

SECTION 6

PROGRAMS OF STUDY

The following section outlines the Non-Credit, Skills Set Certificates, Advanced Skills Set Certificates, Degree Certificates, Associate, and Baccalaureate degree programs available at West Virginia University at Parkersburg.

NON-CREDIT COURSES: Courses and programs may be offered as non-credit or Fast-Track programs through Workforce Development, Corporate Training, and Community Education Division, at WVU Parkersburg. In accordance with WV Council for Community and Technical College Education Series 3, Conversion of Non-credit Training Activities to College-Level Credit, non-credit courses may be converted to credit courses in some academic programs.

SKILLS SET CERTIFICATES: Skills Set Certificates provide specific competencies and carry a value of fewer than 12 credit hours.

ADVANCED SKILLS SET CERTIFICATES: Advanced Skills Set Certificates carry a value of 12 or more (but less than 30) credit hours. Advanced Skills Set Certificates available are:

- Basic Leadership
- Communication Arts
- Communication Skills
- Creative Writing
- Graphic Design
- Purchasing Competency
- Health Insurance/Customer Service
- Leadership
- Medical Office Assistant
- Entrepreneurial Studies
- MS Office
- Writing

DEGREE CERTIFICATES: Degree certificates are one-year certificate programs with a minimum of 30 credit hours that offer specific training for specific occupations. This certificate includes six hours of general education. Many degree certificates can lead to additional educational opportunities at the associate degree level. Degree Certificates available are:

- Broadcasting
- Business Administration
- Business Technology
- Child Development
- Chemical and Polymer Operator Technology

- Criminal Justice
- Industrial Electrical and Instrumentation Technician
- Industrial Maintenance
- Legal Studies
- Paraprofessional Studies Pre-K – 12
- Patient Care Technician
- Pharmacy Technician
- Welding Technology

ASSOCIATE DEGREES: Associate degree programs have a minimum of 60 credit hours and are comprised of three degree types: Associate of Arts; Associate of Science; and Associate of Applied Science. Generally, the Associate of Arts and Associate of Science degrees are designed for students transferring to four-year programs. The Associate of Applied Science may also be transferred to an applied baccalaureate degree.

BACCALAUREATE PROGRAMS: The Baccalaureate programs have a minimum of 120 credit hours and are generally four-year degree programs. The following baccalaureate degree programs are offered at WVU Parkersburg: Bachelor of Arts in Elementary Education; Bachelor of Arts in Multi-Disciplinary Studies; Bachelor of Applied Science with majors in Business Administration, Criminal Justice, Child Development, and Legal Studies; Bachelor of Science in Business Administration; Bachelor of Applied Technology; and the Regents Bachelor of Arts.

ASSOCIATE DEGREES

Associate degree programs are typically two-year programs with at least 60 credit hours in the program of study. All associate degree programs include general education requirements and some programs include electives.

WVU Parkersburg offers three associate degree levels:

Associate of Applied Science (AAS)

AAS degrees at WVU Parkersburg offer entry-level skills in various career/technical areas. The AAS degree is not designed for transfer to other institutions. The AAS degree includes at least 15 hours of general education.

Associate of Arts (AA)

The Associate of Arts Degree is typically designed for transfer to other colleges and universities or into a BA program at WVU Parkersburg. Students must complete 24 hours of general education.

Associate of Science (AS)

The Associate of Science Degree is typically designed for transfer to other colleges and universities by students or into a BS program at WVU Parkersburg. Students must complete 24 hours of general education.

THE ROLE OF ELECTIVES IN ASSOCIATE DEGREE PROGRAMS

Some programs of study include elective hours. At WVU Parkersburg, two types of electives are used in degree programs. These include the following:

General education electives

These are electives that must be selected from the approved categories of general education courses at both the associate and baccalaureate levels.

Free electives

These are electives that are “freely” chosen from any discipline to meet the graduation hour requirements at the 100-level or above. These courses are not targeted or named specifically.

Associate of Arts* Program of Study Suggested Sequence of Courses (August 2016)						
	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (9)	Human Inquiry & the Past (6)	The Arts & Creativity (12)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	Two courses from the Science and Technology General Education list (8)	MATH 121 or above chosen from Math and Quantitative Skills General Education list (3)	Three courses from the Society, Diversity, and Connections General Education list (9) Note: Students who will be transferring to WVU and seeking a Bachelor of Arts may need to have completed sophomore level status in a Foreign Language before transferring. Students should check the requirements of the program to which they will be transferring.	Two courses from the Human Inquiry and the Past General Education list (6)	2 courses chosen from ART 101, THEA 101, and MUSC 170 (6) AND 2 courses chosen from ENGL 131, 132, 221, 222, 241, 242, 261, 262, and 286 (6)
Total General Education Hours: 44						
Program-Related & Other Courses	<ul style="list-style-type: none"> 16 hours Free Electives (Students who wish to earn a Bachelor of Arts or Bachelor of Science degree at another institution in any of the following fields should choose five electives in their future major)* 					
Total Program Hours: 16	<p>*Area of Emphasis: The Associate of Arts Degree is designed for both 'in-house' use and transfer to other colleges and universities. Students who wish to earn a Bachelor of Arts or Bachelor of Science degree at another institution in any of the following fields should choose five electives in their future major, constituting an Area of Emphasis and giving them an opportunity to focus on their discipline choice even before they transfer. Majors which would be appropriate for a student in the AA degree are the following areas of study: Art, Biology, Education, English, Chemistry, French, Geography, Geology, German, History, Journalism, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Religion, Social Work, Sociology, Spanish, Speech, and Theater. Students wishing to emphasize the sciences in the AA degree MUST see the Chair of the STEM Division for advising in order to assure correct course selection and sequencing.</p>					
Other Pertinent Information	<p>Note: Students who will be transferring to WVU and seeking a Bachelor of Arts may need to have completed sophomore level status in a Foreign Language before transferring. Students should check the Foreign Language requirements of the program to which they will be transferring. (August 2016)</p>					

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE OF ARTS DEGREE (AA)

	Composition & Rhetoric (6)	Science & Technology (4)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (3)	Human Inquiry & the Past (6)	The Arts & Creativity (3)
General Education Courses Total General Education Hours: 25	ENGL 101 (3) and ENGL 102 (3)	One course from Science and Technology General Education list (4)	MATH 126 or higher (3)	One course from Society, Diversity, & Connections General Education list (3)	COMM 111 (3) and One course from Human Inquiry & the Past list (3)	One course from Arts and Creativity General Education list (3)
Program-Related & Other Courses Total Program Hours: 35	<ul style="list-style-type: none"> • 2 Science electives: any two lab sciences (do not need to be sequential) (8) • 2 Science electives: any two sequential lab sciences (8) • 19 Free Elective hours: Students should work closely with their advisors to determine which free electives would be appropriate for their Area of Emphasis. <p>Area of Emphasis: The Associate of Science Degree is designed for both 'in-house' use and transfer to other colleges and universities for students who wish to earn a Bachelor of Arts or Bachelor of Science degree at another institution. Majors which would be appropriate for a student in the AS degree are the following areas of study: Biology, Chemistry, Geology, Physics, Pre-professional (medical school, pharmacy school, engineering, physician assistant, etc.).</p>					
Other Pertinent Information	(August 2016)					

Associate of Science* Program of Study Suggested Sequence of Courses (August 2016)						
*Please note that the Associate of Science is a degree with a great deal of flexibility, and the order of courses can be reasonably altered to meet scheduling needs.						
COURSE	HRS	GRADE			HRS	GRADE
Semester 1				Semester 2		
ENGL 101	3			ENGL 102	3	
MATH 126 or higher	3			1 lab science from Science & Technology General Education list (does not need to be sequential)	3	
One course from Human Inquiry & the Past General Education list	3			COMM 111:	3	
1 lab science from Science & Technology General Education list (does not need to be sequential)	3			Free Elective (s) Total 19 hours required for degree	3	
Free Elective (s) Total 19 hours required for degree	1-4			Free Elective (s) Total 19 hours required for degree	1-4	
Total	13-17			Total	13-17	
Semester 3				Semester 4		
One course from Arts & Creativity General Education list	3			One lab science course from Science & Technology General Education list	4	
1 lab science from Science & Technology General Education list (must be sequential)	4			1 lab science from Science & Technology General Education list (must be sequential)	4	
One course from Society, Diversity, & Connections General Education list	3			Free Elective Total 19 hours required for degree	3	
Free Elective Total 19 hours required for degree	1-4			Free Elective Total 19 hours required for degree	1-4	
Free Elective Total 19 hours required for degree	1-4					
Total	12-18			Total	12-16	
Free Electives - 19 hours of electives required						
Name and Number of Course	HRS	GRADE				
Elective 1						
Elective 2						
Elective 3						
Elective 4						
Elective 5						
Elective 6						
Elective 7						
Total Hours Electives				Total Degree Program Hours	60	
(August 2016)						

BUSINESS, ACCOUNTING AND PUBLIC SERVICE

The Division of Business, Accounting, and Public Service is committed to providing job-ready programs at the certificate, associate, and bachelor's degree levels. Courses are offered in a variety of formats including traditional face-to-face, hybrid, and online. Graduates of BAPS programs will be prepared to enter the workforce with skills that match area employers' goals.

Career ladders are provided in Business Administration, Business Technology, Criminal Justice, and Legal Studies. Students may earn a Certificate of Applied Science and add courses to complete the Associate of Applied Science that leads to a bachelor of applied science degree.

Degrees and Career Ladders: The Business, Accounting, and Public Service Division at WVU Parkersburg offers certificate, associate, and bachelor's degrees in the following areas:

Program of Study:	Certificate	Associate	Bachelor's	Online
Applied Business Administration				
Concentrations in:				
Business Technology	Certificate of Applied Science	Associate of Applied Science	Bachelor of Applied Science	Certificate and Associate of Applied Science
Business Information Technology				
Accounting and Financial Management	Certificate of Applied Science	Associate of Applied Science	Bachelor of Applied Science	Certificate and Associate of Applied Science
Management Marketing				
Business Administration				
Concentrations in:		Associate of Science	Bachelor of Science	Associate of Science
Accounting				
General Business				
Criminal Justice				
Concentrations in:				
Administration of Justice	Certificate of Applied Science	Associate of Applied Science	Bachelor of Applied Science	
Crime Scene Investigations	Certificate of Applied Science	Associate of Applied Science	Bachelor of Applied Science	
Legal Studies				
Legal Studies	Certificate of Applied Science	Associate of Applied Science	Bachelor of Applied Science	

Business Programs Accreditation

The Accreditation Council of Business Schools and Programs (ACBSP) accredits all business programs. For more information about accreditation, see the ACBSP web site at www.acbsp.org or write to 11520 West 119th Street, Overland Park, KS 66213.

In consultation with ACBSP's requirements, the Business and Accounting faculty ensure high-quality programs by adhering to the ACBSP Common Professional Component (CPC) business core courses. These include:

Undergraduate Common Professional Component (CPC) Discipline Area:	WVU Parkersburg Business Core Course(s) that satisfy the requirement:			
	Associate-Degree Level	Cr. Hrs.	Bachelor's Degree Level	Cr. Hrs.
<i>Functional Areas:</i>	Grade Point Average in these courses must be 2.25 or higher		Grade Point Average in these courses must be 2.5 or higher.	
• Marketing	MKTG 230	3	MKTG 230	3
• Business Finance			FIN 340	3
• Accounting	ACCT 201, 202	6	ACCT 201, 202	6
• Management	MGMT 220	3	MGMT 220	3
<i>Business Environment</i>				
• Legal Environment of Business			GBUS 310	3
• Economics	ECON 201, 202	6	ECON 201, 202	6
• Business Ethics			GBUS 415	3
• Global Dimensions of Business			GBUS 405	3
<i>Technical Skills</i>				
• Information Systems	BTEC 275	3	BTEC 275, GBUS 300	6
• Quantitative Techniques / Statistics	GBUS 117, MATH 211	3	GBUS 117, GBUS 325, MATH 211	3
<i>Integrative Areas</i>				
• Business Policy			GBUS 440	3
• Capstone Experience	GBUS 240 or BTEC 295	3		
Total Hours for CPC		27		42

Student Advising. Prospective freshman business students and business students who transfer from other colleges should contact the Division of Business, Accounting, and Public Service at WVU Parkersburg for advice on business programs and degree requirements. Transfer and returning students must request a transcript analysis from the Administrative Associate in the Business, Accounting, and Public Service (BAPS) Division. Students will be assigned an advisor in the Division of Business, Accounting, and Public Service and should consult with that advisor for assistance in course scheduling or any

time there are questions about course sequences.

Program Outcomes: Upon completion of the business program, students will:

- Be able to communicate effectively and professionally both orally and in writing within the context of the business world.
- Demonstrate competence in the use of electronic tools to research, manage, and present information.
- Use quantitative and qualitative strategies to support organizational decision-making.
- Demonstrate the ability to solve problems using programmed and non-programmed decision techniques using logical reasoning for evaluating information and data.
- Demonstrate the ability to work ethically, effectively, and respectfully with people of diverse backgrounds and with people who have different roles, social affiliations, and personalities.

ADVANCED SKILLS SET CERTIFICATE – ENTREPRENEURIAL STUDIES

Requirements for Certificate: 12 hours

COURSES	HRS	TERM
ENT 200: Entrepreneurship 1	3	
ENT 206: Managing and Marketing	3	
ENT 207: Financing and Information	3	
ENT 208: New Venture Accounting	3	
TOTAL HOURS	12	
(August 2016)		

**ADVANCED SKILLS SET CERTIFICATE – HEALTH INSURANCE
CUSTOMER SERVICE**

Requirements for Certificate: 12 hours

COURSES	HRS	TERM
BTEC 253: Medical Terminology	3	
BTEC 255: Medical Billing	3	
BTEC 256: Medical Coding	3	
GBUS 202: Business Communications	3	
TOTAL HOURS	12	
(August 2016)		

ADVANCED SKILLS SET CERTIFICATE – MS OFFICE

Requirements for Certificate: 12 hours

COURSES	HRS	TERM
BTEC 235: Microsoft Word/Windows	3	
BTEC 204 / GBUS 304: Advanced Excel	3	
BTEC 206 / GBUS 306: Advanced Access	3	
BTEC 275: Advanced Business Applications	3	
TOTAL HOURS	12	
(August 2016)		

ADVANCED SKILLS SET CERTIFICATE – MEDICAL OFFICE ASSISTANT

Requirements for Certificate: 12 hours

COURSES	HRS	TERM
BTEC 253: Medical Terminology	3	
BTEC 254: Medical Transcription	3	
BTEC 255: Medical Billing	3	
BTEC 256: Medical Coding	3	
TOTAL HOURS	12	
(August 2016)		

ADVANCED SKILLS SET CERTIFICATE – PURCHASING COMPETENCY

Requirements for Certificate: 12 hours

COURSES	HRS	TERM
GBUS 202: Business Communication	3	
GBUS 370: Principles of Purchasing	3	
GBUS 371 / MKTG 371: Business Logistics	3	
GBUS 372: Contract Administration	3	
TOTAL HOURS	12	
(August 2016)		

**CERTIFICATE OF APPLIED SCIENCE (CAS)
BUSINESS TECHNOLOGY**

**PROGRAM OF STUDY
Suggested Course Sequence:**

CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 1				Semester 2		
ENGL 101 Composition 1	3			ENGL 102 Composition 2	3	
CS 101 Intro to Computing	4			**BTEC 235 MS Word	3	
**BTEC 116 Intermediate Keyboarding	3			**GBUS 117 Financial Business Applications	3	
*GBUS 101 Intro to Business	3			**BTEC 275 Advanced Business Computer Applications	3	
**Business Elective	2			COMM 111 Fundamentals of Communication	3	
	15				15	
TOTAL HOURS: 30						
(August 2016)						

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50)

Certificate of Applied Science Graduation Requirements:

- Complete 30 credit hours.
- Maintain minimum grade point average of 2.0 or higher in all courses.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete and file the graduation application in OLSIS within the stated deadlines.

**ASSOCIATE OF APPLIED SCIENCE (AAS)
Business Technology**

**PROGRAM OF STUDY
Suggested Course Sequence**

CRSE	HRS	TERM	CRSE	HRS	TERM
Semester 1			Semester 2		
ENGL 101 Composition 1	3		ENGL 102 Composition 2	3	
CS 101 Intro to Computing	4		**BTEC 235 MS Word	3	
**BTEC 116 Intermediate Keyboarding	3		**GBUS 117 Financial Business Applications	3	
*GBUS 101 Intro to Business	3		**BTEC 275 Advanced Business Computer Applications	3	
**Lower- or Upper-Division Business Elective	1		COMM 111 Fundamentals of Communication	3	
	14			15	
Semester 3			Semester 4		
MATH 102 Intermediate Algebra	4		**BTEC 270 Intro to Web Page Design	3	
*ECON 202 Macroeconomics	3		*ECON 201 Microeconomics	3	
*ACCT 201 Principles of Accounting 1	3		**Lower or Upper- Division Business Elective	3	
**BTEC 265 Multimedia Presentation	3		**GBUS 202 Business Communications	3	
**Lower- or Upper-Division Business Elective	3		**BTEC 295 BTEC Associate Degree Capstone	3	
	16			15	
TOTAL HOURS: 60					
(August 2016)					

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50)

Associate of Applied Science in Business Technology Graduation Requirements

- Complete 60 credit hours.
- Maintain minimum grade point average of 2.0 in all General Education Foundation courses requirements (courses without an asterisk).
- Maintain minimum grade point average of 2.25 in all the Common Professional Component courses (designated with an asterisk *).
- Maintain minimum grade-point average 2.5 in the Business Technology concentration and obtain a C or higher in GBUS 202 Business Communications and in each Business Technology course (designated with a double asterisk **).
- Complete proctored Major Fields Test in capstone course BTEC 295.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete and file the graduation application in OLSIS within the stated deadlines.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION

Business Information Technology

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (6)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One course from Science and Technology General Education List (4)	MATH 126 (3) and MATH 211 (3)	ECON 201 (3) and ECON 202 (3)	COMM 111 (3)	One course from Arts and Creativity General Education list (3)
Total General Education Hours: 32						
Other Pertinent Information	All six strands of general education are completed by the end of the four years of study. (August 2016)					

BACHELOR OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION
Business Information Technology (BIT) Concentration
Program of Study
Suggested Course Sequence

COURSE	HRS	GRADE	COURSE	HRS	GRADE
Semester 1			Semester 2		
ENGL 101	3		ENGL 102	3	
CS 101	4		**3 hours Business-related elective 100-200 level (BTEC 235 MS Word suggested)	3	
3 hours Business-related elective 100-200 level (BTEC 116 Intermediate Keyboarding suggested)	3		**GBUS 117	3	
*GBUS 101	3		**BTEC 275	3	
One hour Free Elective	1		COMM 111	3	
Total Hours	14		Total Hours	15	
Semester 3			Semester 4		
MATH 126	3		**BTEC 270	3	
*ECON 202	3		ECON 201	3	
*ACCT 201	3		*ACCT 202	3	
**3 hours Business-related elective 100-200 level (BTEC 265 Multimedia Presentations suggested)	3		**GBUS 202	3	
**3 hours Business-related elective 100-200 level	3		**BTEC 295	3	
Total Hours	15		Total Hours	15	
Semester 5			Semester 6		
One course from The Arts & Creativity General Education list	3		**GBUS 306	3	
**ACCT 310	3		*MKTG 230	3	
*MGMT 220	3		** Upper-Division Business-related elective 300-400 level	3	
**GBUS 304	3		**GBUS 415	3	
MATH 211	3		One lab science from Science & Technology General Education list	4	
Total Hours	15		Total Hours	16	
Semester 7			Semester 8		
*GBUS 405	3		*GBUS	3	
*FIN 340	3		*GBUS 310	3	
**GBUS 300	3		**Upper-Division 300-400 level MGMT elective	3	
**Upper-Division Business-related elective 300-400 level	3		** Upper-Division Business-related elective 300-400 level	3	
** Upper-Division Business-related elective 300-400 level	3		** Upper-Division Business-related elective 300-400 level	3	
Total Hours	15		Total Hours	15	
Total Hours: 120 (August 2016)					

*Business Common Professional Component Core Course GPA >2.25; **BIT Concentration "Beyond the Core"
Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

CERTIFICATE OF APPLIED SCIENCE (CAS)

Business Administration

PROGRAM OF STUDY Suggested Course Sequence

CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 1				Semester 2		
ENGL 101 Composition 1	3			ENGL 102 Composition 2	3	
CS 101 Intro to Computing	4			MATH 102 Intermediate Algebra or higher	4	
*GBUS 101 Intro to Business	3			COMM 111 Fundamentals of Communications	3	
*ECON 202 Macroeconomics	3			*ECON 201 Microeconomics	3	
**GBUS 117 Financial Business Applications	3			Free or Business Elective	1	
	16				14	
TOTAL HOURS: 30						
(August 2016)						

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50)

Certificate of Applied Science Graduation Requirements:

- Complete 30 credit hours.
- Maintain minimum grade point average of 2.0 or higher in all courses.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete and file the graduation application in OLSIS within the stated deadlines.

**ASSOCIATE OF APPLIED SCIENCE (AAS)
Business Administration**

**PROGRAM OF STUDY
Suggested Course Sequence**

CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 1				Semester 2		
ENGL 101 Composition 1	3			ENGL 102 Composition 2	3	
CS 101 Intro to Computing	4			MATH 102 Intermediate Algebra or higher	4	
*GBUS 101 Intro to Business	3			COMM 111 Fundamentals of Communications	3	
*ECON 202 Macroeconomics	3			*ECON 201 Microeconomics	3	
**GBUS 117 Financial Business Applications	3			Free or Business Elective	1	
	16				14	
Semester 3				Semester 4		
*ACCT 201 Principles of Accounting 1	3			*ACCT 202 Principles of Accounting 2	3	
**BTEC 275 Advanced Business Computer Applications	3			**GBUS 202 Business Communications	3	
**MGMT 220 Principles of Management	3			**MKTG 230 Principles of Marketing	3	
Free or Business Elective	3			*GBUS 240 Associate Degree Capstone	3	
**Business Elective	3			**Business Elective	3	
	15				15	
TOTAL HOURS: 60						
(August 2016)						

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50)

Associate of Applied Science in Business Administration Graduation Requirements

- Complete 60 credit hours.
- Maintain minimum grade point average of 2.0 in all General Education Foundation courses requirements (course without an asterisk).
- Maintain minimum grade point average of 2.25 in all the Common Professional Component courses (designated with an asterisk *).
- Maintain minimum grade-point average 2.5 in the courses beyond the business core (designated with asterisks**).
- Complete proctored Major Fields Test in capstone course GBUS 240.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete and file the graduation application in OLSIS within the stated deadlines.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION IN ACCOUNTING AND FINANCIAL MANAGEMENT

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (6)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and one lab science from Science and Technology General Education List (4)	MATH 126 (3) and MATH 211 (3)	ECON 201 (3) and ECON 202 (3)	COMM 111 (3)	One course from Arts and Creativity General Education List (3)
Total General Education Hours: 32						
Other Pertinent Information	All six strands of general education are completed by the end of the four years of study. (August 2016)					

**Bachelor of Applied Science in Business Administration
Accounting and Financial Management Concentration**

**PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	GRADE	COURSE	HRS	GRADE
Semester 1			Semester 2		
ENGL 101	3		ENGL 102	3	
CS 101	4		MATH 126	3	
*GBUS 101	3		COMM 111	3	
*ECON 202	3		*ECON 201	3	
**GBUS 117	3		1 hour Free Elective	1	
Total Hours	16		Total Hours	13	
Semester 3			Semester 4		
*ACCT 201	3		*ACCT 202	3	
**BTEC 275	3		**GBUS 202	3	
**MGMT 220	3		**MKTG 230	3	
MATH 211	3		*GBUS 240	3	
**One Free or Business elective	3		**One free or Business Elective	3	
Total Hours	15		Total Hours	15	
Semester 5			Semester 6		
One course from Arts & Creativity General Education list	3		**ACCT 331 or 432	3	
*GBUS 310	3		**ACCT 312	3	
**ACCT 311	3		Upper-Division Business Elective	3	
**ACCT 310	3		**ECON 331	3	
*FIN 340	3		1 lab science from Science & Technology General Education list	4	
Total Hours	15		Total Hours	16	
Semester 7			Semester 8		
*GBUS 405	3		*GBUS 440	3	
**FIN 356	3		**ACCT 401	3	
**GBUS 304	3		*GBUS 415	3	
**Upper-Division Accounting Elective (ACCT 353, 354, 405)	3		**Upper-Division Accounting Elective (ACCT 353, 354, 405)	3	
**Upper-Division Business Elective	3		**Upper-Division Business Elective	3	
Total Hours	15		Total Hours	15	
Total Hours: 120					
(August 2016)					

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50)

