 200
Chemistry: 100, 121, 122
Environmental Studies: 100, 101
Geography: 103, 104
Geology: 100, 101, 102, 103, 105, 127, 201
Nutrition: 121
Physics: 100, 151, 152, 180 & 180L, 181 & 181L, 182 & 182L

Note: Completion of CHEM 121, BIOL 223 and BIOL 244, and BIOL 251 fulfills the science general education requirement.

SOCIAL SCIENCES REQUIREMENT - See Program Requirements

U.S. & NEVADA CONSTITUTION REQUIREMENT - 3 units.

Must meet both requirements. Choose from:

Core Humanities: 203
History: 111
Political Science: 103

Associate of Business - Suggested Course Sequence

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>Completed</th>
<th>THIRD SEMESTER</th>
<th>Completed</th>
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<tbody>
<tr>
<td>ENG 101</td>
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<td>ACC 201</td>
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<tr>
<td>ECON 102</td>
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<td>ECON 261</td>
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<tr>
<td>MATH 176</td>
<td>3 □</td>
<td>MKT 210</td>
<td>3 □</td>
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<tr>
<td>Fine Arts Course</td>
<td>3 □</td>
<td>Humanities Course</td>
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<tr>
<td>General Elective</td>
<td>3 □</td>
<td>Science Course</td>
<td>3 □</td>
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<tr>
<td>SECOND SEMESTER</td>
<td>Completed</td>
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<td>Completed</td>
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<tr>
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<td>ACC 202</td>
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<td>US/Nev. Constitution</td>
<td>3 □</td>
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</tbody>
</table>

Mission: The purpose of the Associate of Business degree is to provide the academic knowledge and skills for successful transfer to meet higher education goals.

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

- Evaluate the impacts of economic systems and policies
- Summarize, record, analyze, interpret and communicate accounting and financial information for decision making
- Devise, implement and evaluate marketing (management) decisions, actions and outcomes
- Describe the changing landscape of the global market and its impact on the United States
- Summarize the impact of social, ethical, legal and diversity issues within contemporary business

The Associate of Business degree allows early choices for those planning a professional life in business, management, accounting, marketing or a related field. The Associate of Business degree is designed for students who intend to transfer with junior status to a four-year college or university. Satisfactory completion of an AB degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC.

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. Courses that are not transferable to an NSHE institution do not apply towards an Associate of Business degree and are indicated with a non-transferable course attribute in the myWNC course catalog. A maximum of six units of special topics classes in one subject area may apply toward any WNC degree. Note: See a counselor for the most current information about transferring to any other institution.
ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

Mission: The mission of the Associate of Science Degree Program is to provide the academic knowledge and skills for successful transfer to meet higher education goals.

Student Learning Outcomes: The successful student will:
- Meet the general education student learning outcomes.
- Demonstrate the ability to identify the fundamental tenets of scientific inquiry.
- Present accurate calculations and symbolic operations, and explain how such calculations and operations are used in the sciences, mathematics, or engineering.
- Use critical thinking and creativity to select and apply recognized experimental or observational techniques suitable for examining contemporary or enduring problems in the sciences.
- Succeed at transfer institution.

PROGRAM REQUIREMENTS
A minimum of 18 units chosen from the following:

MATHEMATICS REQUIREMENT - 6 units.
Math 181 or higher required.
Statistics: 152

SCIENCE REQUIREMENT - 12 units.
Choose a minimum of 8 units from Group A.

Group A:
Anthropology: 102 & 110L
Biology: 190 & 190L, 191 & 191L, 251
Chemistry: 121, 122
Geology: 101, 102, 103
Geography: 103 & 104, or 121
Physics: 151, 152, 180 & 180L, 181 & 181L, 182 & 182L

Group B:
Astronomy: 109, 110, 120
Atmospheric Sciences: 117
Biology: 200, 223, 224
Chemistry: 220
Computer Engineering: 201
Computer Science: 135, 202
Engineering Science: 100
Geology: 105, 201
Mechanical Engineering: 241, 242

Note: Completion of the Associate of Science program requirements, fulfills the respective mathematics and science general education requirements.

TRANSFER REQUIREMENT AND ELECTIVES - 16-21 units.
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.

Associate of Science
A TRANSFER DEGREE

The Associate of Science degree allows early choices for those planning a professional life in mathematics, science, engineering, medicine or agriculture, and is primarily for the student who plans to transfer with junior standing to a four-year college or university for a baccalaureate degree. Satisfactory completion of an AS degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC.

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. Courses that are not transferable to an NSHE institution do not apply towards an Associate of Science degree and are indicated with a non-transferable course attribute in the myWNC course catalog. A maximum of six units of special topics classes in one subject area may apply toward any WNC degree. Note: See a counselor for the most current information about transferring to any other institution.

GENERAL EDUCATION REQUIREMENTS
A minimum of 21-24 units chosen from the following:

ENGLISH/COMMUNICATIONS REQUIREMENT - 6-8 units.
English: 100 or 101, 102

FINE ARTS REQUIREMENT - 3 units.
Art: 100, 101*, 160, 260, 261
Dance: 101
Humanities: 101
Music: 121, 124, 125
Music: Ensemble: 101*
Theatre: 100, 105*, 180
* Course may not meet the Fine Arts requirement at all universities. Please see a counselor.

HUMANITIES REQUIREMENT - 6 units.
Core Humanities: 201, 202
English: 200, 223, 266, 267, 271
History: 105, 106, 207, 247
Philosophy: 101, 135, 200, 203, 204, 207, 210
UNR transfer students, choose at least one of the following courses.
Core Humanities 201, 202
History 105, 106
Philosophy 200, 207

MATHEMATICS REQUIREMENT - See program requirements

SCIENCE REQUIREMENT - See program requirements

SOCIAL SCIENCES REQUIREMENT - 3 units.
Anthropology: 101, 201, 202, 212, 215
Core Humanities: 203
Criminal Justice: 101, 102
Economics: 100, 102, 103
Geography: 106, 200
History: 101, 102, 111, 217
Political Science: 103, 208, 231
Psychology: 101, 102, 233, 234, 240, 261
Sociology: 101, 205, 261, 275

U.S. & NEVADA CONSTITUTION REQUIREMENT - 3 or 6 units.
Must meet both requirements. Choose from:
Core Humanities: 203
History: 111*
History: 101* & 102*
History: 101* & 217*
Political Science: 103*
History & 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.
Associate of General Studies

A DEGREE TO MEET A VARIETY OF NEEDS

The Associate of General Studies degree 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.

A maximum of six units of special topics classes in one subject area may apply toward any WNC degree. In some cases, courses may not 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. Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of General Studies degree.

ASSOCIATE OF GENERAL STUDIES DEGREE REQUIREMENTS

| 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. |

REQUIREMENTS: A minimum of 60 total units chosen from the following categories:

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

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

MATHEMATICS REQUIREMENT - 3 units.
- Business: 109
- Economics: 261, 262
- Mathematics
- Psychology: 210
- Sociology: 210
- Statistics: 152

SCIENCE REQUIREMENT - 3 units.
- Anthropology: 102, 110L
- Astronomy: 109, 110, 120
- Atmospheric Sciences: 117
- Biology (except for BIOL 208, 223, 224, 251)
- Chemistry (except for CHEM 220, 241, 241L, 242, 242L)
- Environmental Studies
- Geography: 103, 104
- Geology: 105 (except for GEOG 112, 113, 229)
- Nutrition: 121
- Physics (except for PHYS 293)

SOCIAL SCIENCES REQUIREMENT - 3 units.
- Anthropology: 101, 201, 202, 210, 212, 215
- Core Humanities: 203
- Criminal Justice
- Economics: 100, 102, 103
- Geography: 106, 200
- History: 101, 102, 111, 217, 295
- Political Science
- Psychology (except for PSY 210)
- Sociology (except for SOC 210)

U.S. & NEVADA CONSTITUTION REQUIREMENTS - 3 or 6 units. 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 units.
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 units 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.
Bachelor of Applied Science
APPLIED BACCALAUREATE DEGREE IN CONSTRUCTION MANAGEMENT

The Bachelor of Applied Science degree in Construction Management offers associate degree students, new students and skilled workers an educational route toward a career as a construction manager or supervisor. The 120-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.

Bachelor of Applied Science in Construction Management Admission Requirements

1. Complete a minimum of 45 college units or equivalent with a minimum 2.0 GPA.
   Within the 45 units:
   a. A minimum of 12 units must be in applicable construction courses. This requirement may be waived if the student has construction experience.
   b. A minimum of 15 units must be in applicable general education classes, including English 101, with a grade of C or better - a grade of C- or lower will not be acceptable.
   OR:
   Have an associate degree in Construction Management from a regionally accredited institution.

2. Meet with a WNC counselor.

BACHELOR OF APPLIED SCIENCE IN CONSTRUCTION MANAGEMENT GENERAL EDUCATION COURSES

Capstone Course- 9 units. Choose from:
Communication: 412
Construction Management: 456
Management: 462, 469

English/Communications Requirements- 9 units. Choose from:
Business: 107
Communication: 101 or 102 or 113 or 213
English: 100 or 101
English: 102

Fine Arts Requirement- 3 units. Choose from:
Art: 100, 101, 124, 160, 224, 260, 261
Dance: 101
Humanities: 101
Music, Ensemble: 101
Music: 111, 121, 124, 125, 134
Theatre: 100, 105, 180

Humanities Requirement- 3 units. Choose from:
Core Humanities: 201, 202
English: 200, 223, 243, 250, 252, 261, 266, 267, 271, 275
History: 105, 106, 207, 247
Philosophy (except for PHIL 102, 114)

Mathematics and Science Requirements- 12 units. Choose from:
a minimum of 4 units in mathematics and 6 units in science:
Mathematics
Mathematics: 126 & 127, 128 or higher
Statistics: 152

Science
Chemistry: 100, 121, 201
Environmental Studies: 100
Geology: 100, 101, 103
Physics: 100, 151, 180

Social Sciences Requirement- 3 units.
Anthropology: 101, 201, 202, 205, 210, 212, 215
Criminal Justice: 101, 102, 220, 230, 270
Geography: 106, 200
History: 101, 102, 111, 217, 295
Political Science: 103, 105, 108, 208, 231, 295, 299
Psychology (except for PSY 210)
Sociology (except for SOC 210)

U.S. and Nevada Constitution Requirements- 3 units. 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)

General Electives - 6 units.

TIP: WNC also offers . . .
Associate of Applied Science - Technology - Construction • See page 17
Certification Preparation - Inspector of Structures • See page 38
- Construction Craft Laborer • See page 38
- Ramsdell Construction Academy • See page 38
CONSTRUCTION MANAGEMENT
Bachelor of Applied Science Degree

Salary: $61,880 - $101,600 / year (Nevada)
Career Outlook: Above Average growth; Changes in building technology and policies are increasing the demand for construction managers.

Good To Know: Approximately 57% of construction managers are self-employed. Those with a bachelor’s degree will have the best job prospects.

WNC Academic Division: Career and Technical Education

Total Requirements: 120 units
Business and Management Core Requirements 12 Units
BUS 101 Introduction to Business 3
ACC 201 Financial Accounting 3

Choose 3 units from the following Economics courses:
ECON 100 Introduction to Economics 3
ECON 102 Principles of Microeconomics 3
ECON 103 Principles of Macroeconomics 3

Choose 3 units from the following Management courses:
MGT 323 Organizational Behavior & Interpersonal Behavior 3
MGT 367 Human Resource Management 3

Program Requirements 63 Units
CADD 100 Introduction to Computer Aided Drafting 3
CEM 100 Fundamentals of Construction Management 3
CEM 330 Soils and Foundations for Construction 3
CEM 350 Facility Systems Design and Construction I 3
CEM 432 Temporary Construction Structures 3
CEM 451 Construction Estimating 3
CEM 452 Construction Cost Control 3
CEM 453 Construction Scheduling 3
CEM 454 Heavy Construction Methods and Equipment 3
CEM 455 Construction Management Practice 3
CEM 485 Construction Law and Contracts 3
CONS 108 Construction Materials and Methods I 4
CONS 109 Construction Materials and Methods II 4
CONS 111 Commercial Building Codes 3
CONS 118 Construction Contract Documents 2
CONS 120 Blue Print Reading and Specifications 3
CONS 121 Principles of Construction Estimating 3
CONS 205 Construction Site Safety 2
CONS 281 Construction Planning Scheduling And Control 3
CONS 451 Advanced Internship in Construction 3
SUR 119 Construction Surveying 3

General Education Requirements 45 Units
Capstone Courses 9
English/Communications Requirements 9
Fine Arts Requirement 3
Humanities Requirement 3
Mathematics, Science and Statistics Requirements 12
Social Sciences Requirement 3
U.S. and Nevada Constitution Requirements 3
General Electives 3
Recommended: AC198, CONS114, CONS116, CONS230, or DFT100

FIRST SEMESTER Completed
CEM 100 3
CONS 108 4
ENG 101 3
MATH 126 or higher 3
Science Course 3

SECOND SEMESTER Completed
CONS 109 4
CONS 118 3
CONS 120 3
ENG 102 3
Math Course 3

THIRD SEMESTER Completed
CAD 100 3
CONS 121 2
Humanities Course 3
General Elective Course 3

FOURTH SEMESTER Completed
CONS 205 2
CONS 281 3
SUR 119 3
Economics Course 3
U.S./Nevada Constitution 3

FIFTH SEMESTER Completed
BUS/Management Courses 6

SIXTH SEMESTER Completed
CEM 330 3

SEVENTH SEMESTER Completed
CEM 451 3
CEM 453 3
CEM 454 3
CEM 455 3

EIGHTH SEMESTER Completed
CEM 452 3
CEM 456 3
CONS 451 3
Capstone Course 3

BACHELOR OF APPLIED SCIENCE - Mission & Outcomes
Mission: The mission of the Bachelor of Applied Science 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 Technology Division.

