

AMERICUS CAMPUS CREDIT CLASSES

Summer Semester 2020 (2020-16)

Accounting/Business Technology

The Accounting program prepares students for entry level careers in the accounting profession as accounts payable assistants, accounts receivable assistants, payroll assistants, and accounting assistants. Average starting annual salary ranges from \$18,000 to \$30,000*.

CRN	Course #	Course Name	Hrs	Instructor
137	ACCT 1115	Computerized Accounting	3	Boone
139	ACCT 1120	Spreadsheet Applications	4	Boone
140	BUSN 1210	Electronic Calculators	2	Boone
141	ACCT 2100	Accounting Internship I	4	Boone
142	ACCT 2105	Accounting Internship II	8	Boone
143	ACCT 1130	Payroll Accounting	3	Boone
145	BUSN 1410	Spreadsheet Concepts and Appli	4	Boone
189	BUSN 1190	Digital Technologies in Bus	2	Perry
190	BUSN 1300	Introduction to Business	3	Hudson
192	BUSN 2190	BusnDoc Proofreading&Editing	3	Lawrence

Air Conditioning Technology \$500 Grant available!

Air Conditioning Technology prepares you for a great career in the HVACR field. HVACR (Heating, Ventilation, Air Conditioning, and Refrigeration) is a growing industry which pays employees anywhere from \$25,000 per year to over \$100,000* per year depending on experience. This course teaches students the basics of refrigeration, electricity, and troubleshooting. Brazing, plumbing, and minor carpentry will also be taught.

CRN	Course #	Course Name	Hrs	Instructor
149	AIRC 1005	Refrigeration Fundamentals	4	Cobb
150	AIRC 1010	RefrigeratioPrinciple&Practice	4	Cobb
151	AIRC 1080	Heat Pumps and Related Systems	4	Cobb

Aircraft Structural Technology \$500 Grant available!

The Aircraft Structural Technology program prepares students for careers in aircraft structures manufacture and repair. The program emphasizes a combination of aircraft structural theory and practical application necessary for successful employment. Program graduates receive an Aircraft Structural Technology diploma and are qualified as aircraft structural specialists.

CRN	Course #	Course Name	Hrs	Instructor
152	ASTT 1090	Composites & Bonded Structures	4	Wisham
153	ASTT 1100	Sealants	2	Wisham
154	ASTT 1070	Aerodynamics	2	Wisham
155	ASTT 1010	Basic Blueprint Reading	4	Wisham
156	ASTT 1030	Structural Fundamentals	6	Wisham
157	ASTT 1020	Aircraft Blueprint Reading	3	Wisham
158	ASTT 1040	Structural Layout&Fabrication	6	Wisham
159	ASTT 1070	Aerodynamics	2	Wisham
160	ASTT 1030	Structural Fundamentals	6	Wisham
161	ASTT 1010	Basic Blueprint Reading	4	Wisham

Auto Collision Repair Technology \$500 Grant available!

The auto collision repair technology program trains students in the body/ frame repair, paint refinishing, professional vehicle detailing, insurance estimating (adjuster), cosmetic panel repairs on plastic, metal, and fiberglass, minor welding(plastic, metal, aluminum) skills, and replacing stationary glass. The starting salary in the local area is \$20,000 to \$25,000* per year.

CRN	Course #	Course Name	Hrs	Instructor
162	ACRP 1000	Intro/Auto Collision Repair	4	Sampson
163	ACRP 1005	Automobile Comp Repair&Replace	4	Sampson
164	ACRP 1010	Foundations of Collision Repai	5	Sampson
165	ACRP 2002	Painting & Refinishing Tech	5	Sampson
166	ACRP 2010	Major Collision Repair	5	Sampson
167	ACRP 2019	Major Collision Repair Intern	2	Sampson
168	ACRP 1000	Intro/Auto Collision Repair	4	Sampson
169	ACRP 1005	Automobile Comp Repair&Replace	4	Sampson
170	ACRP 2015	Major Collision Replacements	5	Sampson

Automotive Technology \$500 Grant available!

The Automotive world that we train for incorporates anything with wheels and an engine. Some of our former graduates have secured job placement in the following: various shop technicians, shop foreman, shop supervisor, even shop entrepreneurs, parts supply and delivery, automotive teachers, and also engineers. The average starting pay is

\$30,000 and some of our experienced technicians earn well over \$100,000* annually. The course will take you from the "Basics" of an automobile all the way to advanced engine building and the latest in computer diagnostics.