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

Graduation Requirements

BASBA Degree Accounting and Financial Management Concentration

- Complete an Associate of Applied Science degree prior to application for graduation with the BASBA.
- Complete 120 credit hours in courses outlined for the Bachelor of Applied Science with a major in Business Administration in the following concentration: Accounting and Financial Management.
- Maintain minimum grade point average of 2.0 in all General Education Foundation courses requirements (courses without an asterisk).
- Maintain minimum grade point average of 2.25 in all the Common Professional Component courses (designated with an asterisk *).
- Maintain minimum grade-point average 2.5 in all courses included in area of concentration (designed with **).
- Complete proctored Major Fields Test in capstone course GBUS 440.
- Complete a minimum of 32 credit hours at WVU Parkersburg, 24 of which must be upper division (numbered 300 and above) business courses.
- Students pursuing both the BASBA and BSBA degrees must complete all course requirements for each degree to be eligible to earn a second bachelor's degree.
- Complete application for graduation and file application in OLSIS prior to stated deadline.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION IN MANAGEMENT AND MARKETING

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (6)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses Total General Education Hours: 32	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One lab science from Science and Technology General Education list (4)	MATH 126 (3) and MATH 211 (3)	ECON 201 (3) and ECON 202 (3)	COMM 111 (3)	One course from Arts and Creativity General Education list (3)
Other Pertinent Information	All six strands of general education are completed by the end of the four years of study. (August 2016)					

Bachelor of Applied Science in Business Administration Management and Marketing Concentration

PROGRAM OF STUDY Suggested Course Sequence

COURSE	HRS	GRADE	COURSE	HRS	GRADE
Semester 1			Semester 2		
ENGL 101	3		ENGL 102	3	
**GBUS 117	3		MATH 126	3	
*GBUS 101	3		COMM 111	3	
*ECON 202	3		*ECON 201	3	
CS 101	4		Free Elective	1	
Total Hours	16		Total Hours	13	
Semester 3			Semester 4		
*ACCT 201	3		*ACCT 202	3	
**BTEC 275	3		**GBUS 202	3	
**MGMT 220	3		**MKTG 230	3	
MATH 211	3		*GBUS 240	3	
**Free or Business elective	3		**Free or Business Elective	3	
Total Hours	15		Total Hours	15	
Semester 5			Semester 6		
One course from the Arts & Creativity General Education list	3		**MGMT 333	3	
**MGMT 322	3		**MKTG 401	3	
*GBUS 310	3		**Management Elective (MGMT 310, 338, 401, 410)	3	
**Upper-Division Business Elective	3		**ACCT 331 or 432	3	
*GBUS 300 Management Information Systems	3		One lab science chosen from Science & Technology General Education list	4	
Total Hours	15		Total Hours	16	
Semester 7			Semester 8		
*GBUS 405	3		*GBUS 440	3	
*FIN 340	3		**Marketing Elective (MKTG 341, 351, 360, 371, 401, 403, 460)	3	
**GBUS 304	3		*GBUS 415	3	
**Marketing Elective (MKTG 341, 351, 360, 371, 401, 403, 460)	3		**Management Elective (MGMT 310, 338, 401, 410)	3	
**ECON 320	3		**Upper-Division Business Elective	3	
Total Hours	15		Total Hours	15	
TOTAL HOURS: 120					
(August 2016)					

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50)

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

Graduation Requirements

BASBA Degree Management/Marketing Concentration

- Complete an Associate of Applied Science degree prior to application for graduation with the BASBA.
- Complete 120 credit hours in courses outlined for the Bachelor of Applied Science with a major in Business Administration in the following concentration: Accounting and Financial Management.
- Maintain minimum grade point average of 2.0 in all General Education Foundation courses requirements (courses without an asterisk).
- Maintain minimum grade point average of 2.25 in all the Common Professional Component courses (designated with an asterisk *).
- Maintain minimum grade-point average 2.5 in all courses included in area of concentration (designed with **).
- Complete proctored Major Fields Test in capstone course GBUS 440.
- Complete a minimum of 32 credit hours at WVU Parkersburg, 24 of which must be upper division (numbered 300 and above) business courses.
- Students pursuing both the BASBA and BSBA degrees must complete all course requirements for each degree to be eligible to earn a second bachelor's degree.
- Complete application for graduation and file application in OLSIS prior to stated deadline.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (6)	Society, Diversity, & Connections (9)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One lab from Science and Technology General Education list (4)	MATH 126 (3) and MATH 211 (3)	ECON 201 (3) and ECON 202 (3) and PSYC 101 or SOC 101 (3)	COMM 111 (3)	One course from Arts and Creativity General Education list (3)
Total General Education hours: 35 (August 2016)						

Associate of Science in Business Administration (ASBA)

PROGRAM OF STUDY Suggested Course Sequence

CRSE	HRS	TERM	CRSE	HRS	TERM
Semester 1			Semester 2		
ENGL 101 Composition 1	3		ENGL 102 Composition 2	3	
CS 101 Intro to Computing	4		**BTEC 275 Advanced Business Computer Applications	3	
*GBUS 101 Intro to Business	3		Society & Connections PSYC 101 or SOC 101	3	
*ECON 202 Macroeconomics	3		*ECON 201 Microeconomics	3	
MATH 126 College Algebra	3		MATH 211 Statistics	3	
	16			15	
Semester 3			Semester 4		
*ACCT 201 Principles of Accounting 1	3		*ACCT 202 Principles of Accounting 2	3	
**MGMT 220 Principles of Management	3		**MKTG 230 Principles of Marketing	3	
Natural Science with Lab Elective	4		**GBUS 202 Business Communications	3	
COMM 111 Fundamentals of Communication	3		*GBUS 240 Associate Degree Capstone	3	
The Arts & Creativity Elective	3		Any Level Free or Business Elective	1	
	16			13	
TOTAL HOURS: 60					
(August 2016)					

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1 page 7.

Associate of Science in Business Administration Graduation Requirements

- Complete 60 credit hours.
- Maintain minimum grade point average of 2.0 in all General Education Foundation courses requirements (designated without an asterisk).
- Maintain minimum grade point average of 2.25 in all the Common Professional Component courses (designated with an asterisk *).
- Maintain minimum grade-point average 2.5 in the courses beyond the business core (designed with two asterisks **).
- Complete proctored Major Fields Test in capstone course GBUS 240.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete and file the Graduation Application in OLSIS within the stated deadlines.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION ACCOUNTING CONCENTRATION

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (6)	Society, Diversity, & Connections (9)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One lab science from Science and Technology General Education List (4)	MATH 126 (3) and MATH 211 (3)	ECON 201 (3) and ECON 202 (3) and PSYC 101 OR SOC 101 (3)	COMM 111 (3)	One course from Arts and Creativity General Education List (3)
Total General Education hours: 35						
Other Pertinent Information	All six strands of general education will be represented within the first two years of study. (August 2016)					

**Bachelor of Science in Business Administration
Accounting Concentration**

**PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
ENGL 101	3			ENGL 102	3	
CS 101	4			**BTEC 275	3	
*GBUS 101	3			PSYC 101 or SOC 101	3	
*ECON 202	3			*ECON 201	3	
MATH 126	3			MATH 211	3	
Total Hours	16			Total Hours	15	
Semester 3				Semester 4		
*ACCT 201	3			*ACCT 202	3	
**MGMT 220	3			**MKTG 230	3	
One lab science from Science & Technology General Education list	4			**GBUS 202	3	
COMM 111	3			*GBUS 240	3	
One course from Arts & Creativity General Education list	3			One hour Free Elective	1	
Total Hours	16			Total Hours	13	
Semester 5				Semester 6		
*GBUS 300	3			*GBUS 325	3	
*GBUS 310	3			**GBUS 412	3	
**ACCT 311	3			**ACCT 312	3	
**ACCT 310	3			**ACCT 331 or 432	3	
**ACCT 353	3			**ACCT 354	3	
Total Hours	15			Total Hours	15	
Semester 7				Semester 8		
*GBUS 405	3			*GBUS 440	3	
**ACCT 401	3			**ACCT 405	3	
**GBUS 304	3			**GBUS 415	3	
*FIN 340	3			**Upper-Division Business Elective	3	
**Upper-Division Business Elective	3			**Upper-Division Business Elective	3	
	15				15	
TOTAL HOURS: 120						
(August 2016)						

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core" Course GPA >2.50)

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

Bachelor of Science in Business Administration Graduation Requirements:

- Complete 120 credit hours in courses outlined for the Bachelor of Science in Business Administration Degree in any of the two program options: Accounting or General Business.
- Maintain overall grade point average of 2.0 or higher in all General Education courses required for the degree (designated without an asterisk).
- Maintain minimum grade point average of 2.25 overall in all courses included in the Common Professional Component (CPC) (designated with an asterisk *).
- Maintain minimum grade point average of 2.5 overall in all courses included in area of concentration (designated with two asterisks**)
- Complete proctored Major Fields Test in capstone course GBUS 440.
- Complete a minimum of 32 credit hours at WVU Parkersburg, 24 of which must be upper-division (numbered 300 and above) business courses designed with 2 asterisks (**) in front of the course listing.
- Complete and file the Graduation Application in OLSIS within the stated deadlines

**Bachelor of Science in Business Administration (BSBA)
General Business Concentration**

**PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
ENGL 101	3			ENGL 102	3	
CS 101	4			**BTEC 275	3	
*GBUS 101	3			PSYC 101 or SOC 101	3	
*ECON 202	3			*ECON 201	3	
MATH 126	3			MATH 211	3	
Total Hours	16			Total Hours	15	
Semester 3				Semester 4		
*ACCT 201	3			*ACCT 202	3	
**MGMT 220	3			**MKTG 230	3	
1 lab science from Science & Technology General Education list	4			**GBUS 202	3	
COMM 111	3			*GBUS 240	3	
1 course from the Arts & Creativity General Education list	3			One hour Free Elective	1	
Total Hours	16			Total Hours	13	
Semester 5				Semester 6		
*GBUS 300	3			*GBUS 325	3	
*GBUS 310	3			**MGMT 333	3	
**MGMT 322	3			**GBUS 304	3	
**Upper-Division MKTG elective (MKTG 341, 351, 360, 371, 401, 403, or 460)	3			**ACCT 331 or 432	3	
**Upper-Division Business Elective	3			**Upper-Division MGMT Elective (MGMT 310, 338, 401, 410)	3	
Total Hours	15			Total Hours	15	
Semester 7				Semester 8		
*GBUS 405	3			GBUS 440	3	
*FIN 340	3			*GBUS 415	3	
**MKTG 401	3			**Upper-Division MKTG elective (MKTG 341, 351, 360, 371, 401, 403, or 460)	3	
**Upper-Division MGMT Elective (MGMT 310, 338, 401, 410)	3			**ECON 320 Managerial Economics	3	
**Upper-Division Business Elective	3			**Upper-Division Business Elective	3	
Total Hours	15			Total Hours	15	
TOTAL HOURS: 120						
(August 2016)						

*Business Common Professional Component Core Course GPA >2.25; **Business Concentration "Beyond the Core"
Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

Bachelor of Science in Business Administration Graduation Requirements:

- Complete 120 credit hours in courses outlined for the Bachelor of Science in Business Administration Degree in any of the two program options: Accounting or General Business.
- Maintain overall grade point average of 2.0 or higher in all General Education courses required for the degree (designated without an asterisk).
- Maintain minimum grade point average of 2.25 overall in all courses included in the Common Professional Component (CPC) (designated with an asterisk *).
- Maintain minimum grade point average of 2.5 overall in all courses included in area of concentration (designated with two asterisks**)
- Complete proctored Major Fields Test in capstone course GBUS 440.
- Complete a minimum of 32 credit hours at WVU Parkersburg, 24 of which must be upper-division (numbered 300 and above) business courses designed with 2 asterisks (**) in front of the course listing.
- Complete and file the graduation application in OLSIS within the stated deadlines.

Program Outcomes:

- Demonstrate proficiency in the vocabulary pertaining to the CJ field.
- Explain the history and evolution of the CJ system in the US.
- Explain the investigative process and applicable laws.
- Demonstrate a basic understanding of the law and the legal system in the US.
- Examine the history and theories of, and current practices within, the corrections system.
- Explain ethics and how it applies to the CJ system and various CJ professionals.

<p align="center">Certificate of Applied Science (CAS) Criminal Justice</p> <p align="center">PROGRAM OF STUDY Suggested Course Sequence</p>						
CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 1				Semester 2		
CJ 111 Introduction to Criminal Justice	3			CJ 212 Ethics in Criminal Justice	3	
CJ 112 Criminal and Constitutional Law	3			CJ 231 Criminal Investigations	3	
CJ 123 Introduction to Corrections	3			CJ 290 Professionalism in Criminal Justice	3	
ENGL 101 Composition 1	3			COMM 111 Fundamentals of Speech	3	
PSYC 101 Introduction to Psychology	3			SOC 101 Introduction to Sociology	3	
	15				15	
TOTAL HOURS: 30						
(August 2016)						

Certificate of Applied Science Graduation Requirements:

- Complete 30 credit hours.
- Maintain minimum grade point average of 2.0 or higher in all courses.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete and file the graduation application in OLSIS within the stated deadlines.

**Associate of Applied Science (AAS)
Criminal Justice**

The Associate of Applied Science Degree in Criminal Justice is embedded in the Bachelor of Applied Science (BAS) Criminal Justice degree. This degree program studies society's formal control systems, the administration of justice and the criminal process. It covers various aspects of police and security work, criminal law and the courts, the penal system, crime prevention and investigation, correctional theories, and root causes of crime. It is a program designed to provide students with a basic understanding of the criminal justice system and the basic skills needed to further pursue education and work in law enforcement, corrections, and related fields. CJ 111 is to be the first CJ course for Criminal Justice majors. CJ 291 will be taken the semester of graduation. A Major Fields Test will be taken in CJ 291. The AAS in Criminal Justice is also available for completion as an online program.

Program Outcomes:

- Apply learned concepts by bridging the gap between theory and practice.
- Display decision making and critical thinking skills as it relates to criminal justice.
- Recognize the root causes of crime and criminal behavior and the role criminological theory plays in the study of CJ.

**Associate of Applied Science (AAS)
Criminal Justice**

**PROGRAM OF STUDY
Suggested Course Sequence**

CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 1				Semester 2		
CJ 111 Introduction to Criminal Justice	3			CJ 212 Ethics in Criminal Justice	3	
CJ 112 Criminal and Constitutional Law	3			CJ 231 Criminal Investigations	3	
CJ 123 Introduction to Corrections	3			CJ 290 Professionalism in Criminal Justice	3	
ENGL 101 Composition 1	3			COMM 111 Fundamentals of Speech	3	
PSYC 101 Introduction to Psychology	3			SOC 101 Introduction to Sociology	3	
	15				15	
CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 3				Semester 4		
ENGL 102 Composition 2	3			CJ 291 Internship (Capstone)	3	
MATH 102 Intermediate Algebra	4			Lab Science Elective	4	
SOC 232 Criminology	3			HPER 172 Standard First Aid	2	
POLS 102 American Federal Government	3			CJ elective	3	
PSYC 281 Abnormal Psychology OR PSYC 365 Forensic Psychology	3			SOC 235 Race Relations and Minority Groups	3	
	16				15	
TOTAL HOURS: 60						
(August 2016)						

Graduation Requirements.

- Complete 60 credit hours of required courses.
- Maintain minimum grade point average of 2.0 or higher in all courses.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete proctored Major Fields Test in capstone course CJ 291.
- Complete application for graduation and file application in OLSIS prior to stated deadline

BACHELOR OF APPLIED SCIENCE CRIMINAL JUSTICE

The Bachelor of Applied Science Degree with a major in Criminal Justice builds on the concepts provided in the AAS in Criminal Justice. The degree offers two concentrations: Administration of Justice or Crime Scene Investigations. Both concentrations provide the student with a comprehensive overview of the criminal justice system. The degree will prepare the student for a rewarding career in the criminal justice field in careers such as: police officer, crime scene technician, correctional officer, investigator, probation and parole officer, and other related fields. CJ 460 will be taken during the semester of graduation. A Major Fields Test will be taken in CJ 460.

Program Outcomes:

- Display an advanced level of understanding of CJ theories and concepts.
- Demonstrate a proficiency in writing, research, and critical thinking pertaining to the CJ field.
- Recognize the underlying societal problems that lead to crime and victimization. (Administration concentration)
- Utilize CJ theories and concepts to combat social problems and distribute resources effectively. (Administration concentration)
- Utilize the scientific method to demonstrate proficiency in evidence identification, collection, handling, and admission in court. (CSI concentration)
- Integrate CJ theories and concepts with investigative techniques to determine the proper outcome of a criminal investigation. (CSI concentration)

Admission to BASCJ Degree Program:

Admission to the Bachelor of Applied Science with a major in Criminal Justice may be achieved by fulfilling the following requirements:

- Meet all the General Admissions or Transfer Admissions requirements to West Virginia University at Parkersburg.
- Earn an Associate Degree in Criminal Justice from an accredited college or university, or be currently enrolled in CJ 291 Internship. (Provisional admission may be granted by the Criminal Justice Program Coordinator in certain circumstances.)
- Maintain a minimum 2.0 grade point average, on a 4.0 scale, for all courses transferred to or completed at West Virginia University Parkersburg.

Applications for admission to the BASCJ degree are available in the Office of the Division of Business, Accounting, and Public Service and should be filed during the semester in which the applicant will complete the Associate Degree.

Applicants must submit to a criminal history check conducted by the West Virginia State Police. Applicants with convictions and/or arrests should consult

with the Criminal Justice Program Coordinator regarding potential limitations for career opportunities within the Criminal Justice field prior to applying to the BASCJ program. A waiver to the background check may be granted for students actively serving as a law enforcement officer or as a correctional officer based on a letter from their department's supervisor stating their criminal background meets the standards of the Criminal Justice Program. The criminal history check or waiver letter needs to be current (within 6 months of admissions to the program).

Students must demonstrate behavior consistent with the Criminal Justice Program Code of Ethics and agree to abide to the student code of conduct. Failure to adhere to these codes may result in dismissal from the program.

Assessment: Students will take a Major Field Test in CJ 291, and CJ 460.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF APPLIED SCIENCE IN CRIMINAL JUSTICE: ADMINISTRATION OF JUSTICE

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (15)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	Two lab sciences from Science and Technology General Education list (8)	MATH 211 (3)	POLS 102 (3) and POLS 220 (3) and PSYC 101 (3) and SOC 101 (3) and SOC 232 (3)	COMM 111 (3)	One course from Arts and Creativity General Education list (3)
Total General Education Hours: 38						
Other Pertinent Information	All six strands of general education are completed by the end of the Bachelor Program. (August 2016)					

Bachelor of Applied Science Criminal Justice Administration of Justice Concentration

This concentration option focuses on development of knowledge and understanding of practices, theories, and concepts of justice administration. The Administration of Justice concentration option is designed for students interested in entry-level positions, those already working in the criminal justice field who want to advance their career, and students who wish to attend graduate or law school.

**Bachelor of Applied Science (BAS) Criminal Justice
Administration of Justice Concentration**

**PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	GRADE	COURSE	HRS	GRADE
Semester 1			Semester 2		
CJ 111 *	3		CJ 212 *	3	
CJ 112 *	3		CJ 231 *	3	
CJ 123 *	3		CJ 290 *	3	
ENGL 101	3		COMM 111	3	
PSYC 101	3		SOC 101	3	
Total Hours	15		Total Hours	15	
Semester 3			Semester 4		
ENGL 102	3		CJ 291 *	3	
MATH 102	4		One lab science from Science & Technology General Education list	4	
SOC 232 *	3		HPER 172	2	
POLS 102	3		CJ elective	3	
PSYC 281 OR PSYC 365	3		SOC 235 *	3	
Total Hours	16		Total Hours	15	
Semester 5			Semester 6		
One lab science from Science & Technology General Education list	4		CJ 305 *	3	
SPAN 103	3		CJ 320 *	3	
PSYC 231 *	3		COMM 308	3	
CJ 211 *	3		CJ elective	3	
CJ elective	3		CJ elective	3	
Total Hours	16		Total Hours	15	
Semester 7			Semester 8		
ENGL 308	3		CJ 440 *	3	
MATH 211	3		CJ 460 *Capstone	2	
POLS 220 *	3		Any CJ upper level elective	3	
One course from Arts & Creativity General Education course list	3		Any CJ upper level elective	3	
Any CJ upper level elective	3		Any CJ upper level elective	3	
	15			14	
TOTAL HOURS: 120					
(August 2016)					

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

Graduation Requirements.

- Complete all listed courses.
- Maintain a minimum 2.0 cumulative grade-point average.
- Maintain a minimum 2.5 cumulative grade-point average in program core subjects. (* designates program core subjects)
- Complete proctored Major Fields Test in capstone course CJ 460.
- Complete at least 32 credit hours at WVU Parkersburg.
- Complete application for graduation and file application in OLSIS prior to stated deadline.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF APPLIED SCIENCE IN CRIMINAL JUSTICE: CRIME SCENE INVESTIGATION

	Composition & Rhetoric (6)	Science & Technology (4)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (12)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	One lab science from Science and Technology General Education list (4)	MATH 211 (3)	POLS 102 (3) and PSYC 101 (3) and SOC 101 (3) and SOC 232 (3)	COMM 111 (3)	One course from Arts and Creativity General Education list (3)
Total General Education Hours: 31						
Other Pertinent Information	All six strands of general education are completed by the end of the Bachelor Program. FINAL REVIEW: 1/29/16 (August 2016)					

Bachelor of Applied Science (BAS) Criminal Justice CRIME SCENE INVESTIGATION CONCENTRATION

The Crime Scene Investigation concentration option prepares students for entry level careers in forensics such as a forensic science technician, crime scene photographer, fire investigator, crime lab assistant, and evidence officers. Students will become familiar with investigative techniques, tools, and equipment.

Bachelor of Applied Science Criminal Justice Crime Scene Investigation Concentration

PROGRAM OF STUDY Suggested Course Sequence

COURSE	HRS	GRADE	COURSE	HRS	GRADE
Semester 1			Semester 2		
CJ 111 *	3		CJ 212 *	3	
CJ 112 *	3		CJ 231 *	3	
CJ 123 *	3		CJ 290 *	3	
ENGL 101	3		COMM 111	3	
PSYC 101	3		SOC 101	3	
Total Hours	15		Total Hours	15	
Semester 3			Semester 4		
ENGL 102	3		CJ 291 *	3	
MATH 102	4		One lab science from Science & Technology General Education list	4	
SOC 232 *	3		HPER 172	2	
POLS 102	3		Any CJ elective	3	
PSYC 281 OR PSYC 365	3		SOC 235*	3	
Total Hours	16		Total Hours	15	
Semester 5			Semester 6		
SPAN 103	3		CJ 305 *	3	
CJ 355*	3		COMM 308	3	
CJ 375 *	3		CJ 330 *	3	
CJ 211 *	3		Any CJ elective	3	
Any CJ elective	3		Any CJ elective	3	
Total Hours	15		Total Hours	15	
Semester 7			Semester 8		
ENGL 308	3		CJ 440 *	3	
MATH 211	3		CJ 460 Capstone*	2	
CJ 388 *	4		One course from Arts & Creativity General Education list	3	
Any CJ upper level elective	3		Any CJ upper level elective	3	
Any CJ upper level elective	3		Any CJ upper level elective	3	
	16			14	
TOTAL HOURS: 120					
(August 2016)					

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

Graduation Requirements.

- Complete all listed courses.
- Maintain a minimum 2.0 cumulative grade-point average.
- Maintain a minimum 2.5 cumulative grade-point average in program core subjects. (* designates program core subjects)
- Complete proctored Major Fields Test in capstone course CJ 460.
- Complete at least 32 credit hours at WVU Parkersburg.
- Complete application for graduation and file application in OLSIS prior to stated deadline

CERTIFICATE OF APPLIED SCIENCE (CAS) Legal Studies

Students may earn a Certificate of Applied Science in Legal Studies. The Legal Studies career pathway begins with the certificate, which is embedded into the AAS and leads to the Bachelor of Science in Legal Studies. The Certificate in Legal Studies provides an introduction to various areas of law and develops basic legal research and writing skills for use in various supporting positions within the legal field.

Certificate of Applied Science (CAS) Legal Studies						
PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 1				Semester 2		
ENGL 101 Composition 1	3			LS 220 Legal Research & Writing 2	3	
LS 101 Intro to Legal Studies	3			LS 240 Civil Procedures	3	
LS 210 Legal Ethics	3			ACCT 201 or BTEC 275	3	
CS 101 Intro to Computing	4			SOC 101 Intro to Sociology	3	
PSYC 101 Intro to Psychology	3			COMM 111 Fundamentals of Communication	3	
	16				15	
TOTAL HOURS: 31						
(August 2016)						

CAS in Legal Studies Outcomes

Students will:

1. Demonstrate knowledge, skills, and abilities in the legal field, including specific knowledge of the American legal system and civil litigation.
2. Exhibit knowledge of appropriate ethical behavior in the legal field.
3. Use problem solving and critical thinking skills to resolve legal problems and determine root causes of those problems.