Student Learning Outcomes: Upon completing the Bachelor of Applied Science in Construction Management program, students will be able to demonstrate:
- Knowledge in basic economic principles, business principles 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 to plan and schedule construction projects
- Application of relevant administrative skills, ethics, safety practices, and problem solving techniques to construction management

Note: The suggested course sequence is based on enrollment that begins with the fall semester. Some courses may not be taught each semester.

CONSTRUCTION MANAGEMENT - Suggested Course Sequence

FIRST SEMESTER
CEM 100 3
CONS 108 4
ENG 101 3
MATH 126 or higher 3
Science Course 3

SECOND SEMESTER
CONS 109 4
CONS 118 3
CONS 120 3
ENG 102 3
Math Course 3

THIRD SEMESTER
CAD 100 3
CONS 121 2
Humanities Course 3
General Elective Course 3

FOURTH SEMESTER
CONS 205 2
CONS 281 3
SUR 119 3
Economics Course 3
U.S./Nevada Constitution 3

FIFTH SEMESTER
BUS/Management Courses 6

SIXTH SEMESTER
CEM 330 3

SEVENTH SEMESTER
CEM 451 3
CEM 453 3
CEM 454 3
CEM 455 3

EIGHTH SEMESTER
CEM 452 3
CEM 456 3
CONS 451 3
Capstone Course 3
Associate of Applied Science

A CAREER DEGREE

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

All Associate of Applied Science degree and certificate programs require completion of appropriate courses in computation, communication and human relations. Additionally, introductory courses in applied science and technology, as well as allied health programs, include instruction in safety, industrial safety and environmental awareness, as appropriate. Students with previous occupational or practical experience may be eligible to challenge certain course requirements and prerequisites. Courses with a number under 100 (such as ENG 095) are not applicable toward an Associate of Applied Science Degree at WNC.

In some cases, courses may not 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 units 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 or see a WNC counselor.

Helping Others Paves WNC Student’s Road to Becoming a Nurse

Diana Meza Cabrera Receives Regents Scholar Award

Pursuing an education in nursing has taken Diana Meza Cabrera on a lengthy road of challenges, experiences and rewards.

Since graduating from high school in 2006, Meza Cabrera has consistently found ways to help others. As an outreach educator for Live Violence Free in South Lake Tahoe, Calif., she assisted domestic violence, child abuse and sexual abuse victims. She also served as a student assistant at Humboldt State University Health Center and has participated in blood and toothbrush drives while attending WNC.

“I’ve always loved helping and being part of the community,” Meza Cabrera said. “I like those connections you make in clubs and having leadership roles in clubs.”

Now, the Nevada System of Higher Education has selected her as the 2016 Regents Scholar Award recipient for WNC. As a Regents Scholar Award winner, Meza Cabrera receives $5,000. One student from each Nevada System of Higher Education institution is selected for the award based on their academic achievements, service contributions and leadership.

WNC Nursing Professor Edda Gibson said that Meza Cabrera is “most deserving and has worked very hard for this honor.”

From her clinical rotations at Carson Tahoe, Renown Regional and St. Mary’s medical centers, Meza Cabrera has emphasized providing additional care to patients.

“We’ve been helping people going into surgery and coming out of surgery, learning patient care and signs that nurses need to be aware of,” Meza Cabrera said. “It is nice to take the time with the patients because regular nurses are overwhelmed. Sometimes I feel patients want to talk more and we are able to be there for them. Someone might need a hug right then and there might not be a medication or procedure for what they are feeling.”

Gibson said that Meza Cabrera has demonstrated the qualities that will help her succeed in her nursing career.

“In the clinical environment, Diana is the most compassionate, respectful and focused professional student,” Gibson said. “I have had the pleasure of being part of all three curricular environments with Miss Cabrera and very much respect and anticipate a rewarding and fulfilling career for Diana.

“Much more impressive than the curricular commitment to learning, she has consistently accepted leadership roles,” Gibson said. “She has served as president of the National Student Nurses Association for 2016, secretary for our second-year nursing club and has attended the National Student Nurses Conference in 2015.”

Even though Meza Cabrera will have two degrees when she graduates from the nursing program in May, she plans to continue her education at the University of Nevada, Reno. She aspires to earn a bachelor’s degree in nursing and someday work in surgery.

“My ultimate goal is to be in the operating room,” she said. “I want to be in there with the doctors, helping them with the surgery.”
ASSOCIATE OF APPLIED SCIENCE DEGREE REQUIREMENTS

ASSOCIATE OF APPLIED SCIENCE - Mission & Outcomes
Mission: The purpose 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 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.
- have acquired skills and can perform tasks necessary for employment or career advancement.

REQUIREMENTS: A minimum of 60 units chosen from the following:

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

HUMAN RELATIONS REQUIREMENT - 3 units.
Anthropology: 101, 201
Business: 110
Counseling and Personal Development: 117, 129
Criminal Justice: 270
Early Childhood Education: 121
Education Psychology: 150
Human Development & Family Studies: 201, 202
Management: 201, 212, 283
Psychology (except for PSY 210)
Sociology (except for SOC 210)

HUMANITIES/SOCIAL SCIENCE REQUIREMENTS - 3 units.
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, 250, 261, 266, 267, 271, 275
History: 105, 106, 207, 247
Humanities: 101
Music: 111*, 121, 124, 125, 134
Philosophy (except for PHIL 102, 114)
Theatre: 100, 105, 180
* Course may not meet the fine arts requirement at all universities.
Please see a counselor.

Social Sciences Area:
Anthropology: 101, 201, 202, 210, 212, 215
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
Political Science
Psychology (except for PSY 210)
Sociology (except for SOC 210)

MATHEMATICS REQUIREMENT - 3 units.
Business: 109
Economics: 261, 262
Mathematics
Psychology: 210
Sociology: 210
Statistics: 152

SCIENCE REQUIREMENT - 6 units.
Anthropology: 102, 110L
Astronomy: 109, 110, 120
Atmospheric Sciences: 117
Biology (except for BIOL 208, 223, 224, 231)
Chemistry (except for CHEM 220, 241, 241L, 242, 242L)
Environmental Studies
Geography: 103, 104
Geology: 105 (except for GEOL 111, 112, 113, 299)
Natural Resources: 101
Nutrition: 121
Physics (except for PHYS 293)

U.S. & NEVADA CONSTITUTION REQUIREMENTS - 3 or 6 units.
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)

PROGRAM REQUIREMENTS AND GENERAL ELECTIVES
Number of units required may vary by emphasis.
Some units earned in non-traditional courses may be considered for elective credit and may require review in order to be applied to the AAS degree.
## Business ACCOUNTING
### Associate of Applied Science - Business Degree

The accounting degree enables students to establish, maintain and manage both manual and automated accounting systems. Students can 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:
$28,770-$45,150 / year (Nevada)

### Career Outlook:
Above average growth; demand is increasing as regulations for loan standards and auditing become stricter.

### Good To Know:
Tax preparation growth is on the decline as tax software becomes more widely used.

### WNC Academic Division:
Career and Technical Education

### Total Requirements: 60 units

#### Core Business Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 202</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 273</td>
<td>Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 290</td>
<td>Business Capstone</td>
<td>3</td>
</tr>
<tr>
<td>ECON 102</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 103</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>IS 101</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>or IS 201</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKT 210</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Accounting Degree Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 203</td>
<td>Intermediate Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 220</td>
<td>Microcomputer Accounting Systems</td>
<td>3</td>
</tr>
<tr>
<td>or ACC 223</td>
<td>Introduction to Quickbooks</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Accounting Electives

Choose 9 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 105</td>
<td>Taxation For Individuals</td>
<td>3</td>
</tr>
<tr>
<td>ACC 180</td>
<td>Payroll &amp; Employee Benefit Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 204</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 220</td>
<td>Microcomputer Accounting Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACC 223</td>
<td>Introduction to QuickBooks</td>
<td>3</td>
</tr>
<tr>
<td>ACC 261</td>
<td>Governmental Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 290</td>
<td>Certified Bookkeeper Course</td>
<td>6</td>
</tr>
<tr>
<td>ACC 295</td>
<td>Work Experience I</td>
<td>3</td>
</tr>
<tr>
<td>COT 262</td>
<td>Intermediate Spreadsheets Concepts</td>
<td>3</td>
</tr>
<tr>
<td>ECON 261*</td>
<td>Principles of Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 262*</td>
<td>Principles of Statistics II</td>
<td>3</td>
</tr>
</tbody>
</table>

Students should consult a counselor or instructor for information regarding sequence of accounting courses.

#### General Education Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement:</td>
<td></td>
</tr>
<tr>
<td>Recommended: BUS 107, BUS 108, or ENG 101*, ENG 102**; must include a writing course</td>
<td>6</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 Requirement</td>
<td>3</td>
</tr>
</tbody>
</table>

*Recommended for students who plan to transfer and enroll in a bachelor’s degree program.

**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.
Technology

**AUTOMATED SYSTEMS**

**Associate of Applied Science - Technology Degree**

The Automated Systems specialization of the AAS Technology degree focuses on the integration of computers and electronic technologies to control industrial systems and machines in manufacturing, distribution and logistics environments. Courses include basic electronics, computer systems, wiring, and electrical controls, providing students with technical theory, and hands-on practice to install and maintain automated systems for a variety of industries.

**Salary:** $51,320-$71,850 / year (Nevada)

**Career Outlook:** Average growth

**Good To Know:** Offers broad career opportunities & room for advancement. Advances in technology will force companies to improve and update their facilities and design.

## WNC Academic Division: Career and Technical Education

<table>
<thead>
<tr>
<th>Total Requirements: 60 units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Requirements</strong> 36 Units</td>
</tr>
<tr>
<td>AIT 101</td>
</tr>
<tr>
<td>AIT 121</td>
</tr>
<tr>
<td>AIT 155</td>
</tr>
<tr>
<td>ET 131</td>
</tr>
<tr>
<td>ET 132</td>
</tr>
<tr>
<td>MT 115</td>
</tr>
<tr>
<td>ET 104</td>
</tr>
</tbody>
</table>

**Choose at least 14 units from the following program electives:**

| CADD 100 | Introduction to Computer Aided Drafting | 3 |
| CADD 245 | Solid Modeling and Parametric Design (SolidWorks) | 3 |
| CIT 161 | Essentials of Information Security | 3 |
| DFT 110 | Blueprint Reading for Industry | 3 |

**General Education Requirements**

| English/Communications Requirement: Recommended; BUS 107 | 6 |
| Must include a writing course |
| Human Relations: Recommended; BUS 110 | 3 |
| Humanities/Social Science Requirements | 3 |
| Mathematics Requirement | 3 |
| Science Requirement | 3 |
| U.S. and Nevada Constitution Requirement | 3 |
| General Elective | 3 |

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

**TIP: WNC also offers . . .**

**Certificate Preparation - Electronics Technician** • See page 38

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**ASSOCIATE OF APPLIED SCIENCE - TECHNOLOGY**

**Mission & Outcomes**

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

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

- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - communicate effectively and appropriately, in oral and written form.
  - locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - acquire skills and perform tasks necessary for employment or career enhancement
- Have developed:
  - an appreciation of the importance of social, ethical, legal and diversity issues.
  - an appreciation of the need and importance of lifelong learning.

- Third-party industry-recognized credentials are available to students throughout the program.
- A fee is associated with most exams.
The technology degree for automotive mechanics 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 skills necessary to work in a service facility.

**Salary:** $29,990-$50,960 / year (Nevada)

**Career Outlook:** Higher than average growth

**Good To Know:** Mechanics can be certified in as many as eight service areas.

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

**Student Learning Outcomes:**
- 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.
- Are able to:
  - Communicate effectively and appropriately, in oral and written form.
  - Locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - Acquire skills and perform tasks necessary for employment or career enhancement.
  - Have developed:
    - An appreciation of the importance of social, ethical, legal and diversity issues.
    - An appreciation of the need and importance of lifelong learning.

**Certifications:**
- National Certification
- Third-party industry-recognized credentials

**Certification Preparation - Automotive Service Excellence • See page 29**

**Certificate of Achievement - Automotive Mechanics • See page 29**

**Certificate of Achievement - Automotive Service Excellence • See page 37**
**Business**

**GENERAL BUSINESS**
Associate of Applied Science Degree

The General Business degree provides knowledge and skills in the diverse field of business. Students are encouraged to meet with a WNC counselor to identify programs which best suit their career goals.