CRN	Course #	Course Name	Hrs	Instructor
171	AUTT 1010	Automotive Technology Intro	2	Dean
172	AUTT 1020	Automotive Electrical Systems	7	Dean
173	AUTT 1030	Automotive Brake Systems	4	Dean
174	AUTT 1050	Auto Suspension&Steering Syst	4	Dean
175	AUTT 1060	Automotive Climate Ctrl Syst	5	Staff
176	AUTT 2020	Auto Manual Drive Train&Axles	4	Dean
177	AUTT 2030	Automatic Transmiss&Transaxles	5	Dean
178	AUTT 1010	Automotive Technology Intro	2	Dean
179	AUTT 1030	Automotive Brake Systems	4	Dean
180	AUTT 2012	Automotive Eng Repair II	3	Dean
468	AUTT 1050	Auto Suspension&Steering Syst	4	Dean

Barbering

The Barbering program focuses on specialized training in safety, sanitation, hair treatments and manipulations, haircutting techniques, shaving, skin care, reception, sales, and management. The curriculum meets state licensing requirements of the Georgia State Board of Barbering.

CRN	Course #	Course Name	Hrs	Instructor
181	BARB 1060	Intro/Color Theory/Color Appl	3	Jackson
182	BARB 1072	Intro to Chemical Rest of Hair	3	Jackson
183	BARB 1074	Adv Chemical Restruct. or hair	3	Jackson
184	BARB 1082	Adv Haircutting & Styling I	3	Jackson
185	BARB 1000	Intro Barber/Styling Implement	3	Jackson
186	BARB 1010	Science: Ster Sanit & Bacteriolog	3	Jackson
187	BARB 1022	Haircutting & Shampooing I	3	Jackson
188	BARB 1024	Haircutting & Shampooing II	3	Jackson

Computer Information Systems \$500 Grant available!

Students learn how to build, maintain, and repair microcomputers as well as install and manage various operating systems and application software. They are also equipped with customer service, project management, and systems development skills. Networking majors develop the skills of setting up, managing, and deploying peer to peer and client server networks, configuring switches and routers and installing network operating system architectures such as Microsoft Active Directory Services. A graduate from the CIS program could expect starting pay from \$35,000 to \$45,000*.

CRN	Course #	Course Name	Hrs	Instructor
218	CIST 2127	Comprhnsv Word Proc Tech	3	Smith
219	CIST 1001	Computer Concepts	4	Ingram
220	CIST 2129	Comprehensive Dtbse Tech	4	Smith
459	CIST 1305	Program Design and Development	3	Ingram
460	CIST 2411	Microsoft Client	4	Ingram

Cosmetology

The Cosmetology program trains in safety, sanitation, state laws, rules, and regulations, chemistry, anatomy and physiology, skin, hair, and nail diseases and disorders, hair treatments and manipulations, hair shaping, hair styling, artificial hair, braiding/intertwining hair, chemical reformation and application, skin and nail care, hair coloring, hair lightening, reception, sales, management, math, reading, writing, interpersonal relations development, computer skills, employability skills, and work ethics. The curriculum meets state licensing requirements of the State Board of Cosmetology.

CRN	Course #	Course Name	Hrs	Instructor
221	COSM 1110	Hair Services Practicum III	3	Willis
222	COSM 1115	Hair Services Practicum IV	2	Willis
223	COSM 1120	Salon Management	3	Willis
224	COSM 1125	Skin & Nail Care Practicum	2	Willis
225	COSM 1050	Hair Color	3	McKenzie
226	COSM 1060	Fundamentals of Skin Care	3	McKenzie
227	COSM 1080	Physical Hair Services Practic	3	McKenzie
228	COSM 1090	Hair Services Practicum I	3	McKenzie

Criminal Justice Technology

The Criminal Justice program teaches a combination of Criminal Justice theory and practical application necessary for successful employment. There are a number of career opportunities in the criminal justice field in our area such as dispatchers, jailers, correctional officers, court clerks, records clerks, police officers, deputy sheriffs, and probation officers. The annual starting wages vary from \$17,618 to \$49,379*.

CRN	Course #	Course Name	Hrs	Instructor
203	CRJU 1010	Intro to Criminal Justice	3	McCook
204	CRJU 2020	Constit Law/Criminal Justice	3	McCook
205	CRJU 1040	Principles of Law Enforcement	3	McCook
208	CRJU 1030	Corrections	3	McCook

209	CRJU 2070	Juvenile Justice	3	McCook
210	CRJU 1052	Criminal Justice Admin	3	McCook
212	CRJU 2090	Criminal Justice Practicum	3	McCook
213	CRJU 2100	Criminal Justice Externship	3	McCook