Certificate of Applied Science Graduation Requirements:

- Complete 31 credit hours.
- Maintain minimum grade point average of 2.0 or higher in all courses.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete application for graduation and file application in OLSIS prior to stated deadline

ASSOCIATE OF APPLIED SCIENCE (AAS) LEGAL STUDIES

Students may earn an Associate of Applied Science in Legal Studies. The Legal Studies career pathway begins with the certificate, which is embedded into the AAS and leads to the Bachelor of Applied Science. The AAS is a continuation of the program from the CAS and further prepares students for supporting positions within the legal field. Students will continue to gain experience and improve skills in various substantive areas of the law and in legal research and writing. Successful completion of the AAS will prepare students to apply for the BAS in Legal Studies and for careers in legal services and related careers.

Associate of Applied Science (AAS) Legal Studies PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
Semester 1				Semester 2		
ENGL 101 Composition 1	3			LS 210 Legal Research & Writing 2	3	
LS 101 Intro to Legal Studies	3			LS 240 Civil Procedure	3	
LS 231 Legal Ethics	3			ACCT 201 or BTEC 275	3	
CS 101 Intro to Computing	4			SOC 101 Intro to Sociology	3	
PSYC 101 Intro to Psychology	3			COMM 111 Fundamentals of Communication	3	
	16				15	
Semester 3				Semester 4		
ENGL 102 Composition 2	3			LS 320 Property and Probate	3	
LS 220 Legal Research & Writing 2	3			LS 291 Internship	3	
LS 215 Law Office Management	3			LS 295 Legal Professional Development	2	
Any SOC 200 and above	3			POLS 101 or POLS 102	3	
Natural Science with Lab Elective	4			CJ 270 Courtroom Procedures	3	
	16				14	
TOTAL HOURS: 61						
(August 2016)						

Graduation Requirements.

- Complete 61 credit hours of required courses.
- Maintain minimum grade point average of 2.0 or higher in all courses.
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete application for graduation and file application in OLSIS prior to stated deadline.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF APPLIED SCIENCE IN LEGAL STUDIES

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (6)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One lab science from Science and Technology General Education list (4)	MATH 126 or MATH 211 (3)	PSYC 101 (3) and SOC 101 (3)	COMM 111 (3) and HIST 101 or HIST 102 or HIST 152 or HIST 153 (3)	One course from Arts and Creativity General Education list (3)
Total General Education Hours: 32						
Other Pertinent Information	All six strands of general education are completed by the end of the Bachelor Program. (August 2016)					

PROGRAM OF STUDY Suggested Course Sequence

This program will allow students to earn a Bachelor of Applied Science Degree in Legal Studies. The Legal Studies career pathway begins with a certificate, which is embedded into the AAS and leads to the Bachelor of Applied Science. While not strictly a paralegal program, the BAS is anticipated to prepare and qualify students for the Certified Paralegal Exam. The BAS is a broad curriculum that will explore the various issues and areas relevant to the legal field and is anticipated to prepare students for supporting positions in the legal field generally.

BAS in Legal Studies

Program of Study Suggested Course Sequence

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
ENGL 101	3			LS 210*	3	
LS 101 *	3			LS 240 *	3	
LS 231*	3			ACCT 201 or BTEC 275	3	
CS 101	4			SOC 101	3	
PSYC 101	3			COMM 111	3	
Total Hours	16			Total Hours	15	
Semester 3				Semester 4		
ENGL 102	3			LS 320 *	3	
LS 220*	3			LS 291*	3	
LS 215 *	3			LS 295 *	2	
Any SOC 200 and above	3			POLS 101 or POLS 102	3	
1 lab science from Science & Technology General Education list	4			CJ 270	3	
Total Hours	16			Total Hours	14	
Semester 5				Semester 6		
CJ 112	3			CJ 213	3	
LS 315 *	3			LS 311*	3	
One course from Arts & Creativity General Education list	3			POLS 211 or POLS 220	3	
HIST 101 or 102 or 152 or 153	3			GBUS 310	3	
MATH 126 or higher	3			Free Elective	3	
Total Hours	15			Total Hours	15	
Semester 7				Semester 8		
CJ 313	3			CJ 305	3	
LS 335 *	3			Free Elective	3	
Free Elective	3			LS 460(* designates program core subjects)	2	
PSYC 365	3			COMM 303	3	
SPAN 103	3			GBUS 412	3	
Total Hours	15			Total Hours	14	
TOTAL HOURS: 120						
(August 2016)						

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

BAS in Legal Studies Outcomes – In addition to the CAS and AAS Outcomes, Students will:

Demonstrate knowledge, skills, and abilities in the legal field, including additional specific knowledge of Property, Estates, Contracts, Business Organizations, Torts, Criminal Law, Constitutional Law, Evidence, and Family Law.

1. Engage in high-level legal judgment and analysis.
2. Engage in effective legal research and writing.

Graduation Requirements.

- Complete 121 credit hours of required courses.
- Maintain minimum grade point average of 2.0 or higher in all courses.
- Maintain minimum grade point average of 2.5 or higher in core courses .
(* designates program core subjects)
- Complete at least 16 hours of credit at WVU Parkersburg.
- Complete application for graduation and file application in OLSIS prior to stated deadline

DEGREE COMPLETION AND EXTENDED LEARNING

Board of Governors Associate of Applied Science Degree

The Board of Governors AAS degree is a nontraditional degree completion opportunity at the associate degree level specifically devised for adult learners to meet occupational goals, employment requirements, establish professional credentials, or achieve personal goals. This degree program provides an opportunity for adult learners to utilize credit for prior learning experiences via licenses, certificates, military credit, and other non-collegiate sources while assuring maximum credit transferability. Through this program, adult students can establish deserved credentials, achieve a personal sense of accomplishment, and position themselves for advancement into a baccalaureate program.

This degree requires 60 credit hours and must be the first associate degree earned. The structure of the degree assures flexibility in program design to meet the individual needs of adult students. The required general education courses assure the development of essential skills and competencies necessary for an associate degree level graduate.

Graduation Requirements include:

Successful completion of 60 hrs.

Minimum overall grade point average of 2.0.

Must have been out of high school for at least two years.

Program Outcomes

Students will:

- Be able to complete a degree using credits earned in a number of ways.
- Meet occupational goals.
- Qualify for employment opportunities.
- Establish professional credentials.
- Achieve personal goals of completing a college degree.
- Be in a position to advance to a Regents Baccalaureate of Arts degree program.

General Education: 21 hours to include communications, humanities, natural sciences, social sciences, mathematics, computer literacy, and other approved general education courses. The General Education core is broken down in the following four content areas:

Course	Credits
Communications	6 hrs.
Mathematics/Natural Sciences	6 hrs.
Social Sciences/ Humanities	6 hrs.
Computer Literacy	3 hrs.
Total	21 hrs.

Free Electives: Students can complete the 60 hour AAS Degree requirement by utilizing credit hours earned through traditional college courses, standardized exams (CLEP, DANTES), institutional-based (in-house) challenge exams, licensure/certification/formal training programs (standardized awards), military training, and portfolio review to complete the additional 39 credit hours.

REGENTS BACHELOR OF ARTS (RBA)

The Regents Bachelor of Arts program is an innovative bachelor's degree that allows adult students to complete a bachelor's degree with no major. The program differs from other baccalaureate degrees in many respects:

Program Outcomes: College credit may be awarded based on work and life experiences. These credits may count toward degree requirements and are based on written portfolios.

- The program is designed to provide students with a comprehensive general education, without the requirement of a major. With the assistance of an advisor, applicants develop a course of study that best fits their needs and educational goals.
- As no specific courses are required for graduation, the program provides considerable flexibility in how, when, and where course requirements are met.
- Students may earn credit through regular college courses (in-state or out-of-state), Cooperative Education, distance learning, credit by exam, and/or petitioning for college credit through the portfolio process.
- There is no time limit for completing the degree requirements.

The RBA Degree program operates on the same level of academic quality as other, more traditionally structured baccalaureate degree programs. However, poor scholarship in early years of study does not prevent the admission of students who subsequently have demonstrated their maturity and ability to acquire and use knowledge.

RBA students are governed by the same basic academic regulations as other students enrolled at WVU Parkersburg. These include rules on academic forgiveness (of past poor grades), grading, D/F repeat rule, probation and suspension, and student rights and responsibilities. Academic advising for the RBA Degree program is available at the Parkersburg and Jackson County Center campuses. More information about the degree can be found on the website at www.wvup.edu/RBA

The Portfolio Process

The central principle that underlies assessment of work or life experiences is “what students KNOW is more important than HOW they learned it.” If RBA students can demonstrate that their existing knowledge and skills are reasonably comparable to college-trained students, then comparable credit may be awarded.

Students may petition for credits in specific college-level courses that they have not already completed by writing a portfolio. The portfolio summarizes the learning that took place and equates that learning to the objectives in the syllabus for a college-level course. If the prior learning is not equal to a specific course, credit may be petitioned in the discipline area. Documentation is required to substantiate the petitions for credit. Portfolios are evaluated by faculty in the discipline being reviewed; recommendations are made for the award of “college equivalent credit.”

Students who choose to earn credit for college-level learning acquired through professional work experience or other life experiences must complete the portfolio development course and submit a portfolio. The fee for the portfolio evaluation is \$300.00 with an additional posting fee of \$10.00 for each credit hour awarded.

PROGRAM REQUIREMENTS

Regents Bachelor of Arts Degree

In the process of earning the 120 credit hours needed for graduation, RBA students must fulfill the following specific guidelines:

Communication Skills: 6 Hours

May be chosen from ENGL 101, 102, 107, 108, COMM 111 or 112, GBUS 202

Mathematics: 3 Hours

May be chosen from MATH 102 or higher, CS 101 or GBUS 117.

Natural Sciences: 6 Hours

May be chosen from any natural science course *including ENVR 102 or 310

Humanities: 6 Hours

May be chosen from any fine arts appreciation (not performance) course, general education literature, foreign language, philosophy, or JOUR 101.

Social Sciences: 6 Hours

May be chosen from geography, history, philosophy, political science,

psychology, religion, economics or sociology.

General Education: 9 Hours

May be chosen from any of the above areas.

Total General Education Hours Required: 36 Hours

*The natural sciences requirement need not include a laboratory.

Upper-Division Hours. A minimum of 39 hours must be completed. May be selected from any course numbered 300 or higher.

Total Hours Required for the RBA Degree: 120 Hours

After RBA students have met the general education and upper-division credit hour requirements, they may choose from courses of interest to complete the balance of the 120 credit hours required for graduation. Students may elect to submit a portfolio to petition for credit equivalencies based on work or life experiences, may utilize Cooperative Education, may use CLEP test or standardized certifications to complete the additional course work.

Career and/or educational goals should drive course selection. For students who intend to apply for admission to a graduate program, course selection should mirror Pre-requisites and recommendations from that graduate school.

Residency

The residency requirement is 24 credit hours. Students may take courses at any public college or university in West Virginia to meet the residency requirement. Neither portfolio credit nor credit by exam may be used to meet the residency requirement.

Area of Emphasis

Students may elect to complete an Area of Emphasis in selected disciplines. The area of emphasis is not required for graduation with an RBA. The area of emphasis is intended to concentrate the student's academic work in a field of study. Fifteen hours of graded upper-division courses must be completed for an area of emphasis. Pre-requisites may also be required and students should see their advisors for specific pre-requisites and course requirements.

Areas of emphasis available at WVU Parkersburg include the following:

- Advanced Organizational Leadership
- Business Administration
- Communication Studies
- Early Childhood Education
- History
- Journalism
- Literature
- Psychology
- Sociology

Computer Related AOE:

- Networking
- Network Security
- Operating Systems
- Software Engineering

Admission to the Regents Bachelor of Arts degree program

Students may apply for admission to the RBA program at WVU Parkersburg as their first bachelor's degree after meeting the following admission criteria:

- Must be fully admitted to WVU Parkersburg.
- Must have completed 30 hours toward the requirements of the program.
- Must be certified as a non-traditional student. Admission to the program is open only to students who meet one of the following requirements:

Four years out of high school: Admission to the program is open only to students who graduated from high school at least four years prior.

GED recipients: For those passing a high school equivalency (GED) test, admission must be four years after their original class graduated from high school.

Transfer from other degree programs: Students may transfer into the Regents program from other programs only if they have graduated from high school more than four years prior.

- A 2.0 grade point average (GPA) will be required for admission to the RBA degree program. Students who have less than a 2.0 GPA and have a clear basis for exception may appeal to the Director of Degree Completion and Extended Learning programs for special admission status. Students should consult their academic advisor to apply for grade forgiveness and/or use the D/F repeat rule when appropriate.

Applications for admission to the RBA program are available on line and from the office of Degree Completion and Extended Learning Programs and should be filed prior to the completion of 60 credit hours toward the degree.

EDUCATION DIVISION

The Education Division is committed to creating an exemplary workforce to help shape our community, state, and nation's future...our children. West Virginia University at Parkersburg offers a variety of educational opportunities for students interested in a career in education. Students are able to complete the requirements needed to work with children at the early childhood level, as assistant teachers or a paraprofessionals, and as elementary classroom teachers.

The Bachelor of Arts in Elementary Education is approved by the West Virginia Department of Education. The program has been accredited by the National Council for Accreditation of Teacher Education* and is affiliated with the American Association for Colleges of Teacher Education, the National Association of Community College Teacher Preparation Programs, and the National Professional Development School Association. The professional education unit emphasizes college and career-readiness standards and 21st Century Learning Skills adopted by the West Virginia Department of Education.

**July 1, 2013, the National Council for Accreditation of Teacher Education (NCATE) and the Teacher Education Accreditation Council (TEAC) were consolidated to form the Council for Accreditation of Educator Preparation (CAEP), the sole specialized accreditor for educator preparation.*

Degrees available include the following:

Paraprofessional Certificate Pre K-12

Certificate of Applied Science (CAS) Child Development

Associate of Applied Science (AAS) Child Development

Bachelors in Applied Science (BAS) Child Development

Bachelor of Arts (BA) Elementary Education

Specializations available as an add-on to the BA in Elementary Education

- Early Childhood Pre K-K
- English 5-9
- General Science 5-9
- General Math 5-9
- Social Studies 5-9

PARAPROFESSIONAL PRE K-12 CERTIFICATE

The Education Division offers a one-year Paraprofessional PreK-12 Certificate. Upon completion of the certificate, students may take the West Virginia competency exam for aides, administered by the county, and be eligible for the WV Paraprofessional Certificate. Coursework provided in the curriculum of the WVU Parkersburg Paraprofessional Pre K-12 Certificate is approved by the West Virginia Department of Education and meets the requirements for the Early Childhood Assistant Teacher credential. This certificate provides training for students to be public school classroom aides, classroom paraprofessionals, and special education aides.

Program Objectives:

Candidates will

- Work in classrooms as aides and paraprofessionals
- Demonstrate an understanding of child development
- Demonstrate an understanding of learning differences in the classroom
- Demonstrate an understanding of technological tools used in the classroom
- Demonstrate an understanding of classroom management skills
- Demonstrate knowledge, skills, and abilities necessary to plan for, teach, and assess the academic progress of young children

PARAPROFESSIONAL PRE K-12 CERTIFICATE

Program of Study

Suggested Course Sequence

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
EDUC 250	3			CDEV 205**	3	
CDEV 105*	3			MATH 121	3	
CDEV 210**	3			CDEV 155**	3	
ENGL 101	3			EDUC 255	3	
PSYCH 241	3			CS 108	3	
CDEV 240*	3			COMM 111	3	
Total Hours	18			Total Hours	18	
				Total Hours		
TOTAL HOURS: 36						

*= Field Experience of 10 hours

**= Field Experience of 20 hours

***= Practicum Experience of 120 hours

CHILD DEVELOPMENT CERTIFICATE

Requirements for Certificate: 31 hours

The child development programs have been designed using a career ladder approach. The associate degree content builds upon the content completed at the certificate level. Those completing the associate degree may add the remaining four semesters of coursework to complete the bachelor's degree.

The Child Development Certificate is an initial entry and exit point for students interested in a career in child development. In order to be considered for admission to, and retention in, the Child Development Certificate program, student must complete all program (CDEV and EDUC) coursework with a grade of C or better.

Program Objectives:

In alignment with the NAEYC standards for Professional Preparation, the Child Development Program at WVU Parkersburg is dedicated to achieving the following:

- Provides initial credentialing in the field of Child Development to move graduates toward increasing educational requirements for jobs in child care centers and Head Start.
- The flexibility of the program meets the needs of students who are already employed in the field of Child Development as well as those beginning their careers with their education. Through the program's flexible approach, it can serve place-bound and non-traditional students as well as traditional students.
- Promotes students' continued education in the field of Child Development by seamlessly transitioning into higher levels of education offered by WVU Parkersburg.

Program Outcomes:

The curriculum is designed as a spiral, so each credential addresses the same goals with increasing depth and complexity. Upon completion of each CDEV program, graduates will be able to:

- Plan and implement developmentally appropriate curriculum based on knowledge of child development and educational theory with consideration for the multiple factors that influence child development.
- Initiate, sustain, and develop relationships with families and communities to build a respectful and reciprocal community of learners to support children.
- Select, use, and evaluate assessment techniques and strategies, such as observation and documentation.
- Identify as an early childhood professional and participate in the profession through commitment to the Code of Ethical Conduct,

professional organizations and professional development, and advocacy for children and families.

CERTIFICATE IN CHILD DEVELOPMENT						
Program of Study						
Suggested Course Sequence						
COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
EDUC 250	3			CDEV 205**	3	
CDEV 105*	3			MATH 121	3	
CDEV 210**	3			CDEV 155**	3	
ENGL 101	3			EDUC 255	3	
PSYCH 241	3			CDEV 240*	3	
Total Hours	15			Total Hours	15	
TOTAL HOURS: 30						

Please Note: it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

*=Field Experience of 10 hours

**= Field Experience of 20 hours

***= Practicum Experience of 120 hours

CHILD DEVELOPMENT

Associate of Applied Science Degree (AAS)

The Associate of Applied Science (AAS) in Child Development provides preparation for those interested in working in childcare, Head Start, or preschool collaboratives. Students may receive credit hours for completion of the Apprenticeship Child Development Specialist (ACDS) program or a valid current Child Development Associate (CDA) credential. Credit is determined based on review of student records by a certification analyst. The AAS in Child Development degree builds upon the Certificate in Child Development program.

Program Objectives:

In alignment with the NAEYC standards for Professional Preparation, the Child Development Program at WVU Parkersburg is dedicated to achieving the following:

- Provides credentialing in the field of Child Development to move graduates toward increasing educational requirements for jobs in the field of early childhood including child care centers and Head Start.
- The flexibility of the program meets the needs of students who are already employed in the field of Child Development as well as those beginning their careers with their education. Through the program's flexible approach, it can serve place-bound and non-traditional students as well as traditional students.

- Promotes students' continued education in the field of Child Development by seamlessly transitioning into higher levels of education offered by WVU Parkersburg.

Program Outcomes:

The curriculum is designed as a spiral, so each credential addresses the same goals with increasing depth and complexity. Upon completion of each CDEV program, graduates will be able to:

- Plan and implement developmentally appropriate curriculum based on knowledge of child development and educational theory with consideration for the multiple factors that influence child development.
- Initiate, sustain, and develop relationships with families and communities to build a respectful and reciprocal community of learners to support children.
- Select, use, and evaluate assessment techniques and strategies, such as observation and documentation.
- Identify as an early childhood professional and participate in the profession through commitment to the Code of Ethical Conduct, professional organizations and professional development, and advocacy for children and families.

Requirements for Admission and Retention

In order to be considered for Admission to, and retention in, the Associate of Applied Science with an emphasis in Child Development:

1. Student must hold at least a 2.0 grade point average (GPA).
2. Student must complete all program (CDEV and EDUC) coursework with a grade of C or better.
3. Student must fulfill the following requirements in accordance with the Admission to the BAS with an emphasis in Child Development Policy. A file for each Child Development student will be maintained in the Education Office with all required documentation. When items are missing or need to be updated, the student must submit them by a date designated in a letter to the student in accordance with the Admission Policy. Failure to resolve issues by the deadline will result in removal from the program.
 - a. Fingerprints for BCI if he/ she is a resident of WV and has not lived outside of the state after the age of 18. If he/ she is an out-of-state resident or has lived outside of the state after the age of 18, he/ she needs an FBI check (fees may be associated with this process).
 - b. A statement of criminal record must be completed and returned. Must be updated every 2 years.
 - c. Medical Form. Must be updated every 2 years.
 - d. A negative result of TB test must be on file. Must be updated annually.
 - e. Authorization and Release for Protective Services Record Check

form must be completed and returned with no findings of maltreatment. Form # BCF-PSRC 6/2005.

- f. Must hold a current Food handlers Card. (Must be updated every 2 years)
 - g. Copy of High School Diploma or GED must be on file.
 - h. Student must sign a confidentiality form.
 - i. The student must pass all required background checks and receive a “no conviction statement” from the Department of Health and Human Resources; waivers will not be granted. Student must also have no substantiated claims against them through Child Protective Services.
- 4. Files containing the above materials will be reviewed by the Child Development Department regularly. Failure to maintain a complete file at any time after admission will result in removal from admitted status.
 - 5. Students must uphold the NAEYC Code of Ethical Conduct http://www.naeyc.org/files/naeyc/image/public_policy/Ethics%20Position%20Statement2011_09202013update.pdf. Failure to adhere to the code may result in dismissal from the program.
 - 6. Student must take the Early Childhood Education Competency Assessment (Pre-Pac), a standards-based competency assessment measuring knowledge and skills in the area of early childhood education in order to graduate from the program.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE OF APPLIED SCIENCE CHILD DEVELOPMENT

	Composition & Rhetoric (6)	Science & Technology (4)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (3)	Human Inquiry & the Past (3)	The Arts & Creativity (3)
General Education Courses Total General Education Hours: 22	ENGL 101 (3) and ENGL 102 (3)	1 lab science for Science & Technology General Education list (4)	MATH 121 (3)	PSYCH 241 (3)	COMM 111 (3)	ART 101, MUSC 170, or THEA 101 (3)
Program- Related & Other Courses Total Program Hours: 41	CS 108 (3) EDUC 250 (3) CDEV 105 (3) CDEV 210 (3) CDEV 205 (3) CDEV 155 (3) EDUC 255 (3) CDEV 240 (3) CDEV 243 (3) CDEV 242 (3) CDEV 215 (4) CDEV 220 (3) CDEV 251 (4)					
Other Pertinent Information	(August 2016)					

**AAS CHILD DEVELOPMENT
PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
EDUC 250	3			CDEV 205**	3	
CDEV 105*	3			MATH 121	3	
CDEV 210**	3			CDEV 155**	3	
ENGL 101	3			EDUC 255	3	
PSYCH 241	3			CDEV 240*	3	
Total Hours	15			Total Hours	15	
Semester 3				Semester 4		
ENGL 102	3			CDEV 215	4	
CDEV 243**	3			CDEV 220	3	
ART 101, MUS 171 or THEA 101	3			COMM 111	3	
CDEV 242**	3			CS 108	3	
General Education Lab Science Elective	4			CDEV 251***	4	
Total Hours	16			Total Hours	17	
TOTAL HOURS: 63						

*= Field Experience of 10 hours

**= Field Experience of 20 hours

***= Practicum Experience of 120 hours

Please Note: it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

CHILD DEVELOPMENT

Bachelor of Applied Science

The Bachelor of Applied Science with an emphasis in Child Development provides preparation for those interested in working in childcare, Head Start, resource and referral, birth to three, or as a paraprofessional. The BAS with an Emphasis in Child Development does not lead to teacher certification. Students interested in working in a public school as preschool teachers should pursue the Elementary Education degree with an Early Education Pre K-K Endorsement.

Career Ladder: The Bachelor of Applied Science with an emphasis in Child Development builds upon the Certificate in Child Development and the Associate of Applied Science Child Development degree.

Students may receive credit hours for completion of the ACDS program or a valid current CDA credential. Credit is determined based on review of student records by Certification Analyst.

Program Objectives:

In alignment with the NAEYC standards for Professional Preparation, the Child Development Program at WVU Parkersburg is dedicated to achieving the following

- Provides credentialing in the field of Child Development to move graduates toward increasing educational requirements for jobs in the field of early childhood including child care centers and Head Start.
- The flexibility of the program meets the needs of students who are already employed in the field of Child Development as well as those beginning their careers with their education. Through the program's flexible approach, it can serve place-bound and non-traditional students as well as traditional students.
- Promotes students' continued education in the field of Child Development by seamlessly transitioning into higher levels of education offered by WVU Parkersburg.

Program Outcomes:

The curriculum is designed as a spiral, so each credential addresses the same goals with increasing depth and complexity. Upon completion of each CDEV program, graduates will be able to:

- Plan and implement developmentally appropriate curriculum based on knowledge of child development and educational theory with consideration for the multiple factors that influence child development.
- Initiate, sustain, and develop relationships with families and communities to build a respectful and reciprocal community of learners to support children.

- Select, use, and evaluate assessment techniques and strategies, such as observation and documentation.
- Identify as an early childhood professional and participate in the profession through commitment to the Code of Ethical Conduct, professional organizations and professional development, and advocacy for children and families.

