SECTION XIII

Index

Symbols

3-D Modeling and Simulation Design 89
   AAS 89

A

Academic Information 3
   Academic Advising 42
   Academic Appeals 42
   Academic Honors 43
   Academic Standing 44
   Advanced Placement 45
   Attendance 44, 47
   Auditing a Course 47
   Calculating GPA 55
   Catalog Selection 47
   CLEP 50
   College-Level Examination 49
   Community Service. See also Service Learning
   Cooperative Education 48
   Co-Requisite Lab Course Requirements 53
   Course Load 49
   Credit-By-Examination 50
   Course Available 54
   Department Exam 49
   D/F Repeat Rule 59
   Educational Support 53
   STEPS Program; Riverhawks Mentoring Program 54
   Grade-Point Average 55
   Grades and Grading 54
   Graduation Requirements 56
   Honors College 57
   International Education and Travel 58
   Leadership Opportunities 58
   Mid-Term Grades 59
   Repeating Classes 59
   Grade Forgiveness 60
   Riverhawks Mentoring Program 54
   Service Learning 60

STEPS Program 54
Student Success Center 60
Student Welcome Center 42
Tutoring. See also Student Success Center
Withdrawal from Courses 61
WVU Parkersburg Advanced Placement Program Guide 46

Accounting
   Course Descriptions 200

Admissions 11
   Categories 11
   Early 13
   General 11
   International Students 14
   Non-degree Students 14
   Provisional 16
   Readmission 14
   Transfer Students 12
   Transient Students 13

Advanced Leadership and Management 68
   Certificate 68

Allied Health 69, 193
   Certificate 69

Applied Technology
   BAT 139

Art
   Course Descriptions 202

Arts and Sciences 158
   Program Requirements 158

Associate degrees 86

Associate in Applied Science 87
Associate in Arts Degree 121
Associate in Science Degree 123

Astronomy
   Course Descriptions 204

B

Baccalaureate degrees 125
Bachelor of Arts 156
   Multidisciplinary Studies 156
Basic Leadership 65
INDEX

Skills Set Certificate 65

Biology
  Course Descriptions 205

Board of Governors 90
  AAS 90

Business Administration 91
  AAS 91
  BASBA 126
  Curriculum 162

Business & Economics
  BSBA 162

Business & Industry 194

Business Technology 93
  AAS 93
  Course Descriptions 207

C

Caperton Center for Technology 187
  Career Ladders 173

Certified Nursing Assistant 65
  Course Descriptions 210
  Skills Set Certificate 65

Chemical Tech
  Course Descriptions 210

Chemistry
  Course Descriptions 210

Child Development 94
  AAS 94
  BAS 134
  Career Ladder 173
  Course Descriptions 212

Classics
  Course Descriptions 252

College Credit Opportunities for High School Students 185
  Caperton Center for Technology 187
  Early Admission program 185
  EDGE 186

Communication Arts
  Advanced Skills Set Certificate 66

Communication Skills
  Advanced Skills Set Certificate 66

Communication Studies
  Course Descriptions 213

Computer and Information Technology 96
  AAS 96
  Course Descriptions 215

Computer Science 98
  AAS 98
  Course Descriptions 220

Course Descriptions 199
  Transfer Courses 199

Creative Writing
  Advanced Skills Set Certificate 65

Criminal Justice 72
  AAS 99
  BAS 136
  Career Ladder 175
  Certificate 72
  Course Descriptions 225

Culinary Arts 72
  AAS 100
  Certificate 72
  Course Description 229

D

Degree Certificates 68

Dental Assistant 193

Distance Learning 189
  Delivery Modes 189
  Resources 190

Diversified Agriculture
  AAS 102
  Certificate 73
  Course Description 231

Drafting
  Course Description 232

E

Economics
  Course Description 235

EDGE 186

Education 146
  BA 146
  Course Descriptions 236

Electricity and Instrumentation
  Certificate 74

Electricity & Instrumentation 74

Electricity & Instrumentation and Multi-Craft Technology 178
  Career Ladder 178

Electronic Health Record Management 194
Electronics
Course Description 239

Emergency Response
Certificate 75
Course Descriptions 243

Energy Assessment and Management Technology
Course Descriptions 243

Engineering
Course Descriptions 245

Engineering Technology 103
AAS 103

English
Course Descriptions 245

Entrepreneurial Studies
Advanced Skills Set Certificate 66

Entrepreneurship
Course Descriptions 250

Environmental Technology
Course Descriptions 250

F

Facility Rental 196

Finance and Banking
Course Descriptions 251

Firefighting
Course Descriptions 252

Foreign Languages
Course Descriptions 252

French
Course Descriptions 252

G

General Business
Course Descriptions 254

Geography
Course Descriptions 257

Geology
Course Descriptions 257

German
Course Descriptions 253

Grades and Grading 54

Graduation Requirements 56

Graphic Design
Advanced Skills Set Certificate 66

H

Health Insurance Customer Service
Advanced Skills Set Certificate 67

Health, Physical Education and Recreation
Course Descriptions 258

Heating, Ventilation, Air Conditioning/Refrigeration
Course Descriptions 260

Heating, Ventilation, Air Conditioning & Refrigeration 76
Certificate 76

High School Students 185

History
Course Descriptions 261

Home Inspection Certification 194

I

Industrial Maintenance 77
Certificate 77
Course Descriptions 263

Industrial Technology
Course Descriptions 264

IV Therapy 194

J

Japanese
Course Descriptions 253

Journalism
AAS 105
Course Descriptions 267

K

Kappa Delta Pi 155

L

Language Arts
Course Descriptions 270

Leadership
Advanced Skills Set Certificate 67

Legal Studies 77
AAS 106
BAS 138
Career Ladder 180
Certificate 77
Course Descriptions 270