**Salary:** $37,990-$50,510 / year (Nevada)

**Career Outlook:** Average growth, strong competition

**Good To Know:** Often includes hiring, training and supervising employees, although the increased use of computers may require managers to handle professional tasks with fewer employees.

**WNC Academic Division:** Career and Technical Education

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**Total Requirements:** 60 units

**Core Business Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 101</td>
<td>3</td>
</tr>
<tr>
<td>BUS 273</td>
<td>3</td>
</tr>
<tr>
<td>BUS 299</td>
<td>3</td>
</tr>
<tr>
<td>ECON 102</td>
<td>3</td>
</tr>
<tr>
<td>ECON 103</td>
<td>3</td>
</tr>
<tr>
<td>IS 101</td>
<td>3</td>
</tr>
<tr>
<td>or IS 201</td>
<td></td>
</tr>
<tr>
<td>BUS 107 or ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>IS 101 or IS 201</td>
<td>3</td>
</tr>
<tr>
<td>ECON 102</td>
<td>3</td>
</tr>
</tbody>
</table>

**Accounting Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 135</td>
<td>3</td>
</tr>
<tr>
<td>&amp; ACC 201*</td>
<td>3</td>
</tr>
<tr>
<td>or ACC 201</td>
<td></td>
</tr>
<tr>
<td>or ACC 202*</td>
<td></td>
</tr>
<tr>
<td>or ACC 202*</td>
<td></td>
</tr>
</tbody>
</table>

**Business Electives**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 108 or ENG 102</td>
<td>3</td>
</tr>
<tr>
<td>BUS 109 or MATH 120</td>
<td>3</td>
</tr>
<tr>
<td>ECON 103</td>
<td>3</td>
</tr>
<tr>
<td>MGT 201</td>
<td>3</td>
</tr>
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</table>

**General Education Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 107, BUS 108; or ENG 101*, ENG 102*</td>
<td>6</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 Requirement</td>
<td>3</td>
</tr>
</tbody>
</table>

* Recommended for students who plan to transfer and enroll in a bachelor’s degree program.

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.

---

**BUSINESS - Suggested Course Sequence**

Note: The suggested course sequence is based on enrollment that begins with the fall semester. Some courses may not be taught each semester.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>ACC 135 or ACC 201</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>BUS 101</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>BUS 107 or ENG 101</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>IS 101 or IS 201</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ECON 102</td>
<td>3</td>
</tr>
<tr>
<td>Second</td>
<td>ACC 201 or ACC 202</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>BUS 108 or ENG 102</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>BUS 109 or MATH 120</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ECON 103</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MGT 201</td>
<td>3</td>
</tr>
<tr>
<td>Third</td>
<td>BUS 273</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Business Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Course</td>
<td>3</td>
</tr>
<tr>
<td>Fourth</td>
<td>Business Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>BUS 299</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>U.S./Nevada Constitution</td>
<td>3</td>
</tr>
</tbody>
</table>

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

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

**Student Learning Outcomes:** Upon completing a Business Certificate or AAS Business degree from Western Nevada College, students will be able to:

1. Articulate and demonstrate their personal employment related knowledge, skills and abilities.
2. Evaluate the impact of various economic systems and policies.
3. Summarize, record, analyze, interpret and communicate accounting and financial information for decision making.
4. Devise, implement and evaluate managerial decisions, actions and outcomes.
5. Apply technology to aid in communications and decision making.
6. Present research, data, analysis and conclusions through written and oral means.
7. Describe the changing landscape of the global market and its impact on the United States.
8. Summarize the impact of social, ethical, legal and diversity issues within contemporary business.
9. Develop business, financial, and marketing plans for established and emerging businesses.

---

**TIP: WNC also offers . . .**

Certificate of Achievement - Business • See page 30
Certificate of Achievement - Bookkeeping • See page 30
Certification Preparation - Bookkeeping • See page 37
Computer Information Technology
Associate of Applied Science - Technology Degree

The Technology degree is designed to prepare students to work in many different fields, supporting the technological systems, networks and programming efforts that drive society and the economy. The degree has been designed to provide students with options that will help fill the vital roles in today’s connected and collaborative business environment. Courses within the degree provide the students with readily recognizable credentials that are portable to business, industry and further education.

The core curriculum is based on the recommendations of the Association for Computing Machinery/Special Interest Group Information Technology Education (ACM/SIGITE). Students may ‘specialize’ in a specific area (programming, networking or systems administration) or customize their own course selection to meet personal educational and business related goals.

Salary: $35,730-$58,330 / year (Nevada)
Career Outlook: Much faster than average growth
Good To Know: Businesses & organizations are investing heavily in ‘cyber-security’ and using technology and computers as a solution to problems.
WNC Academic Division: Career and Technical Education

ASSOCIATE OF APPLIED SCIENCE - TECHNOLOGY
Mission & Outcomes

Mission: The purpose of the Associate of Applied Science Technology Degree in Computer Information 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 the AAS Technology degree in Computer information are expected to be able to:
- Apply knowledge of computing and information technology appropriate to the discipline
- Analyze a problem, and identify and define the technology requirements appropriate to its solution
- Design, implement and evaluate a computer-based system, process, component, or program to meet desired needs
- Function effectively on teams to accomplish a common goal
- Communicate effectively with a range of audiences
- Implement professional, ethical, legal, security, and social issues and responsibilities
- Communicate effectively with a range of audiences
- Analyze the local and global impact of computing on individuals, organizations and society
- Recognize the need for, and an ability to engage in, continuing professional development
- Use and apply current technical concepts and practices in the core information technologies
- Effectively integrate IT-based solutions into the user environment
- Understand best practices and standards and their application.
## Technology

### CONSTRUCTION

**Associate of Applied Science - Technology Degree**

The Construction specialization of the AAS Technology degree provides industry-specific 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:** $28,180-$53,160/ year (Nevada)

**Career Outlook:** Above Average growth

**Good To Know:** Employment depends on economy and layoffs may occur during times of low construction activity. Changes in building technology and policies may increase the need for construction personnel.

**WNC Academic Division:** Career and Technical Education

### Total Requirements: 60 units

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 100</td>
<td>Introduction to Computer Aided Drafting</td>
</tr>
<tr>
<td>CEM 100</td>
<td>Fundamentals of Construction Management</td>
</tr>
<tr>
<td>CONS 108</td>
<td>Construction Materials and Methods I</td>
</tr>
<tr>
<td>CONS 109</td>
<td>Construction Materials and Methods II</td>
</tr>
<tr>
<td>CONS 111</td>
<td>Building Codes</td>
</tr>
<tr>
<td>CONS 118</td>
<td>Construction Contract Documents</td>
</tr>
<tr>
<td>CONS 120</td>
<td>Blueprint Reading and Specification</td>
</tr>
<tr>
<td>CONS 121</td>
<td>Principles of Construction Estimating</td>
</tr>
<tr>
<td>CONS 205</td>
<td>Construction Site Safety</td>
</tr>
<tr>
<td>CONS 281</td>
<td>Construction Planning Scheduling and Control</td>
</tr>
<tr>
<td>CONS 290</td>
<td>Internship in Construction</td>
</tr>
<tr>
<td>SUR 119</td>
<td>Construction Surveying</td>
</tr>
</tbody>
</table>

**General Education Requirements:**

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement</td>
<td>6</td>
</tr>
<tr>
<td>Human Relations: Recommended; BUS 110</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Social Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement: MATH 126 or higher</td>
<td>3</td>
</tr>
<tr>
<td>Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirement</td>
<td>3</td>
</tr>
<tr>
<td>General Elective</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.

### Suggested Course Sequence

#### FIRST SEMESTER

- CONS 108: 4 units
- CEM 100: 3 units
- English 101: 3 units
- Human Relations Course: 3 units
- Science Course: 3 units

#### SECOND SEMESTER

- CONS 109: 4 units
- CONS 120: 3 units
- SUR 119: 3 units
- English 102: 3 units
- Mathematics 126 or higher: 3 units

### CONSTRUCTION TECHNOLOGY - Suggested Course Sequence

Note: The suggested course sequence is based on enrollment that begins with the fall semester. Some courses may not be taught each semester.

#### FIRST SEMESTER

- CONS 108: Completed
- CEM 100: Completed
- English 101: Completed
- Human Relations Course: Completed
- Science Course: Completed

#### THIRD SEMESTER

- CONS 111: Completed
- CADD 100: Completed
- CONS 118: Completed
- General Elective: Completed
- Humanities/Social Science Course: Completed

#### SECOND SEMESTER

- CONS 109: Completed
- CONS 120: Completed
- SUR 119: Completed
- English 102: Completed
- Mathematics 126 or higher: Completed

#### FOURTH SEMESTER

- CONS 121: Completed
- CONS 205: Completed
- CONS 281: Completed
- CONS 290: Completed
- US/Nev. Constitution: Completed

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**ASSOCIATE OF APPLIED SCIENCE - TECHNOLOGY**

**Mission & Outcomes**

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

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

- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - communicate effectively and appropriately, in oral and written form.
  - locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - acquire skills and perform tasks necessary for employment or career enhancement.
- Have developed:
  - an appreciation of the importance of social, ethical, legal and diversity issues.
  - an appreciation of the need and importance of lifelong learning.

Third-party industry-recognized credentials are available to students throughout the program. A fee is associated with most exams.

**TIP: WNC also offers...**

- Bachelor of Applied Science - Construction Management • See pages 8-9
- Certification Preparation - Inspector of Structures • See page 38
  - Construction Craft Laborer • See page 38
  - Ramsdell Construction Academy • See page 38
Criminal Justice-General

The general Criminal Justice degree is designed to prepare students for various careers within the field of criminal justice. This degree is designed to ease transfer to UNR and other colleges or universities.

**Salary:** $57,530-$80,370/ year (Nevada)

**Career Outlook:** Average growth

**Good To Know:** Emphasis on public safety and security may lead to new openings; jobs will be competitive because of low turnover rate.

**WNC Academic Division:** Career and Technical Education

**Total Requirements:** 60 units

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>36 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101*</td>
<td>Introduction to Criminal Justice I</td>
</tr>
<tr>
<td>CRJ 102*</td>
<td>Introduction to Criminal Justice II</td>
</tr>
<tr>
<td>CRJ 106*</td>
<td>Introduction to Corrections</td>
</tr>
<tr>
<td>CRJ 164</td>
<td>Principles of Investigation</td>
</tr>
<tr>
<td>CRJ 211*</td>
<td>Police in America</td>
</tr>
<tr>
<td>CRJ 222*</td>
<td>Criminal Law and Procedures</td>
</tr>
<tr>
<td>CRJ 234*</td>
<td>Introduction to Courts/American Legal System</td>
</tr>
<tr>
<td>CRJ 225</td>
<td>Criminal Evidence</td>
</tr>
<tr>
<td>CRJ 270</td>
<td>Introduction to Criminology</td>
</tr>
</tbody>
</table>

Choose 9 units from the following:

- Any CRJ course 1-9
- ART 135 Photography I 3
- ART 141 Introduction to Digital Photography I 3
- BUS 107 Business Speech Communications 3
- COM 101 Oral Communications 3
- CPD 116 Substance Abuse - Fundamental Facts 3
- CPD 117 Introduction to Counseling 3
- CPD 129 Assertiveness Techniques I 1
- STAT152 Introduction to Statistics 3
- SW 230 Crisis Intervention 3

- Any IS, CIT or CIT course 1-6
- Any Foreign Language 1-9
- Any PSY or SOC 1-6

*Direct transfer to UNR for CRJ major

**General Education Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>24 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement: Recommend ENG 101 and 102</td>
<td>6</td>
</tr>
<tr>
<td>Humanities Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement: Recommended MATH 120* or higher</td>
<td>3</td>
</tr>
<tr>
<td>Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>U.S. and Nevada Constitution Requirement</td>
<td>3</td>
</tr>
<tr>
<td>General Electives</td>
<td>6</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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**ASSOCIATE OF APPLIED SCIENCE - CRIMINAL JUSTICE - GENERAL**

**Mission & Outcomes**

**Mission:** The purpose of the general criminal justice degree is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.

**Student Learning Outcomes:** Students who complete the Associate of Applied Science Degree in Criminal Justice-General are expected to demonstrate that they can

- 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

**TIP: WNC also offers . . .**

Certificate of Achievement - Criminal Justice • See page 32

The purpose of the AAS in Criminal Justice is to prepare the students for a career in Law Enforcement at the city, county and state level.
DEAF STUDIES
Associate of Applied Science Degree

The Deaf Studies degree 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: $38,790-$50,930 / year (Nevada)

Career Outlook: Faster than average growth. Demand is expected to increase due in part to laws requiring that services be made available to the deaf.

Good To Know: Interpreters are often needed in schools, public agencies and health-care facilities.