Requirements for Admission and Retention

1. Student must hold at least a 2.0 grade point average (GPA).
2. Complete all program (CDEV and EDUC) coursework with a C or better.
3. Student must fulfill the following requirements in accordance with the Admission to the BAS with an emphasis in Child Development Policy. A file for each Child Development student will be maintained in the Education Office with all required documentation. When items are missing or need to be updated, the student must submit them by a date designated in a letter to the student in accordance with the Admission Policy. Failure to resolve issues by the deadline will result in removal from the program.
 - a. Fingerprints for BCI if he/ she is a resident of WV and has not lived outside of the state after the age of 18. If, he/ she is an out-of-state resident or has lived outside of the state after the age of 18, he/ she needs an FBI check (fees may be associated with this process).
 - b. A statement of criminal record must be completed and returned. Must be updated every 2 years.
 - c. Medical Form. Must be updated every 2 years.
 - d. A negative result of TB test must be on file. Must be updated annually.
 - e. Authorization and Release for Protective Services Record Check form must be completed and returned with no findings of maltreatment. Form # BCF-PSRC 6/2005. Forms may be obtained in the Education & Humanities Office.
 - f. Must hold a current Food Handlers Card. (Must be updated every 2 years)
 - g. Copy of High School Diploma or GED must be on file.
 - h. Student must sign a confidentiality form.
 - i. The student must pass all required background checks and receive a "no conviction statement" from the Department of Health and Human Resources; waivers will not be granted. Students must also have no substantiated claims against them through Child Protective Services.
 - j. Complete the Wood County Board of Education background check.
4. Files containing the above materials will be reviewed by the Child

Development Department regularly. Failure to maintain a complete file at any time after admission will result in removal from admitted status.

5. Student must uphold the NAEYC Code of Ethical Conduct.
http://www.naeyc.org/files/naeyc/image/public_policy/Ethics%20Position%20Statement2011_09202013update.pdf. Failure to adhere to the code may result in dismissal from the program.
6. Student must take the Early Childhood Education Competency Assessment (Praxis II—Pre Kindergarten Education), a standards-based competency assessment measuring knowledge and skills in the area of early childhood education to graduate from the program.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF SCIENCE IN CHILD DEVELOPMENT

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (3)	The Arts & Creativity (6)
General Education Courses	ENGL 101 (3)	Science w/ Lab (4)	Math 126 (3)	PSYC 241 (3) SOC 101 or 221 (3)	COMM 111 (3)	Art, Music, or Theater Appreciation (3)
Total General Education Hours: 32	ENGL 102 (3)	CS 101 (4)				ENGL 131 or 132 (3)
Program-Related & Other Courses	CDEV 105 (3), CDEV 155 (3), CDEV 205 (3), CDEV 210 (3), CDEV 240(3), CDEV 242 (3), CDEV 243 (3), CDEV 251 (4), CDEV 255 (3), CDEV 320 (3), CDEV 332 (3), CDEV 325 (3), CDEV 335 (3), CDEV 336 (3), CDEV 405 (3), CDEV 406 (4) (50)					
Total Program Hours: 88	EDUC 250 (3); 255 (3); EDUC 300 (3); EDUC 302 (3); EDUC 402 (2); and ONE of the following: EDUC 230 (3), PSYC 101 (3), PSYC 231 (3), PSYC 251 (3), PSYC 281 (3), or any HIST (3); (16)					
	ENGL 403 (3)					
	HPER 172, 215 (4)					
	MATH 100 (4), 304 (2) (6)					
	PSYC 363 (3)					
	Any 300-400 level SOC (3)					
	Any COMM 300-400 level (3)					
Other Pertinent Information	(August 2016)					

BAS CHILD DEVELOPMENT

Program of Study Suggested Course Sequence

COURSE	HRS	GRADE	COURSE	HRS	GRADE
Semester 1			Semester 2		
EDUC 250	3		CDEV 205**	3	
CDEV 105*	3		MATH 121	3	
CDEV 210**	3		CDEV 155**	3	
ENGL 101	3		EDUC 255	3	
PSYCH 241	3		CDEV 240*	3	
Total Hours	15		Total Hours	15	
Semester 3			Semester 4		
ENGL 102	3		CDEV 215	4	
CDEV 243**	3		CDEV 220	3	
ART 101, MUS 171 or THEA 101	3		COMM 111	3	
CDEV 242**	3		CS 108	3	
General Education Lab Science Elective	4		CDEV 251***	4	
Total Hours	16			17	
Semester 5			Semester 6		
General Education Society, Diversity, and Connections Elective: (Preferred PSYC 101, SOC 101, SOC 221, SOC 105)	3		CDEV 332*	3	
Math 126	3		CDEV 325	3	
SOC elective upper division	3		CDEV 335*	3	
EDUC 300**	3		CDEV 336*	3	
MATH 304*	3		COMM elective upper division	3	
Total Hours	15		Total Hours	15	
Semester 7			Semester 8		
General Education Human Inquiry and the Past Elective	3		CDEV 405*****	3	
General Education The Arts and Creativity Elective	3		CDEV 406	4	
PSYCH 363	3		ENGL 403	3	
EDUC 302	2		Any Elective	3	
EDUC 402*****	3				
Total Hours	14		Total Hours	13	
TOTAL HOURS: 120					

*=Field Experience of 10 hours

**= Field Experience of 20 hours

***= Practicum Experience of 120 hours

****= Practicum Experience of 45 hours

*****= Field Experience of 70 hours

***Please Note:** it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

Child Development Course Offerings by semester
(Subject to change based on enrollment)

Fall	Spring
EDUC 250	EDUC 250
CDEV 105	CDEV 105
CDEV 210	CDEV 210
CDEV 205	CDEV 205
CDEV 240	CDEV 240
CDEV 155	CDEV 155
EDUC 255	EDUC 255
CDEV 243	CDEV 243
CDEV 242	CDEV 242
CDEV 251	CDEV 251
CDEV 255	CDEV 255
EDUC 300	CDEV 320
MATH 304	CDEV 332
CDEV 332	CDEV 335
CDEV 325	CDEV 336
EDUC 230 (optional)	CDEV 405
EDUC 302	CDEV 406
EDUC 402	
CDEV 405	
CDEV 406	

T.E.A.C.H. Scholarship

Students working 30 or more hours in a child care center, Head Start, or family child care may qualify for the T.E.A.C.H. Early Childhood® WEST VIRGINIA (T.E.A.C.H. WV) scholarship. Contact the T.E.A.C.H. Early Childhood® WEST VIRGINIA State Coordinator at (304) 529-7603 for more information.

ELEMENTARY EDUCATION

Bachelor of Arts in Elementary Education

The curriculum for the teacher education program at WVU Parkersburg is a product of the cooperative efforts of faculty, students, and practitioners. This program emphasizes the practical model. The model focuses on the theoretical, development, and technological aspects of the knowledge base that are Pre-requisites to the daily demands required to be a professional educator in a school environment. The teacher education program at WVU Parkersburg has been designed to meet these purposes:

- To help students develop appropriate planning skills.
- To help students become effective teachers.
- To assist students in the development of interpersonal skills.
- To help students become capable decision makers.
- To foster in students a sense of commitment to their students, their discipline, and their profession.
- To help students understand the many faces of diversity including developmental, linguistic, cultural, racial, ethnic, and gender which affect learning and teaching.

Teacher candidates who complete the Bachelor of Arts in Elementary Education will be certified in West Virginia to teach Elementary Education, multiple subjects, grades Kindergarten through six. Program reciprocity is available across the nation in most states.

Specializations are available as add-ons to the elementary program—Early Childhood PreK-K; English 5-9; General Science 5-9; Middle School Math 5-8; Social Studies 5-9. Candidates who complete all requirements for a specialization will have an additional endorsement to the professional teaching license in the respective subject and programmatic level.

Pre-Education Status

Students seeking admission to the Bachelor of Arts in Elementary Education Degree program may declare an intention to enter the program by indicating General Education with a concentration in Education on the college's Application for Admission Form. Students who decide to change from another declared major to the baccalaureate degree in elementary education will need to make that change at the Records Office. Pre-Education status does not imply full admission to program, however, or candidacy for earning the degree.

Transfer and Returning Students

It is important that education-related coursework be current. For students transferring or returning to school, coursework in education, instructional strategies, educational technology, and human growth and development must be current. Current coursework is defined as successful completion of a course

within the past 10 years. Transfer and returning students must request a transcript analysis from the Certification Analyst.

Full Admission to Program

Students must apply for full admission to program. Applications are due by March 31 for fall admission and October 31 for spring admission. Application forms are available in the office of the Education Division, and the following requirements must be met:

- Complete at least 58 hours of credit in approved courses.
- Maintain a minimum 3.0 grade point average (GPA) computed on all coursework, all work attempted in the teaching field, and in professional education, with no grade below a “C” in any required course.
- Complete EDUC 100, 200 and 300 with a grade of “C” or better. EDUC 300 is to be taken the semester in which the student applies for admission to program.
- Pass, at an acceptable level, all portions of the Core Academic Skills for Educators Test (CASE).
- Meet computer competencies by achieving a grade of “C” or better in CS 108, Educational Technology. Meet speech and listening competencies by achieving a grade of “C” or better in COMM 111, Fundamentals of Speech. Pass, with a grade of “C” or better, ENGL 101, ENGL 102 and PSYC 241.
- Successful completion of MATH 102 (with a grade of “C” or better) or placement into Math 121 or higher is required for admission to program.
- Students who complete the equivalent of EDUC 100, EDUC 200 and/or EDUC 300 at another institution must document the satisfactory completion of required field experiences and complete service learning requirements.
- Students must complete a minimum of 75 hours of Service Learning activities.
- Students must submit a formal letter of application for admission along with an electronic admission portfolio as outlined in the Teacher Education Handbook.
- Students must submit an electronic portfolio for review by the Teacher Education Review Panel.
- Students must be recommended for admission by the Teacher Education Review Panel.
- Students must show proof of cleared criminal background check conducted within 60 days prior to application submission.
- Students must have proof of high school graduation/GED.

In admitting a student to the program, the Education Division is not promising

that the individual will be allowed to remain in the program or that the student will be able to successfully complete the program or be granted a degree. In addition, admitting a student the Education Division is not promising that the State of West Virginia will grant the student a certificate. The decision to grant or award a certificate is within the sole discretion of the West Virginia Department of Education.

Service Learning

Students in the Teacher Education Program must complete a Service Learning requirement. Service Learning requirements are outlined in the Teacher Education Handbook.

Core Academic Skills for Educators Test

All students seeking the Bachelor of Arts in Elementary Education Degree must pass all sections of the Core Academic Skills for Educators Test (CASE) before being officially admitted into the program. The test is in three sections: reading, writing, and mathematics. This test is computer-delivered. Registration and test center information is available at www.ets.org/praxis. Satisfactory completion of the test is mandated by the West Virginia Department of Education, and portions of the test not passed on first taking may be repeated. There is a fee for taking this test. Under certain circumstances, students may be exempted from this requirement. Students should check with the Education Division before taking the test.

Test Preparation and Remediation

Tests at a Glance are available for each section of the Core Academic Skills for Educators (CASE) test at www.ets.org/praxis. Tutoring is available for all areas covered on the test in the Tutoring Center.

Retention Requirements

Students admitted to the Teacher Education program must maintain an overall 3.0 GPA, a 3.0 GPA in the teaching field, a 3.0 GPA in area of specialization and a 3.0 GPA in professional education, with no grade below “C” in all work completed. Students must also demonstrate professional behavior consistent with the unit’s conceptual framework and technical standards, which can be found in the Teacher Education Handbook. Students are responsible for requesting an 80-hour evaluation of their progress in the program at the appropriate time.

Students who fail to meet retention requirements will be removed from the program for one full semester, not counting summer terms. A student removed from the program under these circumstances may apply for readmission to the program through a formal letter to the Teacher Education Review Panel. A letter requesting readmission must address the failure to meet retention requirements and how the deficiency(ies) will be remedied within one semester should be

readmission is granted. Students granted readmission to the program must be in full compliance with retention requirements within one semester of readmission and must continue to meet retention requirements or be permanently removed from the program.

Admission and Retention in Teacher Education/Technical Standards

In addition to the academic standards required for admission and retention in teacher education, technical standards must also be met. Technical standards, as distinguished from academic standards, refer to those physical, cognitive, and behavioral abilities required for satisfactory completion of all aspects of the elementary education certification program and the development of professional dispositions required of all candidates at graduation. The essential abilities required by the program are in the areas of communication; professional commitment; and intellectual, behavioral, and social aspects of teacher performance. These areas develop from the unit's conceptual framework.

The candidate must have the ability to master, assimilate, and apply complex information in the form of lectures, small group work, written materials, and field experience. The student must be able to reason and make decisions appropriate for a classroom teacher at a level determined by the faculty. The candidate must be able to communicate effectively in written and oral English in order to communicate concepts, assignments, evaluations, and expectations with members of the learning community, such as faculty, students, parents, administration, and other staff. The candidate must be able to develop listening skills to understand different perspectives represented in diverse classrooms. Appropriate communication skills will also be essential to the candidate's ability to seek assistance and follow supervision in a timely manner and to work collaboratively with peers, supervisors, and other professionals.

The candidate must have the emotional stability required to maximize utilization of intellectual abilities. Candidates must be able to work calmly and demonstrate flexibility under stress, work under time constraints, concentrate in distracting situations, make subjective judgments, ensure safety in emergencies, and accept constructive review of their work from supervisors.

The candidate must have the physical stamina to work a teacher's contracted day and perform the extended and additional duties of a classroom teacher, such as parent conferences, open houses, and other assigned duties.

The candidate must be able to organize time and materials, to prioritize tasks, to perform several tasks at once, and to adapt to changing situations.

The candidate must possess attitudes of integrity, responsibility, confidentiality, and tolerance. Candidates must show respect for self and others, and project an image of professionalism.

The candidate must satisfactorily complete all required courses in the program at the level deemed appropriate by the faculty. These technical standards identify the requirements for admission, retention, and graduation of candidates.

Dispositions Assessment

The dispositions assessment is used throughout the educational program to assist the candidate in understanding the critical dispositions that will support their efforts to be effective educators. These dispositions are based on the Interstate *Teacher* Assessment and Support Consortium (InTASC) Critical Dispositions Indicators and are aligned to the WVU Parkersburg Conceptual Framework and the West Virginia Professional Teaching Standards.

The dispositions rubric will be assessed as a part of the Admission to Teacher Education Program application process. Candidates will also be assessed for Admission to Student Teaching and at the conclusion of the Student Teaching experience.

Criminal Background Investigation

According to the West Virginia Code 18A-3-10, beginning January 1, 2002, any applicant for an initial license by the West Virginia Department of Education shall be fingerprinted in accordance with state board policy in order to determine the applicant's suitability for licensure. The fingerprints shall be analyzed by the state police for a state criminal history record check through the central abuse registry and then forwarded to the Federal Bureau of Investigation for a national criminal history record check. Information contained in either the central abuse registry record or the Federal Bureau of Investigation record may form the basis for the denial of a certificate for just cause. The applicant for initial certification pays for the cost of obtaining the central abuse registry record and the Federal Bureau of Investigation record.

All candidates will be required to show proof of a cleared background check before beginning any field experience each academic year. These background checks will be administered by Wood County Schools. Instructions for completing these required background checks will be disseminated in education and education strategies courses.

Student Teaching Permit

The West Virginia Department of Education requires all candidates to submit a Student Teaching Permit application prior to commencing a student teaching experience in a West Virginia public school. The permit must be approved before candidates begin the experience. The Student Teaching Permit application will be completed during Education 401. Costs associated with this permit will be the responsibility of the student.

The application may be submitted 90 days prior to the first day the experience is scheduled to begin. Applications submitted within less than 8 weeks of commencing the experience might not be processed in time if there are any delays resulting from the fingerprinting process. Applications submitted within the timelines stated above will be processed and issued prior to the beginning date of the student teaching experience.

Licensure Exams

The West Virginia Department of Education requires passing scores on specific exams for licensure to teach in public schools. These exams are offered by Educational Testing Service, a national testing agency. These tests are not offered continuously but only during specific testing windows. Scores are not released until approximately three weeks after the end of the testing window. The cost of these exams is substantial. Passing scores are required on all exams prior to admission to student teaching. Students should allow themselves an opportunity to repeat an exam if needed in a new testing window. Please visit the Educational Testing Service web site at <http://www.ets.org> for the listing of West Virginia licensure requirements and registration information. For additional assistance, contact your Education advisor.

Student Teaching

During the final semester of the senior year, all teacher candidates must enroll in Student Teaching. An Application for Admission to Student Teaching must be filed with the Chair of the Education Division by **March 31** to participate in the following Fall Semester, or by **October 31** to participate in the following Spring Semester. Application forms are available in the office of the Education Division. The following requirements must be met:

Admission to Student Teaching is governed by the following requirements:

- Completion of all general education courses.
- Minimum overall GPA of 3.0 and no grade below a "C" in all required work attempted.
- Completion of all professional education courses with a minimum GPA of 3.0. A grade of "C" or better is required in each professional education course.
- Completion of all instructional strategies courses with a minimum GPA of 3.0. A grade of "C" or better is required in each instructional strategies course.
- Completion of all specialization courses with a minimum GPA of 3.0. A grade of "C" or better is required in each specialization course.
- EDUC 401 is to be taken the semester in which the student applies for admission to student teaching.
- Passing score(s) on all state-required licensure exams
- Submission of a formal letter of application for admission along with

the electronic curriculum portfolio for review by the Teacher Education Review Panel.

- Adherence to WVU Parkersburg Code of Student Conduct.
- Completion of 25 hours of professional development with verification on file in the Education Division. These hours must be completed after admission to program.
- Recommendation for admission by the Teacher Education Review Panel.
- Completion of Zaner-Bloser Manuscript and Cursive Handwriting course with certificates on file in the Education Division.
- Completion of Ethics for Professional Educator (ETS) course with certificate on file in the Education Division.
- Issuance of a West Virginia Department of Education student teaching permit.

Student teacher practicum for students pursuing additional certifications will be determined on an individual basis. Maximum placement will be eight weeks.

Graduation/Certification Requirements

To be eligible to earn the Bachelor of Arts in Elementary Education, students must:

- Comply with the general regulations of WVU Parkersburg concerning entrance full admission to program, classification, examination, grades, grade point average, etc.
- Satisfy the following requirements:
 - a. Complete at least 16 of the last 32 hours before graduation, including EDUC 401, in residence. A request for an exemption from this requirement must be made in writing to the Chair of Education and must be accompanied by appropriate recommendations and documentation from the transfer institution.
 - b. Complete a minimum of 121 semester hours of approved college credit with an overall GPA of 3.0. At least 45 credit hours of the 121 must be in upper division courses (numbered 300 and above).
 - c. Complete an approved program in teacher education. Passing licensure exam scores are established by the West Virginia Department of Education.
 - d. Successfully complete a supervised student teaching experience at each programmatic level for which certification is being sought. Teaching skills will be assessed to verify that they are satisfactorily demonstrated prior to exit from student teaching.
 - e. Be at least 18 years of age, and be intellectually, emotionally, physically and otherwise qualified to perform the duties of a teacher.

- f. File a timely application for graduation with the Registrar's Office, located in the Center for Student Services.

General Requirements for Professional Certification

To teach in the public schools of West Virginia, a candidate must hold a Professional Certificate issued by the West Virginia Department of Education. The individual candidate must apply for such certification.

To be eligible to receive a Professional Certificate, the applicant must meet the following requirements:

- Meet minimum state requirements for certification.
- Meet requirements for the Bachelor of Arts in Elementary Education Degree at West Virginia University at Parkersburg.
- Complete at least 45 semester hours credit in upper-division courses.
- Have achieved a grade-point average of at least 3.0:
 - a. On total college credit earned.
 - b. On hours earned in professional education courses.
 - c. In each subject specialization.
- Meet state requirements on the Core Academic Skills for Educators tests and requirements for the PRAXIS II exams in the area(s) for which certification is sought.
- Comply with the West Virginia Board of Education regulations for teacher certification.
- Complete a criminal background investigation.
- Be recommended for certification by the Chair of Education.
- Hold citizenship in the United States of America or have filed a declaration of intent to become a United States citizen.
- Successfully complete federal and state background screening.

Jackson County Center

Students may complete most general education requirements for the Bachelor of Arts degree in Elementary Education at WVU Parkersburg's Jackson County Center. Introductory courses in professional education (EDUC 100 and 200) may also be completed at that location. All upper division courses in professional education and instructional strategies (those numbered 300 and above) must be taken at the Parkersburg campus.

Advising/Transfer

Students seeking the Bachelor of Arts in Elementary Education will be assigned to an academic advisor. It is essential that students meet regularly with their advisor in the Education Division to plan their academic program. The Education Division maintains articulation agreements with many state and regional institutions. Students planning to transfer to a program in teacher education at another institution should inquire about the existence of an articulation agreement with the transfer institution. The student's advisor and the catalog of the transfer institution should be carefully consulted when a transfer is

anticipated. Students planning to transfer to another institution are responsible for meeting the requirements of that institution.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF ARTS IN ELEMENTARY EDUCATION

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (9)	Society, Diversity, & Connections (3)	Human Inquiry & the Past (9)	The Arts & Creativity (9)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	BIOL 101 & 103 (4) and BIOL 102 & 104 (4)	MATH 121 (3) and MATH 126 (3) and MATH 211 (3)	PSYC 241 (3)	COMM 111 (3) and HIST 152 (3) and HIST 153 (3)	One from the following: (3) ART 101 MUSC 170 THEA 101 and One from the following: (3) ENGL 131 ENGL 132 and One from the following: (3) ENGL 241 ENGL 242
Total General Education Hours: 44 (August 2016)						

ELEMENTARY EDUCATION
Program of Study
Suggest Course Sequence

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
◇CS 108	3			◇PSYC 241	3	
◇ENGL 101	3			◇ENGL 102	3	
○MATH 121	3			○MATH 126	3	
◇COMM 111	3			HIST 153	3	
HIST 152	3			BIOL 101	3	
◇EDUC 100 **	2			BIOL 103	1	
Total Hours	17			Total Hours	16	
Semester 3				Semester 4		
MATH 211	3			ENGL 403	3	
ENGL 131 or 132	3			HPER 172	2	
BIOL 102	3			ART 101, MUSI 170, or THEA 101	3	
BIOL 104	1			◇EDUC 300 **	3	
◇EDUC 200 **	3			PSCI 101/101L	4	
GEOG 102	3			Total Hours	15	
Total Hours	16					
Semester 5				Semester 6		
LA 301**	3			READ 302**	3	
HIST 250	3			MATH 301**	3	
EDUC 310	3			SCI 301**	3	
ENGL 241 or 242	3			EDUC 330	3	
EDUC 320	3			EDUC 330L**	0	
Total Hours	15			HPER 315**	3	
Semester 7				Total Hours	15	
EDUC 315	3			Semester 8		
EDUC 316	3			EDUC 404**	5	
READ 401**	3			EDUC 408**	5	
EDUC 401	3			EDUC 410	2	
EDUC 401L**	0					
SOST 315	3			Total Hours	12	
Total Hours	15					
TOTAL HOURS: 121						
(August 2016)						

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

ENGLISH 5-9 SPECIALIZATION

	HRS	TERM
ENGL 221	3	
ENGL 222	3	
ENGL 241 OR 242	3	
ENGL 131 OR 132	3	
ENGL 210	3	
ENGL 404	3	
ENGL 350*+	3	
ENGL 301*	3	
ENGL 302*	3	
<i>Choose One of the Following</i>	3	
ENGL 261 ENGL 262 ENGL 325 ENGL 285		
EDUC 407	5	
TOTAL HOURS	35	
(August 2016)		

TESTING REQUIREMENTS FOR ENGLISH: Passing score(s) on all state-required licensure exams.

*Admission to Teacher Education required.

+Denotes field experience requirement.

GENERAL MATH 5-9 SPECIALIZATION

	HRS	TERM
MATH 126	3	
MATH 128	3	
MATH 150	3	
MATH 230	3	
MATH 315	3	
MATH 121	3	
MATH 211	3	
MATH 301*+	3	
MATH 302*+	2	
EDUC 406*	5	
TOTAL HOURS	31	
(August 2016)		

TESTING REQUIREMENTS FOR MATH: Passing score(s) on all state-required licensure exams.

*Admission to Teacher Education required.

+Denotes field experience requirement.

GENERAL SCIENCE 5-9 SPECIALIZATION

	HRS	TERM
BIOL 101/103	4	
PSCI 114	1	
BIOL 211/211L	4	
BIOL 212/212L	4	
CHEM 111 OR CHEM 115	4	
PHYS 103	4	
GEOL 101/102	4	
ASTR 106	4	
SCIENCE 301*+	3	
SCIENCE 302*+	2	
EDUC 405*	5	
TOTAL HOURS	38	
(August 2016)		

TESTING REQUIREMENT FOR GENERAL SCIENCE: Passing score(s) on all state-required licensure exams.

*Admission to Teacher Education required.

+Denotes field experience requirement.

