



Educational Programs



The Chandler-Gilbert Community College (CGCC) mission statement calls for serving “students and its diverse communities by providing quality life-long learning opportunities in a learner-centered environment through effective, accessible educational programs and activities.” CGCC faculty, staff, and administration are committed to providing a “dynamic learning community reflecting collaboration, diversity, and student success through quality, enthusiastic teaching, learning, and serving.”

CGCC students have several choices of educational programs to pursue:

- Degrees offered by all Maricopa Community Colleges and found in the Degree Requirements section of this catalog:
 - **Associate in Arts; Associate in Arts in Elementary Education; Associate in Arts, Fine Arts in Art, Dance, and Theatre; Associate in Business; and Associate in Science** degrees offered by all Maricopa Community Colleges and designed for students who may or may not know their majors but plan to transfer to one of Arizona’s public universities.
 - **Associate in General Studies degree** for students whose educational goals require flexibility and a broader choice of courses.
- **Occupational Programs** offered at CGCC have several missions: preparing students for employment, upgrading students’ existing job skills, and assisting students in career changes.

Students can choose from several alternatives:

1. Associate in Applied Science degree programs—usually a two-year program of course work.
2. Certificate Programs—a series of courses designed for concentrated proficiency in specialized career fields.
3. Individual courses—designed to meet individual career or personal needs.

Because change is a constant factor in the employment picture, each occupational program has an advisory council. These councils are composed of local leaders in industry and provide valuable assistance to faculty as they continually adjust the courses and programs to meet community needs. With the support of the advisory councils, highly qualified faculty, and up-to-date facilities, students are assured quality instruction in their future career field.

Students who choose to transfer to four-year institutions will find that many credits are transferable and provide a beginning foundation for completing a baccalaureate degree. The AAS degrees transfer as a “block” to the Bachelor of Applied Science at Arizona State University (Polytechnic and West campuses), and Northern Arizona University.

- **Academic Certificates** for students who wish to gain additional expertise in an academic area.
- **Special programs** include:
 - Workforce Development
 - Continuing Education
 - English as a Second Language
 - Fitness, Wellness, and Recreation
 - Honors Program
 - Performing Arts

For more information about educational programs, contact the Academic Advisement Center at (480) 732-7317.

Occupational Programs

Accounting

Accounting

Certificate of Completion: CCL 5665

23-26 Credits

Program Contact:

Matt Fisher ~ (480) 857-5538

matt.fisher@cgccmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Accounting is for students seeking to gain skills and knowledge in the field of accounting. Possible entry-level jobs for this program include accounting clerk, accounts payable/receivable clerk, claims clerk, credit clerk, full-charge bookkeeper, accounting intern, or comparable positions.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses required within the program.

Consultation with an Academic Advisor is recommended for course selection.

+ indicates course has prerequisites and/or corequisites.

REQUIRED COURSES: 23-26 CREDITS

ACC111	Accounting Principles I (3) AND
+ACC230	Uses of Accounting Information I (3) AND
+ACC240	Uses of Accounting Information II (3) OR
+ACC230	Uses of Accounting Information I (3) AND
+ACC240	Uses of Accounting Information II (3) AND
ACC250	Introductory Accounting Lab (1) OR
ACC111	Accounting Principles I (3) AND
+ACC112	Accounting Principles II (3) AND
+ACC212	Managerial Accounting (3) OR
ACC211	Financial Accounting (3) AND
+ACC212	Managerial Accounting (3) 6-9
ACC105	Payroll, Sales and Property Taxes . . 3
+ACC115	Computerized Accounting 2
BPC/CIS114DE	Excel Spreadsheet 3

CIS105	Survey of Computer Information Systems 3
GBS151	Introduction to Business 3
GBS205	Legal, Ethical and Regulatory Issues in Business 3

Accounting

Associate in Applied Science: AAS 3149

60-65 Credits

Program Contact:

Matt Fisher ~ (480) 857-5538

matt.fisher@cgccmail.maricopa.edu

Program Description

The Associate in Applied Science (AAS) in Accounting is one of several options for students seeking to gain skills and knowledge in the field of accounting. Possible entry-level jobs for this program include accounting clerk, accounts payable/receivable clerk, claims clerk, credit clerk, full-charge bookkeeper, accounting intern, or comparable positions.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses required within the program.

Consultation with an Academic Advisor is recommended for course selection.

+ indicates course has prerequisites and/or corequisites.

PREREQUISITES: 3 CREDITS

+CRE101	College Critical Reading (3) OR Equivalent as indicated by assessment. 3
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REQUIRED COURSES: 29-32 CREDITS

ACC111	Accounting Principles I (3) AND
+ACC230	Uses of Accounting Information I (3) AND
+ACC240	Uses of Accounting Information II (3) OR
+ACC230	Uses of Accounting Information I (3) AND
+ACC240	Uses of Accounting Information II (3) AND
ACC250	Introductory Accounting Lab (1) OR

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

ACC111	Accounting Principles I (3) AND	
+ACC112	Accounting Principles II (3) AND	
+ACC212	Managerial Accounting (3)	
	OR	
ACC211	Financial Accounting (3) AND	
+ACC212	Managerial Accounting (3)	6-9
ACC105	Payroll, Sales and Property Taxes. . .	3
+ACC115	Computerized Accounting	2
ACC121	Income Tax Preparation (3) OR	
+ACC221	Tax Accounting (3)	3
BPC/CIS114	DE Excel Spreadsheet	3
CIS105	Survey of Computer Information	
	Systems.	3
GBS151	Introduction to Business.	3
GBS205	Legal, Ethical and Regulatory Issues	
	in Business	3
+GBS233	Business Communication.	3

RESTRICTED ELECTIVES: 9 CREDITS

ACC+++++	Any ACC Accounting course(s)	
	except courses used to satisfy	
	Required Courses area.	9
BPC/CIS117	CM Microsoft Access: Database	
	Management.	3
GBS131	Business Calculations	3
GBS207	Business Law (General Corporate)	3
+GBS220	Quantitative Methods in Business.	3

GENERAL EDUCATION: 22-24 CREDITS

CORE: 12-14 CREDITS

First-Year Composition

+ENG101	First-Year Composition (3) OR	
+ENG107	First-Year Composition	
	for ESL (3) AND	
+ENG102	First-Year Composition (3) OR	
+ENG108	First-Year Composition	
	for ESL (3)	6

Oral Communication

Any approved general education course in the Oral Communication area 3

Critical Reading

Met by CRE101, College Critical Reading OR Equivalent as indicated by assessment in Program Prerequisites area. 0

Mathematics

+MAT120	Intermediate Algebra (5) OR	
+MAT121	Intermediate Algebra (4) OR	
+MAT122	Intermediate Algebra (3) OR	
	Satisfactory completion of a higher	
	level mathematics course.	3

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved general education course in the Humanities and Fine Arts area 3

Social and Behavioral Sciences

ECN211	Macroeconomic Principles (3) OR	
ECN212	Microeconomic Principles (3) OR	
SBU200	Society and Business (3)	3

Natural Sciences

Any approved general education course in the Natural Sciences area. 4

Administration of Justice Studies

Administration of Justice Studies

Associate in Applied Science: AAS 3012

62 Credits

Program Contact:

Lee Kutzke - (480) 732-7334

Program Description

The Associate in Applied Science (AAS) in Administration of Justice Studies is designed to prepare students for careers within the criminal justice system including law enforcement, the courts, probation, parole, corrections, and social services agencies that support the criminal justice system. The program is interdisciplinary in nature and provides students with a broad knowledge of the criminal justice system, its organizational components and processes, and its legal and public policy contexts. Students may select one of four Certificate of Completion (CCL) programs to complete the AAS degree: Crime and Intelligence Analysis, Forensic Science, Homeland Security, or Justice Studies.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 33-36 CREDITS

The required courses below comprise a group of Program Common Core courses that are required for the AAS degree in addition to completion of one of four certificate programs. Some certificates may contain additional course requirements.

AJS119	Computer Applications in Justice Studies	3
AJS200	Current Issues in Criminal Justice	3
AJS225	Criminology	3
AJS258	Victimology and Crisis Management	3
AJS270	Community Relations	3

Certificate of Completion in Crime and Intelligence Analysis	16 Credits
Certificate of Completion in Forensic Science	18 Credits
Certificate of Completion in Homeland Security	18 Credits
Certificate of Completion in Justice Studies:	18 Credits

RESTRICTED ELECTIVES: 4-9 CREDITS

Students must select credits in the Restricted Electives area to earn a total of 62 credits required for the AAS in Administration of Justice Studies degree. Selected courses will not apply in both the Required Courses area and the Restricted Electives area.

AJS+++	Any Administration of Justice Studies courses	4-9
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GENERAL EDUCATION: 22-25 CREDITS

CORE: 12-15 CREDITS

First-Year Composition

+ENG101	First-Year Composition (3) AND	
+ENG102	First-Year Composition (3) OR	
+ENG107	First-Year Composition for ESL (3) AND	
+ENG108	First-Year Composition for ESL (3)	6

Oral Communication

Any approved general education course in the Oral Communication area 3

Critical Reading

+CRE101 College Critical Reading (3) OR Equivalent as indicated by assessment 0-3

Mathematics

Any approved general education course in the Mathematics area 3

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

AJS123	Ethics and the Administration of Justice	3
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Social and Behavioral Sciences

AJS101	Introduction to Criminal Justice.	3
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Natural Sciences

Any approved general education course in the Natural Sciences area 4

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Crime and Intelligence Analysis

Certificate of Completion: CCL 5056

16 Credits

Program Contact:

Lee Kutzke ~ (480) 732-7334

Program Description

The Certificate of Completion in Crime and Intelligence Analysis is designed to prepare students to apply the strategies and techniques that constitute the art and science of crime and intelligence analysis in a criminal justice environment. The certificate will also provide opportunities for law enforcement personnel to enhance their professional knowledge and skills in these areas. The program includes the three types of crime analysis: gathering and analyzing crime data for crime trend, pattern, or series detection; the intelligence cycle and the utilization of analytical tools such as telephone toll analysis, flow analysis, link analysis, visual investigative analysis, and time event charting; crime analysis statistics for forecasting and predicting crime trends and series and statistical analysis using computer software; and using ArcView Geographic Information System (GIS) software to perform crime and intelligence analysis functions and presenting information in the form of maps, bulletins, and charts.

Job Description

Crime and intelligence analysts perform analysis work for various criminal justice agencies. Duties may include performing statistical and analytical research involving the use of computer applications, random statistical sampling, correlation analysis, regression analysis, and probability studies; gathering and analyzing crime data for crime pattern detection, suspect-crime correlations, target-suspect profiles, and crime forecasting; preparing reports on crime data and trends for police personnel; evaluating intelligence information to determine source reliability, content validity, and potential truthfulness; collecting and compiling intelligence information requirements to recommend, plan, and implement collection plans; generating data in support of investigations; prioritizing collection of data and delegating assignments; making presentations to police personnel, members of the community, and outside agencies. The analyst may also assist the department in monitoring crime and potential

crime prevention. Work is performed under the general direction of a supervisor with allowance for independent initiative, judgment, and latitude for selection of methods and procedures.

Job Opportunities

This certificate program specifically addresses the skills necessary for students interested in entry-level crime and intelligence analyst positions as well as sworn officers and professionals currently employed in a criminal justice position. Job titles may include crime analyst, tactical crime analyst, intelligence analyst, intelligence research analyst, police intelligence analyst, police crime statistical analyst, statistical research aide, police planner, police planning aide, police research aide, and research and statistics analyst. Positions with criminal justice agencies are available at the municipal, county, state, and federal levels. Opportunities also exist in private industry in the areas of fraud analysis, financial crime analysis, phone fraud, loss prevention, and private investigation. The current annual salary range in Arizona is from \$24,000 to \$56,000 depending on education, experience, position, agency, and geographic location.

Special Requirements

Individual agencies have standardized hiring qualifications and disqualifiers. It is the responsibility of the student to contact the various agencies or other potential employers of interest to determine job eligibility. These requirements may include a comprehensive background check, drug test, and polygraph test. Disqualifiers may include felony convictions, illegal drug activity, and/or other information discovered during the background process.

PROGRAM NOTES:

Students must demonstrate sufficient knowledge and skills for each course with an assessment prerequisite by passing the applicable sections of the Crime and Intelligence Analysis Course Prerequisite Assessment Test prior to enrolling in each of the courses.

Students must earn a grade of "C" or better for all courses required within the program in such a manner as to meet the 2.50 overall program minimum G.P.A. requirement upon program completion.

+ indicates course has prerequisites and/or corequisites.

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

REQUIRED COURSES: 16 CREDITS

CIA210	Introduction to Crime and Intelligence Analysis	2
+CIA220	Link Analysis, Visual Investigative Analysis (VIA), and Time Event Charting (TEC)	3
+CIA230	Telephone Toll and Flow Analysis	3
+CIA240	Crime Analysis	3
+CIA250	Statistics for Crime Analysis	3
+CIA260	Analysis Using Geographic Information Systems (GIS)	2

Forensic Science

Certificate of Completion: CCL 5326

18 Credits

Program Contact:
Lee Kutzke ~ (480) 732-7334

Program Description

The Certificate of Completion (CCL) in Forensic Science is designed to provide students with the technical skills and knowledge necessary to evaluate and process a crime scene for items of evidentiary value, document crime scene evidence, and collect and retain items consistent with forensic procedures.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 18 CREDITS

AJS201	Rules of Evidence	3
AJS213	Evidence Technology/ Fingerprints	3
AJS215	Criminalistics: Physical Evidence	3
AJS216	Criminalistics: Biological Evidence	3
AJS241	Police Photography	3
AJS275	Criminal Investigation I	3

Homeland Security

Certificate of Completion: CCL 5322

18 Credits

Program Contact:
Lee Kutzke ~ (480) 732-7334

Program Description

The Certificate of Completion (CCL) in Homeland Security program is designed to provide students with the knowledge and skills needed to conduct a homeland security evaluation and to assess, investigate and respond to terrorism incidents. It also provides criminal justice practitioners with an opportunity for academic growth and the development of specialized skills in homeland security.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 18 CREDITS

AJS109	Substantive Criminal Law	3
AJS/DPR/ FSC139	Emergency Response to Terrorism	3
AJS195	International and Domestic Terrorism	3
AJS230	The Police Function	3
AJS260	Procedural Criminal Law	3
AJS275	Criminal Investigation I	3

Justice Studies

Certificate of Completion: CCL 5327

18 Credits

Program Contact:
Lee Kutzke ~ (480) 732-7334

Program Description

The Certificate of Completion in Justice Studies is designed to provide the student with a broad understanding of the criminal justice system and its primary components: law enforcement, the courts, and corrections.

PROGRAM NOTES:

Students must earn a grade of “C” or better for all courses required within the program.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 18 CREDITS

AJS109	Substantive Criminal Law	3
AJS212	Juvenile Justice Procedures	3
AJS230	The Police Function	3
AJS240	The Correction Function	3
AJS260	Procedural Criminal Law	3
AJS275	Criminal Investigation I	3

Law Enforcement Training Academy

Certificate of Completion: CCL 5485

30 Credits

Program Contact:
Margaret Zuccaro ~ (480) 988-8755

Program Description

This certificate program is designed for students wishing to pursue a law enforcement career as a law enforcement officer. The student will develop skills in eight functional areas: Introduction to Law Enforcement, Law and Legal Matters, Patrol Procedures, Traffic Control, Crime Scene Management, Community and Police Relations, Report Writing, and Police Proficiency Skills. At the conclusion of this program the student will have completed all requirements of the Arizona Peace Officer Standards and Training (AzPOST) Board standards established to certify police officers in the State of Arizona.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of “C” or better for each course listed in the Required Courses area.

Overall program minimum G.P.A. = 2.00.

ADMISSION CRITERIA:

Must meet AzPOST minimum requirements for a law enforcement officer and meet any physical requirements by the Academy Director.

REQUIRED COURSES: 30 CREDITS

+AJS/LEO102	Peace Officer Certification I	17
+AJS/LEO202	Peace Officer Certification II . . .	13

Aircraft Flight Technology

Flight Technology

Certificate of Completion: CCL 5707

29.5 Credits

Program Contact:

Bashir Khalil ~ (480) 988-8112

Program Description

The Certificate of Completion in Flight Technology curriculum is designed to prepare students to apply technical knowledge and skills to aircraft flying and to prepare them to sit for the Federal Aviation Administration (FAA) written and practical examinations for Commercial Pilot Certificate with Single Engine Airplane, Land Rating, Instrument Rating, and Multiengine Rating. Instruction includes aircraft design, systems, flight operations and procedures, radio communication and navigation, and governmental rules and regulations pertaining to aircraft operations.

Job Description

This program is designed to prepare students with the required Federal Aviation Administration certificates for initial employment as airplane pilots in a wide variety of entry-level, flight-related occupations such as flight instructor, banner tow pilots, jump plane pilots, etc. In some instances, additional specialized training will be required.

Flight Policies

Flight and simulator training costs are the responsibility of the student. They are determined on an hourly basis for aircraft and flight instruction, and are in addition to tuition, fees, and other registration expenses. Once students have been accepted into the CGCC Flight Technology program, they will not receive college credit for flight instruction received at flight schools other than the school or schools with which Maricopa County Community College District has currently contracted for such instruction.

Ground school courses must be taken concurrently with the appropriate flight courses.

Attendance is mandatory in the aviation ground school courses in accordance with Federal Aviation

Regulation Part 141, Appendices A and D. Failure to meet these attendance requirements will disqualify the student for FAA pilot certification.

Transfer of Pilot Ratings

Students with a Private Pilot Certificate obtained without college credit must demonstrate proficiency and knowledge before enrolling in any 200-level ground or flight courses.

Students holding Commercial Pilot or Flight Instructor Certificates obtained without college credit are required to take the appropriate ground school courses, and complete the flight lessons contained in the Federal Aviation Regulations Part 141 Commercial Pilot Test Course.

Aviation and related courses from other colleges and universities will not automatically transfer to CGCC. All aviation transfer courses, flight or nonflight, are reviewed by the Aviation Division for transferability. Students with pilot certificates obtained with college credit at other institutions must demonstrate proficiency of each certificate and associated ratings before credit will be accepted to satisfy CGCC curriculum requirements.

In all cases, it is the responsibility of the student to initiate the process.

Medical Certificates

A current medical certificate is required for all students planning to begin flight training. The physical examination must be performed by a medical doctor who is a designated FAA Medical Examiner. Students are advised to obtain their medical certificates well in advance of beginning the flight program. This will ensure that medical problems or physical limitations that may alter career plans can be addressed before entering flight courses.

There are three types of medical certificates—Class III, Class II, and Class I. Students are advised to obtain a Class I certificate if they are planning a career in professional flight. Students must have at least a Class II medical before beginning 200-level flight courses.

ADMISSION CRITERIA:

Students must apply for acceptance into the Flight Technology program before enrolling in any 200-level flight courses by completing an application available from the Aviation Division.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of “C” or better for all courses required within the program.

Overall program minimum G.P.A. = 2.50.

PROGRAM PREREQUISITES: 13-15 CREDITS

Students must consult with a program advisor as the program prerequisites may be waived as requirements to the program for those students who have FAA Private Pilot Certificates and/or have course equivalents as indicated by assessment.

- +AET107 Private Pilot Ground School (5) AND
- +AET110 Private Pilot Flight (2) OR
FAA Private Pilot Certificate 7
- +CRE101 College Critical Reading (3) OR
Equivalent as indicated by assessment 3
- +MAT120 Intermediate Algebra (5) OR
- +MAT121 Intermediate Algebra (4) OR
- +MAT122 Intermediate Algebra (3) OR
Equivalent as indicated by assessment OR
Satisfactory completion of a higher level
mathematics course. 3-5

REQUIRED COURSES: 29.5 CREDITS

- AET115 Aviation Meteorology 3
- +AET203 Basic Airplane Systems 2
- AET205 Aircraft Structures, Systems
and Maintenance 4
- +AET207 Attitude Instruments and
Navigation 2
- +AET210 Commercial Pilot Flight I. 2
- +AET213 Aerodynamics and Performance . . 2
- +AET215 Aircraft Powerplants 4
- +AET217 Instrument Procedures 2
- +AET220 Commercial Pilot Flight II 2
- +AET225 Advanced Aircraft Systems 4
- +AET237 Multiengine Airplane Pilot
Ground School. 2
- +AET240 Multiengine Airplane
Pilot Flight 0.5

Airway Science Technology, Flight Emphasis

Associate in Applied Science: AAS 3707

68.5-70.5 Credits

Program Contact:
Bashir Khalil ~ (480) 988-8112

Program Description

The Associate in Applied Science in Airway Science Technology, Flight Emphasis is designed to prepare students to apply technical knowledge and skills to the flying of commercial, agricultural, public service, corporate, or private airplanes, and to prepare students to sit for the Federal Aviation Administration (FAA) written and practical examinations for Commercial Pilot Certificate with Single Engine Airplane Land Rating; Instrument Rating; and the Multiengine Rating as well as the Flight Instructor Certificate with the Single Engine Airplane Land Rating. Students desiring to transfer to another institution for completion of a four-year degree should consult an advisor and the catalog of the institution to which they plan to transfer to determine specific requirements.