WNC Academic Division: Career and Technical Education

Total Requirements: 60 units

Program Requirements 36 Units
AM 140* American Sign Language I/Ii 6
AM 141** American Sign Language III/IV 6
AM 149 American Sign Language V 4
AM 150 American Sign Language VI 4
AM 151 Fingerspelling I 1
AM 152 Fingerspelling II 1
AM 153 Deaf Culture 3
AM 154 Deaf History 3
AM 215 Conversational ASL 4
AM 216 Receptive ASL 4

General Education Requirements 24 Units
English/Communications Requirements. Must include a writing course 6
Human Relations Requirement 3
Humanities/Social Science Requirement 3
Mathematics Requirement 3
Science Requirement 3
U.S. and Nevada Constitution Requirement 3
General Elective (Theatre 105 recommended) 3

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

NOTE:
*AM 145 and AM 146 (4 units each) may be completed in lieu of AM 140 for slower paced courses.
**AM 147 and AM 148 (4 units each) may be completed in lieu of AM 141 for slower paced courses.

TIP: WNC also offers . . .

Certificate of Achievement - American Sign Language • See page 29
Certification Preparation - Interpreting • See page 38

DEAF STUDIES - Suggested Course Sequence
Note: The suggested course sequence is based on enrollment that begins with the fall semester. Some courses may not be taught each semester.

FIRST SEMESTER  Completed  Third SEMESTER  Completed
AM 140* 6  AM 149  4
AM 151  1  AM 215  4
AM 154  3  Math Course  3
English/Comm. Course  3  US/Nev. Constitution  3
Human Relations Course  3

SECOND SEMESTER  Completed
AM 141** 6  AM 150  4
AM 152  1  General Elective  3
AM 153  3  (Theatre 105 recommended)
English/Comm. Course  3  Science Course  3

THIRD SEMESTER  Completed

FOURTH SEMESTER  Completed

ASSOCIATE OF APPLIED SCIENCE - DEAF STUDIES
Mission & Outcomes

Associate of Applied Science Mission: The mission of the Western Nevada College Deaf Studies AAS 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 Applied Science degree, students will be able to:
- 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 knowledge of linguistic, cultural, educational and social aspects of people who are deaf or hard of hearing
- Demonstrate basic knowledge of historical, political, audiological, educational and linguistic in relation to the history of people who are deaf or hard of hearing
- Demonstrate basic fluency in receptive and expressive pragmatics and production of fingerspelling in ASL
# GRAPHIC COMMUNICATIONS

## Associate of Applied Science Degree

The Graphic Communications program is designed for students who seek quick access to career fields involving print design, web design, multimedia, and animation.

**Salary:** $35,950-$56,640/ year (Nevada)

**Career Outlook:** Average growth.

**Good To Know:** Opportunities are highest for graphic designers with knowledge and training in website design and animation.

**WNC Academic Division:** Career and Technical Education

### Total Requirements: 60 units

### Program Requirements: 42 Units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</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 103</td>
<td>Intro to Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>GRC 109</td>
<td>Color and Design</td>
<td>3</td>
</tr>
<tr>
<td>GRC 144</td>
<td>Electronic Layout and Typography</td>
<td>3</td>
</tr>
<tr>
<td>GRC 156</td>
<td>Design with Illustrator</td>
<td>3</td>
</tr>
<tr>
<td>GRC 175</td>
<td>Web Design I</td>
<td>3</td>
</tr>
<tr>
<td>GRC 179</td>
<td>Multimedia Design &amp; Production</td>
<td>3</td>
</tr>
<tr>
<td>GRC 183</td>
<td>Design with Photoshop</td>
<td>3</td>
</tr>
<tr>
<td>GRC 188</td>
<td>Web Animation I</td>
<td>3</td>
</tr>
<tr>
<td>GRC 275</td>
<td>Web Design II</td>
<td>3</td>
</tr>
<tr>
<td>GRC 283</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>GRC 294</td>
<td>Professional Portfolio</td>
<td>3</td>
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</table>

Choose 3 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</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 160</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 245</td>
<td>Digital Media</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>
</tbody>
</table>

### General Education Requirements: 18 Units

- English/Communications Requirement: 6 units
- Human Relations Requirement: PSY or SOC recommended: 3 units
- Mathematics Requirement: 3 units
- Science Requirement: 3 units
- U.S. and Nevada Constitution Requirements: 3 units

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.

## Suggested Course Sequence

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST</td>
<td>ART 100</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ART 101</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 103</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 109</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>General Ed Courses</td>
<td>6</td>
</tr>
<tr>
<td>SECOND</td>
<td>GRC 144</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 156</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 163</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>General Ed Courses</td>
<td>6</td>
</tr>
<tr>
<td>THIRD</td>
<td>GRC 175</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 188</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 275</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 294</td>
<td>3</td>
</tr>
<tr>
<td>FOURTH</td>
<td>GRC 179</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 275</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GRC 294</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>General Ed Courses</td>
<td>6</td>
</tr>
</tbody>
</table>

### 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.
- Perform successful presentations.

**TIP:** WNC also offers . . . Certificate of Achievement - Graphic Communications • See page 33
**Technology**

**GENERAL INDUSTRIAL TECHNOLOGY**  
Associate of Applied Science

The General Industrial Technology degree is designed to develop skills and knowledge that can be applied in a variety of industries and facilities with a focus on installation, maintenance and management of technical, electrical and mechanical systems. A broad base of study in electronics, fluid power, mechanical systems, machine tool, welding and wiring is offered. Hands-on practice and theoretical knowledge will prepare individuals for a variety of entry-level electrical/mechanical technician positions or technical support positions in the industrial, manufacturing, technology or commercial environments.

**Salary:** $35,180-$53,370 (Nevada)  
**Career Outlook:** Above Average Growth  
**Good To Know:** Leads to employment as a maintenance or industrial technician  
**WNC Academic Division:** Career and Technical Education

**Total Requirements:** 60 units  
**Program Requirements**  
- AIT 101 Fundamentals of Applied Industrial Technology 4 units  
- AIT 155 Applied Hands-on AIT Labs 3 units  
- DFT 110 Blueprint Reading for Industry 3 units  
- Any MTT courses 5 units  
- Any WELD courses 5 units

Choose at least 16 units from the following: AIT, CADD, ELM, ET, ENRG, IT, MTT, MT, WELD

**General Education Requirements**  
- English/Communications Requirement: Recommended: BUS 107  
- Must include a writing course 6 units  
- Mathematics Requirement: Recommended: BUS 110  
- U.S. and Nevada Constitution Requirement 3 units  
- General Elective 3 units

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 - TECHNOLOGY**  
**Mission & Outcomes**  
**Mission:** The purpose of the Associate of Applied Science degree in Technology is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.  
**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they:  
- Know the subject matter appropriate to the emphasis of the degree.  
- Are able to:  
  - Communicate effectively and appropriately, in oral and written form.  
  - Locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.  
  - Acquire skills and perform tasks necessary for employment or career enhancement.  
- Have developed:  
  - An appreciation of the importance of social, ethical, legal and diversity issues.  
  - An appreciation of the need and importance of lifelong learning.

**TIP: WNC also offers . . .**

**Associate of Applied Science-Technology degrees in:**  
- Automated Systems • See page 13  
- Automotive Mechanics • See page 14  
- Computer Information Technology • See page 16  
- Construction • See page 17  
- Machine Tool • See page 22  
- Welding • See page 27

**Certificate of Achievement - General Industrial • See page 33**  
- Industrial Electronics • See page 34  
- Machine Tool • See page 34  
- Welding • See page 35

**Multiple Certificates of Completion - See pages 37-39**
## MACHINE TOOL TECHNOLOGY

**Associate of Applied Science - Technology Degree**

The Machine Tool Technology specialization of the AAS Technology degree provides competency-based training for students who are interested in working in the machine trades field as a machinist, CNC programmer or machine operator. Hands-on learning is a focus of the courses students take in this industrial technology specialization.

### Salary:
$28,330-$47,090/ year (Nevada)

### Career Outlook:
Average growth. Jobs available due to difficulty finding skilled workers

### Good To Know:
Often work with computerized numerical control (CNC) machines

### WNC Academic Division:
Career and Technical Education

### Total Requirements: 60 units

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>36 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFT 110</td>
<td>Blueprint Reading For Industry</td>
</tr>
<tr>
<td>MTT 105</td>
<td>Machine Shop I</td>
</tr>
<tr>
<td>MTT 106</td>
<td>Machine Shop Practice I</td>
</tr>
<tr>
<td>MTT 110</td>
<td>Machine Shop II</td>
</tr>
<tr>
<td>MTT 111</td>
<td>Machine Shop Practice II</td>
</tr>
<tr>
<td>MTT 230</td>
<td>Computer Numerical Control I</td>
</tr>
<tr>
<td>MTT 232</td>
<td>Computer Numerical Control II</td>
</tr>
<tr>
<td>MTT 250</td>
<td>Machine Shop III</td>
</tr>
<tr>
<td>MTT 251</td>
<td>Machine Shop Practice III</td>
</tr>
<tr>
<td>MTT 260</td>
<td>Machine Shop IV</td>
</tr>
</tbody>
</table>

**Choose 7 units from the following program electives:**

- **AIT 101** Fundamentals of Applied Industrial Technology | 4
- **MTT 261** Machine Projects | 1–6
- **MTT 262** Machine Shop Practice IV | 2
- **MTT 292** Computer-Aided Manufacturing I | 4
- **MTT 293** Computer-Aided Manufacturing II | 4
- **MTT 295** Work Experience | 1–6
- Any MTT course | 1–6
- Related WELD or other technical/trade course | 1–6

### General Education Requirements
24 Units

- **English/Communications Requirement:** Recommended: BUS 107, Must include a writing course | 6
- **Human Relations:** Recommended: BUS 110 | 3
- **Humanities/Social Science Requirements** | 3
- **Mathematics Requirement:** Recommended: MATH 110 | 3
- **Science Requirement** | 3
- **U.S. and Nevada Constitution Requirement** | 3
- **General Elective** | 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.

### FIRST SEMESTER
Completed

- **MTT 105** | 3
- **MTT 106** | 2
- **MTT 110** | 3
- **MTT 111** | 2
- **English Course** | 3
- **Human Relations Course** | 3
- **Science Course** | 3
- **Total Requirements** | 36

### SECOND SEMESTER
Completed

- **DFT 110** | 2
- **MTT 110** | 3
- **MTT 111** | 2
- **English Course** | 3
- **Mathematics Course** | 3
- **Total Requirements** | 18

### THIRD SEMESTER
Completed

- **MTT 230** | 4
- **MTT 250** | 3
- **MTT 251** | 2
- **Humanities/Social Science Course** | 3
- **Program Elective** | 3–4
- **Total Requirements** | 20

### FOURTH SEMESTER
Completed

- **MTT 232** | 4
- **MTT 260** | 3
- **General Elective** | 3
- **Program Elective** | 3–4
- **U.S. and Nevada Constitution** | 3
- **Total Requirements** | 15

### ASSOCIATE OF APPLIED SCIENCE - TECHNOLOGY

**Mission & Outcomes**

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

**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they:
- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - Communicate effectively and appropriately, in oral and written form.
  - Locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - Acquire skills and perform tasks necessary for employment or career enhancement
- Have developed:
  - An appreciation of the importance of social, ethical, legal and diversity issues.
  - An appreciation of the need and importance of lifelong learning.

Third-party industry-recognized credentials are available to students throughout the program. A fee is associated with most exams.

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**TIP: WNC also offers . . .**

- Certificate of Achievement - Machine Tool Technology • See page 34
- Certificate of Preparation - National Institute of Metalworking Skills • See page 38

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Business

MANAGEMENT
Associate of Applied Science - Business Degree

The Management degree is designed to provide a foundation for employment in a variety of business/managerial positions.

Salary: $37,990-$50,510 / year (Nevada)

Career Outlook: Average growth

Good To Know: Managers work in almost every industry. The increase in computer use may result in supervision of fewer people, and the need for managers to independently perform more professional duties.

WNC Academic Division: Career and Technical Education

Total Requirements: 60 units

Core Business Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 202</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 273</td>
<td>Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 299</td>
<td>Business Capstone</td>
<td>3</td>
</tr>
<tr>
<td>ECON 102</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 103</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>IS 101</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>or IS 201</td>
<td>Computer Applications</td>
<td></td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKT 210</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

Management Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<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>
</tbody>
</table>

Management Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any Business, Management or Marketing Courses</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

General Education Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement: Recommended: BUS 107, BUS 108, or ENG 101*, ENG 102**</td>
<td>6</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 Requirement</td>
<td>3</td>
</tr>
</tbody>
</table>

*Recommended for students who plan to transfer and enroll in a bachelor’s degree program.

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.

MANAGEMENT - Suggested Course Sequence

Note: The suggested course sequence is based on enrollment that begins with the fall semester. Some courses may not be taught each semester.

FIRST SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 202</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 107</td>
<td>Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 299</td>
<td>Business Capstone</td>
<td>3</td>
</tr>
<tr>
<td>ECON 102</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 103</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>IS 101</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>or IS 201</td>
<td>Computer Applications</td>
<td></td>
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</table>

SECOND SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ACC 202</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 108</td>
<td>Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 299</td>
<td>Business Capstone</td>
<td>3</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>ECON 103</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>Science Requirement</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

THIRD SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 109</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>MGT 235</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MKT 210</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>Management Elective</td>
<td>6</td>
<td></td>
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</table>

FOURTH SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 273</td>
<td>Management Elective</td>
<td>3</td>
</tr>
<tr>
<td>BUS 299</td>
<td>Management Elective</td>
<td>3</td>
</tr>
<tr>
<td>MGT 283</td>
<td>Management Elective</td>
<td>3</td>
</tr>
<tr>
<td>U.S./Nevada Constitution</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

ASSOCIATE OF APPLIED SCIENCE - BUSINESS - MANAGEMENT

Mission & Outcomes

Mission: The purpose of the AAS Business - Management degree is to provide the knowledge and skills necessary to be a successful manager.