BIOL 211 offered fall of odd-numbered years beginning 2013

BIOL 212 offered fall of even-numbered years beginning 2012

SOCIAL STUDIES 5-9 SPECIALIZATION

	HRS	TERM
HIST 101	3	
HIST 102	3	
HIST 152	3	
HIST 153	3	
HIST 250	3	
GEOG 102	3	
GEOG 240	3	
ECON 201 OR 202	3	
SOC 101	3	
POLS 102	3	
SOST 315*	3	
SOST 316*+	2	
EDUC 409*	5	
TOTAL HOURS	40	
(August 2016)		

TESTING REQUIREMENTS FOR SOCIAL STUDIES: Passing score(s) on all state-required licensure exams

*Admission to Teacher Education required.

+Denotes field experience requirement.

EARLY EDUCATION PREK-K SPECIALIZATION

	HRS	TERM
PSYC 241	3	
EDUC 250	3	
EDUC 300+	3	
EDUC 255	3	
EDUC 302*	3	
EDUC 402*+	2	
EDUC 403*	5	
TOTAL HOURS	25	
(August 2016)		

*Admission to Teacher Education required.

+Denotes field experience required

TESTING REQUIREMENTS FOR EARLY EDUCATION PRE K-K: Passing score(s) on all state-required licensure exams.

Kappa Delta Pi

Kappa Delta Pi is an international honorary society in education. Those eligible for initiation into the society are Education majors who have been admitted to the Professional Education program and who maintain a 3.0 grade point average. The WVU Parkersburg Sigma Omega Chapter holds initiations in both the fall and spring semesters.

Teacher Education Scholarships

Information regarding scholarships available for Education majors is available in the Financial Aid Office, located in the Center for Student Service. Of particular interest may be the Underwood Smith Teacher Scholarship Program which is designed to encourage and enable individuals who are outstanding students to pursue teaching careers.

The Underwood-Smith Teacher Scholarship Program is a state funded program. The scholarship is awarded on the basis of outstanding academic qualifications and interest in teaching. Recipients of the Underwood-Smith Teacher Scholarship are required to meet their teaching commitment in West Virginia's public school system.

HUMANITIES, FINE ARTS AND SOCIAL SCIENCES

The **Humanities, Fine Arts, and Social Sciences Division** (HFA&SS) at West Virginia University at Parkersburg is committed to supporting the academic success of each of our students. This is accomplished through supporting broad basic education requirements that include courses in history, psychology, English, broadcasting, journalism, geography, social studies, sociology, music, art, religion, philosophy, health, physical education, foreign languages, sign language, and communication studies.

This division supports the development of the skills employers most want when they are deciding which new college graduates to hire. These include the ability to communicate verbally, (both orally and written), collaborate with others, plan and organize projects, decision making, problem solving, listening, and multicultural awareness.

Degrees available include:

Advanced Skills Set Certificate in Basic Leadership
 Advanced Skills Set Certificate in Creative Writing
 Advanced Skills Set Certificate in Communication Arts
 Advanced Skills Set Certificate in Communication Skills
 Advanced Skills Set Certificate in Graphic Design
 Advanced Skills Set Certificate in Leadership
 Advanced Skills Set Certificate in Writing
 Certificate of Applied Science in Broadcasting
 Associate of Applied Science in Broadcasting
 Associate of Applied Science in Journalism
 Associate of Arts Degree
 Bachelor of Applied Science in Communication and Media Studies: Broadcast Concentration
 Bachelor of Applied Science in Communication and Media Studies: Public Relations Concentration
 Bachelor of Arts in Multidisciplinary Studies

The Humanities, Fine Arts, and Social Sciences Division is also a vital contributor to the Regents Bachelor of Arts degree in the Psychology, Sociology, Communication Studies, Journalism, and History Areas of Emphasis. Students may also pursue Bachelor degrees in History, Strategic Communication, International Studies, Sociology/Anthropology, English, Criminology, and Psychology through an articulation agreement with West Virginia University. Students will complete their first two years at WVUP and transfer to WVU for their final two years.

Questions regarding the HFA&SS courses or degrees should be directed to the division office at 304-424-8253.

ADVANCED SKILLS SET CERTIFICATE – BASIC LEADERSHIP

Requirements for Certificate: 12 hours

CRSE	HRS	TERM
PSYC 231: Leadership & Human Relations	3	
SOC 151: Sociology of the Workplace	3	
MGMT 220: Principles of Management	3	
MGMT 410: Essentials of Leadership	3	
TOTAL HOURS	12	
(August 2016)		

ADVANCED SKILLS SET CERTIFICATE – CREATIVE WRITING

Requirements for Certificate: 15 hours

CRSE	HRS	TERM
ENGL 210: Intro to Creative Writing	3	
ENGL 444: Writer's Workshop	4	
<i>Choose three courses from:</i>		
ENGL 213: Creative Writing: Poetry	3	
ENGL 214: Creative Writing: Creative Nonfiction	3	
ENGL 215: Creative Writing: Fiction	3	
ENGL/THEA 406 Playwriting	3	
TOTAL HOURS	15	
(August 2016)		

ADVANCED SKILLS SET CERTIFICATE – COMMUNICATION ARTS

Requirements for Certificate: 12 hours

COURSES	HRS	TERM
COMM 111: Fundamentals of Speech	3	
COMM 202: Interpersonal Communication	3	
ENG 251: Creative Writing	3	
COMM 131: Oral Interpretation OR	3	
COMM 287: Reader's Theatre OR	3	
THEA 102: Acting 1	3	
TOTAL HOURS	12	
(August 2016)		

ADVANCED SKILLS SET CERTIFICATE – COMMUNICATION SKILLS

Requirements for Certificate: 12 hours

COURSE	HRS	TERM
COMM 111: Fundamentals of Public Speaking	3	
COMM 202: Interpersonal Communication	3	
ENG 107: Technical Writing OR ENGL 101: Composition 1	3	
ENGL 103: English Grammar, Usage and Style	3	
TOTAL HOURS	12	
(August 2016)		

ADVANCED SKILLS SET CERTIFICATE – GRAPHIC DESIGN

Requirements for Certificate: 12 hours

CRSE	HRS	TERM
JOUR 220: Photography	3	
JOUR 410: Graphic Design	3	
BTEC 270: Introduction to Web Page Design*	3	
ART 111: Drawing I	3	
TOTAL HOURS	12	
(August 2016)		

*Prerequisite CS 101 or instructor's consent

ADVANCED SKILL SET CERTIFICATE – LEADERSHIP

Requirements for Certificate: 18 hours

COURSE	HRS	TERM
PSYC 213: Leadership & Human Relations	3	
SOC 151: Sociology in the Workplace	3	
PSYC 323: Industrial/Organizational Psychology	3	
GBUS 300: Principles of MGMT Info Systems	3	
MGMT 320: Principles of Management	3	
MGMT 410: Essentials of Leadership	3	
TOTAL HOURS	18	
(August 2016)		

ADVANCED SKILL SET CERTIFICATE – WRITING

Requirements for Certificate: 15 hours

Select five courses from the following:

COURSE	HRS	TERM
ENGL 101: Composition 1	3	
ENGL 102: Composition 2	3	
ENGL 103: English Grammar, Usage, and Style	3	
ENGL 107: Technical Writing 1	3	
ENGL 108: Technical Writing 2	3	
ENGL 308: Advanced Writing	3	
ENGL 334: Scientific and Technical Writing	3	
TOTAL HOURS	15	
(August 2016)		

ASSOCIATE OF ARTS

The AA degree is a valuable transfer degree that offers the General Education requirements expected by most four-year institutions. The AA degree will provide students with the breadth of knowledge that four-year institutions seek. The AA degree is the foundation to the following majors: Art, Education, English, French, Geography, German, History, Journalism, Mathematics, Music, Philosophy, Political Science, Psychology, Religion, Social Work, Sociology, Spanish, Speech and Communications, and Theater. The AA degree is also the first two years of the Multi-Disciplinary Studies Bachelor of Arts degree. Along with the General Education courses, the AA degree also has the option of 'free' electives, which may prepare students for their choice of major, depending on the discipline they wish to study and how they will focus their education long term. If students know what they want to major in for their four-year degree, they should take classes in that major as their electives. This option is called "an areas of emphasis", and if chosen, that choice will appear on the diploma. Area of emphasis choices include: art, communication studies, education, English, French, geography, German, history, journalism, mathematics, music, philosophy, political science, psychology, religion, sociology, Spanish, and theatre.*

PROGRAM OUTCOMES

The Associate of Arts degree will provide students an opportunity to:

- Transfer successfully to a four-year degree program
- Allow students to concentrate on specific subjects within the context of a two-year degree
- Integrate course content, civic engagement, and workforce experiences for personal and professional development.
- Pursue programs of study that prepare them for the workplace
- Learn in an environment that is flexible and accessible to meet students' needs

GRADUATION REQUIREMENTS

- Complete a minimum 60 hours in credit courses as outlined below
- Complete at least 16 credit hours at WVU Parkersburg.
- Maintain a minimum 2.0 cumulative grade point average
- Complete application for graduation and file application in OLSIS prior to stated deadline.

ASSOCIATE OF ARTS Program of Study Suggested Course Sequence		
COURSE	HRS	TERM
ENGL 101: Composition 1	3	
ENGL 102: Composition 2	3	
Two courses from the Science & Technology General Education list	8	
MATH 121 or higher	3	
Three courses from the Society, Diversity & Connectives General Education list**	9	
Two courses from the Human Inquiry and the Past General Education list	6	
Two courses chosen from ART 101, THEAT 101, MUSC 170	6	
Two courses chosen from ENGL 131, 132, 221, 222, 241, 242, 261, 262, and 286	6	
Free electives	16	
TOTAL HOURS	60	
(August 2016)		

*The Associate of Arts Degree is designed for 'in-house' use and transfer to other colleges and universities. Students who wish to earn a Bachelor of Arts or Bachelor of Science degree at another institution in any of the following fields should choose five electives in their future major (Area of Emphasis): Art, Biology, Communication Studies, Education, English, Chemistry, French, Geography, Geology, German, History, Journalism, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Religion, Sociology, Spanish, and Theater.

**Students who will be transferring to WVU and seeking a Bachelor of Arts degree may need to have completed sophomore level status in a Foreign Language before transferring. Students should check the requirements of the program to which they will be transferring.

AA HISTORY CONCENTRATION

COURSE	HRS	TERM
HIST 101	3	
HIST 102	3	
HIST 152	3	
HIST 153	3	
<i>Required Course (3 hour)</i>		
HIST 201	3	
<i>Elective Course (3 hour)</i>		
HIST 250	3	

BROADCASTING CERTIFICATE OF APPLIED SCIENCE

This certificate degree is designed to transfer into the (AAS) Associate of Applied Science in Broadcast and then the (BAS) Bachelor of Applied Science in Communication & Media – Broadcast Concentration. It provides education and training for entry level positions in broadcasting.

PROGRAM OUTCOMES

Upon completion of the Certificate of Applied Science in Broadcasting, students will be able to:

- Analyze and articulate the theories and critical models of the broadcasting industry
- Demonstrate an understanding of the principles of radio production and announcing, including professional terminology and procedures
- Demonstrate the basic oral and written communication tools needed to function professionally in a radio and television production environment, including the ability to research, structure and write dramatic and non-dramatic scripts for radio
- Uphold the principles and responsibilities of a free press, including a commitment to accuracy, fairness, depth, and social conscience
- Acquire the critical thinking and professional skills necessary to collect, evaluate, and organize information in ways that fulfill the journalist's responsibility to the public
- Learn to present multimedia stories in new ways while maintaining traditional journalism standards of fairness, accuracy, and quality
- Evaluate and apply the basic principles of post-production digital audio editing, mixing and mastering for final distribution

- Demonstrate and employ operation of recording studio hardware and software.

GRADUATION REQUIREMENTS

- Complete a minimum 30 hours in credit courses as outlined below
- Maintain a minimum 2.0 cumulative grade point average
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

BROADCASTING CERTIFICATE OF APPLIED SCIENCE Program of Study Suggested Course Sequence						
COURSE	HRS	TERM		COURSE	HRS	TERM
1st Semester				2nd Semester		
ENGL 101: Composition 1	3			PHIL 150: Introduction to Ethics	3	
CS 101: Intro to Computing	4			JOUR 215: Media Writing	3	
COMM 105: Intro to Mass Media	3			JOUR 219: Fundamentals of Radio Production	3	
JOUR 110: Basic Newswriting	3			JOUR 221: Broadcast Announcing	3	
COMM 111: Fundamentals of Speech	3			JOUR 235: Fundamentals of Video Production	3	
Total hours	16			Total hours	15	
(August 2016)						

BROADCASTING

Associate of Applied Science

PROGRAM OUTCOMES

Upon completion of the Associate of Applied Science in Broadcasting, students will be able to:

- Analyze and articulate the theories and critical models of the broadcasting industry
- Demonstrate an understanding of the principles of radio production and announcing, including professional terminology and procedures
- Demonstrate the basic oral and written communication tools needed to function professionally in a radio and television production environment, including the ability to research, structure and write dramatic and non-dramatic scripts for radio

- Uphold the principles and responsibilities of a free press, including a commitment to accuracy, fairness, depth, and social conscience
- Acquire the critical thinking and professional skills necessary to collect, evaluate, and organize information in ways that fulfill the journalist's responsibility to the public
- Learn to present multimedia stories in new ways while maintaining traditional journalism standards of fairness, accuracy, and quality
- Evaluate and apply the basic principles of post-production digital audio editing, mixing and mastering for final distribution
- Demonstrate and employ operation of recording studio hardware and software.

GRADUATION REQUIREMENTS

- Complete a minimum 60 hours in credit courses as outlined below
- Complete at least 16 credit hours at WVU Parkersburg.
- Maintain a minimum 2.0 cumulative grade point average
- Maintain a minimum 2.5 grade point average in program core courses
- Earn the grade of C or higher in all program core courses (those with a JOUR or COMM prefix)
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

**AAS BROADCASTING
PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	TERM	COURSE	HRS	TERM
1st Semester			2nd Semester		
ENGL 101: Composition 1	3		ENGL 102: Composition 2	3	
CS 101: Intro to Computing	4		JOUR 215: Media Writing	3	
COMM 105: Intro to Mass Media	3		JOUR 225: Media Design I	1	
JOUR 110: Basic Newswriting	3		JOUR 219: Fundamentals of Radio Production	3	
COMM 111: Fundamentals of Speech	3		JOUR 319: Broadcast News Writing	3	
Total hours	16		Total hours	13	
3rd Semester			4th Semester		
JOUR 117: Intro to Social Media	3		PHIL 150: Introduction to Ethics	3	
College-level Math	3		COMM 202: Interpersonal Communication	3	
JOUR 221: Broadcast Announcing	3		JOUR 226: Media Design II	1	
JOUR 226: Media Design II	1		JOUR 235: Fundamentals of Video Production	3	
JOUR 321: Radio Programming	3		JOUR 240: Multimedia Reporting**	3	
One course from Human Inquiry & the Past General Education list	3		JOUR 329: Sports News Writing or JOUR 339: Reporting Public Affairs	3	
Total hours	16		Total hours	16	
(August 2016)					

*Capstone course; to be taken in the graduation semester

JOURNALISM

Associate of Applied Science

The associate degree is a pathway to the newly-approved Bachelor of Applied Science in Communication and Media Studies Bachelor of Applied Science degree. It offers a hands-on learning experience in Fundamentals of Public Relations, Public Relations Writing/Case Study and Public Relations Campaign Management. Students are able to pursue a variety of service learning projects as they complete the requirements for these courses. Student and industry interest in the program's success is evident. Area media outlets, graphic designers and marketing firms also are depending on the WVU Parkersburg program to prepare journalists to fill slots.

PROGRAM OUTCOMES

Upon successful completion of the Associate of Applied Science in Journalism degree, the graduate will be able to:

1. Write well and synthesize information into a coherent and informative piece
2. Demonstrate an appreciation of the theory and practice of good visual communication, whether it be in information graphics, photojournalism, online journalism, or television journalism
3. Formulate cogent questions and develop principled conclusions in the interviewing sources and covering public affairs
4. Uphold the principles and responsibilities of a free press, including a commitment to accuracy, fairness, depth, and social conscience
5. Acquire the critical thinking and professional skills necessary to collect, evaluate, and organize information in ways that fulfill the journalist's responsibility to the public
6. Become the kind of web-first journalist who reports, writes, edits, and publishes on the Internet
7. Learn to present multimedia stories in new ways while maintaining traditional journalism standards of fairness, accuracy, and quality

GRADUATION REQUIREMENTS

- Students must complete the 60 hours of credit courses as outlined in the Program of Study
- Complete at least sixteen 16 hours of credit at WVUP;
- Maintain a minimum 2.0 cumulative grade-point average (GPA);
- maintain a minimum of 2.5 cumulative GPA in core required courses (those with a JOUR or COMM prefix)
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

**AAS JOURNALISM
PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	TERM		COURSE	HRS	TERM
1st Semester				2nd Semester		
ENGL101: Composition 1	3			ENGL 102: Composition 2	3	
CS 101: Intro to Computing	4			COMM 202: Interpersonal Communication	3	
COMM 105: Intro to Mass Media	3			JOUR 117: Intro to Social Media	3	
JOUR 110: Basic Newswriting	3			JOUR 215: Media Writing	3	
COMM 111: Fundamentals of Speech	3			JOUR 220: Photography	3	
				JOUR 225: Media Design I	1	
Total hours	16			Total hours	16	
3rd Semester				4th Semester		
JOUR 319: Broadcast News Writing	3			PHIL 150: Introduction to Ethics	3	
JOUR 226: Media Design II	1			JOUR 226: Media Design II	1	
JOUR 318: News Reporting	3			JOUR 240: Multimedia Reporting*	3	
JOUR 360 Digital Imaging	3			COMM 308: Nonverbal Communication	3	
College-level Math	3			JOUR 410: Graphic Design	3	
One course from Human Inquiry & the Past General Education list	3					
Total hours	16			Total hours	13	
(August 2016)						

*Capstone course; to be taken in the graduation semester

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (6)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One course from Science and Technology General Education list: (4) Choose from: BIOL 101/103 BIO 102/104 CHEM 111 CHEM 115 or 116 GEOL 101/102 GEOL 103/104 PSCI 111 OR 112 PHYS 111 OR 112	Math 126 (3)	COMM 105 (3) and One course chosen from Society, Diversity, and Connections General Education list (3)	COMM 111 (3) and One class chosen from Human Inquiry and the Past General Education list (3)	One course chosen from Arts and Creativity General Education list (3)
Total General Education Hours: 32						
(August 2016)						

COMMUNICATION and MEDIA STUDIES
Bachelor of Applied Science
Broadcast Concentration

PROGRAM OUTCOMES

Upon completion of the Bachelor of Applied Science in Communication and Media Studies with a Broadcasting Concentration, students will be able to:

- Analyze and articulate the theories and critical models of the broadcasting industry
- Demonstrate an understanding of the principles of radio production and announcing, including professional terminology and procedures
- Demonstrate the basic oral and written communication tools needed to function professionally in a radio and television production environment, including the ability to research, structure and write dramatic and non-dramatic scripts for radio
- Uphold the principles and responsibilities of a free press, including a commitment to accuracy, fairness, depth, and social conscience
- Acquire the critical thinking and professional skills necessary to collect, evaluate, and organize information in ways that fulfill the journalist's responsibility to the public
- Learn to present multimedia stories in new ways while maintaining traditional journalism standards of fairness, accuracy, and quality
- Evaluate and apply the basic principles of post-production digital audio editing, mixing and mastering for final distribution
- Demonstrate and employ operation of recording studio hardware and software.

GRADUATION REQUIREMENTS

Students must:

- Complete the 120 hours of credit courses as outlined in the Program of Study.
- Complete at least 30 hours of credit at WVUP.
- Maintain a minimum 2.0 cumulative grade-point average (GPA).
- Maintain a minimum of 2.5 cumulative GPA in core required courses (those with a JOUR or COMM prefix).
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

**Communication and Media Studies Broadcasting Concentration
PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	TERM	COURSE	HRS	TERM
1st Semester			2nd Semester		
ENGL 101: Composition 1	3		ENGL 102: Composition 2	3	
CS 101: Intro to Computing	4		JOUR 215: Media Writing	3	
COMM 105: Intro to Mass Media	3		JOUR 225: Media Design I	1	
JOUR 110: Basic Newswriting	3		JOUR 219: Fundamentals of Radio Production	3	
COMM 111: Fundamentals of Speech	3		JOUR 319: Broadcast News Writing	3	
Total hours	16		Total hours	13	
3rd Semester			4th Semester		
JOUR 117: Intro to Social Media	3		PHIL 150: Introduction to Ethics	3	
MATH 126: College Algebra	3		COMM 202: Interpersonal Communication	3	
JOUR 221: Broadcast Announcing	3		JOUR 226: Media Design II	1	
JOUR 226: Media Design II	1		JOUR 235: Fundamentals of Video Production	3	
JOUR 321: Radio Programming	3		JOUR 240: Multimedia Reporting	3	
One course from Human Inquiry & the Past General Education list	3		JOUR 329: Sports News Writing or JOUR 339: Reporting Public Affairs*	3	
Total hours	16		Total hours	16	
5th Semester			6th Semester		
One course from Science & Technology General Education list	4		One course from Society, Diversity & Connections General Education list	3	
One course from The Arts & Creativity General Education list	3		MATH 211: Statistics	3	
JOUR 220: Photography	3		COMM 306: Human Comm. In Organizations	3	
COMM 303: Business/Professional Communication	3		COMM 308: Nonverbal Communication	3	
COMM 304: Human Communication & Rational Decisions	3		JOUR 318: News Reporting	3	
Total hours	16		Total hours	15	
7th Semester			8th Semester		
Free elective	3		ENGL 227: Film as Art	3	
ART 111: Drawing I	3		COMM 404: Persuasion Theory & Research	3	
COMM 316: Intercultural Communication	3		JOUR 419: Advance Radio Production	3	
JOUR 349: Sports Reporting OR JOUR 359: Radio Reporting	3		JOUR 425: Video Production	3	
JOUR 428: Media Ethics and Law	3		COMM 460: Capstone*	1	
Total hours	15		Total hours	13	
(August 2016)					

*Capstone course; to be taken in the graduation semester

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (6)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One course chosen from: BIOL 101/103 BIO 102/104 CHEM 111 CHEM 115 or 116 GEOL 101/102 GEOL 103/104 PSCI 111 OR 112 PHYS 111 OR 112	Math 126 (3)	COMM 105 (3) and One course chosen from Society, Diversity, and Connections General Education list (3)	COMM 111 (3) and One class chosen from Human Inquiry and the Past General Education list (3)	One course chosen from Arts and Creativity General Education list (3)
Total General Education Hours: 32						
(August 2016)						

Bachelor of Applied Science Communication and Media Studies Public Relations Concentration

PROGRAM OUTCOMES

In addition to the outcomes set forth in the AAS Journalism degree, upon completion of the BAS Communication and Media Studies with a Public Relations Concentration, students will be able to:

- Practice many aspects of public relations such as community relations, employee communications, government relations, lobbying, media relations, and public affairs.
- Analyze case studies and readings effectively in order to apply concepts to practice.
- Evaluate strategies for communicating effectively with different publics.
- Diagnose the ethical implications of public relations practices.
- Critically analyze the environment of an organization, and devise a plan of action to promote the organization.
- Evaluate how public relations practitioners deal with problems and opportunities. Utilize skills to manage time, people, and money in solving problems.
- Enhance abilities to design and write copy for a variety of consumer markets.