Job Description

The Associate in Applied Science in Airway Science Technology, Flight Emphasis program is designed to prepare students with the required Federal Aviation Administration certificates for initial employment as airplane pilots in a wide variety of entry-level, flight-related occupations such as flight instructor, banner tow pilots, jump plane pilots, etc. In some instances, additional specialized training will be required. Students aspiring to employment with airlines can elect to use their flight instructor certificate to help build flight time in an economical manner.

Job Opportunities

While the aviation industry is cyclic, affected by both economic and military implications, indicators point to an increase in pilot hiring from 1995 through 2010. Job mobility within the aviation industry increases as flight experience increases. The experienced pilot who demonstrates quality flight techniques, willingness to learn, organizational skills, reliability, and good communication skills

will find opportunities to advance into large aircraft operations, or other positions within the industry such as management, business owner, sales, corporate jet operator, or systems trainer

Flight Policies

Flight, altitude chamber, and simulator training costs are the responsibility of the student. They are determined on an hourly basis for aircraft and flight instruction, and are in addition to tuition, fees, and other registration expenses. Once students have been accepted into the CGCC Airway Science Technology, Flight Emphasis program, they will not receive college credit for flight instruction received at flight schools other than the school or schools with which Maricopa County Community College District has currently contracted for such instruction.

Ground school courses must be taken concurrently with the appropriate flight courses.

Attendance is mandatory in the aviation ground school courses in accordance with Federal Aviation Regulation Part 141, Appendices A and D. Failure to meet these attendance requirements will disqualify the student for FAA pilot certification.

Transfer of Pilot Ratings

Students with a Private Pilot Certificate obtained without college credit must complete the flight lessons contained in the Federal Aviation Regulations Part 141 Private Pilot Test Course before enrolling in any 200-level ground or flight courses.

Students holding Commercial Pilot or Flight Instructor Certificates obtained without college credit are required to take the appropriate ground school courses, and complete the flight lessons contained in the Federal Aviation Regulations Part 141 Commercial Pilot Test Course.

Aviation and related courses from other colleges and universities will not automatically transfer to CGCC. All aviation transfer courses, flight or nonflight, are reviewed by the Aviation Division for transferability. Students with pilot certificates obtained with college credit at other institutions must demonstrate proficiency of each certificate and associated ratings before credit will be accepted to satisfy CGCC curriculum requirements.

In all cases, it is the responsibility of the student to initiate the process.

Medical Certificates

A current medical certificate is required for all students planning to begin flight training. The physical examination must be performed by a medical doctor who is a designated FAA Medical Examiner. Students are advised to obtain their medical certificates well in advance of beginning the flight program. This will ensure that medical problems or physical limitations that may alter career plans can be addressed before entering flight courses.

There are three types of medical certificates—Class III, Class II, and Class I. Students are advised to obtain a Class I certificate if they are planning a career in professional flight. Students must have at least a Class II medical before beginning 200-level flight courses.

ADMISSION CRITERIA:

Students must apply for acceptance into the Associate in Applied Science in Airway Science Technology, Flight Emphasis program before enrolling in any 200-level flight courses by completing an application available from the Aviation Division.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of “C” or better for all courses required within the program.

Overall program minimum G.P.A. = 2.50.

PROGRAM PREREQUISITES: 13-15 CREDITS

Students must consult with a program advisor as the program prerequisites may be waived as requirements to the program for those students who have FAA Private Pilot Certificates and/or have course equivalents as indicated by assessment.

+AET107	Private Pilot Ground School (5) AND	
+AET110	Private Pilot Flight (2) OR	
FAA Private Pilot Certificate		7
+CRE101	College Critical Reading (3) OR	
Equivalent as indicated by assessment		3
+MAT120	Intermediate Algebra (5) OR	
+MAT121	Intermediate Algebra (4) OR	
+MAT122	Intermediate Algebra (3) OR	
Equivalent as indicated by assessment OR	Satisfactory completion of a higher level	
mathematics course		3-5

REQUIRED COURSES: 43.5 CREDITS

AET115	Aviation Meteorology	3
+AET203	Basic Airplane Systems	2
+AET205	Aircraft Structures, Systems, and Maintenance	4
+AET207	Attitude Instruments and Navigation	2
+AET210	Commercial Pilot Flight I	2
+AET213	Aerodynamics and Performance	2
+AET215	Aircraft Powerplants	4
+AET217	Instrument Procedures	2
+AET220	Commercial Pilot Flight II	2
+AET225	Advanced Aircraft Systems	4
+AET227	Certified Flight Instructor: Airplane, Single Engine Land Ground School	4
+AET230	Certified Flight Instructor: Airplane, Single Engine Land	1
+AET237	Multiengine Airplane Pilot Ground School	2
+AET240	Multiengine Airplane Pilot Flight	0.5
+AET253	Avionics for Pilots	3
+AET257	Readings in Aviation	3
CIS105	Survey of Computer Information Systems	3

RESTRICTED ELECTIVES: NONE**GENERAL EDUCATION: 23-24 CREDITS****CORE: 14 CREDITS****First-Year Composition**

+ENG101	First-Year Composition (3) AND	
+ENG111	Technical Writing (3) OR	
+ENG102	First-Year Composition (3) OR	
+ENG107	First-Year Composition for ESL (3) AND	
+ENG111	Technical Writing (3) OR	
+ENG108	First-Year Composition for ESL (3)	6

Oral Communication

+COM225	Public Speaking	3
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Critical Reading

Met by CRE101 in Program Prerequisites area . . . 0

Mathematics

+MAT187	Precalculus (5) OR	
	Equivalent as indicated by assessment OR	
	Satisfactory completion of a higher level mathematics course	5

DISTRIBUTION: 9-10 CREDITS**Humanities and Fine Arts**

Any approved general education course in the
Humanities and Fine Arts area 2-3

Social and Behavioral Sciences

ECN212	Microeconomic Principles	3
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Natural Sciences

+PHY111	General Physics I	4
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Aircraft Maintenance Technology

Airframe Maintenance (Part 147)

Certificate of Completion: CCL 5668

32 Credits

Division Chair:

James Raynovic ~ (480) 988-8115

Program Description

The Certificate of Completion in Airframe Maintenance (Part 147) Program is designed for individuals who hold an FAA Powerplant Certificate or who desire to specialize in areas of structural maintenance or repair. This certificate provides the necessary knowledge to continue into areas of avionics, composites, or heavy structures specializations. This program of study normally requires two semesters to complete if the prerequisites have been met.

The program prerequisites normally require one or more semesters to complete.

ADMISSION CRITERIA:

Students wishing to enroll in this Part 147 Certificate program must complete an application process before being officially accepted into the program.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of "C" or better for all courses required within the program.

Overall program minimum G.P.A. = 2.50.

PROGRAM PREREQUISITES: 28-29 CREDITS

+ENG091 Fundamentals of Writing (3) OR
Equivalent as indicated by assessment 3

+MAT091 Introductory Algebra (4) OR
+MAT092 Introductory Algebra (3) OR
Equivalent as indicated by assessment 3-4

+RDG091 College Reading Skills I (3) OR
Equivalent as indicated by assessment 3

AND

+AMT124 Aircraft Forms and Regulations,
Weight and Balance, Drawings,
and Ground Operations 5

+AMT126 Fundamentals of Mathematics
and Electricity. 9

+AMT128 Fundamentals of Aviation
Physics, Corrosion Control,
Materials and Processes, Fluid
Lines and Fittings 5

OR

Hold a valid FAA Powerplant Certificate and pass an Aviation General Subject exam with a minimum score of 70 percent.

AND

Permission of the Department or Division.

REQUIRED COURSES:

32 CREDITS

+AMT220 Fundamentals of Aircraft Wood
Structures, Covering and Finishing
and Bonded Structures 3

+AMT222 Atmosphere Control, Fire
Detection, Ice and Rain
Protection Systems 4

+AMT224 Aircraft Sheet Metal 5

+AMT226 Aircraft Landing Gear,
Hydraulic, Pneumatic, Fuel,
Position and Warning Systems . . . 7

+AMT228 Aircraft Electrical Systems,
Instruments, Fuel Indicating,
Communication and Navigation
Systems. 7

+AMT230 Airframe Assembly, Inspection,
and Welding 6

Powerplant Maintenance (Part 147)

Certificate of Completion: CCL 5669

33 Credits

Division Chair:

James Raynovic ~ (480) 988-8115

Program Description

The Certificate of Completion in Powerplant Maintenance (Part 147) Program is designed for individuals who hold an FAA Airframe Certificate or who desire to specialize in areas of engine maintenance or repair. This program of study normally requires two semesters to complete if the prerequisites have been met.

The program prerequisites normally require one or more semesters to complete.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

ADMISSION CRITERIA:

Students wishing to enroll in this Part 147 Certificate program must complete an application process before being officially accepted into the program.

PROGRAM PREREQUISITES: 28-29 CREDITS

- +ENG071 Fundamentals of Writing (3) OR Equivalent as indicated by assessment 3
- +MAT091 Introductory Algebra (4) OR
- +MAT092 Introductory Algebra (3) OR Equivalent as indicated by assessment 3-4
- +RDG091 College Reading Skills I (3) OR Equivalent as indicated by assessment 3
- AND
- +AMT124 Aircraft Forms and Regulations, Weight and Balance, Drawings, and Ground Operations 5
- +AMT126 Fundamentals of Mathematics and Electricity. 9
- +AMT128 Fundamentals of Aviation Physics, Corrosion Control, Materials and Processes, Fluid Lines and Fittings 5

OR

Hold a valid FAA Airframe Certificate and pass an Aviation General Subject exam with a minimum score of 70 percent.

AND

Permission of the Department or Division.

REQUIRED COURSES: 33 CREDITS

- +AMT263 Aircraft Turbine Engines. 5
- +AMT264 Aircraft Reciprocating Engines . . . 7
- +AMT266 Engine Fuel System, Fuel Metering and Induction System 6
- +AMT268 Engine Electrical, Ignition and Starter Systems. 6
- +AMT270 Engine Instruments, Fire Protection and Lubrication, Cooling and Exhaust Systems. 5
- +AMT272 Propeller Systems and Engine Inspections 4

Aircraft Maintenance Technology (Part 147)

Certificate of Completion: CCL 5670

65 Credits

Division Chair:

James Raynovic - (480) 988-8115

Program Description

The Certificate of Completion in Aircraft Maintenance Technology (Part 147) Program is designed for individuals who want to prepare for the FAA Airframe and Powerplant Certificates but are limited by funding agencies to a single continuing program of study. This program of study normally requires four semesters to complete if the prerequisites have been met.

The program prerequisites normally require one or more semesters to complete.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

ADMISSION CRITERIA:

Students wishing to enroll in this Part 147 Certificate program must complete an application process before being officially accepted into the program.

PROGRAM PREREQUISITES: 28-29 CREDITS

- +ENG091 Fundamentals of Writing (3) OR Equivalent as indicated by assessment 3
- +MAT091 Introductory Algebra (4) OR
- +MAT092 Introductory Algebra (3) OR Equivalent as indicated by assessment 3-4
- +RDG091 College Reading Skills I (3) OR Equivalent as indicated by assessment 3
- AND
- +AMT124 Aircraft Forms and Regulations, Weight and Balance, Drawings, and Ground Operations 5
- +AMT126 Fundamentals of Mathematics and Electricity. 9
- +AMT128 Fundamentals of Aviation Physics, Corrosion Control, Materials and Processes, Fluid Lines and Fittings 5

AND

Permission of the Department or Division.

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

REQUIRED COURSES:	65 CREDITS
+AMT220	Fundamentals of Aircraft Wood Structures, Covering and Finishing and Bonded Structures 3
+AMT222	Atmosphere Control, Fire Detection, Ice and Rain Protection Systems 4
+AMT224	Aircraft Sheet Metal 5
+AMT226	Aircraft Landing Gear, Hydraulic, Pneumatic, Fuel, Position and Warning Systems . . . 7
+AMT228	Aircraft Electrical Systems, Instruments, Fuel Indicating, Communication and Navigation Systems. 7
+AMT230	Airframe Assembly, Inspection, and Welding 6
+AMT263	Aircraft Turbine Engines. 5
+AMT264	Aircraft Reciprocating Engines . . . 7
+AMT266	Engine Fuel System, Fuel Metering and Induction System . . 6
+AMT268	Engine Electrical, Ignition and Starter Systems 6
+AMT270	Engine Instruments, Fire Protection and Lubrication, Cooling and Exhaust Systems . . . 5
+AMT272	Propeller Systems and Engine Inspections 4

Aircraft Maintenance Technology

Associate in Applied Science: AAS 3670

89-92 Credits

Division Chair:

James Raynovic ~ (480) 988-8115

Program Description

The Aircraft Maintenance Technology (AMT) certificate and degree programs are designed to prepare students for licensure as certified airframe, powerplant, or airframe and powerplant (A&P) technicians and for employment in entry-level positions in the aircraft maintenance field.

PART 147: The Part 147 curriculum meets Federal Aviation Administration (FAA) requirements for the number of hours of instruction and for the level and type of competency expected of the students in general, airframe, and powerplant subject areas. Completion of the appropriate Certificate programs may lead to an Associate in Applied Science in Aircraft Maintenance Technology degree.

The **Certificate of Completion in Airframe Maintenance (Part 147)** is designed for individuals who hold an FAA Powerplant Certificate or who desire to specialize in areas of structural maintenance or repair. This Certificate provides the necessary knowledge to continue into areas of avionics, composites, or heavy structures specializations. This program of study normally requires two semesters to complete if the program prerequisites have been met.

The **Certificate of Completion in Powerplant Maintenance (Part 147)** is designed for individuals who hold an FAA Airframe Certificate or who desire to specialize in areas of engine maintenance or repair. This program of study normally requires two semesters to complete if the program prerequisites have been met.

The **Certificate of Completion in Aircraft Maintenance Technology (Part 147)** is designed for individuals who want to prepare for FAA Airframe and Powerplant Certificates but are limited by funding agencies to a single continuing program of study. This program of study normally requires four semesters to complete if the program prerequisites have been met.

The program prerequisites normally require one or more semesters to complete.

The **Associate in Applied Science in Aircraft Maintenance Technology** degree combines the technical aspects of the Certificate programs with selected general education courses in the areas of English, math, reading, communications, humanities, and physics.

PART 65: The Part 65 curriculum is designed for those students who wish to gain specific knowledge and skills in the aircraft maintenance field or are pursuing Federal Aviation Administration certification under Federal Aviation Regulation, Part 65.77. Students benefiting from these courses would include aircraft maintenance apprentices, pilots, kit aircraft builders, aircraft enthusiasts, and past and current military personnel who have worked in aircraft maintenance. Completion of the Part 65 courses may lead to an Associate in Applied Science in Aircraft Maintenance Technology degree. Students wishing to enroll in the Part 65 courses must have the permission of the Department or Division and will be accepted on a first-come, first-served, space-available basis only.

Job Description

Aviation maintenance technicians inspect the engines, landing gear, instruments, pressurized sections, accessories, and other parts of the aircraft, and perform necessary maintenance. Technicians use precision instruments and non-destructive inspection equipment. They also repair sheet metal or composite surfaces and check for corrosion, distortion, and cracks in the aircraft structure. After completing repairs, mechanics must test them to ensure that they work properly.

Aviation maintenance technicians must perform careful and thorough work requiring a high degree of mechanical aptitude. Frequently, they must lift or pull as much as 50 pounds. They often stand, lie, or kneel in awkward positions and occasionally must work in precarious positions on scaffolds or ladders. Noise and vibration are common when testing engines. Aviation maintenance technicians generally work 40 hours a week on 8-hour shifts around the clock.

Aviation maintenance technicians who work on civilian aircraft are certificated by the Federal Aviation Administration (FAA) as airframe mechanic, powerplant mechanic, or combination airframe and powerplant (A&P) mechanics who can work on nearly any part of the plane. Although a few people become Aviation maintenance technicians through on-the-job training, most learn their job in one of the schools certified by the FAA under Federal Aviation Regulation Part 147. FAA standards require certificated schools offer students at least 1,900 class hours.

Job Opportunities

According to the 1994-95 Occupational Outlook Handbook, over 60% of salaried aviation maintenance technicians work for airlines, nearly 20% for aircraft manufacturers, and nearly 15% for the federal government. Most of the rest are general aviation mechanics, the majority of whom work for independent repair shops or companies that operate their own planes to transport executives and cargo.

CGCC Aircraft Maintenance Technology students are in high demand. For example, during the 1997-98 school year, 100% of those students interested in going directly into the work force were successfully placed in industry-related positions.

Employers seek applicants who are self-motivated, hard-working, enthusiastic, and able to diagnose

and solve complex mechanical problems.

Employers prefer technicians who can perform a wide variety of tasks. Courses in mathematics, physics, chemistry, electronics, computer science, and mechanical drawing are helpful. Courses that develop writing skills are also important because aviation maintenance technicians are often required to submit written reports.

As aviation maintenance technicians gain experience, they may have opportunity for advancement, especially if they continue their training. A technician may advance to crew chief, inspector, lead inspector, or shop supervisor. Those with broad experience sometimes become inspectors with the FAA. With additional business and management training, some open their own aircraft maintenance facilities.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

ADMISSION CRITERIA:

Students wishing to enroll in this Part 147 Certificate program must complete an application process before being officially accepted into the program.

PROGRAM PREREQUISITES: 28-29 CREDITS

- +ENG091 Fundamentals of Writing (3) OR Equivalent as indicated by assessment 3
- +MAT091 Introductory Algebra (4) OR
- +MAT092 Introductory Algebra (3) OR Equivalent as indicated by assessment 3-4
- +RDG091 College Reading Skills I (3) OR Equivalent as indicated by assessment 3
- AND
- +AMT124 Aircraft Forms and Regulations, Weight and Balance, Drawings, and Ground Operations (5) AND
- +AMT126 Fundamentals of Mathematics and Electricity (9) AND
- +AMT128 Fundamentals of Aviation Physics, Corrosion Control, Materials and Processes, Fluid Lines and Fittings (5) OR
- +AMT124AA Aircraft Forms and Regulations, Weight and Balance, Drawings, and Ground Operations: Part 65 (5) AND

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

- +AMT126AA Fundamentals of Mathematics and Electricity: Part 65 (9) AND
 +AMT128AA Fundamentals of Aviation Physics, Corrosion Control, Materials and Processes, Fluid Lines and Fittings: Part 65 (5) 19

AND

Permission of the Department or Division.