Culinary Arts

Culinary Arts prepares you for employment as a Prep Cook, Restaurant Operations Specialist, and Catering Specialist which can assist your local restaurants, hospitals, resorts, industrial processing plant and catering companies. Average starting annual pay is \$17,000 per year and the average pay for an experienced cook is \$40,000 per year. Courses focus on fundamental cooking, front of the house operations, menu planning, nutritional cooking techniques and American and International cuisines. Sanitation and serve-sage certificate upon completing the exam.*

CRN	Course #	Course Name	Hrs	Instructor
229	CUUL 1000	Fundamentals of Culinary Arts	4	Watzlowick
230	CUUL 1110	Culinary Safety and Sanitation	2	Watzlowick
231	CUUL 1120	Principles of Cooking	6	Watzlowick
232	CUUL 1129	Fund/Restaurant Operations	4	Watzlowick
233	CUUL 1220	Baking Principles	5	Watzlowick
234	CUUL 1320	Garde Manger	4	Watzlowick
235	CUUL 1370	Culinary Nutrition & Menu Develop	3	Watzlowick
236	CUUL 2130	Culinary Practicum & Leadership	6	Watzlowick
237	CUUL 2160	Contemporary Cuisine	4	Watzlowick
238	CUUL 2190	Principles of Culinary Leaders	3	Watzlowick
239	CUUL 2140	Adv Baking & International Cuisine	6	Watzlowick
240	CUUL 1000	Fundamentals of Culinary Arts	4	Watzlowick
241	CUUL 1110	Culinary Safety and Sanitation	2	Watzlowick
242	CUUL 1120	Principles of Cooking	6	Watzlowick

Diesel Equipment Technology \$500 Grant available!

Diesel Technology prepares you for employment as a diesel and heavy equipment technician. Diesel engines are found everywhere—oil rigs, power plants, hydraulic systems, locomotives, cargo ships, farming equipment, construction vehicles, mining equipment, buses and of course diesel trucks. The average annual pay range is \$38,000 to \$60,000 per year and the pay for an experienced technician can be \$80,000+ per year.*

CRN	Course #	Course Name	Hrs	Instructor
243	DIET 2010	Truck Brake Systems	4	Herrington
244	DIET 1000	Intro Diesel Tech Tools & Safety	3	Shannon
245	DIET 1020	Preventive Maintenance	5	Shannon
246	DIET 2001	Heavy Equipment Hydraulics	6	Shannon
247	DIET 2011	Off Road Drivelines	6	Shannon
248	DIET 1040	Diesel Truck & Heavy Equip HVAC	3	Herrington
249	DIET 2000	Truck Steering & Suspension Syst	4	Herrington
250	DIET 1040	Diesel Truck & Heavy Equip HVAC	3	Shannon
251	DIET 1020	Preventive Maintenance	5	Shannon
252	DIET 2000	Truck Steering & Suspension Syst	4	Shannon
253	DIET 1000	Intro Diesel Tech Tools & Safety	3	Shannon
254	DIET 2010	Truck Brake Systems	4	Shannon

Drafting Technology

Architectural Drafting is used in the planning, design and details of the construction industry. Mechanical/Technical Drafting is used in the many different areas of manufacturing. Average starting pay for an unexperienced drafter is approximately \$20,000 per year. The average pay for an experienced drafter is \$50,000 per year. Courses focus on fundamentals of drafting and the use of computer aided drafting programs (AutoCAD, Inventor and Revit).*

CRN	Course #	Course Name	Hrs	Instructor
255	DFTG 1101	CAD Fundamentals	4	Cook
256	DFTG 1103	Multiview/Basic Dimensioning	4	Cook
258	DFTG 1107	Adv Dimensioning/Section View	4	Cook
259	DFTG 1109	Auxiliary Views/Surface Devel	4	Cook
260	DFTG 1111	Fasteners	4	Cook
261	DFTG 1113	Assembly Drawings	4	Cook
262	DFTG 1125	Architectural Fundamentals	4	Cook
263	DFTG 1127	Architectural 3D Modeling	4	Cook
264	DFTG 1129	Residential Drawing I	4	Cook
265	DFTG 1131	Residential Drawing II	4	Cook
266	DFTG 1133	Commercial Drawing I	4	Cook
267	DFTG 2020	Visualization & Graphics	3	Cook
471	DFTG 2010	Engineering Graphics	4	Cook
472	DFTG 2110	Blueprint Read/Tech Drawing I	2	Cook
473	DFTG 2210	Blueprint Reading/Tech Draw II	2	Cook
474	DFTG 2130	Manual Drafting Fundamentals	2	Cook

Early Childhood Care and Education \$500 Grant available!