Student Learning Outcomes: Upon completing an AAS Business - Management degree from Western Nevada College, students will be able to:

1. Articulate and demonstrate their personal employment related knowledge, skills and abilities.
2. Evaluate the impact of various economic systems and policies.
3. Summarize, record, analyze, interpret and communicate accounting and financial information for decision making.
4. Devise, implement and evaluate managerial decisions, actions and outcomes.
5. Apply technology to aid in communications and decision making.
6. Present research, data, analysis and conclusions through written and oral means.
7. Describe the changing landscape of the global market and its impact on the United States.
8. Summarize the impact of social, ethical, legal and diversity issues within contemporary business.
9. Develop business, financial, and marketing plans for established and emerging businesses.

TIP: WNC also offers . . .

Associate of Applied Science General Business • See page 15
Certificate of Achievement - Business • See page 30
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, and 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 (NSBN) and is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, ph: 404-975-5000. 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 NSBN at 1-775-687-7700 should there be a concern regarding eligibility for licensure. Applicants may also use the NSBN link found on the WNC 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.

A limited number of qualified students are admitted as first semester students utilizing the selection criteria outlined on the next page. The nursing program requires that pre-and co-requisite courses be completed with a grade of “C” or better (a C- or lower grade will not be accepted). Students admitted to the program are required to attend mandatory one day orientation sessions scheduled for late spring or early summer and prior to the start of classes.

**NURSING**
Associate of Applied Science

Salary: $67,400-$93,380/ year (Nevada)

Career Outlook: High growth, especially in home health care & nursing homes

Good To Know: Hospital nurses tend to earn more than nurses in doctors’ offices; may include working days, nights, weekends or holidays

WNC Academic Division: Nursing and Allied Health

Total Requirements: 71.5 units

<table>
<thead>
<tr>
<th>Prerequisite Courses*</th>
<th>21 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 121 or BIOL 190</td>
<td>General Chemistry I 4</td>
</tr>
<tr>
<td>and BIOL 190L</td>
<td>Introduction to Cell and Molecular Biology 4</td>
</tr>
<tr>
<td>BIOL 223*</td>
<td>Human Anatomy and Physiology I 4</td>
</tr>
<tr>
<td>BIOL 224*</td>
<td>Human Anatomy and Physiology II 4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I 3</td>
</tr>
<tr>
<td>MATH 120</td>
<td>Fundamentals of College Mathematics 3</td>
</tr>
<tr>
<td>or MATH 126</td>
<td>Precalculus I 3</td>
</tr>
<tr>
<td>or higher MATH course</td>
<td></td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology 3</td>
</tr>
</tbody>
</table>

*BIO 223 & BIOL 224 must be completed at the same college or university if taken at an institution other than within Nevada System of Higher Education.

Note: Statute of Limitation for science courses is five years by the date of application to the nursing program.

Current CNA Certification or completion of NURS 129 or NURS 130 required within five years of the date of application to the nursing program is a required prerequisite.

Corequisite (Non-Nursing) Courses 10 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 251</td>
<td>General Microbiology 4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II 3</td>
</tr>
<tr>
<td>U.S./Nebraska Constitutions Course (PSC 103, HIST 111, or CH 203 recommended)</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Corequisite courses must be completed by the end of the fourth semester of the nursing program. See the Associate of Applied Science for more information on courses fulfilling the general education requirement. Completion of Chemistry 121 or Biology 190/190L, 223, 224 and 251 fulfills the science general education requirement for the Associate of Applied Science in Nursing.

**First Year: Fall Semester Courses** 10 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 136</td>
<td>Foundations of Nursing Theory 3</td>
</tr>
<tr>
<td>NURS 137</td>
<td>Foundations of Nursing Laboratory 1</td>
</tr>
<tr>
<td>NURS 141</td>
<td>Foundations of Nursing Clinical 2</td>
</tr>
<tr>
<td>NURS 147</td>
<td>Health Assessment Theory 2</td>
</tr>
<tr>
<td>NURS 148</td>
<td>Health Assessment Laboratory 1</td>
</tr>
<tr>
<td>NURS 152</td>
<td>Foundations of Pharmacology in Nursing I 1</td>
</tr>
</tbody>
</table>

**First Year: Spring Semester Courses** 11 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 149</td>
<td>Mental Health and Illness Theory 3</td>
</tr>
<tr>
<td>NURS 151</td>
<td>Mental Health and Illness Clinical 1</td>
</tr>
<tr>
<td>NURS 153</td>
<td>Foundations of Pharmacology in Nursing II 1</td>
</tr>
<tr>
<td>NURS 165</td>
<td>Medical Surgical Nursing I Theory 3</td>
</tr>
<tr>
<td>NURS 166</td>
<td>Medical Surgical Nursing I Laboratory 1</td>
</tr>
<tr>
<td>NURS 167</td>
<td>Medical Surgical Nursing I Clinical 2</td>
</tr>
</tbody>
</table>

**Second Year: Fall Semester Courses** 12 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 156</td>
<td>Foundations of Pharmacology in Nursing II 1</td>
</tr>
<tr>
<td>NURS 261</td>
<td>Nursing Care of the Family Theory 4</td>
</tr>
<tr>
<td>NURS 262</td>
<td>Nursing Care of the Family Lab/Clinical 2</td>
</tr>
<tr>
<td>NURS 270</td>
<td>Advanced Clinical Nursing I Theory 3</td>
</tr>
<tr>
<td>NURS 271</td>
<td>Advanced Clinical Nursing I Clinical 2</td>
</tr>
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</table>

**Second Year: Spring Semester** 7.5 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>NURS 276</td>
<td>Advanced Medical Surgical Nursing II Theory 3</td>
</tr>
<tr>
<td>NURS 277</td>
<td>Advanced Medical Surgical Nursing II Clinical 2.5</td>
</tr>
<tr>
<td>NURS 284</td>
<td>Role of the ADN Manager of Care 2</td>
</tr>
</tbody>
</table>

Note: The sequence of some courses for the second year fall and spring semester may be altered.
Nursing Admission/Selection Criteria

Admission to the nursing program will be based on special admission procedures and the number of points an applicant receives. Eligible students will be numerically ranked according to total points. In the event of applicants having an equal number of points, lots will be drawn to decide eligibility. Admission will be offered to the applicants on the list with the highest priority points. Applicants not selected will not be carried forward and must reapply for consideration.

### Science GPA

<table>
<thead>
<tr>
<th>Range</th>
<th>(BIOL &amp; CHEM pre and corequisite courses)</th>
<th>GPA (pre- and corequisite courses)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.0-2.25</td>
<td>(1)</td>
<td>2.0-2.49</td>
</tr>
<tr>
<td>2.26-2.50</td>
<td>(2)</td>
<td>2.5-2.99</td>
</tr>
<tr>
<td>2.51-2.75</td>
<td>(3)</td>
<td>3.0-3.49</td>
</tr>
<tr>
<td>2.76-3.00</td>
<td>(4)</td>
<td>3.5-4.0</td>
</tr>
<tr>
<td>3.01-3.25</td>
<td>(5)</td>
<td>(1)</td>
</tr>
<tr>
<td>3.26-3.50</td>
<td>(6)</td>
<td>(2)</td>
</tr>
<tr>
<td>3.51-3.75</td>
<td>(7)</td>
<td>(3)</td>
</tr>
<tr>
<td>3.76-4.00</td>
<td>(8)</td>
<td>(4)</td>
</tr>
</tbody>
</table>

(A grade of C or better is required for all pre and corequisite courses in the nursing program. A C- or lower will not be accepted.)

### Academic Skills Test

0-4 points will be awarded based on test scores.

### Nevada Resident

An applicant who is classified as a Nevada resident 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: 17

### Nursing Program Application Process

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 webpage on or after January 2. The last date for submission of an application to Admissions and Records is April 1.

**Prerequisites:** Students must complete all prerequisite courses with a grade of "C" or better to apply to the nursing program. (C- or lower will not be accepted.) Students may apply for admission to 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. (A grade of C- or lower will not be accepted.) 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.

### Academic Skills Testing

Students are required to take an academic skills test as part of the application process. Visit www.wnc.edu/academics/division/nalh/after September for specific information.

### Residency

An applicant who is classified as a Nevada resident 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 the academic skills test results and all required college and university transcripts, as appropriate, to Admissions and Records in the time frame delineated on the nursing program application.

**NOTE:** Statute of Limitation for science courses is five years by the date of application to the nursing program.

**NOTE:** Current CNA Certification or completion of NURS 129 or NURS 130 required within five years of the date of application to the nursing program.
Other Important Information
- Nursing learning activities are scheduled on and off campus on days, evenings and weekends.
- Course organization requires students to have basic computer skills, including the ability to navigate various online learning programs.
- 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. A grade of C- or lower will not be accepted.
- 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 page.
- Documentation and currency of the following is required after acceptance into the nursing program and prior to the start of classes:
  - An acceptable physical examination, and required immunizations and tests.
  - CPR certification (card required) through the American Heart Association (Health Care Provider) or the American Red Cross (Professional Rescuer).
  - Major medical health insurance (card required).
  - An acceptable background check.

A background check is required by health care organizations. Students will be conditionally accepted into WNC’s nursing program until their background check information is approved by the clinical sites. Should clinical sites not approve a student, the conditional acceptance will be withdrawn, and the student will not be admitted into the nursing program. Students will be denied entrance into the WNC nursing program if an adverse background check is received from a clinical site.

Drug screening may also be required by clinical sites. Students will be informed of the requirement when necessary.

Students Requesting Re-Admission
Re-admission Policy for the Nursing Program
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 or military concerns will be considered by the Nursing Program Re-admission Committee.

Students are eligible to be considered for re-admission into the nursing program using a point system and on a space available basis.

Students seeking readmission 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 for information regarding fees and scheduling of competency evaluations. 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.

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.

Students seeking readmission or transfer into the nursing program will be required to submit an acceptable background check.

The Nursing Program Readmission Committee will review applications of students who are seeking readmission into the program. The committee acknowledges the responsibility to readmit students, who in the judgment of the committee, satisfy the requirements of scholarship and professional suitability for nursing. The committee reserves the right to deny readmission based on a history of unprofessional conduct which violates the ANA Code of Ethics.

ASSOCIATE OF APPLIED SCIENCE - NURSING
Mission & Outcomes
Mission: The mission of the nursing program at Western Nevada College is to meet the nursing educational needs of the service area. The program prepares qualified students to function as entry-level registered nurses and transfer to higher degree programs. To accomplish this mission, the curriculum incorporates the National League for Nursing core components of nursing practice that are essential to the work of registered nurses. Graduates are prepared to function in a variety of health care settings, providing culturally sensitive, holistic nursing care to individuals and families across the lifespan. The nursing faculty supports graduate competency in an evolving and complex health care environment by facilitating the students’ development of clinical judgment, promoting professional behaviors, and fostering lifelong learning.

Student Learning Outcomes: Students who complete an Associate of Applied Science Degree with a major in Nursing will be expected to demonstrate the ability to:
- Integrate knowledge derived from the bio/psycho/social sciences, humanities, and nursing to achieve deliberative and competent decision-making that is grounded in evidence based practice to achieve best practice outcomes
- Utilize therapeutic communication skills when interacting with patients and their families
- Communicate and document accurate information about patients in a concise and clear manner
- Collaborate with patients, families and health care personnel to achieve positive patient outcomes
- Utilize information literacy skills to integrate research findings that guide (or lead to) best practice decisions
- Utilize the nursing process in a competent and caring manner to safely meet the bio/psycho/social/cultural and spiritual needs of patients across the lifespan in a variety of health care settings
- Provide care that reflects the ethical values of nursing within professional practice standards and the legal parameters of the profession
- Apply concepts of cultural awareness, cultural sensitivity and respect for persons when working with diverse populations
- Provide and manage care through the efficient and effective use of human, physical, financial, and technical resources to meet patient needs
- Demonstrate accountability (professionalism) through identification of self-learning needs and continued professional development
- Utilize principles of teaching and learning to meet the bio/psycho/social/cultural/spiritual needs of patients and their families
Science Degree can be found on the Associate of Applied Science page. A list of all courses filling general education requirements for the Associate of Applied Science Degree:

**WELDING**

**Associate of Applied Science - Technology Degree**

The Welding specialization of the AAS Technology degree provides opportunities to practice and prepare for welding certification exams, and allows students to explore other industrial skills that are used in a variety of occupations and businesses.

**Salary:** $26,840-$36,650 / year (Nevada)

**Career Outlook:** Slower than Average Growth

**Good To Know:** Certification required for many jobs; Most welding positions will be available in manufacturing facilities that produce or assemble metal parts or products.