GRADUATION REQUIREMENTS

Students must:

- Complete the 120 hours of credit courses as outlined in the Program of Study.
- Complete at least 30 hours of credit at WVUP.
- Maintain a minimum 2.0 cumulative grade-point average (GPA).
- Maintain a minimum of 2.5 cumulative GPA in core required courses (those with a JOUR or COMM prefix).
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

**Bachelor of Applied Science Communication and Media Studies:
Public Relations Concentration
PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	TERM	COURSE	HRS	TERM
1st Semester			2nd Semester		
ENGL101: Composition 1	3		ENGL 102: Composition 2	3	
CS 101: Intro to Computing	4		JOUR 117: Introduction to Social Media	3	
COMM 105: Intro to Mass Media	3		COMM 202: Interpersonal Communication	3	
JOUR 110: Basic Newswriting	3		JOUR 215: Media Writing	3	
COMM 111: Fundamentals of Speech	3		JOUR 220: Photography	3	
			JOUR 225: Media Design I	1	
Total hours	16		Total hours	16	
3rd Semester			4th Semester		
One course from Human Inquiry and the Past General Education list	3		PHIL 150: Introduction to Ethics	3	
MATH 126: College Algebra	3		JOUR 226: Media Design II	1	
JOUR 226: Media Design II	1		JOUR 240: Multimedia Reporting	3	
JOUR 318: News Reporting	3		COMM 308: Nonverbal Communication	3	
JOUR 319: Broadcast News Writing	3		JOUR 410: Graphic Design	3	
JOUR 360: Digital Imaging	3				
Total hours	16		Total hours	13	
5th Semester			6th Semester		
One course from Science & Technology General Education list	4		One course from Society, diversity & Connections General Education list	3	
COMM 303: Business/ Professional Comm	3		MATH 211: Statistics	3	
COMM 304: Human Comm & Rational Decisions	3		CS 230: Graphics	3	
JOUR 330: Fundamentals of Public Relations	3		COMM 306: Human Comm. in Organizations	3	
One course from The Arts & Creativity General Education list	3		JOUR 437: PR Writing/Case Studies	3	
Total hours	16		Total hours	15	
7th Semester			8th Semester		
Free elective	3		ENG 227: Film as Art	3	
ART 111: Drawing I	3		MKTG 341: Advertising	3	
MKTG 230: Principles of Marketing	3		COMM 404: Persuasion Theory & Research	3	
COMM 316: Intercultural Communication	3		JOUR 428: Media Ethics and Law	3	
JOUR 428: Media Ethics and Law	3		COMM 460: Capstone*	1	
JOUR 439: PR Campaign Management	3				
Total hours	18		Total hours	13	
(August 2016)					

*Capstone course; to be taken in the graduation semester

Bachelor of Arts

Multidisciplinary Studies

The Bachelor of Arts (B.A.) degree in multidisciplinary studies provides a rigorous academic program with a strong foundation in the arts and sciences. The program provides preparation for graduate or professional degrees beyond the college's other, specialized and primarily professional/career focused, bachelor's degree programs. This degree program is comprised of three related minor areas of study and culminates with a senior project that combines these three disciplines. The program does not limit students or courses of study to a particular major or division, but emphasizes multidisciplinary/cross-disciplinary studies. The program's flexibility, appropriate breadth and depth in the chosen areas of study, and focus on developing an understanding of the nature of cross-disciplinary investigation constitute its most salient features. Each student selects three minor areas for study and then must demonstrate how these areas contribute to their educational or career goals. Multidisciplinary studies students complete a senior project during their final semester as a means to incorporate all three disciplines. Minors currently available include: Biology, Business, Chemistry, Communication, Fine Arts (Art, Music, or Theatre), History, Literature, Psychology, and Sociology.

The Bachelor of Arts degree in multidisciplinary studies:

- Provides a pathway for students who plan to earn a masters or professional degree in areas of health science (medicine, physician assistant, dentistry, pharmacy, physical therapy, etc.), human services (counseling, psychology, social work), theology/divinity, law, or attend graduate school in the arts, humanities, natural sciences, or social sciences.
- Provides an opportunity for students to study three disciplines and to investigate the interrelationships among them.
- Provides a rigorous Bachelor of Arts degree for students who wish to earn a bachelor's degree but do not have a clear career path.

General Education	47 hours
Multidisciplinary Studies Minor 1	18 hours
Multidisciplinary Studies Minor 2	18 hours
Multidisciplinary Studies Minor 3	18 hours
MDS 491: Project Proposal Development	1 hour
MDS 492: Senior Project	3 hours
Electives	16 hours
TOTAL	121 hours

Multidisciplinary studies students must:

1. Earn 121 credit hours as listed in the curriculum above. At least 60 credit hours must be 200-level or above, and of the 60 hours, at least 30 hours

must be 300 or 400 level.

2. Earn 18 credit hours in each of three minors as specified below.
3. Earn a grade of C or better in all coursework for each minor.
4. Complete a proposal (MDS 491) and a senior project (MDS 492) with a grade of C or better.
5. Achieve a cumulative grade point average of at least 2.7.

SENIOR PROJECT: 4 credit hours

MDS 491 Project Proposal Development (1 credit hour)

MDS 492 Senior Project (3 credit hours)

All Multidisciplinary Studies students will enroll in and complete MDS 492: Senior Project during the final semester of their degree program. The senior project will combine the student's three minors. The project may take a variety of formats: formal research paper, scientific laboratory research, internship or cooperative education experience, social science research, or creative project. Students should discuss project ideas with a faculty member in each of their minor fields and with the MDS program advisor. Students will enroll in MDS 491: Project Proposal Development in the semester before they plan to complete the Senior Project. The proposal will be reviewed and approved by a faculty committee consisting of one faculty member from each of the student's three minors.

ELECTIVES (16 credit hours)

Electives in the Multidisciplinary Studies program are for students to:

Take additional courses in one or more of their minors

Take a four semester sequence in a Foreign Language or Mathematics since minors are not available in these disciplines

Take courses in other fields to support their senior project

Take courses for personal interest

Students should select electives in consultation with their academic advisor.

REQUIREMENTS FOR ADMISSION

1. Students must apply for formal admission to the Multidisciplinary Studies degree program.
2. New students should begin their college studies in the Associate of Arts degree program.
3. Students must have completed at least 30 credit hours in the MDS General Education curriculum with at least one course in each general education strand with a 2.5 cumulative grade point average before they apply.
3. A formal application for admission must be submitted to the Multidisciplinary Studies program office. The application includes a Letter of Intent that identifies the student's three proposed minors and explains

how the student will combine these disciplines to achieve their educational or career goals.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF ARTS IN MULTI-DISCIPLINARY STUDIES

	Composition & Rhetoric (6)	Science & Technology (8)	Mathematics & Quantitative Skills (3)	Society, Diversity, & Connections (12)	Human Inquiry & the Past (6)	The Arts & Creativity (12)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	Two consecutively numbered courses OR one course in Biological Science and one course in a Physical Science selected from: Biological Science BIOL 101/103 (4) BIOL 102/104 (4) Physical Science ASTR 106 (4) CHEM 111 (4) CHEM 115 (4) CHEM 116 (4) GEOL 101/102 (4) GEOL 103/104 (4) PSCI 111 (4) PSCI 112 (4) PHYS 101 (4) PHYS 102 (4) PHYS111(4) PHYS 112 (4)	One course selected from: MATH 121 (3) MATH 126 (3) MATH 128 (3) MATH 150 (3) MATH 155 (4) MATH 156 (4) MATH 211 (3)	Four courses selected from four* different disciplines from the following list: COMM 112 (3) ECON 201 (3) or ECON 202 (3) GEOG 102 (3) POLS 102 (3) PSYC 101 (3) or PSYC 241 (3) RELI 231 (3) SOC 101 (3) or SOC 221 (3)	Two courses selected from two* different disciplines* from the following list: HIST 101 (3) HIST 102 (3) HIST 152 (3) HIST 153 (3) PHIL 111 (3) PHIL 170 (3) COMM 111 (3)	Four courses selected from four* different disciplines from the following list: ART 101 (3) and MUSI 170 (3) and THEA 101 (3) and one of the following: ENGL 131 (3) ENGL 132 (3) ENGL 221 (3) ENGL 222 (3) ENGL 241 (3) ENGL 242 (3) ENGL 261 (3) ENGL 262 (3)
Total General Education Hours: 47						
August 2016						

DEGREE REQUIREMENTS:

General Education * (see chart on next page)	47 hours
3 minors (18 credit hours each)	54 hours
MDS 491 and 492 (Project Proposal and Senior Project)	4 hours
Electives (approved by MDS advisor)	16 hours
TOTAL	121 hours

*Multidisciplinary Studies students may take 6 hours (two courses) of general education in the following disciplines if elected as an MDS minor: Communication, Economics, History, Literature, Psychology, and Sociology

Bachelor of Arts in Multidisciplinary Studies Program of Study*

*Course sequencing for this degree requires careful advising each semester based on the requirements of the minors selected.

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
English 101 (General Education)	3			English 102 (General Education)	3	
Mathematics (General Education)	3			General Education	3	
Minor 1 (General Ed prerequisite)*	3			General Education	3	
Minor 2 (General Ed prerequisite)*	3			General Education	3	
Minor 3 (General Ed prerequisite)*	3			General Education	3	
Total	15			Total	15	
Semester 3	HRS	GRADE		Semester 4	HRS	GRADE
Minor 1 (General Ed prerequisite)*	3			Minor 1	3	
Minor 2 (General Ed prerequisite)*	3			Minor 2	3	
Minor 3 General Ed prerequisite)*	3			Minor 3	3	
General Education (Science)	4			General Education (Science)	4	
General Education or Minor	3			General Education or Minor	3	
Total	16			Total	16	
Semester 5	HRS	GRADE		Semester 6	HRS	GRADE
Minor 1	3			Minor 1	3	
Minor 2	3			Minor 2	3	
Minor 3	3			Minor 3	3	
Minor 1, 2 or 3 as needed	3-4			Minor 1, 2 or 3 as needed	3-4	
Elective (MDS advisor approved)	3-4			Elective (MDS advisor approved)	3-4	
Total	15-16			Total	15-16	
Semester 7	HRS	GRADE		Semester 8	HRS	GRADE
MDS 491 – Project Proposal	1			MDS 492 – Senior Project	3	
Minor 1	3			Minor 1	3	
Minor 2	3			Minor 2	3	
Minor 3	3			Minor 3	3	
Minor 1, 2 or 3 as needed	3			Elective (MDS advisor approved)	3-4	
Elective (MDS advisor approved)	3-4					
Total	16-17			Total	15-16	
TOTAL HOURS: 121						

*Select these General Education prerequisites for appropriate minors:

Biology	Biology 101/103 and Biology 102/104
Business	Economics 201 and Economics 202
Chemistry	Chemistry 115 and Chemistry 116
Communications	Communications 111 and Communications 112
Fine Arts	Art 101 and Music 170
History	Two courses from History 101, 102, 152,153
Literature	Two courses from English 131, 132, 221,222,241,242, 261, 262
Psychology	Psychology 101 and Psychology 241
Sociology	Sociology 101 and Sociology 221

MINORS (18 credit hours each)

Multidisciplinary Studies students select three minors and complete all courses for each listed below:

BIOLOGY MINOR

<i>Biology Minor</i> <i>(a grade of C or higher is required in all minor coursework)</i>			
Required Courses	Courses Completed	Hrs	Grade
<i>Courses to be completed from General Education Requirements</i>			
BIOL 101	General Biology 1	3	
BIOL 103	General Biology 1 Lab	1	
BIOL 102	General Biology 2	3	
BIOL 104	General Biology 2 Lab	1	
<i>Choose two courses from the following (8 hours)</i>			
BIOL 107	Anatomy and Physiology I	4	
BIOL 108	Anatomy and Physiology 2	4	
<i>OR</i>			
BIOL 211	Zoology: Animals as Organisms	4	
BIOL 212	Botany: Plants as Organisms	4	
<i>Courses selected from the following (10 hours)</i>			
BIOL 200 and 200L	Microbiology with Lab	4	
BIOL 371	Principles of Genetics	4	
BIOL 436	General Animal Physiology	3	
BIOL 461	Principles of Evolution	3	

BUSINESS MINOR

<i>Business Minor</i> <i>(a grade of C or higher is required in all minor coursework)</i>			
Required Courses	Courses Completed	Hrs	Grade
<i>Courses to be completed from General Education Requirements</i>			
ECON 201	Microeconomics	3	
ECON 202	Macroeconomics	3	
<i>Required Business Courses (12 hours)</i>			
ACCT 201	Principles of Accounting I	3	
GBUS 310	Business Law 1	3	
MGMT 220	Principles of Management	3	
MGMT 230	Principles of Marketing	3	
<i>Two Upper Level Business or Economics courses (6 hours)</i> <i>Approved in advance by MDS Program Advisor</i>			
		3	
		3	

CHEMISTRY MINOR

Chemistry Minor* (a grade of C or higher is required in all minor coursework)			
Required Courses	Course Completed	Hrs	Grade
Courses to be completed from the General Education Requirements			
CHEM 115	Fundamentals of Chemistry 1	4	
CHEM 116	Fundamentals of Chemistry 2	4	
Required Chemistry Courses (16 hours)			
CHEM 233	Organic Chemistry 1	3	
CHEM 235	Organic Chemistry 1 Lab	1	
CHEM 234	Organic Chemistry 2	3	
CHEM 236	Organic Chemistry 2 Lab	1	
CHEM 410	Biochemistry	3	
CHEM 412	Biochemistry Lab	1	
PHYS 101 OR PHYS 111	Introduction to Physics I OR General Physics I	4	
Upper Level Chemistry (2-3 hours)			
*Note: Chemistry 111 does <u>not</u> meet any requirement for the MDS chemistry minor.			

COMMUNICATION MINOR

Communication Studies Minor <i>(a grade of C or higher is required in all minor coursework)</i>			
Required Courses	Course Completed	Hrs	Grade
<i>Courses to be completed from General Education Requirements</i>			
COMM 111	Fundamentals of Speech	3	
COMM 112	Interpersonal Communication	3	
<i>Required Communication Studies Courses (18 hours)</i>			
COMM 303	Business & Professional Comm.	3	
COMM 304	Human Communications and Rational Decisions	3	
COMM 306	Human Communication in Organizations/Institutions	3	
COMM 308	Nonverbal Communication	3	
COMM 316	Intercultural Communication	3	
COMM 404	Persuasion – Theory and Research	3	

FINE ARTS MINOR

<i>Fine Arts Minor</i> (Select One Track) (a grade of C or higher is required in all minor coursework)								
Art			Music			Theatre		
Course	Hrs	Grade	Course	Hrs	Grade	Course	Hrs	Grade
<i>Courses to be completed from General Education Requirements</i>			<i>Courses to be completed from General Education Requirements</i>			<i>Courses to be completed from the General Education Requirements</i>		
ART 101	3		ART 101	3		ART 101	3	
MUSI 170	3		MUSI 170	3		MUSI 170	3	
THEA 101	3		THEA 101	3		THEA 101	3	
<i>Completion of the following courses (18 hours)</i>			<i>Completion of the following courses (18 hours)</i>			<i>Completion of the following courses (18 hours)</i>		
ART 111	3		MUS 121	4		THEA 102	3	
ART 240	3		MUSI 122	4		THEA 131	3	
Choose One: ART 112 ____ ART 213 ____ ART 241 ____	3		MUSI 171-190 Applied Music	1		THEA (lower level)	3	
ART (upper level studio)	3		MUSI 390 (Upper level applied music-1 hr each)	3		THEA 302 or THEA 404	3	
ART 360	3		MUSI 311	3		Topics in Theatre History	3	

ALL FINE ARTS MINORS: MDS 460: Fine Arts Seminar (required)– 3 hours

HISTORY MINOR

<i>History Minor</i> <i>(a grade of C or higher is required in all minor coursework)</i>			
Required Courses	Course Completed	Hrs	Grade
<i>Choose two courses (6 hours)</i>			
HIST 101	Western Civ through Reformation	3	
HIST 102	Western Civ from Reformation	3	
HIST 152	US History through Civil War	3	
HIST 153	US History from Reconstruction	3	
<i>Choose 18 hours from the following courses</i>			
HIST 302	History of American Indians	3	
HIST 306	Colonial America 1607-1763	3	
HIST 310	African-American History	3	
HIST 340	20 th Century America: 1900-1945	3	
HIST 342	20 th Century America: 1945-2000	3	
HIST 355	Greece and Rome	3	
HIST 370	Modern East Asia	3	
HIST 390	Legends, Lore, and Mythology	3	
HIST 410	Revolutionary America: 1763-1787	3	
HIST 430	Civil War and Reconstruction	3	
HIST 445	History of American Women	3	
HIST 463	Europe and the Middle Ages	3	
HIST 465	Renaissance and Reformation	3	
HIST 475	Modern Europe 1900-Present	3	

LITERATURE MINOR

<i>Literature Minor</i> <i>(a grade of C or higher is required in all minor coursework)</i>			
Required Courses	Course Completed	Hrs	Grade
<i>Courses to be completed from General Education Requirements 6 hours selected from</i>			
ENGL 131	Types of Literature 1	3	
ENGL 132	Types of Literature 2	3	
ENGL 221	World Literature 1	3	
ENGL 222	World Literature 2	3	
ENGL 241	American Literature 1	3	
ENGL 242	American Literature 2	3	
ENGL 261	English Literature 1	3	
ENGL 262	English Literature 2	3	
<i>Required Courses—Choose 18 hours from these courses:</i>			
ENGL 320	Medieval Literature	3	
ENGL 325	Shakespeare	3	
ENGL 330	Milton	3	
ENGL 335	The Romantic Movement	3	
ENGL 340	The Victorian Era	3	
ENGL 345	Modern & Post Modern Lit.	3	
ENGL 410	Regional Literature	3	
ENGL 415	American Voices	3	
ENGL 420	Single Author	3	
ENGL 425	Topics Contemp. Global Lit.	3	
ENGL 430	Comparative Literature	3	
ENGL 450	Literary Criticism	3	

PSYCHOLOGY MINOR

Psychology Minor <i>(a grade of C or higher is required in all minor coursework)</i>			
Required Courses	Course Completed	Hrs	Grade
<i>Courses to be completed from the General Education Requirements</i>			
PSYC 101	Introduction to Psychology	3	
PSYC 241	Human Development	3	
<i>Required Courses (18 hours)</i>			
PSYC 281	Abnormal Psychology	3	
PSCY 318	History and Systems	3	
PSCY 323	Industrial Psychology	3	
PSYC 350	Counseling Psychology	3	
PSYC 362	Psychological Assessment	3	
PSYC 363	Theories of Personality	3	

SOCIOLOGY MINOR

Sociology Minor <i>(a grade of C or higher is required in all minor coursework)</i>			
Required Courses	Course Completed	Hrs	Grade
<i>Courses to be completed from the General Education Requirements</i>			
SOC 101	Intro to Sociology	3	
SOC 221	Marriage and the Family	3	
<i>Required Courses (18 hours)</i>			
SOC 107	Social Problems	3	
SOC 302	Deviant Behavior	3	
SOC 360	Gender Human Identity	3	
SOC 362	Sociology of Aging	3	
SOC 390	World Cultures Through Film	3	
SOC 405	Social Inequality	3	

NURSING AND HEALTH SCIENCES DIVISION

The Nursing & Health Sciences Division at West Virginia University at Parkersburg is committed to supporting the college's mission in providing "accessible, life-changing educational opportunities in a safe and supportive environment." Careers within healthcare are one of the fastest growing areas of opportunity. According to the United States Bureau of Labor and Statistics (www.bls.org) employment in occupations related to health care is projected to increase in the coming years. This growth in employment is driven by technological advances in patient care, an increasing emphasis on preventive care, and an increase in the elderly population. Health care occupations with the largest projected employment increases are registered nurses; personal and home care aides; home health aides; nursing aides, orderlies, and attendants; medical assistants; and licensed practical and licensed vocational nurses (www.bls.org).

Careers in health care are exciting, rewarding, and offer a lifetime of fulfillment. The Nursing and Health Sciences Division ascribes to the college's commitment to provide academic excellence. We pride ourselves on the quality of education we have to offer as well as the success our graduates enjoy. Information about the degrees offered through the Nursing and Health Sciences Division can be found on the college's website at www.wvup.edu/healthsciences

Degrees available include:

Certificate of Applied Science (CAS) Patient Care Technician
 Certificate of Applied Science (CAS) Pharmacy Technician
 Associate of Applied Science (AAS) Nursing
 Associate of Applied Science (AAS) Surgical Technology
 Bachelors of Science Nursing (RN-BSN)

In addition to meeting the requirements for general admission to the college, students requesting admission to programs within the Nursing & Health Sciences Division must meet individual program admission requirements, complete a Nursing & Health Sciences Application and adhere to the clinical practice program requirements. Questions regarding the application process, program requirements, and course of study should be directed to the Nursing and Health Sciences Division at 304-424-8300.

REQUIREMENTS for PARTICIPATION IN CLINICAL EXPERIENCES

Programs within the Nursing and Health Sciences Division have a clinical component that requires rotations into community health care agencies for patient care. Travel to these agencies is the responsibility of the student. Therefore, each student admitted into a Nursing and Health Sciences program must meet the requirements for participation in clinical experiences. Students are

required to have a physical examination and complete required immunizations, maintain current CPR certification, submit to drug testing and background check, complete required education as determined by the affiliate health care agencies, and adhere to HIPAA regulations and the Professional Standards/Safe Clinical Practice Standards of the program. The requirements for participation in clinical experiences can be found online at www.wvup.edu/healthsciences

The WVU Parkersburg administration reserves the right to amend this documentation, upon recommendation of the Nursing Faculty Organization, without notice to insure the integrity of the program and safety of the students, college, and community at large.

Even though this catalog describes courses required to complete the programs within the Nursing and Health Sciences Division, it is not prescriptive or intended to replace counsel from an academic advisor. Course availability may vary and students are strongly encouraged to consult an academic advisor concerning course sequence and degree requirements.

PATIENT CARE TECHNICIAN*

Certificate of Applied Science (CAS)

***Will be Offered 2016-2017 Academic Year Pending Sufficient Enrollment**

The Patient Care Technician Certificate of Applied Science program prepares a student for employment as Patient Care Technician or to choose a pathway for entry into the nursing program. The Patient Care Technician works alongside other health care professionals to provide hands on assistance to meet patient's basic needs. Successful completion of the program prepares the graduate to sit for the national certification exam for Patient Care Technician. The graduate will also be eligible to sit for the Phlebotomy Technician Certification and EKG Technician Certification. The graduate will have opportunities for employment in health care facilities such as hospitals, home health agencies, community health agencies, clinics, physician offices, and laboratories.

The Patient Care Technician program is approved by the National Health Career Association (NHA). Information can be obtained at <http://www.nhanow.com>. At the completion of the program, the student will sit for the NHA Patient Care Technician/Assistant certification exam. In addition, the student will be eligible to sit for the NHA Phlebotomy Technician and EKG Technician certification exams. Certification exams offered through NHA are accredited by the National Commission for Certifying Agencies (NCCA). Earning your NCCA-accredited allied health certifications demonstrate your knowledge, dedication, and professionalism in your field.

PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of the CAS Patient Care Technician program, the graduate is prepared to:

1. Apply the knowledge and skills to safely perform patient care within the scope of practice of the designated role within the health care team.
2. Utilize effective communication techniques and proper medical terminology when interacting with a diverse patient population and other members of the health care team.
3. Demonstrate infection control practices per Centers for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA), and facility guidelines when providing patient care within the designated role.
4. Comply with legal, ethical, and professional standards within the designated role when performing patient care.

APPLICATION TO PROGRAM

The Nursing and Health Sciences programs have limited enrollment and a selective review process. Students requesting admission to the Patient Care Technician Certificate program must first meet the requirements for general admission to the college, including satisfactory scores on placement tests.

In addition to meeting all general admission criteria for the college, students must complete a separate Nursing and Health Sciences application and provide an official copy of their high school transcript or GED and any prior college transcripts. Applications to the Patient Care Technician Certificate Program are available in the Health Sciences Division office and online at www.wvup.edu/healthsciences

Additionally, the applicant must be able to engage in educational and training activities in a manner that does not endanger themselves or others, be of good moral character, and have no history of felony conduct or convictions.

ADMISSION REQUIREMENTS for the PATIENT CARE TECHNICIAN CERTIFICATE PROGRAM

1. Be a high school graduate or possess a GED.
2. Completion of Math 101 by placement exam or credit
3. Minimum 2.0 cumulative college or high school GPA

PATIENT CARE TECHNICIAN PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
BIOL 109/109L *	5			PCT 102	6	
PCT 101	6			PSYCH 101	3	
HYPER 172	2			BTEC 253	3	
PSYC 241	3			ENGL 101	3	
	16				15	
TOTAL HOURS: 31						
(August 2016)						

***Please Note:** it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

*Students on the pathway to nursing are encouraged to take BIOL 107 and BIOL 108 in lieu of BIOL 109/109L

GRADUATION REQUIREMENTS

- Complete 31 credit hours as outlined in the Course of Study.

- Maintain a minimum 2.0 cumulative grade-point average.
- Complete all courses in the curriculum with a grade of C or better.
- Complete the NHA Patient Care Technician Certification Exam
- Optional: Completion of the NHA EKG Technician and Phlebotomy Certification Exams (at own expense).
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

PHARMACY TECHNICIAN CERTIFICATE*

Certificate of Applied Science (CAS)

***Will be Offered 2016-2017 Academic Year Pending Sufficient Enrollment**

The Pharmacy Technician Certificate of Applied Science program prepares qualified individuals to function as pharmacy technicians under the supervision of licensed pharmacists. As an integral member of the pharmacy staff, the pharmacy technician utilizes appropriate techniques and procedures to prepare and dispense medications in both the community and institutional pharmacy settings. The pharmacy technician also maintains patient profiles and manages inventory.

Through a combination of classroom presentations, campus laboratory practice, and clinical experiences, the student will develop knowledge of the roles and responsibilities of the pharmacy technician in the safe preparation and delivery of medications to patients. The program includes courses in general and technical education. Clinical and community practice experiences are under licensed pharmacist supervision at local hospital and retail pharmacies.

The Pharmacy Technician Certificate program is approved by the West Virginia Board of Pharmacy.

PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of the Pharmacy Technician program, the graduate is prepared to:

1. Assist the pharmacist in the safe preparation and dispensing of drugs.
2. Facilitate the maintenance of the pharmacy practice site including inventory maintenance, record keeping, drug product storage and handling, and ordering/inventory of materials.
3. Use verbal, non-verbal, and written communication skills to function effectively within the health care team.
4. Utilize knowledge of legal parameters and ethical standards of pharmacy practice in record keeping, medication storage and dispensing, customer interactions, guarding protected health information and maintaining product inventory.
5. Identify basic principles of pharmacology in relationship to disease

states, drug interactions, dosage forms, routes of administration and strengths/doses of medication, and identifying issues that require pharmacist intervention.