The Early Childhood Care and Education program prepares students for careers in child care and related fields. The most common employment opportunities are child care centers, Head Start programs, home child care providers, and paraprofessionals in school systems. Salaries range from \$12,000 - \$23,000* annually based on the level of education obtained and work experience.

CRN	Course #	Course Name	Hrs	Instructor
269	ECCE1101	Introduction to ECCE	3	Cripe
271	ECCE 2203	Guidance & Classroom Mgmt	3	Cripe
276	ECCE 1103	Child Growth and Development	3	Staff
279	ECCE 2116	Math and Science	3	Staff
281	ECCE 2202	Social Issues&Family Involveme	3	Staff
282	ECCE 2310	Paraprofess Methods&Materials	3	Staff
283	ECCE 2312	Paraprofessional Role&Practice	3	Staff
284	ECCE 2320	Program Admin&Facility Manage	3	Staff

Electrical Systems Technology \$500 Grant available!

The Electrical Systems Technology teaches the installation and maintenance of various electrical systems found in residential, commercial and industrial/manufacturing facilities. Training includes topics such as electrical safety, AC/DC theory, wiring methods, PLCs, motor controls, troubleshooting and the National Electric Code. Jobs have an annual salary ranging from \$25,000 to \$50,000* a year depending on your geographical location, experience, and level of expertise.

CRN	Course #	Course Name	Hrs	Instructor
287	ELTR 1020	Alternating Current Fundamenta	3	Wells
288	IDFC 1011	Direct Current I	3	Wells

Electronics Technology \$500 Grant available!

Electronics Technology prepares you for employment as an electronics systems technician. Communications, industrial, medical, power distribution, military, law enforcement, and agriculture are all areas where electronics systems are used. Average starting annual pay is \$35,000 per year where the average pay for an experienced technician is \$50,000* per year. Courses focus on fundamentals of electricity, circuits, and function as well as troubleshooting/problem solving.

CRN	Course #	Course Name	Hrs	Instructor
293	ELCR 1060	Linear Integrated Circuits	3	Collins
294	ELCR 1005	Soldering Technology	1	Collins
295	ELCR 2130	Programmable Controllers	3	Collins
296	ELCR 2220	Digital Communications	3	Collins
297	ELCR 2230	Antenna and Transmission Lines	3	Collins
298	ELCR 2160	Robotics	3	Collins
299	ELCR 2250	Optical Comm Techniques	3	Collins

Emergency Medical Technician \$500 Grant available!

The AEMT certificate prepares students to provide emergency medical care and transportation for critical and emergency patients. The AEMT is a critical early link from the scene of a medical emergency or traumatic incident to definitive healthcare. The AEMT program is three semesters in duration. The annual salary can range from \$30,000 to \$42,000* depending on the service area.

CRN	Course #	Course Name	Hrs	Instructor
300	EMSP 1130	Medical Emergencies for EMT	3	Hamum
301	EMSP 1140	Special Patient Populations	3	Hamum
302	EMSP 1150	Shock & Trauma for EMT	3	Hamum
303	EMSP 1160	Clinical & Practical Appl	1	Hamum
477	EMSP 1140	Special Patient Populations	3	Hamum
478	EMSP 1160	Clinical & Practical Appl	1	Hamum

Marketing Management

Every company regardless of size uses Marketing. You can work in sales, advertising, market research, product placement and development, purchasing, distribution, pricing, entrepreneurship and retailing. Jobs pay from \$22,000 annually up to \$40,000+* annually.

CRN	Course #	Course Name	Hrs	Location
308	MKTG 1130	Business Regs and Compliance	3	Farr
309	MKTG 1370	Consumer Behavior	3	Cross
310	MGMT 1115	Leadership	3	Cross
311	MGMT 2115	Human Resource Management	3	Cross
312	MKTG 1100	Principles of Marketing	3	Cross
314	MGMT 1100	Principles of Management	3	Cross
315	MKTG 2290	Marketing OBI	3	Cross
308	MKTG 1130	Business Regs and Compliance	3	Farr
309	MKTG 1370	Consumer Behavior	3	Cross
310	MGMT 1115	Leadership	3	Cross
311	MGMT 2115	Human Resource Management	3	Cross
312	MKTG 1100	Principles of Marketing	3	Cross
314	MGMT 1100	Principles of Management	3	Cross
315	MKTG 2290	Marketing OBI	3	Cross

Medical Assisting \$500 Grant available!