REQUIRED COURSES: 65 CREDITS

- Certificate of Completion in Airframe Maintenance (Part 147) (32) AND Certificate of Completion in Powerplant Maintenance (Part 147) (33) OR Certificate of Completion in Aircraft Maintenance Technology (Part 147) (65) 65
 OR
 +AMT220AA Fundamentals of Aircraft Wood Structures, Covering and Finishing and Bonded Structures: Part 65 3
 +AMT222AA Atmosphere Control, Fire Detection, Ice and Rain Protection Systems: Part 65 4
 +AMT224AA Aircraft Sheet Metal: Part 65 5
 +AMT226AA Aircraft Landing Gear, Hydraulic, Pneumatic, Fuel, Position and Warning Systems: Part 65 7
 +AMT228AA Aircraft Electrical Systems, Instruments, Fuel Indicating, Communication and Navigation Systems: Part 65 7
 +AMT230AA Airframe Assembly, Inspection, and Welding: Part 65 6
 +AMT263 Aircraft Turbine Engines 5
 +AMT264AA Aircraft Reciprocating Engines: Part 65 7
 +AMT266 Engine Fuel System, Fuel Metering and Induction System . . 6
 +AMT268AA Engine Electrical, Ignition and Starter Systems: Part 65 6

- +AMT270AA Engine Instruments, Fire Protection and Lubrication, Cooling and Exhaust Systems: Part 65 5
 +AMT272 Propeller Systems and Engine Inspections 4

GENERAL EDUCATION: 24-27 CREDITS**CORE: 15-17 CREDITS****First-Year Composition**

- +ENG101 First-Year Composition (3) OR
 +ENG107 First-Year Composition for ESL (3) AND
 +ENG102 First-Year Composition (3) OR
 +ENG108 First-Year Composition for ESL (3) OR
 +ENG111 Technical Writing (3) 6

Oral Communication

Any approved general education course in the Oral Communication area 3

Critical Reading

- +CRE101 College Critical Reading (3) OR
 Equivalent as indicated by assessment 3

Mathematics

- +MAT120 Intermediate Algebra (5) OR
 +MAT122 Intermediate Algebra (3) OR
 Equivalent as indicated by assessment 3-5

DISTRIBUTION: 9-10 CREDITS**Humanities and Fine Arts**

Any approved general education course in the Humanities and Fine Arts area 2-3

Social and Behavioral Sciences

Any approved general education course in the Social and Behavioral Sciences area 3

Natural Sciences

- +PHY101 Introduction to Physics 4

Art: Computer Illustration

Media Arts: Computer Art/Illustration

Certificate of Completion: CCL 5881

16 Credits

Program Contact:
Ted Wolter ~ (480) 732-7089

Program Description

This program is designed for the student who wishes to develop an area of specialization in Computer Art/Illustration. The program acquaints the student with art principles and assists the students in developing their abilities to solve design and compositional problems as related to the art. It allows for the development of an individual's personal interest in this area, prepares students for employment, and upgrades skills of those already employed in this field. Employment opportunities are included in multimedia such as illustrator, artist,

designer, paste-up artist, freelance artist-designer, graphic design artist, or multimedia artist.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 16 CREDITS

ART100	Introduction to Computer Graphic Art	1
ART111	Drawing I	3
ART116	Life Drawing I	3
+ADA/ART169	Two-Dimensional Computer Design	3
+ADA/ART173	Computer Art (3) OR	
+ADA/ART177	Computer-Photographic Imaging (3)	3
+ADA/ART289	Computer Illustration	3

Art: Digital Photography

Media Arts: Digital Imaging

Certificate of Completion: CCL 5879

16 Credits

Program Contact:
Kelley Kirkpatrick ~ (480) 732-7291

Program Description

This program is designed for the student who wishes to develop marketable skills in the area of photography and digital imaging, provides the student with an understanding of film, cameras, and film equipment; a knowledge of photography terminology; and digital imaging tools and processes. It prepares students for employment and upgrades the skills of persons already employed in this field. Knowledge and skills can be applied to such occupational areas as media production, marketing, graphic production, desktop publishing, multimedia, service bureau and customer service, and web page production. Sample job titles could

be artist, photographer, designer, and freelance artist-designer.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 16 CREDITS

ART100	Introduction to Computer Graphic Art	1
ART131	Photography I	3
+ART132	Photography II	3
+ADA/ART177	Computer-Photographic Imaging	3
+ART270	Intermediate Computer Photographic Imaging	3
+ART274	Advanced Computer Photographic Imaging	3

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Biomedical Research Technology

Biomedical Research Technology

Associate in Applied Science: AAS 3113

61-65 Credits

Division Chair:

David Weaver ~ (480) 732-7360

Program Description

The Associate in Applied Science (AAS) in Biomedical Research Technology program includes significant course work in both biology and chemistry. Additionally, it includes an emphasis in bio-safety, business and regulatory issues and a structured internship component that has been developed in partnership with Southeast Valley biomedical companies along with local educational institutions. The program is designed to provide students with a working knowledge of the field by focusing on both theory and application in lab settings, as well as consideration of current topics in biomedical research.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

PROGRAM PREREQUISITES: 9-11 CREDITS

+ENG091 Fundamentals of Writing (3) OR
Appropriate English placement test score 0-3

+MAT090 Developmental Algebra (5) OR
+MAT091 Introductory Algebra (4) OR
+MAT092 Introductory Algebra (3) OR
+MAT093 Introductory Algebra/Math Anxiety
Reduction (5) OR

Satisfactory score on District placement exam . . . 3-5
+RDG091 College Preparatory Reading (3) OR
Appropriate Reading placement test score OR
Permission of instructor 3

REQUIRED COURSES: 43 CREDITS

BIO181 General Biology (Majors) I 4
+BIO205 Microbiology (4) OR
+BIO220 Biology of Microorganisms (4) . . . 4
BIO211AA Biotechnology Seminar: Biomedical
Applications 1
+BIO211AB Biotechnology Seminar: Laboratory
Protocol 1
BIO211AE Biotechnology Seminar: Business
and Regulatory Issues 1
+BIO212AB Biotechnology II (5) OR
+BIO212BA Cell Biotechnology (5) 5

BIO213 BioSafety 1
+BIO215 Biotechnology Internship 3
+BIO247 Applied Biosciences: Biotech (4) OR
+BIO212AA Biotechnology I (5) OR
BIO245 Cellular and Molecular Biology (4) 4-5
+CHM151 General Chemistry I (3) AND
+CHM151LL General Chemistry I Lab(1) AND
+CHM130 Fundamental Chemistry (3) AND
+CHM130LL Fundamental Chemistry Lab (1) OR
+CHM152 General Chemistry II (3) AND
+CHM152LL General Chemistry II Lab (1) 8
+CHM230 Fundamental Organic Chemistry . 3
+CHM230LL Fundamental Organic Chem Lab . 1
+CHM260 Fundamental Biochemistry. 3
+CHM260LL Fundamental Biochemistry Lab . . 1
CSC180 Computer Literacy (3) OR
+BIO/CSC283 Bioinformatics and Scientific
Computing (3) 3

RESTRICTED ELECTIVES: NONE

GENERAL EDUCATION: 18-21 CREDITS

CORE: 12-15 CREDITS

First-Year Composition

+ENG101 First-Year Composition (3) AND
+ENG102 First-Year Composition (3)
OR
+ENG107 First-Year Composition for ESL (3)
AND
+ENG108 First-Year Composition for ESL (3). .6

Oral Communication

COM100 Intro Human Communication (3) OR
+COM225 Public Speaking (3) OR
+COM230 Small Group Communication (3). 3

Critical Reading

+CRE101 College Critical Reading (3) OR
Equivalent by assessment 0-3

Mathematics

+MAT122 Intermediate Algebra (3) OR
Equivalent OR
Satisfactory completion of a higher level
mathematics course 3

DISTRIBUTION: 6 CREDITS

Humanities and Fine Arts

PHI/REL213 Medical and Bio-Ethics (3) OR
+HCR210 Clinical Health Care Ethics (3) . . . 3

Social and Behavioral Sciences

Any approved general education course in the Social
and Behavioral Sciences area 3

Natural Sciences

Met by CHM courses in the Required Courses
area 0

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Business

General Business

Certificate of Completion: CCL 5683

21 Credits

Program Contact:
Matt Fisher ~ (480) 857-5538

Program Description

The Certificate of Completion (CCL) in General Business will provide business training for various entry-level positions in business. The courses include an introduction to business concepts, accounting and computer principles, and legal issues related to business.

PROGRAM NOTES:

Students must earn a grade of “C” or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

REQUIRED COURSES:	12 CREDITS
ACC111	Accounting Principles I. 3
CIS105	Survey of Computer Information Systems. 3
GBS151	Introduction to Business. 3
GBS205	Legal, Ethical and Regulatory Issues in Business 3

RESTRICTED ELECTIVES: 9 CREDITS

Any ACC or GBS prefixed courses not listed in the Required Courses area.

ACC+++++	Any ACC Accounting prefixed courses not listed under the Required Courses area. 1-9
GBS+++++	Any GBS General Business prefixed courses not listed under the Required Courses area. 1-9
IBS+++++	Any IBS International Business prefixed courses 1-9
MGT+++++	Any MGT Management prefixed courses 1-9
MKT+++++	Any MKT Marketing prefixed courses 1-9
REA+++++	Any REA Real Estate prefixed courses 1-9
SBS+++++	Any SBS Small Business Management prefixed courses . 1-9
BPC/CIS114DE	Excel Spreadsheet 3

BPC/CIS117DM	Microsoft Access: Database Management 3
BPC/CIS133DA	Internet/Web Development Level I. 3

General Business

Associate in Applied Science: AAS 3148

61-63 Credits

Program Contact:
Matt Fisher ~ (480) 857-5538

Program Description

The Associate in Applied Science (AAS) in General Business program meets the needs of students who wish a broad overview of business and desire not to enroll in a specialized curriculum in business. The program is designed to acquaint students with major subject areas of business, to improve the student’s business vocabulary, and to provide students with an understanding of influencing factors in business decision making and activities. In addition, this program could aid a student in recognizing a specific business field to be pursued in future studies. Although many courses will transfer to a four-year institution, some courses do not. This curriculum is not designed to meet the needs of students who wish to transfer to a four-year institution.

PROGRAM NOTES:

Students must earn a grade of “C” or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

PROGRAM PREREQUISITES:	3 CREDITS
+CRE101	College Critical Reading (3) OR Equivalent by Assessment. 3

REQUIRED COURSES:	21 CREDITS
ACC111	Accounting Principles I. 3
CIS105	Survey of Computer Information Systems. 3
GBS110	Human Relations in Business and Industry (3) OR
MGT175	Business Organization and Management (3) OR
MGT251	Human Relations in Business (3) . 3
GBS151	Introduction to Business. 3
GBS205	Legal, Ethical, and Regulatory Issues in Business 3

Courses available at CGCC are listed in the Course Descriptions section of this document.
General Education Requirements are listed on pages 173-176.
For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

- +GBS233 Business Communication 3
- MKT271 Principles of Marketing. 3

RESTRICTED ELECTIVES: 18 CREDITS

Any ACC, GBS, MGT or MKT prefixed courses not listed in the Required Courses area.

- ACC+++++ Any ACC Accounting prefixed courses not listed under Required Courses area 1-18
- BPC/CIS114DE Excel Spreadsheet 3
- BPC/CIS117DM Microsoft Access: Database Management 3
- BPC/CIS133DA Internet/Web Development Level I. 3
- GBS+++++ Any GBS General Business prefixed course(s) not listed under the Required Courses area. 1-18
- IBS+++++ Any IBS International Business prefixed course(s) 1-18
- MGT+++++ Any MGT Management prefixed course(s) not listed under the Required Courses area. 1-18
- MKT+++++ Any MKT Marketing prefixed course(s) not listed under the Required Courses area. 1-18
- REA+++++ Any REA Real Estate prefixed course(s) 1-18
- SBS+++++ Any SBS Small Business Management prefixed course(s) 1-18

GENERAL EDUCATION: 22-24 CREDITS

CORE: 12-14 CREDITS

First-Year Composition

- +ENG101 First-Year Composition (3) OR
- +ENG107 First-Year Composition for ESL (3) AND
- +ENG102 First-Year Composition (3) OR
- +ENG108 First-Year Composition for ESL (3) 6

Oral Communication

Any approved general education course in the Oral Communication area 3

Critical Reading

+Met by CRE101 in the Program
Prerequisites area 0

Mathematics

- +MAT120 Intermediate Algebra (5) OR
- +MAT121 Intermediate Algebra (4)
- +MAT122 Intermediate Algebra (3) 3-5

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved general education course in the Humanities and Fine Arts area 3

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Social and Behavioral Sciences

- ECN211 Macroeconomic Principles (3) OR
- ECN212 Microeconomic Principles (3) OR
- SBU200 Society and Business (3) 3

Natural Sciences

Any approved general education course in the Natural Sciences area. 4

Organizational Leadership

Certificate of Completion: CCL 5731

18 Credits

Program Contact:

DJ Christian - (480) 732-7394
dj.christian@cgccmail.maricopa.edu

Program Description

The CCL in Organizational Leadership provides students with knowledge and skills needed in today's changing workplace. The program develops leadership and communication skills and techniques for planning, directing and evaluating business situations. This program also emphasizes procedures for effective allocation of time, money, materials, space, and personnel.

PROGRAM NOTES:

+ indicates course has prerequisite and/or corequisites.

Students must earn a grade of "C" or better for each course in the "Required Courses" area.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 18 CREDITS

- BPC110 Computer Usage and Applications (3) OR
- CIS105 Survey of Computer Information Systems (3) 3
- GBS110 Human Relations in Business and Industry (3) OR
- MGT251 Human Relations in Business (3). 3
- GBS151 Introduction to Business. 3
- +GBS233 Business Communication 3
- MGT175 Business Organization and Management (3) OR
- TQM240 Project Management in Quality Organizations (3) 3
- MGT101 Techniques of Supervision (3) OR
- MGT229 Management and Leadership I (3) 3

Organizational Management

Associate in Applied Science: AAS 3727

61 Credits

Program Contact:
DJ Christian ~ (480) 732-7394
dj.christian@cgmail.maricopa.edu

Program Description

The Associate in Applied Science (AAS) in Organizational Management program provides students with a customized curriculum specific to the student's individual needs in addition to the knowledge and skills needed in today's changing workplace. The program develops leadership and communication skills and techniques for planning, directing, and evaluating business situations, with an emphasis on effective allocation of time, money, materials, space, and personnel. The curriculum combines coursework in leadership with a general education component.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 18 CREDITS

Certificate of Completion in Organizational Leadership (5731) 18

RESTRICTED ELECTIVES: 19-25 CREDITS

Students must choose 19-25 industry/job related course credits from any MCCCDC occupational program and/or Academic Certificate. Industry/job related course credits must include a minimum of 9 credits with a common subject or theme. Program of study must be approved by the business department chair or designee.

GENERAL EDUCATION: 22-27 CREDITS

CORE: 12-17 CREDITS

First-Year Composition

+ENG101 First-Year Composition (3) OR
+ENG107 First-Year Composition
for ESL (3) 3
AND
+ENG102 First-Year Composition (3) OR
+ENG108 First-Year Composition
for ESL (3) 3 6

Oral Communication

Any approved general education course from the Oral Communication area 3

Critical Reading

+CRE101 College Critical Reading (3) OR
Equivalent by assessment. 0-3

Mathematics

Any approved general education course from the Mathematics area 3-5

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved general education course from the Humanities and Fine Arts area 3

Social and Behavioral Sciences

Any approved general education course from the Social and Behavioral Sciences area 3

Natural Science

Any approved general education course in the Natural Science area 4

Retail Management

Certificate of Completion: CCL 5286

33 Credits

Program Contact:
Matt Fisher ~ (480) 857-5538

Program Description

The Retail Management Certificate of Completion (CCL) is designed to prepare individuals working in the food industry, and related fields, for the management challenges of the future. The curriculum encompasses several business essentials and also emphasizes the skill sets needed for effective management and communication in the work environment.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has a prerequisite and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 33 CREDITS

ACC111 Accounting Principles I. 3
BPC110 Computer Usage and
Applications (3) OR
CIS105 Survey of Computer
Information Systems (3) 3
+ENG101 First-Year Composition (3) OR
+ENG107 First-Year Composition
for ESL (3) 3
GBS110 Human Relations in Business
and Industry (3) OR

Courses available at CGCC are listed in the Course Descriptions section of this document.
General Education Requirements are listed on pages 173-176.
For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

MGT251	Human Relations in Business (3)	3	COM110	Interpersonal Communication (3) OR	
GBS131	Business Calculations (3) OR		IND133	Speaking in Business (3)	3
+MAT102	Mathematical Concepts/ Applications (3)	3	GBS110	Human Relations in Business and Industry (3) OR	
+GBS233	Business Communication	3	MGT251	Human Relations in Business (3)	3
COM110	Interpersonal Communication (3) OR		GBS131	Business Calculations (3) OR	
IND133	Speaking in Business (3)	3	+GBS161	Mathematics of Business (3)	3
MGT101	Techniques of Supervision (3) OR		GBS205	Legal, Ethical, and Regulatory Issues in Business	3
MGT229	Management and Leadership I (3)	3	+GBS233	Business Communication	3
MGT179	Utilizing the Human Resources Department (3) OR		MGT101	Techniques of Supervision (3) OR	
MGT276	Personnel/Human Resources Management (3)	3	MGT229	Management and Leadership I (3)	3
+MKT268	Merchandising	3	MGT179	Utilizing the Human Resources Department (3) OR	
MKT271	Principles of Marketing	3	MGT276	Personnel/Human Resources Management (3)	3
			MKT268	Merchandising	3
			MKT271	Principles of Marketing	3

Retail Management

Associate in Applied Science: AAS 3048

64 Credits

Program Contact:
Matt Fisher ~ (480) 857-5538

Program Description

The Retail Management degree is designed to prepare individuals working in the retail management, food industry, and related fields, for the mid-level management position challenges of the future. The curriculum encompasses business essentials and also emphasizes the skill sets needed for effective management and communication in the work environment. Instruction will provide the background and knowledge necessary for students to develop the judgment skills they must exercise as business managers.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 39 CREDITS

ACC111	Accounting Principles I.	3
+ACC230	Uses of Accounting Information I.	3
+ACC240	Uses of Accounting Information II	3
BPC110	Computer Usage and Applications (3) OR	
CISI05	Survey of Computer Information Systems (3)	3

GENERAL EDUCATION: 25 CREDITS

CORE: 15 CREDITS

First-Year Composition

+ENG101	First-Year Composition (3) OR	
+ENG107	First-Year Composition for ESL (3) AND	
+ENG102	First-Year Composition (3) OR	
+ENG108	First-Year Composition for ESL (3) OR	
+ENG111	Technical Writing (3)	6

ENG102 or ENG108 recommended for students pursuing a BAS degree at an Arizona university.

Oral Communication

+COM230	Small Group Communication	3
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Critical Reading

+CRE101	College Critical Reading (3) OR Equivalent by assessment.	3
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Mathematics

+MAT102	Mathematical Concepts/ Applications (3) OR	
	Satisfactory completion of a higher mathematics course	3

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved general education course from the Humanities and Fine Arts area. 3

Social and Behavioral Sciences

SBU200	Society and Business	3
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Natural Sciences

Any approved general education course from the Natural Sciences area. 4

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Cisco Networking

Networking Administration: Cisco

Certificate of Completion: CCL 5969

14-18 Credits

Program Contact:

Linda Watson ~ (480) 732-7191

linda.watson@cgmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Networking Administration: Cisco program is a Cisco Systems recognized Regional or Local Academy that prepares students for industry-recognized certification. The curriculum is taught by Cisco Systems Certified Professionals. The Certificate of Completion (CCL) in Networking Administration: Cisco provides training for a position working with Cisco Systems networking and Internet hardware. Knowledge and skills are developed to install, configure, maintain, and troubleshoot Cisco routers and components, advanced routing protocols, Local Area Networks (LANs), and Wide Area Networks (WANs). The courses in the program also prepare students for the Cisco Certified Networking Associate examination.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses in the Required Area.

+ indicates course has prerequisites and/or corequisites.

REQUIRED COURSES:

14-18 CREDITS

One of the following 2 tracks must be fulfilled:

Track 1 - Exploration 14-18

- CNT140 Cisco Networking Basics (4) OR
- CNT140AA Cisco Networking Fundamentals (4) OR
- CNT138 CCNA Discovery - Networking for Home and Small Businesses (3) AND
- +CNT148 CCNA Discovery - Working at a Small-to-Medium Business or Internet Service Provider (3) . . . 4-6
- +CNT150 Cisco Networking Router Technologies (4) OR
- +CNT150AA Cisco Routing Protocols and Concepts (4) 4
- +CNT160 Cisco Switching Basics and Intermediate Routing (3) OR
- +CNT160AA Cisco Local Area Networking (LAN) Switching & Wireless (4) 3-4
- +CNT170 Cisco Wide Area Network (WAN) Technologies (3) OR
- +CNT170AA Cisco Accessing the Wide-Area Network (WAN) (4) 3-4

Track 2 - Discovery 14

- CNT138 CCNA Discovery - Networking for Home and Small Businesses 3
- +CNT148 CCNA Discovery - Working at a Small-to-Medium Business or Internet Service Provider 3
- +CNT158 CCNA Discovery - Introduction to Routing and Switching in the Enterprise 4
- +CNT168 CCNA Discovery - Designing and Supporting Computer Networks . 4

Networking Technology: Cisco

Certificate of Completion: CCL 5967

20-24 Credits

Program Contact:

Linda Watson - (480) 732-7191

linda.watson@cgcmail.maricopa.edu

Program Description

A Cisco Systems recognized Regional or Local Academy prepares students for industry-recognized certification. The curriculum is taught by Cisco Systems Certified Professionals. The Certificate of Completion (CCL) in Networking Technology: Cisco provides training for a supervisory position working with Cisco Systems networking and Internet hardware. Knowledge and skills are developed to install, configure, maintain, and troubleshoot Cisco routers and components, advanced routing protocols, Local Area Networks (LANs), and Wide Area Networks (WANs). The courses in the program also prepare students for the Cisco Certified Networking Associate examination.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses in the Required Area.