APPLICATION TO PROGRAM

The Nursing and Health Sciences programs have limited enrollment and a selective review process. Students requesting admission to the Pharmacy Technician Certificate program must first meet the requirements for general admission to the college, including satisfactory scores on placement tests.

In addition to meeting all general admission criteria for the college, students must complete a separate Nursing and Health Sciences application and provide an official copy of their high school transcript or GED and any prior college transcripts. Applications to the Pharmacy Technician Certificate Program are available in the Nursing and Health Sciences Division office and online at www.wvup.edu/healthsciences

Additionally, the applicant must be able to engage in educational and training activities in a manner that does not endanger themselves or others, be of good moral character, and have no history of felony conduct or convictions. **The ability to stand for long hours is a requirement for pharmacy technicians.**

ADMISSION REQUIREMENTS FOR THE PHARMACY TECHNICIAN CERTIFICATE PROGRAM

1. Be a high school graduate or possess a GED.
2. Completion of Math 101 by placement exam or credit.
3. Minimum 2.0 cumulative college or high school GPA.

PHARMACY TECHNICIAN PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
COMM 112	3			PHIL 231	3	
BTEC 253	3			PTEC 111	2	
PTEC 101	7			PTEC 114	3	
PTEC 112	3			PTEC 102	4	
				PTEC 121	3	
	16				15	
TOTAL HOURS: 31						
(August 2016)						

***Please Note:** it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

GRADUATION REQUIREMENTS

- Complete 31 credit hours as outlined in the Course of Study.
- Maintain a minimum 2.0 cumulative grade-point average.
- Complete all courses in the curriculum with a grade of C or better.
- Complete the Pharmacy Technician Certification Exam.
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

NURSING

Associate of Applied Science (AAS)

The Associate of Applied Science Degree in Nursing at West Virginia University (WVU) Parkersburg is a program designed and offered through membership in the West Virginia Consortium of Associate Degree Nursing Programs (WVCADN). WVCADN is a partnership of nursing programs at four of the West Virginia Community Colleges. Eastern West Virginia Community and Technical College, Bridge Valley Community and Technical College, West Virginia Northern Community and Technical College, and West Virginia University at Parkersburg are schools within the Consortium. The Consortium shares a common concept-based integrated curriculum culminating in an Associate of Applied Science degree in nursing; shared agreements for academic standards including admission criteria, progress and graduation standards; and shared agreements for development and implementation of student procedures and guidelines as delineated in the Student Nurse Handbook.

The nursing program prepares students for professional nursing practice while providing a knowledge base for career mobility and further academic study. The program is committed to providing accessible, high-quality nursing education to meet the diverse and changing health-care needs of the community and beyond. Clinical nursing experiences are offered under faculty supervision at Appalachian Behavioral Health, Camden-Clark Medical Center, Charleston Area Medical Center, Marietta Memorial Health Systems, Selby General Hospital, area nursing homes, and other selected community agencies.

Completion of the nursing courses and general education degree requirements and subsequent posting of the degree provides eligibility for students to apply for licensure as registered nurses. Licensing requirements are the exclusive responsibility of the State Boards of Nursing. Admission to and graduation from the nursing program does not guarantee that the West Virginia Board of Examiners for Registered Professional Nurses will endorse the graduate as a candidate to sit for the licensure examination. The Board of Examiners for Registered Professional Nurses may deny testing to any applicant proven guilty of certain infractions such as, but not limited to, fraud, felony, or moral misconduct. (West Virginia Code §30-7-11.)

WVU Parkersburg's Associate Degree in Nursing is approved by the West Virginia Board of Examiners for Registered Professional Nurses and accredited by the Accreditation Commission for Education in Nursing, Inc., 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia, 30326. Phone **404.975.5000**, Fax **404.975.5020**, Website www.acenursing.org/.

PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of the AAS Nursing program, the graduate is prepared to:

1. Collaborate with the patient or designee to plan and provide nursing care that respects the patient's individual values and needs.
2. Generate safe and effective patient centered care using the nursing process.
3. Incorporate effective communication strategies to reduce risk and injuries in the healthcare environment.
4. Create caring relationships with patients and support systems consistent with the ANA Standards of Nursing Practice and the Code of Ethics.
5. Evaluate the utilization of healthcare system resources to efficiently and effectively manage care.
6. Integrate current best practices to plan and implement safe and effective patient care.

APPLICATION TO PROGRAM

The Nursing and Health Sciences programs have limited enrollment and a selective review process. Applicants requesting admission to the WV Consortium of Associate Degree Nursing Programs must first meet the requirements for general admission to the college, complete eligibility requirements to take college Math and English, and be admitted to the college.

In addition to meeting all general admission criteria for the college, students must complete a separate Nursing and Health Sciences application, provide an official copy of their high school transcript and any prior college transcripts, and complete the pre-nursing admission exam. Applications will be accepted year round. Application forms are available in the Nursing and Health Sciences Division office and online at www.wvup.edu/academics/academic-divisions/health-sciences.

Additionally, the applicant must be able to engage in educational and training activities in a manner that does not endanger themselves or others. The curricula leading to a degree in Nursing from WVU Parkersburg requires students to engage in diverse and complex experiences directed at the acquisition and practice of essential nursing skills and functions. Unique combinations of cognitive, affective, psychomotor, physical and social abilities are required to perform these functions satisfactorily. In addition to being essential to the successful completion of the requirements of a nursing degree, these skills and functions are necessary to ensure the health and safety of patients, fellow students, faculty and other health care providers.

Technical standards that describe the non-academic qualifications required in addition to academic qualifications that the college considers essential for

entrance to, continuation in and graduation from its nursing degree program can be found on the Nursing and Health Sciences website in the Student Nurse Handbook. Candidates for a nursing degree must be able to meet these minimum standards with or without reasonable accommodation for successful completion of degree requirements.

It is important to note that completion of the application process does not imply that the applicant will be admitted to the nursing program.

Admission Limitations: Due to space limitations, qualified applicants are ranked according to pre-nursing admission entrance test scores, and cumulative grade point averages.

The highest ranked students who meet the admission requirements by March 15 for a fall admission or September 15 for spring admission are admitted first; other qualified applicants will be placed on a waiting list. The first day of class the waiting list is deleted. Because of competition for space, it is possible qualified applicants may not be selected for admission.

Updates to Applications: Students interested in pursuing admission in the next cycle must resubmit a completed application to the Nursing and Health Sciences Division. It is the responsibility of the student to provide appropriate documentation of changes in his/her personal and/or academic record.

ADMISSION REQUIREMENTS FOR THE AAS NURSING

Applicants to the Associate Degree Nursing program must be eligible to meet the requirements for licensure in the state of West Virginia as stated in West Virginia Code §30-7-6. These conditions include:

- Be a high school graduate or equivalent.
- Be a graduate of an accredited school of nursing.

Requirements for admission include:

1. High school graduate or equivalent (USA GED)
2. English proficiency
3. 2.5 GPA from high school or college courses
4. Completion of Math 101 by placement exam or credit
5. Pre-nursing Health Education Systems, Incorporated (HESI) A2 admission exam composite score of 75 or higher. HESI A2 composite scores must be within the last three (3) years. Pre-nursing admission exams may be completed one time per semester for a maximum of three times for consideration for admission. Further information about the exam can be found online at www.wvup.edu/healthsciences

ASSOCIATE OF APPLIED SCIENCE NURSING PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
NURS 132	1			NURS 142	1	
NURS 133	2			NURS 143	1	
NURS 134	8			NURS 144	9	
BIOL 107**	4			BIOL 108**	4	
PSYC 101*	3					
	18				15	
3rd Semester				4th Semester		
NURS 234	9			NURS 244	9	
BIOL 200**	3			NURS 245	3	
ENG 101*	3					
	15				12	
(August 2016)						

Please Note: it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

*All required general education courses are pre-requisites of N244 and N245.

**Biology's must be within the last 5 years.

GRADUATION REQUIREMENTS

- Complete 60 credit hours as outlined in the Program of Study.
- Maintain a minimum 2.0 cumulative grade-point average.
- Complete all courses in the curriculum with a grade of C or better.
- Completion of the HESI Nursing Live Review
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

SURGICAL TECHNOLOGY*

Associate in Applied (AAS) Science

***Will Not be Offered During the 2016-2017 Academic Year**

The Associate of Applied Science (AAS) Degree in Surgical Technology prepares qualified individuals to work under the supervision of a surgeon to assist the safe and efficient performance of invasive surgical procedures, make certain that the operating room environment is safe, that equipment functions properly, and that the operative procedure is performed under optimal conditions that ensures patient safety. As an integral member of the surgical team, the surgical technologist works with surgeons, anesthesiologists, registered nurses, and other surgical personnel delivering patient care and assuming appropriate responsibilities before, during and after surgery.

Through a combination of classroom presentations, campus laboratory practice and clinical experiences, the student will develop a knowledge of the surgical environment, instrumentation, procedures and supplies necessary to ensure safe care of the surgical patient. The program includes courses in general and technical education. Clinical experiences are offered under faculty and mentor supervision at Camden Clark Medical Center, Marietta Memorial Health Systems, Thomas Memorial, Charleston Area Medical Centers and other selected community agencies.

The mission of the West Virginia University at Parkersburg AAS Degree in Surgical Technology is to provide students with the opportunity to develop the skills and knowledge in the cognitive, psychomotor, and affective learning domains necessary to gain employment as competent entry level surgical technologists.

The Surgical Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) 1361 Park Street, Clearwater, FL, 33756

PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of the Surgical Technology program the graduate is able to:

1. Maintain a safe environment as a surgical team member throughout the peri-operative experience by applying principles of asepsis and practicing sterile technique.
2. Apply basic scientific principles related to anatomy, physiology and pathophysiology when preparing for surgical procedures and providing care to the surgical patient.
3. Incorporate legal/ethical principles in decision-making when applying problem-solving strategies in the care of the surgical patient.

4. Individualize communication techniques to support interpersonal relationships with patients and surgical team members
5. Uphold the professional standards defined by the Association of Surgical Technologists (AST).

APPLICATION TO PROGRAM

The Nursing and Health Sciences programs have limited enrollment and a selective review process. Students requesting admission to the AAS Degree in Surgical Technology must first meet the requirements for general admission to the college and be admitted to the college.

In addition to meeting all general admission criteria for the college, students must complete a separate Nursing and Health Sciences application and provide an official copy of their high school transcript or GED and any prior college transcripts. Applications will be accepted year round. Application forms are available in the Nursing and Health Sciences Division office and online at www.wvup.edu/healthsciences

Additionally, the applicant must be able to engage in educational and training activities in a manner that does not endanger themselves or others, be of good moral character, and have no history of felony conduct or convictions.

Important: The ability to perform under pressure in stressful and emergency situations is a required attribute for surgical team members. Manual dexterity and physical stamina are essential. Many of the responsibilities of the surgical technologist require standing, often for a number of hours; therefore, the applicant must demonstrate the ability to fulfill these job requirements.

ADMISSION REQUIREMENTS FOR THE SURGICAL TECHNOLOGY PROGRAM

1. Be a high school graduate or possess a GED.
2. Completion of Math 101 by placement exam or credit
3. Eligibility to take college level English with support lab
4. Minimum 2.0 cumulative college GPA.
5. Complete the pre-admission, entrance examination with the required benchmark. Information about the exam can be found online at www.wvup.edu/healthsciences

SURGICAL TECHNOLOGY PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
ST 100	6			ST 110	6	
ST 102	3			ST 113	3	
ENGL 101	3			MATH 102	4	
BIOL 109	4			BIOL 110	3	
BIOL 109L	1					
	17				16	
3rd Semester				4th Semester		
ST 211	8			ST 212	10	
ST 114	3			Social Science Elective	3	
COMM 112	3					
	14				13	
TOTAL HOURS: 60 (August 2016)						

Please Note: it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

GRADUATION REQUIREMENTS

- Complete 60 credit hours as outlined in the Program of Study.
- Maintain a minimum 2.0 cumulative grade-point average.
- Complete all courses in the curriculum with a grade of C or better.
- Complete the NBSTSA Surgical Technology Certification Exam
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

BACHELOR OF SCIENCE IN NURSING (BSN)

It is the goal of WVU Parkersburg's Nursing and Health Sciences Division to provide registered nurses an educational experience which will build on current nursing knowledge and facilitate professional growth. The RN-to-BSN program prepares students for advancement in professional nursing practice and provides a knowledge base for career mobility and graduate study. The program is designed to be an online degree-completion program for licensed registered nurses (RNs). Only RNs with unencumbered license to practice nursing will be admitted to the program. The program will enable RNs with diplomas and/or associates degrees to continue their education to the bachelor's degree without having to interrupt their education and/or employment. Nursing courses will be taught online to give nurses the flexibility to fit their academic work into their professional and personal calendars. The program will offer a broad-based general education experience. Emphasis will be placed on self-directed learning, professional and personal growth, expanded knowledge of care of the individual, family and communities.

This nursing education program is a candidate for accreditation by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326. Phone **404.975.5000**, FAX **404.975.5020**, Website www.acenursing.org.

PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of the Bachelor of Science in Nursing program, the graduate is prepared to:

1. Incorporate the knowledge and skills learned to help patients, families, and communities continually progress toward fulfillment of human capacities.
2. Make judgments in practice, substantiated with evidence, which synthesizes nursing science and knowledge from other disciplines in the provision of safe, quality care and the promotion of the health of clients and the community.
3. Express one's identity as a nurse through actions that reflect integrity, a commitment to evidence-based practice, caring, advocacy, and safe quality care for diverse clients and their communities, and willingness to provide leadership in improving care.
4. Act as a scholar who contributes to the development of the science of nursing practice by identifying questions in need of study, analyzing published research, and using available evidence as a foundation to propose creative, innovative, or evidence-based solutions to clinical practice problems.*

*(National League for Nursing (2010). *Outcomes and competencies for graduates of practical/vocational, diploma, associate degree, baccalaureate,*

master's, practice doctorate, and research doctorate programs in nursing. New York: National League of Nursing. pp. 33-36, 39).

APPLICATION TO PROGRAM

The Nursing and Health Sciences programs have limited enrollment and a selective review process. Applicants requesting admission to the RN-BSN program must first meet the requirements for general admission to the college, complete eligibility requirements to take college Math and English, and be admitted to the college. In addition to meeting all general admission criteria for the college, applicants must complete a separate Nursing and Health Sciences application and provide an official copy of any prior college transcripts demonstrating completion of an associate degree nursing program or diploma from an accredited school/college.

Applications will be accepted year round. Application forms are available in the Nursing and Health Sciences Division office and online at www.wvup.edu/healthsciences

For an application to be complete, each applicant must:

- Submit a completed application to the college (new and returning students)
- Submit a completed Nursing and Health Sciences application
- Submit transcripts of any college work from another college

It is important to note that completion of the application process does not imply that the applicant will be admitted to the nursing program.

Acceptance and placement in the program are dependent upon the individual's academic record and upon the number of spaces available.

ADMISSION REQUIREMENTS FOR THE BACHELOR OF SCIENCE IN NURSING

To be considered for admission to the program, applicants must submit a completed application and:

1. Have an associate degree or diploma in nursing from an accredited school.
2. Possess an active unencumbered license to practice as a Registered Nurse in the United States.
3. Have a valid RN license in the state in which you will be completing assignments.
4. NOT been excluded from another nursing program for any reason, including (but not limited to) academic dishonesty, disruptive behavior, or course failure (If student attended another nursing program they must submit a letter from the school's Director or Dean of Nursing indicating their eligibility to return).

5. Have a minimum cumulative grade point average of 2.5 based on a 4.0 scale on all college/university courses completed prior to admission.

Students who are currently enrolled in the Associate Degree Nursing (ADN) program and who plan to continue their education through the RN-BSN track may transition into the Bachelors of Science in Nursing (BSN) program, in the second year of their Associate Degree classes. Students are eligible to enroll in NURS 320, Health Assessment and Promotion across the Lifespan, with the consent of the Program Director. ADN students are still held responsible to meet all of the requirements to graduate with the Associate of Applied Science Degree Nursing at the end of their second year of nursing. To continue in the Bachelors of Science Nursing program, students must successfully complete the NCLEX and have an unencumbered license to practice nursing. Upon graduation from the ADN program, students who wish to pursue the RN-BSN must change their major in the Record's Office and see their academic advisor for current information regarding program requirements.

Admission Limitations

In the event of space limitations, qualified applicants will be ranked according to cumulative GPA and number of general education courses completed. The highest ranked students who meet the admission requirements by March 15th for fall admission or September 15th for spring admission are admitted first; other qualified applicants will be placed on a waiting list. The first day of class, the waiting list is deleted. Because of the competition for space, it is possible qualified applicants may not be selected for admission.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF SCIENCE DEGREE IN NURSING

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (3)	The Arts & Creativity (6)
General Education Courses Total General Education Hours: 32	ENGL 101 (3) and ENGL 102 (3)	BIOL 107 (4) and BIOL 108 (4)	MATH 211 (3)	PSYC 101 (3) and SOC 101 (3)	HIST 101, 102, 152, or 153 (3)	ART 101, MUSI 170, or THEA 101 (3) ENGL 131, 132, 221, 222, 241, 242, 261, 262, or 285 (3)
Program-Related & Other Course Hours Credits: 88 hours Total Program Hours: 120	Additional Support Courses: <ul style="list-style-type: none"> • MATH 102 (4) • COMM 111 or COMM 112 (3) • PHIL 150 (3) • Free Elective of choice (3) • PSYC or SOC elective (3) • One Science and Technology Science Elective Fulfilled by BIOL 200 (3) Nursing Core Courses <ul style="list-style-type: none"> • 40 hours of nursing credit awarded for an RN license. • 29 hours of additional nursing credits required for the RN-BSN. 					
Other Pertinent Information	BIOL 107 and/or BIOL 108 will not transfer to WVU as General Education. Students are advised that if they choose to opt out of the nursing programs or transfer to WVU, they may be required to take another Lab Science course or be allowed a course substitution in order to fulfill their General Education lab science requirement. (August 2016)					

BACHELORS OF SCIENCE NURSING PROGRAM OF STUDY

Suggested Course Sequence

RN Licensure	40	Verified by: _____ Cum GPA _____						
Courses Required Prior to Admission								
CRSE	HRS	TERM	GRD					
BIOL 107	4							
BIOL 108	4							
ENGL 101	3							
ENGL 102	3							
MATH 102	4							
MATH 211	3							
PSYC 101	3							
SOC 101	3							
Hours	27							
1st Semester	HRS	TERM			3rd Semester	HRS	TERM	
NURS 311	4				NURS 440	3		
NURS 320	3				NURS 431	3		
PHIL 150	3				ART 101 or MUSI 170 or THEA 101	3		
PSYC or SOC Elective	3							
Free Elective	3				ENGL 131, 132, 221, 222, 241, 242, or 261, 262 or 285	3		
Hours	16				Hours	12		
2nd Semester	HRS	TERM			4th Semester	HRS	TERM	
NURS 324	3				NURS 450	3		
NURS 330	3				NURS 451	3		
COMM 111 or COMM 112	3				NURS 452*	4		
HIST Elective HIST 101, 102, 152, or 153	3				Science Elective	3		
Hours	12				Hours	13		
TOTAL HOURS: 120 (August 2016)								

Please Note: it is the student's responsibility to enroll in the appropriate courses as per their advisor and degree curriculum.

*All general education courses must be completed prior to or concurrently with NURS 452

GRADUTION REQUIREMENTS

- Complete a minimum of 120 credit hour equivalents with 60 credit hours as outlined in the Program of Study.
- Complete a minimum of 32 credit hours at WVU Parkersburg, 29 of which must be RN-BSN upper division courses.
- Maintain an overall cumulative GPA of 2.5.
- Complete all courses in the program of study with a minimum grade of "C".
- Completion of all course work within five years after enrollment in the first nursing course of the RN-BSN program.
- Complete and file the graduation application, in OLSIS, within the stated deadlines.

SCIENCE, TECHNOLOGY, ENGINEERING AND MATH (STEM)

The Science, Technology, Engineering, and Mathematics (STEM) Division at West Virginia University at Parkersburg is committed to supporting the college's mission in providing "accessible, life-changing educational opportunities in a safe and supportive environment." The STEM Division offers a wide variety of courses and programs. Our Science and Math courses support other programs at the institution, but can lead to bachelor's level degrees at other institutions through multiple transfer and articulation options using the Associate of Science degree. Some of our students have continued into medical fields (physician, physician assistant, pharmacy, etc.) or into 4-year science or engineering programs (Biology, Chemistry, Physics, etc.). Our Technology programs are designed to prepare students for careers in fields that are in-demand in our region. Whether you are already employed and seeking a promotion by obtaining an advanced degree or if you are looking to obtain a new skill, we offer a broad array of options from Welding to Computer Information Technology. Information about all of the degrees offered through the STEM Division can be found below and on the college's website at www.wvup.edu/stem

Degrees available include:

Certificate of Applied Science (CAS) Chemical & Polymer Operator Technology
 Certificate of Applied Science (CAS) Industrial Electrical & Instrumentation Technician
 Certificate of Applied Science (CAS) Industrial Maintenance
 Associate of Applied Science (AAS) Multi-Craft Technology
 Certificate of Applied Science (CAS) Welding
 Associate of Applied Science (AAS) Welding
 Associate of Applied Science (AAS) Drafting
 Associate of Applied Science (AAS) Engineering Technology
 Associate of Applied Science (AAS) Computer Information Technology
 Associate of Applied Science (AAS) Computer Science
 Bachelors of Applied Technology (BAT) Software Engineering
 Bachelors of Applied Technology (BAT) Computer Networking and Security
 Associate of Science (AS) General Studies: Science and Pre-Professional

CHEMICAL AND POLYMER OPERATOR TECHNOLOGY

Certificate of Applied Science (CAS)

The Chemical & Polymer Operator Technology program is a 32-hour Certificate of Applied Science. The hands-on program prepares individuals to enter the process operator/technician field. The curriculum is the same as utilized by 56 colleges affiliated with the Center for the Advancement of Process Technology (a National Science Foundation Center of Excellence) of which WVU Parkersburg is a member. The program is recognized throughout the United States and a number of foreign countries.

Program Outcomes:

Introduction to the job requirements/duties of a process technician including the physics, chemistry, equipment, safety, health and the environment for process industries. Students will have an:

1. Understanding of OSHA General Industry requirements.
2. Understanding of Total Quality Management concepts including customer service, variance, process capability, continuous improvement, corrective/preventive action, SPC basics, data collection, and control charts.
3. Understanding of the process instrumentation that a process technician/operator utilizes in performing job functions.
4. Ability to use the various types of equipment in the process environment and the interaction of the process operator/technician with it.
5. Knowledge of equipment roles and control methods for each process system.
6. Ability to demonstrate safety and the role played by operator in maintaining the system safely.

CHEMICAL AND POLYMER OPERATOR TECHNOLOGY PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
ATPT 130*	2			ATPT 150	1	
ATPT 131*	3					
ATPT 140*	4					
ATPT 141	3					
Math 111	3					
	15				1	
3rd Semester				4th Semester		
ATPT 242*	3			ATPT 250	1	
ATPT 244*	4					
ATPT 260	1					
ATPT 132	3					
ENGL 107	4					
	15				1	
(August 2016)						

*Courses developed by CAPT (Center for the Advancement of Process Technology)

Course descriptions for ATPT courses are listed under the heading Process Technology.

Requirements for Certificate: 32 hours.

On the job training is an integral component to this cooperative program. On the job training for students is arranged with employers in the Chemical and Polymer industry. Students will complete alternating semesters of classroom work and on the job training work. The on the job training placements are arranged and supervised by WVU-P faculty and staff and credit hours are earned during the on the job training semesters.

INDUSTRIAL ELECTRICAL & INSTRUMENTATION TECHNICIAN CERTIFICATE

Certificate of Applied Science (CAS)

The E&I Certificate provides basic skill sets for working as an electrician or instrumentation technician in an industrial setting.