**WNC Academic Division:** Career and Technical Education

**Total Requirements:** 60 units

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFT 110</td>
<td>Blueprint Reading for Industry</td>
</tr>
<tr>
<td>WELD 211</td>
<td>Welding I</td>
</tr>
<tr>
<td>WELD 212</td>
<td>Welding I Practice</td>
</tr>
<tr>
<td>WELD 221</td>
<td>Welding II</td>
</tr>
<tr>
<td>WELD 222</td>
<td>Welding II Practice</td>
</tr>
<tr>
<td>WELD 231</td>
<td>Welding III</td>
</tr>
<tr>
<td>WELD 232</td>
<td>Welding III Practice</td>
</tr>
<tr>
<td>WELD 241</td>
<td>Welding IV</td>
</tr>
<tr>
<td>WELD 242</td>
<td>Welding IV Practice</td>
</tr>
<tr>
<td>WELD 250</td>
<td>Welding Certification Preparation</td>
</tr>
</tbody>
</table>

Choose 1-12 units from the following program electives:

<table>
<thead>
<tr>
<th>Program Elective</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIT 101</td>
<td>Fundamentals of Applied Industrial Technology</td>
</tr>
<tr>
<td>ET 131</td>
<td>DC for Electronics</td>
</tr>
<tr>
<td>ELM 143</td>
<td>Wiring Techniques</td>
</tr>
<tr>
<td>MTT 105</td>
<td>Machine Shop I</td>
</tr>
<tr>
<td>WELD 151</td>
<td>Metallurgy I</td>
</tr>
<tr>
<td>WELD 224</td>
<td>Welding Projects</td>
</tr>
<tr>
<td>WELD 290</td>
<td>Internship in Welding</td>
</tr>
<tr>
<td>WELD</td>
<td>Related Welding Courses</td>
</tr>
</tbody>
</table>

**General Education Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirement: Recommended: BUS 107</td>
<td>24 Units</td>
</tr>
<tr>
<td>Must include a writing course</td>
<td></td>
</tr>
<tr>
<td>Human Relations: Recommended, BUS 110</td>
<td>6</td>
</tr>
<tr>
<td>Humanities/Social Science Requirements</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement: Recommended: MATH 110</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>
<tr>
<td>General Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

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

**WELDING - Suggested Course Sequence**

Note: The suggested course sequence is based on enrollment that begins with the fall semester. Some courses may not be taught each semester.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Courses</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST SEMESTER</td>
<td>WELD 211</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>WELD 212</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>English Course</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>(BUS 107 Recommended)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Human Relations Course</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Course</td>
<td>3</td>
</tr>
<tr>
<td>SECOND SEMESTER</td>
<td>English Course</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Mathematics Course</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>DFT 110</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>1-3</td>
</tr>
<tr>
<td>THIRD SEMESTER</td>
<td>WELD 231</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>WELD 232</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>General Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Humanities/</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Social Science Course</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3-5</td>
</tr>
<tr>
<td>FOURTH SEMESTER</td>
<td>WELD 241</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>WELD 242</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>WELD 250</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3-5</td>
</tr>
<tr>
<td></td>
<td>U.S./Nevada Constitution</td>
<td>3</td>
</tr>
</tbody>
</table>

**ASSOCIATE OF APPLIED SCIENCE - TECHNOLOGY**

**Mission & Outcomes**

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

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

- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - Communicate effectively and appropriately, in oral and written form.
  - Locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - Acquire skills and perform tasks necessary for employment or career enhancement.
- Have developed:
  - An appreciation of the importance of social, ethical, legal and diversity issues.
  - An appreciation of the need and importance of lifelong learning.

**American Welding Society Accreditation**

The Andy Butti Welding Technology Center is the only accredited welding testing facility in northern Nevada.

**TIP: WNC also offers . . .**

Certificate of Achievement - Welding Technology • See page 35

Certification Preparation - Welding • See page 39

Third-party industry-recognized credentials are available to students throughout the program.

A fee is associated with most exams.
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 experiences within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement. A minimum of 30 units are required for any certificate of achievement, although the exact number of units required may differ with specific subject matter.

All certificates include general education requirements which can be fulfilled from the following list of courses. In some cases, courses may not 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. Courses with a number under 100 (such as ENG 095) are not applicable toward a Certificate of Achievement at WNC.

**REQUIREMENTS:** 30 total units chosen from the following categories:

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

**HUMAN RELATIONS REQUIREMENT** - 1–3 units.
- Anthropology: 101, 201
- Business: 110
- Counseling and Personal Development: 117, 129
- Criminal Justice: 270
- Early Childhood Education: 121
- Educational Psychology: 150
- Human Development & Family Studies: 201, 202
- Management: 201, 212, 283
- Psychology (except for PSY 210)
- Sociology (except for SOC 210)

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

**PROGRAM REQUIREMENTS** - Varies by subject.
- 30 units are required for any certificate of achievement, although the exact number of units required may differ with particular subject matter.
### AMERICAN SIGN LANGUAGE

**Certificate of Achievement**

**WNC Academic Division:** Career and Technical Education

**Total Requirements:** 30 units

**Program Requirements**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM 140*</td>
<td>American Sign Language I/II</td>
<td>6</td>
</tr>
<tr>
<td>AM 141**</td>
<td>American Sign Language III/IV</td>
<td>6</td>
</tr>
<tr>
<td>AM 151</td>
<td>Fingerspelling I</td>
<td>1</td>
</tr>
<tr>
<td>AM 152</td>
<td>Fingerspelling II</td>
<td>1</td>
</tr>
<tr>
<td>Any other AM course</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

**General Education Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirements: Must include a writing course</td>
<td>6</td>
</tr>
<tr>
<td>Human Relations Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement</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.

*Students can take AM 145 and AM 146 in lieu of AM 140 for slower paced courses.

**Student Learning Outcomes:**

Students who complete programs in occupational areas are expected to demonstrate that they:

- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - Communicate effectively and appropriately, in oral and written form.
  - Locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - Acquire skills and perform tasks necessary for employment or career enhancement.

---

### AUTOMOTIVE MECHANICS

**Certificate of Achievement**

**WNC Academic Division:** Career and Technical Education

**Total Requirements:** 31 units

**Program Requirements**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 101</td>
<td>Introduction to General Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 115</td>
<td>Auto Electricity &amp; Electronics I</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 145</td>
<td>Automotive Brakes</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 155</td>
<td>Steering &amp; Suspension</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 225</td>
<td>Engine Performance I/Fuel &amp; Ignition</td>
<td>4</td>
</tr>
</tbody>
</table>

**General Education Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirements: Must include a writing course</td>
<td>6</td>
</tr>
<tr>
<td>Human Relations Requirement: Recommended BUS 110</td>
<td>1</td>
</tr>
<tr>
<td>Mathematics Requirement</td>
<td>3</td>
</tr>
<tr>
<td>General Electives</td>
<td>2</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.

*Students can take AM 145 and AM 146 in lieu of AM 140 for slower paced courses.

**General Education Requirements**

- *Students can take AM 147 and AM 148 in lieu of AM 141 for slower paced courses.

---

### CERTIFICATE OF ACHIEVEMENT - AMERICAN SIGN LANGUAGE

**Mission:**
The purpose of the American Sign Language certificate is to provide students with the knowledge and skills needed to succeed in their chosen field.

**Student Learning Outcomes:**

Students who complete programs in occupational areas are expected to demonstrate that they:

- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - Communicate effectively and appropriately, in oral and written form.
  - Locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - Acquire skills and perform tasks necessary for employment or career enhancement.

---

### CERTIFICATE OF ACHIEVEMENT - AUTOMOTIVE MECHANICS

**Mission:**
The purpose of the Automotive Mechanics certificate is to provide students with the knowledge and skills needed to succeed in their chosen field.

**Student Learning Outcomes:**

Students who complete programs in occupational areas are expected to demonstrate that they:

- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - Communicate effectively and appropriately, in oral and written form.
  - Locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - Acquire skills and perform tasks necessary for employment or career enhancement.

---

### Automotive Technology

**National Certification**

Following an extensive examination of its courses, instructors and facilities, Western has earned a certification from the National Automotive Technicians Education Foundation (NATEF).

---

**SKILL DEVELOPMENT**

Third-party industry-recognized credentials are available to students throughout the program.

A fee is associated with most exams.
BOOKKEEPING  
Certificate of Achievement

The Bookkeeping Certificate of Achievement is designed for students who wish to enter the accounting profession as an accounting clerk or as an entry level bookkeeper. It allows students to obtain credit for courses that will also apply toward the Associate of Applied Science in Business-Accounting.

WNC Academic Division: Career and Technical Education

Total Requirements: 30

Program Requirements 21 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 135</td>
<td>Bookkeeping I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>IS 101</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>or IS 201</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 6 units from the following:

- ACC 180 Payroll & Employee Benefit Accounting 3
- ACC 202 Managerial Accounting 3
- ACC 203 Intermediate Accounting I 3
- ACC 220 Microcomputer Accounting Systems 3
- ACC 223 Introduction to QuickBooks 3
- ACC 290 Certified Bookkeeper Course 6

General Education Requirements 9 Units

- English/Communications Requirements: Recommended: BUS 107, BUS 108; Must include a writing course 6
- 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.

BUSINESS  
Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 units

Program Requirements 21 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 135</td>
<td>Bookkeeping I</td>
<td>3</td>
</tr>
<tr>
<td>or ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>IS 101</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>or IS 201</td>
<td>Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>MKT 210</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Business Electives 6 Units

Any Accounting, Business, Economics, Entrepreneurship, Finance, Management, Marketing or Real Estate Courses

General Education Requirements 9 Units

- English/Communications Requirements: Recommended: BUS 107 and BUS 108, or ENG 101 and ENG 102, must be a writing course 6
- 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.

BOOKKEEPING - Suggested Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 135</td>
<td>Bookkeeping I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 107 or Eng/Comm</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>BUS 109 or MATH 120</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>IS 101 or IS 102</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 108 or Eng/Comm</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>Bookkeeping Elective</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

BUSINESS - Suggested Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 135</td>
<td>Bookkeeping I</td>
<td>3</td>
</tr>
<tr>
<td>or ACC 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 101</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 107 or ENG 101</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>IS 101 or IS 201</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>MGT 201</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKT 210</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>Business Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

CERTIFICATE OF ACHIEVEMENT-BUSINESS/BOOKKEEPING - Mission & Outcomes

Mission: The purpose of the Certificate in Business and the Certificate in Bookkeeping is to provide the knowledge, skills and abilities necessary to succeed in business.

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

- Know the subject matter appropriate to the emphasis of the degree.
- Are able to:
  - communicate effectively and appropriately, in oral and written form.
  - locate, evaluate and properly utilize the tools and resources appropriate to a technology professional.
  - acquire skills and perform tasks necessary for employment or career enhancement.
- Have developed:
  - an appreciation of the importance of social, ethical, legal and diversity issues.
  - an appreciation of the need and importance of lifelong learning.
### COMPUTER TECHNOLOGY

**Network Support Technician Certificate of Achievement**

**WNC Academic Division:** Career and Technical Education

**Total Requirements:** 33 – 35 units

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 161</td>
<td>Essentials of Information Security</td>
</tr>
<tr>
<td>CIT 263</td>
<td>Introduction to IT Project Management</td>
</tr>
<tr>
<td>CSCO 120</td>
<td>CCNA Interworking Fundamentals</td>
</tr>
<tr>
<td>CSCO 121</td>
<td>CCNA Routing Protocols &amp; Concepts</td>
</tr>
<tr>
<td>CSCO 130</td>
<td>Fundamentals of Wireless LANs</td>
</tr>
<tr>
<td>CSCO 220</td>
<td>CCNA LAN Switching &amp; Wireless Fundamentals</td>
</tr>
<tr>
<td>CSCO 221</td>
<td>CCNA WAN Fundamentals</td>
</tr>
</tbody>
</table>

**General Education Requirements**
7–9 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirements: Must include a writing course</td>
<td>3</td>
</tr>
<tr>
<td>Human Relations Requirement</td>
<td>1–3</td>
</tr>
<tr>
<td>Mathematics Requirement</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.

### COMPUTER TECHNOLOGY - NETWORK SUPPORT TECHNICIAN

**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>CIT 263</td>
<td>3</td>
<td>CIT 161</td>
<td>3</td>
</tr>
<tr>
<td>CSCO 120</td>
<td>4</td>
<td>CSCO 130</td>
<td>4</td>
</tr>
<tr>
<td>CSCO 121</td>
<td>4</td>
<td>CSCO 220</td>
<td>4</td>
</tr>
<tr>
<td>English Course</td>
<td>3</td>
<td>CSCO 221</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics Course</td>
<td>3</td>
<td>Human Relations Course</td>
<td>1–3</td>
</tr>
</tbody>
</table>

### COMPUTER TECHNOLOGY - SYSTEM ADMINISTRATION TECHNICIAN

**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>CIT 211</td>
<td>4</td>
<td>CIT 161</td>
<td>3</td>
</tr>
<tr>
<td>CIT 212</td>
<td>4</td>
<td>CIT 213</td>
<td>4</td>
</tr>
<tr>
<td>CIT 263</td>
<td>3</td>
<td>CIT 214</td>
<td>4</td>
</tr>
<tr>
<td>English Course</td>
<td>3</td>
<td>CIT 215, CIT 165, or ET 155</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics Course</td>
<td>3</td>
<td>Human Relations Course</td>
<td>1–3</td>
</tr>
</tbody>
</table>

### 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 Technology 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 lifelong learning.