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

REQUIRED COURSES: 20-24 CREDITS

+BPC170	Computer Maintenance I: A+ Essentials Prep.	3
++CIS126	UNIX/Linux Operating System (Any Module) (3) OR	
++MST150	Microsoft Windows Professional (Any Module) (3)	3

One of the following 2 tracks must be fulfilled:

Track 1 - Exploration 14-18

CNT140	Cisco Networking Basics (4) OR	
CNT140AA	Cisco Networking Fundamentals (4) OR	
CNT138	CCNA Discovery - Networking for Home and Small Businesses (3) AND	
+CNT148	CCNA Discovery - Working at a Small-to-Medium Business or Internet Service Provider (3) . . .	4-6
+CNT150	Cisco Networking Router Technologies (4) OR	
+CNT150AA	Cisco Routing Protocols and Concepts (4)	4
+CNT160	Cisco Switching Basics and Intermediate Routing (3) OR	
+CNT160AA	Cisco Local Area Networking (LAN) Switching & Wireless (4) 3-4	
+CNT170	Cisco Wide Area Network (WAN) Technologies (3) OR	
+CNT170AA	Cisco Accessing the Wide-Area Network (WAN) (4)	3-4

Track 2 - Discovery 14

CNT138	CCNA Discovery - Networking for Home and Small Businesses	3
+CNT148	CCNA Discovery - Working at a Small-to-Medium Business or Internet Service Provider	3
+CNT158	CCNA Discovery - Introduction to Routing and Switching in the Enterprise	4
+CNT168	CCNA Discovery - Designing and Supporting Computer Networks . . .	4

Networking Technology: Cisco

Associate in Applied Science: AAS 3816

60-64 Credits

Program Contact:
Linda Watson ~ (480) 732-7191
linda.watson@cgccmail.maricopa.edu

Program Description

A Cisco Systems recognized Regional or Local Academy, prepares students for industry-recognized certification. The curriculum is taught by Cisco Systems Certified Professionals. The Associate in Applied Science (AAS) in Networking Technology: Cisco provides training for a supervisory position working with Cisco Systems networking and Internet hardware. Knowledge and skills are developed to install, configure, maintain, and troubleshoot Cisco routers and components, advanced routing protocols, Local Area Networks (LANs), and Wide Area Networks (WANs); troubleshoot problems with various common hardware and software configurations; perform administrative tasks in a network; develop methods for customer service. Courses in the program also prepare students for the Cisco Certified Networking Associate examination.

Job Description

A Cisco networking Administrator will be required to perform various tasks such as designing, installing, maintaining and troubleshooting Cisco routers and components, Local Area Networks (LANs), and Wide Area Networks (WANs). Additional skills that are necessary include troubleshooting problems with various common hardware and software configurations, performing administrative tasks in a network, developing methods for customer service, and utilizing electronic systems.

Job Opportunities

Cisco systems is the world's largest manufacturer of networking and Internet hardware and has seen tremendous growth of market share. The employment opportunities for trained Networking Administrators are outstanding.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses in the Required Area.

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

A course cannot be used to satisfy both the Required Course and Restricted Electives area.

REQUIRED COURSES: 20-24 CREDITS

- +BPC170 Computer Maintenance I:
A+ Essentials Prep 3
- ++CIS126 UNIX/Linux Operating System
(Any Module (3) OR
- +MST150 Microsoft Windows Professional (3)
OR
- +MST150VI Microsoft Windows Vista
Administration (3) OR
- +MST150XP Microsoft Windows XP Professional
(3). 3

One of the following 2 tracks must be fulfilled:

Track 1 - Exploration 14-18

- CNT140 Cisco Networking Basics (4) OR
- CNT140AA Cisco Networking Fundamentals (4)
OR
- CNT138 CCNA Discovery - Networking
for Home and Small Businesses (3)
AND
- +CNT148 CCNA Discovery - Working at
a Small-to-Medium Business or
Internet Service Provider (3) . . . 4-6
- +CNT150 Cisco Networking Router
Technologies (4) OR
- +CNT150AA Cisco Routing Protocols and
Concepts (4). 4
- +CNT160 Cisco Switching Basics and
Intermediate Routing (3) OR
- +CNT160AA Cisco Local Area Networking
(LAN) Switching & Wireless (4) 3-4
- +CNT170 Cisco Wide Area Network (WAN)
Technologies (3) OR
- +CNT170AA Cisco Accessing the Wide-Area
Network (WAN) (4). 3-4

Track 2 - Discovery 14

- CNT138 CCNA Discovery - Networking for
Home and Small Businesses 3
- +CNT148 CCNA Discovery - Working at
a Small-to-Medium Business or
Internet Service Provider 3
- +CNT158 CCNA Discovery - Introduction
to Routing and Switching in the
Enterprise 4
- +CNT168 CCNA Discovery - Designing and
Supporting Computer Networks . 4

RESTRICTED ELECTIVES: 15 CREDITS

- BPC110 Computer Usage and
Application (3) OR

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Communication

Communication Competence in the Workplace

Academic Certificate: AC 6219

30-33 Credits

Program Contact:

Diane Travers ~ (480) 732-7036

Program Description

The Academic Certificate (AC) in Communication Competence in the Workplace is an interdisciplinary program of study that provides intensive study of written and oral communication skills in different contexts including interpersonal communication, small group interaction, team-building, problem solving, public speaking and presentation skills, conflict resolution, assertiveness, and leadership. Students develop skills to enhance their professional, social, and personal interactions, and become more competitive and effective in the workforce.

PROGRAM NOTES:

+ indicates course has prerequisite and/or corequisites

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 18-21 CREDITS

- COM110 Interpersonal Communication . . . 3
- +COM225 Public Speaking 3
- +COM230 Small Group Communication . . . 3
- +COM282AC Volunteerism for Speech
Communication: A Service
Learning Experience 3
- +CRE101 College Critical Reading (3) OR
Equivalent as Indicated by Assessment 0-3

- +ENG101 First Year Composition (3) OR
- +ENG107 First-Year Composition
for ESL (3) 3
- +ENG102 First Year Composition (3) OR
- +ENG108 First Year Composition
for ESL (3) 3

RESTRICTED ELECTIVES: 9 CREDITS

If choosing BPC110 or CIS105 only one can be applied.

- BPC110 Computer Usage and
Applications 3
- CIS105 Survey of Computer
Information Systems. 3
- +COM259 Communication in Business
and Professions 3
- COM263 Elements of Intercultural
Communication 3
- +ENG111 Technical and Professional
Writing. 3
- +GBS233 Business Communication 3
- IBS109 Cultural Dimension for
International Trade 3
- +SWU292 Effective Helping in a
Diverse World. 3

FREE ELECTIVES: 3 CREDITS

- Any approved General Education course in the
cultural awareness [C] value (3) OR
- COM++++ Any COM communication
course (3) 3

GENERAL EDUCATION: NONE

Computer Applications

Microcomputer Applications: Office Specialist/Core Level

Certificate of Completion: CCL 5644

12.5 Credits

Program Contacts:

Shirley Miller ~ (480) 732-7133
shirley.miller@cgcmail.maricopa.edu

Cathy Urbanski ~ (480) 732-7011
cathy.urbanski@cgcmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Microcomputer Applications: Office Specialist/Core Level program is designed to provide the basic skills needed in the use of microcomputer software applications for entry-level employment as clerks, typists, word processors, receptionists, and other administrative support positions for a wide variety of employers. Course work includes the Windows operating system, the Internet, and software applications for word processing, electronic spreadsheet, database management, electronic mail, and presentation graphics. Students who complete this certificate will be prepared for the Microsoft examinations for certification as a Microsoft Office Specialist (MOS).

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 7.5 CREDITS

BPC106AH	Microsoft Outlook: Level I0.5
BPC114AE	Excel: Level I 1
BPC117AM	Database Management: Microsoft Access – Level I. 1
BPC118AB	PowerPoint: Level I 1

BPC121AE	Windows Operating System: Level I. 1
BPC135DK	Word: Level I. 2
CIS133AA	Internet/Web Development Level I-A. 1

RESTRICTED ELECTIVES: 5 CREDITS

Students should select five (5) credits from the following courses in consultation with a program advisor:

ACC111	Accounting Principles I 3
+ ACC115	Computerized Accounting 2
BPC101AA	Introduction to Microcomputers I: IBM 1
+ BPC101BA	Introduction to Microcomputers II: IBM 1
BPC111AA	Computer Keyboarding I 1
+ BPC111AB	Computer Keyboarding II 1
+ CIS114BE	Excel: Level II 1
+ CIS114CE	Excel: Level III 1
+ CIS117BM	Database Management: Microsoft Access - Level II 1
+ CIS117CM	Database Management: Microsoft Access - Level III 1
+ CIS118BB	PowerPoint Level II 1
BPC128AF	Introduction to Desktop Publishing: MS Publisher 1
+ CIS133BA	Internet/Web Development Level I-B 1
+ CIS133CA	Internet/Web Development Level I-C 1
+ CIS233AA	Internet/Web Development Level II-A (1) OR 1
+ CIS233BA	Internet/Web Development Level II-B (1) OR 1
CIS233DA	Internet/Web Development Level II (3) 1-3
OAS108	Business English 3

Microcomputer Applications: Office Specialist/Expert Level

Certificate of Completion: CCL 5024

25 Credits

Program Contacts:

Shirley Miller ~ (480) 732-7133
shirley.miller@cgcmail.maricopa.edu

Cathy Urbanski ~ (480) 732-7011
cathy.urbanski@cgcmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Microcomputer Applications: Office Specialist/Expert Level program is designed to provide the advanced skills needed in the use of microcomputer software applications for employment as secretaries, executive secretaries, and administrative assistants in organizations of every description. Course work includes business English, the Internet, presentation graphics, and the Windows operating system along with advanced software applications for electronic mail, word processing, electronic spreadsheet, and database management. Students who complete this certificate will be prepared for the Microsoft examinations for certification as a Microsoft Office Specialist (MOS).

PROGRAM NOTES:

Students must earn a grade of “C” or better in all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 16 CREDITS

BPC106AH	Microsoft Outlook: Level I0.5
+BPC106BH	Microsoft Outlook: Level II0.5
CIS114AE	Excel: Level I 1
+CIS114BE	Excel: Level II 1
CIS117AM	Database Management: Microsoft Access – Level I. 1
+CIS117BM	Database Management: Microsoft Access – Level II 1
CIS118AB	PowerPoint Level I 1
CIS121AE	Windows Operating System: Level I. 1
+BPC135DK	Word: Level I. 2
+BPC235DK	Word: Level II 2
CIS133AA	Internet/Web Development Level I-A. 1

+CIS133BA	Internet/Web Development Level I-B. 1
OAS108	Business English 3

RESTRICTED ELECTIVES: 9 CREDITS

Students should select nine (9) credits from the following courses in consultation with a program advisor:

ACC111	Accounting Principles I. 3
+ACC115	Computerized Accounting 2
BPC101AA	Introduction to Computers I 1
+BPC101BA	Introduction to Computers II. . . . 1
BPC111AA	Computer Keyboarding I 1
+BPC111AB	Computer Keyboarding II 1
+CIS114CE	Excel: Level III 1
+CIS117CM	Database Management: Microsoft Access - Level III. 1
+CIS118BB	PowerPoint Level II. 1
BPC128AF	Introduction to Desktop Publishing: MS Publisher 1
CIS105	Survey of Computer Information Systems. 3
+CIS133BA	Internet/Web Development Level I-B. 1
+CIS133CA	Internet/Web Development Level I-C. 1
+CIS233AA	Internet/Web Development Level II-A (1) OR
+CIS233BA	Internet/Web Development Level II-B (1) OR
CIS233DA	Internet/Web Development Level II (3) 1-3
GBS151	Introduction to Business. 3

Microcomputer Business Applications

Associate in Applied Science: AAS 3548

64 Credits

Program Contacts:

Shirley Miller ~ (480) 732-7133
shirley.miller@cgcmail.maricopa.edu

Cathy Urbanski ~ (480) 732-7011
cathy.urbanski@cgcmail.maricopa.edu

Program Description

The Associate in Applied Science in Microcomputer Business Applications is designed to provide the skills needed for those students who are interested in becoming part of the support system in almost any office configuration in a wide variety of business areas. Course work will provide a variety of microcomputer application skills and general

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General Education Requirements are listed on pages 173-176.

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business knowledge. The General Education courses provide a well-rounded background that includes writing, reading, communication, mathematics, natural science, social sciences, and humanities and fine arts. Courses in the program prepare for the Microsoft examinations for certification as a Microsoft Office Specialist (MOS).

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 29 CREDITS

ACC111	Accounting Principles I	3
+ACC115	Computerized Accounting	2
BPC106AH	Microsoft Outlook: Level I	0.5
+BPC106BH	Microsoft Outlook: Level II	0.5
CIS114AE	Excel: Level I	1
+CIS114BE	Excel: Level II	1
CIS117AM	Database Management: Microsoft Access – Level I	1
+CIS117BM	Database Management: Microsoft Access – Level II	1
CIS118AB	PowerPoint Level I	1
CIS121AE	Windows Operating System: Level I	1
+BPC135DK	Word: Level I	2
+BPC235DK	Word: Level II	2
CIS105	Survey of Computer Information Systems	3
CIS133AA	Internet/Web Development Level I-A	1
+CIS133BA	Internet/Web Development Level I-B	1
+CIS233AA	Internet/Web Development Level II-A	1
+CIS233BA	Internet/Web Development Level II-B	1
GBS151	Introduction to Business	3
OAS108	Business English	3

RESTRICTED ELECTIVES: 10 CREDITS

Students should select ten (10) credits from the following courses in consultation with a program advisor:

BPC101AA	Introduction to Computers I	1
+BPC101BA	Introduction to Computers II	1
BPC111AA	Computer Keyboarding I	1
+BPC111AB	Computer Keyboarding II	1
+CIS114CE	Excel: Level III	1
+CIS117CM	Database Management: Microsoft Access - Level III	1
+CIS118BB	PowerPoint: Level II	1

Courses available at CGCC are listed in the Course Descriptions section of this document.

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BPC128AF	Introduction to Desktop Publishing: MS Publisher	1
+CIS133CA	Internet/Web Development Level I-C	1
+CIS233DA	Internet/Web Development Level II	3
GBS205	Legal, Ethical, and Regulatory Issues in Business	3
+GBS233	Business Communication	3
MGT101	Techniques of Supervision	3
MGT175	Business Organization and Management	3
MGT229	Management and Leadership I	3
MGT251	Human Relations in Business	3
MGT253	Owning and Operating a Small Business	3
MKT271	Principles of Marketing	3

GENERAL EDUCATION: 25 CREDITS**CORE: 15 CREDITS****First-Year Composition**

+ENG101	First-Year Composition (3) AND	
+ENG102	First-Year Composition (3) OR	
+ENG107	First-Year Composition for ESL (3) AND	
+ENG108	First-Year Composition for ESL (3)	6

Oral Communication

COM100	Introduction to Human Communication (3) OR	
+COM230	Small Group Communication (3)	3

Critical Reading

+CRE101	College Critical Reading (3) OR Equivalent as indicated by assessment	3
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Mathematics

Any approved general education course in the Mathematics area (3) OR
Equivalent course OR
Satisfactory completion of a higher-level
mathematics course 3

DISTRIBUTION: 10 CREDITS**Humanities and Fine Arts**

Any approved general education course in the
Humanities and Fine Arts area 3

Social and Behavioral Sciences

ECN211	Macroeconomic Principles (3) OR	
ECN212	Microeconomic Principles (3) OR	
SBU200	Society and Business (3)	3

Natural Sciences

Any approved general education course in the
Natural Sciences area 4

Computer Database Administration and Development

Oracle Database Operations

Certificate of Completion: CCL 5183

11 Credits

Program Contact:
 Patricia Baker ~ (480) 732-7392
 patricia.baker@cgccmail.maricopa.edu

Program Description

Chandler-Gilbert Community College, an Oracle Academic Initiative institution, prepares students for industry-recognized certifications. The Certificate of Completion in Oracle Database Operations provides training for professionals who design, create, and maintain databases and create application code that can be shared by multiple forms, reports, and data management tools. Courses in the program also help prepare students for the Oracle Application Developer Certified Associate and Oracle Database Administrator Certified Associate industry-certified examinations (Oracle Corporation OCA certifications).

Job Description

The Oracle Certified Associate will be required to perform various job tasks such as enterprise database planning and design; creating and maintaining the database and its objects; and storing, retrieving, and

manipulating data utilizing SQL. In addition, they will be responsible for resolving technical issues and providing application and user support. They are also responsible for creating PL/SQL application code that can be shared by multiple forms, reports, and data management applications.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

PROGRAM PREREQUISITES: 3 CREDITS

In lieu of the course listed below, students with experience in the information technology field may meet this program prerequisite requirement with the permission of the division.

- CIS105 Survey of Computer Information Systems (3) OR. 3
- Permission of the Division. 3.

REQUIRED COURSES: 11 CREDITS

- +CIS119DO Introduction to Oracle: SQL 3
- +CIS119DP Oracle: Database Administration 3
- +CIS164AB Oracle: PL/SQL Programming . . . 3
- +CIS164AG Oracle: Data Modeling and Relational Database Design 2

Computer Hardware Maintenance and Desktop Support

Computer Hardware and Desktop Support

Certificate of Completion: CCL 5026

16-20 Credits

Program Contact:
 Linda Watson ~ (480) 732-7191
 linda.watson@cgccmail.maricopa.edu

Program Description

The Certificate of Completion in Computer Hardware and Desktop Support is designed to provide training to work in an entry-level computer

maintenance and help-desk position. Students will be provided the opportunity to apply technical concepts, fundamentals, and interpersonal skills in a help-desk environment through an internship.

Job Description

Computer hardware and help-desk professionals can work in several different scenarios. They may build computers, analyze and troubleshoot hardware problems, repair and refurbish computers, install and configure software, train end-users on application usage, and assist end-users with computer hardware and software problems. In addition to being technically competent, it is important to have strong interpersonal skills.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 16-20 CREDITS

BPC110	Computer Usage and Applications (3) OR	
CIS105	Survey of Computer Information Systems (3)	3
CIS121AB	Microsoft Command Line Operations	1
+BPC170	Computer Maintenance I: A+ Prep	3
+BPC171	Recycling Used Computer Technology	1
+BPC270	Microcomputer Maintenance II	3
CIS102	Interpersonal and Customer Service Skills for IT Professionals	1
+CIS190	Introduction to Local Area Networks (3) OR	
CNT140	Cisco Networking Basics (4) OR	
MST140	Microsoft Networking Essentials (3)	3-4
+CIS290AA-	Computer Information Systems	
+CIS290AC	Internship (Any module) (1-3) OR	
+CIS296WA-	Cooperative Education	
+CIS296WD	(Any module) (1-4)	1-4

Microsoft Desktop Support Technology

Certificate of Completion: CCL 5473

16-17 Credits

Program Contact:

Linda Watson ~ (480) 732-7191

linda.watson@cgccmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Microsoft Desktop Support Technology is designed to provide training to work in an entry-level computer maintenance and help-desk position. Students will develop the skills to successfully troubleshoot desktop environments running on the Microsoft

Windows operating system. Courses in the program also help to prepare for the Microsoft Certified IT Professional: Enterprise Desktop Support Technician 7 (MCITP) examinations, 70-680 and 70-685.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

PROGRAM PREREQUISITES: 1-3 CREDITS

In lieu of the courses listed below, students with experience in the information technology field may meet these program prerequisite requirements with the permission of the instructor.

BPC/CIS121AB	Microsoft Command Line Operations (1) OR	
CIS121AH	Microsoft PowerShell/Command Line Operations (3)	1-3.