A Medical Assistant is often the first person you meet in a Doctor's office. He or she may make your appointment, prepares you for an exam and may assist the Doctor with the exam. Medical Assistant's clinical duties include directly helping patients, gathering Vital Signs, giving medications, explaining or performing treatments and tests like EKGs and phlebotomy. Medical Assistants also has administrative skills include managing the day to day business operations of a medical office, management of medical records, communicating with other healthcare agencies, accepting and making payments, coding insurance and processing claims.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
317	MAST 1110	Administrative Practice Manage	3	Yawn
321	MAST 1030	Pharmacology in the Med Office	4	Yawn
323	MAST 1120	Human Path Cond in Med Office	3	Bass
324	ALHS 1011	Structure & Function HumanBody	5	Bass
325	ALHS 1090	MedTerm/Allied Health Sciences	2	Bass
326	MAST 1010	Legal&EthicConcerns/Med Office	2	Yawn

Motorsports Vehicle Technology

Motorsports Technology students are trained in engine dyno technician, machine work, chassis dyno technology, engine and chassis building. Possible job opportunities range from a motorsports crew member, engine and chassis dyno technician, engine builder, and chassis builder. Students may specialize in a particular area; however, they are trained in all areas to offer a thorough knowledge in all specialties. Starting salaries range from \$20,000 to \$60,000* per year.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
331	MSVT 1000	Intro-Motorspts&Race VehSysts	3	Beaver
332	MSVT 1010	Electrical Systems	4	Beaver
333	MSVT 1030	Motorsports Welding	3	Beaver
334	MSVT 1020	Motorsports Machine Tool	4	Beaver
335	MSVT 1090	Motorsports Internship I	4	Beaver
336	MSVT 2010	Engine Design Building&Testing	3	Beaver
337	MSVT 1000	Intro-Motorspts&Race VehSysts	3	Beaver
338	MSVT 1010	Electrical Systems	4	Beaver
339	MSVT 2010	Engine Design Building&Testing	3	Beaver

Practical Nursing \$500 Grant available!

The Practical Nursing Program prepares students for licensure and to pass the licensure examination as set forth by the Georgia Board of Examiners of Nursing. As a Licensed Practical Nurse, graduates will be able to care for patients in hospitals, clinics, long term care facilities, and private practices. Average Licensed Practical Nurse salaries can vary greatly due to company, location, industry, experience, and benefits. The average salaries range from \$31,000 to \$55,000* per year.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
340	PNSG 2240	Med Surg Nursing IV	4	Rundle
341	PNSG 2240	Med Surg Nursing IV	4	Rundle
342	PNSG 2250	Maternity Nursing	3	Rundle
343	PNSG 2250	Maternity Nursing	3	Rundle
344	PNSG 2255	Maternity Nursing Clinical	1	Rundle
345	PNSG 2410	Nursing Leadership	1	Rundle
346	PNSG 2410	Nursing Leadership	1	Rundle
347	PNSG 2415	Nursing Ldrshp Clinical	2	Rundle
348	PNSG 2220	Med Surg Nursing II	4	Childs
350	PNSG 2320	Med Surg Nursing Clin II	2	Childs
351	PNSG 2230	Medical Surgical Nursing III	4	Childs
353	PNSG 2330	Med Surg Nursing Clin III	2	Childs

Precision Machining and Manufacturing Technology \$500 Grant available!

Machine Tool Technology prepares you for entry level positions as machinist and CNC programmers. Fields of employment vary machining parts for the military, aircraft industry, manufacturing companies, and medical machining. Salaries range from 30,000* per year and up. We focus on manual machining and CNC machining and programming.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
356	MCHT 1011	Introduction to Machine Tool	4	Brown
357	MCHT 1012	Blueprint for Machine Tool	3	Brown
358	MCHT 1013	Machine Tool Math	3	Brown
359	MCHT 1020	Heat Treatment & Surface Grind	4	Brown
360	MCHT 1119	Lathe Operations I	4	Brown
361	MCHT 1120	Mill Operations I	4	Brown
362	MCHT 1219	Lathe Operations II	4	Brown
363	MCHT 1220	Mill Operations II	4	Brown
364	AMCA 2110	CNC Fundamentals	4	Brown
365	AMCA 2130	CNC Mill Manual Programming	5	Brown
366	AMCA 2150	CNC Lathe Manual Programming	5	Brown
367	MCHT 1011	Introduction to Machine Tool	4	Brown
368	MCHT 1011	Introduction to Machine Tool	4	Brown

369	MCHT 1012	Blueprint for Machine Tool	3	Brown
370	AMCA 2170	CNC Practical Applications	3	Brown
371	AMCA 2190	CAD/CAM Programming	4	Brown
372	MCHT 1510	Machine Tool Internship	3	Brown