### 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 Technology 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 lifelong learning.
CRIMINAL JUSTICE
General Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 Units

Program Requirements: 24 Units

CRJ 101 Introduction to Criminal Justice I 3
CRJ 102 Introduction to Criminal Justice II 3
CRJ 103 Communication Within the Criminal Justice Field 3
CRJ 164 Principles of Investigation 3
CRJ 106 or Introduction to Corrections 3
CRJ 211 Police in America 3
CRJ 222 Criminal Law and Procedures 3
CRJ 225 Criminal Evidence 3
CRJ 270 Introduction to Criminology 3

General Education Requirements: 6 Units

English/Communications Requirements: Must include writing course 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
CRJ 101 3
CRJ 102 3
CRJ 103 3
CRJ 211 3
CRJ 222 3
CRJ 164 3
English Course 3

SECOND SEMESTER
Completed
CRJ 106 or CRJ 211 3
CRJ 225 3
CRJ 270 3
Mathematics Course 3

EARLY CHILDHOOD EDUCATION
Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 credits

Subject Requirements: 21 Units

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 Units

English/Communications Requirements: Recommended: BUS 108;
Must include a writing course 6
Mathematics Requirement: Recommended: BUS 109 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 - EARLY CHILDHOOD EDUCATION
Mission & Outcomes

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.

CERTIFICATE OF ACHIEVEMENT - CRIMINAL JUSTICE
Mission & Outcomes

Mission: To prepare students for a career in Law Enforcement.

Student Learning Outcomes: Students who complete the Certificate of Achievement in Criminal Justice are expected to demonstrate that they can:
• 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
GENERAL INDUSTRIAL TECHNOLOGY
Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 credits
Subject Requirements 18 Units
AIT 101 Fundamentals of Applied Industrial Technology 4
Any MTT courses 5
Any WELD courses 5
Choose at least four units from AIT, ELM, ET, ENRG, IT, MTT, MT, WELD 4

General Education Requirements 12 Units
English/Communications Requirements:
Recommended: BUS 107, and BUS 108, ENG 101 or ENG 107 6
Must include a writing course
Human Relations Requirement: Recommended: BUS 110 3
Mathematics Requirement: Recommended: MATH 110 3

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

GRAPHIC COMMUNICATIONS
Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 units
Program Requirements 21 Units
ART 100 Visual Foundations 3
GRC 103 Intro to Computer Graphics 3
GRC 109 Color and Design 3
GRC 144 Electronic Layout and Typography 3
GRC 156 Computer Illustration I 3
GRC 175 Web Design and Publishing I 3
GRC 183 Electronic Imaging 3

General Education Requirements 9 Units
English/Communications Requirements: writing course required 3
Human Relations Requirement: PSY or SOC recommended 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.

CERTIFICATE OF ACHIEVEMENT - GRAPHIC COMMUNICATIONS
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.
INDUSTRIAL ELECTRONICS TECHNOLOGY
Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 credits

Subject Requirements: 18 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIT 101</td>
<td>Fundamentals of Applied Industrial Technology</td>
<td>4</td>
</tr>
<tr>
<td>ET 104</td>
<td>Fabrication/Soldering</td>
<td>3</td>
</tr>
<tr>
<td>ET 131</td>
<td>DC for Electronics</td>
<td>4</td>
</tr>
<tr>
<td>MT 115</td>
<td>Programmable Logic Controllers</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose at least four units from:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIT 121</td>
<td>Electrical Control Systems</td>
<td>2</td>
</tr>
<tr>
<td>AIT 155</td>
<td>Applied Industrial Technology Hands-on Labs</td>
<td>1-4</td>
</tr>
<tr>
<td>AIT 198</td>
<td>Special Topics in Electronics</td>
<td>1-4</td>
</tr>
<tr>
<td>AIT 200</td>
<td>Electronics Projects</td>
<td>1-4</td>
</tr>
<tr>
<td>ET 132</td>
<td>AC for Electronics</td>
<td>4</td>
</tr>
<tr>
<td>ET 198</td>
<td>Special Topics in Electronics</td>
<td>1-4</td>
</tr>
<tr>
<td>ET 200</td>
<td>Electronics Projects</td>
<td>1-4</td>
</tr>
</tbody>
</table>

General Education Requirements: 12 Units

English/Communications Requirements:
Recommended: BUS 107, BUS 108, ENG 101 or ENG 107
Must include a writing course | 6 |
Human Relations Requirement: Recommended: BUS 110 | 3 |
Mathematics Requirement: Recommended: MATH 110 | 3 |

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

MACHINE TOOL TECHNOLOGY
Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 units

Program Requirements: 20 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFT 110</td>
<td>Blueprint Reading For Industry</td>
<td>3</td>
</tr>
<tr>
<td>or CONS 120</td>
<td>Blueprint Reading and Specification</td>
<td></td>
</tr>
<tr>
<td>MTT 105</td>
<td>Machine Shop I</td>
<td>3</td>
</tr>
<tr>
<td>MTT 106</td>
<td>Machine Shop Practice I</td>
<td>2</td>
</tr>
<tr>
<td>MTT 110</td>
<td>Machine Shop II</td>
<td>3</td>
</tr>
<tr>
<td>MTT 111</td>
<td>Machine Shop Practice II</td>
<td>2</td>
</tr>
<tr>
<td>MTT 230</td>
<td>Computer Numerical Control I</td>
<td>4</td>
</tr>
</tbody>
</table>

Related machine shop courses | 3 |

General Education Requirements: 10 Units

English/Communications Requirements: Recommended: BUS 108;
Must include a writing course | 6 |
Human Relations Requirement | 1 |
Mathematics Requirement: MATH 110 recommended | 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 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 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
WELDING TECHNOLOGY
Certificate of Achievement

WNC Academic Division: Career and Technical Education

Total Requirements: 30 units
Program Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 211</td>
<td>3</td>
</tr>
<tr>
<td>WELD 212</td>
<td>2</td>
</tr>
<tr>
<td>WELD 221</td>
<td>3</td>
</tr>
<tr>
<td>WELD 222</td>
<td>2</td>
</tr>
<tr>
<td>WELD 250</td>
<td>6</td>
</tr>
</tbody>
</table>

General Education Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Communications Requirements: Must include a writing course</td>
<td>6</td>
</tr>
<tr>
<td>Human Relations Requirement: Recommended BUS 110</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Requirement</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.
SKILL DEVELOPMENT

Certification & Licensing Preparation

Certification and licensing preparation programs are designed to prepare students to take state or other certified licensing exams. While these courses 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. Upon successful course completion (with a grade of C or better), WNC will issue a certificate of completion for the following courses of study, unless otherwise noted.

ALLIED HEALTH

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-unit class that prepares students to take the Nevada licensing exam for certification as a nursing assistant.

A Certified Nursing Assistant is an individual who, under the direction of a licensed nurse, typically provides basic nursing care for patients in long-term and acute care facilities. CNAs are educated to assist patients with activities of daily living such as bathing, feeding and dressing, and to help maintain a safe and protective care environment. As they have extensive daily contact with patients, CNAs also play a key role in communicating information/observations to the nurse.

Emergency Medical Services
Emergency Medical Services courses are offered through the Division of Nursing and Allied Health. They include: EMS 100 - Healthcare Provider CPR, EMS 113 - First Responder, EMS 108 - EMT Basic, and EMS 112 - EMT enhanced (Intermediate). 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).

EMS 108 and EMS 112 are designed to meet the National Standard Curriculum published by the United States Department of Transportation, National Highway Traffic Safety Administration.

A background check may be required by some clinical sites prior to the start of clinical experiences. Information about how to meet this requirement will be explained by the course instructor. Drug screening may be required by health care organizations. See the Nursing & Allied Health web site for the process and procedures to follow.

Phlebotomy classes (LTE 101 and LTE 102), which are offered through the Division of Nursing and Allied Health, are listed in the class schedule under the Laboratory Technician heading. These courses provide students with knowledge and skills necessary to perform the collection, identification, and preservation of specimens as applied to venipuncture techniques.

Phlebotomists are trained to collect blood specimens by safely performing skin puncture or venipuncture procedures on patients of all ages. They are required to adhere to strict policies and safety precautions designed to provide patient protection and comfort, and to assure safe handling of specimens throughout the collection process.

NOTE: These courses have mandatory prerequisites. See the Nursing & Allied Health web pages for prerequisite information, and for required immunizations, tests, major medical insurance, and CPR certification. This information must be provided to the Nursing & Allied Health Office before permission to enroll in the course is granted. Information regarding how to submit prerequisite information required to qualify for enrollment into these courses is available on the Nursing & Allied Health web pages. Students are eligible to register after all required prerequisite information is received by the Nursing & Allied Health Office.

Laboratory Technician-Phlebotomy

Phlebotomy classes (LTE 101 and LTE 102), which are offered through the Division of Nursing and Allied Health, are listed in the class schedule under the Laboratory Technician heading. These courses provide students with knowledge and skills necessary to perform the collection, identification, and preservation of specimens as applied to venipuncture techniques.

Phlebotomists are trained to collect blood specimens by safely performing skin puncture or venipuncture procedures on patients of all ages. They are required to adhere to strict policies and safety precautions designed to provide patient protection and comfort, and to assure safe handling of specimens throughout the collection process.

NOTE: These courses have mandatory prerequisites. See the Nursing & Allied Health web pages for prerequisite information, and for required immunizations, tests, major medical insurance, and CPR certification. This information must be provided to the Nursing & Allied Health Office before permission to enroll in the course is granted. Information regarding how to submit prerequisite information required to qualify for enrollment into these courses is available on the Nursing & Allied Health web pages. Students are eligible to register after all required prerequisite information is received by the Nursing & Allied Health Office.

Information . . . . 775-445-3296
AUTOMOTIVE TECHNOLOGY

Prepares students for Automotive Service Excellence Exams.

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNITS</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>AUTO 101: Introduction to Auto Mechanics</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 115: Auto Electricity &amp; Electronics I</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 145: Automotive Brakes</td>
</tr>
</tbody>
</table>

**Electrical Technician**

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>AUTO 101: Introduction to Auto Mechanics</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 115: Auto Electricity &amp; Electronics I</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 117: Advanced Auto Electronics</td>
</tr>
</tbody>
</table>

**Steering and Suspension Technician**

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>AUTO 101: Introduction to Auto Mechanics</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 115: Auto Electricity &amp; Electronics I</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 155: Steering &amp; Suspension</td>
</tr>
</tbody>
</table>

**Engine Performance Technician**

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>AUTO 101: Introduction to Auto Mechanics</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 115: Auto Electricity &amp; Electronics I</td>
</tr>
<tr>
<td>4</td>
<td>AUTO 225: Engine Performance I/Fuel &amp; Ignition</td>
</tr>
</tbody>
</table>

BOOKKEEPING

ACC 290: Certified Bookkeeper Course 6

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. Note: WNC does not issue a certificate of completion for this course.

**CISCO TECHNOLOGY (CSCO)**

Western Nevada College is an academy for the Cisco Networking Academy Program, offering programs leading to Cisco Certified Network Associate (CCNA) and Cisco Certified Network Special (CCNP) industry certification. These courses help prepare students for a career working with Cisco networking hardware and equipment.

**CCNA Routing and Switching Preparation**

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>CSCO 120: CCNA Internetworking Fundamentals</td>
</tr>
<tr>
<td>4</td>
<td>CSCO 121: CCNA Routing Protocols and Concepts</td>
</tr>
<tr>
<td>4</td>
<td>CSCO 220: CCNA LAN Switching and Wireless Fundamentals</td>
</tr>
<tr>
<td>4</td>
<td>CSCO 221: CCNA WAN Fundamentals</td>
</tr>
</tbody>
</table>

**CCNA Security Preparation (for Cisco and Comp TIA Security+ Exams)**

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>CSCO 120: CCNA Internetworking Fundamentals</td>
</tr>
<tr>
<td>4</td>
<td>CSCO 121: CCNA Routing Protocols and Concepts</td>
</tr>
<tr>
<td>4</td>
<td>CSCO 230: Fundamentals of Network Security</td>
</tr>
</tbody>
</table>

**CCNA Wireless Preparation**

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>CSCO 120: CCNA Internetworking Fundamentals</td>
</tr>
<tr>
<td>4</td>
<td>CSCO 121: CCNA Routing Protocols and Concepts</td>
</tr>
<tr>
<td>4</td>
<td>CSCO 130: Fundamentals of Wireless LANs</td>
</tr>
</tbody>
</table>

Course for Building Scalable Cisco Internetworks Exam; required course to become a Cisco Certified Network Specialist:

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>CSCO 280*: CCNP Advanced Routing</td>
</tr>
</tbody>
</table>

Course for Implementing Secure Converged Wide Area Networks Exam; required course to become a Cisco Certified Network Specialist:

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>CSCO 281*: CCNP Implementing Secure Converged Wide Area Networks</td>
</tr>
</tbody>
</table>

Course for Multilayer Switching Exams; required course to become a Cisco Certified Network Specialist:

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>CSCO 282*: CCNP Multilayer Switching</td>
</tr>
</tbody>
</table>

* Note: WNC does not issue a certificate of completion for this course.