REQUIRED COURSES: 16-17 CREDITS

CIS102	Interpersonal and Customer Service Skills for IT Professionals	1
BPC110	Computer Usage and Applications (3) OR	
CIS105	Survey of Computer Information Systems (3)	3
+BPC170	Computer Maintenance I: A+ Essentials Prep	3
+CIS190	Introduction to Local Area Networks (3) OR	
CNT140AA	Cisco Networking Fundamentals (4) OR	
MST140	Microsoft Networking Essentials (3)	3-4
+MST141	Enterprise Desktop Support Technician	3
MST150SV	Microsoft Windows 7 Configuration	3

Computer Information Technology

Information Technology

Associate in Applied Science: AAS 3023

60 Credits

Program Contact:
 Patricia Baker ~ (480) 732-7392
 patricia.baker@cgcmail.maricopa.edu

Program Description

The Associate in Applied Science (AAS) in Information Technology program is designed to provide students with skills to meet the changing employment needs of the information technology (IT) industry. With the flexibility of elective course offerings in this degree, students are able to custom design a program that prepares them for depth of understanding in distinct IT areas or prepares them for a breadth of understanding across an IT field. A variety of opportunities also exist to complete course work that will prepare students for industry-recognized examinations and certifications. Students are encouraged to work closely with the division chair to plan their programs of study.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

PROGRAM PREREQUISITES: 3 CREDITS

+CRE101 College Critical Reading (3) OR
 Equivalent as indicated by assessment 3

REQUIRED COURSES: 14-29 CREDITS

CIS224 Project Management Microsoft
 Project for Windows 3

Complete one of the following certificates. Some certificates may contain additional course requirements.

Certificate of Completion in Microsoft
 Product Specialist (5841) 14-15
 Certificate of Completion in Oracle Database
 Operations (5183) 11
 Certificate of Completion in Computer
 Hardware and Desktop Support (5026) 16-20

Certificate of Completion in Networking
 Administration: Cisco (5969) 14-28
 Certificate of Completion in Linux
 Professional (5204) 12
 Certificate of Completion in Programming
 and System Analysis (5048) 24

RESTRICTED ELECTIVES: 9-27 CREDITS

Students must choose 9-27 specific IT elective credits approved by the division chair. Selected courses will not apply in both Required Courses and Restricted Electives area.

GENERAL EDUCATION: 22 CREDITS

CORE: 12 CREDITS

First-Year Composition

+ENG101 First-Year Composition (3) AND
 +ENG102 First-Year Composition (3) OR
 +ENG107 First-Year Composition
 for ESL (3) AND
 +ENG108 First-Year Composition
 for ESL (3) 6

Oral Communication

Any approved general education course in the
 Oral Communication area 3

Critical Reading

Met by CRE101 in the Program Prerequisites area 0

Mathematics

Any approved general education course in the
 Mathematics area 3

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved general education course in the
 Humanities and Fine Arts area 3

Social and Behavioral Sciences

Any approved general education course in the
 Social and Behavioral Sciences area 3

Natural Sciences

Any approved general education course in the
 Natural Sciences area. 4

Computer Programming

Programming and System Analysis

Certificate of Completion: CCL 5048

24 Credits

Program Contact:

Patricia Baker - (480) 732-7392
patricia.baker@cgccmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) program provides an in-depth exploration of different computer language and technical skills. The program includes, but is not limited to the following: operating systems, local area networks, business communication, team roles, and dynamics.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Consultation with an Academic Advisor is recommended for course selection.

REQUIRED COURSES: 21 CREDITS

CIS105	Survey of Computer Information Systems	3
CIS224	Project Management Microsoft Project for Windows	3
CIS126DA	UNIX Operating System (3) OR	
CIS126DL	Linux Operating System (3) OR	
MST150	Microsoft Windows Professional (3) OR	
MST150VI	Microsoft Windows Vista Administration(3) OR	

MST150XP	Microsoft Windows XP Professional (3)	3
+CIS150	Programming Fundamentals (3) OR	
+CIS150AB	Object-Oriented Programming Fundamentals (3)	3
+CIS151	Computer Game Development-Level I (3) OR	
+CIS159	Visual Basic Programming I (3) OR	
+CIS162++	Any C Programming: Level 1 course (3) OR	
+CIS163AA	Java Programming: Level I (3)	3
+CIS225	Business Systems Analysis and Design (3) OR	
+CIS225AB	Object Oriented Analysis and Design (3) OR	
+CIS250	Management of Information Systems (3)	3
+CIS217AM	Advanced Microsoft Access: Database Management (3) OR	
+CIS119DO	Introduction to Oracle: SQL (3) OR	
+CIS276DA	My SQL Database (3)	3

RESTRICTED ELECTIVES: 3 CREDITS

+CIS251	Computer Game Development-Level II	3
+CIS259	Visual Basic Programming II.	3
+CIS262++	Any C Programming: Level II Course	3
+CIS263AA	Java Programming: Level II.	3

Creative Writing

Creative Writing

Academic Certificate: AC 6224

24 Credits

Program Contact:
Patrick Finn ~ (480) 857-5543

Program Description

The Academic Certificate (AC) in Creative Writing is designed to provide students and professional writers with access to a community of writers and creative writing activities, instruction and guidance from established authors, and ongoing support in improving their writing skills and marketing their work. As students take courses in the program, they will build a portfolio of original work that may be used to seek admittance to a bachelor's or master's level creative writing program or that may include work to be submitted for publication. The program offers classes, workshops, and other activities such as readings and contests, which are accessible to writers of all levels regardless of academic or professional standing. The program serves many students, especially women, minorities, seniors, and working adults, who are under-represented in traditional creative writing programs because of cultural, dialect or language differences, scheduling difficulties, financial need, or lack of academic experience. Completion of the certificate does not lead to a particular degree program, but may aid students in their pursuit of a career in the writing professions and in their continued enjoyment of writing for personal growth.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

ADMISSION CRITERIA:

Students wishing to enroll in the Creative Writing program must complete a formal application; contact Program Director.

REQUIRED COURSES: 21 CREDITS

ENG210 may be substituted for CRW150 with permission of the Program Director.

- CRW150 Introduction to Creative Writing (3)
OR
- CRW155 Bilingual Creative Writing (3) . . . 3

- CRW200 must be repeated for a total of (2) two credits*
- CRW200 Readings for Writers (1) 2
- CRW201 Portfolio 1

Students must complete six (6) credits from Series I and nine (9) credits from Series II in consultation with a Program Director.

Series I

Students must complete two (2) of the following courses for a total of six (6) credits)

- CRW120 Introduction to Writing Children's Literature 3
- CRW160 Introduction to Writing Poetry . . . 3
- CRW170 Introduction to Writing Fiction . . 3
- CRW180 Intro to Writing Nonfiction 3
- CRW190 Introduction to Screenwriting. . . . 3
- +THE118 Playwriting 3

Series II

Students must complete three (3) of the following courses for a total of nine (9) credits)

- +CRW202 The Writer as Witness. 3
- +CRW203 Dialogue. 3
- +CRW204 Journaling. 3
- +CRW220 Intermediate Writing Children's Literature 3
- +CRW260 Intermediate Poetry Writing 3
- +CRW261 Topics in Writing: Poetry 3
- +CRW270 Intermediate Fiction Writing 3
- +CRW271 Topics in Writing: Fiction 3
- +CRW272 Planning and Structuring the Novel 3
- +CRW273 Writing the Novel 3
- +CRW274 Revising the Novel 3
- +CRW275 Writing the Mystery Story 3
- +CRW281 Topics in Writing: Non-Fiction. . . 3
- +CRW290 Intermediate Screenwriting. 3
- +CRW291 Topics in Writing: Plays 3

RESTRICTED ELECTIVES: 3 CREDITS

- COM243 Interpreter's Theatre 3
- +CRW+++++ Any CRW Creative Writing prefixed course not listed under Required Courses area. 1-3
- +ENG217 Personal and Exploratory Writing. 3
- +ENG219 Life Stories 3
- ENG235 Magazine Article Writing 3
- +ENG236 Magazine Writer's Workshop 3
- ENG/THE260 Film Analysis. 3
- +ENH+++++ Any ENH English Humanities prefixed course 3
- HUM/THE210 Contemporary Cinema 3
- +THE220 Modern Drama. 3
- +COM/THP241 Oral Interpretation of Literature 3

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Early Learning and Development

Early Learning and Development

Associate in Applied Science: AAS 3124

63-68 Credits

Program Contact:

Jennifer Peterson - (480) 857-5535

Program Description

The Associate in Applied Science (AAS) in Early Learning and Development program is designed to prepare individuals to enter the workforce as Early Childhood Professionals and to assist individuals employed in the field to upgrade and expand their skills. The program emphasizes the roles of early care and education professionals, families and the wider society as they together meet the contemporary needs of young children. Course work includes the principles of developmental science, professionalism in early childhood work, philosophies and methods of early learning, and the impact of standards on practice. To apply planning, management and evaluation skills, students will observe, participate, and intern in state licensed early childhood programs.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

ADMISSION CRITERIA: NONE

PROGRAM PREREQUISITES: NONE

REQUIRED COURSES:

32 CREDITS

ECH128	Early Learning: Play and the Arts . . .	3
EED200	Foundations of Early Childhood Education	3
EED212	Guidance, Management and the Environment	3
EED215	Early Learning: Health, Safety, Nutrition and Fitness	3
EED220	Child, Family, Community and Culture	3

EED222	Introduction to the Exceptional Young Child: Birth to Age Eight . . .	3
EED245	Early Learning: Language Acquisition and Literacy Development	3
+EED255	Portfolio Development and Writing for the Profession	3
+EED260	Early Childhood Infant/Toddler Internship	1
+EED261	Early Childhood Preschool Internship	1
+EED278	Early Learning: Curriculum and Instruction - Birth/Preschool	3
+EED280	Standards, Observation and Assessment of Typical/Atypical Behaviors of Young Children Birth to Age Eight	3

RESTRICTED ELECTIVES:

9 CREDITS

Students must complete one of the following Blocks:

Block One: Infant and Toddler Development:

ITD200	The Physical Child: Birth to Age Three	3
ITD210	Early Attachments, Relationships and Families: Birth to Age Three . . .	3
ITD220	Cognition and Communication: Birth to Age Three	3

Block Two: Family Child Care Management:

CFS163	Family Child Care: Introduction to Business Management	3
CFS164	Family Child Care: Curriculum and Environment	3
CFS207	Organization and Community Leadership in Child and Family Organizations	3

Block Three: Early Childhood Business Management:

CFS206	Child and Family Organizations: Management and Administration . .	3
CFS207	Organization and Community Leadership in Child and Family Organizations	3
CFS208	Child and Family Organizations: Fiscal Management and Grant Writing	3

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Block Four: Any CFS, ECH, EED, ITD or FCS prefixed courses not listed in the Required Courses Area

- CFS+++++ Any CFS Child/Family Studies course(s) 1-9
- ECH+++++ Any ECH Early Childhood Education course(s) except courses used to satisfy Required Courses area. 1-9
- EED+++++ Any EED Early Education course(s) except courses used to satisfy Required Courses area. 1-9
- ITD+++++ Any ITD Infant/Toddler Development course(s) 1-9
- FCS+++++ Any FCS Family and Consumer Science course(s) 1-9

GENERAL EDUCATION: 22-27 CREDITS

CORE: 12-17 CREDITS

First-Year Composition

- +ENG101 First-Year Composition (3) OR
- +ENG107 First-Year Composition for ESL (3) AND
- +ENG102 First-Year Composition (3) OR
- +ENG108 First-Year Composition for ESL (3) 6

Oral Communication

Any approved General Education course in the Oral Communication area 3

Critical Reading

+CRE101 College Critical Reading (3) OR Equivalent as indicated by assessment. 0-3

Mathematics

Any approved General Education course in the Mathematics area 3

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved General Education course in the Humanities and Fine Arts area 3

Social and Behavioral Sciences

- CFS/ECH176 Child Development (3) OR
- EED205 The Developing Child: Prenatal to Age Eight (3) OR
- CFS235 Developing Child: Theory into Practice, Prenatal - Age 8 (3) 33

Natural Sciences

Any approved General Education course in the Natural Sciences area. 4

Electric Utility Technology

Electric Utility Design Technology

Associate in Applied Science: AAS 3117

64 Credits

Program Contact:
Mark Weaver - (480) 988-8255

Program Description

The Electric Utility Design Technology program will prepare students for an entry level position with utility companies throughout the United States. The courses will introduce the students to both overhead and underground power line construction, theory, and applications. Once a basic knowledge is learned the student will be able to draw and design new constructions in AutoCAD.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of "C" or better for all courses required within the program.

ADMISSION CRITERIA:

Application and admission into the Electric Utility Technology Program is required.

PROGRAM PREREQUISITES: 11-13 CREDITS

Student must pass a physical examination in the twelve month period prior to acceptance into the program.

+ENG091 Fundamental of Writing (3) OR . . .
Appropriate English placement test score 3
+MAT090 Developmental Algebra (5) OR . . .
+MAT091 Introductory Algebra (4) OR
+MAT092 Introductory Algebra (3) OR
Satisfactory score on District placement exam OR .
+MAT093 Introductory Algebra/Math Anxiety
Reduction (5) 3-5
+RDG091 College Reading Skills I (3) OR . . .
Appropriate Reading placement test score OR
Permission of instructor 3
+CAD162 Architectural CAD 2

REQUIRED COURSES:

33 CREDITS

Students must obtain First Aid/Cardiopulmonary Resuscitation (CPR) certification by the completion of EUT230.

+ENG101	First-Year Composition.	3
+ENG102	First-Year Composition (3) OR. . .	
+ENG111	Technical and Professional Writing (3)	3
+MAT122	Intermediate Algebra	3
+EUT110	Line Work I	2
+EUT112	Basic Electricity: AC and DC	4
+CAD101	Elements of CAD Graphics (AutoCAD)	3
+EUT210	Line Work II.	2
+EUT211	Electrical Apparatus	4
+CAD164	Residential Working Drawings . . .	3
+EUT 130	CAD for Electric Utility Technology I.	3
+EUT 230	CAD for Electric Utility Technology II	3

RESTRICTED ELECTIVES:

15 CREDITS

Selection must be from a minimum of 2 different course prefixes. Selected courses will not apply in both the Required and Restricted Electives areas.

ACC+++++	Any ACC Accounting courses. . . .	
BPC+++++	Any BPC Business-Personal Computer courses.	
CAD+++++	Any CAD Computer-Aided Drafting courses	
CIS+++++	Any CIS Computer-Information Systems courses.	
COM+++++	Any COM Communication courses	
DFT+++++	Any DFT Drafting courses	
EEE+++++	Any EEE Electrical Engineering courses	
ELE+++++	Any ELE Electronic courses	
ELT+++++	Any ELT Electronics Technology . .	
EMT+++++	Any EMT Emergency Medical Technology courses.	
HES+++++	Any HES Health Science courses . .	
GBS+++++	Any GBS General Business courses .	
MET+++++	Any MET Manufacturing Technology courses.	
NET+++++	Any NET Networking Technology courses	
PED+++++	Any PED Physical Education courses	
PHY+++++	Any PHY Physics courses	
SPA+++++	Any Spanish Courses	15

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

GENERAL EDUCATION: 16 CREDITS

CORE: 6 CREDITS

First-Year Composition

Met by ENG101 AND ENG102 OR ENG111 in Required Courses area 0

Oral Communication

Any approved general education course in the Oral Communication area 3

Critical Reading

+CRE101 College Critical Reading (3) OR Equivalent as indicated by assessment 3

Mathematics

Met by MAT102 in Required Courses area 0

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved general education course in the Humanities and Fine Arts area 3

Social and Behavioral Sciences

Any approved general education course in the Social and Behavioral Sciences area 3

Natural Sciences

Any approved general education course in the Natural Sciences area 4

Students must obtain a Commercial Drivers' License from the state of Arizona prior to completion of the Required Courses.

Students must obtain First Aid/Cardiopulmonary Resuscitation (CPR) certification by the completion of EUT215.

ADMISSION CRITERIA:

Application and acceptance into the Electric Utility Technology Program.

PROGRAM PREREQUISITES:

Student must pass a physical examination in the twelve-month period prior to acceptance into the program.

REQUIRED COURSES: 33 CREDITS

- +ENG101 First-Year Composition 3
- +ENG111 Technical and Professional Writing (3) OR
- +ENG102 First-Year Composition (3) 3
- +EUT110 Line Work I 2
- +EUT112 Basic Electricity: AC and DC 4
- +EUT115 Field Training I 6
- +EUT210 Line Work II 2
- +EUT211 Electrical Apparatus 4
- +EUT215 Field Training II 6
- +MAT102 Mathematical Concepts/ Applications 3

Electric Utility Technology

Certificate of Completion: CCL 5055

33 Credits

Program Contact:
Mark Weaver - (480) 988-8255

Program Description

The Certificate of Completion in Electric Utility Technology program is designed to prepare the student for the position of an apprentice-level line worker who is familiar with the use of tools, materials, and the equipment of the electric utility industry. Students will be trained in power line installation and maintenance, pole climbing and use of tools, truck and equipment operation, and overhead and underground distribution, construction, and maintenance of electrical lines.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

Electric Utility Technology

Associate in Applied Science: AAS 3855

64 Credits

Program Contact:
Mark Weaver - (480) 988-8255

Program Description

The Associate in Applied Science (AAS) in Electric Utility Technology program is designed to prepare the student for the position of an apprentice-level line worker who is familiar with the use of tools, materials, and the equipment of the electric utility industry. Students will be trained in power line installation and maintenance, pole climbing and use of tools, truck and equipment operation, and overhead and underground distribution, construction, and maintenance of electrical lines.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

ADMISSION CRITERIA:

Formal application and admission into the Electric Utility Technology program.

PROGRAM PREREQUISITES: 6-8 CREDITS

Student must pass a physical examination in the twelve month period prior to acceptance into the program.

Students must obtain a Commercial Drivers' License from the state of Arizona prior to completion of the Required Courses.

- +ENG091 Fundamental of Writing (3) OR . . .
Appropriate English placement test score 3
 - +MAT090 Developmental Algebra (5) OR . . .
 - +MAT091 Introductory Algebra (4) OR
 - +MAT092 Introductory Algebra (3) OR
 - +MAT093 Introductory Algebra/Math Anxiety
Reduction (5) OR
- Satisfactory score on District placement exam. . . 3-5

REQUIRED COURSES: 33 CREDITS

Students must obtain First Aid/Cardiopulmonary Resuscitation (CPR) certification by the completion of EUT215.

- +ENG101 First-Year Composition. 3
- +ENG111 Technical Writing (3) OR.
- +ENG102 First-Year Composition (3) 3
- EUT110 Line Work I 2
- +EUT112 Basic Electricity: AC and DC 4
- +EUT115 Field Training I 6
- +EUT210 Line Work II. 2
- +EUT211 Electrical Apparatus 4
- +EUT215 Field Training II 6
- +MAT122 Intermediate Algebra 3

RESTRICTED ELECTIVES: 15 CREDITS

Selection must be from a minimum of 2 different course prefixes.

Selected courses will not apply in both the Required and Restricted Electives areas.

- ACC+++++ Any ACC Accounting courses.
- BPC+++++ Any BPC Business-Personal
Computer courses.
- CAD+++++ Any CAD Computer-Aided
Drafting courses
- CIS+++++ Any CIS Computer-Information
Systems courses.

- COM+++++ Any COM Communication courses
- DFT+++++ Any DFT Drafting courses
- EEE+++++ Any EEE Electrical Engineering
courses
- ELE+++++ Any ELE Electronic courses
- ELT+++++ Any ELT Electronics Technology . .
- EMT+++++ Any EMT Emergency Medical
Technology courses.
- HES+++++ Any HES Health Science courses . .
- GBS+++++ Any GBS General Business courses .
- MET+++++ Any MET Manufacturing
Technology courses.
- NET+++++ Any NET Networking Technology
courses
- PED+++++ Any PED Physical Education
courses
- PHY+++++ Any PHY Physics courses
- SPA+++++ Any Spanish Courses

GENERAL EDUCATION: 16 CREDITS

CORE: 6 CREDITS

First-Year Composition
Met by ENG101 AND ENG102 OR ENG111 in
Required Courses area. 0

Oral Communication
Any approved general education course in the
Oral Communication area. 3

Critical Reading
+CRE101 College Critical Reading (3) OR
Equivalent as indicated by assessment 3

Mathematics
Met by MAT122 in Required Courses area 0

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts
Any approved general education course in the
Humanities and Fine Arts area. 3

Social and Behavioral Sciences
Any approved general education course in the
Social and Behavioral Sciences area. 3

Natural Sciences
Any approved general education course in the
Natural Sciences area. 4

Meter Technology

Certificate of Completion: CCL 5636

28 Credits

Program Contact:
Mark Weaver ~ (480) 988-8255

Program Description

The Certificate of Completion (CCL) in Meter Technology program is designed to prepare the student for the position of an apprentice-level meter technology worker who is familiar with the use of tools, materials, and the equipment of the electric utility industry. Students will be trained in meter installation and maintenance, testing and use of tools, truck and testing equipment operation.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

ADMISSION CRITERIA:

Formal application and admission into the Electric Utility Technology Program is required.