Program Outcomes:

- Basic understanding of safety.
- Use of hand tools, power tool, and test instruments
- Basic understanding of electrical theory and NEC
- Basic understanding of flow, pressure, and temperature
- Basic understanding of electronic components
- Understanding of motors, transformers and distribution
- Understanding of transducers, actuators, and controllers
- Ability to calibrate and configure process loops
- Use of PLCs, data networks, and DCSs
- Level 4 E & I NCCER Certification Project Completion
- Ability to write concise and accurate reports
- Ability to solve algebraic equations
- Understanding of fractions, decimals, and percentages
- Understanding of area and volume

INDUSTRIAL ELECTRICAL & INSTRUMENTATION TECHNICIAN CERTIFICATE PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
MTEC 102	2			ELEC 202	3	
MTEC 103	3			ELEC 203	3	
ELEC 102	3			ELEC 204	3	
ELEC 103	3			ENGL 107	3	
ELEC 104	3			Math 107	3	
				ELEC 260	1	
	14				16	
(August 2016)						

- Basic understanding of safety, hand and power tools
- Ability to read construction and blueprint drawings
- Ability to safely handle materials
- Understanding of fasteners, rigging and lubrication
- Ability to repair gaskets, seals, pumps and valves
- Ability to test pneumatic and hydrostatic system
- Ability to install bearings, couplings, chains and belts
- Ability to set baseplates and align equipment
- Ability to perform preventative/predictive maintenance
- Ability to work with compressors and pneumatic systems
- Ability to use laser alignment equipment
- Advanced hydraulic system understanding
- Advanced hydraulic system troubleshooting and repair

INDUSTRIAL MAINTENANCE CERTIFICATE PROGRAM OF STUDY Suggested Course Sequence								
CRSE	HRS	TERM	GRD		CRSE	HRS	TERM	GRD
1st Semester					2nd Semester			
MTEC 102	2				IM 201	3		
MTEC 103	3				IM 202	3		
IM 101	3				IM 203	3		
IM 102	3				ENGL 107	3		
IM 103	3				IM 260	1		
	14					13		
(August 2016)								

MULTI-CRAFT TECHNOLOGY

Associate in Applied (AAS) Science

The Multi-Craft Technology program prepares graduates for positions as technicians that install, service, repair, and maintain equipment in today's modern industrial, commercial and/or manufacturing facilities. Students learn many aspects of maintenance activity that are required to be successful in several business sectors. Courses include preventive maintenance, system design, and troubleshooting concepts that integrate practical application and knowledge of electrical, electronic, hydraulic, and mechanical systems. Students learn technical skills in reading schematics, pneumatics/hydraulics, welding, fabrication, electricity, safety, and maintenance procedures. Educational experiences include extensive hands-on instruction in a laboratory/shop setting. This blend of theory and application helps the student to adapt to changing technology and work environments.

Graduates obtain employment in positions such as industrial maintenance technician, facility maintenance technician, electrician, maintenance supervisor, maintenance planner, or maintenance inspector. This multi-faceted program facilitates those interested in multi-craft positions; the trained technician realizes when a more highly qualified professional is required to resolve the maintenance situation.

Program Outcomes

Students will be able to:

1. Understand and uses terminology, measuring systems, hand tools, mechanical instruments, lathes, mills and measuring tools.
2. Apply pattern making, layout, and assembly of parts from sheet metal.
3. Read and work to close tolerance from machine prints and drawings commonly used in the machine trades.
4. Program and run CNC lathes and milling machines; both G Code and conversational language is used.
5. Understand properties of ferrous and nonferrous metals, physical metallurgy of ferrous metals, producing iron and steel, surface treatment, alloys of special steel and classification of steels.
6. Acquire bevel plate certification in all positions with the gas tungsten arc welding (GTAW) process according to the AWS Code.
7. Write reports, requisitions, and operational instruction.

**AAS MULTI-CRAFT TECHNOLOGY
PROGRAM OF STUDY
Suggested Course Sequence**

[illegible]

WELDING TECHNOLOGY CERTIFICATE

Certificate of Applied Science (CAS)

The Welding Certificate of Applied Science provides instruction in all the popular welding processes. Upon mastery of these processes, students are assessed using the AWS Sense Level 1 examination. This certification usually will allow the student the opportunity to test for a potential employer in whatever code is required. Students studying on a full-time basis may normally expect to complete the certificate in one academic year. All credit earned may be applied to the AAS Degree in Welding Technology should the student subsequently choose to pursue the degree.

Program Outcomes *will be able to*

- Have a basic understanding of safety, hand and power tools
- Apply principles of oxyacetylene welding, cutting, and brazing.
- Understand basic knowledge and skill with GMAW, SMAW, GTAW, and FCAW processes.
- Perform hands-on basic SMAW welding utilizing E6010 and E7018 electrodes on pad of beads, lap joints, tee joints, and butt joints in all positions.
- Perform hands-on basic GMAW welding on pad of beads, lap joints, tee joints, and butt joints in all positions.
- Perform hands-on basic GTAW welding on pad of beads, lap joints, tee joints, and butt joints in all positions.
- Perform hands-on basic FCAW welding on pad of beads, lap joints, tee joints, and butt joints in all positions.
- Demonstrate blueprint reading.
- Understand basic properties and classification of metals.

WELDING TECHNOLOGY CERTIFICATE PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
WELD 171	2			WELD 134	3	
WELD 111	3			WELD 281	3	
WELD 160	3			WELD 261	3	
WELD 121	3			Math 107	3	
WELD 131	3			MTEC 102	2	
WELD 133	3					
	17				14	
(August 2016)						

To complete the certificate, students must complete the required courses with a minimum cumulative grade-point average of 2.0:

WELDING TECHNOLOGY

Associate in Applied (AAS) Science

Occupational opportunities for skilled certified welders are virtually limitless. Welding skills are required in pipelines which carry steam, petroleum, or natural gas; in construction and maintenance of chemical plants; and in structural work involving steel, alloys, aluminum, or other metals.

Testing Center. WVU Parkersburg is an approved testing center for the administration of licensing tests for the State of West Virginia and meets standards for the American Society for Testing Materials, American Welding Society (AWS), American Society for Mechanical Engineers Testing, the American Petroleum Institute, and American Society for Non Destructive Testing.

Program Outcomes:

- All Basic SMAW, GMAW, FCAW, and GTAW skills obtained in the Welding Technology Degree Certificate
- Bevel plate certification in all positions with the SMAW according to the AWS Code
- Bevel plate certification in all positions with the GMAW according to the AWS Code
- Bevel plate certification in all positions with the GTAW according to the AWS Code
- Bevel plate certification in all positions with the FCAW according to the AWS Code
- Pipe certification utilizing GTAW according to the ASME Code.
- Pipe certification utilizing GMAW according to the ASME Code.
- Pipe certification utilizing FCAW according to the ASME Code.
- Pipe certification utilizing SMAW according to the ASME Code.
- AWS Certification Exams

For full admission to program, students must be eligible to enroll in MATH 107 and ENGL 107.

**AAS WELDING TECHNOLOGY
PROGRAM OF STUDY
Suggested Course Sequence**

CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
MTEC 102	2			WELD 131	3	
WELD 171	2			WELD 133	3	
WELD 281	3			WELD 134	3	
WELD 111	3			WELD 261	3	
WELD 160	3			MATH 107	3	
WELD 121	3					
	16				15	
3rd Semester				4th Semester		
WELD 291	3			WELD 279	3	
WELD 132	3			WELD 136	3	
WELD 221	3			WELD 135	3	
CS 101 or CS 100	3			WELD 260	3	
ENGL 107	3			PHIL 231	2	
	15				14	
(August 2016)						

Graduation Requirements:

- Complete outlined curriculum for the AAS degree in Welding Technology.
- Maintain a minimum 2.0 cumulative grade-point average for all work undertaken
- Complete at least 16 hours credit at WVU Parkersburg
- Complete and file the graduation application, in OLSIS, within the stated deadlines.
- Successfully pass identified AWS certification examinations.

DRAFTING

Associate in Applied (AAS) Science

The Associate of Applied Science Degree in Drafting program offers a high quality and diversified curriculum that prepares students for work in the fields of engineering, simulation software design, architecture and graphic design. Topics include 3D Modeling, Simulation, Parametric Modeling and Architectural Drafting focus on the use of AutoCAD, 3DSMax, Inventor, Microstation and similar software in addition to foundational courses focusing on visual design, drafting and sketch rendering concepts.

Program Outcomes

Students will have the:

- Ability to produce graphic designs and drawings developed by use of computer. Drawings include orthographic, pictorial, electrical, auxiliary, isometric, mechanical and architectural.
- Produces graphic representation and solution of space problems; points, lines, planes, parallelism, perpendicularity, vectors, developments, intersections, and warped surfaces.
- Ability to use 3DSMax to create 3D models in an environment that is used in multiple fields of study such as Design, Engineering and Animation.
- Ability to use Microstation to create 3D models in an environment that is used in multiple fields of study such as Design, Engineering and Animation.
- Ability to use Inventor to create 3D models in an environment that is used in multiple fields of study such as Design, Engineering and Animation.
- Ability to animate objects and characters in 2D and 3D.
- Ability to create animated architectural and mechanical drawings in 3D.

**AAS DRAFTING
PROGRAM OF STUDY
Suggested Course of Study**

[illegible]

ENGINEERING TECHNOLOGY

Associate of Applied Science (AAS)

The Associate of Applied Science Degree in Engineering Technology provides a sound framework in basic engineering courses and experience needed for employment in a wide variety of fields. Graduates are prepared to solve problems and make calculations in their specialty fields. Fundamentals are stressed with the expectation that graduates can offer basic entry skills to the majority of industrial and technical employers. Technicians qualified in these areas will be hired to commission, maintain and troubleshoot various types of control and communication systems. Due to the highly technical nature of the skills required in these careers, this is a very rigorous program which requires students to excel in courses such as computer networking, computer programming, fluid, mechanical and electrical power systems and electronics. In addition, an in-depth understanding of particular processes is required.

Program Outcomes

Students will:

- Demonstrate good safety practices.
- Possess basic understanding of electrical theory.
- Understand and apply PLC programming, open and closed loop control, transducers, actuators, controllers, motor controls and robotics.
- Understand and apply good software development practices.
- Be able to write, document, test and deploy complex industrial software in a variety of industrial settings.

AAS ENGINEERING TECHNOLOGY PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
ENGR 124	3			ENGR 230	3	
CS 121	4			CS 122	4	
DRAF 114	3			Math 128	3	
ELEC 101	2			ENGR 120	3	
ELEC 101L	1			ENGR 240	3	
Math 126	3					
	16				16	
3rd Semester				4th Semester		
PSCI 111	4			ENGR 220	3	
PSCI 111L	0			CIT 105	5	
ENGR 234 or ENGR 241	3			ENGR 228 or ENGR 250	3	
ENGL 101	3			ENGR 280	4	
COMM 111	3					
HDP Elective	3					
	16				15	
(August 2016)						

Graduation Requirements:

1. Complete the degree.
2. Maintain a minimum 2.0 cumulative grade point average.
3. Complete at least 16 credit hours at WVU Parkersburg.
4. Complete application for graduation and file application in OLSIS prior to stated deadline.
5. "C" or better must be earned in all courses.

COMPUTER AND INFORMATION TECHNOLOGY

Associate of Applied Science (AAS)

The Computer and Information Technology Associate of Applied Science Degree gives students a foundation in computer hardware and operating systems, and provides academic as well as hands-on coursework in network administration through Cisco Networking Academy courses, and systems administration through Microsoft Windows and Linux courses.

This program will provide students clear transition to employment in the fields of networking and systems administration and/or into the Bachelor of Applied Technology Degree in Computer Networking and Security major.

Program Outcomes:

Students will be able to:

- Identify and describe layers of the OSI and TCP/IP models, and use them effectively in troubleshooting.
- Describe and apply LAN and WAN technologies in wired and wireless environments.
- Demonstrate ability to apply workstation and server installation, configuration, management and troubleshooting techniques.
- Demonstrate ability to install, configure, manage, and maintain routing and switching technologies.
- Describe and discuss different operating systems and their relationship with hardware, their functions, advantages and disadvantages, and their respective tools and software packages.
- Explain Information Systems and choose appropriate systems based on requirements.
- Describe basic information security and computer ethics.

AAS COMPUTER AND INFORMATION TECHNOLOGY PROGRAM OF STUDY Suggested Course Sequence						
CRSE	HRS	TERM		CRSE	HRS	TERM
1st Semester				2nd Semester		
CIT 101	5			Composition & Rhetoric ENGL 101	3	
CIT 105	5			CIT 114	3	
Math & Quantitative Skills (MATH126 or higher)	3			CIT 106	4	
CIT 130	3			Science & Technology CS 101	4	
	16				14	
3rd Semester				4th Semester		
CS 121	4			SEC 101	3	
CIT 205	4			CIT 206	4	
CIT 240	3			CIT 211	3	
Society, Diversity & Connections Elective	3			CIT 260	3	
				Human Inquiry & the Past COMM 111	3	
	14				16	
(August 2016)						

COMPUTER SCIENCE

Associate of Applied Science (AAS)

The Associate of Applied Science Degree in Computer Science gives students a foundation in computer programming and software development, and provides academic as well as hands-on coursework in programming, web design, database design and SQL, systems administration, and network theory. This program will provide students clear transition to employment in the fields of software development and/or into the Bachelor of Applied Technology in Software Engineering.

Program Outcomes

Students will have a/an:

- Ability to understand and use elements of good programming style and best practices, measured through various class assignments and end of class projects.
- Understanding of programming paradigms, such as imperative, functional, and object oriented design.
- Ability to understand and use variables with different data types and control structures, measured through various class assignments and end of class projects.
- Ability to perform top-down design, use modular programming, string processing, elementary data structures, basic disk I/O, and recursion
- Possess understanding of problem-solving methods and development of algorithms for data manipulation, searching and sorting, measured by solutions students create to in class assignments and end of class comprehensive projects, as well as their capstone project.
- Ability to use data structures and algorithms to represent data relationships and solve complex problems, measured by solutions students create to in class assignments and end of class comprehensive projects, as well as their capstone project
- Ability to design, configure, troubleshoot, and manage database tables, normalize data, and store and retrieve object attributes in a database, measured by solutions students create to in class assignments and end of class comprehensive projects, as well as their capstone project.

BACHELOR OF APPLIED TECHNOLOGY (BAT)

The Bachelor of Applied Technology program gives students the opportunity to continue their education after completing their associate's degree. The majors in the BAT program are designed for students who complete an Associate of Applied Science in Computer Information Technology or Computer Science degree, and want to learn advanced skills in either Computer Networking and Security, or Software Engineering. The degree provides both academic as well as hands-on coursework in both majors. This program will provide students clear transition to employment with advanced skills.

Program Outcomes:

Students who complete this program will have knowledge, skills, and abilities in the following areas:

- Ability to understand, plan, and execute good project management.
- Ability to recognize and apply industry recognized code of ethics to various situations.
- Ability to understand and apply information security concepts and best practices.

Admission Requirements. To qualify for admission into the Bachelor of Applied Technology degree program, students must:

- Meet all of the General Admission or Transfer Admissions requirements to West Virginia University at Parkersburg.
- Demonstrate satisfactory results on approved college placement tests.
- Complete an associate-level degree in the following:
 - For a major in Computer Network and Security – Information Security-Complete the Associate of Applied Science in Computer and Information Technology (or equivalent degree).
 - For a major in Software Engineering Major-Complete the Associate of Science in Computer Science (or an equivalent degree).
 - Meet with Program Coordinator Occupational Development or Technical Studies; or an equivalent degree.
- Maintain a minimum 2.0 grade point average on a 4.0 scale for all courses transferred to or taken at West Virginia University at Parkersburg.

Program Outcomes:

Students who complete this program will have knowledge, skills, and abilities in the following areas:

- Ability to understand, plan, and implement good systems analysis and software engineering.
- Ability to understand, plan, implement, and troubleshoot mobile applications and related technologies

- Ability to understand, plan, implement, and troubleshoot advanced web design and web services technologies.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR BACHELOR OF APPLIED TECHNOLOGY (BAT) IN SOFTWARE ENGINEERING

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (6)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One course from Science and Technology General Education list (4)	One course from Math and Quantitative Skills General Education list, Math 126 or higher (3)	Two courses from Society, Diversity, and Connections General Education list (6)	COMM 111 (3) and one course from Human Inquiry and the Past General Education list (3)	One course from Arts and Creativity General Education list (3)
Total General Education Hours: 32						August 2016

Program Outcomes:

Students who complete this program will have knowledge, skills, and abilities in the following areas:

- Software Engineering Major
 - Ability to understand, plan, and implement good Systems Analysis and Software Engineering
 - Ability to understand, plan, implement, and troubleshoot Mobile Applications and related technologies
 - Ability to understand, plan, implement, and troubleshoot Advanced Web Design and Web Services technologies

Admission Requirements. To qualify for admission into the Bachelor of Applied Technology degree program, students must:

- Meet all of the General Admission or Transfer Admissions requirements to West Virginia University at Parkersburg.
- Satisfactorily complete all developmental courses, or demonstrate satisfactory results on approved college placement tests.
- Complete an associate-level degree in the following:
 - For a major in Computer Network and Security-Complete the Associate of Applied Science in Computer and Information Technology (or equivalent degree).
 - For a major in Software Engineering Major-Complete the Associate of Science in Computer Science (or an equivalent degree).
 - Meet with the Program Coordinator
- Maintain a minimum 2.0 grade point average on a 4.0 scale for all courses transferred to or taken at WVU Parkersburg.

**BACHELOR OF TECHNOLOGY IN SOFTWARE ENGINEERING
PROGRAM OF STUDY
Suggest Course Sequence**

COURSE	HRS	GRADE		COURSE	HRS	GRADE
Semester 1				Semester 2		
CS 101	4			ENGL 101	3	
CS 121	4			CS 122	4	
1 course from Math & Quantitative Skills General Education list (MATH 126 or higher)	3			CIT 130	3	
Free Elective	2			CIT 114	3	
				SEC 101	3	
Total hours	13			Total hours	16	
Semester 3				Semester 4		
CS 221	4			1 course from Society, Diversity & Connections General Education list	3	
CS 301	3			CS 220	3	
CIT 105	5			CIT 240	3	
CS 129	3			COMM 111	3	
				CS 260	3	
Total hours	15			Total hours	15	
Semester 5				Semester 6		
CS 302	3			CS 309	3	
CS 320	3			CS 321	3	
SEC 300	3			CS 329	3	
MATH 318	3			1 course from Society, Diversity & Connections General Education list	3	
ENGL 102	3			Upper level Technical Elective	3	
Total	15			Total	15	
Semester 7				Semester 8		
CS 420	3			PHIL 231 OR PHIL 151 OR PHIL 347	3	
CS 403	3			1 course from Science & Technology General Education List	4	
CS 404	3			1 course from Human Inquiry & the Past General Education list	3	
STEM 420	3			Upper level Technical Elective	3	
1 course from Arts & Creativity General Education List	3			CS 460	3	
Total	15			Total	16	
TOTAL HOURS: 121						

**WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR
BACHELOR OF APPLIED TECHNOLOGY (BAT) IN
COMPUTER NETWORKING AND SECURITY**

	Composition & Rhetoric (6)	Science & Technology (8)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (6)	Human Inquiry & the Past (6)	The Arts & Creativity (3)
General Education Courses Total General Education Hours: 32	ENGL 101 (3) and ENGL 102 (3)	CS 101 (4) and One course from Science and Technology General Education list (4)	Math 126 or higher (3)	Two courses from Society and Diversity General Education list (6)	COMM 111 (3) and One course from Human Inquiry and the Past General Education list (3)	One course from Arts and Creativity General Education list (3) (August 2016)

**BACHELOR OF APPLIED TECHNOLOGY
COMPUTER NETWORKING AND SECURITY**

Program Outcomes:

Students who complete this program will have knowledge, skills, and abilities in the following areas:

- All B.A.T. Majors
 - Ability to understand, plan, and execute good Project Management
 - Ability to recognize and apply industry recognized code of ethics to various situations
 - Ability to understand and apply Information Security concepts and best practices
- Computer Networking and Security Major
 - Ability to plan, implement, and troubleshoot Advanced Routing and Switching technologies
 - Ability to plan, implement, and troubleshoot Advanced Systems Administration technologies
 - Ability to plan, implement, and troubleshoot Advanced Security Systems

**BACHELOR OF APPLIED TECHNOLOGY
COMPUTER NETWORKING AND SECURITY PROGRAM OF STUDY
Suggested Course Sequence**

COURSE	HRS	GRADE	COURSE	HRS	GRADE
Semester 1			Semester 2		
CIT 101	5		ENGL 101	3	
CIT 105	5		CIT 114	3	
1 course from Math & Quantitative Skills General Education list (MATH126 or higher)	3		CIT 106	4	
CIT 130	3		CS 101	4	
Total hours	16		Total hours	14	
3rd Semester			4th Semester		
CS 121	4		SEC 101	3	
CIT 205	4		CIT 206	4	
CIT 240	3		CIT 211	3	
1 course from Society, Diversity & Connections General Education list	3		CIT 260	3	
			COMM 111	3	
Total hours	14		Total hours	16	
Semester 5	HRS	GRADE	Semester 6	HRS	GRADE
SEC 300	3		CIT 405	5	
CIT 305	5		CIT 330	3	
MATH 318	3		SEC 351	3	
ENGL 102	3		1 course from Society, Diversity & Connections General Education list	3	
			Upper Level Technical Elective	3	
Total hours	14		Total hours	17	
Semester 7	HRS	GRADE	Semester 8	HRS	GRADE
CIT 406 (5) or SEC 350 (4)	4 or 5		Upper Level Technical Elective	3	
SEC 430	3		1 course from Science & Technology General Education list	4	
STEM 420	3		1 course from Human Inquiry & the Past General Education list	3	
1 course from Arts & Creativity General Education list	3		PHIL 230 or PHIL 151 or PHIL 347	3	
1 hour free elective if not taking CIT 406	1		CIT 460	3	
Total hours	14		Total hours	16	
			Total Program Hours	121	

(August 2016)

Please Note: General Education Courses are listed in bold print. For a complete list refer to Section 1, page 7.

WVU PARKERSBURG GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE OF SCIENCE DEGREE

	Composition & Rhetoric (6)	Science & Technology (4)	Math & Quantitative Skills (3)	Society, Diversity, & Connections (3)	Human Inquiry & the Past (6)	The Arts & Creativity (3)
General Education Courses	ENGL 101 (3) and ENGL 102 (3)	One course from Science and Technology General Education list (4)	MATH 126 or higher (3)	One course from Society, Diversity, & Connections General Education list (3)	COMM 111 (3) and One course from Human Inquiry & the Past list (3)	One course from Arts and Creativity General Education list (3)
Total General Education Hours: 25						
Program-Related & Other Courses	<ul style="list-style-type: none"> • 2 Science electives: any two lab sciences (do not need to be sequential) (8) • 2 Science electives: any two sequential lab sciences (8) • 19 Free Elective hours: Students should work closely with their advisors to determine which free electives would be appropriate for their Area of Emphasis. <p>Area of Emphasis: The Associate of Science Degree is designed for both 'in-house' use and transfer to other colleges and universities for students who wish to earn a Bachelor of Arts or Bachelor of Science degree at another institution. Majors which would be appropriate for a student in the AS degree are the following areas of study: Biology, Chemistry, Geology, Physics, Pre-professional (medical school, pharmacy school, engineering, physician assistant, etc.).</p>					
Total Program Hours: 35						

ASSOCIATE OF SCIENCE DEGREE

The Associate of Science Degree is designed for transfer to other colleges and universities by students who seek bachelor's degrees. The Associate of Science Degree is available in Business Administration or General Studies: Science and Pre-Professional.. General Studies: Science and Pre-Professional concentrations are in the following fields: Biology, Chemistry, Geology, Physics, or pre-professional study which may led to study in Dentistry, Medicine, Pharmacy, Physical Therapy, Engineering or Veterinary Science.

Graduation Requirements:

Complete all required foundations courses in English, Reading and Mathematics.

Complete a minimum of 60 semester hours credit in appropriate courses.

Complete the AS general education curricula outlined below.

Complete at least 16 semester hours credit at WVU Parkersburg.

File application to receive a degree within stated deadline dates at Registrar's Office.

Maintain a minimum 2.0 cumulative grade point average.

Associate of Science*
Program of Study
Suggested Sequence of Courses

*Please note that the Associate of Science is a degree with a great deal of flexibility, and the order of courses can be reasonably altered to meet scheduling needs.

COURSE	HRS	GRADE			HRS	GRADE
Semester 1				Semester 2		
ENGL 101	3			ENGL 102	3	
MATH 126 or higher	3			1 lab science from Science & Technology General Education list (does not need to be sequential)	3	
One course from Human Inquiry & the Past General Education list	3			COMM 111:	3	
1 lab science from Science & Technology General Education list (does not need to be sequential)	3			Free Elective (s) Total 19 hours required for degree	3	
Free Elective (s) Total 19 hours required for degree	1-4			Free Elective (s) Total 19 hours required for degree	1-4	
Total	13-17			Total	13-16	
Semester 3				Semester 4		
One course from Arts & Creativity General Education list	3			One lab science course from Science & Technology General Education list	4	
1 lab science from Science & Technology General Education list (must be sequential)	4			1 lab science from Science & Technology General Education list (must be sequential)	4	
One course from Society, Diversity, & Connections General Education list	3			Free Elective Total 19 hours required for degree	3	
Free Elective Total 19 hours required for degree	1-4			Free Elective Total 19 hours required for degree	1-4	
Free Elective Total 19 hours required for degree	1-4					
Total	12-18			Total	12-17	
Free Electives 19 hours of electives required						
Name and Number of Course	HRS	GRADE				
Elective 1						
Elective 2						
Elective 3						
Elective 4						
Elective 5						
Elective 6						
Elective 7						
Total Hours Electives						
TOTAL HOURS: 60						
(August 2016)						