For additional information, contact:

CISCO Technology, Technology Division
Reynolds Center for Technology 112A, 2201 West College Parkway

**CompTIA SECURITY+**

CompTIA Security+ is an international, vendor-neutral certification that demonstrates competency in: network security; compliance and operational security; threats and vulnerabilities; application, data and host security; access control and identity management; and cryptography. Note: WNC does not issue a certificate of completion for this course.

<table>
<thead>
<tr>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>CIT 161: Essentials of Information Security</td>
</tr>
</tbody>
</table>

Online class that provides students an introduction to practical network and computer security, and helps prepare for the Security+ exam.
CONSTRUCTION TECHNOLOGY

Certified Inspector of Structures - State of Nevada
These courses fulfill the minimum course requirements needed for licensure as a certified inspector of Structures-Residential.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONS 260</td>
<td>Certified Inspector of Structures-Residential</td>
<td>3</td>
</tr>
<tr>
<td>CONS 261</td>
<td>Under Floor Inspections-Certified Inspector</td>
<td>1</td>
</tr>
<tr>
<td>CONS 262</td>
<td>Above Floor Inspections-Certified Inspector</td>
<td>2</td>
</tr>
<tr>
<td>CONS 263</td>
<td>Supervised Residential Inspections for Certification</td>
<td>4</td>
</tr>
</tbody>
</table>

Ramsdell Construction Academy
These courses fulfill the requirements for WNC’s Ramsdell Construction Academy certificate of completion, which follows the National Center for Construction Education and Research (NCCER) Construction Craft Laborer credential, which certifies that individuals possess basic knowledge needed on any job site.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEM 100</td>
<td>Fundamentals of Construction Management</td>
<td>3</td>
</tr>
<tr>
<td>CONS 108</td>
<td>Construction Methods/Materials I</td>
<td>4</td>
</tr>
<tr>
<td>CONS 109</td>
<td>Construction Methods/Materials II</td>
<td>4</td>
</tr>
<tr>
<td>CONS 205</td>
<td>Construction Safety</td>
<td>2</td>
</tr>
<tr>
<td>CONS 290</td>
<td>Internship in Construction</td>
<td>3</td>
</tr>
<tr>
<td>CONS 111</td>
<td>Commercial Building Codes</td>
<td>3</td>
</tr>
<tr>
<td>CONS 118</td>
<td>Construction Contract Documents</td>
<td>2</td>
</tr>
<tr>
<td>CONS 120</td>
<td>Blueprint Reading and Specification</td>
<td>3</td>
</tr>
</tbody>
</table>

Construction Craft Laborer
These courses prepare students for the National Center for Construction Education and Research (NCCER) Construction Craft Laborer credential, which certifies that individuals possess basic knowledge needed on any job site.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEM 100</td>
<td>Fundamentals of Construction Management</td>
<td>3</td>
</tr>
<tr>
<td>CONS 108</td>
<td>Construction Methods/Materials I</td>
<td>4</td>
</tr>
<tr>
<td>CONS 205</td>
<td>Construction Safety</td>
<td>2</td>
</tr>
</tbody>
</table>

DEAF STUDIES-INTERPRETING
This course of study prepares students to take the Educational Interpreter Performance Assessment or the National Interpreter Certification Exam. Upon successful completion, students will be better qualified for a variety of careers including teaching, social work, psychology, speech and language pathology or any career that interacts with the Deaf.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM 149</td>
<td>American Sign Language V</td>
<td>4</td>
</tr>
<tr>
<td>AM 201</td>
<td>Interpreting I</td>
<td>3</td>
</tr>
<tr>
<td>AM 215</td>
<td>Conversational American Sign Language</td>
<td>4</td>
</tr>
</tbody>
</table>

SECOND SEMESTER
AM 150    | American Sign Language VI                          | 4     |
AM 202    | Interpreting II                                    | 3     |
AM 216    | Receptive American Sign Language                   | 4     |

THIRD SEMESTER
AM 203    | Interpreting III                                   | 3     |

INDUSTRIAL ELECTRONICS TECHNOLOGY
This course of study prepares students for the Certified Electronics Technician-Associate Exam, which is administered by the International Society of Certified Electronics Technicians (ISCT). Upon completion of the coursework student will have learned basic electronics, math, DC and AC circuits, transistors and troubleshooting.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ET 131</td>
<td>DC for Electronics</td>
<td>4</td>
</tr>
<tr>
<td>ET 132</td>
<td>AC for Electronics</td>
<td>4</td>
</tr>
<tr>
<td>AIT 101</td>
<td>Fundamentals of Applied Industrial Technology</td>
<td>4</td>
</tr>
</tbody>
</table>

MACHINE TOOL TECHNOLOGY
The National Institute for Metalworking Skills (NIMS) offers various levels of certification in machining. Upon completion of the following courses of study, students will be prepared to test for each level: 1, 2, and 3.

Level 1: Chucking, Surface Grinding and Milling
MTT 105    | Machine Shop I                                     | 3     |
MTT 110    | Machine Shop II                                    | 3     |
MTT 250    | Machine Shop III                                   | 3     |

Level 3: Measurement
MTT 230    | Computer Numerical Control I                       | 4     |
MTT 232    | Computer Numerical Control II                      | 4     |
MTT 260    | Machine Shop IV                                    | 3     |

MANUFACTURING TECHNICIAN
The Manufacturing Skills Institute offers certification for industry-wide skills for production occupations in all sectors of manufacturing. Upon completion of the following courses of study, students will be prepared to test for the Manufacturing Technician I credential.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIT 101</td>
<td>Fundamentals of Applied Industrial Technology</td>
<td>4</td>
</tr>
<tr>
<td>AIT 155</td>
<td>Applied Industrial Technology Hands-on Labs</td>
<td>3</td>
</tr>
<tr>
<td>AIT 200</td>
<td>Applied Industrial Technology Projects</td>
<td>3</td>
</tr>
</tbody>
</table>
MECHATRONICS FOUNDATION

Mechatronics Systems are complex electrical, mechanical and computer technologies integrated into automated systems in every high-tech industry. This program of study prepares students to earn the Siemens Certified Mechatronics Systems Assistant Level 1 Certification.

AIT 101 Fundamentals of Applied Industrial Technology 4
AIT 250 Mechatronics: Electrical Components 3
AIT 251 Mechatronics: Mechanical Components 3
AIT 252 Mechatronics: Pneumatic and Hydraulic 3
AIT 253 Mechatronics: Programmable Logic Controllers 3

MICROSOFT CERTIFICATION

Distinguishes individuals with technical expertise, and WNC offers classes that can help prepare students to take the exams. Coursework and hands-on lab exercises are designed to expose students to the theory and operation of the exam objectives, while a student’s own background and experience will determine what additional preparation and practice are needed to pass the exam.

Microsoft Certified Technology Specialist (MCTS) - Certification proves skills on a particular Microsoft technology, such as a Windows operating system. Prepares student for:
CIT 211 Microsoft Certification Technology Specialist (MCTS) Windows Client Exam (currently Windows 7)

Microsoft Certified IT Professional-Server Administrator
Certification proves a range of skills and abilities with Microsoft technologies. Prepares student for the Microsoft Certified Solutions Associate Exam.
CIT 212 Microsoft Networking II 3-5
CIT 213 Microsoft Networking III 3-5
CIT 214 Microsoft Networking IV 3-5

REAL ESTATE

WNC offers courses to prepare students for licensure by the Nevada Real Estate Division.

RE 101 Real Estate Principles 3
RE 103 Real Estate Principles II 3

TEACHER EDUCATION - Nevada State College Partnership

Bachelor of Arts in Elementary Education - Transfer Program
WNC students who have an Associate of Arts degree or are close to completing the first two years of college, can complete a four-year degree without leaving the northern Nevada area. Students can transfer to NSC and take classes at WNC locations and online to earn a bachelor’s degree and certification in Elementary Education, K-8.

• Program requires classroom observation, as well as 16 weeks of student teaching.
• Upon graduation, students are eligible for the Nevada State Department of Education licensure.
• Teaching English as a Second Language courses are included in the program.
Coursework leads to a Nevada State Department of Education endorsement.

Information . . . . . 775-445-4299

WELDING

Students are introduced to the many welding certifications available by meeting the standards of the American Welding Society codes. Includes instruction on code certification required by the American Petroleum Institute and the American Society of Mechanical Engineers.

Shielded Metal Arc-Welding and Gas Metal Arc-Welding

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 211</td>
<td>Welding I</td>
<td>3</td>
</tr>
<tr>
<td>WELD 212</td>
<td>Welding I-Practice</td>
<td>2</td>
</tr>
<tr>
<td>WELD 221</td>
<td>Welding II</td>
<td>3</td>
</tr>
<tr>
<td>WELD 222</td>
<td>Welding II-Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Fluxed-Core Welding and Gas Tungsten Arc-Welding

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 231</td>
<td>Welding III</td>
<td>3</td>
</tr>
<tr>
<td>WELD 232</td>
<td>Welding III-Practice</td>
<td>2</td>
</tr>
<tr>
<td>WELD 241</td>
<td>Welding IV</td>
<td>3</td>
</tr>
<tr>
<td>WELD 242</td>
<td>Welding IV-Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

AWS Code Exam

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 250</td>
<td>Welding Certification Preparation</td>
<td>9</td>
</tr>
</tbody>
</table>

Information . . . . . 775-445-3348
Special Programs

ECONOMIC DEVELOPMENT & CONTINUING EDUCATION

The college offers a number of non-credit programs and services through its Economic Development & Continuing Education Division to educate WNC students, graduates, employers and the general public. Register/View classes at: www.campusce.net/wnc

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 and offer learning experiences.

Carson City and Douglas ................................................................. 775-445-4268
Fallon & Rural Centers .................................................................... 775-423-7565
www.wnc.edu/continuing-education/

Economic Development Center

The Economic Development Center of Western Nevada College provides educational opportunities and training solutions for business, industries and government or non-profit agencies. Assessment, instruction and evaluation are essential components of WNC’s programs. Topics include supervisory training, industrial safety, hospitality and customer service. Education and training for credit or non-credit can be delivered on-site or at WNC locations.

Carson & Douglas ........................................................................... 775-445-4458
Fallon .............................................................................................. 775-423-5847
www.wnc.edu/continuing-education/economic-development/

Driver Education

New drivers can prepare for the challenges of driving (and driver license testing) in the Western Nevada College Driver Education Program. The non-credit course meets for 30 hours of classroom training and is open to students age 15 and over.

Information ..................................................................................... 775-445-4458
www.wnc.edu/continuing-education/

Motorcycle Safety

The Motorcycle Safety program offers Basic Rider, Experienced Rider and Advanced Rider courses using curriculum from the Motorcycle Safety Foundation. Students who successfully complete the Basic Rider course receive certification which allows them to receive a Class M endorsement from the Nevada Department of Motor Vehicles. Experienced Rider and Advanced Rider courses are for riders who are looking to refresh or further develop their skills. The program operates April through October, and is open to those possessing a Class C permit or license.

Information .................................................................................... 775-445-4268
www.wnc.edu/continuing-education/

Specialty Crop Institute

The Specialty Crop Institute helps foster sustainable small farm agriculture. This innovative program combines classroom and on-farm learning for specialty crop production, outreach to remote and rural farmers, and collaboration with like-minded organizations to provide growers access to resources that increase their chances of success. Diverse short-term seminars and conferences are offered in numerous Nevada communities throughout the year.

Information .................................................................................... 775-423-7565, ext 2260
E-mail ...................................................................................... ann.louhela@wnc.edu
www.wnc.edu/specialty-crop-institute/
Take 15 credits each semester to graduate on time, save money, and start your career sooner.

Taking 12 credits each semester may qualify you as a full-time student for financial aid but that course load will not allow you to finish your degree in two or four years.

Meet with your academic advisor.

**Tip**

**MANAGE YOUR TIME WISELY…**

A 3-credit/unit class requires three hours of in-class time per week (a 4-credit/unit class requires four hours in class per week). For every one hour you spend in class, you should set aside a minimum of two extra hours of study time outside of class (to do the reading, study for tests, etc).

If I take ____ credits/units, then I should expect to spend ____ x 3 = ____ hours per week in class & studying.

Add this number of hours to the number of hours you are working, eating, sleeping, exercising, and socializing…do you have enough hours in the week?
WE HELP MAKE YOUR TRANSITION TO COLLEGE EASIER

Tip

STEPS ALONG THE WAY...

Choose the items below • You may not need all of these

- See a counselor
- Develop an educational plan
- Visit the Student Center at WNC Carson
- Pick-up a free planner & an ID card
- Sign up for a Fitness Center membership in the Student Center
- Apply early for financial aid - www.wnc.edu/studentservices/financial
- Apply for scholarships - www.wnc.edu/studentservices/financial
- Arrange for child care, if needed
- Join a student club or organization
- Visit the Veterans Resource Center
- Use the library for study and research
- Visit the Academic Skills Center for FREE tutoring

INFORMATION

775-445-3000 • www.wnc.edu