PROGRAM PREREQUISITES: 6-8 CREDITS

Students must pass a physical examination in the twelve-month period prior to acceptance into the program.

Students must obtain a Commercial Drivers' License from the State of Arizona prior to completion of the Required Courses.

- +ENG091 Fundamental of Writing (3) OR...
Appropriate English placement test score 3
- +MAT090 Developmental Algebra (5) OR ...
- +MAT091 Introductory Algebra (4) OR
- +MAT092 Introductory Algebra (3) OR
- +MAT093 Introductory Algebra/Math Anxiety
Reduction (5) OR.
- Satisfactory score on District placement exam. . . 3-5

REQUIRED COURSES: 30 CREDITS

Students must obtain First Aid/Cardiopulmonary Resuscitation (CPR) certification by the completion of EUT215.

- +ENG101 First-Year Composition. 3
- +MAT122 Intermediate Algebra 3
- EUT110 Line Work I 2
- +EUT111 Meter Technology I. 4
- +EUT116 Meter Technology Lab I 6
- +EUT210 Line Work II. 2
- +EUT212 Meter Technology II 4
- +EUT216 Meter Technology Lab II. 6

Engineering

Engineering Technology

Associate in Applied Science: AAS 3228

63-76 Credits

Program Contact:
Bassam Matar ~ (480) 732-7139

Program Description

The Associate in Applied Science (AAS) in Engineering Technology provides its graduates skills required to obtain employment as entry-level engineering technicians. Students are provided with the fundamentals of physics, engineering, computer hardware, programming, engineering design fundamentals, and computer software program usage. A solid foundation in mathematics, science, communication skills, humanities, and social sciences provides a well-rounded curriculum.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of "C" or better for all courses required within the program.

Overall program minimum G.P.A. = 3.00.

PROGRAM PREREQUISITES: 8-10 CREDITS

- +MAT122 Intermediate Algebra 3
- +MAT187 Precalculus (5) OR
- +MAT151 College Algebra/Functions (4) AND
- +MAT182 Plane Trigonometry (3). 5-7

REQUIRED COURSES: 38-46

The prerequisites for CAD145 have been waived for students who have declared the AAS/3228 in Engineering as their major.

- +ECE102 Engineering Analysis Tools and
Techniques (2) OR
- +ECE102AA Engineering Analysis Tools and
Techniques 2

Courses available at CGCC are listed in the Course Descriptions section of this document.
General Education Requirements are listed on pages 173-176.
For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

+ECE103	Engineering Problem Solving and Design (2) OR	
+ECE103AB	Engineering Problem Solving and Design (2)	2
+CSC/EEE120	Digital Design Fundamentals (4) OR	
+CAD145	Survey of CAD (3) OR	
+ECE216	Computer-Aided Engineering (2) AND	
+ECE216LL	Computer-Aided Engineering Laboratory (1) . . .	3-4
+MAT220	Calculus with Analytic Geometry I (5) OR	
+MAT221	Calculus with Analytic Geometry I (4)	4-5
+MAT230	Calculus with Analytic Geometry II (5) OR	
+MAT231	Calculus with Analytic Geometry II (4)	4-5
+MAT240	Calculus with Analytic Geometry III (5) OR	
+MAT241	Calculus with Analytic Geometry III (4)	4-5
+MAT276	Modern Differential Equations (4) OR	
+MAT277	Modern Differential Equations (3)	3-4
EEE202	Circuits and Devices	5
+CSC100	Introduction to Computer Science (C++) (3) OR	
+CSC100AA	Introduction to Computer Science (C++) (4) OR	
+CSC100AB	Introduction to Computer Science for Non-Computer Majors (4) OR.	
+CSC110	Introduction to Computer Science (Java) (3) OR	
+CSC110AB	Introduction to Computer Science for Majors (4) OR	3-4
+PHY115	University Physics I (5) OR	
+PHY121	University Physics I: Mechanics (4)	4-5
+PHY116	University Physics II (5) OR	
+PHY131	University Physics II: Electricity and Magnetism (4)	4-5

RESTRICTED ELECTIVES: 10-12

+BIO181	General Biology	4
+CHM151	General Chemistry I Lecture (3) AND	
+CHM151LL	General Chemistry I Laboratory (1)	4
+CHM152	General Chemistry II Lecture (3) AND	
+CHM152LL	General Chemistry II Laboratory (1)	4

ECE111	Bioengineering Systems	3
+ECE211	Engineering Mechanics-Statics . . .	3
+ECE212	Engineering Mechanics-Dynamics	3
+ECE214	Engineering Mechanics	4
+ECE215	Mechanics of Materials	3
+CSC/EEE230	Computer Organization and Assembly Language	4
GLG101	Introduction to Geology I - Physical Lecture	3
+MAT225	Elementary Linear Algebra	3
+MAT227	Discrete Mathematical Structures .	3

GENERAL EDUCATION: 15-18 CREDITS**CORE: 9-12 CREDITS****First-Year Composition**

+ENG101	First-Year Composition (3) AND	
+ENG102	First-Year Composition (3) OR	
+ENG107	First-Year Composition for ESL (3) AND	
+ENG108	First-Year Composition for ESL (3)	6

Oral Communication

Any approved general education course from the Oral Communication area 3

Critical Reading

+CRE101	College Critical Reading (3) OR	
+CRE111	Critical Reading for Business and Industry (3) OR	
	Appropriate Reading placement test score	0-3

Mathematics

Met by Any Mathematics course listed in the Required Courses area. 0

DISTRIBUTION: 6 CREDITS**Humanities and Fine Arts**

Any approved general studies course in the Humanities and Fine Arts Area 3

Social and Behavioral Sciences

Any approved general studies course in the Social and Behavioral Sciences Area. 3

Natural Sciences

Met by PHY115 or PHY121 in the Required Courses Area 0

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Fire Science Technology

Emergency Response and Operations

Associate in Applied Science: AAS 3112

60 Credits

Program Contact:
Margaret Zuccaro - (480) 988-8755

Program Description

The Associate in Applied Science (AAS) in Emergency Response and Operations program provides students with a curriculum specific to the student's individual needs in addition to the knowledge and skills needed in today's changing public safety workplace. The program develops education, skills, and techniques for planning, responding, and mitigating various emergency situations within the student's specific discipline with emphasis on effective response and operations. The curriculum combines coursework in public safety emergency services with a general education component.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

ADMISSION CRITERIA:

Students pursuing Track I, Fire Operations, OR

Track II, Advanced Emergency Medical Technology-Paramedic, may be required to complete a program entrance exam as appropriate OR

Permission of Program Director

PROGRAM PREREQUISITES: 0-9 CREDITS

Track I, Fire Operations

+EMT/FSC104 Basic Emergency Medical Technology (9) OR
Permission of Program Director 0-9

OR

Track II, Advanced Emergency Medical Technology- Paramedic

Current validation in Basic Life Support (BLS) Health Care Provider/Professional Rescuer OR
+EMT235 Emergency Cardiac Care (3) AND .
+EMT236 Pharmacology in an Emergency Setting (3) OR
Permission of Program Director 0-6

OR

Advanced cardiac life support course OR
Emergency cardiac care course, AND
EMT-Paramedic certification AND
Current employment as an EMT Paramedic

OR

Permission of Program Director

REQUIRED COURSES: 17.5-24 CREDITS

Students must select one (1) of the following five (5) tracks:

Track I: Fire Operations 18 Credits

+FSC102 Fire Department Operations. 11
FSC105 Hazardous Materials/First Responder. 3
FSC130 Fitness for Firefighters/CPAT 1
FSC134 Fitness and Conditioning/ Firefighters 3

Track II: Advanced Emergency Medical Technology-Paramedic 17.5 Credits

+EMT242 Pediatric Advanced Life Support (1) OR
+EMT265 Pediatric Education for Prehospital Providers: Advanced (1) 1
+EMT240 Advanced Cardiac Life Support 2
+EMT245 Trauma Management I 2
+EMT272AA Advanced Emergency Medical Technology 12.5

Track III: Emergency Management 18 Credits

AJS/DPR/FSC139 Emergency Response to Terrorism 3
AJS/DPR/FSC146 Disaster Recovery Operations 3
AJS/DPR/FSC147 Emergency Preparedness. 3
AJS/DPR/FSC148 Fundamentals of Emergency Management. 3
AJS/DPR/FSC149 Hazard Mitigation 3
FSC224 Incident Command Systems. 3

Track IV: Fire Science Credits: 24

FSC105	Hazardous Materials First Responder.	3
FSC108	Fundamentals of Fire Prevention	3
FSC113	Introduction to Fire Suppression.	3
FSC117	Fire Apparatus.	3
FSC119	Introduction Fire Service Ethics	3
AJS/DPR/FSC147	Emergency Preparedness (3) OR	
AJS/DPR/FSC148	Fundamentals of Emergency Management (3)	3
+FSC208	Firefighter Safety and Building Construction	3
FSC215	Customer Service in the Public Sector	3

Track V: Fire Investigation Credits 24

FSC105	Hazardous Materials/First Responder.	3
FSC108	Fundamentals of Fire Prevention	3
FSC119	Introduction Fire Service Ethics	3
+FSC208	Firefighter Safety and Building Construction	3
FSC209	Fire Investigation I	3
+FSC210	Fire Investigation II.	3
+FSC211	Fire Investigation III	3
+FSC212	Fire Investigation IV	3

RESTRICTED ELECTIVES: 14-20.5 CREDITS

Students should select 14-20.5 credits from the following, except any courses used to satisfy Required Courses.

AJS+++++	Any AJS Administration of Justice Studies courses	1-6
DPR+++++	Any DPR Disaster Preparedness and Emergency Response courses	1-6
EMT+++++	Any EMT Emergency Medical Technology courses	1-6
FSC+++++	Any FSC Fire Science Technology courses	1-6
LET+++++	Any LET Law Enforcement Technology courses	1-6

**GENERAL EDUCATION: 22-25 CREDITS
CORE: 12-15 CREDITS****First-Year Composition**

Any approved general education courses from the First-Year Composition area 6

Oral Communication

Any approved general education course from the Oral Communication area 3

Critical Reading

Any approved general education course from the Critical Reading area. 0-3

Mathematics

Any approved general education course from the Mathematics area 3

DISTRIBUTION: 10 CREDITS**Humanities and Fine Arts**

Any approved general education course from the Humanities and Fine Arts area 3

Social and Behavioral Sciences

Any approved general education course from the Social and Behavioral Sciences area 3

Natural Sciences

Any approved general education course from the Natural Sciences area. 4

Fire Science

Certificate of Completion: CCL 5486

24 Credits

Program Contact:

Margaret Zuccaro - (480) 988-8755

Program Description

The Certificate of Completion (CCL) in Fire Science program is designed for students who need (1) advanced training as professional firefighters, (2) basic preparation courses for a career in fire services and/or (3) more comprehensive information about the fire hazard and prevention. Certificate can be used by professional firefighters for promotions and salary advancement within the Fire Services. The program will provide courses for plant safety for fire protection personnel and basic emergency services for laypersons who need intensive first aid training. The unique feature of the program is that the instructors are professional firefighters and/or licensed Emergency Medical Training Personnel.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

PROGRAM PREREQUISITES: 9 CREDITS

+EMT/FSC104	Basic Emergency Medical Technology	9
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REQUIRED COURSES:		24 CREDITS
FSC105	Hazardous Materials/First Responder.	3
FSC108	Fundamentals of Fire Prevention . .	3
FSC113	Introduction to Fire Suppression. .	3
FSC117	Fire Apparatus.	3
FSC119	Introduction Fire Service Ethics . .	3
AJS/DPR/FSC147	Emergency Preparedness (3) OR	
AJS/DPR/FSC148	Fundamentals of Emergency Management (3)	3
+FSC208	Firefighter Safety and Building Construction	3
FSC215	Customer Service in the Public Sector	3

PROGRAM PREREQUISITES:		0-9 CREDITS
+EMT/FSC104	Basic Emergency Medical Technology (9) OR	
	Current Arizona EMT certification OR	
	Permission of Program Director	0-9

REQUIRED COURSES:		31-39 CREDITS
+FSC102	Fire Department Operations (11) OR	
FSC105	Hazardous Materials/First Responder.	3
FSC108	Fundamentals of Fire Prevention . .	3
FSC117	Fire Apparatus.	3
FSC118	Fire Hydraulics	3
FSC119	Introduction Fire Science Ethics . .	3
FSC130	Fitness for Firefighters/CPAT	1
FSC134	Fitness and Conditioning/ Firefighters	3
FSC202	Supervisory Training for Firefighters	3
+FSC204	Firefighting Tactics and Strategy . .	3
+FSC208	Firefighter Safety and Building Construction	3

Fire Science Technology

Associate in Applied Science: AAS 3089

62-75 Credits

Program Contact:
Margaret Zuccaro - (480) 988-8755

Program Description

The Associate in Applied Science (AAS) in Fire Science Technology program is designed for students who desire advanced training as professional firefighters, basic preparation courses for a career in fire science, or a better understanding of fire hazards and problems in the field. Completion of the two-year program will qualify students for the Associate of Applied Science (AAS) in Fire Science Technology. A Certificate of Completion (CCL) in Fire Science is also offered. A Certificate of Completion in Fire Academy is also a feature of the curriculum.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

Students must earn a grade of "C" or better for all courses within the program.

ADMISSION CRITERIA:

Formal application and admission to the program is required.

RESTRICTED ELECTIVES:		9 CREDITS
ACC211	Financial Accounting	3
+ACC212	Managerial Accounting.	3
+ACC230	Uses of Accounting Information I. .	3
+ACC240	Uses of Accounting Information II .	3
CIS105	Survey of Computer Information Systems.	3
FSC101	Intro to Fire Service Selection . . .	3
FSC106	Introduction to Fire Protection . . .	3
FSC131	Introduction to Urban Technical Rescue	3
+EMT/FSC238	Vehicular Extrication and Patient Stabilization	2
FSC110	Wildland Firefighter	3
+FSC205	Command Strategies for Major Emergencies	3
FSC209	Fire Investigation I	3
FSC213	Hazard Categorization (HAZCAT)1	
+FSC216	Fire Investigation III	3
+FSC217	Fire Investigation IV	3
+FSC298++	Special Projects (any Suffixed Course).	1-3-3

GENERAL EDUCATION: 25-27 CREDITS**CORE: 15-17 CREDITS****First-Year Composition**

- +ENG101 First-Year Composition (3) OR
 +ENG107 First-Year Composition for ESL (3)
 AND
 +ENG102 First-Year Composition (3) OR
 +ENG108 First-Year Composition for ESL (3)
 OR
 +ENG111 Technical and Professional
 Writing (3) 6

Oral Communication

- COM100 Introduction to Human
 Communications (3) OR
 COM110 Interpersonal Communication (3)
 OR
 +COM225 Public Speaking (3) OR
 COM230 Small Group Communication (3). 3

Critical Reading

- +CRE101 College Critical Reading (3) OR
 +CRE111 Critical Reading for Business and
 Industry (3) OR
 Equivalent as indicated by
 assessment. 0-3

Mathematics

- +MAT102 Mathematical Concepts/
 Applications (3) OR
 +MAT120 Intermediate Algebra (5) OR
 +MAT121 Intermediate Algebra (4) OR
 +MAT122 Intermediate Algebra (3) OR
 Equivalent by assessment 3-5

DISTRIBUTION: 10 CREDITS**Humanities and Fine Arts**

Any approved general education course in the
 Humanities and Fine Arts area 3

Social and Behavioral Sciences

- AJS/EMT/FSC/SWU258 Victimology and Crisis
 Management (3) OR
 POS130 State and Local Government (3) OR
 POS221 Arizona Constitution (1) AND
 POS222 U.S. Constitution (2) 3

Natural Sciences

- BIO100 Biology Concepts (4) OR
 BIO102 General Biology (Non-Majors):
 Additional Topics (4) OR
 CHM130 Fundamental Chemistry (3) AND
 CHM130LL Fundamental Chemistry
 Laboratory (1) OR
 +PHY101 Introduction to Physics (4) 4

Firefighter Operations

Certificate of Completion: CCL 5557

17-27 Credits

Program Contact:
 Margaret Zuccaro - (480) 988-8755

Program Description

The Certificate of Completion (CCL) in Firefighter Operations program provides the opportunity for individuals seeking employment in various firefighting settings to acquire the minimum standard firefighting skills needed in the field.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

ADMISSION CRITERIA:

Completion of Program Prerequisites.

Formal application and admission to the program is required.

PROGRAM PREREQUISITES: 3-13 CREDITS

- +EMT/FSC104 Basic Emergency Medical
 Technology (9) OR
 Permission of Program Director 0-9
 FSC105 Hazardous Materials/First
 Responder. 3
 FSC130 Fitness for Firefighters/CPAT (1)
 OR
 Permission of Program Director 0-1

REQUIRED COURSES: 14 CREDITS

- FSC102 Fire Department Operations. 11
 FSC134 Fitness and Conditioning for
 Firefighters 3

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Linux Networking

Linux Professional

Certificate of Completion: CCL 5204

12 Credits

Program Contact:
Linda Watson ~ (480) 732-7191
linda.watson@cgccmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Linux Professional will help to prepare students for a variety of industry-recognized Linux certification exams as well as provide practical hands-on skills for the work place. The program includes a core of Linux classes including Linux operating system basics, System Administration, Network Administration and Network Security. These classes will ensure a student's knowledge and skill level in preparation for employment or for improving current professional skills. Objectives for a variety of industry certifications are encompassed within course and program objectives.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 6 CREDITS

- CIS126DL Linux Operating System (3) OR
- CIS126AL Linux Operating System I (1) AND
- +CIS126BL Linux Operating System II (1) AND
- +CIS126CL Linux Operating System III (1) . . . 3
- +CIS238DL Linux System Administration 3

RESTRICTED ELECTIVES: 6 CREDITS

- BPC/CIS121AB Microsoft Command Line Operations 1
- +BPC170 Computer Maintenance I: A+ Essentials Prep 3
- +BPC273 Advanced Server Computer Maintenance: Server+ Prep 3
- CIS105 Survey of Computer Information Systems 3
- +CIS190 Introduction to Local Area Networks 3
- +CIS240DL Linux Network Administration. . . 3
- +CIS270 Essentials of Network and Information Security. 3
- +CIS271DL Linux Security 3
- CNT140 Cisco Networking Basics (4) OR
- MST140 Microsoft Networking Essentials (3). 3-4
- +CNT150 Cisco Networking Router Technologies. 4
- MST150++ Microsoft Windows Professional (Any module.) 3
- CIS280 Current Topics in Computing. . . . 3

Massage

Therapeutic Massage

Certificate of Completion: CCL 5144

39-43 Credits

Program Contact:

Dr. Gregory Trone ~ (480) 732-7289

Program Description

The Certificate of Completion (CCL) in Therapeutic Massage is designed to provide students with the philosophical foundation and technical skills required to perform therapeutic massage. Students are prepared to manage a private massage practice and/or work in collaboration with other health field professionals. Students who complete this certificate program will be qualified to apply for licensure as massage therapists in the State of Arizona. Students in the Therapeutic Massage program may be exposed to potentially infectious blood, tissues and body fluids. An Associate in Applied Science (AAS) degree is also available.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of "C" or better for all courses required within the program.

Students must attend an orientation prior to applying to the program and be advised by the Program Director.

A special application must be completed to be officially accepted in the program. Contact the Program Director or Advisement to obtain the Therapeutic Massage Program packet.

Overall program minimum G.P.A. = 2.00.

ADMISSION CRITERIA:

High school diploma or GED.

Completion of Program Prerequisites courses with a grade of "C" or better.

Proof of current immunization: MMR (Measles, Mumps, and Rubella), TB (tuberculosis skin test), varicella, tetanus, diphtheria, and HEB (Hepatitis B vaccine).

Successful completion of interview process.

Have the ability to fully participate in classroom, laboratory, or clinical setting program activities.

Submit current CPR card for Health Care Provider and maintain current status throughout the practicum(s).