Sports and Fitness Management

Sports and Fitness Management prepares you for employment in a variety of fields. These include Recreation Department Directors, Facility Managers, Recreation Specialists, Recreation Program Coordinators and others. Average starting annual pay is \$35,000 per year for a Recreation Specialist or a Program Coordinator and can go as high as \$75,000 per year for a Recreation Director or Facilities Manager.*

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
373	RELM 2050	Sports & Fitness Mgmt Intership	2	Frey
374	RELM 2010	Intro to Sports & Fitness Mgmt	3	Frey
375	RELM 2020	Rec Leadership & Supervision	3	Frey
376	RELM 2042	Beginning tennis	2	Ballauer
377	RELM 2043	Weight Training	2	Ballauer
378	RELM 2030	Rec Facility Mgmt & Design	3	Frey
379	RELM 2040	Program Planning in Recreation	3	Frey
380	RELM 2045	Beginning Golf	2	Ballauer
381	RELM 2046	Volleyball	2	Ballauer
382	SFMA 1200	Nutrition for Sports	3	Davis
383	SFMA 1210	Certified Personal Training I	4	Davis
384	SFMA 1220	Certified Personal Training II	4	Davis
385	SFMA 1240	Seminar in Sports & Fitness	2	Davis

Welding & Joining Technology \$500 Grant available!

Welding and Joining Technology prepares you for employment as a welding technician. Modern welding techniques are employed in the construction of numerous products: ships, buildings, bridges, recreational rides, airplanes, automobiles, farm equipment, home appliances, computer components, and hundreds of other products we use in our daily lives. Average starting annual pay is \$30,000 per year and the average pay for an experienced technician is \$70,000 plus per year. Courses focus on fundamentals of welding and cutting processes for both structural and pipe welding.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
440	WELD 1151	Fabrication Processes	3	Staff

General Computer

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
387	COMP 1000	Introduction to Computers	3	Smith
388	COMP 1000	Introduction to Computers	3	McGrady

Math

400	MATH 1103	Quantitative Skills & Reasoning	3	Taylor
403	MATH 1012	Foundations of Mathematics	3	Taylor

Psychology

390	PSYC 1101	Introductory Psychology	3	Seay
396	PSYC 1010	Basic Psychology	3	Seay

English

412	ENGL 1010	Fundamentals of English I	3	Payne
415	ENGL 1102	Literature and Composition	3	Payne

General Education

423	HIST 2112	U.S. History II	3	Anand
424	POLS 1101	American Government	3	Cleveland
425	PHSC 1111	Physical Science	3	Rutledge
426	MUSC 1101	Music Appreciation	3	Laughlin
427	ARTS 1101	Art Appreciation	3	Bailey
428	POLS 1101	American Government	3	Cleveland
429	ECON 1101	Principles of Economics	3	Brackins
430	SOCI 1101	Introduction to Sociology	3	Haugabrook

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Accounting/Business Technology

The Accounting program prepares students for entry level careers in the accounting profession as accounts payable assistants, accounts receivable assistants, payroll assistants, and accounting assistants. Average starting annual salary ranges from \$18,000 to \$30,000*.

CRN	Course #	Course Name	Hrs	Instructor
013	ACCT 1100	Financial Accounting I	4	Bloodworth
010	ACCT 1105	Financial Accounting II	4	Bloodworth
012	ACCT 2000	Managerial Accounting	3	Bloodworth
021	BUSN 2210	Applied Office Procedures	3	Jolly
022	BUSN 1440	Document Production	4	Turner
023	BUSN 1100	Introduction to Keyboarding	3	Jolly
024	BUSN 2160	Electronic Mail Applications	2	Jolly
025	BUSN 1430	Desktop Publ&Presentation Appl	4	Jolly
026	BUSN 1240	Office Procedures	3	Jolly

Air Conditioning Technology \$500 Grant available!

Air Conditioning Technology prepares you for a great career in the HVACR field. HVACR (Heating, Ventilation, Air Conditioning, and Refrigeration) is a growing industry which pays employees anywhere from \$25,000 per year to over \$100,000* per year depending on experience. This course teaches students the basics of refrigeration, electricity, and troubleshooting. Brazing, plumbing, and minor carpentry will also be taught.

CRN	Course #	Course Name	Hrs	Instructor
001	AIRC 1005	Refrigeration Fundamentals	4	Enfinger
003	AIRC 1010	RefrigeratioPrinciple&Practice	4	Enfinger
004	AIRC 1020	Refrigeration Syst Components	4	Enfinger
005	AIRC 1060	Air Cond System Appl & Install	4	Enfinger
008	AIRC 1070	Gas Heat	4	Enfinger

Computer Information Systems \$500 Grant available!

