



ASSOCIATE OF APPLIED SCIENCE DEGREE

# OCCUPATIONAL DEVELOPMENT

IN PARTNERSHIP WITH  
WEST VIRGINIA CONSTRUCTION  
CRAFT LABORERS



300 Campus Drive  
Parkersburg, WV 26104  
[www.wvup.edu](http://www.wvup.edu)

West Virginia University at Parkersburg is an Equal Opportunity/Affirmative Action Institution and is accredited by the Higher Learning Commission.



For West Virginia Construction Craft Laborers specific questions, contact the West Virginia Laborers' Training Center at 304.489.9665 or [wvcl@citynet.net](mailto:wvcl@citynet.net).

REV. 03/21



# Associate of Applied Science in Occupational Development Application Process

1. Apply for admission at [www.wvup.edu](http://www.wvup.edu) and select Associate of Applied Science Occupational Development 525D.
2. Request that your high school transcript, GED or TASC test scores or homeschool transcript be mailed directly to WVU Parkersburg. This requirement does not apply to applicants who graduated more than five years prior to WVU Parkersburg enrollment.
3. Only credits earned at accredited institutions will be accepted for transfer. These transcripts must be sent directly from the issuing institution to the WVU Parkersburg Admissions Office. Transcripts marked "issue to student," faxed, or submitted directly by students will not be accepted. Upon review, you may be required to submit course syllabi for evaluation.
4. Please contact your WVU Parkersburg admissions counselor, Nicole Shutts, at [Nicole.Shutts@wvup.edu](mailto:Nicole.Shutts@wvup.edu) or 304.424.8310 for more details.
5. Once Nicole Shutts has verified orientation, please contact Kim McFee, your academic advisor, at 304.424.8293 or [Kim.McFee@wvup.edu](mailto:Kim.McFee@wvup.edu) to register for classes.
6. You may be eligible for financial aid. Complete a financial aid application at [www.fafsa.gov](http://www.fafsa.gov). If you have questions about financial aid, contact the WVU Parkersburg Financial Aid Office at 304.424.8310.
7. Visit [www.wvup.edu/academic-calendars](http://www.wvup.edu/academic-calendars) to keep track of registration dates and tuition and fee deadlines.
8. Payment plans are available through WVU Parkersburg. Contact the Business Office at 304.424.8223 for more information.



# Associate of Applied Science in Occupational Development 525D

CREDIT

## HOURS

### Communication Skills

(6 Credit Hours)

<b>ENGL 107</b> Technical Writing 1	3
<b>ENGL 101</b> Composition 1	3
<b>COMM 111</b> Fundamentals of Speech	3
<b>COMM 112</b> Small Group Communication	3
<b>COMM 202</b> Interpersonal Communication	3

### Quantitative Skills/Laboratory Science Experience

(6 Credit Hours)

<b>MATH 125</b> Technical Math	3
<b>MATH 120</b> Quantitative Literacy	3
<b>MATH 126</b> College Algebra	3
<b>MATH 107</b> Shop Math	3
<b>PHYS 101</b> Introduction to Physics I (Pre-requisite: Math 126)	3
<b>CS 101</b> Introduction to PC Applications (Pre-requisite: College level Math Course or Co-Requisite with Math Course)	4

At least one college-level course must be in Mathematics

### Choose three of the following electives

(3 Credit Hours)

<b>PHIL 231</b> Workplace Ethics	3
<b>PHIL 111</b> Introduction to Philosophy	3
<b>PSYC 231</b> Leadership and Human Relations	3
<b>PSYC 101</b> Introduction to Psychology	3
<b>SOC 101</b> Introduction to Sociology	3
<b>ENVR 102</b> Basic Environmental Science	3
<b>HIST 153</b> U.S. History for Reconstruction to Present	3
<b>GEOG 102</b> World Geography	3
<b>GBUS 101</b> Introduction to Business	3
<b>ENT 206</b> Managing and Marketing	3
<b>ECON 201</b> Microeconomics	3
<b>ECON 202</b> Macroeconomics	3

**Total**

**21**

NOTE: 21 CREDIT HOURS MUST BE CONVERTED AND A MINIMUM OF 15 HOURS OF COURSEWORK MUST BE TAKEN THROUGH WVU PARKERSBURG.

IN THE LAST SEMESTER OF CLASSES, YOU MUST SUBMIT YOUR DEPARTMENT OF LABOR (DOL) APPRENTICESHIP CERTIFICATE.