Complete and submit the health declaration form signed by a licensed health care provider.

Submit to a drug screening and demonstrate negative results.

Submit current fingerprinting clearance card.

Formal application and admission to the program are required.

PROGRAM PREREQUISITES: 11-15 CREDITS

Students must earn a grade of "C" or better for all courses in the Program Prerequisites area.

OPTION 1: 15 CREDITS

BIO160	Introduction to Human Anatomy and Physiology	4
HCC130	Fundamentals in Health Care Delivery	3
HCC145AA	Medical Terminology for Health Care Workers I	1
WED151	Introduction to Alternative Medicine	3
WED165	Overview of Massage Therapy . . .	2
WED215	Self-Care for Health Care Providers.	2

OPTION 2: 11 CREDITS

Option 2 is for students who have completed an Associate in Applied Science degree or higher degree in a health science discipline from a regionally accredited institution of higher education recognized by The Maricopa Community Colleges.

BIO160	Introduction to Human Anatomy and Physiology	4
WED151	Introduction to Alternative Medicine	3
WED165	Overview of Massage Therapy . . .	2
WED215	Self-Care for Health Care Providers.	2

REQUIRED COURSES: 24 CREDITS

MGT253	Owning and Operating a Small Business	3
+WED230	Therapeutic Massage Practices I	6
+WED231	Therapeutic Massage Practices II	6
+WED232	Therapeutic Massage Practices III.	6
+WED250	Clinical Practicum	3

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

RESTRICTED ELECTIVES: 4 CREDITS

Students must select from different categories for a total of 4 credits.

Students should select from the following categories in consultation with the Program Director.

CATEGORY I: GENERAL

HES100	Healthful Living	3
HES271	Prevention and Treatment of Athletic Injuries	3
WED297AC	Special Topics: Therapeutic Massage	3

CATEGORY II: HANDS-ON

Permission of Program Director is required.

WED125	Reiki: Healing and Symbols	2
+WED210	Sports Massage	2
+WED262	Acupressure/Shiatsu I	2
+WED264	Acupressure/Shiatsu II	2
WED297AB	Special Topics: Therapeutic Massage	2

CATEGORY III: SPECIALTY EXPLORATION

WED156	Humor and Play	1
WED160	Ethics of Touch Massage	0.50
WED162	Meditation and Wellness	1
WED170	Principles of Homeopathy	1
WED172	Overview of Herbal Remedies	1
WED176	Flower Essences	1
WED182	Health Conditions and Popular Herbs	2
WED183	Introduction to Ayurvedic Principles	2
WED218	Aromatherapy	1
WED297AA	Special Topics: Therapeutic Massage	1

CATEGORY IV: PHYSICAL ACTIVITY

PED101AK	Aikido (1) OR	
PED102AK	Aikido - Intermediate (1) OR	
PED103AK	Aikido (0.5) (may be repeated) OR	
PED201AK	Aikido - Advanced (1)	1
PED101TC	Tai Chi (1) OR	
PED102TC	Tai Chi (1) - Intermediate OR	
PED103TC	Tai Chi (0.5) (may be repeated) OR	
PED201TC	Tai Chi - Advanced (1)	1
PED101YO	Yoga (1) OR	
PED102YO	Yoga - Intermediate (1) OR	
PED103YO	Yoga (0.5) (may be repeated) OR	
PED201YO	Yoga - Advanced (1)	1
PED/WED121	Physical Conditioning for Massage Therapists	1

Therapeutic Massage

Associate in Applied Science: AAS 3144

64-68 Credits

Program Contact:

Dr. Gregory Trone ~ (480) 732-7289

Program Description

The Associate in Applied Science (AAS) program is designed to provide students with the philosophical foundation and technical skills required to perform therapeutic massage. Students are prepared to manage a private massage practice and/or work in collaboration with other health field professionals. Students who complete this degree program will be qualified to apply for licensure as massage therapists in the State of Arizona. Students in the Therapeutic Massage program may be exposed to potentially infectious blood, tissues, and body fluids. A Certificate of Completion (CCL) is also available.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

++ indicates any module

Students must earn a grade of "C" or better for all courses required within the program.

Students must attend an orientation prior to applying to the program and be advised by the Program Director.

A special application must be completed to be officially accepted in the program.

Contact the Program Director or Advisement to obtain the Therapeutic Massage Program packet.

Overall program minimum G.P.A. = 2.00.

ADMISSION CRITERIA:

High school diploma or GED.

Completion of Program Prerequisites courses with a grade of "C" or better.

Proof of current immunization: MMR (Measles, Mumps, and Rubella),

TB (tuberculosis skin test), varicella, tetanus, diphtheria, and HEB (Hepatitis B vaccine).

Have the ability to fully participate in classroom, laboratory, or clinical setting program activities.

Submit current CPR card for Health Care Provider and maintain current status throughout the practicum(s).

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Complete and submit the health declaration form signed by a licensed health care provider.

Submit to a drug screening and demonstrate negative results.

Submit current fingerprinting clearance card.

Successfully complete an interview process.

Formal application and admission to the program are required.

PROGRAM PREREQUISITES: 11-15 CREDITS

Students must earn a grade of "C" or better in all courses in the Program Prerequisites area.

OPTION 1: 15 CREDITS

BIO160	Introduction to Human Anatomy and Physiology	4
HCC130	Fundamentals in Health Care Delivery	3
HCC145AA	Medical Terminology for Health Care Workers I	1
WED151	Introduction to Alternative Medicine	3
WED165	Overview of Massage Therapy . . .	2
WED215	Self-Care for Health Care Providers.	2

OPTION 2: 11 CREDITS

Option 2 is for students who have completed an Associate in Applied Science degree or higher degree in a health science discipline from a regionally accredited institution of higher education recognized by The Maricopa Community Colleges.

BIO160	Introduction to Human Anatomy and Physiology	4
WED151	Introduction to Alternative Medicine	3
WED165	Overview of Massage Therapy . . .	2
WED215	Self-Care for Health Care Providers.	2

REQUIRED COURSES: 24 CREDITS

MGT253	Owning and Operating a Small Business	3
+WED230	Therapeutic Massage Practices I	6
+WED231	Therapeutic Massage Practices II	6
+WED232	Therapeutic Massage Practices III.	6
+WED250	Clinical Practicum	3

RESTRICTED ELECTIVES: 8 CREDITS

Students must select a minimum of one (1) course from each category for a total of eight (8) credits.

CATEGORY I: GENERAL

Select a minimum of one (1) course from Category I.

HES100	Healthful Living	3
HES271	Prevention and Treatment of Athletic Injuries	3
WED297AC	Special Topics: Therapeutic Massage	3

CATEGORY II: HANDS-ON

Select a minimum of one (1) course from Category II. Permission of Program Director is required.

WED125	Reiki: Healing and Symbols	2
+WED210	Sports Massage	2
+WED262	Acupressure/Shiatsu I	2
+WED264	Acupressure/Shiatsu II	2
WED297AB	Special Topics: Therapeutic Massage	2

CATEGORY III: SPECIALTY EXPLORATION

Select a minimum of one (1) course from Category III.

WED156	Humor and Play	1
WED160	Ethics of Touch Massage	0.50
WED162	Meditation and Wellness.	1
WED170	Principles of Homeopathy	1
WED172	Overview of Herbal Remedies.	1
WED176	Flower Essences	1
WED182	Health Conditions and Popular Herbs	2
WED183	Introduction to Ayurvedic Principles	2
WED218	Aromatherapy.	1
WED297AA	Special Topics: Therapeutic Massage	1

CATEGORY IV: PHYSICAL ACTIVITY

Select a minimum of one (1) course from Category IV.

PED101AK	Aikido (1) OR	
PED102AK	Aikido - Intermediate (1) OR	
PED103AK	Aikido (0.5) (may be repeated) OR	
PED201AK	Aikido - Advanced (1).	1
PED101TC	Tai Chi (1) OR	
PED102TC	Tai Chi (1) - Intermediate OR	
PED103TC	Tai Chi (0.5) (may be repeated) OR	
PED201TC	Tai Chi - Advanced (1)	1
PED101YO	Yoga (1) OR	
PED102YO	Yoga - Intermediate (1) OR	
PED103YO	Yoga (0.5) (may be repeated) OR	
PED201YO	Yoga - Advanced (1)	1
WED/PED121	Physical Conditioning for Massage Therapists	1

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

GENERAL EDUCATION: 21 CREDITS

CORE: 15 CREDITS

First-Year Composition
Any approved general education course in the First-Year Composition area 6

Oral Communication
COM110 Interpersonal Communication (3) OR
+COM230 Small Group Communication (3) 3

Critical Reading
+Any approved general education course in the Critical Reading area 3

Mathematics
+Any approved general education course in the Mathematics area 3

DISTRIBUTION: 6 CREDITS

Humanities and Fine Arts
Any approved general education course in the Humanities and Fine Arts area. 3

Social and Behavioral Sciences
REC120 Leisure and the Quality of Life . . . 3

Natural Sciences
Met by BIO160 in Program Prerequisites area. . . . 0

Microsoft Networking

Network Administration: Microsoft Windows Server

Certificate of Completion: CCL 5124
18 Credits

Program Contact:
Patricia Baker ~ (480) 732-7392
patricia.baker@cgcmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Network Administration: Microsoft Windows Server program provides students with background knowledge and skills required for learning the specific tasks and industry recognized standards associated with computer networks and data communications. This program also prepares students to complete the required certification tests for Microsoft Administrator.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses within the program.

+ indicates course has prerequisites and/or corequisites.

++ indicates any module

The Network core courses will also prepare students towards certification in Microsoft and Novell.

Overall program minimum G.P.A. = 2.00.

PROGRAM PREREQUISITES: 0-3 CREDITS
CRE101 College Critical Reading (3) OR
Equivalent by assessment 0-3

REQUIRED COURSES: 14-15 CREDITS

CIS105 Survey of Computer Information Systems (3) OR
BPC110 Computer Usage and Applications (3) 3

MST150 Microsoft Windows Professional (3) OR
MST150++ Microsoft Windows (any module) (3) 3

+MST155DA Windows Server Network Infrastructure Configuration. 4

+MST157DA Active Directory Windows Server Configuration. 4

+MST152 Microsoft Windows Server (4) OR
+MST152DA Microsoft Windows 2000 Server (4) OR
+MST152DB Microsoft Windows 2003 Server (4) OR
+MST158DA Windows Server Administration (4) 4

Music Business

Music Business

Certificate of Completion: CCL 5258

40 Credits

Program Contact:

Ted Goddard - (480) 857-5182

Program Description

The Certificate of Completion (CCL) in Music Business program is an innovative curriculum designed to prepare students for today's music industry. The certificate and degree with a music business emphasis are designed for both the performing musician and the business student with limited performing experience. This program combines a flexible curriculum with an emphasis in business and marketing, along with music industry related courses and experiences.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisite and/or corequisites.

++ indicates any module.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 37 CREDITS

ACC109	Accounting Concepts (3) OR	
ACC111	Accounting Principles I (3)	3
BPC128	Introduction to Desktop Publishing.	1
CIS131AA	Doing Business on the Internet. . .	1
+COM259	Communication in Business and Professions	3
GBS151	Introduction to Business.	3
MGT253	Owning and Operating a Small Business (3) OR	
+MUC209	Music Industry Entrepreneurship (3)	3
MKT271	Principles of Marketing.	3
MTC101	Introduction to Music Theory OR Higher Level	3
MUC109	Music Business: Merchandising and the Law.	3

MUC110	Music Business: Recording and Mass Media	3
+MUC111	Digital Audio Workstation I (DAW I)	3
MUC195	Studio Music Recording I.	3
+MUC295AA	Self Promotion for Music	1
+MUC297AB	Music Internship	2
SBS230	Financial and Tax Management for Small Business	2

RESTRICTED ELECTIVES: 3 CREDITS

MHL+++	Any MHL Music: History/Literature prefixed course	3
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Music Business

Associate in Applied Science: AAS 3017

62 Credits

Program Contact:

Ted Goddard - (480) 857-5182

Program Description

The Associate in Applied Science (AAS) in Music Business program is an innovative curriculum designed to prepare students for today's music industry. The certificate and degree with a music business emphasis are designed for both the performing musician and the business student with limited performing experience. This program combines a flexible curriculum with an emphasis in business and marketing, along with music industry related courses and experiences.

PROGRAM NOTES:

Students must earn a grade of "C" or better for all courses required within the program.

+ indicates course has prerequisite and/or corequisites.

++ indicates any module.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 37 CREDITS

ACC109	Accounting Concepts (3) OR	
ACC111	Accounting Principles I (3)	3
BPC128	Introduction to Desktop Publishing.	1

CIS131AA	Doing Business on the Internet . . .	1
+COM259	Communication in Business and Professions	3
GBS151	Introduction to Business	3
+MUC209	Music Industry Entrepreneurship (3) OR	
MGT253	Owning and Operating a Small Business (3)	3
MKT271	Principles of Marketing	3
MTC101	Introduction to Music Theory OR Higher Level	3
MUC109	Music Business: Merchandising and the Law	3
MUC110	Music Business: Recording and Mass Media	3
+MUC111	Digital Audio Workstation I (DAW I)	3
MUC195	Studio Music Recording I	3
+MUC295AA	Self Promotion for Music	1
+MUC297AB	Music Internship	2
SBS230	Financial and Tax Management for Small Business	2
RESTRICTED ELECTIVES: 3 CREDITS		
MHL+++	Any MHL Music: History/Literature prefixed course	3

GENERAL EDUCATION: 22-25 CREDITS**CORE: 12-15 CREDITS****First-Year Composition**

+ENG101 First-Year Composition (3) AND
+ENG102 First-Year Composition (3) 6

Oral Communication

Any approved general education course in the Oral Communication area 3

Critical Reading

CRE101 College Critical Reading (3) OR
Equivalent as indicated by assessment 0-3

Mathematics

+Any approved general education course in the Mathematics area 3

DISTRIBUTION: 10 CREDITS**Humanities and Fine Arts**

Any approved general education course in the Humanities and Fine Arts area 3

Social and Behavioral Sciences

Any approved general education course in the Social and Behavioral Sciences area 3

Natural Sciences

Any approved general education course in the Natural Sciences area 4

Nursing

Nursing Program

Program Description

The Associate in Applied Science (AAS) Nursing Program is available at eight of the Maricopa Community Colleges. Clinical experiences are provided in a variety of healthcare settings. The Nursing Program provides eligibility for students to apply for the national exam for the registered nurse license. Licensing requirements are the exclusive responsibility of the State Board of Nursing.

The Associate in Applied Science (AAS) Nursing Program is approved by the Arizona State Board of Nursing and accredited by the National League for Nursing Accrediting Commission (NLNAC), 61 Broadway 33rd Floor, New York, New York 10006, 212.363.5555, ext 153.

Program offerings

This program is offered at the following sites:

Chandler-Gilbert Community College
Estrella Mountain Community College
Gateway Community College
Glendale Community College
Mesa Community College
Mesa Community College/Boswell
Paradise Valley Community College
Phoenix College
Scottsdale Community College

Waiver of Licensure/Certification Guarantee

Admission or graduation from the Nursing Program does not guarantee obtaining a license to practice nursing. Licensure requirements and the subsequent procedures are the exclusive right and responsibility of the Arizona State Board of Nursing. Students must satisfy the requirements of the Nurse Practice Act: Statutes, Rules and Regulations,

independently of any college or school requirements for graduation. Pursuant to A.R.S. 32-1606(B) (17), an applicant for professional or practical nurse license by examination is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received five or more years before submitting this application. If you cannot prove that the absolute discharge date is five or more years, the Board cannot process your application.

All nursing applicants for licensure will be fingerprinted to permit the Department of Public Safety to obtain state and federal criminal history information. If there is any question about eligibility for licensure or certification, contact the nursing education consultant at the Arizona State Board of Nursing (602-889-5150).

Health Declaration

It is essential that Nursing students be able to perform a number of physical activities in the clinical portion of the program. At a minimum, students will be required to lift patients, stand for several hours at a time and perform bending activities. The clinical nursing experience also places students under considerable mental and emotional stress as they undertake responsibilities and duties impacting patients' lives. Students must be able to demonstrate rational and appropriate behavior under stressful conditions. Individuals should give careful consideration to the mental and physical demands of the program prior to making application.

Health & Safety Requirements for the Nursing Program

1. Students must submit a Health and Safety Documentation Checklist verifying completion of all requirements and maintain current status throughout the program.
2. Students must submit the Health Declaration Form signed by a licensed health care provider.
3. Students must test negative on a timed urine drug screen.
4. Students must provide a copy of their current and valid Finger Print Clearance Card upon application.

Grade Requirements

Students must obtain a "C" grade or better in all courses required within the program.

Course Fee Information

Please see class schedule for information regarding course fees.

University Transfer Students

For students planning a University Program

Students who are planning to earn the Bachelor of Science in Nursing may obtain their prerequisite courses at the Maricopa Community Colleges. For information on courses that meet requirements for admission into a baccalaureate program, please contact a program advisor.

Registered Nurse

Associate in Applied Science: AAS 3812

61-74 Credits

Program Contacts:

Nursing Advisor - (480) 988-8880

Nursing Office - (480) 988-8881

Director of Nursing - (480) 988-8882

The Associate in Applied Science (AAS) degree in Nursing graduate is eligible to apply for licensure as a Registered Nurse (RN). The RN is educated as a generalist who delivers health care to clients and family groups and has competencies related to the art and science of nursing. The RN may be employed in a variety of acute, long term, and community based health care settings. The AAS degree in Nursing provides the graduate with an educational foundation for articulation into the university setting.

The Nursing Program is approved by the Arizona State Board of Nursing and accredited by the National League for Nursing Accrediting Commission (NLNAC), 61 Broadway 33rd Floor, New York, New York 10006, 212.363.5555, ext 153.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses required within the program.

+ indicates course has prerequisites and/or corequisites.

The Nursing Program's Core Values of Caring, Holism, Nursing Role Development, Critical Thinking, Safe Practice, and Information Management and Technology are integrated into the student learning outcomes/program competencies.

ADMISSION CRITERIA:

High School diploma or GED,

Formal application and admission to the program is required.

A passing score on a nursing program admission test is required to complete an application.

Applicants for Advanced Placement must receive a passing score on a practical nursing content exam for placement into Block 3.

The final decision rests with the Nursing Program Chair at the College to which the student is accepted.

The Nursing Program Chair reserves the right to deny acceptance of an admission application if the applicant was dismissed for issues relating to academic integrity, unsafe patient care, and/or two (2) or more failures from any nursing program.

All applicants holding or receiving a certificate as a Nursing Assisting and/or license as a Practical Nurse must remain in good standing with the Regulatory Board. Once enrolled, students receiving any disciplinary actions against their certificate or license must notify the Nursing Program Chair within five (5) school days. The Nursing Program Chair reserves the right to restrict the student's participation in clinical experiences and involvement in patient care until the certificate and/or license is valid and unrestricted.

PROGRAM PREREQUISITES 10-20 CREDITS

The credit hour range is subject to change depending on the student's educational experience.

- +BIO156 Introductory Biology for Allied Health (4) OR
- +BIO181 General Biology (Majors) I (4) OR One year of high school biology 0-4
- +BIO201 Human Anatomy and Physiology I 4
- +CHM130 Fundamental Chemistry (3) AND .
- +CHM130LL Fundamental Chemistry Laboratory (1) OR One year of high school chemistry 0-4
- +MAT120 Intermediate Algebra (5) OR
- +MAT121 Intermediate Algebra (4) OR
- +MAT122 Intermediate Algebra (3) OR Satisfactory completion of higher level mathematics course. 3-5

- PSY101 Introduction to Psychology (3) OR
- +PSY240 Developmental Psychology (3) . . . 3

REQUIRED COURSES: 35 CREDITS

- +NUR151 Nursing Theory and Science I. 10
- +NUR171 Nursing Theory and Science II 8
- +NUR251 Nursing Theory and Science III. 8
- +NUR271 Nursing Theory and Science IV. 7
- +NUR291 Nursing Clinical Capstone 2

GENERAL EDUCATION: 16-19 CREDITS

CORE: 6-9 CREDITS

First-Year Composition

- +ENG101 First-Year Composition (3) OR
- +ENG107 First-Year Composition for ESL (3) 3

AND

- +ENG102 First-Year Composition (3) OR
- +ENG108 First-Year Composition for ESL (3) 3

Oral Communication

- Waived 0

Critical Reading

- CRE101 College Critical Reading I (3) OR Equivalent by assessment 0-3

Mathematics

- Met by MAT120, OR MAT121, OR MAT122 OR Satisfactory completion of higher level mathematics course in Program Prerequisites area 0

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

- Any approved general education course in the Humanities and Fine Arts area 2

Social and Behavioral Sciences

- Met by PSY101 OR PSY240 in Program Prerequisites area 0

Natural Sciences

- +BIO202 Human Anatomy and Physiology II (4) AND
- +BIO205 Microbiology (4). 8

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Nutrition

Dietetic Technology

Associate in Applied Science: AAS 3840

63-72 Credits

Program Contact:

Susan Gaumont - (480) 732-7142

Program Description

The Dietetic Technology program is an Associate in Applied Science (AAS) degree emphasizing medical nutrition therapy and food service management. Students acquire the knowledge and skills foundation to work in dietetics through the integration of classroom learning and 466 hours of supervised practice. Emphasis is placed on the development of communication and human relations techniques that prepare the graduate for professional success.