Students learn how to build, maintain, and repair microcomputers as well as install and manage various operating systems and application software. They are also equipped with customer service, project management, and systems development skills. Networking majors develop the skills of setting up, managing, and deploying peer to peer and client server networks, configuring switches and routers and installing network operating system architectures such as Microsoft Active Directory Services. A graduate from the CIS program could expect starting pay from \$35,000 to \$45,000*.

CRN	Course #	Course Name	Hrs	Instructor
029	CIST 1601	Information Security Fund	3	Greene
031	CIST 2411	Microsoft Client	4	Greene
032	CIST 2412	Microsoft Ser Install&Maint	4	Greene
476	CIST 2413	Microsoft Server Networking	4	Greene
461	CIST 2414	Windows Server Identity Servic	4	Greene
003	COMP 1000	Introduction to Computers	3	Turner

Criminal Justice Technology

The Criminal Justice program teaches a combination of Criminal Justice theory and practical application necessary for successful employment. There are a number of career opportunities in the criminal justice field in our area such as dispatchers, jailers, correctional officers, court clerks, records clerks, police officers, deputy sheriffs, and probation officers. The annual starting wages vary from \$17,618 to \$49,379*.

CRN	Course #	Course Name	Hrs	Instructor
035	CRJU 1021	Private Security	3	Bishop
036	CRJU1075	Report Writing	3	Bishop
037	CRJU 1062	Methods of Crim Investigation	3	Bishop
039	CRJU 1400	Ethic&Cultural Persp-Crim Just	3	Bishop
040	CRJU 2050	Criminal Procedure	3	Bishop
041	CRJU 1043	Probation and Parole	3	Bishop
042	CRJU 1065	Community-Oriented Policing	3	Bishop
044	CRJU 2090	Criminal Justice Practicum	3	Bishop

Culinary Arts

Culinary Arts prepares you for employment as a Prep Cook, Restaurant Operations Specialist, and Catering Specialist which can assist you our local restaurants, hospitals, resorts, industrial processing plant and catering companies. Average starting annual pay is \$17,000 per year and the average pay for an experienced cook is \$40,000* per year. Courses focus on fundamental cooking, front of the house operations, menu planning, nutritional cooking techniques and American and International cuisines. Sanitation and serve-sage certificate upon completing the exam.

CRN	Course #	Course Name	Hrs	Instructor
046	CUUL 1000	Fundamentals of Culinary Arts	4	Little
047	CUUL 1110	Culinary Safety and Sanitation	2	Little
049	CUUL 1129	Fund/Restaurant Operations	4	Little

053	CUUL 2130	Culinary Practicum&Leadership	6	Little
054	CUUL 2190	Principles of Culinary Leaders	3	Little

Early Childhood Care and Education \$500 Grant available!

The Early Childhood Care and Education program prepares students for careers in child care and related fields. The most common employment opportunities are child care centers, Head Start programs, home child care providers, and paraprofessionals in school systems. Salaries range from \$12,000 - \$23,000* annually based on the level of education obtained and work experience.

CRN	Course #	Course Name	Hrs	Instructor
055	ECCE 1112	Curriculum and Assessment	3	Penton
278	ECCE 2115	Language and Literacy	3	Penton

Electrical Systems Technology \$500 Grant available!

The Electrical Systems Technology teaches the installation and maintenance of various electrical systems found in residential, commercial and industrial/manufacturing facilities. Training includes topics such as electrical safety, AC/DC theory, wiring methods, PLCs, motor controls, troubleshooting and the National Electric Code. Jobs have an annual salary ranging from \$25,000 to \$50,000* a year depending on your geographical location, experience, and level of expertise.

CRN	Course #	Course Name	Hrs	Instructor
061	IDFC 1007	Industrial Safety Procedures	2	Enfinger
062	ELTR 1060	ELCTPrints, Schematics &Symb	2	Enfinger
063	ELTR 1270	Nat ELCT Code Industrial Appl	4	Enfinger
064	ELTR 1525	Photovoltaic Systems	5	Enfinger
067	ELTR 1525	Photovoltaic Systems	5	Enfinger

Emergency Medical Technician \$500 Grant available!

The AEMT certificate prepares students to provide emergency medical care and transportation for critical and emergency patients. The AEMT is a critical early link from the scene of a medical emergency or traumatic incident to definitive healthcare. The AEMT program is three semesters in duration. The annual salary can range from \$30,000 to \$42,000* depending on the service area.