M

Machining Technology
Course Descriptions 272

Mainframe Computer Technology
Course Descriptions 272

Management
Course Descriptions 273

Marketing
Course Descriptions 274

Mathematics
Course Descriptions 276

Mechanical Technology
Course Descriptions 279

Medical Office Assistant 194
Advanced Skills Set Certificate 67

MS Office
Advanced Skills Set Certificate 67

Multi-Craft Technology 108
AAS 108
Course Descriptions 279

Multidisciplinary Studies
Course Descriptions 280

Music
Course Descriptions 280

N

Nursing
AAS 109
BSN 166
Career Ladder 181
Course Descriptions 283

O

Occupational Development 113
AAS 113

Organizations 155
Kappa Delta Pi 155

P

Paramedic Science
Course Descriptions 286

Paraprofessional Studies 78
Certificate 78

Pharmacy Technician 79
Certificate 79
Course Descriptions 287

Philosophy
Course Descriptions 288

Phlebotomy 194
Course Descriptions 288

Physical Science
Course Descriptions 289

Physics
Course Descriptions 289

Political Science
Course Descriptions 290

Process Technology 201
Course Descriptions 291

Professional Development
Course Descriptions 292

Profile of the College 5
Academic Common Market 9
Accreditation 5
Caperton Center for Applied Technology 8
Downtown Center 8
Foundation 8
Goals 6
Governance 5
History 5
Jackson County Center 8
Mission 6
Philosophy 6

Programs of Study 63
Advanced Skills Set Certificate
Basic Leadership 65
Communication Arts 66
Communication Skills 66
Creative Writing 65
Entrepreneurial Studies 66
Graphic Design 66
Health Insurance Customer Service 67
Leadership 67
Medical Office Assistant 67
MS Office 67
Purchasing Competency 68
Writing 68
Associate Degrees 64
Baccalaureate Programs 64
Career Ladder Approach 64
INDEX | 329

Degree Certificates 63, 68
Emergency Response 75
Skills Set Certificates 63, 64

Psychology
Course Descriptions 292

Purchasing Competency
Advanced Skills Set Certificate 68

Reading
Course Descriptions 294

Real Estate
Course Descriptions 295

Real Estate Pre-licensure 194

Regents Bachelor of Arts (RBA) 168

Religion
Course Descriptions 295

Residential and Commercial Electricity 81
Certificate 81

Riverhawks Mentoring Program 54

S

Satisfactory Academic Progress 25
Completion Rate 25
Credit Hours 26
Grade Point Average 25

Science
Course Descriptions 296

Science, Technology, Engineering and Mathematics (STEM)
Certificate 82
Course Descriptions 296

Security
Course Descriptions 296

Social Studies
Course Descriptions 297

Sociology
Course Descriptions 298

Solar Energy Technology 114
AAS 114
Course Descriptions 300

Spanish
Course Descriptions 254

STEPS Program 54

Student Information 29
Assessment 29

Bookstore 29
Cafeteria 30
Career Services 30
Disability Services 30
Early Learning Center 30
Mail 30

Surgical Technology
AAS 115
Course Descriptions 301

Teacher Education Scholarships 155

Technical Studies 83, 118
AAS 118
Certificate 83

Theatre
Course Descriptions 302

Transfer courses 199

Tuition & Financial Aid 19
Afordable Tuition Program 27
Attendance 24
Fees 20
Financial Aid 23
Ineligibility and Holds 25
Refund Schedule 23
Repayment Policy 24
Suspension 26
Tuition and Fees 19
Tuition/Fee Schedule 19
Warning 26

W

Welding
Course Descriptions 303

Welding Skills Technology 119
AAS 119

Welding Technology 84
Certificate 84

West Virginia University at Parkersburg
2014-2015 Board of Governors 324

Workforce & Community Education 193
ACT WorkKeys 195
Business & Industry 194
Home Inspection Certification 194
Real Estate Pre-licensure 194
Development Services 196
  Computer Training Programs/Services 196
Consulting/Organizational Support Services 196
Continuing Education Support Services 196
Customized Training Services 196
Kid's College 196
Senior Citizen Programs 197
Teen Academies 197
Facility Rental 196
Fast Track Programs 193
  Allied Health 193
  CPR 193
  Dental Assistant 193
Electronic Health Record Management 194
  Home Inspection Certification 194
  IV Therapy 194
  Medical Office Assistant 194
  Phlebotomy 194
  Real Estate Pre-licensure 194
KeyTrain 195
Skill Assessments 195
The National Career 195

**Workforce Skills** 85
  Certificate 85

**Writing**
  Advanced Skills Set Certificate Advanced Skills Set Certificate 68