Upon successful completion of the program, the graduate will be eligible to take the Dietetic Technician Registration Examination of the Commission on Dietetic Registration (CDR).

Job Description and Opportunities

The Dietetic Technician, Registered is prepared to play a key role in providing quality, cost-effective client care and food service management in a variety of employment settings. Job responsibilities may include patient counseling and education in basic and therapeutic nutrition, medical record documentation, health promotion and disease prevention, menu development, and supervisory and administrative skills related to nutrition services and institutional food production.

Dietetic Technicians are an integral part of health care and food service management teams. They work independently or in partnership with Registered Dietitians in a variety of settings:

- **Clinical**
Hospitals, clinics, nursing homes, retirement centers, home health care programs, and research facilities.
- **Food Service**
Schools, daycare centers, correctional facilities, restaurants, hospitals, and long-term care facilities.

- **Community and Public Health**
WIC programs, public health agencies, and community health programs.
- **Wellness**
Health clubs, weight management clinics, and community wellness centers.
- **Business**
Food companies, food vendors, and food distributors.

PROGRAM NOTES:

Students must earn a grade of "C" or better in all courses within the program.

+ indicates course has prerequisites and/or corequisites.

++ indicates any module.

Overall program minimum G.P.A. = 2.00.

PROGRAM PREREQUISITES: 0-4 CREDITS

CPR/AED Certification for Health Care Providers must be completed prior to registering for FON244, FON245 or FON246 practicum courses.

Students selecting BIO201 in the Required Courses area must complete BIO156 or BIO181 in consultation with a program advisor.

+BIO156 Human Biology for Allied Health (4) OR
BIO181 General Biology (Majors) I (4) . 0-4.

REQUIRED COURSES: 41-45 CREDITS

BIO160 Introduction to Human Anatomy and Physiology (4) OR
+BIO201 Human Anatomy and Physiology I (4) AND
+BIO202 Human Anatomy and Physiology II (4) 4-8
BPC110 Computer Usage and Application (3) OR
BPC101AA Introduction to Computers I (1) AND
+BPC101BA Introduction to Computers II (1) AND
+BPC101CA Introduction to Computers III (1) OR
BPC/CIS114++ Spreadsheet Level I (any module) (1) AND

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

BPC/CIS117++	Database Management Level I (any module) (1) AND	
BPC/OAS130DK	Beginning Word (1)	3
	OR	
CIS105	Survey of Computer Information Systems (3)	3
FON104	Certification in Food Service Safety and Sanitation.	1
FON125	Introduction to Professions in Nutrition and Dietetics.	1
FON142AB	Applied Food Principles	3
+FON207	Introduction to Nutrition Services Management.	3
+FON210	Sports Nutrition and Supplements for Physical Activity (3) OR	
+FON247	Weight Management Theory (3)..	3
+FON/HES225	Research in Complementary and Alternative Nutrition Therapies	3
+FON241	Principles of Human Nutrition. . .	3
+FON242	Introduction to Medical Nutrition Therapy	3
+FON244AA	Practicum I: Food Service Management - Lecture	2
+FON244AB	Practicum I: Food Service Management - Lab	2.5
+FON245AA	Practicum II: Medical Nutrition Therapy	2
+FON245AB	Practicum II: Medical Nutrition Therapy - Lab	2.5
+FON246AA	Practicum III: Community Nutrition - Lecture	2
+FON246AB	Practicum III: Community Nutrition - Lab	2
HCC145AA	Medical Terminology for Health Care Workers I	1

GENERAL EDUCATION: 22-27 CREDITS

CORE: 12-17 CREDITS

First-Year Composition

+ENG101	First-Year Composition (3) OR	
+ENG107	First-Year Composition for ESL (3) AND	
+ENG102	First-Year Composition (3) OR	
+ENG108	First-Year Composition for ESL (3) OR	
+ENG111	Technical Writing (3)	6

Oral Communication

COM100	Introduction to Human Communication (3) OR	
COM110	Interpersonal Communication (3) OR	
+COM225	Public Speaking (3) OR	

COM230	Small Group Communication (3)	3
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Critical Reading

+CRE101	College Critical Reading (3) OR	
+CRE111	Critical Reading for Business and Industry (3) OR	
	Equivalent as indicated by assessment	3

Mathematics

+MAT120	Intermediate Algebra (5) OR	
+MAT121	Intermediate Algebra (4) OR	
+MAT122	Intermediate Algebra (3) OR	
	Equivalent as indicated by assessment OR Satisfactory completion of any 3-5 credit mathematics course higher than MAT120.	3-5

DISTRIBUTION: 10 CREDITS

Humanities and Fine Arts

Any approved general education course in the Humanities and Fine Arts area 3

Social and Behavioral Sciences

PSY101	Introduction to Psychology (3) OR	
SOC101	Introduction to Sociology (3)	3

Natural Sciences

+CHM130	Fundamental Chemistry (3) AND	
+CHM130LL	Fundamental Chemistry Laboratory (1) OR	
+CHM151	General Chemistry I (3) AND	
+CHM151LL	General Chemistry I Laboratory (1)	4

Personal Training

Personal Training Specialist

Certificate of Completion: CCL 5445

30-37 Credits

Program Contact:

Dr. Brent Alvar ~ (480) 726-4059

Program Description

The Certificate of Completion (CCL) in Personal Training Specialist program prepares students for employment in the fitness industry as a Personal Trainer. This curriculum provides students with a fundamental knowledge of human physiology and anatomy, introduction into career options in the field of Exercise Science, Kinesiology and Physical Education/Coaching, emergency response readiness, health appraisals and assessments; application of exercise fitness principles and strength and cardiorespiratory training techniques; a fundamental knowledge of nutrition, exercise physiology, and biomechanics; skills in exercise testing and fitness measures as well as writing exercise prescriptions and program designs for diverse populations.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of "C" or better in all courses within the program.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 26-31 CREDITS

EXS101	Introduction to Exercise Science, Kinesiology and Physical Education	3
BIO160	Introduction to Human Anatomy and Physiology	4
EXS112	Professional Applications of Fitness Principles	3
EXS125	Introduction to Exercise Physiology	3

EXS130	Strength Fitness: Physiological Principles and Training Techniques	3
EXS132	Cardiovascular Fitness: Physiological Principles and Training Techniques 3	
EXS145	Guidelines for Exercise Testing and Prescription	3
FON100	Introductory Nutrition	3
HES154	First Aid/Cardiopulmonary Resuscitation (3) OR Proof of First Aid and CPR Certification	0-3
+EXS239	Practical Applications of Personal Training Skills and Techniques Internship (3) OR	
+EXS239AA	Practical Applications of Personal Training Skills and Techniques Internship (1) OR	
+EXS239AB	Practical Applications of Personal Training Skills and Techniques Internship (2)	1-3

RESTRICTED ELECTIVES: 4-6 CREDITS

Choose 4-6 credits from one of the groups below:

Wellness/Prevention:

HES100	Healthful Living (3) OR	
WED110	Principles of Fitness and Wellness (3)	3
HES271	Prevention and Treatment of Athletic Injuries	3
EXS138	Starting Your Own Personal Training Business	1

Nutrition:

+FON230	Nutrition for Special Populations	3
+FON247	Weight Management Theory	3
EXS138	Starting Your Own Personal Training Business	1

Group Fitness:

+EXS190	Small Group Personal Training in a Studio Setting	2
+EXS192	Small Group Personal Training in a Gym	2

Courses available at CGCC are listed in the Course Descriptions section of this document.

General Education Requirements are listed on pages 173-176.

For the most current information regarding degree requirements log onto www.maricopa.edu/academic/ccta.

Strength, Nutrition, and Personal Training

Associate in Applied Science: AAS 3059

62-67 Credits

Program Contacts:
Dr. Brent Alvar ~ (480) 726-4059

Program Description

The Strength, Nutrition, and Personal Training Associate in Applied Science (AAS) prepares students with the knowledge and experience required to be eligible for the American College of Sports Medicine (ACSM) Health and Fitness Instructor Certification, ACSM personal trainer certification, the National Strength and Conditioning Association (NSCA) personal trainer certification, and the American Council on Exercise (ACE) personal trainer certification. This degree will provide students with a stronger educational background making them more marketable in the field of fitness and nutrition. This degree will also meet the needs of individuals with existing degrees in such fields as Exercise Physiology, Nutrition, Athletic Training and other health related disciplines. Registered dietitians, clinical exercise physiologists, personal trainers, exercise specialists, strength and conditioning specialists, coaches, athletes and others interested in acquiring knowledge in exercise, nutrition and health are also eligible for this program.

PROGRAM NOTES:

Students must earn a grade of "C" or better required for all courses within the program.

+ indicates course has prerequisite and/or corequisites.

Overall program minimum G.P.A. = 2.00.

REQUIRED COURSES: 37-40 CREDITS

EXS101	Introduction to Exercise Science, Kinesiology, and Physical Education	3
EXS112	Professional Applications of Fitness Principles	3
EXS125	Introduction to Exercise Physiology	3
EXS130	Strength Fitness-Physiological Principles and Training Techniques	3

EXS132	Cardiovascular Fitness: Physiological Principles and Training Techniques	3
EXS138	Starting Your Own Personal Training Business	1
EXS145	Guidelines for Exercise Testing and Prescription	3
EXS214	Instructional Competency: Flexibility and Mind-Body Exercises	2
EXS216	Instructional Competency: Muscular Strength and Conditioning	2
EXS218	Instructional Competency: Cardiorespiratory Exercises and Activities	2
+EXS239	Practical Applications of Personal Training Skills and Techniques Internship (3) OR	
+EXS239AA	Practical Applications of Personal Training Skills and Techniques Internship (1) AND	
+EXS239AB	Practical Applications of Personal Training Skills and Techniques Internship (2)	3
FON100	Introductory Nutrition (3) OR	
FON241	Principles of Human Nutrition (3)	3
+FON210	Sports Nutrition and Supplements for Physical Activities	3
+FON247	Weight Management Theory	3
HES154	First Aid/Cardiopulmonary Resuscitation (3) OR BLS Health Care Provider and First Aid Certification.	0-3

GENERAL EDUCATION: 25-27 CREDITS

CORE: 15-17 CREDITS

First Year Composition

+ENG101	First Year Composition (3) AND	
+ENG102	First Year Composition (3) OR	
+ENG107	First-Year Composition for ESL (3) AND	
+ENG108	First-Year Composition for ESL (3)	6

Oral Communication

COM100	Introduction to Human Communication (3) OR	
COM110	Interpersonal Communication (3)	3

Critical Reading

+CRE101	College Critical Reading I	3
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Mathematics

Any approved general education course in the Mathematics area, except MAT102. The following courses are recommended:

+MAT120	Intermediate Algebra (5) OR
+MAT121	Intermediate Algebra (4) OR
+MAT122	Intermediate Algebra (3) 3-5

DISTRIBUTION:**10 CREDITS****Humanities and Fine Arts**

Any approved general education course in the Humanities and Fine Arts area 3

Social and Behavioral Sciences

CFS205	Human Development (3) OR
HES100	Healthful Living (3) 3

Natural Sciences

BIO160	Introduction to Human Anatomy and Physiology 4
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Small Business

Small Business Start-Up

Certificate of Completion: CCL 5706

12 Credits

Division Chair:

Matt Fisher ~ (480) 857-5538

matt.fisher@cgcmail.maricopa.edu

Program Description

The Certificate of Completion (CCL) in Small Business Start-Up program is designed to meet the needs of individuals who wish to become entrepreneurs. It is a flexible program that consists of 1, 2, and 3 credit courses that can be offered in a variety of formats (online, on ground, flex express, accelerated) to support the schedules of prospective small business owners. Courses provide a background in marketing, management, finance, and a capstone course in which students complete a business plan. The goal of the Small Business Start-Up certificate is to create a foundation for prospective small business owners and contribute to the long-term success of the business community.

PROGRAM NOTES: NONE**ADMISSION CRITERIA: NONE****PROGRAM PREREQUISITES: NONE****REQUIRED COURSES:****12 CREDITS**

MGT253	Owning and Operating a Small Business 3
MKT271	Principles of Marketing 3
SBS213	Hiring and Managing Employees . 1
SBS214	Small Business Customer Relations 1
SBS220	Internet Marketing for Small Business 2
SBS230	Financial and Tax Management for Small Business 2

Sustainability and Ecological Literacy

Sustainability and Ecological Literacy

Academic Certificate: AC 6232

16 Credits

Program Contacts:

Dr. Darien Ripple ~ (480) 732-7182

Program Description

The interdisciplinary Academic Certificate (AC) in Sustainability and Ecological Literacy enhances students' understanding of sustainable living practices associated with economics, equity and the environment. Through a combination of coursework and experiential learning, students engage in critical thinking, inquiry, and discourse, skills necessary for becoming socially responsible citizens who are ecologically and environmentally aware. The certificate is designed for, although not limited to, students seeking an Associate in Arts Degree and planning transfer to a four-year colleges and universities.

PROGRAM NOTES:

+ indicates course has prerequisites and/or corequisites.

Students must earn a grade of "C" or better in all courses within the program.

PROGRAM PREREQUISITES: 3 CREDITS

+ENG101 First-Year Composition (3) OR
+ENG107 First-Year Composition for ESL (3)3

REQUIRED COURSES: 7 CREDITS

+PHI216 Environmental Ethics 3
BIO105 Environmental Biology (4) OR
GLG110 Geological Disasters and the
Environment (3) AND
GLG111 Geological Disasters and the
Environment Lab (1) 4

HUMANITIES, SOCIAL SCIENCE AND WELLNESS:

9 CREDITS

Students will choose 2 difference courses from the following list:

+ECN263 The Economics of Natural
Resources, Population and the
Environment (3)
ENH206 Nature and Environmental
Literature (3)
ENH260 Literature of the Southwest (3)
HUM201 Humanities: Universal Themes (3)
REC150AB Outdoor Adventure Skills (3)
SBU200 Society and Business (3) 6

Students will choose 1 course from the following list:

HIS110 World History to 1500 (3)
HIS111 World History 1500 to the
Present (3)
HUM250 Ideas and Values in the
Humanities (3)
PHI104 World Philosophy (3)
POS120 World Politics (3)
PSY132 Psychology and Culture (3)
SOC101 Introduction to Sociology (3) 3

Special Programs

Continuing Education

Chandler-Gilbert Community College offers life-long learning opportunities through non-credit courses. The Continuing Education Department offers courses designed to enhance personal and professional development through classroom instruction as well as on-line learning. To continue learning with flexible courses year-round, search on-line at www.cgcc.edu/cont_ed/ or call (480) 857-5500.

English as a Second Language

CGCC is committed to a partnership in learning with students who are non-native English speakers. The English as a Second Language (ESL) courses are designed to help foreign speakers from a variety of countries learn English by emphasizing four skill areas: listening, speaking, reading, and writing.

Students enrolling in ESL courses should be tested. Based on test scores, students are placed in the appropriate-level conversation, grammar, and writing courses. Call (480) 732-7159 to schedule an appointment for ESL testing.

Call (480) 732-7342 for more information about CGCC's ESL program or visit the Web site at <http://www.cgcc.maricopa.edu/language/esl/>.

Fitness, Wellness and Recreation

CGCC offers a variety of fitness, wellness, and recreation opportunities on the Pecos Campus. The Pecos Fitness Center specializes in strength and cardiovascular training programs, and also has a multipurpose room for yoga, tai chi, aerobics, karate, and other activities.

Fitness Center

The Fitness Center feature state-of-the-art computerized cardiovascular equipment, as well as Cybex, and weight training machines. Lockers, shower facilities, and workout towels are also available to students.

Individual fitness assessments and instruction are provided by degreed and certified instructors in the exercise and wellness field. All students must

be enrolled in a credit Lifetime Fitness course to utilize the facilities and have a current CGCC identification card. Additional information is available by calling the Pecos Campus Fitness Center at (480) 732-7200.

Wellness

The wellness program offers students, faculty, staff, and community members the following opportunities:

- The Wellness Lectures present speakers on nutrition, weight control, exercise, sports performance, injury prevention and rehabilitation, successful aging, and stress management;
- Credit courses in weight control, nutrition, Kajukenbo Karate, rock climbing, yoga, hiking, golf, cycling, aerobics, outdoor survival, backpacking, and more;
- Health education computer programs for dietary analysis and fitness;
- Health and fitness newsletters, journals, audio-video tapes and related information;
- Annual wellness activities such as health screenings, recreational sports tournaments, Senior Health and Fitness Day, Cancer Awareness Week, National Nutrition Month, Breast Cancer Walk, and AIDS Walk.

Students, faculty, staff, and community members interested in using wellness resources can contact the Pecos Campus Fitness Center at (480) 732-7200 for more information.

Honors Program

The CGCC Honors Program provides the opportunity for academically advanced students to participate in challenging and rewarding educational experiences. The purpose of the Honors Program is to foster greater depth of thought in reading, writing, and discussion with faculty and guest lecturers, which will better prepare Honors students to complete baccalaureate degrees or to begin their careers. A variety of academic scholarships and fee waivers are available to eligible Honors Program students.

Honors students enjoy:

- Fee-awards and scholarships
- Special recognition on transcripts and diplomas
- Cultural and social activities, such as the Honors Forum Lecture Series
- Enhanced intellectual growth through Honors courses and projects

Students with a grade point average of 3.25 or better on a 4.0=A scale based on at least 12 credit hours of previous Maricopa Community College coursework are invited to apply as a Fee Waiver Scholar. Those graduating in the top 15% from an accredited Maricopa County high school are invited to apply to the Honors Program as a Presidents' Scholar.

For full details on the Honors Program or Honors scholarships, visit www.cgc.edu/honors/ or contact an Honors Coordinator at (480) 732-7022 or (480) 857-5442.

Performing Arts

The Performing Arts Program at CGCC offers an integrated approach to dance, theatre, and music. The classes, while separate, are coordinated within the area to provide students a broader base and more versatility in their performing arts education.

CGCC's Performing Arts Center ("the PAC"), is home to the college's music, theatre, and dance faculty and staff. It houses a costume shop, scene shop, and its heart, a 299-seat performance space that has state-of-the-art equipment for the programs it serves.

Students can explore all aspects of the performing arts at CGCC. Wherever there is interest, opportunities are to be found in performance, production, and promotion. Preparing for life after CGCC is the focus of the program. Students may be involved in:

- dance, vocal, and instrumental concerts
- plays, festivals, and workshops
- public relations, advertising, and promotion
- video production
- costuming
- make-up
- scenic design and production
- lighting design and production
- sound design and production
- ushering

Note that experience or training is needed for some of the opportunities listed above; faculty will gladly help the student find the appropriate education as necessary.

The Performing Arts Student Organization (PASO) is the performing arts club that provides connections for those interested in the performing arts at CGCC. PASO meets regularly in the PAC.

For more information on performing arts at CGCC, visit www.cgc.edu/Arts or call:

Theatre(480) 732-7040
 Dance and Musical Theatre.(480) 732-7136
 Vocal Music and Musical Theatre. . .(480) 732-7144
 Instrumental Music.(480) 732-2900

Workforce Development

Workforce development at CGCC brings together employers, employees and education. This begins with an onsite consultation, then specific needs are researched, and a cost effective training program is developed. Courses meet the training needs of the business by working with the company representatives. Instruction is either at the company, at the college, or on-line. Students can enroll in occupational programs or take courses to learn skills needed by current or future employers.

Referral information and education resources for small business owners and entrepreneurs is available. Visit www.cgc.edu/cont_ed/ or call (480) 857-5500.