CRN	Course #	Course Name	Hrs	Instructor
073	EMSP 1130	Medical Emergencies for EMT	3	Hamum
074	EMSP 1140	Special Patient Populations	3	Hamum
479	EMSP 1140	Special Patient Populations	3	Hamum
075	EMSP 1150	Shock & Trauma for EMT	3	Hamum
076	EMSP 1160	Clinical & Practical Appl	1	Hamum
480	EMSP 1160	Clinical & Practical Appl	1	Hamum

Marketing Management

Every company regardless of size uses Marketing. You can work in sales, advertising, market research, product placement and development, purchasing, distribution, pricing, entrepreneurship and retailing. Jobs pay from \$22,000 annually up to \$40,000+* annually.

CRN	Course #	Course Name	Hrs	Instructor
082	MKTG 1160	Professional Selling	3	Bloodworth
085	MKTG 1270	Visual Merchandising	3	Bloodworth

Medical Assisting

A Medical Assistant is often the first person you meet in a Doctor's office. He or she may make your appointment, prepares you for an exam and may assist the Doctor with the exam. Medical Assistant's clinical duties include directly helping patients, gathering Vital Signs, giving medications, explaining or performing treatments and tests like EKGs and phlebotomy. Medical Assistants also has administrative skills include managing the day to day business operations of a medical office, management of medical records, communicating with other healthcare agencies, accepting and making payments, coding insurance and processing claims.

CRN	Course #	Course Name	Hrs	Instructor
088	MAST 1120	Human Path Cond in Med Office	3	Cowan
089	MAST 1060	Medical Office Procedures	4	Smith
090	MAST 1170	Medical Assisting Externship	6	Cowan
092	PHLT 1050	Clinical Practice	5	Cowan
475	ALHS 1011	Structure & Function Human Body	5	Nipper

Nurse Aide \$500 Grant available!

The Nurse Aide Technical Certificate of Credit prepares students with classroom training and practice as well as the clinical experiences necessary to care for patients in various settings including general medical and surgical hospitals, nursing care facilities, community care facilities for the elderly, and home health care services. Students who successfully complete the Nurse Aide Technical Certificate of Credit may be eligible to sit for the National Nurse Aide Assessment program (NNAAP) which determines competency to become enrolled in the State nurse aide registry.

CRN	Course #	Course Name	Hrs	Instructor
098	ALHS 1090	MedTerm/Allied Health Sciences	2	Cowan

Phlebotomy Technician \$500 Grant available!

The Phlebotomy Technician program educates students to collect blood and process blood and body fluids. Phlebotomy technicians typically work in concert with clinical laboratory personnel and other healthcare providers in hospitals or other healthcare facilities. Topics covered include human anatomy, anatomical terminology, venipuncture, and clinical practice.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
092	PHLT 1050	Clinical Practice	5	Cowan

Practical Nursing \$500 Grant available!

The Practical Nursing Program prepares students for licensure and to pass the licensure examination as set forth by the Georgia Board of Examiners of Nursing. As a Licensed Practical Nurse, graduates will be able to care for patients in hospitals, clinics, long term care facilities, and private practices. Average Licensed Practical Nurse salaries can vary greatly due to company, location, industry, experience, and benefits. The average salaries range from \$31,000 to \$55,000* per year.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
093	PNSG 2240	Med Surg Nursing IV	4	Nipper
094	PNSG 2250	Maternity Nursing	3	Freeman
095	PNSG 2255	Maternity Nursing Clinical	1	Freeman
096	PNSG 2410	Nursing Leadership	1	Freeman

Welding and Joining Technology \$500 Grant available!

Welding and Joining Technology prepares you for employment as a welding technician. Modern welding techniques are employed in the construction of numerous products: ships, buildings, bridges, recreational rides, airplanes, automobiles, farm equipment, home appliances, computer components, and hundreds of other products we use in our daily lives. Average starting annual pay is \$30,000 per year and the average pay for an experienced technician is \$70,000 plus per year. Courses focus on fundamentals of welding and cutting processes for both structural and pipe welding.

<u>CRN</u>	<u>Course #</u>	<u>Course Name</u>	<u>Hrs</u>	<u>Instructor</u>
099	WELD 1000	Intro to Welding Technology	4	Aldridge
467	WELD 1030	Blueprint Read/Welding Tech	4	Aldridge
106	WELD 1330	Metal Welding & Cutting Tech	2	Aldridge

English

122	ENGL 1101	Composition and Rhetoric	3	Coughlin
126	ENGL 2130	American Literature	3	Coughlin

Math

129	MATH 1113	Precalculus	3	Smith
130	MATH 1111	College Algebra	3	Smith

General

135	EMPL 1000	Interpersonal Relat & Prof Dev	2	Bloodworth
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Psychology

470	PSYC 1101	Introductory Psychology	3	Dukes
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General Computer

033	COMP 1000	Introduction to Computers	3	Turner
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